

CHAIRPERSON  
CAROL KOENIG

VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE  
TERI BANAS, CHAIR  
TODD TENNIS  
RYAN SEBOLT  
DEB NOLAN  
CAROL KOENIG  
DENNIS LOUNEY  
ROBIN NAEYAERT

## 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, MAY 14, 2018 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 [April 30, 2018](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Youth Commission – Discussion
2. Medical Care Facility – Discussion
3. Fair Office – Resolution to Authorize Construction of a [Cement Floor](#) for the South End Horse Complex Pavilion at the Ingham County Fairgrounds
4. Parks Department
  - a. Resolution to Authorize a Voluntary Park Patron Optional Decal – [Fundraising Program](#)
  - b. Resolution Honoring [Jim Hewitt](#) as a 2017 Volunteer of the Year
  - c. Resolution Honoring [Laurie Kaufman](#) as a 2017 Volunteer of the Year
5. Health Department
  - a. Resolution to Amend the [Sparrow VOA Transfer Agreement](#) Authorized in Resolution #17-328
  - b. Resolution to Convert the Vacant Lead Social Worker Position to [Medical Social Worker](#)
  - c. Resolution to Establish [340B Pharmacy Coordinator](#) Position
  - d. Resolution to Install a [Mural](#) at Forest Community Health Center
  - e. Resolution Honoring [Rose Snyder](#)
6. Controller's Office – Resolution Updating Various [Fees](#) for County Services
7. Board Referral – Letter from the Capital Area Transportation Authority Concerning a Response to the County's [November 29, 2017 Letter](#) and Resolution No. 17-458

Announcements

Public Comment

Adjournment

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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](http://www.ingham.org).

HUMAN SERVICES COMMITTEE  
April 30, 2018  
Draft Minutes

Members Present: Banas, Nolan, Koenig, Tennis (left at 8:10 p.m.), and Naeyaert

Members Absent: Sebolt and Louney

Others Present: Natrenah Blackstock, Linda Vail, Sue Chamberlain, Jared Cypher, Lindsey LaForte, and others.

The meeting was called to order by Chairperson Banas at 6:30 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the April 16, 2018 Minutes

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. KOENIG TO APPROVE THE MINUTES OF THE APRIL 16, 2018 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Sebolt and Louney.

Additions to the Agenda

None.

Substitutes –

4. Health Department
  - c. Resolution to Change WIC Program Positions

Removed from the Agenda –

1. Department of Health and Human Services & CMH – Resolution to Authorize a Contract with Therapy Dogs International and Amending the Ingham County Pet in the Workplace Policy.

Limited Public Comment

None.

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. TENNIS TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Facilities – Resolution to Authorize Placement of a Fire Hydrant and Water Main
4. Health Department
  - a. Resolution to Extend Agreement with ERG Environmental for Hazardous Waste Hauling Services
  - b. Resolution to Authorize a Letter of Understanding to Extend Probation to Allow Coding Specialist to Obtain Certification

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Sebolt and Louney.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Sebolt and Louney.

2. Fair Office – Resolution Approving the Appointment of Mark McCorkle as the Manager of the Ingham County Fair

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. NAEYAERT, TO APPROVE THE RESOLUTION.

Sue Chamberlain, Ingham County Fair Board, stated that she had been on the interview panel for this position and recommended Mark McCorkle. She further stated that she had known Mr. McCorkle from his experience with the MSU Extension and the 4-H program.

Ms. Chamberlain stated that Mr. McCorkle had the most experience and best answers to the questions posed by the interview panel. She further stated that Mr. McCorkle had a working knowledge of the Expo Center programs and sponsorships which had been impressive.

Commissioner Naeyaert stated that the Fair took place in the community that she represented and it was important to her community. She further stated that the budget issues with the Fair recently greatly concerned her.

Ms. Chamberlain stated that there were certain things that you cannot control with the Fair, such as lower revenue on rainy days. She further stated that working closely with the County staff was important to avoid unexpected shortfalls.

Commissioner Naeyaert asked if Mr. McCorkle was the unanimous choice of the Fair Board.

Ms. Chamberlain stated that there was one member of the Fair Board that was not supportive.

Jared Cypher, Deputy Controller, stated that the interview panel unanimously supported Mr. McCorkle.

Commissioner Koenig stated that the one member of the Fair Board that did not support the candidate did so because of concerns about diversity.

Discussion.

Chairperson Banas asked who from this Committee was on the interview panel besides Commissioner Sebolt.

Commissioner Koenig stated that she was on the panel but could not make the actual interview.

Chairperson Banas asked what Mr. McCorkle's experience was with MSU Extension and what the budget was for that program.

Ms. Chamberlain stated that he oversaw the 4-H program for Ingham County. She further stated that she did not know the budget amount but that it was a budget with a lot of components.

Chairperson Banas asked what made this candidate stand out and the best able to do the job.

Ms. Chamberlain stated that Mr. McCorkle's experience with 4-H and working knowledge of the Fair were excellent points in his favor.

Commissioner Naeyaert stated that this job was not only about the Fair. She further stated that there are a lot of other events that fill the fairgrounds throughout the year.

Ms. Chamberlain stated that this was true and he had a lot of skills with the press and sponsorships. She further stated that he was looking forward to keeping the grounds scheduled as much as possible and developing the Expo Center.

Chairperson Banas stated that she was concerned that this interview only took 30 minutes for such an important position. She further stated that she wanted to make sure that the interview panel was certain that this was a good choice.

Ms. Chamberlain stated that she was certain that this was a good choice, but the panel was happy to do a further search.

Commissioner Koenig stated that she wanted to thank the interview panel and Mr. Cypher for their hard work. She further stated that Mr. McCorkle's experience with 4-H really stood out, and she is less concerned about the budget because he would work very closely with the Controller's office.

Commissioner Koenig further stated that he worked well with the Livestock Committee and that it was said if you could make that happen, you could make anything happen.

Commissioner Naeyaert stated that was a very important point as the livestock component of the Fair was very important.

Ms. Chamberlain agreed that being well-liked by the Livestock Committee was important.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Sebolt and Louney.

4. Health Department

c. Resolution to Change WIC Program Positions

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. NAEYAERT, TO APPROVE THE RESOLUTION.

Commissioner Koenig asked how the positions were different with the proposed changes.

Linda Vail, Ingham County Health Officer, stated that to be in compliance with the State WIC program, these positions needed to be filled with Registered Dietitians. She further stated that the current people who held this position did have that credential, but it was not in the job description which it needed to be.

Ms. Vail stated that during the last audit with the State WIC program, this was brought up as something that needed to be changed. She further stated that this was position that already was in place, but it was a change to this particular job.

Commissioner Koenig asked about the salary difference.

Ms. Vail stated that this would go from grade five, step two to grade seven, step one.

Commissioner Koenig stated that the cost was a difference of \$40,782, but that was supported by the cost saving of the elimination of the Medical Assistant II position which would actually save the County money.

Discussion.

Commissioner Koenig asked if there would be any need for the Medical Assistant II position in the future.

Ms. Vail stated that it had been the position was vacant for a while and would not be needed. She further stated that she had asked her staff the same question.

Commissioner Koenig asked if there was a way to make these changes to job descriptions easier in the future. She further stated that she and Tim Dolehanty, Controller, had started discussions about updating the policy on reorganizations, changes to job descriptions and such.

