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VICE-CHAIRPERSON PRO-TEM
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HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
CHRIS TRUBAC
RYAN SEBOLT
THOMAS MORGAN
DERRELL SLAUGHTER
EMILY STIVERS
ROBIN NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, APRIL 1, 2019
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 [March 18, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Senior Citizens Advisory Board – Interviews
2. Big Brothers Big Sisters – Resolution to Authorize a Contract with [Big Brothers Big Sisters Michigan Capital Region](#) to Provide Administrative Oversight and Programming Leadership to the Capital Area Mentoring Partnership Program for 2019
3. Parks Department
 - a. Resolution to Authorize the Hawk Island [Red Tail Enclosure](#) Project
 - b. Resolution to Authorize a Contract with [J.H. Construction Inc.](#)
4. Health Department
 - a. Resolution to Authorize [Amendment # 3](#) to the 2018-2019 Comprehensive Agreement with the Michigan Department of Health and Human Services
 - b. Resolution to Amend Agreement with [Molina Healthcare](#)
 - c. Resolution to Amend Agreement with [Nextgen Healthcare](#) for Patient Portal Templates
 - d. Resolution to Enter into an Agreement with [Epividian](#)
 - e. Resolution to Accept [Opioid Linkages](#) to Care Funding Cohort Award
 - f. Resolution to Authorize an [Infectious Disease Physician](#) Services Agreement with the College of Osteopathic Medicine at Michigan State University
 - g. Resolution Honoring [Ruby Rodgers](#)
5. Fair Office – Resolution to [Amend Resolution #19-006](#) to Authorize an Increase in Hours for a Part-Time Temporary Employee at the Ingham County Fairgrounds
6. Human Resources – County Compensation/Classification Plan and Hiring Process (Discussion)

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

March 18, 2019

Draft Minutes

Members Present: Morgan, Naeyaert, Sebolt, Slaughter, Stivers, Tennis, and Trubac.

Members Absent: Tennis.

Others Present: Rick Terrill, Tim Morgan, Melissa Buzzard, Lori Noyer, Linda Vail, Lillian Speers, Samantha Bird, Brett Kaschinske, Jared Cypher, Elizabeth Noel, Michelle Wright and others

The meeting was called to order by Vice-Chairperson Trubac 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 March 4, 2019 Minutes

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE MINUTES OF THE MARCH 4, 2019 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

Additions to the Agenda

1. Youth Commission – Update

Vice Chairperson Trubac stated that the Youth Commission Update would be added as Agenda Item No. 1, and all agenda items following it would be numbered accordingly.

Limited Public Comment

Brett Kaschinske, City of Lansing Parks and Recreation Director, stated he was before the Committee regarding the wayfinding signage program, where after Parks Department staff received input from Commissioners there was an RFP put out for the wayfinding signs. He further stated that he thought that as a region, participants had looked forward to standing out for users of the river trail system and unify all trails throughout the County.

Mr. Kaschinske stated that an Evaluation Committee had been formed with himself, Wendy Wilmers-Longpre of East Lansing, members of the County Parks Department staff, a volunteer coordinator for the Friends of the Lansing Regional Trails, and a member of Spicer Group. He further stated that the Evaluation Committee had decided on Crannie for the project.

Mr. Kaschinske stated that there had been some lower bids that had issues in terms of using wood for posts that would not last as long, look as good, and could have caused problems if

vandalized. He further stated that Crannie had high-quality signs and good references, and did very well in the interviews.

Mr. Kaschinske stated that the County could show residents using the trails a high-quality sign, and the warranty on the sign was over ten years.

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

3. Health Department
 - a. Resolution to Authorize an Agreement with Comcast for Public Education Advertising about Opioid Overdoses
 - b. Resolution to Authorize an Agreement with the State of Michigan Department of Licensing and Regulatory Affairs (LARA) to Accept a 2019 Michigan Medical Marihuana Operation and Oversight Grant
 - c. Resolution to Authorize an Agreement with University of Michigan-Flint for Implementation of the Engaged Father Program

4. Parks Department
 - a. Resolution to Authorize Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Hawk Island
 - b. Resolution to Authorize Application for a Trust Fund Grant for Accessibility Improvements to Hawk Island
 - c. Resolution to Authorize Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing South
 - d. Resolution to Authorize Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Lake Lansing South
 - e. Resolution to Authorize Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing South
 - f. Resolution to Adopt the Ingham County Trail Wayfinding Signage Plan

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

1. Youth Commission – Update

Samantha Bird, Youth Commission President, stated that the Youth Commission had been under a new advisor and have had other changes to the Youth Commission this year. She further stated that their biggest goal had been to obtain more members to the Youth Commission through different outreach programs.

Ms. Bird stated that when herself and Lillian Speers, Youth Commission Vice President, joined the Youth Commission, there had been around 12 to 14 members, compared to the seven to eight members they had now, which was more than they had had in recent past years. She further

stated the Youth Commission had participated in some events this year, which included the Martin Luther King, Jr. Luncheon and the 45th Maple Syrup Festival at Fenner Nature Center.

Ms. Speers stated that the Youth Commission participated in March is Reading Month where they had read to students and then the students had been able to pick out a new donated book for themselves.

Ms. Bird stated the students were at risk and some had not even owned a book, which made it all the more special.

Ms. Speers stated that this year, the Capital Area District Library had donated 33 copies of three different books and the Youth Commission had bought the remaining 7 books for the two classrooms of 40 that they read to.

Ms. Bird stated that the more outreach that was done, the more schools the Youth Commission could have visited. She further stated that a setback to changes to the Youth Commission had this year, was that they had only one meeting a month, when previously the Youth Commission had met at least twice a month.

Ms. Bird stated that the Youth Commission now contained younger members where communication outside of the meetings had been an issue, namely when they had tried to vote or discuss certain issues via email or using an app, in order to use their in-person meeting times most efficiently. She further stated that she and Ms. Speers would be graduating this year, but even without them, there was a need for change next year.

Ms. Speers stated that last year, the Youth Commission had participated in Blessing Bags which gave Christmas gifts to individuals who were homeless, served food for a community Christmas dinner that also gave out toys to children, donated books and read to students during March is Reading Month, and had an individual visit to train them on parliamentary procedure. She further stated that if Youth Commission members missed their one meeting a month due to sports or other scheduling conflicts, they would have gone about two months without taking part in the discussions.

Ms. Bird stated she and Ms. Speers both wished the Youth Commission had been able to accomplish more, but stated there had not been enough meetings, time, or funding.

Commissioner Sebolt asked what the line item was for the Youth Commission.

Jared Cypher, Deputy Controller, stated that the Youth Commission was part of the Health Department's budget now, due to the Youth Commission advisor being a Health Department staff member.

Commissioner Sebolt asked how much would be needed to increase the Youth Commission's budget to include a second meeting every month.

Mr. Cypher stated that a couple thousand dollars would be needed to pay for the time of the advisor and a few supplies.

Ms. Bird stated that their advisor, Jaclynn Lloyd, Health Department Family Child Infant Advocate, was doing her best and had done as much as she could with the restraints given.

Commissioner Trubac asked what the criteria was to be a member of the Youth Commission.

Ms. Speers stated that the only requirement was that the person had to be between 6th and 12th grade.

Commissioner Slaughter stated that he had previously met with the Youth Commission and appreciated their leadership. He further stated that he had offered to help with recruitment and had offered the Board of Commissioners to help as well.

Commissioner Trubac thanked Ms. Bird and Ms. Speers for their update of the Youth Commission.

2. Ingham Health Plan Corporation – 2018 Annual Report

Lori Noyer, Ingham Health Plan Corporation (IHPC) Executive Director, provided an overview of the 2018 Annual Report materials.

