

CHAIRPERSON  
BRYAN CRENSHAW

VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
ROBIN NAEYAERT

**HUMAN SERVICES COMMITTEE**

CHRIS TRUBAC, CHAIR  
IRENE CAHILL  
TODD TENNIS  
BRYAN CRENSHAW  
RYAN SEBOLT  
DERRELL SLAUGHTER  
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, DECEMBER 5, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/83587032242>.

Agenda

Call to Order

Approval of the [November 14, 2022](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Parks Commission – Interviews
2. Tri-County Office on Aging – Resolution to Authorize a Contract with Tri-County Office on Aging for [Elder Services](#) Millage Eligible Services
3. Ingham Health Plan Corporation – Resolution to Authorize a [Health Services Millage](#) Contract with the Ingham Health Plan Corporation
4. Parks Department
  - a. Resolution to Authorize a Contract with [Kassbohrer All-Terrain Vehicles](#) for Annual Preventative Maintenance on the Snow Groomer Located at Hawk Island County Park
  - b. Resolution to Approve the Application Form, Scoring Criteria for the Trails and Parks Millage, and Declaring that an Eighth Round of [Applications](#) for the Trails and Parks Millage Funds will be Taken Beginning January 3, 2023
  - c. Resolution to Authorize an Application for a Michigan Department of Natural Resources [Spark Grant](#) for Boardwalk and Playground Replacement at Lake Lansing Park North
  - d. Trails & Parks Update Video: <https://youtu.be/HBKyRXd7n5Y>
5. Controller's Office – Resolution Approving Various [Contracts](#) for the 2023 Budget Year
6. Health Department
  - a. Resolution to Authorize the Conversion of a Health Analyst Position (Position #601471) to a [Community Epidemiologist](#) Position
  - b. Resolution to Authorize Subcontracts Awarding 15 Mini-Grants to Address [COVID-19](#) Related Inequities and Risk Factors Among Black, Indigenous, and People of Color

- c. Resolution to Accept [Grant Funds](#) from Michigan Department of Health and Human Services and State of Michigan Local Community Stabilization Authority
- d. Resolution to Authorize an Agreement with [Michigan Primary Care Association](#)
- e. Resolution to [Amend Resolution #21-466](#) with the Institute for Intergovernmental Research
- f. Resolution to [Amend Resolution #21-108](#) for an Infectious Disease Physician Services Agreement with MSU Health Care Inc.
- g. Resolution to Change a [Program Specialist](#) Position (Position #601502) from 0.50 FTE to 1.0 FTE
- h. Resolution to Accept [Ryan White Title IV](#) Women, Infants, Children, and Youth (Part D) Funding Award for 2023-2026
- i. Resolution to Authorize an Agreement with Michigan Public Health Institute Center for [Healthy Communities](#)

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

## HUMAN SERVICES COMMITTEE

November 14, 2022

### Draft Minutes

Members Present: Cahill, Crenshaw, Sebolt and Tennis.

Members Absent: Naeyaert, Slaughter, and Trubac.

Others Present: Jared Cypher, Monica Johner, Susan Cancko, Kim Dunbar, Joan Ilardo, Cynthia Wagner, Brian Fisher, Amy Morris-Hall, Madison Hughes and others

The meeting was called to order by Commissioner Cahill at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual public participation was offered via Zoom at <https://ingham.zoom.us/j/83587032242>.

#### Approval of the October 31, 2022 Minutes

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. TENNIS, TO APPROVE THE OCTOBER 31, 2022 MINUTES.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Naeyaert, Slaughter, and Trubac.

#### Additions to the Agenda

None.

#### Limited Public Comment

Monica Johner, NorthWest Initiative manager, thanked the Human Services Committee for the increase in funding provided. She further stated that NorthWest Initiative had been providing great services.

Susan Cancko, Advent House Ministries Executive Director, thanked the Human Services Committee for the increase in funding provided. She further stated that the homeless population had increased by approximately 300%, with an increase in adults over the age of 60 years old and families with young children.

Ms. Cancko stated that she had been in contact with Jared Cypher, Ingham County Deputy Controller, regarding this issue and the additional funding would contribute to the solution. She further stated that this was a symptom of the housing crisis, as well as an economic crisis.

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

3. Facilities Department – Resolution to Authorize Agreements with LJ Trumble Builders, LLC., and Community Mental Health to Renovate the Families Forward Space at the Human Services Building
4. Potter Park Zoo
  - a. Resolution to Authorize the Acceptance of Charitable Donations from the Potter Park Zoological Society to Potter Park Zoo for an Animal Health Facility
5. Health Department
  - a. Resolution to Authorize Amendment #1 to the 2022-2023 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
  - b. Resolution to Authorize Amendment #1 to the 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
  - c. Resolution to Authorize a 2022-2023 Community Health Needs Assessment and Community Information Exchange Planning Grant
  - d. Resolution to Accept Department of Justice Byrne Grant Funds from Michigan Public Health Institute for Local Implementation of the Lansing/Ingham Peacemaker Fellowship® and to Partner with Advance Peace and Michigan Public Health Institute to Help Build and Sustain Local Community Capacity to Interrupt Gun Violence in Ingham County, MI
  - e. Resolution to Authorize an Agreement with Dr. Muhummad Kang for Podiatry Services
  - f. Resolution to Convert Positions #601534, #601542, and #601531 to a Primary Care Physician Position at New Hope Community Health Center

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Naeyaert, Slaughter, and Trubac.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Naeyaert, Slaughter, and Trubac.

1. Department of Human Services Board – Interviews

Kim Dunbar interviewed for the Department of Human Services Board.

Joan Ilardo interviewed for the Department of Human Services Board.

2. Community Agencies – Resolution to Authorize 2023 Agreements for Community Agencies

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

Commissioner Tennis stated that he would like to disclose that his company had a contract with the YMCA State Alliance where Lansing YMCA, a recipient of this funding, had been a member.

Commissioner Sebolt stated that he would like to disclose that the recipient, Capital Area United Way, was a part of the United Airways of Michigan, who had a formal relationship with his employer, Michigan AFL-CIO.

Commissioner Tennis expressed his gratitude to Mr. Cypher for his continued work on this process, as it used to be a very contentious process that had been partially political in the past. He further stated that a program had been adopted approximately ten years ago, which allowed the Controller's Office to rate the applications, based on the Board of Commissioners guidelines, and provide funding according to the set budget, in a professional manner.

Commissioner Tennis thanked Mr. Cypher for taking on the role to provide more validity in terms of providing funding to the correct areas, and to remove the politics from the process. He further stated that this proposal showed a good balance of funding being provided throughout Ingham County.

Commissioner Tennis stated he believed this proposal showed a good balance of needs, as those needs continued to increase. He further stated his gratitude to those present for their commitment and quoted Commissioner Grebner by stating that this is the funding that could provide the most benefit.

Commissioner Tennis stated that this allowed Ingham County to provide the funding to the professionals to help solve the issues throughout Ingham County. He further stated that he enthusiastically supported the recommendations.

Mr. Cypher stated that in the previous six to eight years, the budget for Community Agencies was \$200,000 but that had been increased by \$100,000 by the last Board of Commissioners Budget process for a total of \$300,000 in the budget. He further stated that this increase allowed the Controller's office to provide some level of funding to every community agency that had applied in the recommendation.

Mr. Cypher stated that many of the Community Agencies received the full amount of funding that they had requested or approximately 25% more than what had been received in 2022 and was still able to provide the new agencies some funding as well.

Commissioner Sebolt stated that he assumed the budget would be slightly over the allocated amount. He further asked if there would be funding remaining in the Contingency Fund.

Mr. Cypher stated that it would come from the 2023 Contingency Fund and would be ready in 2023.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Naeyaert, Slaughter, and Trubac.

4. Potter Park Zoo
  - b. Animal Hospital (*Presentation*)

Amy Morris-Hall, Potter Park Zoological Society Executive Director, Brian Fisher, Potter Park Zoo Deputy Director, and Cynthia Wagner, Potter Park Zoo Director, provided an overview of the presentation regarding Potter Park's need for an animal hospital.

Commissioner Crenshaw asked where the animal hospital would be located in the zoo.

Ms. Wagner stated that it would be located outside of the Welcome Center and behind the playground. She further stated that the perimeter fence would be expanded out as well.

Commissioner Crenshaw asked if they would repurpose the current building or tear it down.

Ms. Wagner stated that they hoped to repurpose it.

Commissioner Sebolt asked if Michigan State University (MSU) had participated in the funding.

Ms. Morris-Hall stated that MSU was not interested in funding primarily due to the amount of funding that would be needed for their own programs. She further stated that her and Ms. Wagner had met with the previous three MSU Veterinary School Deans, who had expressed interest in collaboration but not funding.

Ms. Morris-Hall stated that she had agreed to approach MSU again through their Community Relations lead but their representative stated that the funding would likely not be provided. She further stated that the representative had investigated a potential private donor to support Potter Park Zoo on the behalf of MSU, but it had not worked out.

Ms. Morris-Hall stated that they had pursued other options and had not been successful when approaching MSU for funding.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:34 p.m.

# DECEMBER 5, 2022 HUMAN SERVICES AGENDA

## STAFF REVIEW SUMMARY

### ACTION ITEMS:

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

2. *Tri-County Office on Aging – Resolution to Authorize a Contract with Tri-County Office on Aging for Elder Services Millage Eligible Services*

This resolution authorizes a 2023 contract with Tri-County Office on Aging (TCOA) to utilize Elder Services Millage funds for millage eligible services. The contract will not exceed \$2,499,000 from the Elder Services Millage, and sufficient funds are available from the Elder Services Millage.

3. *Ingham Health Plan Corporation – Resolution to Authorize a Health Services Millage Contract with the Ingham Health Plan Corporation*

This resolution authorizes a 2023 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services. The county will also reimburse IHPC for administrative expenses (further details in the financial impact section below) including third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc. The contract will not exceed \$1,996,211 from the Health Services Millage, and funds are included in the 2023 budget. The administrative rate remains 15% in 2023.

4. *Parks Department*

- a. *Resolution to Authorize a Contract with Kassbohrer All-Terrain Vehicles for Annual Preventative Maintenance on the Snow Groomer Located at Hawk Island County Park*

This resolution authorizes a contract with Kassbohrer All-Terrain Vehicles for a total not to exceed \$14,960.05 for annual preventative maintenance on the snow groomer at Hawk Island Park during the 2022/2023 snow park season. Sufficient funds are available in the Parks Department budget for this contract.

- b. *Resolution to Approve the Application Form, Scoring Criteria for the Trails and Parks Millage, and Declaring that an Eighth Round of Applications for the Trails and Parks Millage Funds will be Taken Beginning January 3, 2023*

This resolution opens the application period for the eighth round of grants. Applications will be open on January 3, 2023 and be due on May 1, 2023. Following due diligence by staff and the Park Commission, final approval is expected from the Board of Commissioners in December 2023. The Parks Commission supported this resolution at their meeting on November 14, 2022.

- c. *Resolution to Authorize an Application for a Michigan Department of Natural Resources Spark Grant for Boardwalk and Playground Replacement at Lake Lansing Park North*

This resolution authorizes the Parks Department to apply for the Michigan Department of Natural Resources Spark grant with no match requirement as it is state Federal American Rescue Plan Act (ARPA) monies granted by the State through the MDNR. This grant application includes the following as detailed in the attached documents at Lake Lansing North Park:

- Replacement of boardwalks
- Replacement of a playground

The requested amount of the Michigan Department of Natural Resources Spark grant is \$1,000,000. There would be no local match.



5. *Controller's Office – Resolution Approving Various Contracts for the 2023 Budget Year*

This resolution approves certain contracts for the 2023 budget year. The resolution only approves contracts that are included in the 2023 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees. The Human Services related contracts approved by this resolution include Capital Area United Way for 2-1-1 services, South Lansing Community Development Center for outreach services, and Our Savior Lutheran Church for food pantry operation.

6. *Health Department*

a. *Resolution to Authorize the Conversion of a Health Analyst Position (Position #601471) to a Community Epidemiologist Position*

This resolution converts a vacant Health Analyst position to a Community Epidemiologist position effective December 14, 2022. The cost of this position conversion is budget neutral. The Health Analyst position is a Grade 7 position; the now vacant position was redlined at a Grade 8 in 2013. The Community Epidemiologist position is a Grade 8. Converting the position would not alter the fiscal year 2023 budget, as ICHD has budgeted this position at a Grade 8.

b. *Resolution to Authorize Subcontracts Awarding 15 Mini-Grants to Address COVID-19 Related Inequities and Risk Factors Among Black, Indigenous, and People of Color*

This resolution authorizes entering into subcontracts to award 15 mini-grants to community partners, regranteeing funds from MPH and MDHHS in an amount not to exceed \$125,142, effective December 15, 2022 through May 31, 2023. The funding for these subcontracts will come from the grant funds approved through Resolution #22-525 with Michigan Public Health Institute (MPHI) and MDHHS.

c. *Resolution to Accept Grant Funds from Michigan Department of Health and Human Services and State of Michigan Local Community Stabilization Authority*

This resolution authorizes the acceptance of \$329,851 in grant funds from Michigan Department of Health and Human Services (MDHHS) and Local Community Stabilization Authority (LCSA) which will allow the Ingham County Health Department to provide allowable health services as described in MCL 333.2475. In 2023, the Health Department will submit resolution(s) to use these funds to request authorization of new positions, programs, contracts, etc.

d. *Resolution to Authorize an Agreement with Michigan Primary Care Association*

This resolution authorizes an agreement with Michigan Primary Care Association (MPCA) for Encounter Comparison & Reconciliation Support Services (ECRS). This agreement will allow ICHD to more efficiently and effectively reconcile “matched” and adjudicate such claims, with the State of Michigan Community Health Automated Medicaid Processing System (CHAMPS), using tools developed by MPCA. Also, this agreement will provide technical training to aid in the Medicaid Reconciliation process. The proposed cost of this agreement is \$24,000 effective January 1, 2023 through December 31, 2023. The expected increase in revenue due to effectively and efficiently reconcile “matched” and adjudicate such claims is expected to exceed the cost of the agreement.

e. *Resolution to Amend Resolution #21-466 with the Institute for Intergovernmental Research*

This resolution amends Resolution #21-466 by extending the effective date of the agreement with Institute for Intergovernmental Research (IIR) for Building Bridges – Opioid Use Disorder Demonstration Project through February 28, 2023 and increasing funding by \$40,000, for a total amount not to exceed \$150,795.