Ms. Vail stated that she would support the Board of Commissioners changing the reorganization policy in order to be more nimble and move faster on changes like this.

Commissioner Nolan stated that the County was not as nimble as it could be. She further stated that the policy was written a certain way and it needed to be followed until it was changed.

Commissioner Nolan stated that she was concerned that the County policy for reorganization was not being followed.

Ms. Vail stated that it was difficult for her to know what changes were considered reorganizations so she went by what the Human Resource Department (HR) told her.

Discussion.

Commissioner Naeyaert stated that she liked the fact that this would allow the County to be in compliance during the next State WIC audit. She further stated that she agreed that the reorganization policy did need to be examined.

Commissioner Koenig stated that the Board of Commissioners was beginning to look at this issue.

Commissioner Nolan stated that she was having trouble with this because it seemed that the County was not being consistent with this policy. She further asked Mr. Cypher if there was a staff member in the HR department that made these decisions.

Mr. Cypher stated HR had people who were the experts on the policy and he had asked Travis Parsons, former HR director, those questions in the past. He further stated that there did not seem to be a clear consensus with this issue.

Commissioner Nolan asked if it was bad policy.

Mr. Cypher stated that there needed to be a simple, straight-forward policy for these issues.

**Commissioner Nolan asked that the HR Department look at the reorganization policy and clarify it.**

Mr. Cypher stated that Mr. Dolehanty was working with Commissioner Koenig on this issue.

Discussion.

CHAIRPERSON BANAS MOVED TO AMEND THE RESOLUTION AS FOLLOWS:

BE IT ~~FURTHER~~ **FURTHER** RESOLVED, that a Medical Assistant II position (position number 601105) is ~~herby~~ **hereby** eliminated.

THIS WAS CONSIDERED A FRIENDLY AMENDMENT.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Sebolt and Louney.

4. Health Department  
d. Office for Young Children (*Discussion*)

Chairperson Banas stated that this was a former function of County government but it had quietly been done away with.

Ms. Vail stated that the Office for Young Children had been part of the Health Department for 30 years and it had been funded through the Michigan 4C and various grants. She further stated that the 4C funding was eliminated.

Ms. Vail stated that they were given 6 weeks' notice that the funding was being eliminated from the state grant. She further stated that it had been the County's policy to end the programs when the grants end.

Ms. Vail stated that three staff members retired, two were placed in other positions, one bumped into another position and one temporary employee did not have a spot available.

Discussion.

Commissioner Nolan stated that this was disappointing.

Ms. Vail stated that she agreed.

Commissioner Banas stated that her concern was that the County continued to have quality child care in the area.

Ms. Vail stated that there was still a Great Start Collaborative in the County.

4. Health Department  
e. Sparrow/VOA Update (*Discussion*)

Ms. Vail stated that this had been operational for a few months and was going well. She further stated that this had become a County clinic and the transition of their staff to Ingham County employees was continuing to happen.

Ms. Vail stated that there were some challenges with the electronic medical records to be on the Next Gen system like the rest of the Ingham County Health Department. She further stated that the VOA had begun a dental center in the clinic with grants from Blue Cross/Blue Shield and Delta Dental, but it was not going well for them and there were conversations to bring that under Ingham County's management also.

Ms. Vail stated that they wanted to integrate behavior health and dental to be a comprehensive clinic. She further stated that they had done so at other centers.



Ms. Vail stated that they may want to move quickly in order to make the change and ensure that this programming can continue. She further that they wanted to serve the people best and were mindful of the fiscal needs of the County.

Commission Nolan asked if this change would come to this Committee.

Ms. Vail stated that this had been news to her within the last two weeks and she wanted to bring attention to the Committee. She further stated that when any agreements were reached it would be brought to the Committee for approval.

Commissioner Nolan stated that she was excited about this because it was what they had wanted to happen from the start.

Commissioner Naeyaert stated that she had been concerned that the VOA was not going to be able to provide the dental care that was needed. She further stated that she was concerned about the dramatic changes that were happening to the VOA.

Discussion.

Commissioner Koenig stated that she wanted to thank Ms. Vail for her hard work and the ability to make these changes happen. She asked if the location would remain the same.

Ms. Vail stated that this was a good space for now and they would continue to operate there; however, it may change later.

Commissioner Koenig asked were Sparrow was with this.

Ms. Vail stated that Sparrow had been able to get the clinic up and running but have been backing away from it. She further stated that part of this was related to the reimbursement for services.

Discussion.

Commissioner Tennis stated that the Health Department had been looking for space near the VOA in the past, so this was a win for the County.

Chairperson Banas thanked Ms. Vail for her help.

5. Veteran Affairs – Ingham County Department of Veteran Affairs Black Tie Gala (*Discussion*)

Natrenah Blackstock, Ingham County Veteran Affairs Director, presented information about the proposed gala.

Chairperson Banas asked when the County would know about the possible \$20,000 Federal grant.

Ms. Blackstock stated that there had not been a lot of information at this point but she was going to put together a comprehensive proposal and submit it soon.

Chairperson Banas asked if she had reached out to Senator Stabenow to get information about getting this funding.

Ms. Blackstock stated that she had been working with Congressman Bishop's office on this.

Chairperson Banas asked Ms. Blackstock how this plan was conceived.

Ms. Blackstock stated that the veterans in the County had many needs and there was little funding for those needs; therefore, she had begun to think outside the box in order to receive additional funding. She further stated that when she saw this Federal legislation she saw it as a way to raise additional funds.

Ms. Blackstock stated that this also allowed them to reach out to veterans with more income who do not normally receive services from the VOA. She further stated that the veterans with a lower income are also not receiving all the benefits available either.

Ms. Blackstock stated that with these empowerment initiatives were important to level the playfield around the community.

Ms. Blackstock stated that she was seeking financial assistance from MSU and sponsorships from the community. She further stated that Dr. Henry Louis Yates would be the keynote speaker.

Commissioner Naeyaert asked about Dr. Yates' fee.

Commissioner Koenig stated that the fee was \$50,000 for Dr. Yates which was \$10,000 less than normal, and the fee for General Colin Powell would be \$55,000.

Ms. Blackstone stated that General Colin Powell was not confirmed at this time so this was an estimate.

Commissioner Nolan state that this was ambitious and she was supportive. She further asked Mr. Cypher how much contingency funds were available because this was a lot of money.

Mr. Cypher stated that he would have to look that up.

Commissioner Koenig left the room at 7:46 p.m.

Ms. Blackstock stated that one idea she had was to ask a car dealership for a donation of a vehicle to be raffled off, with everyone registering being eligible for a chance to win the vehicle. She further stated that she expected that to encourage people to register.

Commissioner Koenig returned to the room at 7:47 p.m.

Ms. Blackstock stated that she had reached out to a few different organizations and many were excited about this idea.

Chairperson Banas stated that the contingency fund had about \$202,000 in it.

Commission Nolan stated that it would be very important to attain that Federal grant and she was disappointed that their process was not clearer.

Commission Koenig stated that she loved the idea and thinking outside the box; however, she was not sure if this could legally be funded by the County. She further asked if Ms. Blackstock had put together a large fundraiser like this before.

