

CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON
REBECCA BAHAR-COOK

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
KARA HOPE
SARAH ANTHONY
BRIAN McGRAIN
DEB NOLAN
DON VICKERS
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, SEPTEMBER 16, 2013 AT 6:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [August 19, 2013](#) and [August 29, 2013](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Special Transportation Millage - Resolution Authorizing the Third [Amendment](#) to the Agreement with the Capital Area Transportation Authority Dated January 1, 2011 through December 31, 2015
2. Ingham Health Plan - Resolution to Authorize the Intergovernmental Transfer of Ingham County Funds to Support [DSH Payments](#) to Ingham Regional Medical Center and Sparrow Health System
3. Health Department
 - a. Resolution to Authorize a 2013-2014 [AmeriCorps* VISTA Grant](#)
 - b. Resolution to Convert a Community Health Representative II Position to a Billing & Reporting Clerk I and Increase a Health Plan Management Assistant to Full Time in [Health Plan Management](#) Services
 - c. Resolution to Authorize an Amendment to the Contract with the [Ionia County](#) Health Department for Medical Direction and Program Consultation
 - d. Resolution to Authorize an Agreement with [Southeast Michigan Health](#) Association
 - e. Resolution to Authorize a 2013-2014 Agreement with the Michigan Department of Community Health for the Delivery of [Public Health Services](#) Under the Comprehensive Agreement
 - f. Discussion: Clinical Site Planning
4. MIS - Resolution to Authorize [PTD Technology](#) to Secure the HPMS Application
5. Department of Human Services - Resolution to Establish a Trust and Agency [Account](#) for the Ingham County Department of Human Services

Announcements
Public Comment
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES
OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

HUMAN SERVICES COMMITTEE

August 19, 2013

Minutes

Members Present: Kara Hope, Sarah Anthony, Deb Nolan, Don Vickers and Randy Maiville

Members Absent: Todd Tennis and Brian McGrain

Others Present: Jared Cypher, Chuck Gray, John Jacobs, Barb Mastin, Debbie Edokpolo, Mike Hundersmarck and others

The meeting was called to order by Vice-Chairperson Hope at 6:32 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the July 15, 2013 Minutes

The July 15, 2013 Minutes were approved as submitted.

Additions to the Agenda

- 2h. Additional Information – Discussion: Clinical Site Planning
- 2i. Late – Ingham County Food Bank Transition Update

Limited Public Comment

None.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. NOLAN, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Special Transportation Millage - Resolution Authorizing the Third Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2011 through December 31, 2015
2. Health Department
 - a. Resolution to Authorize a 2013-2014 AmeriCorps Grant and Establish a Position
 - b. Resolution to Authorize an Agreement with Capital Area Community Services to Serve Early Head Start Children through the Family Outreach Services Program
 - c. Resolution to Amend Resolution #12-285 and Authorize Subcontract Agreements and Computer Purchases in Support of the Healthy Start Project
 - d. Resolution to Authorize an Amendment to Resolution #13-320 to Correct the Rate to be Consistent with the Lease Amendments with Sparrow Health Systems (*The Committee acknowledged in the 4th Whereas \$20.21 should be \$20.16*)
 - e. Resolution Authorizing the Approval of a Five Year Extension of the Voluntary Funding Agreements
 - f. Resolution to Authorize an Agreement with Alliance Biomedical DBA RS Biomedical, Inc.
 - g. Resolution to Authorize Amendment #6 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Tennis and McGrain

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. NOLAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Tennis and McGrain

2. Health Department

h. Discussion: Clinical Site Planning

Ms. Mastin provided a draft proposal describing the recent discussions and analysis of the clinical site planning and transition.

Ms. Mastin explained the intent is to move adult services from the HSB into the McLaren Building. This decision was made based on Capital Link's analysis of the McLaren exam room size in addition to a small number of renovations required. Comm. Vickers asked if there is bus service to the McLaren building. Ms. Mastin answered yes.

Ms. Mastin informed the Committee that Healthy Smiles Dental Center and Well Child Community Health Center would move to the HSB making it a place for women's and children's services. The CHC administration offices will be relocated from the Cedar Pointe building to the McLaren Building. These changes will allow for the termination of the leases at Cedar Pointe, Healthy Smiles and Well Child sites.

Ms. Mastin stated the McLaren building is 35,000± square feet and by relocating the adult services and administration offices there will be 11,796± square feet to expand services. She noted there have been conversations of an urgent care. On the other hand because of the County's short term leases with St. Lawrence and Sparrow those operations could make use of the 11,796± square feet.

Ms. Mastin stated she will have more information on the lease terms at the September 30th meeting. She noted Capital Link will be visiting on September 23, 2013. Mr. Cypher informed the Committee that the Controller's office had questions for Capital Link and are waiting for their response. He noted that things are moving slower than anticipated; however, once the numbers are solid the County can begin to move forward.

The Committee discussed the location and relocation of the health care facilities, future site locations, various local partnerships, along with competition for Medicaid dollars and the FQHC reimbursement. The Committee expressed their concern that the Ingham County residents have access to quality health care in locations that are easy to get to.

i. Ingham County Food Bank Transition Update

Ms. Mastin informed the Committee that the Salvation Army has agreed to take over the Food Bank call center operations and a meeting is scheduled next week to finalize the transition. She stated that there have been several meetings with MIS to transfer the database.

Comm. Anthony asked if community agencies and churches are aware of the change and will there be a difference in how the calls are handled. Ms. Mastin stated there should not be much change in administration or how calls are handled, but, if there is let her know. Ms. Mastin will verify that there is or will be an announcement that the Salvation Army will be taking calls for the Food Bank.

The Committee discussed the amount of work involved with answering the calls for the Food Bank along with the change from the United Way 2-1-1 commitment to the Salvation Army.

Announcements

Comm. Maiville informed the Committee that the Birch Center ribbon cutting went very well.

Comm. Nolan informed the Committee that the Commissioner interviews will be held August 27, 2013 at the Hilliard Building, 1st Floor Conference Room.

