

CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
IRENE CAHILL
CHRIS TRUBAC
THOMAS MORGAN
KARLA RUEST
SIMAR PAWAR
MONICA SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, JULY 17, 2023 AT 6:30 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 26, 2023](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Community Mental Health Authority – [Crisis Stabilization Center Plan](#) (*Discussion*)
2. Parks Department
 - a. Resolution to Authorize the Ingham County Parks to Participate in the Capital Area District Libraries [Library of Things](#)
 - b. Resolution to Authorize a Contract with [Laux Construction](#) for Improvements to Hawk Island County Park
 - c. Resolution to Adopt the Phase II Feasibility Study for the [Holt to Mason Trail](#)
 - d. Resolution to Authorize a Three-Year Contract Extension with [Spicer Group, Inc.](#) to Provide Consulting for Certain Trails and Parks Millage Related Items
3. Health Department
 - a. Resolution to [Amend Resolution #23-295](#) to Authorize an Agreement with Birth Kalamazoo, LLC
 - b. Resolution to [Amend Resolution #22-354](#) with United Way of Central Michigan
 - c. Resolution to [Amend Resolution #20-566](#) with Amalgam LLC
 - d. Resolution to Authorize an Agreement with [East Lansing Public School District](#)
 - e. Resolution to Authorize a 2023-2024 [Emerging Threats](#) Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
 - f. Resolution to Authorize a 2023-2024 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 Letter of Intent to Explore the Acquisition of [Safe Dermatology & Med Spa](#) of Lansing
 - h. Resolution to Authorize an Agreement with [Wayne State University](#) for the Michigan Vaccination Partners Project
 - i. Resolution Honoring [Amy Thomas](#)

4. Board Referrals
 - a. Resolution #2023-05-080 from the [Livingston County](#) Board of Commissioners Regarding Veteran Services Department Enhancements with Other Michigan Counties
 - b. Resolution #23-05 from the [Delta County](#) Board of Commissioners for the Opposing Proposed Changes to the Statewide Septic Code (HB 4479 & 4480 SB 299 & 300)
 - c. Resolution from the [Mackinac County](#) Board of Commissioners Regarding Opposition to Legislative Proposals on Establishing a Statewide Septic Code

Announcements

Public Comment

Adjournment

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

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

HUMAN SERVICES COMMITTEE

June 26, 2023

Draft Minutes

Members Present: Cahill, Morgan (Left at 7:59 p.m.), Tennis, Ruest, Pawar (Left at 7:59 p.m.), Schafer, and Trubac (Arrived at 6:30 p.m.).

Members Absent: None.

Others Present: Nike Shoyinka, Jared Cypher, Scott Moles, Gretchen Wagner, Mark Sutton, Kristen Campbell, Dawne Veuanoff, Traci Ruiz, Dana Watson, Kris Drake, Leslie Shanlian, Matt Wilczek, Madison Hughes, Deanna LaBrenz and others

The meeting was called to order by Chairperson Tennis at 6:30 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 5, 2023 Minutes

Commissioner Trubac arrived at 6:30 p.m.

CHAIRPERSON TENNIS STATED, WITHOUT OBJECTION, THE MINUTES OF THE JUNE 5, 2023 MEETING WERE APPROVED.

Additions to the Agenda

None.

Limited Public Comment

Scott Moles, Ingham County Resident, provided a statement on behalf of his wife, who was a resident at the Dobie Road Medical Care Facility (MCF). The statement was provided in the minutes as Attachment A.

Gretchen Wagner, Ingham County Resident, provided a statement, in regard to the Dobie Road MCF. The statement was provided in the minutes as Attachment B.

Mark Sutton, Building Project Manager, Department of Health and Human Services (DHHS) Secretary, and Dobie Road Foundation Treasurer, provided a statement on behalf of the Dobie Road MCF. The statement was provided in the minutes as Attachment C.

Chairperson Tennis asked Mr. Sutton to refrain from insulting the public, especially those present to testify.

Kristen Campbell, Dobie Road MCF Chief Strategy Officer, provided a statement regarding the Dobie Road MCF. The statement was provided in the minutes as Attachment D.

Dawne Veuanoff, Ingham County Business Owner, stated she was present to advocate for a few things on the agenda. She further stated that she looked over the agenda and she had seen that every time the Board of Commissioners gave money away, it did not mean that money should be taken.

Ms. Veuanoff stated the agreement with the Michigan Primary Care Association (PCA) was good stuff and that she wanted to throw that out there. She further stated that she was happy to see that the health endowment was being expanded.

Ms. Veuanoff stated that she wanted to talk about the Care Free Medical Dental Clinic and the expansion was huge. She further stated that as a consultant in the medical field, she wanted to discuss the Dobie Road MCF and the great work she had experienced doing and seeing the changes in the Social Work Department, Behavioral Health Department, and the great work that had been done within the organization.

Ms. Veuanoff stated that she wanted to let the families know that had spoken previously that it took courage to advocate for family members. She further stated that it was not easy to see a loved one not get what you would have been able to give.

Ms. Veuanoff stated that her heart went out to Leslie Shanlian, Ingham County Medical Care Facility (ICMCF) Chief Executive Officer, and that a CEO would want to be able to give all that they could. She further stated that Dobie Road MCF was a great facility and that she knew that as a consultant.

Ms. Veuanoff stated that she does get a little emotional, but that those at the Dobie Road MCF do good work. She further stated that she was sorry that the families at the Committee meeting did not feel that way, but that the MCF was dealing with a national shortage of employees and that it hurts.

Traci Ruiz, Volunteer Advocate, stated she was advocating for a resident who is 104 years old at the Dobie Road MCF. She further stated that she has been advocating for the last five years and had seen a serious decline in care.

Ms. Ruiz stated that when she went to the Dobie Road MCF, she had envisioned a collaborative approach to care with the facility, the DHHS Board if necessary, and the resident advocates. She further stated that the staff was very kind and listened well, but that the follow-through was bad.

Ms. Ruiz stated that the last couple of years, she had discussed an issue with her resident receiving water and the need was not addressed within the week that the issue had been raised. She further stated that she had attempted to follow up with a supervisor, but the employees did not know who to report to due to the constant change in staff.

Ms. Ruiz stated she had been given the name of a nursing supervisor and that was who she went directly to. She further stated that they were kind people, they listened to concerns, but the follow-through and lack of staffing were constraints.

Ms. Ruiz acknowledged the staffing issues were nationwide, but stated she was talking about ICMCF and the contract employees. She further stated that the same level of consistency would not be seen with contract employees because they were coming and going.

Ms. Ruiz stated the contract employees were not made aware of resident concerns and being able to address them on a regular basis was problematic. She further provided an example of a resident she worked with who was unable to insert their dentures and repeated instruction to assist in the task did not follow the resident when they had moved.

Ms. Ruiz stated when those concerns had come up and when she had addressed them with the facility and attended the DHHS Board meetings, she had expected that there would have been a collaborative approach with the DHHS Board. She further stated that when she was at the Human Services Committee in the beginning of June, she had addressed these concerns at that time and stayed after to meet with Bruce Bragg, former ICMCF President and current DHHS Board member.

Ms. Ruiz stated beginning in January 2023, there was a new DHHS Board Chairperson, and she was surprised that at times in the meetings there were people getting loud and the Board Chairperson would get loud back with the public. She further stated she had asked for Board rules and regulations but had yet to receive those as well as a conflict of interest policy.

Ms. Ruiz stated the DHHS Board meetings were not publically listed, and that it had taken several months to find the Board meetings. She further stated she had attempted to go through the Ombudsman office and they did not know as well.

Ms. Ruiz stated the Ombudsman office had to call Ms. Shanlian to find out dates and times of DHHS Board meetings. She further stated she attended her first Board meeting in December upon learning when it was.

Ms. Ruiz stated that when she arrived to the DHHS Board meeting, she had addressed her concerns with a collaborative approach in mind, but had not gotten much traction as of June 26, 2023. She further stated that she was told that the Board meetings started at 9:30 a.m. and there was a different meeting that started at 8:30 a.m. that covered other information.

Ms. Ruiz stated that when the meetings were located, it was found that they were starting consistently early, prior to 9:30 a.m. She further stated that in February of 2023, she was still not able to address her concerns about the resident as when she opened her laptop to join the meeting, it had already been going for a little bit.

Ms. Ruiz stated that she was denied the ability to ask her question, and was told that it was not her turn, and that public comment was over. She further stated that was at 9:30 a.m. and that she was unable to address the resident concerns at that time.

Ms. Ruiz stated that in April she was still asking for the same thing. She further stated that she was looking to the Human Services Committee for a collaborative way to help the residents and a way to work together with the DHHS Board.

Ms. Ruiz stated that pulling the public out to the hallway for 45 to 50 minutes while the DHHS Board handled other business and then bringing the public back in at the end of the meeting was a lack of respect. She further asked if the DHHS Board could reconsider and put the public first and handle Board business second; and if there could be consistency in meeting times and location.

Ms. Ruiz stated she had asked for consistency of times and location at the last ICMCF Board meeting but was not given an answer. She further stated she was unsure of the location of the DHHS Board meeting as it had been at the facility in the past, but also at the Human Services Building.