Ms. Blackstock stated that she had not done this in this sector but had hosted this type of event annually over 5 years to support her church. She further stated that there could be ways to reduce the cost of the event.

Discussion.

Commissioner Tennis stated that he thought that sponsorships would be key for this event to be a success. He asked if there had been a consideration to contract with a professional fundraiser, especially since this comes on the heels of the MLK luncheon and the Lansing Promise dinner.

Commissioner Tennis stated that Dr. Yates would be a huge draw and that General Powell was probably not necessary. He further stated that the Federal Act was pretty vague and this event would need to be sold as a fundraiser.

Ms. Blackstock stated that she intended this to be a fundraiser. She further stated that opening registration earlier would allow a good estimate of attendance.

Commissioner Tennis asked if any nearby Veteran Affairs departments would be doing something similar.

Ms. Blackstock stated that she had not heard anyone else doing this same thing.

Commissioner Tennis stated that perhaps involving the other counties in the region would allow this to be a bigger and better attended event.

Commission Koenig asked if anyone could remember the County ever doing this before.

Chairperson Banas stated that this was an ambitious project. She further stated that sponsorships would be critical because it was difficult to use a third of the contingency fund to fund this project.

Ms. Blackstock stated that she was confident that community partnerships and sponsors would be possible but she had not sought any out at this time because she wanted to get approval from

the County first. She was also concerned that she needed to reserve the Lansing Center and the Speaker before seeking sponsors.

Commissioner Koenig stated that the Board of Commissioners was the fiduciary of the taxpayers' funds and they needed to carefully balance what serves the taxpayers best. She further stated that this was a huge, one-time event whereas most of the time these events start small and build up.

Ms. Blackstock stated that she hoped to build to an annual event.

Commissioner Koenig stated that she liked this idea and it was very good, but she cannot commit to funding at this amount.

Commissioner Tennis stated that it was possible to reach out to the sponsors without having a commitment from venue and speaker. He further stated that the Federal law did not really say Black Tie Event to him, but seemed to be talking about community outreach events.

Commissioner Tennis stated that the taxpayers are very critical to funding these things.

Discussion.

Chairperson Banas stated that the Ingham County Animal Control had an annual fundraiser put on by a "Friends of the Ingham County Animal Control." She further stated that perhaps it would be helpful to have a similar group host this event.

Ms. Blackstock stated that she would appreciate that.

Chairperson Banas asked if there was anything else Ms. Blackstock would like to share.

Ms. Blackstock stated that she was concerned about reserving the venue and speaker.

Chairperson Banas stated that it was going to be a few weeks to complete this process.

Commissioner Nolan stated that it would be great to have some sponsorships lined up before they commit to funding this project. She further stated her appreciation of this ambitious project.

Commissioner Tennis left at 8:10 p.m.

Chairperson Banas stated her appreciation for Ms. Blackstock thinking outside the box.

6. Controller's Office – Resolution Updating Various Fees for County Services (*Discussion*)

Commissioner Nolan asked Mr. Cypher if there was anything significant or outside of the parameters of the normal process in the fee update.

Mr. Cypher stated that this was within this normal process and the memo highlights a few sections that differed from the normal process.

Discussion.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 8:15 p.m.

## **MAY 14, 2018 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

#### **The Deputy Controller is recommending approval of the following resolutions**

3. Fair Office – *Resolution to Authorize Construction of a Cement Floor for the South End Horse Complex Pavilion at the Ingham County Fairgrounds*

This resolution authorizes the construction of a cement floor for the south end horse complex pavilion at the Ingham County Fairgrounds by Shenandoah Construction. The project will be completely funded by the Ingham County Fair Foundation, and funds for the construction for the cement floor will be paid to Shenandoah Construction directly by the Ingham County Fair Foundation. There is no direct financial impact on the County. The cost of the project (estimated at \$3,000) is being paid directly by the Fair Foundation to the contractor.

4. Parks Department

a. *Resolution to Authorize a Voluntary Park Patron Optional Decal – Fundraising Program*

This resolution authorizes a Park Patron Decal that would be available for sale at Ingham County Park facilities. The Park Patron Decal would work in the same manner as the park's department annual pass and provide entry into the Ingham County Parks for one calendar year. When park staff sells the Patron Decal, there will be a Friends of Ingham County Parks membership form that the Patron may complete and mail to the Friends. This will help the Friends build a membership base of park supporters and donors. The concept of the Park Patron program would be mutually promoted by the Parks Department and the Friends of Ingham County Parks through all social media platforms and available websites. The parks would also have signage at the entry gates with information about the program. The resolution sets the price of \$100 for the Patron Decal. This revenue would be collected by the Parks Department. The Agreement with the Friends of Ingham County Parks provides a revenue split of \$42 (annual non-resident fee) to the Parks and \$58 to the Friends. If 200 passes were sold it would generate \$11,600 for the Friends of Ingham County Parks to support the Ingham County Parks Department. This will not displace any current revenue.

b. *Resolution Honoring Jim Hewitt as a 2017 Volunteer of the Year*

This resolution honors Jim Hewitt for his years of volunteer service by honoring him as a 2017 volunteer of the year.

c. *Resolution Honoring Laurie Kaufman as a 2017 Volunteer of the Year*

This resolution honors Laurie Kaufman for her years of volunteer service by honoring her as a 2017 volunteer of the year.

5. Health Department

a. *Resolution to Amend the Sparrow VOA Transfer Agreement Authorized in Resolution #17-328*

This resolution amends the Sparrow VOA transfer agreement to do two things: 1) Change the timeline for leased non-provider staff transition to County Staff positions from within two years of operational transfer (by October 1, 2020) to within one year of operational transfer (October 1, 2019); and 2) Remove language obligating the use of Sparrow's electronic medical record (EMR) program, (Community Connect) from the terms of the transfer agreements, thereby enabling the SMG-VOA to effectively operate on the same EMR system as the rest of the ICHC's network - NextGen.

*b. Resolution to Convert the Vacant Lead Social Worker Position to Medical Social Worker*

This resolution converts a vacant Lead Social Worker position (ICEA County Pro 08) Position #601258 to a Medical Social Worker position (ICEA County Pro 07) to better meet the Ingham Community Health Center's operational needs. This move results in a long term savings of approximately \$5,700 annually, and the union is supportive of this conversion.

*c. Resolution to Establish 340B Pharmacy Coordinator Position*

This resolution establishes a 340B Pharmacy Coordinator position. There is an operational need to add a 340B Pharmacy Coordinator position in order to manage this growing self-auditing component and optimization aspects of the 340B program, and to preserve the cost saving benefit and protect the County from penalty costs of non-compliance audit findings. The 340B Pharmacy Coordinator position would be classified as an ICEA County Professional Grade 08 (\$56,844.47-\$68,240.39), and the cost of the position will be covered through 340B program savings.

*d. Resolution to Install a Mural at Forest Community Health Center*

This resolution authorizes the City Rescue Mission to install a mural on the north exterior wall of the Forest Community Health Center. The Rescue Mission will be responsible for all costs, and has partnered with REACH Art Studio to complete the mural.

*e. Resolution Honoring Rose Snyder*

This resolution honors Rose Snyder for 12 years of dedicated service to the community and for the contributions she has made to the Ingham County Health Department.

*6. Controller's Office – Resolution Updating Various Fees for County Services*

This resolution updates fees for county services in 2019.