Public Comment

Mike Hundersmarck, MediaStar Promotions asked the Committee if there is or will be a discussion regarding MediaStar handing out coupons for cigarettes in local bars. The Committee is unaware of any agenda item or discussion. Mr. Cypher will contact Mr. Hundersmarck tomorrow with an update to his question.

The meeting adjourned at approximately 7:02 p.m.

Respectfully submitted,

Julie Buckmaster

HUMAN SERVICES COMMITTEE

August 29, 2013

Minutes

Members Present: Todd Tennis, Kara Hope, Sarah Anthony, Brian McGrain, Deb Nolan, Don Vickers and Randy Maiville

Members Absent: None

Others Present: Jared Cypher, Teri Morton, Beth Hamilton, Randy Marwede, Mark Stevens, Nancy Hayward, Barb Mastin, John Jacobs, Amanda Masters, Donald Lehman, Jim Wilson, Marian Owen, Amanda Masters, Chuck Gray and others

The meeting was called to order by Chairperson Tennis at 6:00 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Additions to the Agenda

None.

Limited Public Comment

None.

1. Budget Hearings
 - a. Veteran Affairs
 - b. Tri-County Aging Consortium
 - c. Transportation Millage
 - d. Medical Care Facility
 - e. Medical Examiner
 - f. Health Department
 - g. Department of Human Services
 - h. Cooperative Extension
 - i. Community Mental Health - Substance Abuse
 - j. Community Agencies
 - k. Central Michigan 2-1-1 Alliance
 - l. Community Coalition for Youth

Chairperson Tennis asked the Department Heads opposed to their 2014 Controller's Recommended Budget to please address the Committee. No Department Heads came forward in opposition.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE FOLLOWING DEPARTMENTS:

- a. Veteran Affairs
- b. Tri-County Aging Consortium
- c. Transportation Millage
- d. Medical Care Facility
- e. Medical Examiner
- f. Health Department
- g. Department of Human Services
- h. Cooperative Extension
- i. Community Mental Health - Substance Abuse
- j. Community Agencies
- k. Central Michigan 2-1-1 Alliance
- l. Community Coalition for Youth

Comm. McGrain stated he is pleased with the 2014 Controller's Recommended Budget and the work that was put into it.

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN TO ADD TO THE "Z" LIST: \$14,280.00 TO THE COMMUNITY AGENCIES BUDGET INCREASING THE TOTAL TO \$200,000.

Comm. Nolan stated that as discussed in other Budget Hearing meetings she has brought up the idea of using the entire "Z" List funds to provide the employees with a one-time lump-sum payment. She noted that the employees have not received a pay increase in some time. She informed the Committee of the Sheriff's "Z" List request and the Ingham County Conservation District's request. The Committee agreed this could be a discussion at Board Leadership.

Chairperson Tennis informed the Committee there are more Community Agency requests than last year and this would help fund some of the additional requests. Comm. Anthony asked if the funding should be increased to \$250,000. Comm. McGrain stated it could be; however, at this time he wanted to leave room for other things. Chairperson Tennis stated that the Finance Committee can also take that into consideration.

MOTION CARRIED UNANIMOUSLY.

2. Final Ranking

The following was placed on the "Z" list: \$14,280 to the Community Agencies Budget increasing the total to \$200,000

Announcements

Comm. McGrain stated the Finance Committee Budget Hearing will be held on September 25, 2013 at 5:30 p.m.

Nancy Hayward informed the Committee she sent them an email about fifteen minutes ago regarding the water damage and temporarily closing of the Cedar Pointe facility. She stated operations will be relocated to the Health Department until Tuesday when the building owner's contractor has cured the problem. Mr. Jacobs stated a couple of employees will be relocated to the MIS training room tomorrow. Comm. Vickers asked if this is rain water or sewage. Mr. Wilson stated rain water.

Ms. Hayward stated the Health Department is very pleased to accept the Controller's Recommended Budget. She then informed the Committee that Dr. Branch Canady would be submitting a reorganization plan to the Controller's Office in the next one or two months. The reason for the reorganization is the changing public health care environment, patient care medical homes, technology, Medicaid expansion, and the Affordable Care Act.

Comm. McGrain invited the Committee to tour the Jackson, 2-1-1 Center with Amanda Masters on Tuesday, September 3, 2013.

Comm. Nolan thanked the Staff for the work they do every day.

Chuck Gray, UAW, thanked Comm. Nolan and the Committee for thinking of the employees and his Union would be happy to accept a one-time lump-sum payment.

Public Comment

None.

The meeting adjourned at approximately 6:15 p.m.

Respectfully submitted,

Julie Buckmaster

SEPTEMBER 16, 2013 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Assistant Deputy Controller is recommending approval of the following resolutions

1. *Special Transportation Millage – Resolution Authorizing the Third Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2011 through December 31, 2015*

This resolution authorizes the third amendment to the agreement with the Capital Area Transportation Authority (CATA) for the time period of January 1, 2011 through December 31, 2015; specifically the scope of services which will be effective from October 1, 2013 through September 30, 2014. For the period October 1, 2013 through September 30, 2014 the County will reimburse CATA as set forth in the attached Scope of Services. The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$3,110,763 will be used to pay the actual expenses of operating, administrating and marketing Spec-Tran. A maximum of \$645,000 of the funds will be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services. The amount of \$107,646 will be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County's 2014 Fiscal Year.

NOTE: THIS RESOLUTION WAS SENT BACK TO THE HUMAN SERVICES COMMITTEE BY THE BOARD OF COMMISSIONERS AT THE AUGUST MEETING. CATA WILL HAVE REPRESENTATIVES AT THE MEETING TO DISCUSS THE RESOLUTION AND ANSWER QUESTIONS.