*f. Resolution to Amend Resolution #21-108 for an Infectious Disease Physician Services Agreement with MSU Health Care Inc.*

This resolution authorizes extending the agreement with Michigan State University (MSU) Health Care Inc. for 0.40 FTE infectious disease physician services effective January 1, 2023 through December 31, 2024. The financial impact of this amendment will be \$105,512.73 (2023) and \$107,622.98 (2024) and will be funded through the Comprehensive Agreement with state funds for the human immunodeficiency virus (HIV) Ryan White Part B program.

*g. Resolution to Change a Program Specialist Position (Position #601502) from 0.50 FTE to 1.0 FTE*

This resolution restores position #601502 from a 0.50 FTE to a 1.0 FTE position. The additional costs of increasing position #601502 to 1.0 FTE is \$56,855. The additional costs will be covered by the Mid-State health Network (MSHN) grant approved through Resolution #22-494.

*h. Resolution to Accept Ryan White Title IV Women, Infants, Children, and Youth (Part D) Funding Award for 2023-2026*

This resolution accepts a funding award from the Health Resources and Services Administration (HRSA) agency in an amount not to exceed \$433,605 on an annual basis effective August 1, 2022 through July 31, 2026. This funding will continue to cover women, infants, children, and youth (WICY Part D) staff, supplies, equipment, patient information materials, and support a .20 FTE Infectious Disease Provider through MSU Health Care, Inc. in the amount of \$55,006.58 in Year 1 (August 1, 2022 through July 31, 2023) and in the amount of \$56,106.71 in Year 2 (August 1, 2023 through July 31, 2024).

*i. Resolution to Authorize an Agreement with Michigan Public Health Institute Center for Healthy Communities*

This resolution authorizes an agreement with Michigan Public Health Institute – Community Health Center (MPHI-CHC) to provide support to the Region 7 Perinatal Quality Collaborative in an amount not to exceed \$26,104 effective October 1, 2022 through September 30, 2023. Funds for this agreement are available in the Health Department budget.

## **OTHER ITEMS:**

*1. Parks Commission – Interviews*

*4. Parks Department*

*d. Trails & Parks Update Video: <https://youtu.be/HBKyRXd7n5Y>*

## Agenda Item 2

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Jared Cypher, Deputy Controller  
**DATE:** November 18, 2022  
**SUBJECT:** Resolution Authorizing an Elder Services Millage Contract with TCOA  
For the meeting agendas of December 5 and December 7

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### **BACKGROUND**

This resolution authorizes a 2023 contract with Tri-County Office on Aging (TCOA) to utilize Elder Services Millage funds for millage eligible services, as set forth in the attachment. These services include:

- Meals on Wheels
- In-Home Services
- Home Modification/Repair and Chore Services
- Healthy Aging and Wellness Activities
- Crisis Services
- Non-Covered Medical Needs
- Information & Assistance Services
- Legal Services

### **ALTERNATIVES**

There is currently a waitlist for TCOA services and the 60 and older population in Ingham County is growing. TCOA already has the structure in place to address the needs of the 60 and over population. The County could attempt to provide the service in-house, or contract with another entity, but TCOA is best poised to provide the services safely and efficiently.

### **FINANCIAL IMPACT**

The contract will not exceed \$2,499,000 from the Elder Services Millage, and sufficient funds are available from the Elder Services Millage.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the long-term goals of Promoting Accessible Healthcare and Meeting Basic Needs.

### **OTHER CONSIDERATIONS**

None.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support an Elder Services Millage contract with TCOA.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH TRI-COUNTY OFFICE ON AGING FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES**

WHEREAS, the growth of the 60 and over population throughout the country, including regional, state, and county areas, is impacting the services Tri-County Office on Aging (TCOA) delivers; and

WHEREAS, more than 57,000 seniors (age 60+) live in Ingham County, and thousands lack the financial means to fully care for themselves; and

WHEREAS, many seniors in Ingham County have multiple chronic conditions that make everyday living difficult; and

WHEREAS, as of May 31, 2020, there were almost 200 older adults in Ingham County on wait lists to receive essential services such as assistance with bathing and other personal care, homemaking chores (including snow removal), and respite programs for caregivers; and

WHEREAS, the millage will help reduce waitlists that are expected to rise dramatically with the rapid growth of the older population; and

WHEREAS, in August 2020 the electorate authorized a countywide elder services millage level of 30/100 (.30) of one mill for a period of four years (2020-2023) to be used for the purpose of authorizing funding to eliminate wait lists and expanding critical services such as in-home care, meals on wheels, and crisis services to support the growing population of persons age sixty (60) and older residing in Ingham County; and

WHEREAS, TCOA has submitted a proposal to Ingham County to use Elder Services Millage dollars to fund a comprehensive array of essential services to Ingham County residents age 60 and older; and

WHEREAS, funds from the Elder Services Millage are included in the County's 2023 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$2,543,745 with Tri-County Office on Aging (TCOA) for services provided to Ingham County residents for the period of January 1, 2023 through December 31, 2023.

BE IT FURTHER RESOLVED, that funds for this contract with TCOA will come from the Elder Services Millage.

BE IT FURTHER RESOLVED, that funds will be utilized by TCOA for Elder Services Millage eligible services as provided in the attached proposal.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

## YEAR 2023

- I. **SERVICES TO BE PROVIDED BY THE CONTRACTOR.** The Contractor shall provide a comprehensive array of services in the amount of \$2,543,745 to Ingham County residents, age 60+, include:
- a) Managing and operating home delivered meals (commonly known as Meals on Wheels) and Congregate (Senior) Dining Sites, providing 50,000 meals to address food insecurity and meet the nutritional and social needs of the growing population of older adults by providing up to three meals a day based on eligibility. Services shall be provided in conformity with state and federal operating standards as outlined in the Older Americans Act.
  - b) Providing 100 individuals with an average of 10 hours of In-Home Services supports depending on the need, designed to provide or enhance their independence and avoid the need for residential/skilled nursing living arrangements. Supports include personal care (such as assistance with bathing and dressing,) homemaking services, grocery shopping assistance, and respite support for persons caring for older adults. Priority will be given to individuals currently on TCOA's wait lists and others who may not meet the nursing facility level of care determination but are at risk of health decline or lack of independence without support.
  - c) Supplying Home Modification/Repair and chore services such as snow removal, yard work, weatherization, and accessibility modifications to enhance safety and enable older adults to remain living in a safe independent environment.
  - d) Supporting Healthy Aging and Wellness Activities such as healthy living classes for persons with diabetes and other chronic conditions, caregiver workshops, and other opportunities to engage older adults in the community to promote socialization and prevent isolation, depression, and worsening chronic conditions, especially during the COVID-19 pandemic crisis.
  - e) Providing Crisis Services and gap-filling supports through financial or other assistance in addressing utility shut offs and safe housing-related expenses (emergency shelter, fumigation, eviction prevention, etc.) and other immediate needs for low-income seniors in imminent danger of losing independence. Assistance may be available for caregivers to meet one-time, emerging needs in support of the older adult.
  - f) Supplying gap-filling support to meet the Non-Covered Medical needs of 25-50 low income older adults to prevent serious health crises. Expenses may include prescription medications, dental/oral health care, durable medical equipment (i.e. walkers, shower benches) dental, hearing and Personal Protective Equipment that are not covered through Medicare or other means.
  - g) Managing and operating Information & Assistance Services to community members with questions about available programs and services, or those who otherwise do not know where to turn. These community members may be seniors, adults with disabilities, or the family and friends that support them. The questions or circumstances may be straight forward and result in a simple referral or exchange of information, or they may be more complex, requiring significant time and follow-up. Services may include the support of a Community Resource Navigator who has specific training,

knowledge of community resources, and background in working with older adults who have chronic health and emotional needs who are not connected to any other supports and have immediate needs.

- h) Connecting low-income and underserved individuals and their families to Legal Services to provide legal protection, advocacy, and representation in the areas of elder abuse, public benefits, senior justice, and elder rights. Services also include the Long-Term Care Ombudsman who advocates for the health, safety and rights of persons in nursing and other care facilities and may also include the education of local law enforcement and other key organizations and community partners on elder abuse.
- i) Ten percent of the funds received under this agreement shall be used to pay for the staffing, overhead, and other associated costs for the additional administration of the millage.

## Agenda Item 3

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Jared Cypher, Deputy Controller  
**DATE:** November 22, 2022  
**SUBJECT:** Resolution Authorizing a Health Services Millage Contract with IHPC  
For the meeting agendas of December 5 and December 7

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### **BACKGROUND**

This resolution authorizes a 2023 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services. The county will also reimburse IHPC for administrative expenses (further details in the financial impact section below) including third-party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

### **ALTERNATIVES**

IHPC requested \$1,996,211 for FY 2023, which would cover all IHPC membership. The Board of Commissioners could opt to not fund the IHPC request. Not funding the IHPC request would likely result in an increase in uncompensated care in the County's network of Community Health Centers.

### **FINANCIAL IMPACT**

The contract will not exceed \$1,996,211 from the Health Services Millage, and funds are included in the 2023 budget. The administrative rate remains 15% in 2023. The funding should be sufficient to cover all of IHPC's projected 1,600 members in 2023.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the long term goal of Promoting Accessible Healthcare.

### **OTHER CONSIDERATIONS**

Prior to implementation of the Affordable Care Act (ACA), IHPC had roughly 12,000 members in Ingham County. Currently, millage eligible membership is roughly 1,300 members. However, the uncertain future of the ACA may bring about unforeseen changes to the number of millage eligible Ingham County residents needing IHPC services.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support a Health Services Millage contract with IHPC.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A HEALTH SERVICES MILLAGE CONTRACT WITH THE  
INGHAM HEALTH PLAN CORPORATION**

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

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services, and essential care such as preventive testing and treatment for cancer, diabetes, heart disease, and other serious illnesses; and

WHEREAS, Ingham Health plan Corporation (IHPC) provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with IHPC which authorizes the County to pay IHPC an amount not to exceed \$1,996,211 annually for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage.

BE IT FURTHER RESOLVED, that the millage will be used to support Ingham County residents whose household income is at or below 250% of federal poverty guidelines.

BE IT FURTHER RESOLVED, that for the time period January 1, 2023 through December 31, 2023 the County shall reimburse IHPC by monthly invoice for medical, pharmacy, dental, and detox services as set forth in the attached list of covered services.

BE IT FURTHER RESOLVED, that the annual not to exceed amount of \$1,996,211 includes administrative costs, which will be capped at 15% of medical expenses paid to IHPC, with the administrative costs requested to be reimbursed by the County listed clearly on each monthly invoice.

BE IT FURTHER RESOLVED, that administrative costs include, but are not limited to: third-party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

BE IT FURTHER RESOLVED, that IHPC invoices will be submitted in a consistent format that is agreed upon by both the IHPC and the Ingham County Controller/Administrator.



BE IT FURTHER RESOLVED, that any additional services that IHPC wishes to be reimbursed for beyond what is in the attached scope of services must be approved by the Ingham County Board of Commissioners as an amendment to the contract.

BE IT FURTHER RESOLVED, that the IHPC shall appoint a representative put forth by the Ingham County Board of Commissioners to its Board of Directors.

BE IT FURTHER RESOLVED, that Ingham County reserves the right to make requests of IHPC for data that includes enrollment figures, financial reports, and other information and IHPC is obligated to provide the requested data in a timely manner.

BE IT FURTHER RESOLVED, the Ingham Health Plan Corporation may be subject to review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language.

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.

Ingham Health Plan Corporation  
Scope of Services

MEDICAL COVERAGE

**Physician, Physician Assistant, and Nurse Practitioner Services Office visit**

**Copay: \$5.00**

Covered when provided by the member's Primary Care Provider (PCP) or by a specialty medical provider to whom the enrollee is appropriately referred for medically necessary services. Services must be provided in an office or outpatient setting. Medicaid covered CPT's only.

- Office visits
- Annual physical exams, including breast exams, pap smears, and screening tests
- Immunizations
- Administration of allergy extract
- Anesthesia services
- Injectable medications (limited benefit – see additional information)
- Diagnostic and treatment services
- Oral Surgery (Medical services only. Dental related services covered per Delta EPO)
- Ophthalmology services provided by an Ophthalmologist or Optometrist (must be related acute or chronic medical condition)
- Physical or Occupational therapy- maximum of 20 visits per calendar year
- Podiatry services
- Preventive Services
- Surgery
- Behavioral Health Services (limited benefit)

**Outpatient Hospital Services**

**Copay: \$0.00**

Covered when ordered by the member's PCP or specialty provider to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

- Physical or Occupational therapy- maximum of 20 visits per calendar year
- Radiation therapy
- Colonoscopies and sigmoidoscopies
- Diagnostic and treatment services (limited benefit)
- Surgeries

**Urgent Care Services Copay: \$5.00**

Covered for after-hours, non-emergency medical conditions that need to be treated before a PCP appointment can be scheduled. Medicaid covered CPT's only.

- Urgent care visits
- Immunizations
- Injectable medications and administration.

**Laboratory Services****Copay: \$0.00**

Covered when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only. Genetic testing requires review for medical necessity and prior authorization.

**Radiology Services****Copay: \$0.00**

Covered for diagnosis and treatment purposes when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

- Diagnostic X-rays
- CT scans
- Mammograms (women over 40 should be referred to authorized Title XV BCCCP program)
- MRI scans
- PET scans

**Ambulatory Surgical Center Services****Copay: \$0.00**

Covered when services ordered by the member's PCP or specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

Practitioner charges for diagnostic and treatment services

Practitioner charges for surgery

**Medical Supplies****Copay: \$0.00**

Covered with a valid prescription when ordered by the member's PCP or specialist physician and medically necessary.