**OTHER ITEMS:**

- 1. Youth Commission – Discussion*
- 2. Medical Care Facility – Discussion*

### Agenda Item 3

**TO:** Board of Commissioners Human Services and County Services Committees  
**FROM:** Carol Carlson, Interim Fair Manager  
**DATE:** May 2, 2018  
**SUBJECT:** Resolution Authorizing Construction of a Cement Floor for the South End Horse Complex Pavilion at the Ingham County Fairgrounds  
For the meeting agendas of May 14 and May 15

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#### **BACKGROUND**

This resolution authorizes the construction of a cement floor for the south end horse complex pavilion at the Ingham County Fairgrounds by Shenandoah Construction. The project will be completely funded by the Ingham County Fair Foundation, and funds for the construction for the cement floor will be paid to Shenandoah Construction directly by the Ingham County Fair Foundation.

#### **ALTERNATIVES**

There are two alternatives: 1) don't do the project and 2) the County could pay for the project. However, neither are ideal as the project enhances the Fairgrounds and because the Fair Foundation is paying for the cost of the project, County funds can be used for other enhancements to the Fairgrounds.

#### **FINANCIAL IMPACT**

There is no direct financial impact on the County. The cost of the project (estimated at \$3,000) is being paid directly by the Fair Foundation to the contractor.

#### **STRATEGIC PLANNING IMPACT**

This resolution supports strategy A1 of the Strategic Plan Action Plan – “Strive to make facilities and services user-friendly”.

#### **OTHER CONSIDERATIONS**

None.

#### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution.



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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE CONSTRUCTION OF A CEMENT FLOOR FOR THE SOUTH  
END HORSE COMPLEX PAVILION AT THE INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the Ingham County Fair Foundation was organized as a support and fundraising organization to the Ingham County Fair in its mission; and

WHEREAS, the foundation has raised funds to provide for cementing the floor of the south end horse complex pavilion and is offering this gift to the Ingham County Fair; and

WHEREAS, Shenandoah Construction provided the Ingham County Fair Foundation with a proposal to do the cement pad for \$3,000; and

WHEREAS, there is no cost to the County because the Ingham County Fair Foundation will pay all costs for the project directly to Shenandoah Construction; and

WHEREAS, the Fair Board has voted to recommend that the Board of Commissioners accept this gift.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the construction of a cement floor for the south end horse complex pavilion at the Ingham County Fairgrounds by Shenandoah Construction.

BE IT FURTHER RESOLVED, that the project will be completely funded by the Ingham County Fair Foundation, and funds for the construction for the cement floor will be paid to Shenandoah Construction directly by the Ingham County Fair Foundation.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners expresses its appreciation to the Ingham County Fair Foundation for this generous donation.

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

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** May 1, 2018  
**SUBJECT:** Voluntary Park Patron Optional Decal – Fundraising Program  
For the meeting agenda of 5/14/18 Human Services and 5/16/18 Finance

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**BACKGROUND**

The Friends of Ingham County Parks (FOICP) have developed in conjunction with the Parks Department staff, a Voluntary Park Patron Optional Decal – Fundraising Proposal. This proposed agreement was reviewed by the county attorney.

The Friends of Ingham County Parks are proposing that the Park Patron Decal be available for sale at Ingham County Park facilities. The Park Patron Decal would work in the same manner as the park’s department annual pass and provide entry into the Ingham County Parks for one calendar year.

When park staff sells the Patron Decal, there will be a Friends of Ingham County Parks membership form that the Patron may complete and mail to the Friends. This will help the Friends build a membership base of park supporters and donors.

The concept of the Park Patron program would be mutually promoted by the Parks Department and the Friends of Ingham County Parks through all social media platforms and available websites. The parks would also have signage at the entry gates with information about the program.

**ALTERNATIVES**

The Friends of Ingham County Parks could pursue other fundraising avenues if this resolution is not approved.

**FINANCIAL IMPACT**

We recommend the price of \$100 for the Patron Decal. This revenue would be collected by the Parks Department. The Agreement with the Friends of Ingham County Parks provides a revenue split of \$42 (annual non-resident fee) to the Parks and \$58 to the Friends. If 200 passes were sold it would generate \$11,600 for the Friends of Ingham County Parks to support the Ingham County Parks Department. This will not displace any current revenue.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features because we will be raising money through fundraising to improve our park system.

**OTHER CONSIDERATIONS**

The Parks & Recreation Commission supported this resolution with the passage of a motion at their April 23, 2018 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the resolution authorizing the voluntary park patron decal fundraising proposal.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A VOLUNTARY PARK PATRON  
OPTIONAL DECAL – FUNDRAISING PROGRAM**

WHEREAS, the Friends of Ingham County Parks has agreed to work with Ingham County Park staff for a Voluntary Park Patron Optional Decal – Fundraising Program at Ingham County Parks; and

WHEREAS, the Friends of Ingham County Parks are proposing that the Park Patron Decal be available for sale at Ingham County Park facilities; and

WHEREAS, the Park Patron Decal would work in the same manner as the park’s department annual pass and provide entry into the Ingham County Parks for one calendar year; and

WHEREAS, when park staff sells the Patron Decal, there will be a Friends of Ingham County Parks membership form that the Patron may complete and mail to the Friends; and

WHEREAS, this will help the Friends build a membership base of park supporters and donors; and

WHEREAS, the concept of the Park Patron program would be mutually promoted by the Parks Department and the Friends of Ingham County Parks through all social media platforms and available websites. The parks would also have signage at the entry gates with information about the program.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes an Agreement with the Friends of Ingham County Parks for the Voluntary Park Patron Optional Decal – Fundraising Program.

BE IT FURTHER RESOLVED, the price for the Patron Decal is \$100 and this revenue would be collected by the Parks Department and provides a revenue split of \$42 (annual non-resident fee) to the Parks and \$58 to the Friends.

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

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

**TO:** Board of Commissioners Human Services Committee  
**FROM:** Tim Morgan, Parks Director  
**DATE:** April 24, 2018  
**SUBJECT:** Honoring Jim Hewitt  
For the meeting agenda of 5/14/18 Human Services

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**BACKGROUND**

The Park Commission has established an award to publicly recognize outstanding volunteers each year. Park staff and the Park Commission wish to thank Jim Hewitt for his years of volunteer service by honoring him as a 2017 volunteer of the year award.

**ALTERNATIVES**

N/A

**FINANCIAL IMPACT**

There are no financial impacts.

**OTHER CONSIDERATIONS**

The Parks & Recreation Commission supported this resolution with the passage of a resolution at their April 23, 2018 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution honoring Jim Hewitt.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING JIM HEWITT  
AS A 2017 VOLUNTEER OF THE YEAR**

WHEREAS, the Parks and Recreation Commission has established an award to publicly recognize outstanding volunteers each year; and

WHEREAS, Jim Hewitt's work at Lake Lansing Parks and Watershed began in 2009; and

WHEREAS, since then, Jim has volunteered for over 1,000 hours of service at Lake Lansing Parks and Watershed; and

WHEREAS, this service includes:

- Planning and planting educational gardens at Lake Lansing North and South Parks.
- Supervised and taught groups how to plant and care for gardens.
- Treated and removed many acres of invasive weeds.
- Taught classrooms of eager volunteers how to treat and identify invasive plants.
- Continued care and plant replacement on educational gardens within Lake Lansing.

