

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, JULY 18, 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 [June 27, 2022](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Medical Care Facility – [Budget and Financial Update](#) (*Discussion*)
2. Veterans Affairs Department – Resolution to Authorize a 2022 Service Agreement with [Clinton County](#)
3. Parks Department
  - a. Resolution to Authorize Additional Contracts for Trails and Parks 7<sup>th</sup> Round Millage [Applications](#) and to Authorize a Plan for the Future Trails and Parks Millage
  - b. Resolution to Authorize Consolidating [Delhi Township](#) Projects TR063 and TR070
4. Health Department
  - a. Resolution to Amend the Collaborative Agreement with the [Capital Area United Way](#)
  - b. Resolution to Amend the Agreement with [Drug and Lab Disposal](#) for Hazardous Waste Hauling
  - c. Resolution to Authorize the Conversion of the Vacant Health Analyst-Healthy Communities Position to a [Health Analyst Position](#)
  - d. Resolution to Authorize an Agreement with [Michigan State University](#)
  - e. Resolution to Authorize [Amendment #3](#) to the 2021-2022 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
  - f. Resolution to Authorize a 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the [Comprehensive Agreement](#)
  - g. Resolution to Authorize [Amendment #3](#) to the 2021-2022 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
  - h. Resolution to Amend the Lease Agreement with [ANC Holdings, LLC](#)

- i. Resolution to Authorize an Agreement with [Tammy Ayers](#), Nurse Practitioner for Medication Assisted Treatment Services
  - j. Resolution to Renew an Agreement with [TempDev Inc.](#) for Professional Consulting Services
5. Human Services Committee – Opioid Litigation Status Update and Discussion on Use of Funds (*Closed Session*)

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

June 27, 2022

Draft Minutes

Members Present: Cahill, Crenshaw, Naeyaert, Sebolt, Tennis, and Trubac.

Members Absent: Slaughter.

Others Present: Linda Vail, Lindsey McKeever, Kris Drake, Dr. Nike Shoyinka, Brenda C. Gray, Anne Barna, Ronald Charles, Eric Thelen, Kristina Schmidgall, Todd Heywood, Jared Cypher, Kylie Rhoades and others

The meeting was called to order by Chairperson Trubac 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 June 6, 2022 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE MINUTES OF THE JUNE 6, 2022 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

### Additions to the Agenda

3. Health Department
  - d. Resolution to Accept the COVID-19 Regional Health Equity Council Backbone Organization Grant
5. Tri County Office on Aging - Resolution to Approve Tri-County Office on Aging's Fiscal Year 2023- 2025 Multi-Year Plan
6. Lansing Area Aids Network – Services and Funding (Discussion)
7. Board of Commissioners – Resolution Urging the Michigan Legislature and Congress to Enact Common Sense Gun Reform Measures

Removed

4. Human Services Committee
  - c. Opioid Settlement (*Discussion – Closed Session*)

### Limited Public Comment

Linda Vail, Ingham County Health Director, stated that since 2020 there had been several staffing changes. She further stated that she had Eric Thelen, Ingham County Health Department Chief

Financial Officer, Dr. Brenda C. Gray, Deputy Health Officer, Kris Drake, Deputy Health Officer, Anne Barna, Deputy Health Officer, Dr. Adenike Shoyinka, Medical Director, and Dr. Ronald Charles, Medical Director, present with her.

Mr. Drake stated his thanks to the Human Services Committee. He further stated that he had spent the bulk of his career serving in the safety net capacity, and that it was a privilege to serve Ingham County.

Ms. Barna stated that she worked with health planning partnership, accreditation, emergency preparedness, and grants, as well as supported the rest of the Health Department. She further stated that upcoming work included Health Equity and Social Justice.

Ms. Barna stated that she started with the Barry-Eaton Health Department in 2005, where she had served as Director of Planning and Health Promotion. She further stated that she was a lifelong resident of Mason, and was on the City of Mason's planning commission.

Dr. Shoyinka stated that she had made the shift into public health six months before the COVID-19 Pandemic. She further stated that working at Ingham County, has provided great opportunity to deliver care.

Dr. Gray stated that she had lived in Wisconsin, Texas, and Mississippi where she had worked in nonprofit organizations, the CDC Foundation and primarily focused on collaborative partnerships and the integration of public health. She further stated that she had been inspired to join the Ingham County Health Department as there was integration of primary and public health.

Mr. Thelen stated that he had been with the Health Department since May of 1998 and had been in the Chief Financial Officer position since 2014. He further stated that he was a resident of Mason.

Dr. Charles stated that he had a background in internal medicine and had graduated from the University of Michigan and Wayne State University. He further stated that he had always worked with the Medicaid population, and had previously worked in several roles including Medical Director for a Medicaid plan.

Dr. Charles stated that he had decided to return to work on the acute care side to bring his expertise and help the Community Health Center.

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

2. Parks Department – Resolution to Authorize a Contract with L. J. Trumble Builders, LLC for Roof Replacements to Various Ingham County Parks Buildings
3. Health Department
  - a. Resolution to Authorize Minority Health Community Capacity Building Sub-Agreements with the Dr. Martin Luther King, Jr. Commission of Mid-Michigan;

- the Refugee Development Center; the Lansing Latino Health Alliance; the Hispanic-Latino Commission of Michigan; and the Salus Center
  - b. Resolution to Accept Grant Funds from Michigan Public Health Institute for Local Implementation of the Lansing/Ingham Peacemaker Fellowship®
  - c. Resolution to Authorize an Agreement with R Statistical Software Training for Applied Epidemiology
  - d. Resolution to Accept COVID-19 Regional Health Equity Council Backbone Organization Grant
4. Human Services Committee
    - a. Resolution to Disband the Ingham County Youth Commission and Rescind Resolution #01-283
    - b. Resolution to Authorize a Contract with Mason Public Schools for an American Rescue Plan Funded Project to Mitigate the Effects of the COVID-19 Pandemic and Support the Needs of Mason Public Schools
  5. Tri County Office on Aging - Resolution to Approve Tri-County Office on Aging's Fiscal Year 2023- 2025 Multi-Year Plan
  7. Board of Commissioners – Resolution Urging the Michigan Legislature and Congress to Enact Common Sense Gun Reform Measures

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

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

1. Fairgrounds – 2022 Jack O' Lanterns Unleashed (Discussion)

Lindsey McKeever, Ingham County Fairgrounds Director, provided a presentation on the 2022 Jack O'Lanterns Unleashed.

Commissioner Crenshaw asked for clarification on the online ticket sales from the 2021 Jack O'Lanterns Unleashed event.

Ms. McKeever stated that approximately 97% of the sales had been online.

Commissioner Crenshaw asked for the approximate cost of the service fee that Ingham County would take a loss on.

Ms. McKeever stated that if the service fee was \$1.50 for tickets priced above \$10, and \$1 for tickets that were under \$10. She further stated that Ingham County would eat a percentage of the ticketing fee, as the service fee had been a complaint at the 2021 Jack O'Lanterns Unleashed event.

Ms. McKeever clarified that there would be a flat rate of \$1 per ticket.

Commissioner Crenshaw asked if Ms. McKeever could provide Jared Cypher, Deputy Controller, with an estimated cost of the loss from the service fee.

Ms. McKeever stated she would provide Mr. Cypher with the estimated cost.

Commissioner Crenshaw asked if a fee would be charged if tickets were purchased with a card at the gate.

Ms. McKeever stated that individuals would not encounter a fee if they purchased tickets at the gate.

Chairperson Trubac stated that he thought the ticket prices were reasonable and agreed with the decision to keep the ticket fees at the flat rate of \$1. He further asked for clarification on the contest to generate buzz.

Ms. McKeever stated that the contests were similar to the ones for the Fair. She further stated that it would be a Facebook contest that asked individuals to like, tag, or share a post and in turn an individual would be selected to win admission tickets.

Chairperson Trubac asked if the fire juggler had been removed from the TV advertisement since he would not be present for each day of the event.

Ms. McKeever stated that there would be TV advertisement, and that the fire juggler had been removed from the advertisement.

Chairperson Trubac asked if there was an opportunity for businesses to have their name appear on a pumpkin.

Ms. McKeever stated that she had included sponsorship packages that would allow businesses to have their name appear on a pumpkin. She further stated that Tru Credit Union and Capital Area Transportation Authority (CATA) had participated last year.

Chairperson Trubac stated that while it might be too early to know the response, it would be interesting to see the result of the sponsorships.

#### 6. Lansing Area Aids Network – Services and Funding (*Discussion*)

Kristina Schmidgall, Lansing Area Aids Network Executive Director, stated that she had started her career at Lansing Area Aids Network (LAAN) as a front desk volunteer and had returned as the Executive Director this past year. She further stated that LAAN was located on Holmes Street in Lansing.

Ms. Schmidgall stated that Todd Heywood, LAAN Client, had recommended that she speak with the Human Services Committee on the possibility for one-time funding to continue services. She further stated that LAAN provided medical case management services for individuals with HIV.

Ms. Schmidgall stated that the services included food, transportation, housing, insurance and prevention services. She further stated that LAAN had hoped to expand their services to provide mental health care for individuals with HIV as well as those part of the LGBTQ+ community.

Ms. Schmidgall stated that LAAN had applied for a grant from the Michigan Endowment Fund and hoped to hear back from them within the next month. She further stated that they had been granted Housing Opportunity for Persons Living with Aids (HOPLA) funding from the Michigan Department of Health and Human Services and would receive \$25,000 less this year.

Ms. Schmidgall stated that LAAN ran a food pantry that allowed individuals to come in and shop for themselves as well as connect with other individuals. She further stated that LAAN had received free food from the Greater Lansing Food Bank during the COVID-19 Pandemic, but the opportunity would end in the next month.

Ms. Schmidgall stated that LAAN did not receive funding from the State to address the food pantry.

Mr. Heywood stated that funding existed for the medical case managers, who were tasked with providing medical assistance to clients. He further stated that when a client from the Ryan White Clinic has a housing crisis they go to LAAN.

Mr. Heywood stated that there were funding systems in place, that allowed the case management to contribute to the HOPLA and vice-versa. He further stated that it was problematic that COVID-19 had impacted the fundraising and that funding cuts had occurred.

Mr. Heywood stated that he personally had received HOPLA assistance, which had kept him off the streets. He further stated that individuals with HIV do much better when they have reliable housing, as they remember to take their medication and do not transmit the virus.

Mr. Heywood stated that the unexpected cuts and extended use of service dollars were not anticipated at the beginning of the COVID-19 pandemic. He further stated that the increased cost of housing created a significant problem for individuals living with HIV.

Commissioner Tennis asked for clarification on the acronym HOPLA.

Mr. Heywood stated that HOPLA stood for Housing Opportunity for Persons Living with AIDS. He further stated that it was federal funding.

Commissioner Tennis asked for clarification if the cuts were made at the State level.

Ms. Schmidgall stated that LAAN had wrote a Request for Proposal (RFP) for the funding, and served Eaton, Clinton and Ingham County. She further stated that they were only allowed to apply for \$225,000 when they had previously been granted \$250,000.

Ms. Schmidgall stated that she was unsure if the cut came from the State or Federal level. She further stated that when she had spoke with other agencies, it had been indicated that an RFP had not been requested since 2005.

Ms. Schmidgall stated that the individual at the State was helping keep everyone under compliance. She further stated that she was unsure if the funds had been disbursed to other counties or if it had been cut.