Discussion.

Commissioner Morgan asked if there were specific demographics that could be targeted to grow the Ingham Health Plan (IHP) membership.

Ms. Noyer stated that certain ZIP Codes had been a focus, where communities had been seen as eligible due to the lower income requirements, specifically, the south side of Lansing, or East Lansing, where there had been students in that income area. She further stated that she had been open to additional ideas and ways to get out there and market.

Ms. Noyer stated that IHP had enrollment sites that people were coming into already for health care, so they were positioned to be seen as potential membership opportunities, and could then expand off those key areas.

Commissioner Morgan asked if there was a 60% increase in membership since 2015 due to word getting out, as opposed to emerging socioeconomic situations creating the increase in membership.

Ms. Noyer stated that the main reason was due to awareness and outreach, but was also combined with new situations occurring. She further stated that providers still questioned if IHP was still around.

Commissioner Morgan asked if South Lansing and East Lansing were driving that growth.

Ms. Noyer stated that South Lansing and East Lansing were driving membership growth, and that the numbers based off of the ZIP Codes showed that. She further stated that ZIP Codes with a smaller number of members were not necessarily not in need, and she would look to the Commissioners to best identify where she could potentially target some of those populations.

Commissioner Sebolt asked if IHP served both immigrant and refugee populations.

Ms. Noyer stated IHPC now served both immigrant and refugee populations. She further stated that IHPC had learned through working with St. Vincent Catholic Charities that refugees had Medicaid for up to approximately seven months, and then after might be eligible for IHP.

Ms. Noyer stated that lawfully present non-citizens that had not yet met their five year criteria to be eligible for Medicaid would be part of the eligibility for IHP, as well as undocumented individuals.

Discussion.

Commissioner Morgan asked if Ms. Noyer had asked or had been open for input about millage redrafting to meet 2019 needs and if those needs would be met.

Ms. Noyer stated that there had been conversations about how to best approach the millage. She further stated that IHPC had tried to figure out logistically what direction they needed to go.

Commissioner Morgan stated the Board of Commissioners had this discussion late last year regarding the millage funds and debated if it was considered if it was an Ingham Health Plan millage. He further stated that the provided language was clearly an IHP millage.

Commissioner Morgan stated that it should be strongly considered that when rewritten, IHPC should be upfront and explicit to taxpayers about where funds were going regarding this millage. He further stated that it should also be considered whether there needed to be a separate mental health millage, so IHP millage funds were directed right to IHP and not used as a piggy bank for other health care matters.

Commissioner Naeyaert stated that it was hard for her to see a millage of this size for only 1,500 people. She further stated that the 2018 Total IHPC Millage Invoice Summary total Millage Only Members amount was not the actual total, when the totals each month could be people returning and seen multiple times.

Commissioner Naeyaert stated that there were not 14,000 people in the IHP, but instead an average of about 1,200.

Ms. Noyer stated that the cost broke down to about \$84.02 per member, per month.

Commissioner Naeyaert stated that it looked like the cost was \$788 per individual, per month based on the total of the millage billed back to the County for the average of \$1,500 a month.

Ms. Noyer stated that it still was able to provide medical, pharmacy, and dental less than \$1,000 per person monthly.

Discussion.

Commission Morgan stated that the cost was less than \$1,000 per year, so it had been a cost effective way to provide health care.

Commissioner Naeyaert asked why the County had IHP when the services could be provided by the County.

Discussion.

Commissioner Slaughter asked what was required of Community Enrollment Partners.

Ms. Noyer stated that they had a memo of agreement that outlined the specific responsibilities, but generally included training for enrollment, and the agency needed to be willing to put someone through a Medicaid application which proof of residency and income were both required.

Commissioner Slaughter asked if IHP would receive a stipend for helping out.

Ms. Noyer stated that there was no current incentive for helping out, but there had been in previous years through grant opportunities. She further stated that some providers had looked at it as an incentive, since in most cases the providers were enrolling members that were previously uninsured, so they could now get some type of payment.

Commissioner Stivers asked about what the efforts mentioned concerning the outreach and raising awareness to bring in more members consisted of.

Ms. Noyer stated that currently it was not a global marketing plan but more internal in terms of utilizing community partners and social media advertising such as Facebook and Twitter. She further stated that IHPC had no specific person on staff specifically for outreach due to budget cuts.

Commissioner Stivers asked what year the enrollment outreach staff had been cut.

Ms. Noyer stated that the position had been cut in 2017.

Commissioner Morgan asked what the role of the Allen Neighborhood Center had been.

Ms. Noyer stated that they were an enrollment site.

Commissioner Morgan asked if the Allen Neighborhood Center had done outreach as well or were just an enrollment site.

Ms. Noyer stated that they were mainly just an enrollment site and doing separate internal outreach. She further stated that there had been a staff person that would travel and go to fairs for outreach before it had been cut.

4. Parks Department

g. Resolution to Authorize a Contract with Signs by Crannie

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Naeyaert asked for an overview of the sign costs, as she recalled a discussion regarding the outrageous costs for signs, where Commissioner Grebner had brought in an example that was much less expensive.

Melissa Buzzard, Trails and Parks Millage Program Coordinator, distributed a handout that included vendor validations, evaluations and scorings used by the Evaluation Committee. She stated that as instructed, the Parks Department went and reviewed their previous presentation.

Ms. Buzzard stated that, as guided by Commissioner Grebner, the Parks Department put together an RFP for the design and manufacture of the signs and received six bids. She further stated the an Evaluation Committee was formed to include herself, Tim Morgan, Parks Director, their consultant, and members from the City of East Lansing, City of Lansing, and Friends of Lansing Regional Trails.

A discussion regarding the handout ensued.

Commissioner Naeyaert asked what the warranty was with the vendor selected.

Mr. Morgan stated the warranty was 10 years.

Commissioner Naeyaert asked if the 10 year warranty covered vandalism, such a graffiti.

Ms. Buzzard stated vandalism was covered under the warranty, but with everything there were restrictions with warranty coverage.

Mr. Morgan stated that out of the vendors, the vendor chosen had the best warranty option included with the signs. He further stated that Commissioner Grebner had been extremely active in reviewing the signs every step of the way.

Mr. Morgan stated the signs were aluminum and very sturdy and was liked by the Stakeholder Group that had an opportunity to look at RFP and vendors. He further stated that the vendor bid was specifically for the manufacture of the signs, not the installation.

Mr. Morgan stated that if approved, then the Parks Departments would get an RFP for the installation.

Commissioner Morgan asked if the Parks Department anticipated installation of the signs to be considerably more than the \$9,016 fabrication per sign for materials and design.

Ms. Buzzard stated that until bids were put in and one was accepted, it was unknown of the cost for installation for the signs.

Commissioner Slaughter asked how the number of signs was estimated at 307.

Ms. Buzzard stated that part of the process of gathering data was to see in the communities what the needs were for signage. She further stated that the communities that wanted to participate provided the kinds of signs that would be needed for an estimate.

Commissioner Naeyaert asked if communities had the opportunity to include tourist destinations on the signs, similar to Tourist Oriented Direction (TOD) signs, within the trail system.

Ms. Buzzard stated that there would be some community tourist destinations listed on the markers.

Commissioner Stivers asked if matching signs would be made for new parts of trail as the trails system continued to expand.

Mr. Morgan stated that as the trails expanded, the signs would all match the model and colors as provided in the contract.

Commissioner Stivers asked if the vendor would continuously produce them at the same rate as currently being produced.

Mr. Morgan stated that the contract included a 10 year price and amount per piece price, but prices might increase due to inflation of the sign production.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

4. Facilities – Facilities Department Overview

Rick Terrill, Facilities Director, provided an overview of the Facilities Department.