WHEREAS, Lake Lansing Parks has over four hundred thousand visitors annually and the educational gardens and natural lands attracts thousands of visitors; and

WHEREAS, the additional care and maintenance of these gardens leave a positive impression of the parks with visitors; and

WHEREAS, Jim Hewitt's efforts contribute to the Parks Department's ability to provide beautiful well-tended recreational areas to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, by adoption of this resolution, recognizes the impact and quality of Jim Hewitt's work and extends its sincere appreciation for his ongoing efforts.

BE IT FURTHER RESOLVED, Jim Hewitt is the recipient of the 2017 Ingham County Parks Volunteer of the Year Award.

**Agenda Item 4c**

**TO:** Board of Commissioners Human Services Committee  
**FROM:** Tim Morgan, Parks Director  
**DATE:** April 24, 2018  
**SUBJECT:** Honoring Laurie Kaufman  
For the meeting agenda of 5/14/18 Human Services

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**BACKGROUND**

The Park Commission has established an award to publicly recognize outstanding volunteers each year. Park staff and the Park Commission wish to thank Laurie Kaufman for her years of volunteer service by honoring her as a 2017 volunteer of the year award.

**ALTERNATIVES**

N/A

**FINANCIAL IMPACT**

There are no financial impacts.

**OTHER CONSIDERATIONS**

The Parks & Recreation Commission supported this resolution with the passage of a resolution at their April 23, 2018 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution honoring Laurie Kaufman.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING LAURIE KAUFMAN  
AS A 2017 VOLUNTEER OF THE YEAR**

WHEREAS, the Parks and Recreation Commission has established an award to publicly recognize outstanding volunteers each year; and

WHEREAS, Laurie Kaufman's work at Lake Lansing Parks and Watershed began in 2009; and

WHEREAS, since then, Laurie has volunteered for over 1,000 hours of service at Lake Lansing Parks and Watershed; and

WHEREAS, this service includes:

- Planning and planting educational gardens at Lake Lansing North and South Parks.
- Supervised and taught groups how to plant and care for gardens.
- Treated and removed many acres of invasive weeds.
- Taught classrooms of eager volunteers how to treat and identify invasive plants.
- Continued care and plant replacement on educational gardens within Lake Lansing.

WHEREAS, Lake Lansing Parks has over four hundred thousand visitors annually and the educational gardens and natural lands attracts thousands of visitors; and

WHEREAS, the additional care and maintenance of these gardens leave a positive impression of the parks with visitors; and

WHEREAS, Laurie Kaufman's efforts contribute to the Parks Department's ability to provide beautiful well-tended recreational areas to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, by adoption of this resolution, recognizes the impact and quality of Laurie Kaufman's work and extends its sincere appreciation for her ongoing efforts.

BE IT FURTHER RESOLVED, Laurie Kaufman is the recipient of the 2017 Ingham County Parks Volunteer of the Year Award.

**TO:** Board of Commissioners Human Services Committee  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** April 25, 2018  
**SUBJECT:** Amendment to Sparrow VOA Agreement #17-328  
For the meeting agendas of May 14, May 15 and May 16, 2018

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**BACKGROUND**

Through resolution #17-328, the County of Ingham authorized agreements to transfer Sparrow Medical Group-Volunteers of America Clinic (SMG-VOA) to Ingham County Health Department (ICHHD) to be operated as a Federally Qualified Health Centers (FQHC) as part of the Ingham Community Health Centers (ICHHC). Since the transfer of operations on October 1, 2017, Sparrow Health Systems (Sparrow) and ICHHD mutually desire to amend the following terms of the transfer agreement in order to assure continued efficiency and long-term success of the transition: 1) Change the timeline for leased non-provider staff transition to County Staff positions from within two years of operational transfer (by October 1, 2020) to within one year of operational transfer (October 1, 2019); and 2) Remove language obligating the use of Sparrow’s electronic medical record (EMR) program, (Community Connect) from the terms of the transfer agreements, thereby enabling the SMG-VOA to effectively operate on the same EMR system as the rest of the ICHHC’s network - NextGen.

**ALTERNATIVES**

There are no alternatives.

**FINANCIAL IMPACT**

The recommended amendment to the agreement will not increase costs. Augmenting the terms of the agreement relative to the EMR will not increase any costs associated with the agreement. Increased staffing costs associated with transitioning of non-provider staff from leased positions to County staff positions will be effective no sooner than October 1, 2018, and will be accounted for in FY 2019 budget.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend authorization to amend the terms of the SMG-VOA transfer agreements between Ingham County and Sparrow Health Systems.



Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE SPARROW VOA TRANSFER AGREEMENT  
AUTHORIZED IN RESOLUTION #17-328**

WHEREAS, the County of Ingham authorized agreements to transfer Sparrow Medical Group-Volunteers of America Clinic (SMG-VOA) to Ingham County Health Department (ICHHD) to be operated as a Federally Qualified Health Center (FQHC) as part of the Ingham Community Health Centers through resolution #17-328; and

WHEREAS, since the transfer of operations on October 1, 2017, Sparrow Health Systems (Sparrow) and the ICHD mutually desire to amend the terms of the transfer agreement in order to assure continued efficiency and long-term success of the transition; and

WHEREAS, the amendments specifics are: 1) Change the timeline for leased non-provider staff transition to County Staff positions, and 2) Remove language obligating the use of Sparrow's electronic medical record (EMR) program from the terms of the transfer agreements, thereby enabling the SMG-VOA to effectively operate on the same EMR system as the rest of the ICHCs network - NextGen; and

WHEREAS, the Ingham CHC Board supports the Amendment to the Sparrow VOA Transfer Agreement; and

WHEREAS, the Health Officer recommends amending the Sparrow VOA Transfer Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the Sparrow VOA Transfer Agreement to change the timeline for the leased non-provider staff transition to County Staff positions from within two years to within one year.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes amending the agreement to remove language obligating the use of Sparrow's EMR program which will enable the SMG-VOA to effectively operate on the same EMR system as the rest of the ICHC's network - NextGen.

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

## Agenda Item 5b

**TO:** Board of Commissioners Human Services, County Services, and Finance Committees

**FROM:** Linda S. Vail, MPA, Health Officer

**DATE:** April 30, 2018

**SUBJECT:** Resolution to Convert Lead Social Worker Position  
For the meeting agendas of May 14, May 15 and May 16, 2018

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### **BACKGROUND**

The Lead Social Worker Position #601258 (ICEA County Pro 08) in the Ingham Community Health Centers (ICHC) of Ingham County Health Department (ICHHD) is currently vacant. ICHCs would like to convert the Lead Social Worker Position #601258 to a Medical Social Worker Position to better meet its operational needs. A Medical Social Worker Position is compensated at ICEA County Pro 07 range \$52,116.49-\$62,564.08. The ICEA County Professionals Union supports this proposed conversion and the Human Resources Department has also participated in and analyzed this conversion.

### **ALTERNATIVES**

There are no alternatives.

### **FINANCIAL IMPACT**

The conversion of the vacant position #601258 would save \$5,676.31 annually.