2. *Ingham Health Plan – Resolution to Authorize the Intergovernmental Transfer of Ingham County Funds to Support DSH Payments to Ingham Regional Medical Center and Sparrow Health System*

This resolution authorizes the FY 2013/2014 transfer of Health Care Services Millage funds for the purpose of providing access to basic health care services to Ingham County residents who individual income is less than two and half times the Federal Poverty Level, and who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance. The millage is expected to generate just under \$3.4 million for FY 2014; however the resolution authorizes the transfer of up to \$3.6 million just in case there is an unforeseen increase in the amount of millage revenue. One major change for this year is that this resolution authorizes any remaining funds to be transferred directly to the Ingham Health Plan in the event that a local hospital does not have the capacity to accept the maximum amount of millage funds.

3. *Health Department*

a. *Resolution to Authorize a 2013-2014 AmeriCorps*VISTA Grant*

This resolution authorizes a new AmeriCorps*VISTA Program grant of \$143,952 for the 2013-2014 fiscal year. A total of 8 FTE AmeriCorps*VISTA members will be placed in host sites selected through an RFP process. Additional dollars offered by MSU Extension totaling \$22,182 and cash contributions from the external host sites totaling \$30,875 will be used to cover the \$34,254 (salary and fringe) for the part-time coordinator, plus \$18,803 for training/travel, supplies; and partial AmeriCorps* VISTA member support. The VISTA Deferred Revenue Cost Share Fund totaling \$50,412 is available for current or future years use if needed.

b. *Resolution to Convert a Community Health Representative II Position to a Billing & Reporting Clerk I and Increase a Health Plan Management Assistant to Full Time in Health Plan Management Services*

This resolution authorizes the conversion of a vacant Community Health Representative II (UAW/D), to a limited term Billing and Reporting Clerk I (UAW/E) and that a vacant Health Plan Management Assistant (UAW/E), be increased to full-time in Health Plan Management Services. Both the Billing and Reporting Clerk I and the Health Plan Management Assistant positions will be posted as limited term. The total additional cost is estimated to be \$12,150. However, Health Plan Management Services received 9,000 additional Plan A members through the April 2013 Adult Benefit Waiver open enrollment and anticipates \$175,000 additional revenue from August 2013 through January 2014, and these funds will be utilized to cover the increased cost.

c. *Resolution to Authorize an Amendment to the Contract with the Ionia County Health Department for Medical Direction and Program Consultation*

This resolution authorizes a 3-year contract to provide approximately 20% of the Deputy Medical Director's time to the Ionia County Health Department, including a commitment to being on site at least 16 hours during each month. This commitment will be fulfilled primarily by Dr. Lowhim. Additionally, the agreement provides that the administrative staff of the Health Department occasionally consults with the staff of Ionia County. Ionia County will compensate Ingham County at the rate of \$51,999 for medical direction and program consultation services during 2014; \$52,519 for services during 2015; and \$53,044 for services during 2016.

d. *Resolution to Authorize an Agreement with Southeast Michigan Health Association*

This resolution authorizes an agreement for a mini grant with the Southeast Michigan Health Association in the amount of \$10,000 to conduct outreach services. The purpose of the grant is to engage new families and connect them with the CSHCS Program. The term of the agreement shall be September 1, 2013 through August 31, 2014.

e. *Resolution to Authorize a 2013-2014 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services under the Comprehensive Agreement*

This resolution authorizes a 2013-2014 agreement with the Michigan Department of Community Health for the Delivery of Public Health Services under the Comprehensive Agreement. The agreement serves as the vehicle for accepting slightly more than \$5.0 million in state and federal grant and formula funding to support a number of public health services. Please see the attached memorandum for more details.

4. MIS - *Resolution to Authorize PTD Technology to Secure the HPMS Application*

This resolution authorizes PTD Technology to secure the web application side of the Health Plan Management database at a cost not to exceed \$9,025. Funds are available in the Health Department budget.

5. Department of Human Services - *Resolution to Establish a Trust and Agency Account for the Ingham County Department of Human Services*

This resolution establishes a trust and agency account for the Ingham County Department of Human Services to allow DHS to receive funds through their letter of understanding with Caring About Kids. Caring About Kids raises money and provides DHS with approximately \$10,000 per quarter to purchase things for Ingham County Foster Care children such as YMCA memberships, school trips, birthday parties and gifts. The expenditures are not covered under other funding sources and are designed to enrich the lives of the children receiving the items and services.

OTHER ITEM:

3f. Health Department - Discussion: Clinical Site Planning

Agenda Item 1

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE THIRD AMENDMENT TO THE AGREEMENT WITH THE
CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2011 THROUGH
DECEMBER 31, 2015**

WHEREAS, an agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2015; and

WHEREAS, in August 2010, the electorate approved a countywide public transportation millage level of 48/100 (.48) of one mill to be used for the purpose of funding a transportation system to be used primarily by elderly and disabled persons in Ingham County; and

WHEREAS, in August 2012, the electorate approved an additional 12/100 (.12) of one mill to ensure that the current level of service can still be provided; and

WHEREAS, the Board of Commissioners envisioned that the revenues generated as a result of the millage levy would be turned over to the Capital Area Transportation Authority and be used to provide the transportation service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the agreement with the Capital Area Transportation Authority (CATA) which authorizes the County to pay CATA the expenses incurred for providing a public transportation system to be used primarily by elderly and disabled persons in Ingham County from revenue generated as a result of the countywide public transportation millage.

BE IT FURTHER RESOLVED, that for the period October 1, 2013 through September 30, 2014 the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, the Chairperson of the Board is hereby authorized to sign the appropriate agreements and documents necessary to implement the above, subject to approval as to form by the County Attorney.