Commissioner Tennis asked for clarification on the future of the funding, and if it was a permanent reduction.

Ms. Schmidgall stated that LAAN currently had one year of the funding, but that there was talk of extending it to three to five years. She further stated that she would look into the cut to see if it occurred at the State or Federal level and pass the information along to Mr. Cypher.

Commissioner Tennis asked for clarification on the additional ways that they had looked into funding.

Ms. Schmidgall stated that LAAN had they had looked into fundraisers but individuals were not willing to meet for fundraising as they had previously. She further stated that the online fundraising was ramping up.

Ms. Schmidgall stated that HOPLA could be very restrictive and a tedious situation for individuals. She further stated that LAAN received individuals from Forest Community Health Center who did not meet the qualifications and were not eligible.

Ms. Schmidgall stated that funds without such restriction would allow LAAN to serve individuals that they otherwise would not be able to.

Commissioner Crenshaw stated that the Greater Lansing Food Bank's assistance would end within the next month. He further asked for clarification on the previous cost of the food pantry, and what the projected costs were now that costs had increased.

Ms. Schmidgall stated that she was unsure of the previous costs, but would look into it.

Commissioner Crenshaw asked for clarification on what the \$25,000 would be used for.

Ms. Schmidgall stated that LAAN intended to use the \$25,000 to supplement either the HOPLA funds or the food pantry. She further stated that while the food pantry had been stocked for free by the Greater Lansing Food Bank, it had been limited.

Ms. Schmidgall stated that LAAN had regularly purchased food to help supplement.

Mr. Heywood stated that he had spoken with Commissioner Tennis regarding the option to request American Rescue Plan funding as the issues were related to the COVID-19 Pandemic.



He further stated that it was decided that the unrestricted funds would be able to assist individuals with housing, and would be much more beneficial.

Commissioner Naeyaert asked for clarification on the amount of total funds requested.

Ms. Schmidgall stated that LAAN would like to request \$25,000.

Commissioner Sebolt stated that Ms. Schmidgall had indicated that LAAN serviced individuals from Clinton and Eaton County for HOPLA. He further asked for clarification if outreach had been done to Clinton and Eaton County.

Commissioner Sebolt stated that while he was happy to provide assistance, Ingham County always ended up dipping into funds that ultimately provided for other counties. He further stated that it would be super if the other counties would be good community neighbors and contribute.

Mr. Heywood stated that the number of individuals served from the other counties should be reviewed. He further stated that there was a significant layer of stigma associated with HIV, and he did not believe that either Clinton or Eaton County would be particularly friendly.

Ms. Schmidgall stated that she believed 85% of LAAN's clients were from Ingham County. She further stated that she would be happy to reach out to others to make a connection.

Commissioner Tennis stated that the House Committee market showed an 150 million dollar increase next year, which might mean this would be a one time reduction. He further stated that he wanted to temper expectations for permanent funding as the future was also unknown for Ingham County.

Commissioner Tennis stated that he was curious to know the reasoning for the cut from the Department of Health and Human Services. He further stated that he was in support of providing \$25,000 in funding.

Commissioner Tennis asked for clarification on the status of the Contingency Fund.

Mr. Cypher stated that the Contingency Fund was quite depleted, and he was unsure if there was even enough to cover the \$25,000 requested by LAAN. He further stated that there were other funding sources that might cover the request.

Mr. Cypher stated that if the Human Services Committee was satisfied with the presentation then he could work with LAAN for a formal proposal and help identify the funding source. He further stated that a resolution could be brought to a future meeting.

Commissioner Sebolt stated that the County Services Committee had identified that the extended contracts for Jail Medical had a balance sitting due to low staffing. He further stated that the funds might be available to be moved to free up a portion of the Contingency Fund.

Mr. Heywood stated that it was important to recognize that the HIV pandemic had shifted and increased in the southern states. He further stated that the HIV numbers in Michigan had leveled off, and Ingham County held fairly steady at 24 new cases a year.

Mr. Heywood stated that in the early 2000's cases were around 35-50 a year. He further stated that he anticipated that the funding would shift to the Detroit area as the number of HIV cases for African American men had increased.

Mr. Heywood stated that Lansing was the halfway point between Grand Rapids and Detroit and much of the outbreaks could be traced back to either location.

Chairperson Trubac stated that he was generally supportive of finding a way to support. He further stated that he agreed with Commissioner Sebolt, and would like to see some outreach to the other counties to cover their share, which was approximately \$4,000.

Commissioner Tennis stated that a resolution should be expected at the next Human Services meeting.

Discussion.

#### Announcements

Commissioner Tennis stated that a wonderful event had been held at the Allen Neighborhood Center. He further stated that Ms. Vail and Mr. Drake had played a large role, and that Commissioner Cahill and Commissioner Peña had been in attendance as well.

Commissioner Tennis stated that the new Allen Place had been unveiled, and Ingham County's contribution was the Health Center clinic. He further stated that the Health Center would be in operation in a few months.

Commissioner Tennis stated that Ingham County had received much praise. He further encouraged those present to visit and see the space.

Commissioner Cahill stated that there was more to come for the Allen Neighborhood Center and that everyone should be proud.

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 6:48 p.m.

## **JULY 18, 2022 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

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

2. *Veterans Affairs Department – Resolution to Authorize a 2022 Service Agreement with Clinton County*  
This resolution authorizes Ingham County Veterans Affairs Department to enter into a 2022 Service Agreement with Clinton County. Clinton County does not have a Veterans Affairs Department to render proper services to its residents who are veterans. Clinton County will pay Ingham County \$27,738.34 for these services.

3. *Parks Department*

a. *Resolution to Authorize Additional Contracts for Trails and Parks 7<sup>th</sup> Round Millage Applications and to Authorize a Plan for the Future Trails and Parks Millage*

This resolution authorizes over \$1.7 million of Trails and Parks Millage funding for projects not previously funded by the Board of Commissioners during Round 7 of the millage application process. The contracts will be for 3 years, and the Ingham County Parks & Recreation Commission will have the authority to grant extensions, if necessary. It also directs staff to gather applications for funding from communities in 2023 and 2025.

b. *Resolution to Authorize Consolidating Delhi Township Projects TR063 and TR070*

This resolution consolidates Phase I and Phase II of the Holt to Mason Trail project into one project. There is no additional financial impact on the Trails and Parks Millage.

4. *Health Department*

a. *Resolution to Amend the Collaborative Agreement with the Capital Area United Way*

This resolution authorizes amending Resolution #21-458 with Capital Area United Way to coordinate the Capital Area Behavior Risk Factor Survey, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$28,166.85. Funds for this agreement are included in the Health Department's budget.

b. *Resolution to Amend the Agreement with Drug and Lab Disposal for Hazardous Waste Hauling*

This resolution authorizes amending the Drug and Lab Disposal hazardous waste disposal agreement to continue securing hazardous waste disposal services necessary for the operation of the Ingham County Health Department's household hazardous waste program, effective August 1, 2022 through July 31, 2024 in an amount not to exceed \$12,000. There are sufficient funds in the Health Department budget to cover the costs of the agreement.

c. *Resolution to Authorize the Conversion of the Vacant Health Analyst-Healthy Communities Position to a Health Analyst Position*

This resolution converts the vacant position #601022 from "Health Analyst-Healthy Communities" to a "Health Analyst" position. Both positions are ICEA Grade 7, so the conversion is cost neutral.

d. *Resolution to Authorize an Agreement with Michigan State University*

This resolution is an agreement with Michigan State University to serve as a consultant and to share data for the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed \$18,000.

- e. *Resolution to Authorize Amendment #3 to the 2021-2022 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement*

This resolution authorizes Amendment #3 to the FY 21-22 Master Agreement with MDHHS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$79,173. The resolution makes the following specific changes to the budget:

Tuberculosis (TB) Control: increase of \$1,900 from \$5,440 to \$7,340

HIV Prevention – Forest Community Health: increase of \$10,000 from \$0 to \$10,000

Oral Health – Kindergarten Assessment: increase of \$67,273 from \$0 to \$67,273

- f. *Resolution to Authorize a 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement*

This resolution authorizes a 2022 – 2023 Agreement with the Michigan Department of Health and Human Services for the delivery of public health services under the Comprehensive Agreement Process. The period of the agreement shall be October 1, 2022 through September 30, 2023. Approximately \$6.5 million of state/federal funds will be made available to Ingham County through the Comprehensive Agreement.

- g. *Resolution to Authorize Amendment #3 to the 2021-2022 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement*

This resolution authorizes Amendment #3 to the Emerging Threats agreement with Michigan Department of Health and Human Services (MDHHS) effective October 1, 2021 through September 30, 2022. The resolution makes the following specific change to the budget:

COVID Workforce Development: increase of \$158,907 from \$0.00 to \$158,907

- h. *Resolution to Amend the Lease Agreement with ANC Holdings, LLC*

This resolution authorizes an amendment to the lease agreement with ANC Holdings, LLC to pay for a build-out of the Community Health Center project at Allen Neighborhood Center, in an amount not to exceed \$148,553.81 effective upon approval. The Community Health Center Fund balance will cover the costs of this amendment.

- i. *Resolution to Authorize an Agreement with Tammy Ayers, Nurse Practitioner for Medication Assisted Treatment Services*

This resolution authorizes a service agreement with Tammy Ayers, Nurse Practitioner to provide medication assisted treatment (MAT) services up to 8 hours per week, or .20 FTE at New Hope and Birch Community Health Center locations, effective August 1, 2022 through July 1, 2023 for an amount not to exceed \$45,000. Funding is available from American Rescue Plan Act of 2021 funds previously allocated to the Health Department.

- j. *Resolution to Renew an Agreement with TempDev Inc. for Professional Consulting Services*

This resolution authorizes renewing the agreement with TempDev Inc. for Professional Consulting Services to implement Title X and FPAC 2.0 reporting functionality in the Electronic Health Record (EHR), and to include general support assistance pre/post implementation, effective upon execution through June 30, 2023 in an amount not to exceed \$18,000. Funding is available from American Rescue Plan Act of 2021 funds previously allocated to the Health Department.