### **OTHER CONSIDERATIONS**

There are no other considerations.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend the conversion of the vacant Lead Social Worker position (ICEA County Pro 08) Position #601258 to a Medical Social Worker position (ICEA County Pro 07).

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONVERT THE VACANT LEAD SOCIAL WORKER POSITION  
TO MEDICAL SOCIAL WORKER**

WHEREAS, Position #601258, Lead Social Worker (ICEA County Pro 08) is currently vacant; and

WHEREAS, the Ingham County Health Department (ICHHD) would like to convert Position #601258 Lead Social Worker to a Medical Social Worker position to better meet its operational needs; and

WHEREAS, a Medical Social Worker is compensated at the ICEA County Pro 07 range \$52,116.49-\$62,564.08; and

WHEREAS, the ICEA County Professionals Union has been notified, and they support the conversion; and

WHEREAS, the Human Resources Department has participated in and analyzed the proposed conversion; and

WHEREAS, the conversion of the vacant position #601258 would save \$5,676.31 annually; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports the proposed conversion of vacant Position #601258 Lead Social Worker (ICEA County Pro 08) to a Medical Social Worker (ICEA County Pro 07); and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the proposed conversion of vacant Position #601258 Lead Social Worker (ICEA County Pro 08) to a Medical Social Worker (ICEA County Pro 07).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of vacant Position #601258 Lead Social Worker - ICEA County Professional Grade 08 (\$56,844.47-\$68,240.39) to a Medical Social Worker - ICEA County Professional Grade 07 (\$52,116.49-\$62,564.08).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary changes to the budget and position allocation list consistent with this resolution.

**TO:** Board of Commissioners Human Services, County Services, and Finance Committees

**FROM:** Linda S. Vail, MPA, Health Officer

**DATE:** April 26, 2018

**SUBJECT:** Resolution to Establish 340B Pharmacy Coordinator Position  
For the meeting agendas of May 14, May 15 and May 16, 2018

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**BACKGROUND**

Ingham County Health Department's (ICHD) network of Federally Qualified Health Centers (FQHCs), the Ingham Community Health Centers (ICHCs), are a covered entity eligible to capture savings through the 340B Drug Discount program. ICHD continues to expand its use of contract pharmacies as part of its 340B Drug Program, significantly increasing the contribution of savings to the ICHC budget as revenue. The 340B Drug Discount program contributed \$166,420.00 in savings in FY 2017, and has contributed over \$440,000.00 through March of FY 2018. The 340B program is also scrutinized in audits, requires rigorous oversight and requires self-auditing to maintain compliance in order to avoid costly pay-backs to drug manufacturers if non-compliance is found. There is an operational need to add a 340B Pharmacy Coordinator position in order to manage this growing self-auditing component and optimization aspects of the 340B program, and to preserve the cost saving benefit and protect the County from penalty costs of non-compliance audit findings.

**ALTERNATIVES**

There are no alternatives.

**FINANCIAL IMPACT**

The 340B Pharmacy Coordinator position would be classified as an ICEA County Professional Grade 08 (\$56,844.47-\$68,240.39), and the cost of the position will be covered through 340B program savings.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend the establishment of the 340B Pharmacy Coordinator position as part of ICHD as an ICEA County Professional Grade 08 (\$56,844.47-\$68,240.39).

TO: Anne Scott, Deputy Health Officer & Executive Director of CHC  
FROM: Joan Clous, Human Resources Specialist  
DATE: May 2, 2018  
RE: Memo of Analysis for position creation

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Regarding the creation of new positions, HR can confirm the following information:

1. The newly created position of 340B Pharmacy Coordinator has been determined to fall within the scope of the ICEA Pro jobs and was classified at an ICEA Pro level 7 (\$52,121.19 to \$62,569.90)
2. The newly created position of 340B Program Specialist has been determined to fall within the scope of the ICEA Pro jobs and was classified at an ICEA Pro level 5 (\$43,964.45 to \$52,778.88)
3. The ICEA Pro union is in agreement with this change (see attachment)

*Please use this memo as acknowledgement of Human Resources' participation and analysis of your reorganization proposal. You are now ready to complete the final step in the reorganization process: contact Budgeting, write a memo of explanation and prepare a resolution.*

*If I can be of further assistance, please email or call me (887-4374).*

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ESTABLISH 340B PHARMACY COORDINATOR POSITION**

WHEREAS, Ingham County Health Department's (ICHHD) network of Federally Qualified Health Centers, the Ingham Community Health Centers, (ICHC) is a covered entity eligible to capture savings through the 340B Drug Discount program; and

WHEREAS, ICHHD continues to expand its use of contract pharmacies as part of its 340B Drug Program, significantly increasing the contribution of savings to the ICHHD budget as revenue; and

WHEREAS, the 340B Drug Discount program contributed \$166,420.00 in savings in FY 2017, and has contributed over \$440,000.00 through March of FY 2018; and

WHEREAS, the 340B Program is scrutinized in audits, and requires rigorous oversight and self-auditing to maintain compliance and to avoid costly pay-backs to drug manufacturers if non-compliance is found; and

WHEREAS, there is an operational need to add a 340B Pharmacy Coordinator position to manage the growing self-auditing and program optimization aspects of the 340B program, in order to preserve the cost saving benefit and protect the County from penalty costs of non-compliance audit findings; and

WHEREAS, the 340B Pharmacy Coordinator position would be classified as an ICEA County Professional Grade 08 (\$56,844.49-\$68,240.39), and the cost of the position shall be covered through 340B program savings; and

WHEREAS, the Community Health Center Board of Directors supports the establishment of the 340B Pharmacy Coordinator Position; and

WHEREAS, the Health Officer supports the establishment of the 340B Pharmacy Coordinator Position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the establishment of the 340B Pharmacy Coordinator position as part of ICHHD as a ICEA County Professional Grade 08 (\$56,844.47-\$68,240.39).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary changes to the budget and position allocation list consistent with this resolution.

**TO:** Board of Commissioners Human Services and County Services Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** May 1, 2018  
**SUBJECT:** Resolution Authorizing Installation of Mural at Forest Community Health Center  
For the meeting agendas of May 14 and May 16, 2018

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**BACKGROUND**

The north-facing exterior back wall of Forest Community Health Center (Forest CHC) borders the property of the City Rescue Mission (CRM) located at 2216 S. Cedar Street, Lansing, Michigan. The CRM has partnered with REACH Art Studio to design a mural to cover the north-facing exterior back wall which lines their property. The current wall is covered up in paint-covered graffiti tags and is unsightly. The CRM is requesting permission to cover the wall with a mural or at least appealing paint colors. The CRM's reason for the request is that the brick wall faces a play area for hundreds of homeless children assisted annually by the CRM's Women and Children's Shelter. The wall has been in its current state since before the CRM purchased the property in 2006. Since then, the CRM has fully-fenced the yard and therefore the wall, which now functions as part of the enclosure, is protected from further defacement. The proposed mural would cover the entire stretch of the brick wall and features imagery of a magical forest scene, spanning sunrise to nighttime, and includes references to City of Lansing landmarks. REACH Art Studio will complete the mural installation using paint products that meet approval from County Facilities. The CRM presented the proposed mural project to the Ingham Community Health Center Board of Directors on April 26, 2018, and the CHC Board unanimously supported the proposed project.

**ALTERNATIVES**

There are no alternatives.