- Blood Glucose Meters (CONTOUR NEXT Blood Glucose Monitoring System)  
Available through Ascensia Diabetes Care only. Call Ascensia at (800) 348-8100
- Continuous Positive Airway Pressure (CPAP) machine and supplies
- Medical supplies other than gradient surgical garments, formulas and feeding supplies, oxygen and related supplies, incontinence supplies, and supplies related to any non-covered durable medical equipment item
- Syringes, test strips, and lancets – Available through member's Pharmacy Benefit. (See Section 17 for details). Any pharmacy that participates with IHP can fill these prescriptions
- Limited knee and wrist orthotics

## **Injectable Medications**

### **Copay: \$0.00**

Injection administration is a covered benefit which does not require a prior authorization. However, not all injectable medications are a covered benefit. The purpose of the benefit is to cover common, routine injectable medicine given in the office or outpatient surgery setting. Providers should contact the Plan to verify coverage prior to administration with any questions.

- Infusion therapy is a covered benefit which requires prior authorization. The medication administered by infusion also requires prior authorization, and may not be covered by the Plan.
- Chemotherapy is not a covered benefit.
- Medicaid payable Vaccines and tuberculosis (TB) skin testing, as indicated by the Center for Disease Control (CDC), are a covered benefit. Children should qualify for the Vaccines for Children (VFC) program

## **PHARMACY**

Office Visit Copay: \$5.00 (Generic)/\$10.00 (Brand)

- IHP Formulary medications filled at an IHP participating pharmacy
- Diabetic supplies (insulin syringes, lancets, and test strips)

## **DENTAL COVERAGE (Provided by Delta Dental of Michigan – EPO Network only)**

Office Visit Copay: \$0.00 for Cleanings, Preventative Exams, and X-rays. See member copayment schedule for copayment amounts for other services.

- Cleanings
- Preventative Exams
- X-rays
- Fillings
- Crowns
- Root Canals
- Bridges & Dentures

**TO:** Board of Commissioners Human Services & Finance Committees

**FROM:** Tim Morgan, Parks Director

**DATE:** November 17, 2022

**SUBJECT:** Kassbohrer All-Terrain Vehicles, Sole Source

For the meeting agenda of December 5, 2022 Human Services and December 7, 2022 Finance

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**BACKGROUND**

Hawk Island's snow groomer is a specialty piece of equipment that needs to be serviced annually by a specifically trained mechanic in order to keep in working condition for daily grooming of the Hawk Island snow tubing hill.

**ALTERNATIVES**

No alternatives since this piece of equipment needs regular maintenance in order to be in top working condition for the upcoming winter sports activities and tubing hill operation at Hawk Island County Park.

**FINANCIAL IMPACT**

There is \$11,250 available in line item 208-75600-931100 for the contract commencing in 2023. There is \$3,710.05 available in line item 208-75600-932000 for the services rendered in the 2022 snow park season.

**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 Park Commission will review this request at their November 14, 2022 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the resolution authorizing entering into a contract with Kassbohrer All-Terrain Vehicles and payment for services rendered for the 2022 snow park season.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH KASSBOHRER ALL-TERRAIN VEHICLES  
FOR ANNUAL PREVENTATIVE MAINTENANCE ON THE SNOW GROOMER LOCATED AT  
HAWK ISLAND COUNTY PARK**

WHEREAS, the Hawk Island tubing hill is an asset that allows Ingham County residents to enjoy outdoor winter activities; and

WHEREAS, an integral part of the operation includes the pushing and shaping of man-made snow to create a safe environment for patrons; and

WHEREAS, the pushing and shaping of snow is only accomplished with the use of a PistenBully snow groomer; and

WHEREAS, the snow groomer is a specialty piece of equipment that needs to be serviced annually by specifically PistenBully trained mechanics; and

WHEREAS, Kassbohrer All-Terrain Vehicles is the sole provider of the annual preventative maintenance needed for this piece of specialty equipment; and

WHEREAS, staff has recommended a contract with Kassbohrer All-Terrain Vehicles for a period of 3 years commencing in 2023 for a total amount not to exceed \$11,250; and

WHEREAS, staff has recommended payment to Kassborher All-Terrain Vehicles for service provided prior to the 2022 snow park season; and

WHEREAS, there is \$11,250 available in line item 208-75600-931100 for the contract commencing in 2023; and

WHEREAS, there is \$3,710.05 available in line item 208-75600-932000 for the services rendered in the 2022 snow park season.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Kassbohrer All-Terrain Vehicles for a total not to exceed \$14,960.05 for annual preventative maintenance on the snow groomer at Hawk Island Park during the 2022/2023 snow park season.

BE IT FURTHER RESOLVED, that the Board Chairperson 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 & Finance Committee  
**FROM:** Tim Morgan, Parks Director  
**DATE:** November 17, 2022  
**SUBJECT:** Opening of the Next Round of Trails and Parks Millage Grant Applications and Updates to the Scoring Criteria and Application  
For the meeting agenda of December 5, 2022 Human Services and December 7, 2022 Finance

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**BACKGROUND**

Resolution #22-352 directed staff to hold an application round in 2023 and 2025. The Park Commission reviewed the Trails and Parks Millage Grant Application and Scoring Criteria and edited the documents as shown in attached Exhibit A. The Park Commission would like to recommend that an eighth round of applications be taken with no required match for the following categories: trail, blueway, boardwalk, bridge, planning & engineering, and other project, which includes rehabilitation and new project applications.

The resolution opens the application period for the eighth round of grants. Applications will be open on January 3, 2023 and be due on May 1, 2023. Following due diligence by staff and the Park Commission, final approval is expected from the Board of Commissioners in December 2023.

**ALTERNATIVES**

This process will be reviewed by the Park Commission prior to the next application round, moving forward with the Trails & Parks Millage to ensure that the application and scoring criteria stay current and are in line with the needs of the program.

**FINANCIAL IMPACT**

The need to balance fiscal responsibility as well as keep the momentum going for future planning and projects is a high priority for the Park Commission and the Board of Commissioners. This resolution would allow communities to apply for grants from the Trails and Parks Millage Fund and the applications be scored using the attached criteria to help guide the Park Commission to evaluate, and rate all proposals, and to forward them for consideration to the Board of Commissioners.

**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) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural, and business centers throughout Ingham County.

**OTHER CONSIDERATIONS**

The Parks & Recreation Commission supported this resolution at their November 14, 2022 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the resolution authorizing the next round of trails and parks millage applications.

## Exhibit A

### Ingham County Trails and Parks Program Application



Ingham County Parks  
Attn: Nicole Wallace: [nwallace@ingham.org](mailto:nwallace@ingham.org)  
P.O. Box 178  
121 E. Maple Street, Suite 102  
Mason, MI 48854

### Trails and Parks Program Application Release Date January 3, 2023

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds may be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: trail, blueway, boardwalk, bridge, planning & engineering. This includes rehabilitation and new project applications.

Project applications must be received by **5:00pm 5/1/23** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the December Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT			
Agencies:		Contact Person:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	Email:	
PROJECT SUMMARY			
Project Title:			
Total Millage Funds Requested (round to nearest 100): \$			
Distance of repaired/new construction in feet/miles:			
Trail:		Boardwalk:	Bridge:
Categories:	<input type="checkbox"/> Blueway <input type="checkbox"/> Trail	<input type="checkbox"/> Planning & Engineering <input type="checkbox"/> Boardwalk	<input type="checkbox"/> Bridge <input type="checkbox"/> Other Project
<input type="checkbox"/> <del>Small</del> Is this request a grant: <del>Requests up to \$300,000</del> for a municipalityies contributing less than 5% of total county millage revenue collected to date? See Attachment A.			
Are you applying for other grant funds? No ____ Yes ____ If yes, what type of grant? _____ When will the grant be submitted / awarded? _____			



## Ingham County Trails and Parks Program Application

Select type of project (select all that apply):

☐ Rehab/repair      ☐ New

If you have applied for *multiple projects*, please prioritize and rank your projects in order of your community's highest priority to lowest priority:

Rank: 1, 2, 3, etc.:

Town, Range, Section Numbers, and Latitude / Longitude of Site Location

(Town):

(Range):

(Section):

(Latitude / Longitude of site entrance):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

## Ingham County Trails and Parks Program Application

### ESTIMATED COSTS/BUDGET/PROJECT TIMELINE

Provide each scope/budget item and how the budgeted amount was calculated, List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses. ~~Contingency amount not to exceed 10%.~~ **ROUND ALL \$\$ AMOUNTS TO THE NEAREST \$100.**

#### EXPENSES

Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Wayfinding/Signage		
6-Contingency (20% of overall construction/engineering cost)		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$

Please attached a detailed cost estimate for Project if applicable

### PROJECT TIMELINE

On a separate page, please include your estimated project timeline, including at a minimum: engineering, permitting, bidding, construction, other grant funding submittal and award, if applicable, and reimbursement.

### APPLICANT FUNDS

When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years. See attachment C concerning match.

<u>Local Contribution</u>	<u>Amount</u>	
	\$ _____	
<u>Other Grant Contributions</u>		
Name of Grantor(s)	\$ _____	
_____	\$ _____	
Name of Partner(s)	\$ _____	
_____	\$ _____	
Name of Donor(s)	\$ _____	
_____	\$ _____	
<u>In-Kind Support</u>		
Name of Organization	Value	Description
_____	\$ _____	_____
_____	\$ _____	_____
<u>Other</u>	<u>Amount</u>	
_____	\$ _____	
Total <del>Applicant</del> Funding Provided by Applicant (includes all non-millage funding) \$ _____		
<b>Millage Funds REQUESTED (round to nearest 100)</b> \$ _____ (This amount (Millage Funds Request) plus the Total <b>Funding Provided by Applicant</b> <del>Funds</del> must equal Total Project Expenses) Total % of matching Funds (millage requested /total project) % <u>Match</u>		

## Ingham County Trails and Parks Program Application

### **DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)**

*Provide a (detailed) description of the project you are proposing, with reference to specific scope items and deliverables. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count-attachments as needed).*

## Ingham County Trails and Parks Program Application

### PROJECT INFORMATION & DETAILED DESCRIPTION (as applicable)

#### 1. Describe in detail any other available funders and partners.

*Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.*

#### 2. Discuss how the project is improving regional connectivity.

*Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 ([http://cms3.revize.com/revize/ingham\\_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf](http://cms3.revize.com/revize/ingham_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf)) of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.*

## Ingham County Trails and Parks Program Application

### 3. Describe how the project responds to public demand and has public support.

*Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. Reference Figure 18 - Attachment D. 250 word limit.*

### 4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency—Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality- MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

## Ingham County Trails and Parks Program Application

### **5. Explain how the project is feasible and ready for implementation or development.**

*Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.*

### **6. Discuss how the project supports equitable opportunities.**

The overall Ingham County Strategic Plan includes the following Goal: A: Service to Residents: Provide easy access to quality, innovation, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Since the onset of the Covid epidemic, parks across the world have seen large increase in use by persons wishing to partake in safe, outdoor activities for both health and mental revitalization. Your discussion should address how your project increases or improves access provides low cost transportation and recreation options for low income populations; is located in a high use area, is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

## Ingham County Trails and Parks Program Application

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### **7. Maintenance Commitment & Plan**

*Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.*

## Ingham County Trails and Parks Program Application

### ATTACHMENTS & REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County. You are required to document with photos pre-project, during and completed and submit with your final reimbursement request.
6. After completion of the project, entities must agree to participate and provide approved signage in the County wide wayfinding signage plan. Communities should budget for necessary signage to be installed for approved projects.
7. **Is the project in the road right of way or is it near or adjacent to a County Drain?**  
No \_\_\_\_\_ Yes \_\_\_\_\_  
If yes, have discussions been entered into with the Road Department and Drain Commission? This is a requirement.  
No \_\_\_\_\_ Yes \_\_\_\_\_ Please submit documentation.

### CERTIFICATION

Signature of Applicant:

Date:



**ATTACHMENT A.**

**Ingham County Trails and Parks Millage  
Estimated Revenue by Municipality**

<b>Municipality</b>	<b>2014 – 2020 Estimated Revenue Total</b>	<b>Percent of total collected to date</b>
Alaiedon Township	595,518	2.7%
Aurelius Township	421,582	1.9%
Bunkerhill Township	225,460	1.0%
Delhi Township	2,146,321	9.8%
Ingham Township (including Dansville)	218,277	1.0%
Lansing Township	832,831	3.8%
Leroy Township (including Webberville)	353,418	1.6%
Leslie Township	267,936	1.2%
Locke Township	212,190	1.0%
Meridian Township	4,895,257	22.3%
Onondaga Township	260,622	1.2%
Stockbridge Township	691,717	3.1%
Vevay Township	381,186	1.7%
Wheatfield Township	212,977	1.0%
White Oak Township	207,460	0.9%
Williamstown Township	681,392	3.1%
East Lansing (City)	2,608,155	11.9%
Lansing (City)	5,712,413	26.0%
Leslie (City)	102,877	0.5%
Mason (City)	641,118	2.9%
Williamston (City)	312,274	1.4%
<b>Total</b>	<b>21,980,980</b>	<b>100.0%</b>

Updated 1-26-21

\*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.

## Ingham County Trails and Parks Program Application

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### **ATTACHMENT B.**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

### **RESOLUTION CLARIFYING DESIGN STANDARDS FOR TRAILS AND PARKS MILLAGE PROJECTS**

#### **RESOLUTION # 18 – 054**

WHEREAS, the Ingham County Trails and Parks Program Application states that the Trails and Parks Millage projects must meet acceptable design standards and is the best design solution as adopted by Board of Commissioners Resolution 17-275; and

WHEREAS, the County will review any deviations from such standards on a case by case basis; and

WHEREAS, applicants must obtain necessary permits for the projects, be it public/road rights -of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc.; and

WHEREAS, at least one case has surfaced where the announced design standards of the Trails and Parks Millage may conflict with the standards and rules of a permitting agency; and

WHEREAS, on reflection, the Parks Commission does not believe that wise administration of the millage money should require the applicant to be caught between the standards of a permitting agency and the general standards demanded by the County for its millage projects.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners adopt the following policy: in cases where a permitting authority disagrees with use of a particular county standard, the terms of the draft permit proposed by the permitting authority will control; but the applicant is required to promptly notify the County Park Commission of the permitting authority's position.

BE IT FURTHER RESOLVED, Parks Department staff are to raise any concerns with the permit in consultations with the applicant and the permitting authority.

BE IT FURTHER RESOLVED, this policy is retroactive for any signed agreements that have not yet been completed and any future agreements.

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.