Ms. Ruiz stated that per the DHHS Board Chairperson and the Administration, staffing levels were much better than the State numbers. She further expressed disbelief as people watched these employees being overworked and run into the ground, and that they were truly maxed at what they could do.

Ms. Ruiz stated that employees are stating that they do not want to come into work and they are concerned to address the DHHS Board, as they were concerned for their jobs. She further stated that if the numbers were pulled for employee retention from 2022, it would speak volumes.

Ms. Ruiz stated the COVID-19 Pandemic could be responsible for 2020, but we are three years into the Pandemic and the mass exodus of employees was still a reality.

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

3. Parks Department – Resolution to Authorize an Agreement with Mobile Communications America for Radios at Hawk Island County Park
4. Fairgrounds – Resolution to Authorize a Contract T.H. Eifert Mechanical Contractors for as Needed Plumbing Services at the Ingham County Fairgrounds
5. Health Department
 - b. Resolution to Accept Additional FY 2023 Expanding COVID-19 Vaccination Funding from the Health Resources and Services Administration (HRSA)
 - c. Resolution to Accept the 2023-2024 AmeriCorps State Grant Funding
 - d. Resolution to Authorize an Agreement with Health Stream, Inc for an Online Learning Management System
 - e. Resolution to Authorize a Lease and Pharmacy Services Agreement with Cardinal Health 132, LLC
 - g. Resolution to Authorize an Agreement with Heart Soul Birth Pros
 - h. Resolution to Authorize an Agreement with North Star Birthing Services

- i. Resolution to Accept Additional 2023 Child and Adolescent Health Center Planning Funds
- j. Resolution to Accept Ryan White Part C Early Intervention Services Funds from the Health Resources and Services Administration and to Authorize Contractual Infectious Disease Physician Services and to Create an Outreach and Linkage Specialist Position
- k. Resolution to Amend the Agreement with Walgreens for Data Sharing with CloudMed
- l. Resolution to Authorize an Agreement with CloudMed for Referral Capture Services
- m. Resolution to Authorize an Agreement with Linde Gas & Equipment, Inc. for the Rental of Nitrous Oxide and Oxygen Tanks
- n. Resolution to Authorize an Agreement with Michigan Primary Care Association & Michigan Community Health Network to Participate in the Medicare Shared Savings Program Accountable Care Organization
- o. Resolution to Authorize an Agreement with CaptureRx's ReferDoc for Referral Capture Services
- p. Resolution to Renew an Obstetrics and Gynecology Physician Services Agreement with Edward W. Sparrow Hospital Association
- q. Resolution to Renew Representational Agreement with Daudi & Kroll P.C.
- r. Resolution to Renew an Agreement with Rite Aid Corporation for the 340B Drug Discount Program
- s. Resolution to Amend Resolution #16-539 to Expand Distribution Services to Retail Pharmacies

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

1. Interviews – Racial Equity Task Force

Dana Watson interviewed for the Racial Equity Task Force.

Chairperson Tennis thanked Ms. Watson and further explained that the information would be reviewed at the Democratic Caucus meeting on June 27, 2023 and a decision would be made.

Commissioner Morgan left 7:08 p.m.

5. Health Department

- a. Resolution to Submit a Letter of Intent to Explore the Acquisition of the Care Free Medical Dental Clinic

MOVED BY COMM. RUEST, SUPPORTED BY COMM. TRUBAC, TO APPROVE THE RESOLUTION.

Commissioner Pawar asked what the background was in acquiring the Care Free Medical Dental Clinic (CFMDC) now, and what the plans were in place to keep it rolling.

Dr. Nike Shoyinka, Ingham County Health Department Chief Medical Health Officer, stated the CFMDC Clinic provides care for those who are underinsured or uninsured in the community. She further stated that this was a free standing clinic that was run on mostly donations

Dr. Shoyinka stated the CFMDC provided medical, dental, and vision care. She further stated that the Ingham County Health Centers (IHC) were federally funded, which was a little different from the CFMDC, and while they provided care to a similar population, the CFMDC was funded and supported through Health Resources and Services Administration (HRSA).

Commissioner Morgan returned at 7:09 p.m.

Dr. Shoyinka stated that as a result, CFMDC were able to focus on their optometry and medical care, but were not able to provide as much support for the dental program. She further stated that this was in terms of having the volunteers to provide care and manage the program.

Dr. Shoyinka stated that she recognized that Ingham County had a thriving dental program to take on and support the CFMDC. She further stated that the goal would be to use the space for CFMDC located at the corner of Martin Luther King Jr. Blvd and Saginaw Street, take on their staff, and use that space of seven chairs to expand existing programs in the IHC.

Commissioner Trubac left at 7:10 p.m.

Kris Drake, Ingham Community Health Centers Executive Director, stated he felt Dr. Shoyinka characterized what was being attempted accurately.

Commissioner Pawar asked if the other portion of donations that were currently coming in to CFMDC would still be handled in the existing manner or if they would be severing ties once they were under the IHC.

Dr. Shoyinka stated there would be no more donations coming to CFMDC as the goal was for the County to acquire the practice.

Chairperson Tennis stated that private contributions were not sufficient to make up for the losses, but due to an enhanced Medicaid rate, it was expected the County would be able to maintain the facility.

Commissioner Cahill asked for clarification on the amount of chairs in the CFMDC office currently.

Dr. Shoyinka stated that the CFMDC had seven chairs and that the IHC had a total of 10 currently.

Mr. Drake stated the IHC actually had a total of 12 chairs when the mobile dental unit was factored in.

Commissioner Schafer asked if this vote was to move forward with potential negotiations so the Board of Commissioners could decide if this was a financially stable move.

Dr. Shoyinka stated confirmation.

Discussion.

Chairperson Tennis stated if the Community Health Center Board recommended the acquisition of CFMDC, then another resolution would come before the Board of Commissioners at that time.

Commissioner Pawar stated that she thought this was a worthwhile investigation which hopefully would come to fruition. She further stated that she recalled the County had worked with Ingham Health Plan and looked at demographics, and patients were seeing a lack of availability in those areas.

Commissioner Pawar stated she just wanted to understand the complete details so she could provide the right information.

Commissioner Morgan stated that this might not rise to level of disclosure, but he would rather be safe than sorry. He further stated that Dr. Farhan Bhatti, Care Free Medical CEO, was a personal friend and campaign supporter.

Discussion.

Commissioner Trubac returned at 7:14 p.m.

THE MOTION CARRIED UNANIMOUSLY.

5. Health Department

- f. Resolution to Authorize an Agreement with the Michigan Health Endowment Fund for the Ingham County Black Doula Cohort

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. TRUBAC, TO APPROVE THE RESOLUTION.

Commissioner Pawar asked what kind of background would be required of the Doula and what the criteria would be. She further stated that this was a great initiative to make sure that the women who are in need that did not trust the medical system, were given a secondary choice.

Commissioner Pawar stated that coming from a country where this practice could go completely in the wrong direction by an uneducated Doula, she was fearful of knowing what the criteria was. She further stated that this was a great initiative to bring the Ingham County Black Doula Cohort (ICBDC) under the Health Department's wing and get them to work and coordinate, but she wanted to know what the expectations were.

Dr. Shoyinka confirmed that Commissioner Pawar was asking about the requirements for the program. She further stated that she would need to come back to Commissioner Pawar with the exact details of what the specific requirements were, as she did not have them right in front of her.

Dr. Shoyinka stated the Doulas were being screened and trained within programs that existed in the community, ensuring that the right educational requirements were met. She further stated that she wanted to elevate this for Black Doulas due to the big gap in the maternal and infant mortality rate based on race.

Dr. Shoyinka stated that lots of Black individuals, regardless of age, did not have access to Doulas the way other races and ethnicities have. She further stated making sure they have the right access would be a good way to close the gap.

Dr. Shoyinka stated she would get back to Commissioner Pawar with the information on the criteria for the Doulas.

THE MOTION CARRIED UNANIMOUSLY.

2. Medical Care Facility – Discussion

Matt Wilczek, DHHS Board State Appointed Chairperson, provided a statement to the Human Services Committee regarding the ICMCF. The statement was included in the minutes as Attachment E.

Ms. Shanlian provided a statement to the Human Services Committee regarding the Dobie Road MCF. The statement was included in the minutes as Attachment F.

Commissioner Morgan stated it had been alleged that previous meetings had started early than the posted time.

Mr. Wilczek stated the DHHS Board meetings had always started at 8:30 a.m. and they started with the Department business with the DHHS Report and follow that by the Facility meeting, so it was two meetings in one.

Commissioner Morgan asked if the second Facility meeting was a separate public meeting

Mr. Wilczek explained there was not a specific time slot for the second meeting, as both meetings were comprised of the same board, so they would combine them into one meeting. He further stated the one meeting was posted for 8:30 a.m. on the third Friday of the month unless there was a holiday.

Mr. Wilczek stated there was not a specific time slot because they would not know if the first meeting would run longer into that time slot. He further stated as when one meeting finished, the other one would start.

Commissioner Ruest disclosed that she used to represent the Michigan County Social Services Association and further asked what the staffing vacancy looked like at ICMCF. She further asked what the starting hourly wage was for a Certified Nursing Assistant (CNA).