Commissioner Naeyaert commented that the Facilities Department had so much on their plate with the new jail and Animal Control Shelter, in addition to all of the buildings. She commended Mr. Terrill on his leadership and communication he provided his staff and the relationship he had with his staff that made the Facilities Department run so well.

5. Controller's Office – Fair Manager Update (*Discussion*)

Mr. Cypher stated that during a previous meeting there was a discussion regarding the possibility of making the Fair management a hybrid model that included a Fair Manager position and the Facilities Department involved in the day-to-day maintenance of the Fairgrounds. He further stated that the option had been explored and that Mr. Terrill would need an additional maintenance supervisor position to do the day-to-day maintenance at the Fairgrounds.

Mr. Cypher further stated that the additional maintenance supervisor would cost \$86,000 annually and that the Fair budget could not cover another high cost position like that.

Mr. Cypher stated that Mr. Terrill graciously offered to have deep involvement in all major CIP projects at the Fair, with no additional resources needed, as he could do it with his current staffing and budget. He further stated that guidance for the major CIP projects was necessary for the Fair.

Mr. Cypher stated that the Fair Manager job description had been adjusted to reflect the reality of the modern day position. He further stated that his recommendation to everyone would be to post the job this week and recruit applicants for the position.

Mr. Cypher stated that there was no rush, since the Fair had a Secretary and the interim Fair Manager was prepping for the Fair and handling events without a hitch.

Commissioner Morgan asked what had come out of the job reclassification discussion to attract better candidates.

Mr. Cypher stated that the Human Resources Department felt as though the position was classified appropriately. He further stated that the position was a MCL12, with the first step on the scale as \$73,604 and the top of the scaled as \$88,345.

Commissioner Morgan asked how many Fair Managers the County had gone through in the last 10 or so years.

Mr. Cypher stated that since 2005, the County has gone through around five or six Fair Managers.

Commissioner Morgan asked if Human Resources felt the model worked, in terms of attracting qualified people.

Mr. Cypher stated that Human Resources felt that the position was compensated appropriately.

Commissioner Morgan stated that he strongly disagreed with Human Resources' assessment. He further stated that it had been proven by the amount of Fair Managers the County had gone through.

Commissioner Sebolt stated that he had been a part of the hiring process previously. He asked if Mr. Cypher had an outreach plan in mind.

Commissioner Sebolt stated that there had been a well-qualified candidate that had not been interviewed due to the fact that they had accepted a different job before the interview.

Mr. Cypher stated that there were two candidates that had not been interviewed in the time before they had accepted other positions instead.

Commissioner Sebolt asked if the outreach process would look different to try and attract a different field of candidates.

Mr. Cypher stated that the job posting had to look different and they had to do more outreach and utilize resources. He further stated that there was a Fair Board member that had resources with the Convention Visitors Bureau of Greater Lansing they may be able to use.

Discussion.

Commissioner Naeyaert stated that she would like to see someone from MSU, whether it be someone retired or a professor that had marketing or agriculture experience. She further stated that she agreed with Commissioner Morgan and did not agree with Human Resources, that the status quo would provide the County the best Fair Manager candidates.

Commissioner Naeyaert stated that the status quo would get them status quo, where for the Fair, the County wanted to build upon what was currently there and bring in more money year-round to sustain the Fair.

Commissioner Morgan stated that the salary was unacceptable. He further stated that labor economics dictated that if employees were not kept at the current rate of pay, then the rate of pay should be increased.

Commissioner Morgan stated that there should be a resolution to express the Committee's disappointment.

Mr. Cypher stated that he would be happy to take the resolution and job posting back to talk to Human Resources.

Commissioner Trubac stated that he agreed, that if someone did not want to do a job for an amount offered, the position should offer more.

Commissioner Sebolt asked if the position for Fair Manager reported directly to the Board of Commissioners.

Mr. Cypher stated that the position was hired by the Board of Commissioners, but directly reported to the Controller's Office.

Commissioner Slaughter asked if there had been a comparison done between other counties' Fair Manager positions that had been asked for previously.

Mr. Cypher stated that Human Resources had done the comparison, and he could have Human Resources send it to them if they wanted. He further stated that Becky Bennett, Board of Commissioners Office Director, stated that once the job was posted she would send out an email to ask who wanted to be on the interview panel.

Discussion.

Commissioner Naeyaert stated that her January 14, 2019 Committee meeting notes stated they had discussed turnovers of seven Fair Managers, some left on their own accord but it could have been due to salary. She further stated that per the meetings notes, the position was discussed on where it should be posted, that it should include more event managing, or to split up the job description, and a focus on business of sales and marketing.

Mr. Cypher stated that in the newly edited job description, marketing was listed. He further stated that the position description would not be posted until he went back to Human Resources to talk about it more.

Commissioner Naeyaert stated that the position description seemed controversial and confusing.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. SEBOLT, TO MAKE AN INFORMAL MOTION STATING THE COMMITTEE'S DISAPPROVAL WITH THE FAIR MANAGER'S CURRENT JOB CLASSIFICATION.

THE MOTION TO APPROVE THE INFORMAL MOTION CARRIED UNANIMOUSLY.

Absent: Commissioner Tennis

Commissioner Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:39 p.m.

APRIL 1, 2019 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

2. *Big Brothers Big Sisters – Resolution to Authorize a Contract with Big Brothers Big Sisters Michigan Capital Region to Provide Administrative Oversight and Programming Leadership to the Capital Area Mentoring Partnership Program for 2019*

This resolution authorizes a contract with Big Brothers Big Sisters Michigan Capital Region (BBBSMCR) for the Capital Area Mentoring Partnership Program (CAMP). The contract will not exceed \$25,000 for the time period of January 1, 2019 through December 31, 2019. Funds for this contract are included in the 2019 budget.

3. *Parks Department*

- a. *Resolution to Authorize the Hawk Island Red Tail Enclosure Project*

This resolution authorizes new panels/doors/heaters for enclosing Hawk Island Park's Red Tail Shelter during the winter months. The total cost of the project is \$13,000 and these funds are available in the Parks Department fund balance.

- b. *Resolution to Authorize a Contract with J.H. Construction Inc.*

This resolution authorizes a contract in an amount not to exceed \$48,379 with J.H. Construction to replace asphalt paths with concrete sidewalks and to install new concrete sidewalks at Hawk Island County Park. Funds for this project are included in the Parks Department budget.

4. *Health Department*

- a. *Resolution to Authorize Amendment # 3 to the 2018-2019 Comprehensive Agreement with the Michigan Department of Health and Human Services*

This resolution increases the agreement for Comprehensive Local Health Services from \$5,449,665 to \$5,686,220, an increase of \$236,555. For specific program details, please refer to the cover memorandum provided by the Health Department.

- b. *Resolution to Amend Agreement with Molina Healthcare*

This resolution authorizes an amended Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019. The agreement will automatically renew on an annual basis. There are no costs associated with the CIN Participation Agreement or the Meridian Health Plan Addendum.

- c. *Resolution to Amend Agreement with Nextgen Healthcare for Patient Portal Templates*

This resolution amends the NextGen Healthcare agreement to add custom Patient Portal Templates to the Health Centers' patient management/electronic health records system for a total one-time cost not to exceed \$9,000, effective April 1, 2019. The agreement will automatically renew on an annual basis. Funds are available through the HRSA Quality Improvement grant.

d. Resolution to Enter into an Agreement with Evidian

This resolution authorizes an agreement with Evidian for providing an analytic program which will allow data to be interfaced and imported electronically within the Ryan White HIV program for a total amount of \$13,000 effective June 1, 2019 through May 31, 2020. Funds for this agreement are available within the Health Department's Care Coordination Grant.

e. Resolution to Accept Opioid Linkages to Care Funding Cohort Award

This resolution accepts a \$10,500 funding award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Funding Cohort, and also amends the Azara Healthcare agreement to add the controlled substance management module, effective December 1, 2018 through August 30, 2019.

f. Resolution to Authorize an Infectious Disease Physician Services Agreement with the College of Osteopathic Medicine at Michigan State University

This resolution authorizes entering into an agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020. The financial impact will be \$99,427 for 2019 and \$101,416 for 2020. These physician services will be funded by the Comprehensive Agreement through state funds for the HIV Ryan White Part B program.

g. Resolution Honoring Ruby Rodgers

This resolution honors Ruby Rodgers for her sixteen plus years of dedicated service.