EXHIBIT “A”

SCOPE OF SERVICES

For October 1, 2013, through September 30, 2014

CATA shall carry out the following activities with respect to small bus transportation primarily serving elderly and disabled residents of Ingham County:

1. Take all reasonable steps to improve the quality of small bus service primarily serving the elderly and residents with disabilities of Ingham County. CATA shall constantly strive to develop methods to provide such services in more cost efficient ways.
2. Manage and operate the small bus system commonly known as CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area. Service shall be provided in conformity with the requirements of the state and federal grants received for the operation of the service. A maximum of \$645,000 of the funds received under this agreement shall be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services.
3. Continue to operate service for persons with disabilities, known as CATA Spec-Tran, providing at a minimum the level of service in effect on October 1, 1988, to residents of Ingham County who reside within the boundaries of the urbanized area and who further qualify for this specialized service by nature of their mobility-related disabilities. Services shall be provided in conformity with state and federal requirements and grants received for the operation of the service. A maximum of \$3,110,763 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administrating and marketing Spec-Tran.
4. The amount of \$107,646 shall be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County’s 2013 Fiscal Year. CATA has no responsibility for this service and does not participate in its operation or funding

MEMORANDUM

TO: Ingham County Board of Commissioners
FROM: Robin Reynolds, Executive Director
DATE: August 29, 2013
SUBJECT: Authorization of Health Care Service Millage Funds

Attached is the resolution for your consideration that authorizes the transfer of funds to the State of Michigan and the Ingham Health Plan Corporation. Funds shall be used for the purpose of providing access to basic health care services to Ingham County residents who individual income is less than two and half times the Federal Poverty Level, and who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance.

The authorization to transfer funds to the State of Michigan is for the purpose of supporting Disproportionate Share Hospital (DSH) payments to McLaren Greater Lansing and Sparrow Health System. The Federal government approved Michigan's Medicaid State Plan Amendment TN No.05-13, effective June 1, 2006 which created an "Indigent Care Agreement Pool" for hospitals which qualified for Medicaid Disproportionate Share ("DSH") payments and allowed them to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital had an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation; and (b) the Indigent Care Agreement stipulated that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs. Both McLaren Greater Lansing and Sparrow Health System are qualified to receive these special payments.

An increase against all the taxable real and personal property in Ingham County of 0.52 mills was approved by voters on November 6, 2012, for the purposes of providing access to basic health care services to Ingham County resident. The County has assessed 0.52 mills (\$0.52 per thousand dollars of state taxable valuation). It is recommended that the Board of Commissioners authorize the intergovernmental transfer up to \$3.6 million from the health care service millage funds. In the event that a hospital does not have the capacity to accept the maximum number of millage funds, the Controller recommends that the Board of Commissioners authorize the payment for the balance of the health care service millage funds directly to the Ingham Health Plan Corporation for the purpose of providing access to health care services to low income, uninsured residents of Ingham County.

The Ingham Health Plan Corporation requests your authorization of the attached resolution. We look forward to a continued partnership with Ingham County as the ever-changing landscape of healthcare changes.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INTERGOVERNMENTAL TRANSFER OF INGHAM COUNTY FUNDS TO SUPPORT DSH PAYMENTS TO INGHAM REGIONAL MEDICAL CENTER AND SPARROW HEALTH SYSTEM

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which created an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate Share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

WHEREAS, Ingham Health Plan Corporation purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

WHEREAS, Ingham Health Plan Corporation will enter into an Indigent Care Agreement with McLaren Greater Lansing and/or Sparrow Health System, requiring Ingham Health Plan Corporation to directly or indirectly operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

WHEREAS, both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

WHEREAS, certain intergovernmental transfers of public funds from Ingham County may be made to the State of Michigan to be used as the State's share in claiming the Federal match; and

WHEREAS, an increase against all the taxable real and personal property in Ingham County of 0.52 mills was approved by voters on November 6, 2012, for the purpose of providing basic health care services to Ingham County residents; and

WHEREAS, Ingham County has assessed 0.52 mills (\$0.52 per thousand dollars of state taxable valuation) for the taxable year 2013 for such services; and

WHEREAS, the Controller/Administrator recommends that the Board of Commissioners authorize the intergovernmental transfer of up to \$3.6 million from the Health Care Services millage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer and the County Controller/Administrator to implement intergovernmental transfers of up to \$3.6 million from the Health Care Service millage to the State of Michigan for the purpose of contributing to Disproportionate Share Hospital payments made through the Indigent Care Agreements Pool to McLaren Greater Lansing and Sparrow Health System.

BE IT FURTHER RESOLVED, in the event that a local hospital does not have the capacity to accept the maximum amount of millage funds, the Board of Commissioners authorizes the payment of the balance of the Health Care Millage funds directly to the Ingham Health Plan Corporation for the purpose of providing access to healthcare services to low income, uninsured residents of Ingham County.

BE IT FURTHER RESOLVED, that the intergovernmental transfers are authorized once the following conditions are in place:

- McLaren Greater Lansing and/or Sparrow Health System have signed Indigent Care Agreement(s) with the Ingham Health Plan Corporation for the time period of October 1, 2013 through September 30, 2014.
- The State has indicated via the Michigan Department of Community Health website or another mechanism that McLaren Greater Lansing Center and/or Sparrow Health System are eligible to receive Indigent Care Agreement-based DSH payments in the amount that would be supported by the Ingham County intergovernmental transfer.
- Funds shall be used for the purpose of providing access to basic health care services to Ingham County residents whose individual income is less than two and half times the Federal Poverty Level, and who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance.

BE IT FURTHER RESOLVED, that this Resolution shall be effective October 1, 2013 through September 30, 2014.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County Attorney.

MEMORANDUM

TO: Human Services Committee
 County Services Committee
 Finance Committee

FROM: Renée Branch Canady, Ph.D., Health Officer

DATE: September 5, 2013

RE: Resolution to Authorize a 2013-2014 AmeriCorps* VISTA Grant

This is a recommendation to authorize an agreement with the Corporation for National and Community Services (CNCS) to operate an AmeriCorps* VISTA project in Ingham County.

AmeriCorps* VISTA is a federal program operating under the Corporation for National and Community Service (CNCS), with management in Michigan at the State CNCS office in Detroit. The Corporation for National and Community Service (CNCS) has granted the Ingham County Health Department, on behalf of the Power of We Consortium, a new AmeriCorps* VISTA Program grant of \$143,952 for the 2013-2014 fiscal year. A total of 8 FTE AmeriCorps* VISTA members will be placed in host sites selected through an RFP process.