**FINANCIAL IMPACT**

There are no costs to the County for this project. The City Rescue Mission raised funds to cover all costs, and will be responsible for any future maintenance costs of the mural.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the installation of a mural on the north-facing exterior back wall of the Forest Community Health Center as proposed by the City Rescue Mission.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO INSTALL A MURAL AT FOREST COMMUNITY HEALTH CENTER**

WHEREAS, the north facing exterior back wall of Forest Community Health Center borders the property of the City Rescue Mission located at 2216 S. Cedar Street, Lansing; and

WHEREAS, the City Rescue Mission has partnered with REACH Art Studio to design a mural to cover the full wall which lines their property, and

WHEREAS, the City Rescue Mission is requesting permission to cover the wall which is currently covered up in paint-covered graffiti tags and is unsightly; and

WHEREAS, the City Rescue Mission's reason for the request is that the brick wall faces a play area for hundreds of homeless children assisted annually by the Mission's women and children's shelter; and

WHEREAS, the wall has been in its current state since before the Mission purchased the property in 2006; and

WHEREAS, the CRM has fully-fenced the yard and therefore the wall, which now functions as part of the enclosure, is protected from further defacement; and

WHEREAS, the proposed mural would cover the entire stretch of the brick wall and features imagery of a magical forest scene, spanning sunrise to nighttime, and includes references to the City of Lansing landmarks; and

WHEREAS, REACH Art Studio will complete the installation using paint products that meet approval from County Facilities; and

WHEREAS, there are no costs to the County for this project; the City Rescue Mission raised funds to cover all costs, and will be responsible for any future maintenance costs of the mural; and

WHEREAS, the City Rescue Mission presented the proposed mural project to the Ingham Community Health Center Board of Directors on April 26, 2018, and the CHC Board unanimously supported the proposed project; and

WHEREAS, the Health Officer supports the proposed mural project on the north-facing exterior back wall of Forest Community Health Center.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners authorizes the installation of a mural on the north-facing exterior back wall of the Forest Community Health Center as proposed by the City Rescue Mission.



Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING ROSE SNYDER**

WHEREAS, Rosaline (Rose) Snyder began her career with the Ingham County Health Department (ICHD) at the Willow Health Center in 2005; and

WHEREAS, Rose provided HIV counseling and family planning education related to sexually transmitted infections to adolescent clients until 2010; and

WHEREAS, in 2010 Rose joined the Maternal Infant Health Program (MIHP) and served as a Public Health Nurse, conducting home visit services for pregnant and parenting mothers and their infants, managing caseloads of 30-40 clients; and

WHEREAS, Rose had the privilege of working extensively with the refugee community, while providing MIHP services and establishing great community resources to assist in meeting the needs of the community; and

WHEREAS, Rose due to her passion and demonstrated success in working with breastfeeding mothers, obtained her International Breastfeeding Board Certified Lactation Consultant certification (IBCLC); and

WHEREAS, Rose has served as a preceptor for Michigan State University and the University of Michigan-Flint to Associate Degree nursing students in pursuit of their bachelor's degree; and

WHEREAS, Rose has provided orientations to pediatric residents highlighting her extensive work as an IBCLC in breastfeeding consulting and home visiting services; and

WHEREAS, over the course of her career, Rose provided breastfeeding education primarily to Women, Infants, and Children (WIC), expecting mothers and was an ICHD advocate as Sparrow Health System sought and achieved Baby Friendly USA designation; and

WHEREAS, Rose continued to show her passion for supporting breastfeeding women by becoming a member of the Capital Area Breastfeeding Coalition; and

WHEREAS, Rose served as a support staff for Baby Café, a partnership established with Expectant Parents Organization where Rose provided up-to-date breastfeeding information to support mothers through their breastfeeding journey; and

WHEREAS, Rose was instrumental in developing the resolution to support breastfeeding in Ingham County buildings and property, which was adopted March 18, 2013; and

WHEREAS, Rose participated in social justice trainings and made the realities of health inequities a priority in guiding her work as a public health nurse; and

WHEREAS, Rose was an active member of the Immigrant Refugee Resource Collaboration; and

WHEREAS, Rose utilized her knowledge, expertise, compassion and critical thinking skills to offer the highest quality of nursing care to her clients; and

WHEREAS, Rose leaves ICHD with an indelible mark of her professionalism, loyalty, perseverance and love for the Ingham County community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Rose Snyder for her 12 years of dedicated service to the community and for the contributions she has made to ICHD.

BE IT FURTHER RESOLVED, that the Board wishes her continued success in all of her future endeavors.

**MEMORANDUM**

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller/Administrator

DATE: May 1, 2018

SUBJECT: Resolution Updating Various Fees for County Services

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This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2018, for the Park and Zoo winter seasonal fees on November 1, 2018, and for all other departments with the exception of the Zoo, on January 1, 2019. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2019 cost was calculated by multiplying the 2018 cost by the 2019 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at previous rounds of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$83,970. Any additional revenue will be recognized in the 2019 Controller Recommended Budget.

As directed by the Board of Commissioners, the Controller’s Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

Please contact me if you have any questions regarding this information.

Attachments

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2019 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2018, the Park and Zoo winter seasonal fees and the Park Annual Passes which will be effective starting November 1, 2018.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