Ms. Shanlian stated she could provide that information in the future to Commissioner Ruest. She further stated the starting wage varied dependent on experience, but they were above anyone else on the pay scale.

Commissioner Ruest asked if they were paying more than the starting wage at McDonald's. She further stated they could be losing staff due to having increased responsibilities but would be paid less than an employee of McDonald's across the street.

Commissioner Ruest stated as she recently put her own mother in a nursing home and she understood that this was very personal. She further stated she believed her mother was not receiving the care she could provide, but she was not able to provide the care to her at this time.

Commissioner Ruest stated a lot of staffing vacancies was due to the pay at this moment. She further stated we were not paying those positions more than the McDonald's across the street.

Ms. Shanlian reiterated she could send that information to Commissioner Ruest.

Commissioner Pawar stated many of the issues raised seemed to regard communication and further stated, though rules and guidelines had been set, it was not always clear the difference in open or closed session meetings. She further asked if closed session meeting information could be provided on the website.

Commissioner Pawar stated she understood it might not be the work they were required to do, but it could be beneficial for the public. She further stated providing the expectations for the public during a meeting could be beneficial as well.

Commissioner Schafer stated she would suggest something similar to Commissioner Pawar. She further stated she had previously attended Board meetings and she would request Board books before the meeting.

Commissioner Schafer stated the disconnect would come when the public was told they would have to use the Freedom of Information Act (FOIA) to request the information that should have been available at the meetings. She further stated their goal should be to work with the public.

Commissioner Schafer stated she could understand the other side and the passion that would come from advocating for a loved one, but the key would be to work with them and provide them the information. She further stated, to Commissioner Morgan's point, if there were two different meetings, she would assume that information would be stated on the agenda.

Commissioner Schafer stated FOIA requests created confrontation and the information should just be completed. She further stated the public might just want to follow along during the

meeting, as she did when she would attend Board meetings. She further stated her understanding was the communication might not be there.

Commissioner Schafer stated the ICMCF were the professionals. She further stated for most of the meetings, she believed they had to be posted 18 hours in advance and information on the posting would be beneficial.

Commissioner Schafer stated many of the issues would come down to communication. She further stated it could be beneficial to have more communication to avoid conflict.

Commissioner Morgan asked, as Commissioner Schafer had mentioned, if each individual meeting was posted with their own agenda 18 hours in advance.

Ms. Shanlian confirmed.

Commissioner Morgan stated he was sure Ms. Campbell would recommend that sunshine was the best disinfectant and it could insulate someone against criticism and secrecy. He further stated it did not hurt to share basic information, and making the public FOIA basic information like that did not necessarily violate FOIA, but it was violating the spirit of the Act and not helpful to build relationships with the public.

Mr. Wilczek thanked Commissioner Morgan for the advice.

Chairperson Tennis stated Jared Cypher, Ingham County Deputy Controller, had discovered there had not been any agendas posted since May of 2023. He further stated the information was based on the DHHS Board's website and could be an issue.

Mr. Cypher explained the last agenda that had been posted was from April of 2023 and minutes had been posted for the March and February of 2023, but no other information was available. He further confirmed he had used the link provided for their page on the Ingham County website.

Chairperson Tennis explained that sometimes, oversharing helped, especially with the public.

Mr. Wilczek asked for further clarification regarding which website was looked at, as they had the DHHS portion of the meeting and the facility portion of the meeting.

Mr. Cypher explained how he found the website. He further confirmed the information on the website.

Chairperson Tennis explained the Board of Commissioners had to answer to the public in the same manner the DHHS Board had to and they wanted to be sure those with comments or concerns could have those heard and responded to.

Commissioner Ruest stated it was clear they worked hard, but more information could go a long way. She further commended the fact that they were a five-star facility, which took work to get to.

Mr. Wilczek thanked the Commissioners for the information and advice, and stated they would try to do better.

Commissioner Pawar stated it had previously been stated that the DHHS Board was not required to write out a public comment entirely. She further stated she believed there should be an internal process of some kind to address those concerns made during the meeting.

Commissioner Pawar stated it was great if it was done already, but should be the standard practice.

Ms. Shanlian stated if something was ever alleged at a meeting, they would report it to the State of Michigan immediately. She further stated there were forms at every meeting that could be completed.

Commissioner Schafer stated she could tell they had passion and were trying their best, which was well taken. She further stated they had great representation and they were doing great with the frustration of being attacked.

Commissioner Schafer stated a public meeting had Public Comment at the beginning and at the end. She further stated, after the meeting, a commentator could be pulled aside to have a conversation with regarding their comments.

Commissioner Schafer stated the discussion could not be had during the meeting, as that was not the purpose of the meeting. She further stated the public had the ability to come to meetings and express their concerns, and the Board did not have to answer them.

Commissioner Schafer stated it sounded like the issue was communication, as the passion for the nursing home was there.

Discussion.

Commissioner Morgan stated, to a finer point, it was mentioned that meetings were all posted online. He further stated, to put a very fine point on that, that would not suffice for posting and each individual meeting had to be posted with an agenda.

Discussion.

Announcements

Commissioner Cahill invited those present to attend the Unity in the Community event on August 25, 2023 at the Hawk Island Park. She further explained the event would include food, including veggie options, games, and a dunk tank that Commissioner Peña was in at the 2022 Unity in the Community event.

Public Comment

Ms. Wagner provided further statements regarding the Dobie Road MCF. The statement was included in the minutes as Attachment B.

Ms. Wagner stated she had the DHHS Board minutes that were provided at the previous meeting on Friday, June 23, 2023, and confirmed the information on the agenda. She further stated the agenda only had information for the Care Facility portion of the meeting and did not have anything for the meeting prior to that.

Ms. Wagner stated she had attended the meeting in April of 2023 and she believed there was a different agenda available at the meeting, and that was the concern. She further stated if there was time between meetings, people could leave or take a break in between and would then start the next meeting.

Ms. Wagner stated in her opinion, two meetings should require two notices. She further stated they could have the same Board and be consecutive, but should also have their own definitive start times.

Commissioner Morgan stated that was a fact, not opinion.

Ms. Wagner thanked Commissioner Morgan and stated Mr. Wilczek had provided the wrong packet at a previous meeting and she had acquired all of the information from Plante Moran. She further stated she had confirmed with various Licensed Practical Nurses (LPN), Registered Nurses (RN) and CNA's that they were making much less than the number provided on the handout from the meeting and the number provided was a target number.

Ms. Wagner stated closed session meetings had previously been spoken about and she had asked if closed session could happen at the end of the meeting instead of the middle so the public did not have to wait 45 minutes to return to the meeting, as Ms. Ruiz had previously mentioned. She further stated nobody was trying to bully them, they were trying to express their concern for the well-being and safety of their loved ones.

Ms. Wagner stated the State of Michigan clearly did not think it was going well, as the ICMCF had an E Rating and some alarming Google reviews, many from staff. She further stated there was an extreme reduction in activities at the facility.

Ms. Wagner stated she believed new people were joining ICMCF, and she had met the new Supervisor for the North end of the building and a new Activities employee was hired. She further stated they were trying to make some progress in those areas.

Discussion.

Mr. Moles stated he wanted to take issue with a few comments that Mr. Sutton had made in reference to the public continuing to present patient issues. He further confirmed there was a medical issue that he had been dealing with for quite a while.

Mr. Moles stated it took him a while to find out what Board it was and then when the meetings were held. He further stated the first meeting he and his wife had showed up, previous to the current Board, they were taken aback as it was the first time in 15 years that anyone from the public had showed up. He further stated most of the things he would present were not medical issues and he understood that they did not handle medical issues, but this was an administrative issue.

Mr. Moles stated most of the items he requested were in comparison to information he was provided at a Human Services Committee meeting. He further stated there were issues that they continued to violate State of Michigan regulations and they did not respond in a timely manner.

Mr. Moles explained there was a gentleman unable to attend the previous meeting due to Multiple Sclerosis (MS) and seizures and required medication at very specific times of the day. He further stated the Board responded back that there was window for the medication, but that would not work for his medication.

Mr. Moles stated his wife had seen this gentleman have a seizures before due to not receiving his medication at the times he was supposed to. He further stated he was not advocating for his wife specifically, but all of the residents there.

Mr. Moles stated they had contacted the Ombudsman Group several times. He further asked why the Ombudsman would continue to be involved if things were going so well at the facility.

Mr. Moles stated they presented a nice picture and he agreed it was improving, but the medical care was not. He further stated his wife would turn on her call light for service and it could take two hours.

Commissioner Morgan left at 7:58 p.m.

Ms. Ruiz stated she was sorry to see the ICMCF representatives had left, as she hoped to use this time as a collaboration.

Chairperson Tennis stated he was too.

Ms. Ruiz stated she had been told by the Ombudsman's Office and it had been posted that the meetings started at 9:30 a.m. but when they had shown up at 9:30 a.m. in December of 2022, there was not anyone present. She further stated she asked Mr. Wilczek previously if he had started a meeting early and he answered yes, it was the Board's prerogative to choose the meeting locations and the start time was after the first meeting when it was convenient.

Ms. Ruiz stated she has tried to do one-on-one's after the meetings, but had not made progress with that. She further stated she was trying to conclude if they were consistent, when the meetings started, and how to find answers if the Board would not provide any.