**DISCUSSION:**

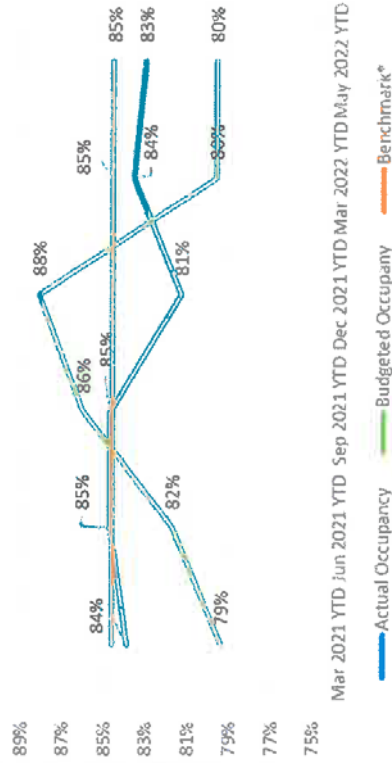
1. Medical Care Facility – Budget and Financial Update

**CLOSED SESSION:**

Human Services Committee – Opioid Litigation Status Update and Discussion on Use of Funds

# OCCUPANCY PERCENTAGE JAN 2021 – MAY 2022

Occupancy Percentage



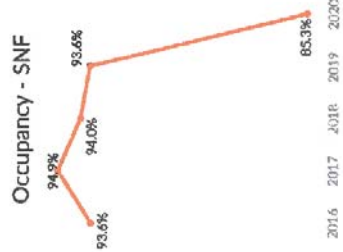
Mar 2021 YTD Jun 2021 YTD Sep 2021 YTD Dec 2021 YTD Mar 2022 YTD May 2022 YTD

Actual Occupancy Budgeted Occupancy Benchmark

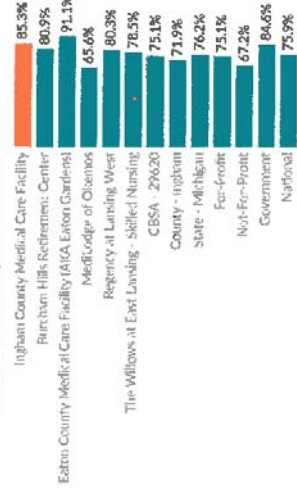
Ingham County Medical Care Facility  
Provider # 235015

CBSA: 29620  
County: Ingham  
State: Michigan

Occupancy - SNF



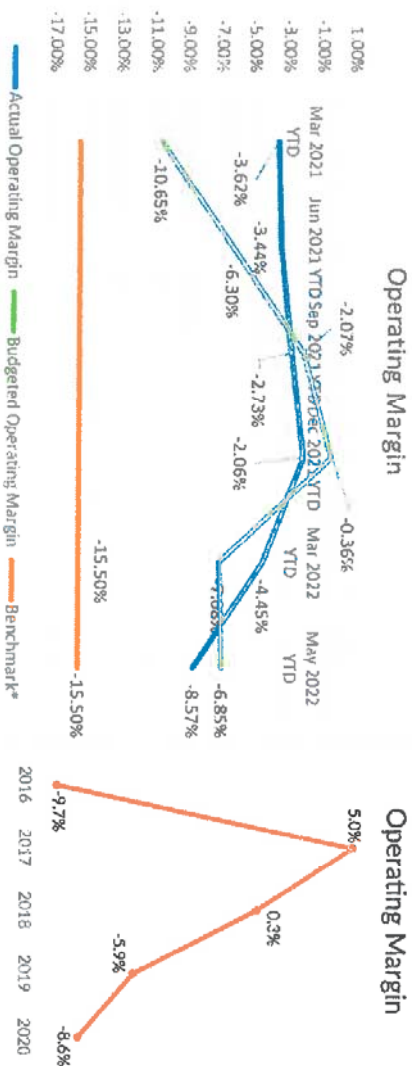
Target vs. Comparison Facilities



Please Note: Decrease to 195 beds February 1, 2022 helped increase occupancy back to above 80%.



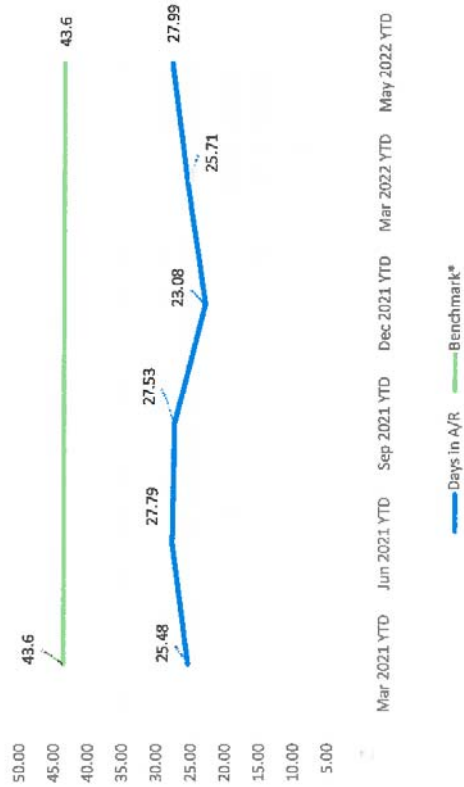
# OPERATING MARGIN JAN 2021 – MAY 2022



\*Benchmark from Plante Moran Edge  
Report Government 2020 Benchmark

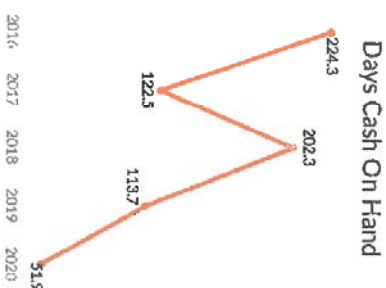
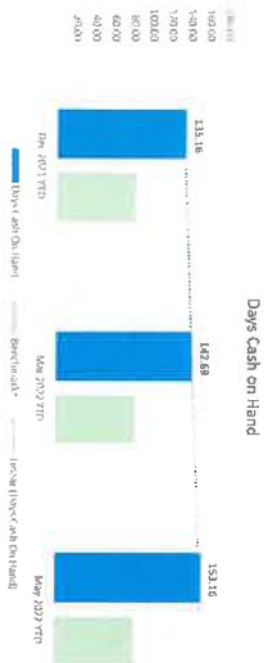
# DAYS IN ACCOUNTS RECEIVABLE JAN 2021 – MAY 2022

Days in Accounts Receivable (A/R)



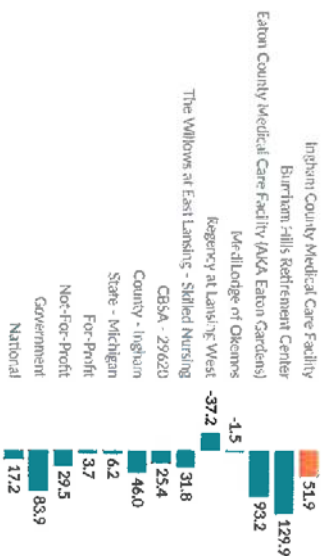


# DAYS CASH ON HAND



Target Facility Peer Facilities Benchmarks

## Target vs. Comparison Facilities



\*Benchmark from Plante Moran Edge  
Report Government 2020 Benchmark

## Agenda Item 2

**TO:** Human Services and Finance Committees

**FROM:** Amy Pocan, Director Department of Veteran Affairs

**DATE:** July 1, 2022

**SUBJECT:** Resolution to Authorize a 2022 Service Agreement with Clinton County

For the meeting agendas of July 18, 2022 and July 20, 2022.

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### **BACKGROUND**

This resolution authorizes Ingham County Veterans Affairs Department to enter into a 2022 Service Agreement with Clinton County. Clinton County does not have a Veterans Affairs Department to render proper services to its residents who are veterans.

The Ingham County Veterans Affairs Department established the original service agreement with Clinton County in 1981.

### **ALTERNATIVES**

None.

### **FINANCIAL IMPACT**

The resolution authorizes the Ingham County Veterans Affairs Department to render services to Clinton County for the period of January 1, 2022 through December 31, 2022. Services provided in this agreement total \$27,738.34

### **STRATEGIC PLANNING IMPACT**

This resolution supports the county's strategic planning by providing direct services to the veteran population.

### **OTHER CONSIDERATIONS**

None.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into a 2022 Service Agreement with Clinton County.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A 2022 SERVICE AGREEMENT WITH CLINTON COUNTY**

WHEREAS, the Veterans Affairs Department is committed to working diligently to serve veterans and is driven by an earnest belief in our mission, fulfilling both individual and organizational responsibilities; and

WHEREAS, Clinton County does not have a Veterans Affairs Department to render certain essential services to its residents who are veterans and/or their dependents; and

WHEREAS, the Ingham County Veterans Affairs Department is willing to have its department perform such services for such residents of Clinton County; and

WHEREAS, Clinton County desires the Ingham County Veterans Affairs Department to perform such services for its residents who are veterans and/or their dependents; and

WHEREAS, the Ingham County Veterans Affairs Department shall commence performance of the services and obligations required of it on the 1<sup>st</sup> day of January 2022 and unless said agreement is terminated, continue to provide said services and obligations through the 31<sup>st</sup> day of December 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Veterans Affairs Department to enter into a 2022 Service Agreement with Clinton County.

BE IT FURTHER RESOLVED, that Clinton County shall pay Ingham County the sum of twenty seven thousand seven hundred thirty-eight and 34/100 dollars (\$27,738.34).

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

**TO:** Human Services and Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** July 5, 2022  
**SUBJECT:** Trails and Parks Millage Additional 7th Round Contracts & Future Plan  
For the meeting agenda of July 18, 2022 Human Services and July 20, 2022 Finance

---

**BACKGROUND**

Resolution #22-115 recently authorized funding for Round 7 applications awarding a total of \$2,749,346 to 11 communities and Resolution #22-265 authorized funding an additional project in the amount of \$315,000. A total of 6 applications were not funded and one was partially funded totaling an amount of \$6,066,660.

This resolution authorizes approving additional projects from Round 7 that were not funded and proposes a spending plan for the rest of this millage cycle.

There was discussion at the May Park Commission meeting of prioritizing funding projects that are shovel ready. The last time the Park Commission defined shovel ready was at their September 23, 2019 meeting: “Shovel ready is defined as a project breaking ground in 2020 and being done within two years.”

Wikipedia defines shovel ready as:

In politics, a shovel ready construction project (usually larger-scale infrastructure) is where planning and engineering is advanced enough that—with sufficient funding—construction can begin within a very short time. The term was popularized by then-U.S. president-elect Obama in 2008.

In 2010, then-U.S. president Obama declared he had come to realize that there is "no such thing as shovel-ready projects."

To say that shovel ready projects take precedent over higher scoring applications would penalize anyone applying for grants and also communities that have to follow specific purchasing/bidding guidelines. State DNR grants projects and/or TAP grant projects would average a minimum of three to four years from the time they apply to the County. See attached Exhibit A.

Overall, 109 projects have been awarded from the trails and parks millage, of which there are 50 projects completed and two projects were withdrawn by the City of Mason. The two withdrawn projects reallocated funding of \$108,762 for rehabilitating two existing pedestrian bridges (one north of West Elm Street and the other near West South Street) on the Hayhoe Riverwalk Trail to be used instead for the City of Mason’s project TR032 Hayhoe Riverwalk Trail Extension & Trailhead Project. We project that all of the 57 open projects will go forward at this time.

**ALTERNATIVES**

The Park Commission considered this request at their May 9<sup>th</sup> and June 13<sup>th</sup> meetings and recommended this approach. The alternative would be to amend the recommendations from the Park Commission.

## **FINANCIAL IMPACT**

The amount of uncommitted funds for the trails and parks millage through the remainder of this millage after awarding Round 7 applications was \$768,684. We have recalculated the annual property tax revenue, and after taking into consideration an annual increase of 5% in property tax revenue over the life of the millage, we now estimate there is \$3,719,245.24 uncommitted.

See attached Exhibit B for the cash on hand projections and a summary of the trails and park millage project status. The full detailed trails and park millage project status/accounting report is available online:

[http://parks.ingham.org/trails\\_and\\_parks\\_millage/awards.php](http://parks.ingham.org/trails_and_parks_millage/awards.php).

## **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 Ingham County Park Commission supported this resolution at their June 13, 2022 meeting.

## **RECOMMENDATION**

The Park Commission recommends the following approach/spending plan for the remainder of this millage cycle.