2019 County Fees Analysis  
Human Services Committee

ATTACHMENT A

Location of Service	Fee Description	Target Percent	2018 Fee	2019 Fee
BCCCP	Hypertension Case Management	100%	\$27.00	\$34.00
BCCCP	Participation Screening NEW	100%		\$108.00
BCCCP	Lifestyle Modification Mgmt of CVD - 2nd or 3rd Stage NEW	100%		\$68.00
BCCCP	Diabetes Prevention Counseling NEW	100%		\$34.00
Comm. Health	INS Vaccination Verif Form I-693	100%	\$38.00	\$39.00
Comm. Health	MIHP Tran. Bus/Van	100%	\$36.02	\$36.78
Comm. Health	MIHP - Trans Taxi	100%	\$32.95	\$33.64
Comm. Health	Compreh Envir Investigation	100%	\$305.00	\$310.00
Imm. Clinic	Internat'l Travel Consult	100%	\$63.00	\$64.00
Med Examiner	Autopsy Report Copies (others)	100%	\$26.00	\$25.00
Env. Health	Category 1 (see definition below) - License Fee *	80%	\$470.00	\$475.00
Env. Health	Category 1 (see definition below) - Full Plan Review	80%	\$975.00	\$980.00
Env. Health	Category 1 (see definition below) - New Owner/Eval	80%	\$520.00	\$525.00
Env. Health	Category 1 (see definition below) - New Owner w/minimal plan review	80%	\$625.00	\$630.00
Env. Health	Category 2 (see definition below) - License Fee *	80%	\$650.00	\$655.00
Env. Health	Category 2 (see definition below) - Full Plan Review	80%	\$1,355.00	\$1,360.00
Env. Health	Category 2 (see definition below) - New Owner/Eval	80%	\$730.00	\$735.00
Env. Health	Category 2 (see definition below) - New Owner w/minimal plan review	80%	\$765.00	\$770.00
Env. Health	Category 3 (see definition below) - License Fee *	80%	\$920.00	\$925.00
Env. Health	Category 3 (see definition below) - Full Plan Review	80%	\$1,950.00	\$1,955.00
Env. Health	Category 3 (see definition below) - New Owner/Eval	80%	\$1,060.00	\$1,065.00
Env. Health	Category 3 (see definition below) - New Owner w/minimal plan review	80%	\$1,175.00	\$1,180.00
Env. Health	Mobile - License Fee *	80%	\$365.00	\$370.00
Env. Health	Mobile - Full Plan Review	80%	\$500.00	\$505.00
Env. Health	Mobile - New Owner/Eval.	80%	\$415.00	\$420.00
Env. Health	STFU - Full Plan Review	80%	\$500.00	\$505.00
Env. Health	STFU - New Owner/Eval	80%	\$450.00	\$455.00
Env. Health	Seasonal Facilities - License Fee *	50%	\$275.00	\$280.00
Env. Health	Construction/Remodeling that begins without approved plans (**)	80%	\$795.00	\$800.00
Env. Health	Food Service plan review re-evaluation or re-submission	100%	\$500.00	\$505.00
Env. Health	Informal Hearing Fee (**)	100%	\$1,130.00	\$1,200.00
Env. Health	Formal Hearing Fee (**)	100%	\$1,130.00	\$1,200.00
Env. Health	Fee for new owner operating without new license(**)	80%	\$655.00	\$660.00
Env. Health	Well - permit to construct or alter a private residential , type II, or type III well	90%	\$385.00	\$390.00
Env. Health	Septic - new or repair permit for residential or commercial	90%	\$855.00	\$860.00
Env. Health	Combined - well & septic	90%	\$1,055.00	\$1,060.00
Env. Health	Septic - new/repair septic tank only	90%	\$355.00	\$360.00
Env. Health	Well - Sanitary survey, public non community Type II - transient well	90%	\$430.00	\$435.00
Env. Health	Well - Sanitary survey, public non community Type II non - transient Well	90%	\$500.00	\$505.00
Env. Health	Septic Evaluation - application for residential or commercial lot & soil evaluation	90%	\$390.00	\$395.00
Env. Health	Septic Evaluation - plan review for engineered system	90%	\$311.00	\$315.00
Env. Health	License renewal	80%	\$335.00	\$340.00
Env. Health	Full plan review	80%	\$435.00	\$440.00
Env. Health	Permanent Campground	100%	\$420.00	\$425.00
Env. Health	Point of Sale - Application/Administrative processing fee	85%	\$250.00	\$255.00
Env. Health	Point of Sale - On-site evaluation of well & septic	75%	\$450.00	\$455.00
Env. Health	Point of Sale - Waste treatment evaluation	100%	\$350.00	\$355.00
Env. Health	Point of Sale - Well evaluation	100%	\$250.00	\$255.00
Env. Health	Point of Sale - inspector annual renewal fee	100%	\$200.00	\$205.00
Env. Health	Full inspection, water system, sewage disposal, building and grounds	100%	\$285.00	\$290.00
Env. Health	Pool Inspection	100%	\$175.00	\$180.00

Location of Service	Fee Description	Target Percent	2018 Fee	2019 Fee
Env. Health	Additional pool at the same location	100%	\$100.00	\$105.00
Env. Health	Re-inspection fee after violation	100%	\$200.00	\$180.00
Env. Health	Tobacco & E- cigarette sales license - East Lansing	80%	\$301.67	\$307.00
Env. Health	Tobacco & E- cigarette sales license - Not East Lansing	90%	\$340.00	\$345.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - East Lansing	100%	\$135.00	\$122.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - Not East Lansing	100%	\$155.00	\$160.00
Env. Health	Tobacco & E - cigarette sales license vending machine	100%	\$340.00	\$345.00
Env. Health	Temporary Tobacco License - Sampling Permit	100%	\$135.00	\$140.00
Env. Health	Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Reporting Fee	50%	\$71.00	\$72.00
Env. Health	Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Inspection Fee	50%	\$240.00	\$245.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Reporting Fee	50%	\$225.00	\$230.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Inspection Fee	50%	\$355.00	\$360.00
Parks	Administrative -Returned Check Fee	100.0%	\$32.00	\$33.00
Parks	Hawk Island Peregrine	100.0%	\$130.00	\$135.00
Parks	Lake Lansing - North - Main	100.0%	\$185.00	\$190.00
Parks	Burchfield - North Bluff	100.0%	\$185.00	\$190.00
Parks	Burchfield - Woodsong	100.0%	\$185.00	\$190.00
Parks	Lake Lansing - South - Main	100.0%	\$185.00	\$190.00
Parks	Burchfield - Overlook	100.0%	\$185.00	\$190.00
Parks	Hawk Island - Red Tail	100.0%	\$260.00	\$265.00
Parks	Abandonment Recovery Fee	100.0%	\$41.00	\$42.00
Parks	Late Fee (arriving 1/2 hour or later after closing)	100.0%	\$21.00	\$22.00
Parks	Canoe/Kayak Trips - Bunker Rd	100.0%	\$23.00	\$24.00
Parks	Canoe/Kayak Trips - Eaton Rapids	100.0%	\$29.00	\$30.00
Parks	Moonlight Ski - Child (12 & under)	100.0%	\$3.00	\$5.00
Parks	Cross Country Ski Rental- adult per hour	100%	\$7.00	\$10.00
Parks	Resident Monday-Friday 9am-4pm	100.0%	\$96.00	\$97.00
Parks	Non-Resident Monday-Friday 9am-4pm	100.0%	\$105.00	\$110.00
Parks	Non-Resident Mon-Fri 7:30am-5:30pm	100.0%	\$140.00	\$145.00
Parks	Equipment Replacement-lost,damaged,stolen Discs	100.0%	\$10.00	\$11.00
Parks	Non-operational hour reservation (2 hours) minimum of 25 people + pp group rate of \$8.00 per person for any additional guests past the pre-paid 25 people	100.0%	\$100.00	\$300.00
Parks	1/2 day = up to 4 hours	100.0%	\$50.00	\$51.00
Parks	full day = up to 8 hours	100.0%	\$100.00	\$105.00
Parks	Moonwalk	100.0%	\$285.00	\$290.00
Parks	Dunk Tank	100.0%	\$235.00	\$240.00
Parks	Giant Slide	100.0%	\$415.00	\$420.00
Parks	Snow Shoe Rental Adult NEW	100.0%	\$0.00	\$7.00
Parks	Cancellation Administration Fee for Hawk Island Snow Tubing Reservations NEW	100.0%	\$0.00	\$25.00



**CAPITAL AREA TRANSPORTATION AUTHORITY**

**Nathan Triplett, Board Chair • Bradley T. Funkhouser, AICP, Chief Executive Officer**



April 10, 2018

Ingham County Courthouse  
P.O. Box 179  
Mason, MI 48854

Ingham County Board of Commissioners:

We are in receipt of your letter and associated resolution No. 17-458, dated November 29, 2017, requesting two voting seats on the Capital Area Transportation Authority (CATA) Board of Directors.

At the Board's direction, CATA staff has been researching the appropriate process to further your request before the Board of Directors takes action. I wanted to get back to you to let you know that we are actively discussing your request and will keep you apprised as our deliberations move forward.

Thank you very much for your continued support of public transit in Ingham County.

Sincerely,

Nathan Triplett  
Board Chair  
CATA Board of Directors