Our pool of VISTA members will support projects that target low-income populations and will provide greatly needed capacity-building at a low cost for our community- and faith-based organizations. The list of those agencies is attached.

Additional dollars offered by MSU Extension totaling \$22,182 and cash contributions from the external host sites totaling \$30,875 will be used to cover the \$34,254 (salary and fringe) for the part-time coordinator, plus \$18,803 for training/travel, supplies; and partial AmeriCorps* VISTA member support. The VISTA Deferred Revenue Cost Share Fund totaling \$50,412 is available for current or future years use if needed.

The grant requires a match.

	Amount	Percent
Grant	\$143,952	73%
Match	\$ 53,057	27%*
Total	\$197,009	

The match is drawn from:

- 1) Cash contributions from the external host sites totaling \$30,875;
- 2) Dollars offered by MSU Extension totaling \$22,182

I recommend that the Board of Commissioners adopt the attached resolution to accept this grant from the National Corporation for Community Service for the first year of this AmeriCorps* VISTA Program.

c: Debbie Edokpolo w/attachment
 John Jacobs w/attachment
 Isaias Solis w/attachment

AmeriCorps* VISTA Project

Community- and faith-based organizations who are approved (as of 09/05/13) to receive a VISTA member are:

Capital Area College Access Network

Center for Financial Health

Greater Lansing Housing Coalition

Ingham Change Initiative

Ingham Great Start Collaborative- Lansing Early Childhood Equity Project

REACH Studio Art Center

Northwest Initiative

Tri-County Office on Aging

County of Ingham

HUMAN RESOURCES DEPARTMENT

5303 S. Cedar Street, Suite 2102
Lansing, MI 48911-3895

Administration: 517. 887.4327
Employee Services: 517.887.4373
Internet: www.ingham.org

Employment: 517.887.4328
FAX Number: 517.887.4396

TO: Debbie Edokpolo, Assistant Deputy Health Officer
FROM: Michelle Rutkowski, Human Resources Specialist
DATE: 9/5/13
RE: HR Analysis to establish a new position—AmeriCorps State Specialist, position number=TBD

Regarding your request to establish a new position, Human Resources can confirm the following:

1. The recently created classification of AmeriCorps State Specialist appears to meet your operational needs.
2. The AmeriCorps State Specialist position is compensated at an ICEA PRO 5 salary level.
3. The ICEA PRO has been notified of this new position. I anticipate their full support will follow shortly.

Please use this memo as acknowledgement of Human Resources' participation and analysis of your proposed classification. You are now ready to complete the final steps in the process: contacting Budgeting, writing a memo of explanation and preparing a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A 2013-2014 AMERICORPS* VISTA GRANT

WHEREAS, the Ingham County Health Department on behalf of the Power of We Consortium was the recurring recipient of grant funds in support of the AmeriCorps* VISTA Project from 2006-2010; and

WHEREAS, annual renewal of such funding was accepted by resolution (#06-333, #07-307, #08-321, #09-159, #10-055, #10-396); and

WHEREAS, the Corporation for National and Community Services (CNCS) has provided Ingham County with up to eight (8) AmeriCorps* VISTA members to perform volunteer services to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems; and

WHEREAS, VISTA members provide expanded capacity to community-based organizations that are engaged in work that helps meet Ingham County's long-term goals of fostering economic well-being, assisting in meeting basic needs and fostering appropriate youth development; and

WHEREAS, a mechanism has been established for collecting cost share from each VISTA host site for the purpose of paying for cost-shared members in future years (Resolution #06-333); and

WHEREAS, the Health Department has successfully collected required funds from host sites to cover the costs of AmeriCorps* VISTA members; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners accept the AmeriCorps grant award; and

WHEREAS, a part-time AmeriCorps* VISTA Specialist (ICEA/5) is established to function as the coordinator, train staff and attend trainings for the duration of the grant; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept an AmeriCorps* VISTA grant in the amount of \$143,952 from the Corporation for National and Community Services for the period of October 1, 2013 through November 15, 2014.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts an AmeriCorps*VISTA grant in the \$143,952, and authorizes an agreement from the Corporation for National and Community Services for the period of October 1, 2013 through November 15, 2014.

BE IT FURTHER RESOLVED, that a non-federal match of \$53,057 is authorized, obtained through cash contributions of up to \$3,860 from each of the AmeriCorps* VISTA host sites, as selected through a Request for Proposal process, and \$22,182 offered by MSU Extension.

BE IT FURTHER RESOLVED, that a part-time AmeriCorps* State Specialist (ICEA/5) position is established as the coordinator, to train staff and attend trainings for the duration of the grant.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget and position allocation adjustments to the Health Department's budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any grant award documents, and any host site and member agreements, after review by the county attorney.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: September 10, 2013

RE: Resolution to Convert a Vacant Community Health Representative II Position to a Billing & Reporting Clerk I and Increase a Vacant Health Plan Management Assistant from Part-time to Full-time

The Health Plan Management Services (HPMS) Unit currently serves 14 health plans with over 38,000 members and 28 different benefits. These increased member numbers reflect an addition of 9,000 new Plan A members resulting from the April 2013 Adult Benefit Waiver open enrollment. Over the past twelve months, a total of seven positions have either been eliminated or become vacant in HPMS.

There is now an immediate need for additional staff in order for HPMS to continue to meet their contractual obligations and provide services at the required levels.

In November, 2012, the Claim Services Coordinator position (601066) became vacant. The billing and reporting duties from this position were reassigned to a Community Health Representative II, UAW/D, (601081). After evaluation by Human Resources, the employee was paid Out of Class at the Community Health Representative IV (UAW/F) rate. The employee resigned her position effective August 1, 2013. We are requesting that the vacant CHR II (601081) be converted to a Billing & Reporting Clerk I, UAW/E – limited term. The Budget Office has calculated that this conversion will cost an additional \$2,415 (2012 rates). Claims processing and Customer service are key components of the current HPMS business model.