1. Recommend funding Round 7 applications that were not funded as noted below in the amount of \$1,706,300.

The City of Lansing submitted a revised funding request for the Montgomery Drain - Ranney & Red Cedar Park Pathways project. The original request was for \$3,465,000 and the revised request is for \$995,000. See attached Exhibit C.

**Table A:**

<b>Ranking of the 22 applications for Round 7</b>	<b>Applicant</b>	<b>Project</b>	<b>Amount Requested</b>	<b>Fund (Yes or No)</b>	<b>Grant Award Amount</b>
5	City of Mason	Columbia Street Bridge - Protected Walkway Construction	\$162,000	Yes	\$162,000
9	Ingham County	Hawk Island Boardwalk Replacement Phase 3	\$327,700	Yes	\$327,700
15	City of Leslie	Leslie Shared Use Path - Middle School to Russell Park *(Original application request \$486,600 - \$265,000 partially funded by Resolution #22-115)	\$221,600*	Yes	\$221,600
17	City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	\$551,960	No	---
19	Ingham County	Lake Lansing Park North Boardwalk Replacement Phase 3	\$471,400	No	---

21	City of Lansing	Montgomery Drain - Ranney & Red Cedar Park Pathways	\$3,465,000 Revised request: \$995,000	Yes	\$995,000
22	City of Lansing	Corporate Research Park Pathway	\$867,000	No	---

**Total: \$1,706,300**

This would leave \$2,012,945.24 in uncommitted dollars for the life of the millage.

2. Recommend setting \$1,069,866.32 (5% of all open construction projects \$21,397,326.39) aside for existing round 1-7 projects to cover potential future cost overruns.

This would leave \$943,078.92 in uncommitted dollars for the life of the millage.

3. Recommend a new round of millage applications:

See below options for future rounds. See attached timelines – Exhibit D.

-Have the 8<sup>th</sup> Application Round to receive additional applications and update numbers for applications that weren't funded in Round 7. Tentative timeline fall approval of Park Commission and BOC application/scoring criteria. January 2023 begin accepting applications for the 8<sup>th</sup> Round awards to be considered December 2023.

-Have the 9th Application Round for this millage cycle in 2025 that would be ranked and scored by the Park Commission, then the Board of Commissioners would make awards, contingent on the renewal of the millage in 2026. This illustrative list of projects would show the need for justification of the third renewal of the trails and parks millage, and begin applications January 2025 and awards to be considered December 2025.

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

# Exhibit A

## ESTIMATED PROJECT TIMELINE

TIMELINE - BASED ON ESTIMATED MAXIMUM AMOUNT OF TIME A PROJECT MAY TAKE

PROJECT TASKS	YEAR 1												YEAR 2												YEAR 3												YEAR 4											
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Millage Grant																																																
Other Grants/Funding																																																
Contracts																																																
Design / Engineering																																																
Permitting *																																																
Bidding																																																
Contracts ***																																																
Construction **																																																
Contract Modifications ***																																																
Reimbursement																																																

TIMELINE - BASED ON ESTIMATED MINIMUM AMOUNT OF TIME A PROJECT MAY TAKE

PROJECT TASKS	YEAR 1												YEAR 2												YEAR 3																							
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12												
Millage Grant																																																
Contracts																																																
Design / Engineering																																																
Bidding																																																
Contracts ***																																																
Construction **																																																
Reimbursement																																																

\* Amount of time is estimated on the average permit. EGLE permitting through the State may take longer, depending on the State requirements.

\*\* Amount of time for construction is estimated on the average project. Larger projects may take longer.

\*\*\* Estimated time is based on Ingham County average for a project. For other communities, contract approval may take less time.

  Tasks that are not required on all projects.

5/26/2022

Q:\Proj2022\129934562022 - Ingham County Parks & Trails Consulting 2022\05\_Track Financial Aspects\ProjectTimeline\_2022-05-26



## Exhibit B

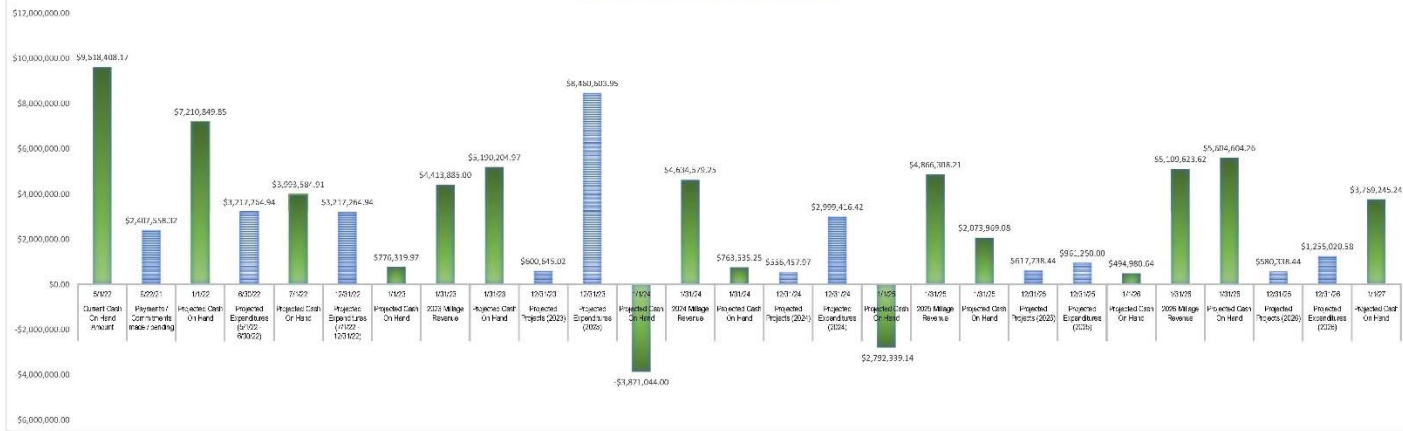
TRAILS AND PARKS MILLAGE  
PROJECT STATUS / ACCOUNTING  
INGHAM COUNTY, MI

[illegible]

		Millage Revenue, less Expense/Encumbered Funds:		\$6,074,475.11	
				\$3,719,242.24	
<b>Current Cash On Hand Amount</b>		<b>5/1/12</b>	<b>\$9,618,408.17</b>		
Payments / Commitments made / pending	9/22/11	\$2,407,558.32		\$30,481,646.30	Millage Collected (2015-2023)
<b>Projected Cash On Hand</b>	<b>1/1/12</b>	<b>\$7,210,849.85</b>		<b>\$1,072,836.09</b>	Millage Estimated to Collect (2023-2026)
Projected Expenditures (1/1/12 - 12/31/12)	6/7/12	\$2,317,210.94		<b>\$49,506,042.39</b>	Millage Estimated to Collect (2015 - 2023)
<b>Projected Cash On Hand</b>	<b>7/1/12</b>	<b>\$3,993,584.91</b>			
Projected Expenditures (7/1/12 - 12/31/12)	12/31/12	\$3,317,264.04			
<b>Projected Cash On Hand</b>	<b>1/1/13</b>	<b>\$776,313.97</b>		<b>\$30,397,432.67</b>	Yr. 1 Millage Expended in Date (5/1/21)
2013 Village Revenue	1/1/13	\$4,413,885.00		\$23,031,184.63	Total Village Committed to Date, not yet Expended (5/1/22)
<b>Projected Cash On Hand</b>	<b>1/31/13</b>	<b>\$5,190,204.97</b>		<b>\$43,432,617.28</b>	TOTAL Expended/Committed to Date (5/1/21)
Projected Projects (2013)	12/31/13	\$500,545.02			
Projected Expenditures (2023)	12/31/13	\$8,460,033.95		<b>\$2,355,179.87</b>	Prj/ected Projects (2023-2026)
<b>Projected Cash On Hand</b>	<b>1/1/14</b>	<b>\$3,871,044.00</b>			
2014 Village Revenue	1/31/14	\$4,638,570.35			
<b>Projected Cash On Hand</b>	<b>3/31/14</b>	<b>\$764,538.25</b>		<b>\$3,719,242.24</b>	TOTAL Millage Funds Remaining to Date (5/1/22)
Projected Projects (2014)	12/31/14	\$556,457.97			
Projected Expenditures (2014)	12/31/14	\$2,099,416.42			
<b>Projected Cash On Hand</b>	<b>1/1/15</b>	<b>\$2,792,339.14</b>			
2015 Village Revenue	12/31/15	\$4,486,108.21			
<b>Projected Cash On Hand</b>	<b>1/1/16</b>	<b>\$2,073,960.28</b>			
Projected Projects (2015)	12/31/15	\$517,738.44			
Projected Expenditures (2015)	12/31/15	\$560,120.00			
<b>Projected Cash On Hand</b>	<b>1/1/16</b>	<b>\$99,980.64</b>			
2016 Village Revenue	1/1/17	\$5,189,573.92			
<b>Projected Cash On Hand</b>	<b>1/31/16</b>	<b>\$5,604,604.26</b>			
Projected Projects (2016)	12/31/16	\$560,138.44			
Projected Expenditures (2016)	12/31/16	\$1,355,020.58			
<b>Projected Cash On Hand</b>	<b>1/1/17</b>	<b>\$3,769,242.24</b>			



### TRAILS & PARKS MILLAGE CASH ON HAND PROJECTIONS



5/26/2022

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Brett Kaschinske  
Director



Andy Schor, Mayor

Parks and Recreation Department  
200 N. Foster Avenue  
Lansing, Michigan 48911  
PH: 517.483.4277 – FAX: 517.377.0180  
TDD: 517.483.4473  
[www.lansingmi.gov/parks](http://www.lansingmi.gov/parks)

***REQUEST FOR REVISED FUNDING OF ICTPM FOR MONTGOMERY DRAIN PATHWAYS***

**TO:** Ingham County Parks Board  
**FROM:** City of Lansing – Brett Kaschinske, Parks Director  
**RE:** Trails and Parks Millage – Revised funding request for Pathways associated with Montgomery Drain project  
**DATE:** June 7, 2022

This letter summarizes a revised request for funding by the City of Lansing from the Ingham County Trails and Parks Millage (ICTPM) associated with the City's prior request for pathways and other pathway related items to be installed as part of the Ingham County Drain Commissioner's Montgomery Drain project. This revised request would connect the Lansing River Trail to primary pathways of both the City of Lansing and City of East Lansing along Michigan Ave. and also primary non-motorized pathways along both Grand River Ave. & E. Saginaw St. (M-43) within both cities' limits. Additionally, the pathways through Red Cedar Park would allow for a new connection of the Lansing River Trail to Michigan State University's Brody complex. The prior request, submitted with the City's 2021 application for the ICTPM, was for \$3,465,000. This revised request is for \$995,000 and it represents a scaled down 'shovel ready' project for portions of pathway that have already been designed and have construction plans already prepared in order to receive bids. This revised request is for 2.74 miles of entirely new pathway construction through both parks and also includes a signalized safe pedestrian crossing of Michigan Ave. near Morgan Lane.

The pathways on both parks will allow for access and interaction with the Montgomery Drain system, which is currently under construction on both of these City parks. The improvements to the drain, and the water treatment educational components provided within the parks, will serve as a testament to the combined efforts of many public and private entities to maintain and improve the natural resources that we have access to within our community. The location of the parks makes them a high traffic destination for residents across Ingham County, and the connection to (and extension of) the Lansing River Trail will provide better access to the trail from residential areas in Lansing, East Lansing and Michigan State University, as well as adding an additional destination point along the Lansing River trail. Because of the close interaction with the Montgomery Drain project, many of the normal costs associated with a project like this have already been completed or the items are being addressed in other work currently planned with the Drain project. This is what makes this revised request so appealing, since nearly all of the requested money (nearly 90%) will go to actual physical construction of new pathways and trails in two previously underutilized parks.