5. Fair Office – Resolution to Amend Resolution #19-006 to Authorize an Increase in Hours for a Part-Time Temporary Employee at the Ingham County Fairgrounds

This resolution authorizes a part-time temporary management position at the Ingham County Fairgrounds to be increased to full-time. This position functions as the interim Fair Manager until a permanent replacement is hired by the Board of Commissioners. This temporary manager will continue to be compensated at a rate of \$25 per hour. Funds are available in the Fair budget due to attrition savings from the vacant Fair Manager position.

OTHER ITEMS:

1. Senior Citizens Advisory Board – Interviews

Candidates for appointment to the Equal Opportunity Committee will be present to respond to questions from Committee members.

Meets: Second Thursday, Monthly, 1:00 p.m., Tri-County Aging Consortium, 5303 S. Cedar, Lansing

Appointed by Board Chairperson, 3 year terms. The Tri-County Aging Consortium Advisory Council is a representative group of consumers and providers who provide the Area Agency on Aging with a community's perspective on activities and goals related to the agency. The Tri-County Aging Consortium Advisory Council members discuss new legislation that affects seniors and they also discuss policy issues relevant to the Consortium and make recommendations.

6. Human Resources - County Compensation/Classification Plan and Hiring Process (Discussion)

Agenda Item 2

To: Human Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: March 13, 2019

Subject: Contract with Big Brothers Big Sisters Michigan Capital Region for the Capital Area Mentoring Partnership Program
For the meeting agendas of April 1 and April 3

BACKGROUND

This resolution authorizes a contract with Big Brothers Big Sisters Michigan Capital Region (BBBSMCR) for the Capital Area Mentoring Partnership Program (CAMP). With Support from the County, CAMP will continue to bring in speakers to provide training on a plethora of topics (Child trauma, effective communication within matches, Human Trafficking, Runaway prevention, bullying, the importance of the screening process, etc.) to CAMP members, volunteers, and youth within their programs. CAMP will utilize the funds to bring awareness of the program to the community with the purchase of promotional items as well as utilizing quarterly service projects in the community as a platform. CAMP is not yet its own 501(c) 3 and is facilitated by Big Brothers Big Sisters Michigan Capital Region.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The contract will not exceed \$25,000 for the time period of January 1, 2019 through December 31, 2019. Funds for this contract are included in the 2019 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of fostering youth development.

OTHER CONSIDERATIONS

Capital Area Mentoring Partnership (formerly the Community Coalition of Youth) is a collaboration of mentoring organizations and community resources that focuses on mentoring in the tri-county, serving youth from the age of five years to twenty-five. The collaboration is diverse; organizations offer one-to-one mentoring, group mentoring, services to homeless youth, immigrant children, refugee children, children with disabilities, children involved with the Juvenile Justice System and/or African American young men, etc.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH BIG BROTHERS BIG SISTERS MICHIGAN CAPITAL REGION TO PROVIDE ADMINISTRATIVE OVERSIGHT AND PROGRAMMING LEADERSHIP TO THE CAPITAL AREA MENTORING PARTNERSHIP PROGRAM FOR 2019

WHEREAS, the Ingham County/City of Lansing Youth Violence Prevention Coalition since renamed the Community Coalition for Youth (CCY) was established in 1994 by former Mayor David Hollister and former Ingham County Board of Commissioners Chairperson, Jean McDonald, in response to a dramatic increase in youth violence and delinquency in Ingham County during the 1990's; and

WHEREAS, CCY adopted a comprehensive strategy to advance youth mentoring to close educational opportunity and achievement gaps to increase high school graduation and post-secondary completion rates, prevent and reduce violence and delinquency, and provide opportunities for civic engagement, entrepreneurship, and career and professional development to support the next generation of parents and leaders; and

WHEREAS, the structure to further mentoring for Ingham County youth was formed by CCY and is called the Capital Area Mentoring Partnership (CAMP); and

WHEREAS, previously this contract was held by Capital Area United Way (CAUW) and in 2014 was transitioned to Big Brothers Big Sisters Michigan Capital Region; and

WHEREAS, the Ingham County budget included \$25,000 as the County's share of funding for CAMP in the fiscal year 2019.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract with Big Brothers Big Sisters Michigan Capital Region for the period January 1, 2019 through December 31, 2019 in an amount not to exceed \$25,000 as Ingham County's share of funding to provide administrative oversight and programmatic leadership for the CAMP.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 19, 2019
SUBJECT: Hawk Island Red Tail Shelter Enclosure
For the meeting agenda of 4/1/19 Human Services and 4/3/19 Finance

BACKGROUND

The Hawk Island Tubing Hill has seen incredible growth in visitation over the past couple years. When comparing visitation statistics from the 2016-17 winter season to the current season, numbers indicate that average per day visitation has almost doubled in two years (155 vs 274). The highest one day visitation in 2016-17 was 400, compared to several days during the current year that have exceeded 600 visitors. Reservations have also increased exponentially; four in 2016-17 compared to 15 in the current year. The current ticket/warming building is constructed of insulated panels that are installed specifically during the winter in order to make Red Tail shelter a year-round multi-use building. Currently the seasonal panels enclose approximately 5/8ths of the entire shelter. Staff is proposing to enclose the additional 3/8ths of Red Tail Shelter. This will enclose the entire building in the winter months.

ALTERNATIVES

None. With these large increases in visitation, the current ticket area and warming building have become too restrictive in size to accommodate the current user load we have been experiencing. In order to accommodate this increase, coupled with maintaining customer satisfaction, it has become a necessity to expand the current ticket area.

FINANCIAL IMPACT

This resolution requests authorization to use the Parks 208 fund balance in order to expand this warming building for the upcoming 2019-2020 winter season. There are funds available to do this project in the Parks Department 208 fund balance.

Please see cost summary below:

Panel Construction and Windows/Doors: \$5,160
Expanded Infrared Heating system: \$7,840

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.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 25, 2019 meeting.

RECOMMENDATION

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

Agenda Item 3a

TO: Tim Morgan, Parks Director

FROM: James Hudgins, Director of Purchasing

DATE: March 19, 2019

RE: Memorandum of Performance for Packet 76-19: Furnish and install three (3) new heaters at the Red Tail Shelter.

Quotes were sought to furnish and install three (3) new heaters at the Red Tail Shelter at Hawk Island Tubing Hill.

VENDOR NAME	LOCAL PREFERENCE	COST
Myers Plumbing & Heating Inc.	No, Clinton County	\$7,840.00
E.H. Ward Company	Yes, Lansing	\$8,440.00*
T.H. Eifert Mechanical Contractors	Yes, Lansing	\$28,215.00

*E.H. Ward Company, a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE HAWK ISLAND RED TAIL ENCLOSURE PROJECT

WHEREAS, the Ingham County Parks Department maintains the buildings at Hawk Island; and

WHEREAS, the current ticket area and warming building for the Hawk Island snow tubing hill has become too restrictive in size to accommodate the current user load; and

WHEREAS, in order to accommodate this increase, it has become a necessity to expand the current ticket area; and

WHEREAS, staff will complete the expansion of the Red Tail Shelter project with the exception of the expanded heating system; and

WHEREAS, staff will complete the work for panel construction and windows/doors in the amount of \$5,160; and

WHEREAS, proposals were solicited for furnishing and the installation of new heaters in the Red Tail Shelter at Hawk Island; and

WHEREAS, E. H. Ward Company, a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to E. H. Ward Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with E. H. Ward Company in the total amount not to exceed \$7,840 for furnishing and the installation of new heaters in the Red Tail Shelter at Hawk Island.