Ms. Ruiz stated the Board President told her it was not an interactive process. She further stated she has been trying to confirm meeting information.

Commissioner Pawar left at 7:59 p.m.

Chairperson Tennis stated Mr. Wilczek had previously stated their meetings start at 8:30 a.m. He further stated they might not get to the other issues until later, but technically the meetings began at 8:30 a.m.

Chairperson Tennis stated his agreement with Commissioner Morgan that the DHHS Board should post for the two meetings separately, but he further stated he believed it was in their prerogative to do that.

Ms. Ruiz stated they had discussed other items in the beginning and they did not know how long that would take.

Chairperson Tennis stated that was how meetings were sometimes, including the Human Services Committee meetings.

Ms. Ruiz stated that was absolutely understandable. She further stated she believed the Human Services Committee had addressed that there was an easier way to work together and if that could happen, it would be great.

Ms. Ruiz stated she had just received the Board rules from Ms. Wagner that were provided at the previous DHHS meeting, but she still did not have the Conflict of Interest Policy that she had previously asked for. She further stated the request was not accusatory, as they were unaware if there was any conflict of interest with any Board Members.

Ms. Ruiz stated Ms. Shanlian had provided examples of individuals who were criminally charged in the ICMCF, and she had mentioned those at the previous DHHS meeting as well.

Chairperson Tennis stated those charges happened before Ms. Shanlian's time with the ICMCF.

Ms. Ruiz stated she was aware of that, but that was why they were asking for the Conflict of Interest Policy. She further stated having the rules was great so the public knew the expectations for the meeting.

Ms. Ruiz asked if it was up to the Board Chair if there was Public Comment at the beginning and end of the meeting.

Chairperson Tennis confirmed that was up to the DHHS Board Chair.

Ms. Ruiz asked if they could not receive answers from the DHHS Board, where would they go to obtain those answers if it was not an interactive process.

Chairperson Tennis stated he was unsure of that answer. He further stated the Board of Commissioners appointed two of the three members to the DHHS Board, but otherwise have no other oversight over them.

Chairperson Tennis stated he could not tell people how to run their offices, but they could suggest and encourage them to be more transparent, provide information and to be more proactive to work with the public, as they were at the meeting tonight.

Commissioner Ruest asked if they did have recourse with the State of Michigan and they could file a complaint and every complaint would be followed up on. She further stated that was their recourse if they did not like what the DHHS Board was doing.

Discussion.

Ms. Ruiz stated they had filed many complaints with the State of Michigan.

Commissioner Ruest stated she could also call her State Legislators.

Ms. Ruiz thanked Commissioner Ruest.

Commissioner Cahill reiterated that Mr. Wilczek would be returning to the Human Services Committee on July 17, 2023 if Ms. Ruiz wished to return then.

Ms. Ruiz thanked Commissioner Cahill.

Commissioner Ruest stated the DHHS Board would not meet again until July 28, 2023.

Discussion.

Ms. Ruiz stated she had requested grievances from the nursing home for over a year and she had not received them.

Commissioner Ruest stated, if she did not like the answers she was receiving from the home, she could file a grievance with the State of Michigan.

Chairperson Tennis stated following up with her State Legislator could be an excellent idea too.

Ms. Ruiz stated she had requested grievances from the nursing home for over a year.

Adjournment

The meeting was adjourned at 8:05 p.m.

Attachment A: Scott Moles' Statement Regarding the ICMCF on Behalf of His Wife, A Resident of the Facility.

Ingham county commissioners mtg 6/26/2023

I am Scott Moles acting as an advocate for my wife, Sandra Moles. She is a resident of IRMCF/dobie road.

I would like to make this group aware of the continuing state violations by the facility relating to grievance feedback. On thurs May 18, 2023 a care conference was held for my wife. At this conference, she had several questions that required a follow-up. As several items didn't receive a response she filed an internal grievance. Per regulations, the grievance requires a response w/in 24 hrs. It hasca the been over a month w/ out a response.

In addition, we have requested a copy of the budget information for Mar, April and May. This information was presented at an open BOD meeting and discussions were held in this open meeting. The response to our request from the CFO is "ICMCF does not provide members of the public with copies of materials presented to our BOD. Please keep in mind that any individual wishing to obtain copies of county business records can file a FOIA request with the Ingham County FOIA center". This response is completely false. This budget report was presented and discussed at a open public meeting. According to the federal and state regulations governing 501c3, financial records are required to be open and available to the public.

Attachment B: Gretchen Wagner's Statement Regarding the ICMCF on Behalf of her Mother.

Public comments of Gretchen Wagner at the 6/26/23 board meeting

1. The notice of the board meetings is not actually for when the ICMCF board meeting starts. There is a meeting prior to the board meeting, and they are not noticed separately. At the April meeting I was told the ICMCF board meeting starts shortly after the other meeting ends.
2. Staffing issues
 - a. The number of CNAs on the halls providing care most of the care to residents is insufficient.
 - b. ICMCF indicated at the April board meeting that it is in the red and that it is due to paying so much overtime.
 - i. If there are not staffing issues, then why are they paying so much over time and using agency nurses and CNAs regularly?
 - ii. Recently a nurse worked a shift over 20 hours long.
 - c. Information from the April board meeting indicated that CNAs provided one on one care of almost 3 hours a day per resident. This is not possible.
 - d. Staff turnover has been very high.
 - i. Two nurses left in one week.
 - ii. At the June board meeting it was stated that turn over in Q1 was 29.37% and YTD was 40.29%
3. Management
 - a. The facility is not being run well and the residents are suffering because of it.
 - b. There seem to be a lot of administrative staff even more than per Covid numbers.
 - c. Management provided information on a situation at the April board meeting, however they did not provide the correct information or did not know what the correct information was, even though there was an internal email sent out about it.
 - d. Access to the building has become a problem. There doesn't seem to be anyone available to let you in especially after 5 pm.
4. State Survey
 - a. In February ICMCF received an E rating and was cited for abuse and neglect.
 - b. In April the State came back and ICMCF was again cited for abuse and neglect.
5. Food services
 - a. The food and accommodations for residents have gone to the waste side, which the turnover in staff also affects.
 - i. Since speaking to management about some specific issues it seems to be better, but I will continue to monitor it.
 - b. The Kitchen on the North end of the building has been closed by OSHA after two reports were made about a hole in the floor.
 - c. One night I overheard a Staff member say that there was no food on hand to make dinner and that someone had to go to the store to buy food to make dinner.

Attachment C: Mark Sutton's Statement Regarding the ICMCF.

I am Mark Sutton, the Building Project Manager, Secretary for the DHS Board Dobie Road portion of the meeting, and treasurer of the Dobie Road Foundation. I am also the son of a recent patient that stayed in the rehabilitation center.

I am sorry that this issue has now reached your conference table, but it is the natural progression of how those who do not like the answer they receive operate.

They have filled out a resident feedback form, but did not receive the answer they wanted, even though it was medically sound and within the regulations governing the facility.

They filed a complaint with the State of Michigan, an investigation ensued and they did not receive the answer they wanted.

They called the Meridian Twp Police and filed a complaint of elder abuse, and that too went nowhere.

They have gone after the DHS Board, and have not received the results they are demanding and now we are here because that is what bullies do. They continue on until they receive the answer THEY want unless people stand up against them.

They are claiming that the DHS Board is not following the open meeting act, and as the secretary that hits my integrity. If they were to read the open meeting act, they would know that:

- We only need to provide the agenda and past minutes of a meeting to the public.

· They would know we do not have to provide verbatim minutes, nor are we required to note the comments made at meetings, by either the board or the public.

But they don't want to know the rules because bullies think they are beyond the rules.

Mr. Moles says he has demanded and the board has not given documents from board meetings. Specifically, he has demanded financial information and budgets. By Mr. Moles own statements to me he has said he understands how boards operate. If that is the case then he knows that if he wants to receive documents from a board meeting he needs to file a freedom of information request with the facility, not demand, in a raised voice, from the board chairman at a monthly meeting that he be given them immediately, like he did this past Friday.

Bullies believe they are beyond the rules.

I have worked at Dobie Road for more than a year now and I believe in the mission, I witness the dedication, hard work, and commitment of Leslie and the entire Dobie Team every single day. We are dedicated to improving lives.

Are we perfect? No, but if we are wrong about something, we strive to make it right.

I love working at Dobie, and Leslie is the best boss, outside of the Marine Corps I have worked for.

Thank you for your time.

DRAFT

Attachment D: Kristen Campbell's Statement Regarding the ICMCF.

Kristen Campbell, Chief strategy officer, worked at Dobie since 2007. I have a degree in journalism and PR from Michigan State and went back to school in 2005 to pursue nursing. When I started at Dobie in 2007 I was a midnight floor nurse. After a while I was promoted to the medical records auditing nurse, then to the infection control nurse, and then the restorative nurse supervisor before being promoted in 2013 to the Director of Marketing & Business Development. My role, title, & responsibilities have changed over the years but currently I represent Dobie at community events, handle all the marketing, advertising, and PR; organize our annual strategic planning, and also serve as the corporate compliance and ethics officer.

As a 16-year employee who has worked their way up, I wanted to come and speak to you today about a few of the great things at and about Dobie.