The revised funding request is summarized below and a map outlining the items of work in this revised funding request has been attached to this letter.

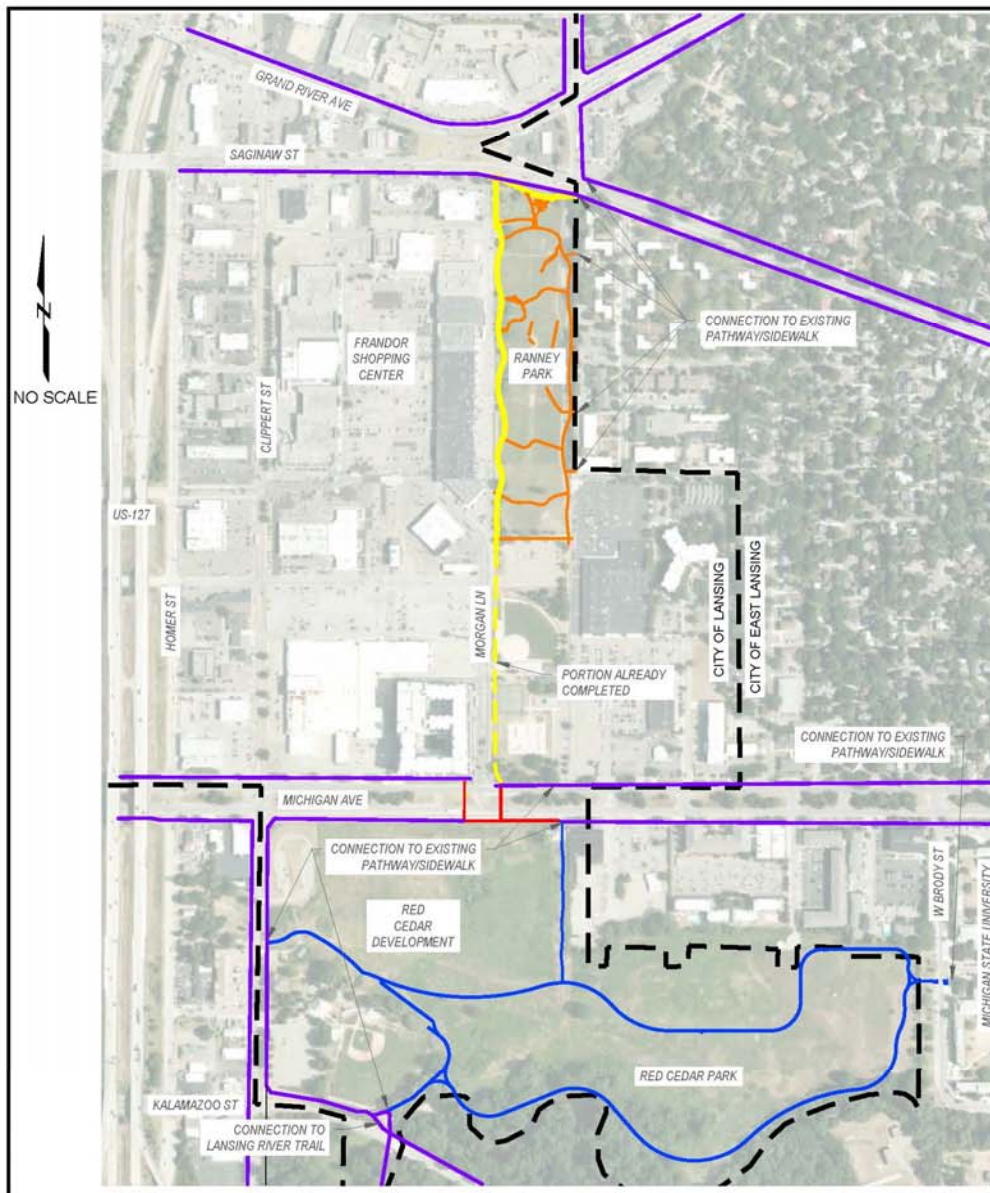
<u>ITEM OF WORK</u>	<u>COST</u>	<u>% OF TOTAL REQUEST</u>
Acquisition of Rights-of-Way / Easements	\$0	0.0% (all have already been obtained)
Design Engineering & prepare Const. Plans completed)	\$8,000	0.8% (majority of this item is already
Construction	\$880,000	88.4%
Const. Engineering & Const. Admin. other	\$60,000	6.0% (portion of this will be cost share with concurrent work for Drain project)
Signage, Public Education done	\$4,000	0.4% (majority of interpretive signage to be under Phase II by the ICDC and majority of park amenities also done by ICDC – these would be for IC Trails specific signage & amenities)
Contingency	\$44,000	4.4% (all clearing work & existing utility relocation completed as part of other Drain and/or Development work)
Other (Permitting)	\$0	0% (all Part 301, 303 and Part 31 permits have already been obtained)
<b>TOTAL REVISED REQUEST:</b>	<b>\$995,000</b>	

If the Parks Board has any specific questions or would like to discuss any of the items outlined in this revised request, please do not hesitate to call me at (517) 483-4277. Both myself and Brian Cenci, engineer for the Montgomery Drain project, will be at your June 13<sup>th</sup> Board meeting to discuss this revised funding request further with you as well.

Sincerely,




Brett Kaschinske  
Parks Director, City of Lansing



**LEGEND:**

- SECTION #1: PATHWAY FROM NORTH SIDE OF MICHIGAN AVE AT MORGAN LANE CROSSING ALL THE WAY UP THE WEST SIDE OF RANNEY PARK
- SECTION #2: MICHIGAN AVE PEDESTRAIN CROSSING AT MORGAN LANE (BOTH SIDES)
- SECTION #3: PATHWAYS/ BRIDGES INTERNALLY ON RANNEY PARK
- SECTION #4: PATHWAY OF RIVER TRAIL EXTENSION ON RED CEDAR PARK / DEVELOPMENT
- EXISTING PATHWAY OR PRIMARY SIDEWALK

MONTGOMERY DRAIN INGHAM COUNTY, MICHIGAN	<div style="text-align: center;">   <b>GEI</b>  <small>Consultants</small> </div>	CITY OF LANSING REVISED REQUEST FOR INGHAM COUNTY TRAILS & PARKS MILLAGE
INGHAM COUNTRY DRAIN COMMISSIONER 707 BUHL ST, MASON, MI 48854		REVISD JUNE 2022

## Exhibit D

### 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



## **Timeline for Trails and Parks Millage Application Round 9**

January 3, 2025 - Application period opens

May 1, 2025 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





Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL CONTRACTS FOR TRAILS AND PARKS 7<sup>TH</sup> ROUND MILLAGE APPLICATIONS AND TO AUTHORIZE A PLAN FOR THE FUTURE TRAILS AND PARKS MILLAGE**

WHEREAS, Resolution #22-115 approved entering into contracts for the seventh round of trails and parks millage applications; and

WHEREAS, 22 applications were received from Alaiedon Township (1), City of Lansing (5), City of Leslie (3), Ingham County (3), Charter Township of Lansing (1), Leroy Township (1), Leslie Township (1), City of Mason (3), Meridian Township (1), Village of Stockbridge (1), Vevay Township (1), and City of Williamston (1); and

WHEREAS, a total of \$2,749,346 was awarded to 11 communities per Resolution #22-115; and

WHEREAS, an additional \$315,000 was awarded per Resolution #22-265; and

WHEREAS, six (6) applications were not funded and one (1) was partially funded totaling the amount of \$6,066,660; and

WHEREAS, the Park Commission recommends funding the following entities designated within the below Table A that were not previously recommended for funding:

**Table A:**

<b>Applicant</b>	<b>Project</b>	<b>Amount Requested</b>	<b>Fund (Yes or No)</b>	<b>Grant Award Amount</b>
City of Mason	Columbia Street Bridge - Protected Walkway Construction	\$162,000	Yes	\$162,000
Ingham County	Hawk Island Boardwalk Replacement Phase 3	\$327,700	Yes	\$327,700
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park *(Original application request \$486,600 - \$265,000 partially funded by Resolution #22-115)	\$221,600*	Yes	\$221,600
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	\$551,960	No	---
Ingham County	Lake Lansing Park North Boardwalk Replacement Phase 3	\$471,400	No	---
City of Lansing	Montgomery Drain - Ranney & Red Cedar Park Pathways	<del>\$3,465,000</del> Revised request: \$995,000	Yes	\$995,000
City of Lansing	Corporate Research Park Pathway	\$867,000	No	---

; and

WHEREAS, the Park Commission recommends setting aside \$1,069,866.32 for existing round 1-7 projects to cover potential future cost overruns; and

WHEREAS, the Park Commission recommends holding an application round in 2023 and 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners directs staff to hold an application round in 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs staff to hold an application round in 2025 in anticipation of putting a renewal of the present Trails and Parks Millage on the March 2026 ballot.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into contracts with the following entities designated within the below Table A:

**Table A:**

<b>Applicant</b>	<b>Project</b>	<b>Amount Requested</b>	<b>Fund (Yes or No)</b>	<b>Grant Award Amount</b>
City of Mason	Columbia Street Bridge - Protected Walkway Construction	\$162,000	Yes	\$162,000
Ingham County	Hawk Island Boardwalk Replacement Phase 3	\$327,700	Yes	\$327,700
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park *(Original application request \$486,600 - \$265,000 partially funded by Resolution #22-115)	\$221,600*	Yes	\$221,600
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	\$551,960	No	---
Ingham County	Lake Lansing Park North Boardwalk Replacement Phase 3	\$471,400	No	---
City of Lansing	Montgomery Drain - Ranney & Red Cedar Park Pathways	<del>\$3,465,000</del> Revised request: \$995,000	Yes	\$995,000
City of Lansing	Corporate Research Park Pathway	\$867,000	No	---

BE IT FURTHER RESOLVED, that the 70% limitation on allocation of projected future millage revenue imposed by Resolution #17-275 is hereby rescinded.

BE IT FURTHER RESOLVED, that 25% of each grant will be disbursed up front to the communities for their trails and parks projects.

BE IT FURTHER RESOLVED, that all work will be completed within three years from the date the contracts are executed.



BE IT FURTHER RESOLVED, that the Board of Commissioners grants the Ingham County Parks & Recreation Commission the ability to extend the term of trails and parks millage contracts after review by the Park Director and upon the approval of the Ingham County Parks & Recreation Commission.

BE IT FURTHER RESOLVED, that granting of millage dollars to municipalities may be subject to the acquisition of local or grant match funding awarded when included in the original proposal.

BE IT FURTHER RESOLVED, that entities will be required to display a temporary millage recognition sign during the construction phase and a permanent sign provided by the County to remain on the site in perpetuity post completion of the project, as well as wayfinding signage provided by the County if applicable.