**HUMAN SERVICES: Yeas:** Banas, Tennis, Sebolt, Nolan, Koenig **Nays:** None **Absent:** Naeyaert  
**Approved 02/05/2018**

**FINANCE: Yeas:** Grebner, Anthony, Crenshaw, Tennis  
**Nays:** None **Absent:** Koenig, Schafer **Approved 02/07/2018**

## Ingham County Trails and Parks Program Application

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### **ATTACHMENT C.**

#### **Match Requirement for Ingham County Trails & Parks Millage**

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

## ATTACHMENT D.

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

\* The highlighted corridors are shown on Figure 32.

### Ingham County Trails and Parks Program Scoring Criteria

The following criteria will be used to evaluate and select projects. The project's final score will be based on the sum of all the scores. Criteria to be scored are as follows:

1. Does this project either contribute to the completion of one of the top **ten five** scoring New Trail Preferences as listed in the Ingham County Trails and Parks Comprehensive Report Table 18 (attached)?

0= no 5= yes

\_\_\_\_\_pts. (Max 10%)

2. Does this contribute to County connectivity?

0= no 10= yes (If you meet *any* of the criteria listed below, you get 10 points).

\_\_\_\_\_pts. (Max 20%)

**Improves Regional Connectivity** Projects that improve regional connectivity and access throughout Ingham County will receive a higher priority. To determine whether a project improves regional connectivity or access, the project should address the following

- Contributes to the completion of the Ingham County regional priority corridors as depicted on Figure 24 (attachment A) either as existing trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to or within Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation;
- Increases access to sites of natural, scenic or historic interest;
- **Improves access of regional trails to communities and neighborhoods along those regional trails.**

3. Did this project apply for other funding partners such as state or federal grants, donations, individual contributions, local contribution, or other funding sources?

Yes or No?

0= no 5=yes

\_\_\_\_\_pts. (Max 10%)

4. Overall, how do you rate the project? Rate the project using the formula below for a total of **10 5 points minimum to 20 points maximum.**

Considerations

For each bullet point met:

0-5 = ~~10~~ **3 pts**  
6-10 = ~~15~~ **7 pts**  
11-14 = ~~20~~ **10 pts**

~~40~~ **20 pts** \_\_\_\_\_

~~+~~

~~0-1% = 10 pts~~  
~~>1-10% = 8 pts~~  
~~>10-20% = 6 pts~~  
~~>20-30% = 4 pts~~  
~~>30% = 2 pts~~

- Project area is under public ownership or is currently accessible for public use;
- Does not require complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency;
- Is appropriate and in line with available funds.
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities;
- Has the support of multiple jurisdictions and/or stakeholders.
- The project increases or improves access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area;

~~• Contributes to an equitable geographical distribution of the millage funds.  
(% received to date per community is noted on the viability report)~~

~~40 pts~~ \_\_\_\_\_ = \_\_\_\_\_ pts. (Max 40%)

5. Rate the project by percent it contributes to an equitable geographical distribution of the millage funds. (% received to date per community is noted on the viability report)

0-1% = ~~40~~ **5 pts**  
>1-10% = ~~8~~ **4 pts**  
>10-20% = ~~6~~ **3 pts**  
>20-30% = ~~4~~ **2 pts**  
>30% = ~~2~~ **1 pts**

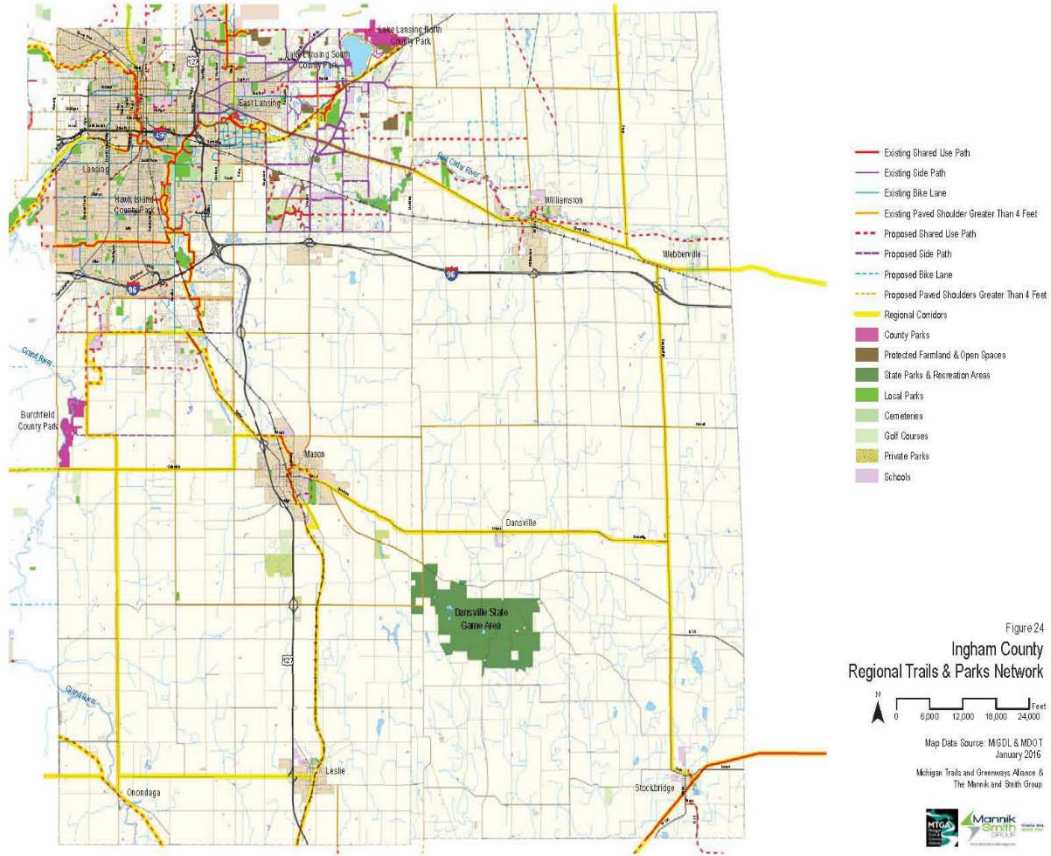
\_\_\_\_\_ pts. (Max 10%)

6. Is this project a ~~small~~ grant request ~~up to \$300,000~~ for a municipality ~~yes~~ contributing less than 5% of total county millage revenue collected to date? Reference Attachment B.

~~0 = no~~ ~~40~~ **5 = yes**  
\_\_\_\_\_ pts. (Max ~~20~~ **10**%)

\_\_\_\_\_ Total Points Scored (Total Possible 50)

Attachment A: Figure 24





## Attachment B

## Ingham County Trails and Parks Millage Estimated Revenue by Municipality

<b>Municipality</b>	<b>2014 – 2020 Estimated Revenue Total</b>	<b>Percent of total collected to date</b>
Alaeidon Township	595,518	2.7%
Aurelius Township	421,582	1.9%
Bunkerhill Township	225,460	1.0%
Delhi Township	2,146,321	9.8%
East Lansing (City)	2,608,155	11.9%
Ingham Township (including Dansville)	218,277	1.0%
Lansing (City)	5,712,413	26.0%
Lansing Township	832,831	3.8%
Leroy Township (including Webberville)	353,418	1.6%
Leslie (City)	102,877	0.5%
Leslie Township	267,936	1.2%
Locke Township	212,190	1.0%
Mason (City)	641,118	2.9%
Meridian Township	4,895,257	22.3%
Onondaga Township	260,622	1.2%
Stockbridge Township	691,717	3.1%
Vevay Township	381,186	1.7%
Wheatfield Township	212,977	1.0%
White Oak Township	207,460	0.9%
Williamston (City)	312,274	1.4%
Williamstown Township	681,392	3.1%
<b>Total</b>	<b>21,980,980</b>	<b>100.0%</b>

Updated 1-26-21

\*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.



Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
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Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

\* The highlighted corridors are shown on Figure 32.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE APPLICATION FORM, SCORING CRITERIA FOR THE TRAILS AND PARKS MILLAGE, AND DECLARING THAT AN EIGHTH ROUND OF APPLICATIONS FOR THE TRAILS AND PARKS MILLAGE FUNDS WILL BE TAKEN BEGINNING JANUARY 3, 2023**

WHEREAS, in March 2020, the electorate renewed a countywide trails and parks millage levy of 50/100 (.50) of one mill to be used for the purpose of creating and maintaining a county system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Park Commission reviewed and edited the Application and Scoring Criteria forms and has developed the following attachments for approval by the Board of Commissioners; and

WHEREAS, the Park Commission recommends that an eighth round of applications will be taken beginning January 3, 2023, and applications are due on May 1, 2023; and

WHEREAS, the applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the attached Application and Scoring Criteria for the eighth round of Trails and Parks Millage funding.

BE IT FURTHER RESOLVED, that an eighth round of applications will be taken beginning January 3, 2023, and applications are due on May 1, 2023 with no required match for the following categories: trail, blueway, boardwalk, bridge, planning & engineering, and other project, which includes rehabilitation and new project applications.

BE IT FURTHER RESOLVED, that application forms and scoring criteria will be reviewed and approved by the Board of Commissioners prior to the ninth round.

## Ingham County Trails and Parks Program Application



Ingham County Parks  
Attn: Nicole Wallace: [nwallace@ingham.org](mailto:nwallace@ingham.org)  
P.O. Box 178  
121 E. Maple Street, Suite 102  
Mason, MI 48854

### Trails and Parks Program Application Release Date January 3, 2023

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds may be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: trail, blueway, boardwalk, bridge, planning & engineering. This includes rehabilitation and new project applications.

Project applications must be received by **5:00pm 5/1/23** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the December Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT		
Agencies:		Contact Person:
Address:		
City:		State: ZIP Code:
Phone:	Fax:	Email:
PROJECT SUMMARY		
Project Title:		
Total Millage Funds Requested (round to nearest 100): \$		
Distance of repaired/new construction in feet/miles:		
Trail:	Boardwalk:	Bridge:
Categories: <input type="checkbox"/> Blueway <input type="checkbox"/> Trail	<input type="checkbox"/> Planning & Engineering <input type="checkbox"/> Boardwalk	<input type="checkbox"/> Bridge <input type="checkbox"/> Other Project
<input type="checkbox"/> Is this request a grant for a municipality contributing less than 5% of total county millage revenue collected to date? See Attachment A.		
Are you applying for other grant funds? No ____ Yes ____ If yes, what type of grant? _____ When will the grant be submitted / awarded? _____		

## Ingham County Trails and Parks Program Application

Select type of project (select all that apply):

☐ Rehab/repair      ☐ New

If you have applied for *multiple projects*, please prioritize and rank your projects in order of your community's highest priority to lowest priority:

Rank: 1, 2, 3, etc.:

**Town, Range, Section Numbers, and Latitude / Longitude of Site Location**

(Town):

(Range):

(Section):

(Latitude / Longitude of site entrance):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

## Ingham County Trails and Parks Program Application

### ESTIMATED COSTS/BUDGET/PROJECT TIMELINE

*Provide each scope/budget item and how the budgeted amount was calculated. List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses.*

**ROUND ALL \$\$ AMOUNTS TO THE NEAREST \$100.**

#### EXPENSES

Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Wayfinding/Signage		
6-Contingency (20% of overall construction/engineering cost)		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$

**Please attached a detailed cost estimate for Project if applicable**

#### PROJECT TIMELINE

*On a separate page, please include your estimated project timeline, including at a minimum: engineering, permitting, bidding, construction, other grant funding submittal and award, if applicable, and reimbursement.*

#### APPLICANT FUNDS

*When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years. See attachment C concerning match.*

<u>Local Contribution</u>	<u>Amount</u>	
	\$	_____
<u>Other Grant Contributions</u>		
<u>Name of Grantor(s)</u>		
_____	\$	_____
_____	\$	_____
<u>Name of Partner(s)</u>		
_____	\$	_____
_____	\$	_____
<u>Name of Donor(s)</u>		
_____	\$	_____
_____	\$	_____
<u>In-Kind Support</u>		
<u>Name of Organization</u>	<u>Value</u>	<u>Description</u>
_____	\$	_____
_____	\$	_____
<u>Other</u>	<u>Amount</u>	
_____	\$	_____

**Total Funding Provided by Applicant (includes all non-millage funding) \$** \_\_\_\_\_

**Millage Funds REQUESTED (round to nearest 100) \$** \_\_\_\_\_

(This amount (Millage Funds Request) plus the Total Funding Provided by Applicant must equal Total Project Expenses)

**Total % of matching Funds (millage requested /total project) % Match**

## Ingham County Trails and Parks Program Application

### **DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)**

*Provide a (detailed) description of the project you are proposing, with reference to specific scope items and deliverables. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count-attachments as needed).*

## Ingham County Trails and Parks Program Application

### PROJECT INFORMATION & DETAILED DESCRIPTION (as applicable)

#### 1. Describe in detail any other available funders and partners.

*Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.*

#### 2. Discuss how the project is improving regional connectivity.

*Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 ([http://cms3.revize.com/revize/ingham\\_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf](http://cms3.revize.com/revize/ingham_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf)) of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.*

## Ingham County Trails and Parks Program Application

### 3. Describe how the project responds to public demand and has public support.

*Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. Reference Figure 18 - Attachment D. 250 word limit.*

### 4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency—Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality- MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*



## Ingham County Trails and Parks Program Application

### **5. Explain how the project is feasible and ready for implementation or development.**

*Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.*

### **6. Discuss how the project supports equitable opportunities.**

The overall Ingham County Strategic Plan includes the following Goal: A: Service to Residents: Provide easy access to quality, innovation, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Since the onset of the Covid epidemic, parks across the world have seen large increase in use by persons wishing to partake in safe, outdoor activities for both health and mental revitalization. Your discussion should address how your project increases or improves access provides low cost transportation and recreation options for low income populations; is located in a high use area, is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

## Ingham County Trails and Parks Program Application

### **7. Maintenance Commitment & Plan**

*Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.*

## Ingham County Trails and Parks Program Application

### ATTACHMENTS & REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County. You are required to document with photos pre-project, during and completed and submit with your final reimbursement request.
6. After completion of the project, entities must agree to participate and provide approved signage in the County wide wayfinding signage plan. Communities should budget for necessary signage to be installed for approved projects.
7. Is the project in the road right of way or is it near or adjacent to a County Drain?  
No \_\_\_\_\_ Yes \_\_\_\_\_  
If yes, have discussions been entered into with the Road Department and Drain Commission? This is a requirement.  
No \_\_\_\_\_ Yes \_\_\_\_\_ Please submit documentation.