In 2019 (before Covid, before staffing shortages, and before some of our current executive team had joined Dobie) we had an employee survey stating that most staff felt administration wasn't communicating well, wasn't transparent, and that morale was low. A work group was established to try and come up with creative solutions to improve employee satisfaction, however no results were accomplished. When Leslie was hired in mid-2020 and reviewed the results of that survey, she immediately brought in evidence-based employee engagement programs, leadership training programs, team member monthly rounding, and increased communication and transparency; including giving out her personal cell phone number to all 350 staff members so they could call her directly. *That's a culture A!*

In addition to addressing those needs, Leslie, our executive team, board, and foundation have worked endless hours to plan, budget, schedule, and successfully oversee continued beautiful improvements to the residents living environment, increasing resident activity and engagement programs, having more private rooms, and establishing a resident food and menu panel.

In fact, our 2022 resident satisfaction survey (which we submit annually to MDHHS) showed that 84% of residents feel our facility is clean, 83% feel the staff respond as timely as possible when they need assistance, 92% feel safe, 78% feel they are able to participate in their plan of care, and 83% feel that overall their life is improved by the care and services they receive at Dobie Road.

We are a 5-star facility and were also just voted *Best of the Best* in 4 different categories by community members through the Lansing State Journal. Best Nursing Home, Best Senior Living, Best Memory Care, and Best Physical Therapist.

I'll end by saying that being a resident or a staff member, or a volunteer at Dobie Road is a choice; and while we aren't perfect, as no one person or facility is, we sure work our tails off every single day for those we serve.

Attachment E: Mr. Wilczek's Statement Regarding the ICMCF and DHHS Board meetings.

6/26/2023

My name is Matt Wilczek. I am the state appointee to the Human Service Board and joined in December, 2022. I was elected chair in January, 2023.

It is my pleasure to be here tonight to review our past activities as a board and in particular our interactions with members of the public. I am open to learning more about ways that we can be more effective and welcome any feedback you have.

Unfortunately, it has become clear that there is a wide gap in what some members of the public believe are the purpose of board meetings and what I believe is the actual charter of the board.

Upon joining the board, I reviewed its orientation packet and was briefed by prior board members and by the board.

I'd like to highlight a few points about the nature of the board.

- While our meetings are open meetings and open to members of the public. They are not town-hall style meetings. Meetings are not an open forum for public questions to the management team or the board itself.
- The Board will not and should not comment publicly on clinical issues raised by members of the public. Clinical issues should be directed to the resident's physician and the facilities nursing care leadership.
- Members of the public with concerns or feedback are encouraged to submit feedback forms. And, if dissatisfied, to file a complaint with State oversight agency. The facility management team regularly self-report any complaints from the public and updates the board on the findings of all inquiries.
- The board's meeting agenda, the prior meeting minutes, and its meeting policy are available at every meeting. All other documents like the facility financials, management reports, presentations by invited 3rd party guest are considered board documents, and while public documents, they are not available as handouts at each meeting.

Lastly, before hearing your feedback and advice, I would like to respond to specific accusation a member of the public has made regarding board decorum and my personal ethics. As I mentioned earlier, I do not believe it is my role, or the role of the board, to comment on clinical issues or level of care needs of any resident. On several occasions, I have seen members of the public push the board for reversals of clinical decisions made by doctors or nursing staff and I have had to firmly confirm the board's role and position. Furthermore, I've seen members of the public harass and wrongfully accuse the facility's leadership team wrongdoing.

In addition, it was suggested by a member of the public that I have a conflict of interest. While it is true that my wife and I own and operate Oasis Senior Advisors of Mid-Michigan, this is not a conflict of interest. Oasis Senior Advisors of Mid-Michigan helps seniors and their families navigate various private pay Assisted Living Options. Our service is free to seniors and their families. Families like working with us because we offer the most objective way to select the best option for their specific situation. We do not refer seniors or their families to Skilled Nursing Facilities, including Dobie Rd. We do not have any contracts or signed agreements with Dobie Rd. Furthermore, both my wife and I are Certified Senior Advisors (CSAs) a designation from the Society of Senior Advisors which requires that we adhere to a code of ethics. And if I may add, none of our competitors have this designation. I have disclosed my role as Owner of Oasis Senior Advisors of Mid-Michigan to the board and have reviewed and signed the Board's conflict of interest policy.

As to the board's violation of the open meetings act, I also believe this is a false accusation.

- The board's meeting agenda, the prior meeting minutes, and its meeting policy are available at every meeting. All other documents like the facility financials, management reports, presentations by invited 3rd party guest are considered board documents, and while public, they are not available as handouts at each meeting
- The boards meeting times and locations for the calendar year 2023 were approved in open session in January and have been posted to both the county and facility website.

- Over the last few months, we have entered closed sessions. The specific topics for which the closed session was called are noted in the minutes.

- *Reasons for closed sessions were:*

January – meeting with counsel

February – building security concerns [post MSU shooting] [and the threatening behavior of a member of the public]

March – No closed sessions

April – review of Plant Moran strategic planning

May – CEO evaluation

Thank you for your time and allowing me to make these comments.

Attachment F: Ms. Shanlian's Statement Regarding the ICMCF.

Good evening Commissioners,

Thank you for inviting me here tonight. My name is Leslie Shanlian, and I am the CEO and Administrator at Ingham County Medical Care Facility and have been since September 2020. I do want it noted that several of my staff are here tonight. I have had the privilege of improving the lives of our vulnerable adults as a licensed nursing home administrator since 1996 and have worked in private and public sector, mainly as a nursing home administrator, but have experience as assisted living and independent living administrator as well. I also was the Long Term Care Division Director for LARA and oversaw all of the inspections and complaint investigations for all nursing homes in the state of Michigan as I wanted to make lives better for all of our elders in the state. During my time at the state, I did get promoted to Deputy Director for what is now the Aging and Adult Services Agency, where I oversaw grants to prevent Elder Abuse and at that time, oversaw the Ombudsman program, which exists to not only advocate for residents wishes, but is supposed to work collaboratively with providers. The Ombudsman program is now independent of state government and is only focused admittedly on just one portion of the program, which is to advocate for residents wishes even if it doesn't fit within regulations.

I do want it noted for the record that while I do not have an issue with the Medilodge organization, I have never worked for them. I also do not receive a bonus from Ingham County Medical Care Facility, we outsourced our dining program as I couldn't in good conscience, serve hamburgers on bread. Our chef just recently received a standing ovation from our residents and our residents have input into menus. Mr. Moles has been asked repeatedly to stop spreading these false statements that are targeted to harm my reputation, yet he continues.

From the state, I went to Mary Free Bed in Grand Rapids and ran the sub-acute nursing home. It is a wonderful culture, one of which I am accustomed to. It is evidence based for employee engagement, optimistic, full of team work, doing the right thing for residents and patients, advocating for them and empowering staff. When COVID came, the sub-acute business was almost non-existent as people didn't or couldn't do elective surgeries, and I was recruited to Dobie Road. Dobie has a great reputation for care and I was delighted to go. I had referred a lot of people there when I worked for the state and had toured it before. I was not aware of the long standing adversarial relationship between frontline staff and managers until my first week and almost immediately, I brought in the same evidence based group we used at Mary Free Bed, to increase employee retention and culture because our employees and most importantly, our residents deserve it. We know it takes 7 years for full culture change to occur and we now have the right people in place who are committed for that to happen.

There were a lot of very nice people who worked at Ingham County Medical Care Facility but, unfortunately, also put facility at risk:

- former CFO who worked here for 19 years just plead guilty to embezzlement
- former plant operations director steered over \$500,000 to a company he owned
- past internal promotions to HR cost facility hundreds of thousands of dollars due to inaccurate PTO accruals and negotiating union contracts erroneously, violating wage and hour laws

-past practice of allowing treatments that put facility at financial risk which our Medical Director will not prescribe anymore which is one of the reasons we are here.

-skilled nursing homes are so heavily regulated-I would love to do what all residents wish, but the physician, the care team, and I cannot put the county at such a liability. If a resident were in assisted living or independent living, they could use a treatment they desire, just not in this setting. My goal is to make their lives as best as possible while living within the regulations we have.

-The care and clinical decisions at issue have been the subject of investigations by LARA (all unsubstantiated), as well as complaints to the Michigan Attorney Generals Office, the Ombudsman, the Governor, the Michigan County Medical Care Facility Council, the residents attending physicians and not one has found any fault or concern with the care and treatment provided by our staff. The individuals here account for literally half of our complaints that have been investigated. We have even had the care reviewed by an independent geriatric nursing expert and have found our care is exceptional.

We have a great team, our staffing exceeds national, state, and area nursing homes, and more importantly, our quality measures are a 5 star.

I am asking for your continued support in clinical and facility concerns to be resolved via the facility and through the resources for reporting to the state, as is done historically and effectively, and not through public forums which can potentially expose resident medical information.

Thank you.