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

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

## Agenda Item 3b

**TO:** Human Services and Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** July 5, 2022  
**SUBJECT:** Resolution to Authorize Consolidating Delhi Township Projects TR063 and TR070  
For the meeting agenda of July 18, 2022 Human Services and July 20, 2022 Finance

---

### **BACKGROUND**

Resolutions #19-093, #19-047, #19-284, and #20-028 authorized entering into contracts with Delhi Township to fund the following projects:

Contract Title	Line Item #	Resolution	Contract Amount	Upfront Payment Issued
Holt to Mason Trail, Phase 1	TR063	#19-093, #19-047, and #19-284	\$1,000,000	\$500,000
Holt to Mason Trail, Phase 2	TR070	#20-028	\$2,542,890	\$1,271,445

Delhi Township is currently working with the Ingham County Road Department to coordinate the timing of the trail project with the Road Department's Cedar Street road project. At this time, it is really just one project and for tracking purposes Delhi Township is requesting project TR063 and TR070 be combined into one project.

### **ALTERNATIVES**

Keep the project line items as is.

### **FINANCIAL IMPACT**

There is no financial impact from this request. This resolution authorizes a line item transfer of \$500,000 from line item 228-62800-967000-TR063 to line item 228-62800-967000-TR070 to consolidate two projects.

### **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 Park Commission approved this approach at their July 11, 2022 meeting.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the resolution authorizing consolidating two Delhi Township projects.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE CONSOLIDATING DELHI TOWNSHIP  
PROJECTS TR063 AND TR070**

WHEREAS, through Resolutions #19-093, #19-047, #19-284, and #20-028, the Ingham County Board of Commissioners authorized entering into contracts with Delhi Township to fund the below projects:

<b>Contract Title</b>	<b>Line Item #</b>	<b>Contract Amount</b>	<b>Upfront Payment Issued</b>
Holt to Mason Trail, Phase 1	TR063	\$1,000,000	\$500,000
Holt to Mason Trail, Phase 2	TR070	\$2,542,890	\$1,271,445

; and

WHEREAS, a line item transfer is necessary to consolidate the projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to consolidate Delhi Township's two projects TR063 & TR070 into one contract under Project Number TR070.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$500,000 from line item 228-62800-967000-TR063 to line item 228-62800-967000-TR070.

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

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** July 5, 2022  
**SUBJECT:** Resolution to Authorize Amendment of the Collaborative Agreement with the Capital Area United Way  
For the meeting agendas of July 18, 2022 and July 20, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHD) wishes to amend Resolution #21-458 to extend the agreement with Capital Area United Way (CAUW) effective October 1, 2021 through September 30, 2022, for an amount not to exceed \$28,166.85. The Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures multiple health indicators and quality of life indices, including chronic diseases, tobacco use, alcohol use, obesity, physical activity, and neighborhood safety. Data from the Capital Area BRFS is essential to the Healthy! Capital Counties Community Health Assessment (CHA) composed in collaboration with two neighboring health departments and three local hospitals in the region.

This collaborative agreement was originally authorized through Resolution #05-148 and amended through Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-16, #14-226, #15-176, #16-405, #17-325, #18-028, #19-196, #20-355, and #21-458. Collaborative activities have continued since this agreement's inception. Under this agreement, CAUW has coordinated funding from Barry-Eaton District Health Department (BEDHD), Mid-Michigan District Health Department (MMDHD), and ICHD to administer the Capital Area BRFS. This resolution will authorize an amendment to the agreement with CAUW and enable data collection to continue. This amendment extends the agreement effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$28,166.85.

### **ALTERNATIVES**

If the contract is not extended, the Capital Area BRFS data collection will not continue.

### **FINANCIAL IMPACT**

ICHD will provide Capital Area United Way \$28,166.85 under the extended agreement. These funds are included in ICHD's 2022 budget, including \$3,000 of the costs paid for with funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) as authorized through Resolution #22-143.

### **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 amend the collaborative agreement with CAUW, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$28,166.85.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE COLLABORATIVE AGREEMENT WITH THE  
CAPITAL AREA UNITED WAY**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #21-458 to extend the agreement with Capital Area United Way (CAUW), effective October 1, 2021 through September 30, 2022, in an amount not to exceed \$28,166.85; and

WHEREAS, the Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures multiple health indicators and quality of life indices, including chronic diseases, tobacco use, alcohol use, obesity, physical activity, and neighborhood safety; and

WHEREAS, data from the Capital Area BRFS is essential to the Healthy! Capital Counties Community Health Assessment (CHA) composed in collaboration with two neighboring health departments and three local hospitals in the region; and

WHEREAS, this collaborative agreement was originally authorized through Resolution #05-148 and amended through Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-16, #14-226, #15-176, #16-405, #17-325, #18-028, #19-196, #20-355, and #21-458; and

WHEREAS, under this agreement the CAUW has coordinated funding from Barry-Eaton District Health Department (BEDHD), Mid-Michigan District Health Department (MMDHD), and ICHD to administer the Capital Area BRFS; and

WHEREAS, Capital Area BRFS collaborative activities have continued since this agreement's inception; and

WHEREAS, these funds are included in ICHD's 2022 budget, including \$3,000 of the costs paid for with funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) as authorized through resolution #22-143; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes an amendment to Resolution #21-458 with CAUW to coordinate the Capital Area BRFS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$28,166.85.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #21-458 with CAUW to coordinate the Capital Area BRFS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$28,166.85.

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

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** July 1, 2022  
**SUBJECT:** Resolution to Authorize an Amendment to the Agreement with Drug and Laboratory Disposal (DLD)  
For the meeting agendas of July 18 and July 20, 2022

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**BACKGROUND**

Ingham County Health Department (ICHD) wishes to amend the agreement with Drug and Laboratory Disposal (DLD) effective August 1, 2022 through July 31, 2024 in an amount not to exceed \$12,000. The current agreement with DLD expires July 31, 2022. DLD has requested a ten percent increase in waste disposal fees, as the cost of disposing hazardous wastes has increased significantly due to the COVID-19 pandemic. DLD has met and exceeded expectations as a vendor for the last two years.

**ALTERNATIVES**

Choosing not to amend this agreement could result in a gap in ICHD's Hazardous Household Waste (HHW) services as well as risk partnering with a less efficient company to provide hazardous waste disposal services.

**FINANCIAL IMPACT**

The proposed increase will cost approximately \$12,000 over the course of two years. This program is supported by general funds with revenues collected through the Solid Waste Plan. ICHD has adequate funds budgeted to accommodate this increase.

**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 amending the DLD hazardous waste disposal agreement to continue securing hazardous waste disposal services necessary for the operation of the ICHD's HHW program, effective August 1, 2022 through July 31, 2024 in an amount not to exceed \$12,000.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE AGREEMENT WITH DRUG AND LAB DISPOSAL FOR  
HAZARDOUS WASTE HAULING**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the agreement with Drug and Laboratory Disposal (DLD) effective August 1, 2022 through July 31, 2024 in an amount not to exceed \$12,000; and

WHEREAS, DLD has requested a ten percent increase in Household Hazardous Waste (HHW) disposal fees, as the cost of disposing hazardous wastes has increased significantly due to the COVID-19 pandemic; and

WHEREAS, DLD has met and exceeded expectations as a vendor for the last two years; and

WHEREAS, the proposed increase would cost Ingham County approximately \$12,000 over the next two years; and

WHEREAS, the HHW program is funded by general funds with revenues collected through the Solid Waste Plan; and

WHEREAS, ICHD has adequate funds budgeted to accommodate the increase; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes amending the agreement with DLD effective August 1, 2022 through July 31, 2024 in an amount not to exceed \$12,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the agreement with DLD effective August 1, 2022 through July 31, 2024 in an amount not to exceed \$12,000.

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:** Human Services, County Services, and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** July 5, 2022  
**SUBJECT:** Resolution to Authorize the Conversion of the Vacant Health Analyst-Healthy Communities Position to a Health Analyst Position

For the meeting agendas of June 18, 2022 and June 20, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHD) wishes to convert vacant position #601022, from “Health Analyst-Healthy Communities” to a “Health Analyst” position. The Health Analyst position description, being more general, will allow for greater flexibility within the position and will be in closer alignment to the needs of the Community Health Assessment team.

### **ALTERNATIVES**

ICHD could fill the “Health Analyst-Healthy Communities” position, but multiple needs of the health department would go unmet. The current title also does not describe the totality of the functions performed in this role.

### **FINANCIAL IMPACT**

The “Health Analyst-Healthy Communities” and “Health Analyst” positions are both part of the Ingham County Employees’ Association (ICEA) Professional Employees bargaining unit and are Grade 7 positions, which makes the change budget neutral.

### **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 the vacant position #601022 from “Health Analyst-Healthy Communities” to a “Health Analyst” position.



## **INGHAM COUNTY JOB DESCRIPTION**

### **HEALTH ANALYST, HEALTHY COMMUNITIES**

#### **General Summary:**

Under the leadership of the Senior Community Epidemiologist and in collaboration with planners, agencies, organizations, institutions and representatives of community-based coalitions, facilitates and directs processes and policies that impact the built environment, health and chronic disease outcomes, and quality of life for county residents. Provides leadership to government entities, coalitions and projects charged with addressing and improving the overall health and well-being of the community including the Land Use and Health Resource Team, Capital Area Health Alliance, ACHIEVE assessment and methodology, the Mid-Michigan Health in All Project, Food Systems Workgroup, Complete Streets and Walk/Bike Lansing initiatives. Provides expertise to local governments and agencies wishing to utilize Health Impact Assessments (HIA) in their decision making process to bring together data and public input, ultimately impacting health outcomes. Implements processes that build on past health equity and healthy communities work to create Health in All Policies which lead to conditions conducive to healthier behavior and good health outcomes.

#### **Essential Functions:**

1. Provides technical assistance and guidance to local coalitions, task forces, and non-profit organizations on development of policy and environment change related to building healthy communities including food access, transportation, and land use which impact individual and community health.
2. Establishes and maintains effective working relationships with professionals from agencies, organizations, institutions, and representatives of community-based coalitions by attending meetings, working on projects as a team leader or member, coordinating communication between team members, and participating in various functions and activities sponsored by agencies and organizations
3. Develops evidence-based programs, strategies, and activities designed to improve health outcomes and quality of life for residents of the County in collaboration with professionals from agencies, organizations, institutions, and representatives of community-based coalitions.
4. Acts as a liaison between coalitions, the Health Department, and a variety of agencies, organizations, institutions, and community-based coalitions in development of Health in All Policy implementation, and evaluation. Assists coalitions in resource development, establishing linkages to appropriate resources and resolving problem issues.
5. Translates health related research findings to write articles that communicate preventive health information targeted to the general public and at-risk populations. Analyzes data using various statistical and mapping programs to produce charts, graphs, tables, and maps which summarize research findings.
6. Interprets and synthesizes large amounts of written materials such as research reports and journal articles and prepares clear, concise reports, proposals, and articles for professional audiences.
7. Conducts literature searches and reviews research findings to be included in technical and non-technical publications and reports. Develops materials and facilitates trainings, conference presentations, and symposiums focused on Building Healthy Communities, Health Impact Assessment and Health in All Policy development and provides consultation and technical assistance as requested.

8. Prepares grant proposals to support the work of building healthy communities. Administers awarded grants by developing scope of work for subcontracts, budget development and reporting, and adhering to grant reporting deadlines and requirements.
9. Encourages the use of Health Impact Assessments to improve health outcomes by municipalities, developers and organizations in their planning and implementation of policies, projects and activities. Provides expertise and technical assistance as requested.
10. Researches and disseminates Healthy Community research findings to policy makers, stake holders, the general public and at-risk populations.
11. Facilitates a comprehensive approach to building healthy communities by working collaboratively with the Health Department's environmental justice, health equity/social justice activities, and other initiatives in the community.