### CERTIFICATION

Signature of Applicant:

Date:

ATTACHMENT A.

**Ingham County Trails and Parks Millage  
Estimated Revenue by Municipality**

<b>Municipality</b>	<b>2014 – 2020 Estimated Revenue Total</b>	<b>Percent of total collected to date</b>
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Leslie Township	267,936	1.2%
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Lansing (City)	5,712,413	26.0%
Leslie (City)	102,877	0.5%
Mason (City)	641,118	2.9%
Williamston (City)	312,274	1.4%
<b>Total</b>	<b>21,980,980</b>	<b>100.0%</b>

Updated 1-26-21

\*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.

## Ingham County Trails and Parks Program Application

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### **ATTACHMENT B.**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

### **RESOLUTION CLARIFYING DESIGN STANDARDS FOR TRAILS AND PARKS MILLAGE PROJECTS**

#### **RESOLUTION # 18 – 054**

WHEREAS, the Ingham County Trails and Parks Program Application states that the Trails and Parks Millage projects must meet acceptable design standards and is the best design solution as adopted by Board of Commissioners Resolution 17-275; and

WHEREAS, the County will review any deviations from such standards on a case by case basis; and

WHEREAS, applicants must obtain necessary permits for the projects, be it public/road rights -of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc.; and

WHEREAS, at least one case has surfaced where the announced design standards of the Trails and Parks Millage may conflict with the standards and rules of a permitting agency; and

WHEREAS, on reflection, the Parks Commission does not believe that wise administration of the millage money should require the applicant to be caught between the standards of a permitting agency and the general standards demanded by the County for its millage projects.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners adopt the following policy: in cases where a permitting authority disagrees with use of a particular county standard, the terms of the draft permit proposed by the permitting authority will control; but the applicant is required to promptly notify the County Park Commission of the permitting authority's position.

BE IT FURTHER RESOLVED, Parks Department staff are to raise any concerns with the permit in consultations with the applicant and the permitting authority.

BE IT FURTHER RESOLVED, this policy is retroactive for any signed agreements that have not yet been completed and any future agreements.

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.

**HUMAN SERVICES: Yeas:** Banas, Tennis, Sebolt, Nolan, Koenig **Nays:** None **Absent:** Naeyaert  
**Approved 02/05/2018**

**FINANCE: Yeas:** Grebner, Anthony, Crenshaw, Tennis  
**Nays:** None **Absent:** Koenig, Schafer **Approved 02/07/2018**

## Ingham County Trails and Parks Program Application

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### **ATTACHMENT C.**

#### **Match Requirement for Ingham County Trails & Parks Millage**

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

## ATTACHMENT D.

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

\* The highlighted corridors are shown on Figure 32.

### Ingham County Trails and Parks Program Scoring Criteria

The following criteria will be used to evaluate and select projects. The project's final score will be based on the sum of all the scores. Criteria to be scored are as follows:

1. Does this project either contribute to the completion of one of the top ten scoring New Trail Preferences as listed in the Ingham County Trails and Parks Comprehensive Report Table 18 (attached)?

0= no 5= yes

\_\_\_\_\_pts. (Max 10%)

2. Does this contribute to County connectivity?

0= no 10= yes (If you meet *any* of the criteria listed below, you get 10 points).

\_\_\_\_\_pts. (Max 20%)

**Improves Regional Connectivity** Projects that improve regional connectivity and access throughout Ingham County will receive a higher priority. To determine whether a project improves regional connectivity or access, the project should address the following

- Contributes to the completion of the Ingham County regional priority corridors as depicted on Figure 24 (attachment A) either as existing trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to or within Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation;
- Increases access to sites of natural, scenic or historic interest;
- Improves access of regional trails to communities and neighborhoods along those regional trails.

3. Did this project apply for other funding partners such as state or federal grants, donations, individual contributions, local contribution, or other funding sources?

Yes or No?

0= no 5=yes

\_\_\_\_\_pts. (Max 10%)



4. Overall, how do you rate the project? Rate the project using the formula below for a total of 10 points minimum to 20 points maximum.

Considerations

For each bullet point met:

0-5 = 10 pts  
6-10 = 15 pts  
11-14 = 20 pts

20pts \_\_\_\_\_

- Project area is under public ownership or is currently accessible for public use;
- Does not require complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency;
- Is appropriate and in line with available funds.
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities;
- Has the support of multiple jurisdictions and/or stakeholders.
- The project increases or improves access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area;

\_\_\_\_\_pts. (Max 40%)

5. Rate the project by percent it contributes to an equitable geographical distribution of the millage funds. (% received to date per community will be noted on the viability report)

0-1% = 5 pts  
>1-10% = 4 pts  
>10-20% = 3 pts  
>20-30% = 2 pts  
>30% = 1 pts

\_\_\_\_\_pts. (Max 10%)

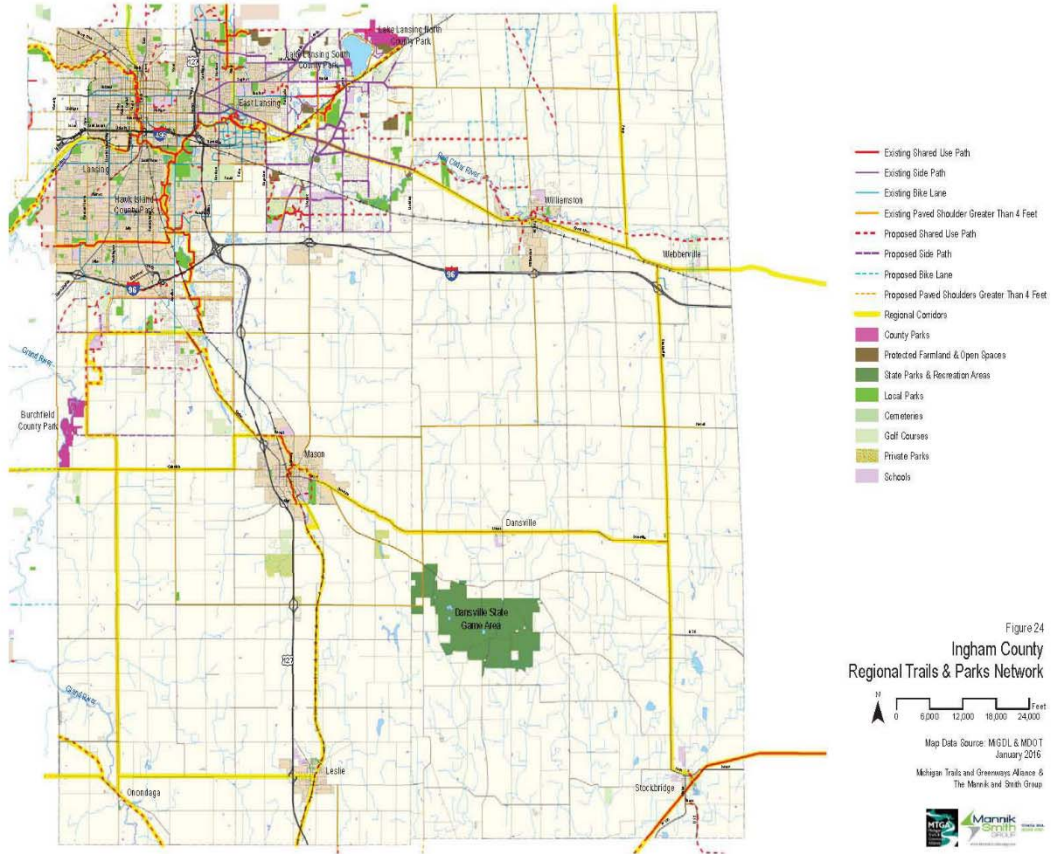
6. Is this project a grant request for a municipality contributing less than 5% of total county millage revenue collected to date? Reference Attachment B.

0= no 5= yes

\_\_\_\_\_pts. (Max 10%)

\_\_\_\_\_Total Points Scored (Total Possible 50)

Attachment A: Figure 24



## Attachment B

## Ingham County Trails and Parks Millage Estimated Revenue by Municipality

<b>Municipality</b>	<b>2014 – 2020 Estimated Revenue Total</b>	<b>Percent of total collected to date</b>
Alaeidon Township	595,518	2.7%
Aurelius Township	421,582	1.9%
Bunkerhill Township	225,460	1.0%
Delhi Township	2,146,321	9.8%
East Lansing (City)	2,608,155	11.9%
Ingham Township (including Dansville)	218,277	1.0%
Lansing (City)	5,712,413	26.0%
Lansing Township	832,831	3.8%
Leroy Township (including Webberville)	353,418	1.6%
Leslie (City)	102,877	0.5%
Leslie Township	267,936	1.2%
Locke Township	212,190	1.0%
Mason (City)	641,118	2.9%
Meridian Township	4,895,257	22.3%
Onondaga Township	260,622	1.2%
Stockbridge Township	691,717	3.1%
Vevay Township	381,186	1.7%
Wheatfield Township	212,977	1.0%
White Oak Township	207,460	0.9%
Williamston (City)	312,274	1.4%
Williamstown Township	681,392	3.1%
<b>Total</b>	<b>21,980,980</b>	<b>100.0%</b>

Updated 1-26-21

\*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
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Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
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Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

\* The highlighted corridors are shown on Figure 32.

## **Timeline for Trails and Parks Millage Application Round 8**

January 3, 2023 - Application period opens

May 1, 2023 at 5:00 pm - Applications Due

May/June - Park Staff Review Applications & work with consultant on validating cost estimates and project viability, staff will get any supplemental materials from applicants requested.

May-TBD - if needed meeting with MDOT, MDNR, and TCRPC to review/coordinate their grant applicants

June - TBD - Park Staff posts applications in shared drive for commissioners. Park Commissioners begin to do preliminary review.

July/August - Site Visits with Park Staff and Park Commissioners

September - Draft viability report sent to each applicant

October - Applicants present their proposals and Spicer Group presents their review to the Park Commission.

October 31 - Deadline for Park Commissioners online scoring and prepare Condensed Report of preliminary scoring for the November Park Commission meeting

November - Parks Commission Meeting: Go over applications, review spreadsheet of scores, and come to consensus on scoring and recommendations

December - Deadline to get on agendas

December - Human Services

December - Finance

December - BOC

December - Applicants notified of decision



**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** November 17, 2022  
**SUBJECT:** Authorization to apply for a Michigan Department of Natural Resources Spark grant for Lake Lansing Park North

For the meeting agenda of December 5, 2022 Human Services and December 7, 2022 Finance

---

**BACKGROUND**

The Parks Department has identified a need for boardwalk and playground replacements at Lake Lansing Park North as part of the Capital Action Program. The Parks Department is requesting to apply for the Michigan Department of Natural Resources (MDNR) Spark grant with no match requirement as it is state Federal American Rescue Plan Act (ARPA) monies granted by the State through the MDNR.

This grant application includes the following as detailed in the attached documents at Lake Lansing North Park:

- Replacement of boardwalks
- Replacement of a playground

**ALTERNATIVES**

The Parks Department is seeking input and approval to move forward with a grant application to secure funding for this project.

**FINANCIAL IMPACT**

There would be no financial impact. The requested amount of the MDNR Spark grant is \$1,000,000. There would be no local match.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

**OTHER CONSIDERATIONS**

The Parks and Recreation Commission supported this resolution with the passage of a resolution at their November 14, 2022 meeting.

**RECOMMENDATION**

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

**PRELIMINARY ESTIMATE OF COST  
LAKE LANSING PARK NORTH - BOARDWALK & PLAYGROUND REPLACEMENTS  
INGHAM COUNTY, MI**

---

**GRAND TOTAL FOR ENTIRE PROJECT      \$1,000,000.00**

	<u>Grant Funds</u>	<u>Local Match</u>	<u>Total Project Cost</u>
<u>DNR SPARK GRANT:</u>	\$1,000,000	\$0	\$1,000,000
Match Percentage:	(100%)	(0%)	
 <u>OTHER COSTS:</u>			
N/A	\$0.00	\$0	\$0
 <b>PROJECT TOTALS:</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$1,000,000</b>

Local Match / Funding Sources:  
NA

**PRELIMINARY ESTIMATE OF COST**  
**LAKE LANSING PARK NORTH - BOARDWALK & PLAYGROUND REPLACEMENTS**  
**INGHAM COUNTY, MICHIGAN**

Item No.		Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	Lump Sum	\$6,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	Lump Sum	\$12,200.00
3.	1	Lump Sum	Excavation & Rough Grading	Lump Sum	\$38,700.00
4.	1	Lump Sum	Remove Ex. Boardwalk	Lump Sum	\$9,240.00
5.	1	Lump Sum	Removal of Old Playground Equipment	Lump Sum	\$2,500.00
6.	1	Lump Sum	Boardwalk, complete replacement	Lump Sum	\$369,600.00
7.	1	Lump Sum	Playground Equipment. installed	Lump Sum	\$150,000.00
8.	1	Lump Sum	Concrete Edging around playground perimeter	Lump Sum	\$10,500.00
9.	1	Lump Sum	Safety Surface, Poured-In-Place Rubber	Lump Sum	\$56,000.00
10.	1	Lump Sum	Safety Surface, Engineered Wood Fiber, 12" compacted <i>(includes approx. 20cy for rain gardens)</i>	Lump Sum	\$7,200.00
11.	1	Lump Sum	Geotextile Fabric <i>(1 layer in play area)</i>	Lump Sum	\$6,145.00
12.	1	Lump Sum	Drainage <i>(500LF 4" perf. Pipe w/ sock in pea-stone trenches)</i>	Lump Sum	\$6,135.00
13.	1	Lump Sum	Crushed Limestone, 22A, C.I.P., 6" depth	Lump Sum	\$4,200.00
14.	1	Lump Sum	Concrete Path, 6 ft wide, non-reinforced	Lump Sum	\$12,000.00
15.	1	Lump Sum	Paved ADA Parking Spaces (2), HMA	Lump Sum	\$5,000.00
16.	1	Lump Sum	Bench w/ back and (1) armrest (Qty. 3)	Lump Sum	\$6,600.00
17.	1	Lump Sum	Bench w/o back (Qty. 2)	Lump Sum	\$4,000.00
18.	1	Lump Sum	Interpretive Sign (Qty. 1)	Lump Sum	\$2,500.00
19.	1	Lump Sum	Landscaping (Native Plantings)	Lump Sum	\$7,500.00
20.	1	Lump Sum	Landscaping (Rain Gardens)	Lump Sum	\$7,500.00
21.	1	Lump Sum	Site Restoration & Cleanup	Lump Sum	\$18,300.00
22.	1	Lump Sum	DNR Recognition Plaque	Lump Sum	\$400.00