Leslie

JULY 17, 2023 HUMAN SERVICES AGENDA

STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

2. *Parks Department*

a. *Resolution to Authorize the Ingham County Parks to Participate in the Capital Area District Libraries Library of Things*

This resolution approves the Ingham County Parks Department to participate in the Capital Area District Libraries Library of Things. Capital Area District Libraries will create 42 park passes, including park entry to all parks, one-hour pedal boat rental, and a Disc Golf Day Pass and a one-round equipment rental for up to 4 people.

b. *Resolution to Authorize a Contract with Laux Construction for Improvements to Hawk Island County Park*

This resolution approves entering into a contract with Laux Construction for the base bid of \$984,787.37 for improvements to Hawk Island County Park. The general scope of work includes, but is not limited to: 1) new paved paths, in lieu of the boardwalk along bank of the lake; 2) three (3) new fishing piers/overlook docks; 3) amenities will include a recycled plastic bench, a recycled plastic trash receptacle, recycled bollards and an interpretive sign; 4) native landscaping will be included to replace the removed trees and vegetation along the bank of the lake; and 5) parking lot striping to delineate the American with Disabilities Act (ADA) parking spaces. Funding is available in the Parks budget for this project.

c. *Resolution to Adopt the Phase II Feasibility Study for the Holt to Mason Trail*

Board of Commissioners Resolution #21-102 authorized a contract with Spicer Group, Inc. to provide a Phase II Feasibility Study for the final phase of the Holt to Mason trail that will go along Cedar and Howell Roads from College Road to Kearns Road. This resolution asks the Board of Commissioners to adopt the study as presented. The study is available for review at <https://pk.ingham.org/>.

d. *Resolution to Authorize a Three-Year Contract Extension with Spicer Group, Inc. to Provide Consulting Services for Certain Trails and Parks Millage Related Items*

This resolution authorizes a three-year contract extension with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of millage related items. The cost will be included in the Parks Department's future budget request for the appropriate amount each year of \$109,850 for 2024, \$110,980 for 2025 and \$112,000 for 2026, which includes Spicer Group's attendance at Park Commission, Board of Commissioners, and other meetings, if required and requested, at a cost of \$400.00 per meeting. Funding for this contract is available in the Trails and Parks millage.

3. *Health Department*

a. *Resolution to Amend Resolution #23-295 to Authorize an Agreement with Birth Kalamazoo, LLC*

This resolution authorizes amending Resolution #23-295 to provide birth and/or postpartum doula services to the two groups of doulas, and to change the name (formerly Heart Soul Birth Pros) to Birth Kalamazoo, LLC, effective June 1, 2023 through May 31, 2025 in an amount not to exceed \$20,000.

b. *Resolution to Amend Resolution #22-354 with United Way of Central Michigan*

This resolution amends Resolution #22-354 to extend and increase the agreement with Capital Area United Way (CAUW), now merged with and doing business as United Way of South Central Michigan, effective October 1, 2022 through September 30, 2023 for the Capital Area Behavioral Risk Factor Survey, in an amount not to exceed \$42,233.62. Funding for this agreement is available in the 2023 budget.

c. *Resolution to Amend Resolution #20-566 with Amalgam LLC*

This resolution amends Resolution #20-566 with Amalgam LLC to expand our use of the web-based application by implementing FetchEH, effective August 1, 2023 through July 31, 2025 in an amount not to exceed \$14,000. FetchEH will give ICHD's EH Department the capacity to implement electronic permitting for wells and onsite wastewater treatment systems, to perform inspections, to manage data, and for administrative functions for the following programs: Food, Body Art, Pools, Campgrounds, Pollution Prevention (P2), Tobacco, and Complaints. Funding for this agreement is available in the Health Department budget.

d. *Resolution to Authorize an Agreement with East Lansing Public School District*

This resolution authorizes entering into a ten-year interagency agreement with the ELPSD to operate a school based community health center at East Lansing High School, effective August 15, 2023 through August 14, 2033.

e. *Resolution to Authorize a 2023 -2024 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 an Emerging Threats agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,460,045. The financial impact of this agreement will increase the FY '24 County budget by \$1,387,095. This resolution makes the following specific changes to the budget:

- COVID Immunization: increase of \$394,496 from \$0.00 to \$394,496
- COVID-19 Mobile Testing: increase of \$127,050 from \$72,950 to \$200,000
- ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention: increase of \$816,786 from \$0.00 to \$816,786
- American Rescue Plan: increase of \$48,763 from \$0.00 to \$48,763

f. *Resolution to Authorize a 2023-2024 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Comprehensive Agreement*

This resolution authorizes the FY23-24 Comprehensive Agreement with Michigan Department of Health and Human Services (MDHHS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$6,982,051. ICHD currently receives funding from 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 \$6,982,051 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
Bioterrorism Emergency Preparedness
Breast & Cervical Cancer Control Navigation Program
Children Special Health Care Services
Communicable Disease Prevention
Family Planning
Food Vendors and Restaurant Inspections
Immunizations

Lead Safe Homes
Maternal & Child Health Programs
Tobacco Reduction
Tuberculosis Control
Sexually Transmitted Disease Ctrl
Vision & Hearing Screening
The WIC Program

g. *Resolution to Authorize Letter of Intent to Explore the Acquisition of Safe Dermatology & Med Spa of Lansing*

This resolution authorizes a letter of intent to explore the possibility of acquiring Safe Dermatology & Med Spa of Lansing to provide advanced medical and cosmetic skin treatments to Ingham County's vulnerable populations. Safe Dermatology & Med Spa of Lansing is a Dermatology clinic in Lansing, Michigan providing Advanced Medical & Cosmetic Skin Treatments.

h. *Resolution to Authorize an Agreement with Wayne State University for the Michigan Vaccination Partners Project*

This resolution authorizes an agreement with Wayne State University to participate in the MVP Project developed to improve access to vaccinations and other health care services for persons with disabilities and their families, and to become an MVP Provider site, effective July 30, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

i. *Resolution Honoring Amy Thomas*

This resolution honors Amy Thomas for her 28 years of dedicated service to ICHD and for her distinguished and superior service to both the Health Department as well as to the citizens of Ingham County.

OTHER ITEMS:

1. *Community Mental Health Authority – Crisis Stabilization Center Plan (Discussion)*

CMHA-CEI Crisis Stabilization Center



Community

MENTAL HEALTH

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Together we can.

OVERVIEW

The Crisis Stabilization Center will offer 24/7 crisis intervention within a coordinated continuum of care that will include a structured, secure, and multidisciplinary Crisis Stabilization Unit (CSU) located within the Crisis Stabilization Center. CMHA-CEI plans to position the Crisis Stabilization Center on the previous McLaren Greenlawn location as part of a Behavioral Health Campus and to create an easy-to-access area for community partners and members. The Crisis Stabilization Center will provide a wide range of services, including: inpatient prescreen, mental health crisis assessment and intervention, nursing, psychiatry, peer recovery coaching, medically supervised Withdrawl Management, and referral to ongoing behavioral health treatment.

"Wilder Research (2013) used claims data to calculate a return on investment of mental health crisis stabilization programs in the east metropolitan area of the Minnesota Twin Cities, and they found that the net benefit of a CSU was approximately \$0.3 million, with a return of \$2.16 dollars for every dollar invested."

A Crisis Stabilization Center is a key element in reducing psychiatric hospitalizations, creating a less restrictive treatment option without negatively impacting clinical outcomes, reducing psychiatric boarding in emergency departments, preventing unnecessary incarceration, and providing a resource for local law enforcement. Individuals admitted to the secured CSU portion of the Crisis Stabilization Center can start receiving psychiatric services for up to 72 hours. It could divert cases away from police officers so they can focus their efforts and resources on other issues. It would also assist the justice system by giving law enforcement access to a trusted 24/7/365 location to connect individuals experiencing a mental health crisis to care.

"This exciting project will meet long standing community needs for a one stop crisis center that can provide secured treatment for up to 72 hours."

*- Sara Lurie,
CMHA-CEI, CEO*





GROUND LEVEL

Moving over existing Youth Crisis Services and Adult Crisis Services inclusive of CS 24/7 walk in, mobile, urgent care services.



1st FLOOR LEVEL

Add secured CSU beds once Michigan certification is achieved.



2nd FLOOR LEVEL

Move Bridges Crisis Residential Unit and The Recovery Center.



OTHER (TBD)

Add other collateral services as needed throughout the building.

Estimated Facility and Renovation Costs:

Purchase/Admin/Legal	\$4,670,319
Renovation Costs	\$15,816,383
Utility Independence	\$6,153,182
Parking Lot Repair	\$287,288
Roof	\$1,924,000
Furnishing/Fixtures	\$1,948,828
TOTAL COST OF PROJECT	\$30,800,000

Less Current Expected Funding:

McLaren.....	\$1,800,000
MEDC State Grant Funding.....	\$5,000,000
MDHHS State Grant Funding	\$4,000,000
TOTAL GRANT FUNDING	\$10,800,000
BOND REQUEST	\$20,000,000



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Agenda Item 2a

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: July 3, 2023
SUBJECT: Capital Area District Libraries Library of Things
For the meeting agenda of July 17, 2023 Human Services and July 19, 2023 Finance

BACKGROUND

The Library of Things service at Capital Area District Libraries supports lifelong learning and creativity. The Library of Things allows adult cardholders to borrow practical, hands-on items to learn new skills, explore areas of interest or help with everyday tasks. The Ingham County Park staff wish to partner with the Capital Area District Libraries to encourage individuals to learn and explore the Ingham County Parks.