**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:** A minimum of a Bachelor's Degree in a Social Science, Business Administration, Public Administration or Public Health is required.

**Experience:** A minimum of two years of experience as a program facilitator or policy developer/advocate 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.
- Ability to handle varying and often high levels of stress.

*(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 PRO 7***  
***November 2013***

## **INGHAM COUNTY JOB DESCRIPTION**

### **HEALTH ANALYST**

#### **General Summary:**

Under the supervision of the Senior Epidemiologist, conducts behavioral health-related research and outreach activities with various individuals and organizations in the community to determine community health status in relation to public health services and determine areas of unmet needs. Performs analytical research, reviews vital records, statistics and other related health data and prepares reports, proposals, articles, and presentations on existing or anticipated health issues in the County. Directs community-based research projects designed to improve the health and quality of life for residents of the County.

#### **Essential Functions:**

1. Provides technical assistance and guidance to local coalitions including program development, implementation, and evaluation to meet goals and objectives of coalition action plans.
2. Establishes and maintain effective working relationships with professionals from agencies, organizations, institutions and representatives of community-based coalitions by attending meetings, working on projects as a team member, coordinating communication between team members, and participating in various functions and activities sponsored by agencies and organizations.
3. Develops evidence-based programs, strategies and activities designed to improve the health and quality of life for residents of the County in collaboration with professionals from agencies, organizations, institutions and representatives of community-based coalitions.
4. Acts as a liaison between coalitions, the Health Department, and a variety of agencies, organizations, institutions, and community-based coalitions regarding program development, implementation and evaluation issues. Assists coalitions in resource development, establishing linkages to appropriate resources and resolving problem issues.
5. Translates health related research findings to write articles that communicate preventive health information targeted to the general public and at-risk populations. Analyzes data using various statistical and mapping programs to produce charts, graphs, tables, and maps which summarize research findings.
6. Interprets and synthesizes large amounts of written materials such as research reports and journal articles and prepares clear, concise reports, proposals, and articles for professional audiences.
7. Conducts literature searches and reviews research findings to be included in technical and non-technical publications and reports. Develops materials and facilitates trainings, conference presentations, and symposiums.
8. Assists coalitions in grant writing activities such as locating and compiling data, survey results, writing proposals, and attending meetings.
9. Encourages the use of Health Impact Assessments to improve health outcomes by municipalities, developers and organizations in their planning and implementation of policies, projects and activities. Provides expertise and technical assistance as requested.
10. Performs a variety of administrative functions such as preparing memoranda, publishing meeting minutes, and disseminating project-related information among appropriate persons using telephone, e-mail, fax, and in person.
11. Convenes and facilitate meetings by sending out meeting notices, calling meeting to order, ensuring objectives of the meeting are accomplished, and coordinating planning of future meetings.

**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:** A minimum of a Bachelor's Degree in a Social Science, Business Administration, Public Administration or Public Health is required.

**Experience:** A minimum of two years of experience as a program facilitator or policy developer/advocate 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.
- Ability to handle varying and often high levels of stress.

*(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 PRO 7  
November 2013***

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE CONVERSION OF THE VACANT HEALTH ANALYST-  
HEALTHY COMMUNITIES POSITION TO A HEALTH ANALYST POSITION**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert vacant position #601022 from “Health Analyst-Healthy Communities” to a “Health Analyst” position; and

WHEREAS, the Health Analyst position description, being more general, will allow for greater flexibility within the position and will be in closer alignment to the needs of the Community Health Assessment team; and

WHEREAS, the Health Analyst-Healthy Communities” and “Health Analyst” positions are both part of the Ingham County Employees’ Association (ICEA) Professional Employees bargaining unit, Grade 7 (\$58,458.33-\$70,195.50) positions, making the change budget neutral; and

WHEREAS, the current title also does not describe the totality of the functions performed in this role; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes a resolution to convert vacant position #601022 from “Health Analyst-Healthy Communities” to a “Health Analyst” position effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of vacant position #601022, ICEA Pro Grade 7 (\$58,458.33-\$70,195.50), from “Health Analyst-Healthy Communities” to a “Health Analyst” position effective upon approval.

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

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** June 30, 2022  
**SUBJECT:** Resolution to Authorize an Agreement with Michigan State University

For the meeting agendas of July 18, 2022 and July 20, 2022

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### **BACKGROUND**

Ingham County Health Department's (ICHD) Maternal and Child Health Division (MCHD) wishes to enter into an agreement with Michigan State University (MSU) to serve as a consultant and to share data for the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed \$18,000. This project has been funded for three years by the U.S. Department of Housing and Urban Development. ICHD's MCHD Lead Program will receive \$6,000 per year for three years, to serve as a consultant and will collaborate with Masako Morishita, who will serve as the Principal Investigator at MSU and who will collaborate with leadership from ICHD's Lead Program.

### **ALTERNATIVES**

Should ICHD choose not to enter into this collaboration, valuable funding will be lost and ICHD will forfeit the opportunity to address lead exposure in older homes within Ingham County.

### **FINANCIAL IMPACT**

ICHD's MCHD Lead Program will receive \$6,000 per year for three years for its leadership to provide consultant services.

### **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 Michigan State University to receive funding and establish a contract and a data sharing agreement to enable ICHD's MCHD Lead Program to participate in the "Reducing Lead Dust Exposure & Childhood Blood Levels in Older Housing in Michigan" project, effective July 26, 2022 through July 25, 2025 in an amount not to exceed \$18,000.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY**

WHEREAS, Ingham County Health Department's (ICHD) Maternal and Child Health Division (MCHD) wishes to enter into an agreement with Michigan State University (MSU) to serve as a consultant and to share data with the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed \$18,000; and

WHEREAS, this project has been funded for three years by the U.S. Department of Housing and Urban Development; and

WHEREAS, ICHD's MCHD Lead Program will receive \$6,000 per year for three years, to serve as a consultant and will collaborate with Masako Morishita, who will serve as the Principal Investigator at MSU and who will collaborate with leadership of ICHD's Lead Program; and

WHEREAS, there is no cost to this agreement; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes entering into an agreement with MSU to serve as a consultant and to share data for the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed \$18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Michigan State University to serve as a consultant and to share data for the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed \$18,000.

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 contract documents consistent with this resolution and approved as to form by the County Attorney.



**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, Health Officer  
**DATE:** June 28, 2022  
**SUBJECT:** FY 22 State of Michigan Master Agreement Amendment #3  
For the meeting agendas of July 18, 2022 and July 20, 2022

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### **BACKGROUND**

Ingham County Health Department (ICHD) wishes to authorize Amendment #3 to the FY 21-22 Master Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$79,173. ICHD currently receives funding from MDHHS via the Master Agreement. The Master Agreement is the annual process whereby MDHHS transmits State & Federal Funds to Ingham County to support public health programs. The Board of Commissioners approved the FY 21-22 Master Agreement through Resolution #21-420, Amendment #1 through Resolution #21-587, and Amendment #2 through Resolution #22-185.

### **ALTERNATIVES**

There are no alternatives.

### **FINANCIAL IMPACT**

The financial impact of this additional support will increase the FY '22 original grant agreement from \$6,873,244 to \$6,952,417, an increase of \$79,173. The revised resolution makes the following specific changes to the budget:

Tuberculosis (TB) Control: increase of \$1,900 from \$5,440 to \$7,340  
HIV Prevention – Forest Community Health: increase of \$10,000 from \$0 to \$10,000  
Oral Health – Kindergarten Assessment: increase of \$67,273 from \$0 to \$67,273

### **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 that the Ingham County Board of Commissioners authorizes Amendment #3 to the FY 21-22 Master Agreement with MDHHS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$79,173.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2021-2022 AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT**

WHEREAS, Ingham County Health Department (ICHD) wishes to authorize Amendment #3 to the FY 21-22 Master Agreement with Michigan Department of Health & Human Services (MDHHS), effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$79,173; and

WHEREAS, MDHHS and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, ICHD currently receives funding from MDHHS via the Master Agreement; and

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

WHEREAS, MDHHS and ICHD have entered into a 2021-2022 Master Agreement authorized in Resolution #21-420 and Amendment #1 in Resolution #21-587 and Amendment #2 in Resolution #22-185; and

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

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorizes Amendment #3 to the FY 21-22 Master Agreement with MDHHS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$79,173.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 to the FY 21-22 Master Agreement with MDHHS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$79,173.

BE IT FURTHER RESOLVED, that the total amount of the Master Agreement funding shall increase from \$6,873,244 to \$6,952,417, an increase of \$79,173.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to the program budget:

Tuberculosis (TB) Control: increase of \$1,900 from \$5,440 to \$7,340

HIV Prevention – Forest Community Health: increase of \$10,000 from \$0 to \$10,000

Oral Health – Kindergarten Assessment: increase of \$67,273 from \$0 to \$67,273

BE IT FURTHER RESOLVED, that ICHD is authorized to receive additional funds for the following services, in a total amount not to exceed \$850,000:

Body Art Fixed Fee  
CSHCS Medicaid Elevated Blood Lead Case Mgt.  
Fetal Infant Mortality Review (FIMR) Case Abstraction

CSHC Medicaid Outreach  
Medicaid Outreach  
FIMR Interviews

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2022 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2021-2022 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** June 29, 2022  
**SUBJECT:** FY 23 State of Michigan Comprehensive Agreement  
For the meeting agendas of July 18, 2022 and July 20, 2022

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### **BACKGROUND**

The Ingham County Health Department (ICHD) currently receives funding from the Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement. The agreement for the delivery of public health services under the Comprehensive Agreement is the principal mechanism for clarifying the roles and responsibilities of the state and local governments. The agreement serves as a vehicle for accepting slightly more than \$6.5 million in state and federal grant and formula funding to support a number of public health services. The public health services to be delivered under this agreement include Essential Local Public Health Operations and categorical programs including:

AIDS/HIV Prevention and Care	Lead Safe Homes
Bioterrorism Emergency Preparedness	Maternal & Child Health Programs
Breast & Cervical Cancer Control Navigation Program	Tobacco Reduction
Children Special Health Care Services	Tuberculosis Control
Communicable Disease Prevention	Sexually Transmitted Disease Ctrl
Family Planning	Vision & Hearing Screening
Food Vendors and Restaurant Inspections	The WIC Program
Immunizations	

### **ALTERNATIVES**

There are no alternatives.

### **FINANCIAL IMPACT**

The grant amounts, detailed in the agreement, are included in the proposed FY 2023 Health Department budget.

### **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**

The resolution also authorizes subcontracts in the Breast and Cervical Cancer Control Navigation Program and Nurse Family Partnership programs. The resolution includes authorization for a number of service contracts to perform outreach activities to potential and current Medicaid beneficiaries in the following categories:

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

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support this agreement with Michigan Department of Health & Human Services 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 A 2022 -2023 AGREEMENT WITH THE  
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF  
PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

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

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, the MDHHS and Ingham County has proposed a 2022 – 2023 Agreement for the delivery of public health services under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2022 – 2023 Agreement with the Michigan Department of Health and Human Services for the delivery of public health services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include essential local public health services, and several categorical public health programs identified in the attachments to the agreement.