The Health Plan Management Assistant position (601082), UAW/E, was established as a shared time position. When half of this position became vacant, the ICHD continued fund it as a part-time position. The employee in this position resigned effective July 26, 2013. We are requesting that this position be increased to full-time. The Budget Office has calculated that this increase will cost an additional \$9,735 (2012 rates).

The additional cost of these position conversions will be fully funded through increase Health Plan member revenues collected from August 2013 through January 2014 of approximately \$175,000.

Human Resources and the UAW support these position changes.

I recommend that the Board of Commissioners adopt the attached resolution to convert a CHR II position to a Billing & Reporting Clerk I and increase the Health Plan Management Assistant to full-time, to allow HPMS to continue to provide services to outside agencies on a contractual basis. Both positions will be posted as limited term.

c: Nancy Hayward w/attachments
John Jacobs w/attachments
Travis Parsons, w/attachments
Chuck Gray, w/attachments

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONVERT A COMMUNITY HEALTH REPRESENTATIVE II POSITION TO A BILLING & REPORTING CLERK I AND INCREASE A HEALTH PLAN MANAGEMENT ASSISTANT TO FULL TIME IN HEALTH PLAN MANAGEMENT SERVICES

WHEREAS, Health Plan Management Services, under the Ingham County Health Department, is funded through contracts for services which includes administrative oversight of 14 County Health Plans in 29 counties; and

WHEREAS, Health Plan Management Services received 9,000 additional Plan A members through the April 2013 Adult Benefit Waiver open enrollment; and

WHEREAS, Health Plan Management Services has reviewed the current operational needs and determined the unit lacks the staff resources to adequately fulfill its contractual obligations; and

WHEREAS, Human Resources has evaluated two positions in Health Plan Management Services and supports the conversion of a vacant CHR II (UAW/D), Position #601081, to a Billing & Reporting Clerk I (UAW/E) and to increase the vacant Health Plan Management Assistant (UAW/E), Position #601082 to full-time status; and

WHEREAS, the Budget Office has calculated that the funding of the Health Plan Assistant position will cost an additional \$9,735 (2012 rates) and the conversion of the Community Health Representative II will cost an additional \$2,415 (2012 rates); and

WHEREAS, the additional cost of these position changes will be fully funded through increased Health Plan member revenues collected from August 2013 to January 2014 of an approximate amount of \$175,000; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the conversion of the vacant Community Health Representative II (UAW/D), Position #601081 to a limited term Billing and Reporting Clerk (UAW/E) position and that the vacant Health Plan Management Assistant (UAW/E), Position #601082 to be increased to full-time in Health Plan Management Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of the vacant Community Health Representative II (UAW/D), Position #601081 to a limited term Billing and Reporting Clerk I (UAW/E) and that the vacant Health Plan Management Assistant (UAW/E), Position #601082 to be increased to full-time in Health Plan Management Services.

BE IT FURTHER RESOLVED, the Billing and Reporting Clerk I and the Health Plan Management Assistant positions will be posted as limited term.

BE IT FURTHER RESOLVED, that Ingham County Board of Commissioners authorizes the Controller/Administrator to make any necessary budget adjustments and changes to the position allocation list consistent with this resolution.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Renée B. Canady, PhD, MPA, Health Officer

Date: September 10, 2013

Subject: Ionia County Health Department - Contract for Medical Direction

Since the mid-1980's, the Ingham County Health Department has provided medical direction and consultation to the Ionia County Health Department. The current agreement will expire on December 31, 2013. This is a recommendation to authorize an amendment to extend that relationship through 2016.

Through this agreement Ingham County agrees to provide approximately 20% of the Deputy Medical Director's time to the Ionia County Health Department, including a commitment to being on site at least 16 hours during each month. This commitment will be fulfilled primarily by Dr. Lowhim. Additionally, the agreement provides that the administrative staff of the Health Department occasionally consults with the staff of Ionia County.

This relationship has worked well for both Ingham County and the Ionia County. For the year 2013, Ionia County is paying Ingham County \$50,979 for this service. This compensation represents about 20% of the cost of supporting one full time physician. I am recommending an increase of 2%, to an annual rate of \$51,999 for services in 2014; an increase of 1% to an annual rate of \$52,519 for services in 2015; and an increase of 1 % to an annual rate of \$53,044 for services in 2016.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the amendment to the contract with the Ionia County Health Department.

c: John Jacobs w/attachment
Dr. Suganda Lowhim w/attachment
Ken Bowen w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH THE
IONIA COUNTY HEALTH DEPARTMENT FOR MEDICAL DIRECTION AND
PROGRAM CONSULTATION**

WHEREAS, the Ionia County Health Department has purchased medical direction and program consultation from Ingham County since the mid-1980's; and

WHEREAS, the arrangement has worked well for Ionia County and for Ingham County, with Ionia County compensating Ingham County for approximately 20% of the cost of supporting the Medical Director of the Ingham County Health Department; and

WHEREAS, the Health Officer/Medical Director recommends that the Board of Commissioners authorize the extension of the relationship with Ionia County through December 31, 2016.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the contract with the Ionia County Health Department to provide medical direction and program consultation services for the period January 1, 2014 through December 31, 2016.

BE IT FURTHER RESOLVED, that Ionia County shall compensate Ingham County at the rate of \$51,999 for medical direction and program consultation services during 2014; \$52,519 for services during 2015; and \$53,044 for services during 2016.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée B. Canady, PhD, MPA, Health Officer

DATE: September 5, 2013

RE: Resolution to Authorize an Agreement with Southeastern Michigan Health Association

The Health Department's Children's Special Health Care Services (CSHCS) Program has been awarded a mini grant in the amount of \$10,000 to conduct outreach services. The purpose of the grant is to engage new families and connect them with the CSHCS Program.

CSHCS provides services to individuals with special health care needs in order to demonstrate improved health outcomes and an enhanced quality of life through the appropriate use of the CSHCS system of care. CSHCS has been a core program of the Health Department.