BE IT FURTHER RESOLVED, that the contract with E. H. Ward Company shall be effective the date of execution through October 15, 2019.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorize \$13,000 from the Parks Department 208 fund balance for the project.

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.

Agenda Item 3b

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 18, 2019
SUBJECT: Contract with J.H. Construction, Inc.
For the meeting agenda of 4/1/19 Human Services and 4/3/19 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to replace asphalt paths with concrete sidewalks and to install new concrete sidewalks at Hawk Island County Park. The scope of work includes, but is not limited to, replacing approximately 1,000' L x 8' W of existing pathways with concrete sidewalks and installing 175' L x 8' W concrete sidewalks where there is currently no asphalt. Ingham County Parks will restore site and seed.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The Evaluation Committee recommends that a contract be awarded to the low quote J.H. Construction, Inc. per the quoted proposal in the amount of \$40,349 for the base bid and \$8,030 for the alternate bid for a total not to exceed amount of \$48,379.

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.

OTHER CONSIDERATIONS

The Ingham County Park Commission will review this resolution at their March 25, 2019 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with J.H. Construction, Inc.

Agenda Item 3b

TO: Tim Morgan, Parks Director
FROM: James Hudgins, Director of Purchasing
DATE: February 28, 2019
RE: Memorandum of Performance for RFP No. 18-19 Concrete Sidewalks Replacement

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors for the purpose of entering into a contract to replace asphalt paths with concrete sidewalks, and potentially installing new concrete sidewalks at Hawk Island County Park.

The scope of work includes, but is not limited to, replacing approximately 1,000' L x 8' W of existing pathways with concrete sidewalks and potentially (alternate bid) installing 175' L x 8 W concrete sidewalks where there is currently no asphalt. Ingham County Parks will restore site and seed.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	141	45
Vendors responding	8	3

A summary of the vendors' costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Base Bid Replace approximately 1,000' length x 8' wide of existing asphalt pathways with concrete sidewalks	Alternate Bid Total cost to provide and Install 175' length x 8' wide concrete sidewalks	Total Bid + Alternate Bid
JH Construction Inc.	Yes, Mason MI	\$40,349.00	\$8,030.00	\$48,379.00
Moore Trosper Construction Co.	Yes, Holt MI	\$50,400.00	\$12,850.00	\$63,250.00
E.T. MacKenzie Co.	No, Grand Ledge MI	\$51,950.00	\$14,050.00	\$66,000.00
McCarthy Construction Co.	No, Commerce MI	\$63,000.00	\$5,700.00	\$68,700.00
T.L. Contracting Inc.	No, Lansing MI (Clinton County)	\$62,585.00	\$10,612.00	\$73,197.00
Lopez Concrete Construction LLC	Yes, Lansing MI	\$64,000.00	\$11,200.00	\$75,200.00
Lacaria Concrete Construction	No, Detroit MI	\$68,000.00	\$12,500.00	\$80,500.00
Rumsey & Sons Construction Inc.	No, Dimondale MI	\$159,450.00	\$27,905.00	\$187,355.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH J.H. CONSTRUCTION INC.

WHEREAS, proposals were solicited from qualified and experienced contractors for the purpose of entering into a contract to replace asphalt paths with concrete sidewalks and install new concrete sidewalks at Hawk Island County Park; and

WHEREAS, the scope of work includes, but is not limited to, replacing approximately 1,000' L x 8' W of existing pathways with concrete sidewalks and installing 175' L x 8' W concrete sidewalks where there is currently no asphalt. Ingham County Parks will restore site and seed; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to J.H. Construction, Inc., the low bidder.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with J.H. Construction, Inc. per the quoted proposal in the amount of \$40,349 for the base bid and \$8,030 for the alternate bid for a total not to exceed amount of \$48,379 for the purpose of entering into a contract to replace asphalt paths with concrete sidewalks and install new concrete sidewalks at Hawk Island County Park.

BE IT FURTHER RESOLVED, that the contract shall be effective the date of execution through December 1, 2019.

BE IT FURTHER RESOLVED, that there are funds available in approved CIP line item #228-75999-974000-9P11.

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, County Services, and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: March 14th, 2019
SUBJECT: FY 19 State of Michigan Comprehensive Agreement Amendment # 3
For the meeting agendas of April 2, 2019 and April 3, 2019

BACKGROUND

Ingham County Health Department (ICHD) currently receives funding from Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement. The Comprehensive Agreement is the annual process whereby MDHHS transmits State and Federal Funds to Ingham County to support public health programs. The Board of Commissioners (BOC) authorized the 2018-2019 Comprehensive Agreement through Resolution #18-351 and Amendment #1 through Resolution #18-470 and Amendment #2 through Resolution #19-050. As a result of this funding ICHD would like to make the following changes:

- Requesting to hire a 1.0 FTE PHN for Nurse Family Partnership
- Re-establish a 1.0 Lead Social Worker for Pathways to Care (PTC). This position was eliminated in the FY 19 Budget process. PTC staff routinely serve adults with various psycho-social and mental health needs, as a result we have determined that a social worker is an essential part of the team to ensure appropriate services to the clients and to support the staff through reflective supervision.
- Eliminate a .75 FTE PHN (Position # 601151)

In order to utilize the Hepatitis A grant funds authorized through the comprehensive agreement, ICHD would like to use an amount not to exceed \$85,000 for agreements regarding Hepatitis A advertising with the following agreements:

- Enter into an agreement with Comcast for the purpose of Hep A advertising
- Enter into an agreement with Adams Outdoor Advertising for the purposes of Hep A advertising
- Enter into an agreement with National CineMedia for the purposes of Hep A advertising
- Enter into an agreement with the Gay Ad Network for the purposes of Hep A advertising

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact of this amendment will increase the agreement for Comprehensive Local Health Services from \$5,449,665 to \$5,686,220, an increase of \$236,555. The amendment makes the following specific changes in the budget:

Nurse Family Partnership: increase of \$100,000 from \$485,300 to \$585,300
Hepatitis A Response: increase of \$140,000 from \$5,000 to \$145,000
Public Health Emergency Preparedness (10/01/18 – 6/30/19): increase of \$2,430 from \$117,595 to \$120,025
Vector-Borne Surveillance & Prevention: increase of \$8,125 from \$0 to \$8,125
WISEWOMAN: decrease of \$14,000 from \$14,000 to \$0

The creation of a 1.0 FTE PHN and 1.0 FTE Lead Social Worker position and the elimination of the .75 FTE Public Health Nurse position will have a General Fund cost savings in the amount of approximately \$6,600.

- \$100,000 NFP additional grant dollars
- \$56,500 in additional Medical Outreach dollars related to services provided by Lead Social Worker
- Savings of \$88,000 associated with the elimination of the .75 FTE PHN.

ICHD would like to use an amount not to exceed \$85,000 for agreements regarding Hepatitis A advertising.

- Comcast: \$20,000
- Adams Outdoor Advertising: \$40,000
- National CineMedia: \$16,000
- Gay Ad Network: \$9,000

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objective of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support Amendment # 3 with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2018 through September 30, 2019.