BE IT FURTHER RESOLVED, that approximately \$6.5 million of state/federal funds will be made available to Ingham County through the Comprehensive Agreement, and that the Ingham County contribution to expenditures associated with the agreement and budget shall not exceed levels appropriated in the County's 2023 Budget for these purposes.

BE IT FURTHER RESOLVED, that the Health Department is authorized to receive additional funds for the following services, in a total amount not to exceed \$850,000:

Body Art Fixed Fee

CSHCS Medicaid Elevated Blood Lead Case Mgt.

Fetal Infant Mortality Review (FIMR) Case Abstraction

CSHC Medicaid Outreach

Medicaid Outreach

FIMR Interviews

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes Memorandums of Understanding and/or subcontracts for the period of October 1, 2022 – September 30, 2023 with specialty physicians, laboratories, and health care institutions and other service providers necessary to implement the Breast and

Cervical Cancer Control Navigation Programs in Clinton, Gratiot, Ingham, Ionia, Jackson, Livingston, Washtenaw, Genesee, Lapeer, and Shiawassee counties, which is a program included in the Master Agreement.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a subcontract for the period of October 1, 2022 – September 30, 2023 with the Nurse Family Partnership to provide technical support, training, and materials specific to the Nurse Family Partnership model which is a program included in the Master Agreement.

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

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

BE IT FURTHER RESOLVED, that these service contracts braid together requirements and funds from multiple sources including the County and Medicaid Administration (Federal Share).

BE IT FURTHER RESOLVED, that the braided contracts shall be authorized up to the amounts identified below for the period of October 1, 2022 – September 30, 2023:

- Allen Neighborhood Center \$53,782
- Northwest Initiative \$53,782
- South Side Community Coalition \$46,075
- Child & Family Charities \$37,010
- Cristo Rey \$58,663

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2022-2023 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

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

**TO:** Human Services and Finance Committee  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** June 24, 2022  
**SUBJECT:** FY 22 State of Michigan Emerging Threats Comprehensive Agreement Amendment # 3  
For the meeting agendas of July 18, 2022 and July 20, 2022

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**BACKGROUND**

The Ingham County Health Department (ICHD) currently receives funding from the Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement. The agreement for the delivery of public health services under the Comprehensive Agreement is the principal mechanism for clarifying the roles and responsibilities of the state and local governments. The Board of Commissioners approved the 2021-2022 Emerging Threats Comprehensive Agreement through Resolution #21-419, Amendment #1 through Resolution #21-586, and Amendment #2 through Resolution #22-184.

**ALTERNATIVES**

Choosing not to enter into this agreement would result in a loss of emerging threats services throughout ICHD.

**FINANCIAL IMPACT**

The financial impact of this agreement will increase the FY 2022 amended grant amount from \$4,237,335 to \$4,396,242, an increase of \$158,907. The revised resolution makes the following specific change to the budget:

COVID Workforce Development: increase of 158,907 from \$0.00 to \$158,907

**STRATEGIC PLANNING IMPACT**

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

**OTHER CONSIDERATIONS**

There are no other considerations

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support this Emerging Threats agreement with Michigan Department of Health & Human Services effective October 1, 2021 through September 30, 2022.



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2021-2022 EMERGING THREATS  
MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND  
HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE  
COMPREHENSIVE AGREEMENT**

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

WHEREAS, Michigan Department of Health and Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, the MDHHS and Ingham County has entered into a 2021 – 2022 Emerging Threats Agreement authorized in Resolution #21-419 and Amendment #1 in Resolution #21-586 and Amendment #2 in Resolution #22-184; and

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

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the revised agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a revised 2021 – 2022 Emerging Threats Agreement with the Michigan Department of Health and Human Services for the delivery of emerging threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2021 through September 30, 2022.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include emerging threats in Ingham County.

BE IT FURTHER RESOLVED, that the total amount of the Emerging Threats Comprehensive Agreement shall increase from \$4,237,335 to \$4,396,242, an increase of \$158,907.

BE IT FURTHER RESOLVED, that the increase in funds consist of the following specific change to program budgets:

COVID Workforce Development: increase of 158,907 from \$0.00 to \$158,907

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2022 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2021-2022 Emerging Threats Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** June 2, 2022  
**SUBJECT:** Resolution to Amend the Lease with ANC Holdings, LLC  
For the meeting agenda of July 18 and July 20, 2022

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**BACKGROUND**

Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wishes to amend the lease agreement with ANC Holdings, LLC (ANC), authorized through Resolutions #20-230, #20-256, and #21-326, to pay for the build-out of the health center project in an amount not to exceed \$148,553.81, effective upon approval. All other terms of the lease agreement shall remain intact. The most recent agreement, per resolution #21-326, authorized \$750,000 to capitalize a build-out of the health center project. This amendment will allow for an additional \$148,553.81 in funding to complete the project.

**ALTERNATIVES**

Not amending this resolution would result in a lack of resources to fully fund the build-out of the CHC project.

**FINANCIAL IMPACT**

The additional cost for build out of the health center project will total an amount not to exceed \$148,553.81, which will be paid for by reserves from the CHC fund balance.

**STRATEGIC PLAN**

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 an amendment to ICHHD's CHC lease agreement with ANC Holdings, LLC, to pay for a build-out in an amount not to exceed \$148,553.81, effective upon approval.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE LEASE AGREEMENT WITH ANC HOLDINGS, LLC**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to amend the lease agreement with ANC Holdings, LLC (ANC), authorized through Resolutions #20-230, #20-256, and #21-326, to pay for a build-out of the CHC project in an amount not to exceed \$148,553.81 effective upon approval; and

WHEREAS, the most recent agreement, per Resolution #21-326, authorized \$750,000 to capitalize build-out of the health center project; and

WHEREAS, this amendment would allow for an additional \$148,553.81 in funding to complete the project; and

WHEREAS, all other terms of the lease agreement shall remain intact; and

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize an amendment to the lease agreement with ANC Holdings, LLC to pay for a build-out of the CHC in an amount not to exceed \$148,553.81 effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the lease agreement with ANC Holdings, LLC to pay for a build-out of the CHC project in an amount not to exceed \$148,553.81 effective upon approval.

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

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

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** June 21, 2022  
**SUBJECT:** Authorization to Authorize an Agreement with Tammy Ayer – Nurse Practitioner for Medication Assisted Treatment Services

For the meeting agendas of July 18, and July 20, 2022

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**BACKGROUND**

Ingham County Health Department's (ICHD), Community Health Centers (CHC) wish to enter into a service agreement with Tammy Ayers, Nurse Practitioner for providing Medication Assisted Treatment (MAT) for an amount not to exceed \$45,000, effective August 1, 2022 through July 1, 2023. Tammy Ayers will provide MAT services up to 8 hours per week, or .20 FTE, at New Hope and Birch CHC locations. MAT services were previously provided by Hope Network, who cancelled its contract with ICHD's CHCs in May 2022.

**ALTERNATIVES**

The alternative would be to discontinue MAT services, as ICHD's CHCs do not currently have the capacity to deliver such services.

**FINANCIAL IMPACT**

The total cost of this agreement will be covered by funding authorized through Resolution #21-240.

**STRATEGIC PLANNING IMPACT**

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

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize a service agreement with Tammy Ayers, Nurse Practitioner to provide MAT services up to 8 hours per week, or .20 FTE at New Hope and Birch CHC locations, effective August 1, 2022 through July 1, 2023 for an amount not to exceed \$45,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TAMMY AYERS,  
NURSE PRACTITIONER FOR MEDICATION ASSISTED TREATMENT SERVICES**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to enter into a service agreement with Tammy Ayers, Nurse Practitioner, to provide Medicated Assisted Treatment (MAT) services effective August 1, 2022 through July 1, 2023 for an amount not to exceed \$45,000; and

WHEREAS, Tammy Ayers will provide MAT services up to 8 hours per week, or .20 FTE, at New Hope and Birch CHC locations; and

WHEREAS, MAT services were previously provided by Hope Network, who cancelled its contract with ICHD's CHCs in May 2022; and

WHEREAS, the total cost of this agreement will be covered by funding authorized through Resolution #21-240; and

WHEREAS, the Ingham County Health Center Board of Directors and Health Officer recommend that the Ingham County Board of Commissioners authorize a service agreement with Tammy Ayers, Nurse Practitioner, to provide MAT services effective August 1, 2022 through July 1, 2023 for an amount not to exceed \$45,000.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a service agreement with Tammy Ayers, Nurse Practitioner, to provide MAT services effective August 1, 2022 through July 1, 2023 for an amount not to exceed \$45,000.

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

**TO:** Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** June 7, 2022  
**SUBJECT:** Authorization to Renew Agreement with TempDev Inc. for Professional Consulting Services  
For the meeting agendas of July 18, 2022 and July 20, 2022

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**BACKGROUND**

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wishes to renew the agreement with TempDev Inc. for Professional Consulting Services to implement family planning annual report 2.0 (FPAC 2.0) reporting functionality in the Electronic Health Record (EHR), and to include general support assistance pre/post implementation, for a period effective upon execution through June 30, 2023 in an amount not to exceed \$18,000. TempDev Inc. services will include project management, gap analysis, recommendations for Title X template modifications, and assistance with policies and procedures for up to 120 hours. This implementation is required to ensure that our EHR platform is able to support FPAC 2.0 reporting requirements for Title X program compliance. This one-time cost will be covered by funding from the American Rescue Plan fund (ARP), authorized through Resolution #21-240.

**ALTERNATIVES**

Choosing not to renew this agreement would result in a loss of professional consulting services needed to assist with assessment, project management, analysis, and guidance with Title X reporting.

**FINANCIAL IMPACT**

This one-time cost will be covered by funding from the CHC ARP funds, authorized through Resolution #21-240 and will not exceed \$18,000.

**STRATEGIC PLANNING IMPACT**

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

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize renewing the agreement with TempDev Inc. for Professional Consulting Services to implement Title X and FPAC 2.0 reporting functionality in the Electronic Health Record (EHR), and to include general support assistance pre/post implementation, effective upon execution through June 30, 2023 in an amount not to exceed \$18,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RENEW AN AGREEMENT WITH TEMPDEV INC. FOR  
PROFESSIONAL CONSULTING SERVICES**

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to renew the agreement with TempDev Inc. for Professional Consulting Services to implement family planning annual report 2.0 (FPAC 2.0) reporting functionality in the Electronic Health Record (EHR), and to include general support assistance pre/post implementation effective upon execution through June 30, 2023 in an amount not to exceed \$18,000; and

WHEREAS, TempDev Inc. services will include project management, gap analysis, recommendations for Title X template modifications, and assistance with policies and procedures for up to 120 hours; and

WHEREAS, this implementation is required to ensure that the EHR platform is able to support FPAC 2.0 reporting requirements for Title X program compliance; and

WHEREAS, this one-time cost will be covered by funding from the CHC American Rescue Plan funds, authorized through Resolution #21-240; and

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorizes renewing the agreement with TempDev Inc. for Professional Consulting Services to implement Title X and FPAC 2.0 reporting functionality in the EHR, and to include general support assistance effective upon execution through June 30, 2023 in an amount not to exceed \$18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing the agreement with TempDev Inc. for Professional Consulting Services to implement Title X and FPAC 2.0 reporting functionality in the Electronic Health Record, and to include general support assistance effective upon execution through June 30, 2023 in an amount not to exceed \$18,000.

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.