Southeastern Michigan Health Association will provide \$10,000 to support these services. The term of the agreement shall be September 1, 2013 through August 31, 2014.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the agreement with Southeastern Michigan Health Association.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SOUTHEAST MICHIGAN
HEALTH ASSOCIATION**

WHEREAS, the Children's Special Health Care Services Program (CSHCS) has been a core program of the Ingham County Health Department; and

WHEREAS, CSHCS strives to enable individuals with special health care needs to have improved health outcomes and an enhanced quality of life through the appropriate use of the CSHC system of care; and

WHEREAS, the Ingham County Health Department CSHCS program supports care coordination and case management services, connects families to community based services, and focuses on family centered care; and

WHEREAS, the CSHCS provides services to 820 enrolled individuals from birth to age 21; and

WHEREAS, the Health Department's CSHCS submitted and received a grant in the amount of \$10,000 for outreach services from Southeastern Michigan Health Association to connect individuals with the CSHCS program; and

WHEREAS, the term of the agreement shall be September 1, 2013 through August 31, 2014; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with Southeastern Michigan Health Association for the CSHCS outreach services program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Southeastern Michigan Health Association in the amount of \$10,000 for the period of September 1, 2013 through August 31, 2014 for CSHCS outreach services.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: September 10, 2013

RE: 2013-2014 Agreement for the Delivery of Public Health Services under the Comprehensive Agreement Process

Under the Public Health Code, the State of Michigan and the 83 counties share responsibility for the protection of the public health of the citizens of Michigan. The agreement for the delivery of public health services under the Comprehensive Agreement Process is the principal mechanism for clarifying the role and responsibilities of the state and local governments. The agreement serves as the vehicle for accepting slightly more than \$5.0 million in state and federal grant and formula funding to support a number of public health services. The public health services to be delivered under this Agreement include Essential Local Public Health Operations, Community Health Assessment activities and categorical programs including:

- AIDS/HIV Prevention and Care
- Bioterrorism Emergency Preparedness
- Breast and Cervical Cancer Control
- Children's Special Health Care Services
- Communicable Disease Prevention
- Family Planning
- Food Vendor and Restaurant Inspection
- Immunizations
- Lead Safe Homes
- Maternal and Child Health Programs
- Tobacco Reduction
- Tuberculosis Control
- Sexually Transmitted Disease Control
- Vision and Hearing Screening
- Well and Septic Inspection
- The WIC Program

The attached resolution will authorize the 2013-2014 Agreement. The Michigan Department of Community Health has set grant and formula funding levels based on its appropriation act for FY 2014. These levels are included in the Health Department's FY 2014 budget. The resolution also authorizes subcontracts in the Breast and Cervical Cancer Control Program and Nurse Family Partnership programs. These all consist of state and federal funds and are included in the Department's FY 2014 budget request.

The resolution includes authorization for a number of service contracts to perform outreach activities to potential and current Medicaid beneficiaries in the following categories:

- Medicaid Outreach and Public Awareness
- Facilitating Medicaid Eligibility Determination
- Program Planning, Policy Development and Interagency Coordination Related to Medical Services
- Referral, Coordination, and Monitoring of Medicaid Services
- Medicaid-specific Training on Outreach Eligibility and Services
- Arranging for Medicaid-related Transportation and Translation

This strategy of contracting for outreach services is a key part of the Health Department's 2013 budget request. During 2004-2005 the State promulgated a Medicaid policy to establish the procedures for utilizing this outreach funding arrangement. The Medicaid policy guides the way in which the department builds relationships with neighborhood and community agencies. The contracts are established in conformance with the state policy and reporting is required to demonstrate that services are consistent.

The Comprehensive Agreement process—and all contracts with the Michigan Department of Community Health—are entirely electronic. Therefore, in the proposed resolution, the Board authorizes Renee Canady, PhD, Health Officer and John Jacobs, Chief Financial Officer to submit the 2013-2014 grant electronically.

This resolution and the corresponding Agreement represent important financial support for the Health Department programs established through the County budget process. I recommend the adoption of this resolution and the authorization of the Agreement, contracts and subcontracts. The MDCH will propose future amendments to the Agreement should appropriation levels and/or formulas change.

Attachment

c: John Jacobs w/attachment
Bob Townsend w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2013-2014 AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH FOR
THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER
THE COMPREHENSIVE AGREEMENT**

WHEREAS, the responsibility for protecting the public health is a shared responsibility between the State and county governments in Michigan; and

WHEREAS, the Michigan Department of Community Health and Ingham County have historically entered into contracts to clarify the role and responsibility of each party in protecting the public's health; and

WHEREAS, the Michigan Department of Community Health is in the process of establishing tentative grant funding levels for 2013-2014; and

WHEREAS, the Michigan Department of Community Health has proposed a 2013-2014 Agreement for the delivery of public health services under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relationships; and

WHEREAS, the Health Officer recommends that the 2013-2014 Comprehensive Agreement be authorized and executed.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2013-2014 Agreement with the Michigan Department of Community Health for the delivery of public health services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the Agreement shall be October 1, 2013 through September 30, 2014.

BE IT FURTHER RESOLVED, that the scope of services included in this Agreement shall include Essential Local Public Health Services, and several categorical public health programs identified in the attachments to the Agreement.

BE IT FURTHER RESOLVED, that approximately \$5.1 million of state/federal funds will be made available to Ingham County through the Comprehensive Agreement, and that Ingham County's contribution to expenditures associated with the Agreement and budget shall not exceed levels appropriated in the County's 2014 Budget for these purposes.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes subcontracts for the period October 1, 2013 through September 30, 2014 with specialty physicians, laboratories, and health care institutions and other service providers necessary to implement the Breast and Cervical Cancer Control Program in Clinton, Gratiot, Ingham, Ionia, Jackson, Livingston, Oakland and Washtenaw Counties, which is a program included in the Comprehensive Agreement.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a subcontract for the period October 1, 2013 through September 30, 2014 with the Nurse Family Partnership Program; to provide technical support, training and materials specific to the Nurse Family Partnership model which is a program included in the Comprehensive Agreement.