Debbie Edokpolo Request 3/11/19

	Proposed 1.0 FTE Position # TBD Nurse, Public Health ICEA PHN Grade 3 Step 5	Proposed 1.0 FTE Position # TBD Lead Social Worker ICEA Professional Grade 8 Step 5	Total Personnel Costs
704000 SALARY	69,623	69,605	139,228
715000 FICA/MEDICARE	5,326	5,325	10,651
716100 DENTAL	936	936	1,872
716200 VISION	132	132	264
716020 PHP MED	15,067	15,067	30,134
718000 MERS 0101H	24,772	13,155	37,927
714000 UNEMPLYMT	348	348	696
716035 RTEE CHG B	3,447	3,447	6,894
716450 SEPARATE	1,218	1,218	2,436
716040 RET/HLTH/T	3,133	3,132	6,265
717100 DISABILITY	90	90	180
722600 CARES (EAP)	33	33	66
717000 LIFE 30K	115	115	230
915050 LIABILITY	<u>522</u>	<u>522</u>	1,044
	124,763	113,126	237,888
Salary	69,623	69,605	139,228
Fringes	<u>55,140</u>	<u>43,521</u>	<u>98,660</u>
	124,763	113,126	237,888

Funds Available

Nurse Family Partnership Grant	100,000
Medicaid Outreach - 1/2 of Lead Social Worker	56,563
Vacant - 601151 - Nurse Public Health (.75 FTE)	<u>88,000</u>
	244,563

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2018-2019 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

WHEREAS, Ingham County Health Department (ICHD) currently receives funding from Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement; and

WHEREAS, the Comprehensive Agreement is the annual process whereby MDHHS transmits State and Federal Funds to Ingham County to support public health programs; and

WHEREAS, the Board of Commissioners (BOC) authorized the 2018-2019 Comprehensive Agreement through Resolution #18-351 and Amendment #1 through Resolution #18-470 and Amendment #2 through Resolution #19-050; and

WHEREAS, as a result of a funding increase through Amendment #3 ICHD would like to make the following changes:

- Create a 1.0 FTE Public Health Nurse (PHN) for Nurse Family Partnership
- Re-establish a 1.0 Lead Social Worker for Pathways to Care (PTC). This position was eliminated in the FY 19 Budget process. PTC staff routinely serve adults with various psycho-social and mental health needs, as a result we have determined that a social worker is an essential part of the team to ensure appropriate services to the clients and to support the staff through reflective supervision.
- Eliminate a .75 FTE PHN (Position # 601151); and

WHEREAS, the financial impact of this amendment is an increase of \$236,555 to the agreement for Comprehensive Local Health Services from \$5,449,665 to \$5,686,220. The amendment makes the following specific changes in the budget:

Nurse Family Partnership: increase of \$100,000 from \$485,300 to \$585,300

Hepatitis A Response: increase of \$140,000 from \$5,000 to \$145,000

Public Health Emergency Preparedness (10/01/18 – 6/30/19): increase of \$2,430 from \$117,595 to \$120,025

Vector-Borne Surveillance & Prevention: increase of \$8,125 from \$0 to \$8,125

WISEWOMAN: decrease of \$14,000 from \$14,000 to \$0; and

WHEREAS, the creation of a 1.0 FTE PHN and 1.0 FTE Lead Social Worker position and the elimination of the .75 FTE Public Health Nurse position will have a General Fund cost savings in the amount of approximately \$6,600:

- Addition of 1.0 FTE PHN- \$124,763
- Addition of 1.0 FTE Lead Social Worker- \$113,125

is offset by

- Elimination of the .75 FTE PHN- \$88,000
- Additional revenue from Medicaid Outreach dollars related to services provided by Lead Social Worker- \$56,500
- Additional Nurse Family Partnership funding- \$100,000

for a total savings of \$6,612; and

WHEREAS, ICHD would like to use an amount not to exceed \$85,000 for agreements regarding Hepatitis A advertising:

- Comcast: \$20,000
- Adams Outdoor Advertising: \$40,000
- National CineMedia: \$16,000
- Gay Ad Network: \$9,000; and

WHEREAS, MDHHS has proposed Amendment #3 to the current agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize Amendment #3 to the 2018-2019 Comprehensive Agreement with MDHHS effective October 1, 2018 through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize Amendment #3 to the 2018-2019 Comprehensive Agreement with MDHHS effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that effective upon approval of this resolution the Board of Commissioners establishes a 1.0 FTE Public Health Nurse (ICEA PHN, Grade 3, \$57,966-\$69,623) for the Nurse Family Partnership and a 1.0 FTE Lead Social Worker (ICEA PRO, Grade 8, \$57,981-\$69,605) for Pathways to Care.

BE IT FURTHER RESOLVED, that effective upon approval of this resolution a .75 FTE PHN (Position # 601151) is eliminated.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes utilizing Hepatitis A grant funds authorized through the comprehensive agreement in a total amount not to exceed \$85,000 for agreements regarding Hepatitis A advertising with the following:

- Comcast for the time period of May 13, 2019 through September 29, 2019, not to exceed \$20,000
- Adams Outdoor Advertising, not to exceed \$40,000
- National CineMedia, not to exceed \$16,000
- Gay Ad Network, not to exceed \$9,000

BE IT FURTHER RESOLVED, that the financial impact of this amendment is an increase of \$236,555 for the Comprehensive Local Health Services agreement from \$5,449,665 to \$5,686,220. The amendment makes the following specific changes in the budget:

Nurse Family Partnership: increase of \$100,000 from \$485,300 to \$585,300

Hepatitis A Response: increase of \$140,000 from \$5,000 to \$145,000

Public Health Emergency Preparedness (10/01/18 – 6/30/19): increase of \$2,430 from \$117,595 to \$120,025

Vector-Borne Surveillance & Prevention: increase of \$8,125 from \$0 to \$8,125

WISEWOMAN: decrease of \$14,000 from \$14,000 to \$0.

BE IT FURTHER RESOLVED, that the creation of a 1.0 FTE PHN and 1.0 FTE Lead Social Worker position and the elimination of the .75 FTE Public Health Nurse position will have a General Fund cost savings in the amount of approximately \$6,600:

- Addition of 1.0 FTE PHN- \$124,763
- Addition of 1.0 FTE Lead Social Worker- \$113,125

is offset by

- Elimination of the .75 FTE PHN- \$88,000
- Additional revenue from Medicaid Outreach dollars related to services provided by Lead Social Worker- \$56,500
- Additional Nurse Family Partnership funding- \$100,000

for a total savings of \$6,612.

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit Amendment # 3 of the 2018-2019 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the position allocation list 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 consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 14, 2019
SUBJECT: Authorization to Amend Molina Healthcare Agreement
For the meeting agendas of April 1st and April 3rd, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend the Provider Services Agreement with Molina Healthcare of Michigan, Inc., for the provision of health care services to Molina Health Plan members effective January 1, 2019 and to auto-renew on an annual basis. This amendment to the Molina Provider Services Agreement is associated with the Ingham Community Health Centers (ICHC) participation in the Clinically Integrated Network (CIN) with the Michigan Community Health Network (MCHN). As a Federally Qualified Health Center (FQHC) and members of the MCHN, ICHC is eligible to participate in a CIN value-based quality bonus program. This alternate payment (incentive payment) method is part of value-based care, where reimbursement from Medicaid Health Plans for services are incentivized based on the clinical quality performance of ICHC clinics assessing selected health measures.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Participation in the value-based quality program with Molina Healthcare of Michigan will increase revenue from billable services through value-based bonus payments. The total value varies based on the performance of the ICHCs on the specified health metrics set forth in the terms of the agreement. There are no costs associated with the CIN Participation Agreement or the Meridian Health Plan Addendum.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to amend the Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019 and will auto-renew on an annual basis.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND AGREEMENT WITH MOLINA HEALTHCARE