ALTERNATIVES

To not offer this experience.

FINANCIAL IMPACT

Fees that might have been collected if we did not offer free opportunities.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their June 12, 2023 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County Parks to participate in the Capital Area District Libraries' Library of Things.

Ingham County Park Passes

- Pass covers parking and entry at all Ingham County parks
- Includes an 1 hour pedal boat rental (pedal boat holds up to 4 people) at Hawk Island or Burchfield Park
- Includes a Disc Golf Day Pass and a one round equipment rental for up to 4 people (Disc Golf is available at Burchfield Park and Lake Lansing North)
- Start with a total of 42 passes
- Checkout for 1 weeks
- CADL will create passes
- Use DVD cases, same as Zoo Passes – Ingham County Parks to supply information they would like included in the DVD case, feel free to include marketing materials about park events



ENTRY FOR 1 HOUSEHOLD + PARKING AT ALL INGHAM COUNTY PARKS

Visit pk.ingham.org for park hours and individual park details

Hawk Island and Burchfield Park Additions

- 1 hour pedal boat rental (pedal boat holds up to 4 people)
(Memorial Day—Labor Day, Staff Dependent)

Burchfield Park and Lake Lansing North Additions

- Disc Golf Day Pass and a one round equipment rental for up to 4 people

RETURN: 7 Days After Checkout to any CADL branch

Questions or Concerns, please contact 517-676-2233

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY PARKS TO PARTICIPATE IN THE
CAPITAL AREA DISTRICT LIBRARIES LIBRARY OF THINGS**

WHEREAS, the Library of Things service at Capital Area District Libraries supports lifelong learning and creativity; and

WHEREAS, Library of Things allows adult cardholders to borrow these practical, hands-on items to learn new skills, explore areas of interest, or help with everyday tasks; and

WHEREAS, park staff wish to partner with the Capital Area District Libraries to encourage individuals to learn and explore the Ingham County Parks; and

WHEREAS, park staff has worked with the Capital District Libraries to develop a Library Park Pass to be offered for check out at the Capital Area District Libraries.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Parks Department to participate in the Capital Area District Libraries Library of Things.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes Capital Area District Libraries to create 42 park passes, including park entry to all parks, one-hour pedal boat rental, and a Disc Golf Day Pass and a one-round equipment rental for up to 4 people.

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

TO: Board of Commissioners Human Services & Finance Committees

FROM: Tim Morgan, Parks Director

DATE: July 3, 2023

SUBJECT: Contract with Laux Construction

For the meeting agenda of July 17, 2023 Human Services and July 19, 2023 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced general contractors to enter into a contract for the purpose of making improvements to Hawk Island County Park. The general scope of work includes, but is not limited to: 1) new paved paths, in lieu of the boardwalk along bank of the lake; 2) three (3) new fishing piers/overlook docks; 3) amenities will include a recycled plastic bench, a recycled plastic trash receptacle, recycled bollards and an interpretive sign; 4) native landscaping will be included to replace the removed trees and vegetation along the bank of the lake; and 5) parking lot striping to delineate the American with Disabilities Act (ADA) parking spaces. The evaluation committee recommends that the contract be awarded to Laux Construction.

ALTERNATIVES

This project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility and enhance the user experience. The alternative is to not complete the project.

FINANCIAL IMPACT

The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department Staff, to award the contract to the local vendor Laux Construction for the lowest base bid of \$984,787.37. Funding has been established as follows:

Trust Fund Grant #19-0116	300,000.00
Land & Water Grant #26-01823	292,100.00
Millage TR059	523,500.00
TOPO	15,000.00
Fish Stocking	10,000.00
Total Awarded	1,140,600.00
Prime Commitment (LAP 1448-21A)	(37,123.00)
Prime Commitment (LAP 1448-21B)	(30,357.00)
Total before construction	1,073,120.00
Construction	(984,787.37)
Construction Contingency	(70,000.00)
Total after construction	18,332.63
Fish Stocking	(10,000.00)
Permit Fees (EGLE & COL)	(2,500.00)
Striping of path & handicap spots	(3,000.00)
Total Remaining	2,332.63

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their June 12, 2023 meeting.

RECOMMENDATION

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

Agenda Item 2b

TO: Timothy Morgan, Director, Parks Department

CC: Brian Collins, Deputy Director, Parks Department

FROM: James Hudgins, Director of Purchasing

DATE: May 11, 2023

RE: Memorandum of Performance for RFP #59-23 Improvements to Hawk Island County Park

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors to enter into a contract for the purpose of making improvements to Hawk Island County Park.

There are two Michigan Department of Natural Resources (MDNR) grants that are being utilized to fund this project:

1. **TRUST FUND GRANT PROJECT**

This project entails moving the access route to the south end of the lake including but not limited to, 1) a new paved path, in lieu of the boardwalk along bank of the lake, 2) Three (3) new fishing piers / overlook docks, 3) Amenities will include a recycled plastic bench, a recycled plastic trash receptacle, recycled bollards and an interpretive sign. 4) Native landscaping will be included to replace the removed trees and vegetation along the bank of the lake and 5) Parking lot striping to delineate the ADA parking spaces

2. **LAND & WATER CONSERVATION FUND (LWCF) GRANT PROJECT**

The proposed project includes, but is not limited to, 1) An accessible canoe/kayak launch, 2) A new floating pedal boat / row boat dock with slips, 3) New concrete walks, 4) Amenities will include a recycled plastic bench, a recycled plastic trash receptacle, recycled bollards and an interpretive sign, 5) Native landscaping will be included to replace the removed trees and vegetation along the bank of the lake, and 6) Parking lot striping to delineate the ADA parking spaces.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	97	18
Vendors attending pre-bid/proposal meeting	9	4
Vendors responding	3	1

Summary of the vendors' costs:

Vendor Name	Local Preference	Base Bid
Laux Construction	Yes, Mason MI	\$984,787.37
Orion Construction	No, Grand Rapids MI	\$1,047,185.00
E.T. Mackenzie Company	No, Grand Ledge MI	\$1,179,389.70

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

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

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

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH LAUX CONSTRUCTION
FOR IMPROVEMENTS TO HAWK ISLAND COUNTY PARK**

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for making improvements to Hawk Island County Park; and

WHEREAS, this general scope of work includes, but is not limited to: 1) new paved paths, in lieu of the boardwalk along bank of the lake; 2) three (3) new fishing piers/overlook docks; 3) amenities will include a recycled plastic bench, a recycled plastic trash receptacle, recycled bollards and an interpretive sign; 4) native landscaping will be included to replace the removed trees and vegetation along the bank of the lake; and 5) parking lot striping to delineate the Americans with Disabilities Act (ADA) parking spaces; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Laux Construction; and

WHEREAS, there is \$1,140,600 available in line item 228-62800-967000-TR059 per Resolutions #20-349 and #21-411.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Laux Construction for the base bid of \$984,787.37 for improvements to Hawk Island County Park.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$70,000 to cover any additional work items to be completed by staff in-house and/or expenditure by Laux Construction of which must be mutually agreed on in writing between the Parks Director (or designee) and Laux Construction before work on such work items is begun.

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

TO: Board of Commissioners Human Services
FROM: Tim Morgan, Parks Director
DATE: July 3, 2023
SUBJECT: Adopt the Phase II Feasibility Study: Holt to Mason Trail
For the meeting agenda of July 17, 2023 Human Services

BACKGROUND

Board of Commissioners Resolution #21-102 authorized a contract with Spicer Group, Inc. to provide a Phase II Feasibility Study for the final phase of the Holt to Mason trail that will go along Cedar and Howell Roads from College Road to Kearns Road. This resolution asks the Board of Commissioners to adopt the study as presented. The study is available for review at <https://pk.ingham.org/>.

ALTERNATIVES

None. Adopting the study is necessary to move forward with this project.

FINANCIAL IMPACT

The study carries with it no commitment on the part of the Board of Commissioners to fund any particular recommendation contained within the study.

Board of Commissioners Resolution #20-564 previously authorized a commitment of \$1,250,000 for the final phase of the Holt to Mason trail project. The County was also awarded \$2,750,000 from Representative Elissa Slotkin's Community Project Funding program per Board of Commissioners Resolution #23-177. After the study is adopted, staff will work with the Purchasing Department to solicit an RFP for the design of this project.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their June 12, 2023 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend authorizing the resolution to adopt the Phase II Feasibility Study for the Holt to Mason Trail.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE PHASE II FEASIBILITY STUDY FOR THE
HOLT TO MASON TRAIL**

WHEREAS, to assist the Board of Commissioners in developing the Phase II Feasibility Study for the Holt to Mason Trail that will go along Cedar and Howell Roads from College Road to Kearns Road, Ingham County hired Spicer Group, Inc. to complete the study; and

WHEREAS, Spicer Group, Inc. has completed the study to the satisfaction of the Ingham County Parks and Recreation Commission; and

WHEREAS, the Ingham County Parks and Recreation Commission recommends approval of the Phase II Feasibility Study for the Holt to Mason Trail by the Ingham County Board of Commissioners; and

WHEREAS, the Ingham County Board of Commissioners desires to implement the recommendations included in the study.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the Phase II Feasibility Study for the Holt to Mason Trail prepared by Spicer Group, Inc.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: July 3, 2023
SUBJECT: Contract Extension with Spicer Group, Inc. for Consulting Services
For the meeting agenda of July 17, 2023 Human Services and July 19, 2023 Finance

BACKGROUND

The Board of Commissioners passed Resolution #20-560 to authorize a three-year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of millage related items, with an option to renew the contract for an additional three-year period. Ingham County Parks staff and the Park Commission recommend renewing the contract with Spicer Group Inc. for an additional three years as detailed in Exhibit A.