BE IT FURTHER RESOLVED, that service contracts are authorized with the providers named below to support outreach activities to potential and current Medicaid beneficiaries in the following categories:

- Medicaid Outreach and Public Awareness
- Facilitating Medicaid Eligibility Determination
- Program Planning, Policy Development and Interagency Coordination Related to Medicaid Services
- Referral, Coordination and Monitoring of Medicaid Services
- Medicaid-Specific Training on Outreach Eligibility and Services
- Arranging for Medicaid-related Transportation and Provision of Medicaid-related Translation

These service contracts braid together requirements and funds from multiple sources including the County and Medicaid Administration (Federal Share). The braided service contracts shall be authorized up to the amounts identified below for the period October 1, 2013 through September 30, 2014:

- Allen Neighborhood Center \$88,087
- NorthWest Initiative \$88,087
- Carefree Medical Clinic \$3,780
- South Lansing Community Development Association \$24,952
- South Side Community Coalition \$85,586
- Child Abuse Prevention Services \$52,250
- Catholic Charities St. Vincent Home \$128,250
- Cristo Rey \$61,750
- Family and Community Development Services \$100,000
- Greater Lansing African American Health Institute \$67,204

BE IT FURTHER RESOLVED, that the Health Officer, Renee Branch Canady, PhD, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit the 2013-2014 Comprehensive Agreement grant documents electronically through the Mi-E Grants system.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2014 Budget as necessary upon its adoption in order to implement this Resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign contracts, subcontracts and lease agreements associated with the CPBC agreement after review by the County Attorney.

Ingham County Management Information Services

Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: September 3rd, 2013
Re: Ingham County Health Department Health Plan application

Dear Commissioners,

Management Information Systems (MIS) has been requested to have the software re-written for the Ingham County Health Plan Management system (HPMS) due to security concerns. The application contains over 300,000 database records that contain sensitive information. PTD technology wrote the program for Ingham County Health Department in 2007/2008 time frame.

Management Information Systems (MIS) became aware of potential security issues in May 2013. MIS database unit secured the most vulnerable concerns with the database side of the application in May and June 2013. PTD Technology was requested to provide a quote for securing the web application side of the database and as such has provided a quote of \$9,025.

Since the application was not supported or written by MIS staff previously it is recommended that we have PTD technology complete the security enhancements. It is also recommended that MIS staff assume responsibility for the department to ensure it is kept up-to-date and appropriate security patches are applied. PTD Technology complete the following task; Apply patches to mitigate Oracle Exploits, Create Separate connections strings to isolate User Management functions, Upgrade the website forms from ASP.Net 2.0 to ASP.Net 4.5, and Encrypt web configuration files.

The cost of the updates would come for the Ingham County Health Department contractual services fund account# 22160060-818000-01180.

Thank you in advance for your consideration. If you have any questions, please feel free to contact me at 517-676-7371.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PTD TECHNOLOGY TO SECURE THE HPMS APPLICATION

WHEREAS, the Management Information Systems current staff do not possess the skills sets or knowledge to secure the HPMS application; and

WHEREAS, PTD Technology originally wrote and configured the HPMS database and is supported by the Ingham County Health Department staff; and

WHEREAS, it is recommended that the MIS department assume responsibility of monitoring, and updating and patching the application from a central security perspective; and

WHEREAS, the cost for securing the application is quoted at \$9,025; and

WHEREAS, the Chief Information Officer recommends utilizing PTD Technology to implement the security changes request by the Department of Management Information Systems.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes Management Information Services to utilize PTD Technology to implement security changes at cost to not exceed a total of \$9,025 from account 22160060-818000-01180

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

MEMORANDUM

TO: Human Services and Finance Committees
FROM: Jared Cypher, Assistant Deputy Controller
DATE: September 9, 2013
RE: Trust and Agency Account for the Ingham County Department of Human Services

Checks from county funds are currently issued to Ingham County DHS clients from an Accounting Service Center in Genesee County. The County of Ingham will be reassuming responsibility for checks effective October 1, 2013.

DHS currently has an account that consists of donated funds that are earmarked specifically for Ingham County children in Foster Care to provide for extra-curricular activities. It is necessary to set up a Trust and Agency Account and also get the Board of Commissioners to approve the account/spending plan.

Ingham County DHS has a letter of understanding with an organization called Caring About Kids (CAK). CAK raises money and provides Ingham County DHS with approximately \$10,000 per quarter to purchase things for Ingham County Foster Care children such as YMCA memberships, school trips, birthday parties and gifts. These expenditures are not appropriate for any other funding sources and are designed to enrich the lives of the children that receive the items and services. Each expenditure must go through an approval process. Expenses up to \$25 can be authorized by supervisors, expenses of \$26-\$250 have to be approved by the director or designee; anything above \$250 must be approved by the CAK Board.

The requests are tracked and entered into a database. Ingham County DHS would like to get Board approval in September, as the transition to the County check writing system is going to happen October 1, 2013 and at that time local access the funds will be needed.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH A TRUST AND AGENCY ACCOUNT FOR THE
INGHAM COUNTY DEPARTMENT OF HUMAN SERVICES**

WHEREAS, checks are currently issued to DHS clients from the Accounting Service Center in Genesee County; and

WHEREAS, Ingham County will be reassuming that responsibility effective October 1, 2013; and

WHEREAS, DHS currently has an account that consists of donated funds that are earmarked specifically for Ingham County kids in Foster Care and extra-curricular activities; and

WHEREAS, it is necessary to set up a Trust and Agency Account and also get the Board of Commissioners to approve the account/spending plan.

THEREFORE BE IT RESOLVED, that effective October 1, 2013 a Trust and Agency account will be established for the Ingham County Department of Human Services to accept funds through a letter of understanding DHS has with an organization called Caring About Kids (CAK) to purchase things for Ingham County Foster Care children such as YMCA memberships, school trips, birthday parties and gifts.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Ingham County Department of Human Services to accept any and all future donations to the Trust and Agency account.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary adjustments to the budget consistent with this resolution.