**PRELIMINARY ESTIMATE OF COST**  
**LAKE LANSING PARK NORTH - BOARDWALK & PLAYGROUND REPLACEMENTS**  
**INGHAM COUNTY, MICHIGAN**

Item No.		Unit	Description	Unit Price	Amount
23.	1	Lump Sum	Construction Staking & Material Testing	Lump Sum	\$13,400.00
<b>SUBTOTAL</b>					<b>\$756,120.00</b>
<b>Contingency</b>					<b>\$113,480.00</b>
<b>Engineering (15%)</b>					<b>\$130,400.00</b>
<b>TOTAL PRELIMINARY ESTIMATE OF COST</b>					<b>\$1,000,000.00</b>

# LAKE LANSING PARK NORTH Playground & Boardwalk Improvements INGHAM COUNTY PARKS



- BLUE/GREEN TRAIL
- BLUE TRAIL
- GREEN TRAIL
- BLACK TRAIL
- ORANGE TRAIL
- YELLOW TRAIL
- RED TRAIL
- SPOILS TRAIL
- TREY POND TRAIL
- SKI TRAILS
- GRASSED ACCESS
- EX. PAVED PATH
- RESTROOMS
- P# PARKING / LOT #LL
- S SHELTER



NOT TO SCALE



www.spicergroup.com

230 S. WASHINGTON AVE.  
SAGINAW, MI 48607  
(989) 754-4717

DATE: NOVEMBER, 2022  
JOB # 126934SG2022  
DWG #  
DRAWN BY: TMM





SITE IMPROVEMENT PLAN FOR  
**LAKE LANSING PARK  
 NORTH PLAYGROUND  
 IMPROVEMENT**

INGHAM COUNTY



EXISTING BALLFIELD

EXISTING GRAVEL PARKING LOT  
 (197 PARKING SPACES)

EXISTING 5 PAVED ADA  
 PARKING SPACES

EXISTING RESTROOM  
 BUILDING

EXISTING PAVED  
 PEDESTRIAN TRAIL

PROPOSED PLAY EQUIPMENT,  
 BENCHES, AND RAIN GARDENS  
 (SEE ATTACHED SITE PLAN DETAIL)

PROPOSED CONCRETE WALK, 10-FT  
 WIDE

PROPOSED (2) ADA PARKING SPACES

PROPOSED REMOVAL OF EXISTING  
 PLAY EQUIPMENT

EXISTING SANDHILL SHELTER

EXISTING TRAIL  
 (crushed stone, LVCF22-0013)



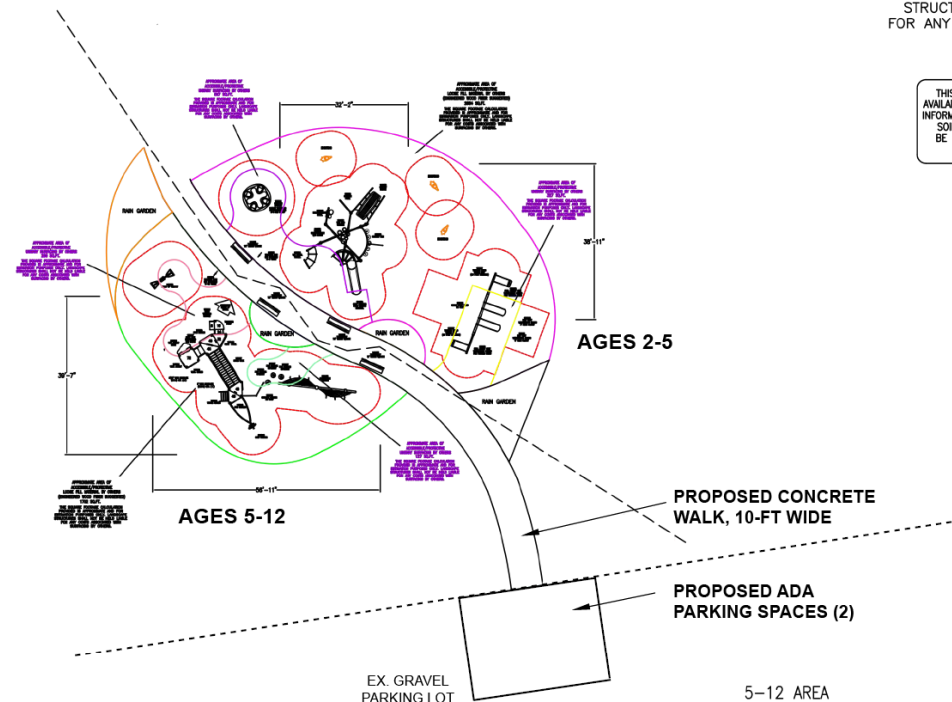
DATE: NOVEMBER, 2022  
 JOB#: 1288345-01022  
 DWS#



\*NOTE: PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATIONS OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

THE SQUARE FOOTAGE CALCULATION PROVIDED IS APPROXIMATE AND FOR ESTIMATION PURPOSES ONLY. LANDSCAPE STRUCTURES SHALL NOT BE HELD LIABLE FOR ANY COSTS ASSOCIATED WITH SURFACING BY OTHERS.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US, PRIOR TO CONSTRUCTION. DETAILED SITE INFORMATION CONCERNING TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED AND UTILIZED IN THE FINAL DESIGN DEVELOPMENT.



#### 2-5 AREA

TOTAL ELEVATED PLAY COMPONENTS	0		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	14	REQUIRED	0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	9	REQUIRED	9

#### 5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS	7		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	4	REQUIRED	4
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	6	REQUIRED	2
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	4	REQUIRED	4

landscape structures



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with \*) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit [www.ipema.org](http://www.ipema.org)

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US, PRIOR TO CONSTRUCTION. DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT EDITION). THE SURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "TRENCH DRAIN".

ACCESSIBLE/PROTECTIVE SURFACING TO BE A COMBINATION OF UNITARY AND LOOSE FILL MATERIALS.

DESIGNED BY:  
SG

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LANDSCAPE STRUCTURES, INC.  
801 7th STREET SOUTH - P.O. BOX 188  
ELAND, MINNESOTA 55321  
PH: 1-800-328-0038 FAX: 1-763-872-0001

9/28/15	82929-1-3	SG
3/30/15	82929-1-2	SG
3/24/15	82929-1-1	SG
Date	Previous Drawing #	Initials



Lake Lansing Park North

Superior Play, LLC

Tim Sheffer

SYSTEM TYPE:  
PlayBooster

DRAWING #:  
82929-1-4





# 5-12 AREA



R/E





landscape  
structures



Better playgrounds.  
Better world.®  
playlsi.com



Proudly presented by:  
Tim Sheffer



landscape  
structures



Better playgrounds.  
Better world.®  
playlsi.com



Proudly presented by:  
Tim Sheffer







**Williams Township Park**  
January 23, 2017 82929-1-4-3

**Better playgrounds.  
Better world.®**  
playlsi.com

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Tim Sheffer



**Lake Lansing Park North**  
2/8/22 82929-1-4-1

**Better playgrounds.  
Better world.®**  
playlsi.com

Proudly presented by:

Tim Sheffer



# Lake Lansing Park North

2/8/22

82929-1-4-1



*landscape*  
structures



**Better playgrounds.  
Better world.®**  
playlsi.com



Proudly presented by:

Tim Sheffer



 **Penchura**



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN DEPARTMENT OF  
NATURAL RESOURCES SPARK GRANT FOR BOARDWALK AND PLAYGROUND  
REPLACEMENT AT LAKE LANSING PARK NORTH**

WHEREAS, the Parks and Recreation Commission supports the submission of a Michigan Department of Natural Resources Spark grant program for boardwalk and playground replacement at Lake Lansing Park North; and

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Ingham County Parks will not be matching funds if the grant is awarded as no match is required for these grants.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Spark application for \$1,000,000 for boardwalk and playground replacement at Lake Lansing Park North capital improvements.

## Agenda Item 5

DATE: November 17, 2022

TO: Finance and Liaison Committees

FROM: Jill Bauer, Budget Analyst

RE: Resolution Approving Various Contracts for the 2023 Budget Year

---

This resolution will approve the attached list of contracts for the 2023 budget year. The list consists only of contracts that are included in the 2023 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

The county contract approval process, as amended by Resolution #09-095 provides that any contract over \$5,000 must be approved by the Board of Commissioners. This resolution includes various routine contract renewals in order to reduce the number of separate resolutions needed to approve contracts. The liaison committees may decide that there are some contracts included on this list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before the passage by the Board of Commissioners, and will be brought back before the Board as separate resolutions at a later date.

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2023 increase of 7.9% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2023 BUDGET YEAR**

WHEREAS, county policy requires that all contracts over \$5,000 be approved by the Board of Commissioners; and

WHEREAS, numerous contracts are approved by the Board of Commissioners each year, many of which are routine continuations of existing contracts; and

WHEREAS, funding for these contracts has been included within the 2023 Adopted Budget; and

WHEREAS, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign agreements, contracts, and/or other documents related to grant programs and other county appropriations which are contained in the adopted budget, as listed in the attached document, subject to review by the County Attorney as to form and to certification by the Controller that 1) the total amount of revenues and expenditures and the net obligation to the County is not greater than what is budgeted; and 2) there is no change in employee status and no additional employees other than as authorized in the adopted budget.

BE IT FURTHER RESOLVED, that all grants and funding arrangements with entities whose fiscal years do not coincide with the County's fiscal year be considered authorized providing that they have been authorized in part in the adopted budget, and the remaining portion of the time period and funds are included in the Controller's Recommended Budget for the succeeding fiscal year.

BE IT FURTHER RESOLVED, that all contracts over \$5,000 that are not included in this resolution shall be approved by the Board of Commissioners by separate resolution.

HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2022 COST	2023 PROJECTED	Proj. Increase over 2022	% Increase over 2022	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/23	12/31/23	\$ 45,750	\$ 45,750	\$0	0%	General Fund
Health Department	South Lansing Community Dev Ctr	Community Development/Outreach	10/01/22	09/30/23	\$ 23,704	\$ 23,704	\$0	0%	General Fund
Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Road	10/01/22	09/30/23	\$ 7,200	\$ 7,200	\$0	0%	General Fund

**TO:** Board of Commissioners Human Services, County Services, and Finance Committees:  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** November 10, 2022  
**SUBJECT:** Resolution Authorizing Conversion of Health Analyst position to Community Epidemiologist position.  
For the meeting agendas of December 5, December 6, and December 13, 2022

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**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to convert a vacant Health Analyst position (position #601471) to a Community Epidemiologist position effective December 14, 2022. A staffing needs assessment within ICHHD identified a need for an additional epidemiologist to design cross-platform surveillance systems, perform data linkages, analyze data, articulate data barriers to the State, engage in performance management, and collaborate across local health departments. As ICHHD prepares for and responds to emerging public health issues, an epidemiologist is uniquely skilled to meet the needs of the Department and the community. Ingham County is relatively understaffed in epidemiologists for its population size. There is a median rate of 1.8 epidemiologists per 100,000 residents among health departments serving large cities and 1.2 per 100,000 residents among state health departments. While ICHHD serves a midsized city, its rate is low at 0.70 per 100,000, and an additional epidemiologist would increase that to 1.06 epidemiologists per 100,000, aligning more closely with median rates in other health departments.

**ALTERNATIVES**

ICHHD has benefited from the support of a contract worker funded and provided by the Center for Disease Control (CDC) Foundation but the program ended in mid-October 2022. That program could be offered again in the future, but no plans have been announced. ICHHD could also move ahead with a Health Analyst which is a more generalist position.

**FINANCIAL IMPACT**

The cost of this position conversion is budget neutral. The Health Analyst position is a Grade 7 position, the now vacant position was redlined at a Grade 8 in 2013. The Community Epidemiologist position is a Grade 8. Converting the position would not alter the fiscal year 2023 budget, as ICHHD has budgeted this position at a Grade 8.

**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 of the attached resolution to convert a vacant Health Analyst position to a Community Epidemiologist position effective December 14, 2022.

TO: Amanda Darche, Innovation and Planning Manager

FROM: Beth Bliesener, Human Resources Generalist – Employment Specialist

DATE: 11-10-2022

RE: Memo of Analysis for converting position number 601471

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The Health Department would like to convert position number 601471.

1. Position number 601471 is a Health Analyst, which is currently vacant.
2. The Health Department would like to convert vacant position 601471 from a Health Analyst, ICEA County Pro grade 07 to a Community Epidemiologist, an ICEA County Pro grade 08.
3. The Health Department has updated the job description Community Epidemiologist to reflect the duties that are being performed, the salary remains an ICEA County Pro 08.

I have sent the ICEA chair notice and they support converting the position and the updated job description. I have attached their response.

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

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

## **INGHAM COUNTY JOB DESCRIPTION**

### **COMMUNITY EPIDEMIOLOGIST**

#### **General Summary:**

Under the leadership of the Senior Community Epidemiologist, conducts active epidemiologic surveillance, inferential epidemiologic studies, and outreach activities. Determines community health status in relation to public health services and determines areas of unmet needs. Assists in the planning and direction of analytical studies, reviews vital records, statistics, and other related health data, and prepares technical reports, proposals, articles, and presentations to communicate epidemiologic studies on existing or anticipated health issues in the County. Supports health leaders and community organizations with community-based research projects in order to improve the population's health and quality of life for residents of the County.