WHEREAS, Ingham County Health Department (ICHHD) wishes to amend the Provider Services Agreement with Molina Healthcare of Michigan, Inc., for the provision of health care services to Molina Health Plan members effective January 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, this amendment to the Molina Provider Services Agreement is associated with the Ingham Community Health Centers (ICHC) participation in the Clinically Integrated Network (CIN) with the Michigan Community Health Network (MCHN); and

WHEREAS, Ingham County Health Centers are eligible to participate in a CIN value-based quality bonus program; and

WHEREAS, this alternate payment (incentive payment) method is part of value-based care, where reimbursement from Medicaid Health Plans for services are incentivized based on the clinical quality performance of the ICHC clinics assessing selected health measures; and

WHEREAS, participation in the value-based quality program with Molina Healthcare of Michigan will increase revenue from billable services through value-based bonus payments; and

WHEREAS, the total value varies based on the performance of the ICHC on the specified health metrics set forth in the terms of the agreement; and

WHEREAS, there are no costs associated with the CIN Participation Agreement or the Meridian Health Plan Addendum; and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending the Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an amended Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019 and to auto-renew on an annual basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an amended 1 year Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019.

BE IT FURTHER RESOLVED, that this agreement will renew automatically on an annual basis.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 14, 2019
SUBJECT: Authorization to Amend NextGen Healthcare Agreement for Patient Portal Templates
For the meeting agendas of April 1st and April 3rd, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend the NextGen Healthcare Agreement to add custom Patient Portal Templates to Ingham Community Health Centers (ICHCs) patient management/electronic health records system. These templates will support e-registration (electronic completion of registration, consent and income forms) through the Patient Portal. E-registration will enable patients to complete required paperwork in advance, eliminate manual data entry steps for updating patient registrations, and will save staff time while reducing human errors. This initiative is a process improvement effort to reduce check-in time, ensure required patient forms and consents are current, and manage increasing patient volumes. The statement of work for these portal templates includes development, project management and consulting time necessary to produce the templates effective April 1, 2019 and to auto-renew on an annual basis.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The one-time total cost of the scope of work shall be for an amount not to exceed \$9,000. These costs shall be covered by FY 2018 Quality Improvement Funds through HRSA.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to amend the NextGen Healthcare agreement to add custom Patient Portal Templates to the Health Centers' patient management/electronic health records system for a total one-time cost not to exceed \$9,000, effective April 1, 2019 and to auto-renew on an annual basis.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND AGREEMENT WITH NEXTGEN HEALTHCARE
FOR PATIENT PORTAL TEMPLATES**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the NextGen Healthcare Agreement to add custom Patient Portal Templates to Ingham Community Health Centers (ICHC) patient management/electronic health records system; and

WHEREAS, these templates will support e-registration (electronic completion of registration, consent and income forms) through the Patient Portal; and

WHEREAS, E-registration enables patients to complete required paperwork in advance, eliminates manual data entry steps for updating patient registrations, and saves staff time while reducing human errors; and

WHEREAS, this initiative is a process improvement effort to reduce check-in time, ensure required patient forms and consents are current, and manage increasing patient volumes; and

WHEREAS, the statement of work for these portal templates includes development, project management and consulting time necessary to produce the templates effective April 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, the one-time total cost of the scope of work shall be for an amount not to exceed \$9,000 and these costs shall be covered through FY 2018 Quality Improvement Funds through HRSA; and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending the NextGen Healthcare Agreement to add the customized patient portal templates to ICHC patient management/electronic health records effective April 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, the Health Officer recommends amending the NextGen Healthcare Agreement to add the customized patient portal templates to ICHC patient management/electronic health records effective April 1, 2019 and to auto-renew on an annual basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an amendment to the NextGen Healthcare Agreement to add the customized patient portal templates to ICHC patient management/electronic health records not to exceed \$9,000 effective April 1, 2019.

BE IT FURTHER RESOLVED, that this agreement will renew automatically on an annual basis.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 28, 2019
SUBJECT: Authorization to Enter Into Agreement with Evidian

For the meeting agendas of April 1st and April 3rd, 2019

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Evidian for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020. ICHD's Community Health Centers (CHCs) Ryan White D (RW-D) program currently uses .50 FTE of one medical assistant's time to re-enter information from the Electronic Health Record (EHR) to the HIV CAREWare system. In a recent RW-D site visit corrective action plan, it was cited that ICHD should eliminate manual data entry processes and pursue electronic interfaces or imports which allow existing electronic data to be directly entered into CAREWare. Evidian provides an analytics program called CHORUS. CHORUS is designed specifically to help clinicians treating patients with HIV. CHORUS exports EHR data, interprets and classifies medical data in the EHR to deliver disease management, and delivers population reporting and more. Using CHORUS through Evidian will transfer medical assistant time to patient care. It will also improve data quality, be more consistent, and reduce errors. Rather than daily data re-entry, the RW-D patient charts will be extracted and stored in the Ryan White Data Service (RWDS) folder in CHORUS, be formatted per CAREWare requirements, and be imported monthly in 20 minutes or less.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact will be a onetime cost of \$2,500, a fee of \$1.50 per Ryan White D patient per month and cover approximately 600 Ryan White patients. This analytic program will cost \$900 a month, \$10,800 a year and will not exceed \$13,300. Currently .50 FTE is dedicated to data re-entry at the rate of \$35,400 a year (pay, benefits, fringe). The total cost of \$13,300 will be covered by ICHD's Care Coordination Grant.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize approval to enter into an agreement with Evidian for providing an analytic program which will allow data to be interfaced and imported electronically within the Ryan White HIV program for a total amount of \$13,000 effective June 1, 2019 through May 31, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENTER INTO AN AGREEMENT WITH EPIVIDIAN

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Epividian for providing an analytic program which will allow data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020; and

WHEREAS, ICHHDs Community Health Centers (CHCs) Ryan White D (RW-D) program currently uses .50 FTE of one medical assistant's time to re-enter information from the Electronic Health Record (EHR) to the HIV CAREWare system; and

WHEREAS, in a recent RW-D site visit corrective action plan, it was sited that ICHHD should eliminate manual data entry processes and pursue electronic interfaces or imports which allow existing electronic data to be directly entered into CAREWare; and

WHEREAS, Epividian provides an analytics program called CHORUS; and

WHEREAS, CHORUS is designed specifically to help clinicians treating patients with HIV and also exports EHR data, interprets and classifies medical data in the EHR to deliver disease management, and delivers population reporting and more; and

WHEREAS, using CHORUS through Epividian will transfer medical assistant time to patient care and will also improve data quality, be more consistent, and reduce errors; and

WHEREAS, RW-D patient charts will be extracted and stored in the Ryan White Data Service (RWDS) folder in CHORUS, be formatted per CAREWare requirements, and be imported monthly in 20 minutes or less; and

WHEREAS, the total cost budgeted is \$13,300 and will be covered by ICHHD's Care Coordination Grant; and

WHEREAS, .50 FTE is dedicated to data re-entry at the rate of \$35,400 a year (pay, benefits, fringe) resulting in a cost savings of \$22,100; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Epividian for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with Epividian for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement with Epividian at a cost not to exceed \$13,300 for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 14, 2019
SUBJECT: Authorization to Accept Opioid Linkages to Care Funding Cohort Award
For the meeting agendas of April 1st and April 3rd, 2019