#### **Essential Functions:**

1. Provides expertise in the design, management, and evaluation of research-based programs, strategies, and activities to improve the health and quality of life for County residents. Provide leadership in the design, implementation and interpretation of community health survey conducted of County residents.
2. Under the guidance of the Senior Community Epidemiologist, plans and guides a multi- agency, multi-organizational effort to assess the population's health of the capital area region and Ingham County.
3. Conducts and participates in epidemiologic studies on chronic diseases and behavioral risk factors using a variety of data sources. Disseminates the results of study through publishing reports and making presentations at local, state and national events.
4. Performs grant writing activities for Ingham County Health Department and collaborating partners and community coalitions.
5. Identify appropriate methods of quantitative analysis to identify demographic, geographic, cultural and other variables linked to the incidence of communicable and chronic diseases; to identify sources of exposure and disease transmission; to predict probability of future occurrences of diseases
6. Provide leadership and epidemiologic expertise in establishing Ingham County Health Department surveillance priorities and community health goals. Provide epidemiologic expertise in planning for public health emergencies.
7. Provide data, data analysis, and disseminate data findings as requested, to support disease prevention and health promotion programs at Ingham County Health Department as well as communities' partners and organizations.

#### **Other Functions:**

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to but not limited to those in his/her job description.

*(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)*

**Employment Qualifications:**

**Education:** Master's degree in Public Health, Epidemiology, Health Administration or other related field.

**Experience:** A minimum two years of experience designing, analyzing and interpreting research findings with programming and database management is required.

**Other Requirements:** None

*(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)*

**Physical Requirements:**

- Sitting, walking, standing, bending over and lifting/holding/carrying objects found in an office environment.
- Ability to communicate and respond to co-worker and customer inquiries both in person and over the phone.
- Ability to operate a PC/laptop and to enter & retrieve information from a computer.

*(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)*

**Working Conditions:**

- The work environment is a typical office setting where sensory experience includes uniform temperatures, conversational noise and everyday office activities.

***ICEA 8  
Nov 2022***



**From:** [Desiree Cook](#)  
**To:** [Elisabeth Bliesener](#)  
**Cc:** [Joan Clous](#); [Imelda Maloney](#)  
**Subject:** RE: Position conversion 601471  
**Date:** Thursday, November 10, 2022 10:29:43 AM

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I'm fine with that change.

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**From:** Elisabeth Bliesener <EBliesener@ingham.org>  
**Sent:** Thursday, November 10, 2022 10:28 AM  
**To:** Desiree Cook <DCook@ingham.org>  
**Cc:** Joan Clous <JClous@ingham.org>; Imelda Maloney <IMaloney@ingham.org>  
**Subject:** Position conversion 601471

Desiree,

The Health Department would like to convert vacant position number 601471 from a Health Analyst (ICEA County Pro 07) to a Community Epidemiologist (ICEA County Por 08).

The Health Department would also like to edit the Community Epidemiologist job description, please see attached. It does lower from 3 years of experience to 2 years but the salary would still remain the same as ICEA County Pro 08. There is one person in this position Nicholas Miller, Amanda said he helped work on this job description.

Does the Union support the position conversion and the updated job description?

Thanks,  
Beth

Beth Bliesener  
Ingham County  
Human Resources  
517-887-4375

Transmission is Privileged and Confidential.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE CONVERSION OF A HEALTH ANALYST POSITION  
(POSITION #601471) TO A COMMUNITY EPIDEMIOLOGIST POSITION**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert a vacant Health Analyst position (position #601471) to a Community Epidemiologist position effective December 14, 2022; and

WHEREAS, a staffing needs assessment within the Department identified a need for an additional epidemiologist to design cross-platform surveillance systems, perform data linkages, analyze data, articulate data barriers to the State, engage in performance management, and collaborate across local health departments; and

WHEREAS, as ICHD prepares for and responds to emerging public health issues, an epidemiologist is uniquely skilled to meet the needs of the Department and the community; and

WHEREAS, Ingham County is relatively understaffed in epidemiologists for its population size; and

WHEREAS, there is a median rate of 1.8 epidemiologists per 100,000 residents among health departments serving large cities and 1.2 per 100,000 residents among state health departments; and

WHEREAS, while ICHD serves a midsized city, its rate is low at 0.70 per 100,000, and an additional epidemiologist would increase that to 1.06 epidemiologists per 100,000, aligning more closely with median rates in other health departments; and

WHEREAS, although the Health Analyst position is an Ingham County Employee's Association (ICEA) County Professional Grade 7 position, the now vacant position was redlined at a Grade 8 in 2013 and the Community Epidemiologist position is an ICEA County Professional Grade 8; and

WHEREAS, converting the position would not alter the fiscal year 2023 budget, as ICHD has budgeted this position as an ICEA County Professional Grade 8; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the conversion of the vacant Health Analyst position to a Community Epidemiologist position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the conversion of the vacant Health Analyst position (ICEA County Professional grade 7) to a Community Epidemiologist position (ICEA County Professional Grade 8) effective December 14, 2022.

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

**TO:** Board of Commissioner's Human Service and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** November 17, 2022  
**SUBJECT:** Resolution to Enter into Subcontracts Awarding 15 Mini-grants to Address COVID-19 Related Inequities and Risk Factors Among Black, Indigenous and People of Color (BIPOC)  
For the meeting agendas of December 5, 2022 and December 7, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHHD) wishes to enter into subcontracts to award 15 mini-grants to community partners in an amount not to exceed \$125,142, effective December 15, 2022 through May 31, 2023 through the Regional Health Equity Council (REHC). Mini-grants will be used to address COVID-19 related inequities and risk factors among Black, Indigenous, and People of Color (BIPOC). Mini-grantees were selected from a pool of applicants by the REHC. Mini-grants are funded by a grant from the Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) accepted through Resolution #22-525. Mini-grantees and subcontract amounts are:

- Women's Center of Greater Lansing- \$11,790
- Health Numeric- \$14,600
- Cristo Rey Community Center- \$7,300
- Vision Success Marketing (Became Brave)- \$10,950
- One Love Global- \$12,000
- Ingham Health Plan Corporation- \$9,000
- Next Generation Lactation Service- \$6,000
- Loaves and Fishes Ministries- \$3,000
- The Firecracker Foundation- \$10,000
- Eastside Community Action Center (ECAC)- \$5,152
- Lansing School District- \$10,000
- Dignified Aging Project- \$7,500
- North Star Birthing Services- \$9,100
- YMCA of Metropolitan Lansing- \$4,000
- The New Citizens Press- \$4,750

### **ALTERNATIVES**

ICHHD could return the funds to MPHI/MDHHS and forfeit addressing inequities in BIPOC.

### **FINANCIAL IMPACT**

The funding for these subcontracts will come from the grant funds approved through Resolution #22-525 with Michigan Public Health Institute (MPHI) and Michigan Department of Health & Human Services (MDHHS) and will not exceed \$125,142.

### **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 of the attached resolution authorizing entering into subcontracts to award 15 mini-grants to community partners, regranting funds from MPH and MDHHS in an amount not to exceed \$125,142, effective December 15, 2022 through May 31, 2023.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE SUBCONTRACTS AWARDING 15 MINI-GRANTS TO ADDRESS COVID-19 RELATED INEQUITIES AND RISK FACTORS AMONG BLACK, INDIGENOUS, AND PEOPLE OF COLOR**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into subcontracts to award 15 mini-grants to community partners in an amount not to exceed \$125,142 effective December 15, 2022 through May 31, 2023 through the Regional Health Equity Council (RHEC); and

WHEREAS, mini-grants will be used to address COVID-19 related inequities and risk factors among Black, Indigenous, and People of Color (BIPOC); and

WHEREAS, mini-grantees were selected from a pool of applicants by the RHEC; and

WHEREAS, mini-grants are funded by a grant from the Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) accepted through Resolution #22-525; and

WHEREAS, mini-grantees and subcontract amounts are: Women's Center of Greater Lansing - \$11,790, Health Numeric- \$14,600, Cristo Rey Community Center - \$7,300, Vision Success Marketing (Became Brave) - \$10,950, One Love Global - \$12,000, Ingham Health Plan Corporation- \$9,000, Next Generation Lactation Service- \$6,000, Loaves and Fishes Ministries - \$3,000, The Firecracker Foundation - \$10,000, Eastside Community Action Center (ECAC) - \$5,152, Lansing School District- \$10,000, Dignified Aging Project - \$7,500, North Star Birthing Services - \$9,100, YMCA of Metropolitan Lansing - \$4,000, The New Citizens Press- \$4,750; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize entering into subcontracts to award 15 mini-grants to community partners regranting funds from MPHI and MDHHS in an amount not to exceed \$125,142, effective December 15, 2022 through May 31, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts to award 15 mini-grants to community partners with funds from MPHI and MDHHS in an amount not to exceed \$125,142, effective December 15, 2022 through May 31, 2023.

BE IT FURTHER RESOLVED, mini-grantees and subcontract amounts are: Women's Center of Greater Lansing - \$11,790, Health Numeric- \$14,600, Cristo Rey Community Center - \$7,300, Vision Success Marketing (Became Brave) - \$10,950, One Love Global - \$12,000, Ingham Health Plan Corporation- \$9,000, Next Generation Lactation Service- \$6,000, Loaves and Fishes Ministries - \$3,000, The Firecracker Foundation - \$10,000, Eastside Community Action Center (ECAC) - \$5,152, Lansing School District- \$10,000, Dignified Aging Project - \$7,500, North Star Birthing Services - \$9,100, YMCA of Metropolitan Lansing - \$4,000, The New Citizens Press- \$4,750.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreements upon approval as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Linda S. Vail, Health Officer  
**DATE:** November 15, 2022  
**SUBJECT:** Authorization to Accept Funds from the State of Michigan Local Community Stabilization Authority  
For the meeting agendas of December 5, and December 7, 2022

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**BACKGROUND**

The Michigan Department of Health & Human Services (MDHHS) and State of Michigan Local Community Stabilization Authority (LCSA) disbursed funds in the amount of \$329,851 for the purpose of providing allowable health services as described in MCL 333.2475. In FY' 23, the Health Department will submit a resolution(s) to use these funds to request authorization of new positions, programs, contracts, etc.

**ALTERNATIVES**

Not accepting these funds would result in a loss of significant funding to provide critical health services to Ingham County residents.

**FINANCIAL IMPACT**

The amount of the grant funds is \$329,851.

**STRATEGIC PLANNING IMPACT**

This resolution supports the long-term objection 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 the acceptance of \$329,851 in grant funds from MDHHS and LCSA which will allow ICHD to provide allowable health services as described in MCL 333.2475.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT GRANT FUNDS FROM MICHIGAN DEPARTMENT OF  
HEALTH AND HUMAN SERVICES AND STATE OF MICHIGAN LOCAL COMMUNITY  
STABILIZATION AUTHORITY**

WHEREAS, Ingham County Health Department wishes to accept grant funds from the Michigan Department of Health & Human Services (MDHHS) and State of Michigan Local Community Stabilization Authority (LCSA) in the amount of \$329,851; and

WHEREAS, the funds will be used for reimbursement of reasonable and allowable costs of required and allowable health services as described in MCL 333.2475; and

WHEREAS, these funds are to request authorization of new positions, programs, contracts, etc.; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funds from MDHHS and LCSA in the amount of \$329,851.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funds of from MDHHS and LCSA in the amount of \$329,851.

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 Ingham County Board of Commissioners is authorized to sign any necessary contract agreements upon approval as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Linda S. Vail, Health Officer  
**DATE:** November 12, 2022  
**SUBJECT:** Authorization to Authorize an Agreement with Michigan Primary Care Association (MPCA)  
For the meeting agendas of December 5 and December 7, 2022

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**BACKGROUND**

Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter into an agreement with Michigan Primary Care Association (MPCA) for Encounter Comparison & Reconciliation Support Services (ECRS). This agreement will allow ICHD to more efficiently and effectively reconcile "matched" and adjudicate such claims, with the State of Michigan Community Health Automated Medicaid Processing System (CHAMPS), using tools developed by MPCA. Also, this agreement will provide technical training to aid in the Medicaid Reconciliation process.

**ALTERNATIVES**

Not entering into an agreement with MPCA would result in forfeiting potential additional revenue that was earned for services provided.

**FINANCIAL IMPACT**

The proposed cost of this agreement is \$24,000 effective January 1, 2023 through December 31, 2023. The expected increase in revenue due to effectively and efficiently reconcile "matched" and adjudicate such claims is expected to exceed the cost of the agreement.

**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 authorizing an agreement with MPCA for ECRS effective January 1, 2023 through December 31, 2023 in an amount not to exceed \$24,000.



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH  
MICHIGAN PRIMARY CARE ASSOCIATION**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) and Michigan Primary Care Association (MPCA) wish to enter an agreement for Encounter Comparison & Reconciliation Support Services (ECRS) and technical training effective January 1, 2023 through December 31, 2023 in an amount not to exceed \$24,000; and

WHEREAS, this agreement will aid in efficiently and effectively reconciling filed provider service claims with the State of Michigan Community Health Automated Medicaid Processing System (CHAMPS) with tools developed by MPCA; and

WHEREAS, this agreement will also provide technical training to aid in the Medicaid Reconciliation process; and

WHEREAS, the costs of the agreement will not exceed \$24,000 and the additional revenue recovered is expected to exceed the cost of the agreement; and

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize an agreement with MPCA effective January 1, 2023 through December 31, 2023, in the amount not to exceed \$24,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MPCA for Encounter Comparison & Reconciliation Support Services (ECRS) and technical training effective January 1, 2023 through December 31, 2023 in an amount not to exceed \$24,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2023 Budget in order to implement 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 approved as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** November 15, 2022  
**SUBJECT:** Resolution to Amend Resolution #21-466 with the Institute for Intergovernmental Research for Building Bridges – Opioid Use Disorder Demonstration Project

For the Meeting Agendas of December 5 and December 7, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHHD) wishes to amend Resolution #21-466 by extending the effective date of the agreement with the Institute for Intergovernmental Research (IIR) for Building Bridges – Opioid Use Disorder Demonstration Project, through February 28, 2023 and increasing the funding by \$40,000, for a total amount not to exceed \$150,795. Resolution #20-168 authorized ICHHD to accept \$93,750 for the Building Bridges Between Jails and Community-Based Treatment for Opioid Use Disorder Demonstration Project for the period March 1, 2020 through February 28, 2021. Resolution #20-168 also authorized ICHHD to enter into an agreement with Community Mental Health Authority of Clinton, Eaton, and Ingham (CEI-CMH) in the amount of \$70,000 as a sub-contract of the IIR funding.

Resolution #20-319 authorized extending the end date of the agreements with IIR and CMH-CEI to August 31, 2021. Resolution #21-466 extended the end date of the agreements through December 31, 2022, and increased funding from IIR to ICHHD by \$17,045, bringing the total agreement amount to \$110,795.

### **ALTERNATIVES**

ICHHD could decline the additional \$40,000 award from IIR.

### **FINANCIAL IMPACT**

There is no financial impact to amend this agreement.

### **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**

The Health Officer recommends amending Resolution #21-466 by extending the effective date of the agreement with IIR for Building Bridges – Opioid Use Disorder Demonstration Project through February 28, 2023 and increasing funding by \$40,000, for a total amount not to exceed \$150,795.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND RESOLUTION #21-466 WITH THE INSTITUTE FOR  
INTERGOVERNMENTAL RESEARCH**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #21-466 by extending the effective date of the agreement with the Institute for Intergovernmental Research (IIR) for Building Bridges – Opioid Use Disorder Demonstration Project through February 28, 2023 and by increasing funding by \$40,000, for a total amount not to exceed \$150,795; and

WHEREAS, Resolution #20-168 authorized ICHD to accept \$93,750 for the Building Bridges Between Jails and Community-Based Treatment for Opioid Use Disorder Demonstration Project for the period March 1, 2020 through February 28, 2021; and

WHEREAS, Resolution #20-168 also authorized ICHD to enter into an agreement with Community Mental Health Authority of Clinton, Eaton, and Ingham (CEI-CMH) in the amount of \$70,000 as a subcontract of the IIR funding; and

WHEREAS, Resolution #20-319 authorized extending the end date of the agreements with IIR and CMH-CEI to August 31, 2021; and

WHEREAS, Resolution #21-466 extended the end date of the agreements through December 31, 2022, and increased funding from IIR to ICHD by \$17,045, bringing the total agreement amount to \$110,795; and

WHEREAS, IIR wishes to add an additional \$40,000 to the total award; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #21-466 by extending the effective date of the agreement with IIR through February 28, 2023 and increasing funding by \$40,000, for a total amount not to exceed \$150,795.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #21-466 by extending the effective date of the agreement with IIR through February 28, 2023 and by increasing funding by \$40,000, for a total amount not to exceed \$150,795.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #21-466 shall remain in effect.

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 approved to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** November 2, 2022  
**SUBJECT:** Resolution to Amend Resolution #21-108 for an Infectious Disease Physician Services Agreement with MSU Health Care Inc.

For the Meeting Agendas of December 5 and December 7, 2022

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### **BACKGROUND**

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to extend its agreement with Michigan State University (MSU) Health Care Inc. for 0.40 FTE infectious disease physician services effective January 1, 2023 through December 31, 2024. Through Resolution #15-413, Resolution #16-150, Resolution #19-159, and Resolution #21-108, the current agreement is in place from January 1, 2021 through December 31, 2022, and previously in place for the term of January 1, 2019 through December 31, 2020, and prior to that, for the term of January 1, 2016 through December 31, 2018 and, for the term of January 1, 2013 through December 31, 2015. The new agreement will include a 2% annual increase for the amounts of \$105,512.73 (2023) and \$107,622.98 (2024).

### **ALTERNATIVES**

Not amending this agreement would result in a loss of infectious disease physician services for ICHD.

### **FINANCIAL IMPACT**

The financial impact of this amendment will be \$105,512.73 (2023) and \$107,622.98 (2024) and will be funded through the Comprehensive Agreement with state funds for the Human Immunodeficiency Virus 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 authorizes extending the agreement with MSU Health Care Inc. for 0.40 FTE infectious disease physician services effective January 1, 2023 through December 31, 2024.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND RESOLUTION #21-108 FOR AN INFECTIOUS DISEASE  
PHYSICIAN SERVICES AGREEMENT WITH MSU HEALTH CARE INC.**

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to extend the agreement with Michigan State University (MSU) Health Care Inc. for 0.40 FTE infectious disease physician services effective January 1, 2023 through December 31, 2024; and

WHEREAS, through Resolution #15-413, Resolution #16-150, Resolution #19-159, and Resolution #21-108, the current agreement is in place from January 1, 2021 through December 31, 2022, and previously in place for the term of January 1, 2019 through December 31, 2020, and prior to that, for the term of January 1, 2016 through December 31, 2018, and for the term of January 1, 2013 through December 31, 2015; and

WHEREAS, the new agreement will include a 2% annual increase for the amounts of \$105,512.73 (2023) and \$107,622.98 (2024); and

WHEREAS, these physician services will be funded through the Comprehensive Agreement with state funds for the Human Immunodeficiency Virus (HIV) Ryan White Part B program; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize extending the agreement with MSU Health Care Inc. for 0.40 FTE infectious disease physician services effective January 1, 2023 through December 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with MSU Health Care Inc. for 0.40 FTE infectious disease physician services effective January 1, 2023 through December 31, 2024.

BE IT FURTHER RESOLVED, the agreement will not exceed \$105,512.73 in 2023, and \$107,622.98 in 2024.

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.

## Agenda Item 6g

**TO:** Board of Commissioners Human Services, County Services, and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** November 4, 2022  
**SUBJECT:** Authorization to Change a Program Specialist Position (Position #601502) from 0.50 FTE to 1.0 FTE

For the meeting dates of December 5 and December 7, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHD) wishes to restore the Program Specialist Position (Position #601502) from a 0.50 FTE to a 1.0 FTE position. At the time of the fiscal year 2023 ICHD budget submission, anticipated FY23 funding for position #601502 would only be sufficient to fund the position at 0.50 FTE. Therefore, the fiscal year 2023 budget submitted by ICHD called for reducing that position, which was vacant at that time, from 1.0 FTE to 0.50 FTE.

In June 2022, ICHD was invited by Mid-State Health Network (MSHN) to submit a funding proposal for an innovative opioid overdose reduction strategy that department staff and community partners had been developing and piloting for the previous 24 months. This innovation, referred to as Rapid Response, involves deploying a public health home visitor to engage with individuals within 24-72 hours of a non-fatal overdose to offer harm reduction resources and tools and to begin building a relationship for potential navigation to treatment and recovery services.

The proposal that ICHD submitted was approved by MSHN and accepted by the Ingham County Board of Commissioners via Resolution #22-494, and includes funding to restore Position #601502 to a 1.0 FTE position.

### **ALTERNATIVES**

Not restoring this position to 1.0 FTE would result in a loss of harm reduction resources and tools and would forfeit the opportunity to build a relationship for potential navigation to treatment and recovery services.

### **FINANCIAL IMPACT**

The additional costs of increasing Position #601502 to 1.0 FTE are \$56,855. The additional costs will be covered by the MSHN grant approved through Resolution #22-494.

### **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 of the attached resolution to restore Position #601502 to a 1.0 FTE position effective upon approval.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CHANGE A PROGRAM SPECIALIST POSITION (POSITION #601502)  
FROM 0.50 FTE TO 1.0 FTE**

WHEREAS, Ingham County Health Department (ICHD) wishes to restore a Program Specialist position (Position #601502) from a 0.50 FTE to a 1.0 FTE position; and

WHEREAS, at the time of the fiscal year 2023 ICHD budget submission, anticipated 2023 funding for Position #601502 would have only be sufficient to fund the position at 0.50 FTE; and

WHEREAS, the fiscal year 2023 budget submitted by ICHD called for reducing position #601502, which was vacant at the time of budget submission, from 1.0 FTE to 0.50 FTE; and

WHEREAS, in June 2022, ICHD was invited by Mid-State Health Network (MSHN) to submit a funding proposal for an innovative opioid overdose reduction strategy that department staff and community partners had been developing and piloting for the previous 24 months; and

WHEREAS, this innovation, referred to as Rapid Response, involves deploying a public health home visitor to engage with individuals within 24-72 hours of a non-fatal overdose to offer harm reduction resources and tools and to begin building a relationship for potential navigation to treatment and recovery services; and

WHEREAS, the proposal that ICHD submitted was approved by MSHN and accepted by the Ingham County Board of Commissioners via Resolution #22-494, and includes funding to restore Position #601502 to a 1.0 FTE position; and

WHEREAS, the additional costs increasing this position to a 1.0 FTE is \$56,855; and

WHEREAS, the funds to cover the additional costs will come from the MSHN grant approved via Resolution #22-494; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize restoring Position #601502 from 0.50 FTE to 1.0 FTE effective upon approval.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes restoring a Program Specialist position (Position #601502) from 0.50 FTE to 1.0 FTE effective upon approval.

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:** November 9, 2022  
**SUBJECT:** Authorization to Accept Ryan White Title IV Women, Infants, Children and Youth (Part D) Funding Award for 2023-2026

For the meeting agendas of December 5 and December 7, 2022

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### **BACKGROUND**

Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to accept a funding award from the Health Resources and Services Administration (HRSA) agency in an amount not to exceed \$433,605 on an annual basis effective August 1, 2022 through July 31, 2026. ICHD's CHCs have had an agreement in place since 2012, authorized by Resolution #12-347, to provide family-centered care involving outpatient and ambulatory care for women, infants, children, and youth (WICY Part D) with human immunodeficiency virus/acquired immunodeficiency syndrome (HIV/AIDS). The previous award funding ended July 31, 2022.

### **ALTERNATIVES**

Not accepting this funding would forfeit substantial funding purposed for family-centered care and ambulatory care for those impacted with HIV/AIDS.

### **FINANCIAL IMPACT**

This funding will continue to cover WICY Part D staff, supplies, equipment, patient information materials, and support a .20 FTE Infectious Disease Provider through Michigan State University (MSU) Health Care, Inc. in the amount of \$55,006.58 in Year 1 (August 1, 2022 through July 31, 2023) and in the amount of \$56,106.71 in Year 2 (August 1, 2023 through July 31, 2024).

### **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 CONSIDERATION:**

There are no other considerations.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize accepting a funding award from HRSA for an amount not to exceed \$433,605 on annual basis effective August 1, 2022 through July 31, 2026.



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT RYAN WHITE TITLE IV WOMEN, INFANTS, CHILDREN,  
AND YOUTH (PART D) FUNDING AWARD FOR 2023-2026**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to accept the funding award from the Health Resources and Services Administration (HRSA) agency in an amount not to exceed \$433,605 on an annual basis effective August 1, 2022 through July 31, 2026; and

WHEREAS, ICHD's CHCs have had an agreement in place since 2012, authorized by Resolution #12-347, to provide family-centered care involving outpatient and ambulatory care for women, infants, children, and youth (WICY Part D) with human immunodeficiency virus/acquired immunodeficiency syndrome (HIV/AIDS); and

WHEREAS, the previous award funding ended July 31, 2022; and

WHEREAS, this funding will continue to cover WICY Part D staff, supplies, equipment, patient information materials, and support a .20 FTE Infectious Disease Provider through Michigan State University (MSU) Health Care, Inc. for the amount of \$55,006.58 in Year 1 (August 1, 2022 through July 31, 2023) and in the amount of \$56,106.71 in Year 2 (August 1, 2023 through July 31, 2024); and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners accept a funding award from HRSA, to support the Ryan White Title IV WICY Part D program, for an amount not to exceed \$433,605 on an annual basis effective August 1, 2022 through July 31, 2026.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of the funding award from HRSA, to support the Ryan White Title IV WICY Part D program, for an amount not to exceed \$433,605 on annual basis effective August 1, 2022 through July 31, 2026.

BE IT FURTHER RESOLVED, this funding will continue to cover WICY Part D staff, supplies, equipment, patient information materials, and support a .20 FTE Infectious Disease Provider through MSU Health Care, Inc. for the amount of \$55,006.58 in Year 1 (August 1, 2022 through July 31, 2023) and in the amount of \$56,106.71 in Year 2 (August 1, 2023 through July 31, 2024).

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 the 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, Health Officer  
**DATE:** November 9, 2022  
**SUBJECT:** Authorization to Enter Agreement with Michigan Public Health Institute Center for Healthy Communities

For the meeting agendas of December 5 and December 7, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into an agreement with the Michigan Public Health Institute (MPHI) Center for Healthy Communities (CHC) to allow MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative in an amount not to exceed \$26,104 effective October 1, 2022 through September 30, 2023. MPHI-CHC will provide support for general project coordination, including planning meetings, drafting required reports to MDHHS, and drafting and/or amending the Region 7 work plan. MPHI-CHC will also provide group facilitation for the steering committee meetings and quarterly collaborative meetings in partnership with the steering committee. MPHI-CHC has supported Regional Perinatal Quality Collaboratives (RPQC's) since 2018 and currently provides support to three other RPQCs.

### **ALTERNATIVES**

The alternative would be for the Maternal and Child Health Division to contract with another organization to provide support to the Region 7 Perinatal Quality Collaborative.

### **FINANCIAL IMPACT**

The cost of this agreement will include \$26,104 to allow MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative. These funds will be made available through 01018.

### **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 Board of Commissioners authorizes an agreement with MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative in an amount not to exceed \$26,104 effective October 1, 2022 through September 30, 2023.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PUBLIC HEALTH  
INSTITUTE CENTER FOR HEALTHY COMMUNITIES**

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Michigan Public Health Institute (MPHI) Center for Healthy Communities (CHC) to allow MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative in an amount not to exceed \$26,104 effective October 1, 2022 through September 30, 2023; and

WHEREAS, MPHI-CHC will provide support for general project coordination, including planning meetings, drafting required reports to Michigan Department of Health and Human Services (MDHHS), and drafting and/or amending the Region 7 work plan; and

WHEREAS, MPHI-CHC will also provide group facilitation for the steering committee meetings and quarterly collaborative meetings in partnership with the steering committee; and

WHEREAS, MPHI-CHC has supported Regional Perinatal Quality Collaboratives (RPQC's) since 2018 and currently provides support to three other RPQC's; and

WHEREAS, the cost of this agreement will include \$26,104 to allow MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative in an amount not to exceed \$26,104 effective October 1, 2022 through September 30, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI-CHC to provide support to the Region 7 Perinatal Quality Collaborative in an amount not to exceed \$26,104 effective October 1, 2022 through September 30, 2023.

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