BACKGROUND

The Ingham County Health Department (ICHD) Ingham Community Health Centers (ICHC) wishes to accept a funding award to participate in the Opioid Linkages to Care Funding Cohort through the Michigan Primary Care Association, effective December 1, 2018 through August 30, 2019. As a participant in this cohort, ICHD's ICHC will receive an award of \$10,500 to support enhancement to substance use disorder services. In addition, ICHC clinicians will participate in a series of trainings to support increased capacity to provide substance use disorder treatment, including medication assisted treatment. This award includes a controlled substance management module in addition to the Azara Data Reporting & Visualization Solution (DRVS), which serves as a population management software tool used in ICHC clinics at no cost.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

There are no additional costs associated with the acceptance of this award, the required trainings, or the addition of the controlled substance management module. The \$10,500 will cover any travel costs associated with staff attendance of trainings provided through the Opioid Linkage to Care Funding Cohort.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend accepting a \$10,500 funding award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Funding Cohort, and also recommend amending the Azara Healthcare agreement to add the controlled substance management module, effective December 1, 2018 through August 30, 2019.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT OPIOID LINKAGES TO CARE FUNDING COHORT AWARD

WHEREAS, the Ingham County Health Department (ICHHD), Ingham Community Health Centers (ICHC) wishes to accept award funding to participate in the Opioid Linkages to Care Funding Cohort through the Michigan Primary Care Association, effective December 1, 2018 through August 30, 2019; and

WHEREAS, as a participant in this cohort, ICHHD's ICHC will receive a funding award of \$10,500 to support enhancement to substance use disorder services; and

WHEREAS, in addition, ICHC clinicians shall participate in a series of trainings to support increased capacity to provide substance use disorder treatment, including medication assisted treatment; and

WHEREAS, this award includes a controlled substance management module in addition to the Azara Data Reporting & Visualization Solution (DRVS), which serves as a population management software tool used in ICHC clinics at no cost; and

WHEREAS, there are no additional costs associated with the acceptance of this award, the required trainings, or the addition of the controlled substance management module; and

WHEREAS, the \$10,500 will cover any travel costs associated with staff attendance of trainings provided through the Opioid Linkage to Care Funding Cohort; and

WHEREAS, the Ingham Community Health Center Board of Directors recommends accepting a \$10,500 award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Cohort, and also recommends amending the Azara Healthcare agreement to add the controlled substance management module at no cost, effective December 1, 2018 through August 30, 2019; and

WHEREAS, the Health Officer recommends accepting a \$10,500 award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Cohort, and also recommends amending the Azara Healthcare agreement to add the controlled substance management module at no cost, effective December 1, 2018 through August 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a \$10,500 award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Cohort, and also authorizes amending the Azara Healthcare agreement to add the controlled substance management module at no cost, effective December 1, 2018 through August 30, 2019.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any 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 and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 14, 2019
SUBJECT: Resolution to Authorize an Infectious Disease Physician Services Agreement with the College of Osteopathic Medicine at Michigan State University

For the meeting agendas of April 1st, April 2nd and April 3rd, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020. Through resolution #15-413 and resolution #16-150, this agreement was previously in place for the term of January 1, 2016 through December 31, 2018 and prior to that, for the term of January 1, 2013 through December 31, 2015. The new agreement will include a 2% annual increase for the amounts of \$99,427 (2019) and \$101,416 (2020).

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact will be \$99,427 for 2019 and \$101,416 for 2020. These physician services will be funded by the Comprehensive Agreement through state funds for the HIV Ryan White Part B program.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INFECTIOUS DISEASE PHYSICIAN SERVICES
AGREEMENT WITH THE COLLEGE OF OSTEOPATHIC MEDICINE AT
MICHIGAN STATE UNIVERSITY**

WHEREAS, Ingham County Health Department (IChD) wishes to enter into an agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020; and

WHEREAS, through resolutions #15-412 and #16-150, this agreement was previously in place for the term of January 1, 2016 through December 31, 2018 and prior to that, for the term of January 1, 2013 through December 31, 2015; and

WHEREAS, the new agreement will include a 2% annual increase for the amount of \$99,427 (2019) and \$101,416 (2020); and

WHEREAS, these physician services will be funded through the Comprehensive Agreement in state funds for the HIV Ryan White Part B program; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement not to exceed \$99,427 (2019) and \$101,416 (2020) with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020.

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

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

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING RUBY RODGERS

WHEREAS, Ruby Rodgers began her career with Ingham County Health Department (ICHD) in the Immunization Unit on August 26, 2002; and

WHEREAS, Ruby provided Quality of Care through education, assessment, and the administration of vaccines; and

WHEREAS, on July 7, 2003 Ruby joined the Communicable Disease Division; and served as a Disease Control Nurse which included interviewing and counseling those in Ingham County with reportable disease conditions, implementing control measures to prevent the spread of infectious diseases, and advocating for clients with Tuberculosis as a TB nurse case manager; and

WHEREAS, Ruby was promoted on March 10, 2009 as the Communicable Disease Control Manager, serving with distinction in this role for over ten years; and

WHEREAS, Ruby expertly managed Communicable Disease Control (Disease Control, Immunizations, and STI/HIV) with insight and guidance from her many years of experience in public health; and

WHEREAS, throughout her career at ICHD, Ruby has worked tirelessly to promote the public's health in Ingham County; and

WHEREAS, Ruby mentored Master of Public Health and Bachelor of Science in Nursing students, sharing her expertise in Communicable Disease while providing students with opportunities to grow and develop their skills in public health; and

WHEREAS, Ruby has been a strong advocate of the refugee, indigent and other minority groups that are underserved populations as she addressed health inequities in Ingham County; and

WHEREAS, Ruby's sense of humor, kindness, and caring spirit has enriched those fortunate enough to know and work with her; and

WHEREAS, Ruby has served as a good friend and colleague to all that know her throughout her work at ICHD.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Ruby Rodgers for her sixteen plus years of dedicated service and extends its sincere appreciation for the many contributions she has made to the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its best wishes to Ruby and hopes for continued success in all her endeavors.

Agenda Item 5

To: Human Services, County Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: March 14, 2019

Subject: Increase in the Part-Time Temporary Management Position at the Ingham County Fairgrounds
For the meeting agendas of April 1, April 2 and April 3

BACKGROUND

This resolution authorizes a part-time temporary management position at the Ingham County Fairgrounds to be increased to full-time. This position functions as the interim Fair Manager until a permanent replacement is hired by the Board of Commissioners. Carol Carlson is serving in this role. Ms. Carlson has served as interim Fair Manager twice before, in 2011 and 2018.

ALTERNATIVES

The current 25 hour per week arrangement could continue. However, as the Fair approaches the workload significantly increases and Fair staff may not be able to do all that is necessary to prepare for the Fair.

FINANCIAL IMPACT

This temporary manager will continue to be compensated at a rate of \$25 per hour. Funds are available in the Fair budget due to attrition savings from the vacant Fair Manager position.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of: Providing Recreational Opportunities.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-006 TO AUTHORIZE AN INCREASE IN HOURS
FOR A PART-TIME TEMPORARY EMPLOYEE AT THE
INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the Ingham County Fair Manager resigned effective January 4, 2019; and

WHEREAS, the Ingham County Board of Commissioners authorized a part-time temporary employee to fulfill management duties at the Ingham County Fairgrounds during the transition to a permanent solution through Resolution #19-006; and

WHEREAS, the part-time temporary employee was limited to no more than 25 hours per week; and

WHEREAS, as the 2019 Fair approaches and workload increases without a permanent manager in place, it is necessary to increase the hours to full-time; and

WHEREAS, this action is necessary to maintain day-to-day operations at the Fair and ensure a smooth and orderly transition.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners amends Resolution #19-006 to authorize the part-time temporary employee fulfilling management duties at the Ingham County Fairgrounds to become full-time, effective April 15, 2019.

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

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #19-006 remain in effect.