ALTERNATIVES

Ingham County Park staff does not have the engineering expertise that the consultant is able to provide.

FINANCIAL IMPACT

Board of Commissioners Resolution #20-560 authorized \$322,557 for a three-year contract. This resolution extends the contract for an additional three years. The fourth, fifth, and sixth year cost will be included in the Parks Department's future budget request for the appropriate amount each year of \$109,850 for 2024, \$110,980 for 2025 and \$112,000 for 2026, which includes Spicer Group's attendance at Park Commission, Board of Commissioners, and other meetings, if required and requested, at a cost of \$400.00 per meeting:

Budget Year	Yearly Amount	Meeting Fee	Total
2021	\$102,738.00	\$3,750.00	\$106,488.00
2022	\$103,765.38	\$3,750.00	\$107,515.38
2023	\$104,803.03	\$3,750.00	\$108,553.03
2024	\$105,850.00	\$4,000.00	\$109,850.00
2025	\$106,980.00	\$4,000.00	\$110,980.00
2026	\$108,000.00	\$4,000.00	\$112,000.00

The financial impact from this request will be an additional \$332,830 from the Trails and Parks Millage Fund balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1 (g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution unanimously with the passage of a motion at their June 12, 2023 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend the resolution authorizing an amendment to the contract with Spicer Group, Inc. be approved.

Exhibit A



May 4, 2023

Tim Morgan, Director
Ingham County Parks
121 E. Maple St., Suite 102
Mason, MI 48854

RE: Professional Consulting Services Contract Extension, Contract #153-20
Ingham County, MI

Tim,

At your request, we are providing you with our proposal to extend our contract for the Parks and Trails Professional Consulting Services, Packet #153-20.

Background

Spicer Group has been assisting Ingham County in administration tasks related to their Trails and Parks Millage. The Ingham County Trails and Parks millage generates approximately \$4 million dollars per year. With this millage, the County has successfully offered grant funding to communities within the County, to create and maintain a sustainable countywide system of recreation trails and adjacent parks.

Administering this program is a good deal of work. Ingham County would like to continue our assistance with the administration of this grant program regarding several specified tasks. Listed below are the 13 tasks we have been assisting the County with and an associated scope of work for each item.

Scope of Work / Fee

Our Scope of Work is divided into specific tasks, as follows:

TASK #1. EVALUATING APPLICATIONS – We will receive and review applications from the millage programs with oversight from the Director for Ingham County Parks and Trails and Parks Millage Coordinator. This review will include:

- **Validating cost estimates submitted with each application for completeness and accuracy.** Spicer will review the projects and their cost estimates submitted with each application. We will compare the estimates with current cost data for accuracy and assist the communities in providing the best estimates for their proposed projects.
- **Providing funding recommendations on project viability to the Parks Director, Park Commission and Board of Commissioners.** Based on the review of the projects and estimates, Spicer Group, with assistance and input from the County, will provide a Viability Report for each project. These reports will be distributed to each community prior to their presentation to the Park Commission so they can respond to any project concerns. Following the presentation, the Viability Reports will be finalized for the Park Commission who will use them when scoring the projects.
- **Compiling the scoring of the applications for the Park Commission.** Once the Park Commissioners have scored each application, Spicer Group will compile the scores into the scoring system developed by

May 4, 2023

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the Park Commission. A scoring report will be developed showing each project's score, park commissioners' comments, and a summary of the project in alphabetical and scoring order.

Fee: Our anticipated fee for this task is based on an expected amount of 40 hours of effort per year. This equates to \$18,180 (broken down by year: year 4 - \$6,000, year 5 - \$6,060, year 6 – \$6,120).

TASK #2. GIS MAPPING – Develop maps of existing trails and planned trails within the boundaries of the existing County Parks, as needed. Spicer Group will produce GIS documents and printable copies for each of the four County Parks including Lake Lansing North and South, Burchfield, and Hawk Island.

Fee: Our anticipated fee for this task is based on an expected amount of 58 hours of effort per year. This equates to \$21,982 (broken down by year: year 4 - \$7,250, year 5 - \$7,337, year 6 – \$7,395).

TASK #3. OVERSEE PROJECTS – All projects awarded millage grants will be monitored from inception to completion to ensure conformance to standards, plans and specifications. Once the projects are awarded, it will be necessary to review the progress of each project on-site to ensure they are moving forward.

Fee: Our anticipated fee for this task is based on an expected amount of 180 hours of effort per year. This equates to \$81,810 (broken down by year: year 4 - \$27,000, year 5 - \$27,270, year 6 – \$27,540).

TASK #4. PERFORM A "PROJECT AUDIT" – Once a project completes construction, Spicer Group will complete a final inspection of the project to oversee the work of the Contractor and ensure compliance with the contract, including inspection of the work for conformance to standards, specifications, and guidelines.

Fee: Our anticipated fee for this task is based on an expected amount of 48 hours of effort per year. This equates to \$21,816 (broken down by year: year 4 - \$7,200, year 5 - \$7,272, year 6 – \$7,344).

TASK #5. TRACK ALL FINANCIAL ASPECTS – Spicer Group will continue to track projects through the developed Millage Management Excel spreadsheet developed over the past four years. This will be updated monthly, or as requested, and provided regularly to the County. To provide these updates, Spicer Group will:

- Request MUNIS reports from Ingham County Finance office on expenditures, quarterly, or as needed.
- Work with park staff to update projects and funding.
- Regularly review County resolutions and update information in the spreadsheet.
- Provide regular reports to each community so they can update their project status.
- Gather project status data from each community.

Fee: Our anticipated fee for this task is based on an expected amount of 124 hours of effort per year. This equates to \$56,358 (broken down by year: year 4 - \$18,600, year 5 - \$18,786, year 6 – \$18,972).

TASK #6. FIELD ENGINEERING STUDIES – A variety of engineering field studies pertaining to bridge evaluation according to MDOT standards will be conducted, as needed.

Fee: Our anticipated fee for this task is based on an expected amount of 28 hours of effort per year. This equates to \$10,612 (broken down by year: year 4 - \$3,500, year 5 - \$3,542, year 6 – \$3,570).

May 4, 2023

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TASK #7. CONDUCT PASER RATINGS – A variety of engineering field studies pertaining to Pavement Surface Evaluation and Rating (PASER) ratings and pavement thickness will be conducted, as needed.

Fee: Our anticipated fee for this task is based on an expected amount of 32 hours of effort per year. This equates to \$14,544 (broken down by year: year 4 - \$4,800, year 5 - \$4,848, year 6 – \$4,896).

TASK #8. WAYFINDING – Spicer Group will assist the County in the implementation of future phases of the Trails Wayfinding Sign program.

- We will work with the participating communities to identify the signage needs, compile the information, coordinate the sign development with the sign contractor, assist with specifications and
- drawings for installation, assist with any needed estimates, and work with the County to oversee the installation of all signs.
- Once the signs are installed, Spicer Group will GPS the location of each sign and add it to the County's GIS system. This data will be shared with Ingham County 911 to utilize on the trail systems when they are trying to locate victims.

Fee: Our anticipated fee for this task is based on an expected amount of 90 hours of effort per year. This equates to \$40,905 (broken down by year: year 4 - \$13,500, year 5 - \$13,635, year 6 – \$13,770).

TASK #9. GRANT APPLICATIONS AND RFP DEVELOPMENT – Assist the County with:

- Prepare the design and cost estimates for projects proposed in the County Parks Capital Action Plan, and as directed by the Parks Director and/or Trails Coordinator.
- Prepare grant applications for each project through the determined grant program (i.e. DNR, County, or other public or private grant agency).
 - Pre-score the DNR application to determine the best grant program to target.
 - Develop the application on MiGrants online grant application.
 - Determine the local match amount.
 - Prepare the location map, legal boundary map.
 - Prepare a conceptual site plan showing the proposed improvements in relationship to the existing facilities.
 - Develop a preliminary floor plan of any proposed building improvements, where required.
 - Review and complete the environmental checklist and SHPO submittals for any Land and Water Conservation Fund grants. These are not required to be submitted when the application is submitted.
 - Write the supporting grant narrative text.
 - Produce photographs of the site showing the existing conditions and proposed improvement locations.
 - Produce the Notice of Intent Form and Transmittal Letter to the regional planning agency.
 - Compile the requirements for the grant applications and upload them to the online application.
 - Assist the County in submitting the grant application to the MDNR.
- County Responsibilities would include:
 - Assist and provide information for the application form as needed (i.e., property deeds, plat map information, property descriptions, etc.)
 - Obtain attorney signature on documentation of site control form.
 - Advertise and host a public meeting.

May 4, 2023

Page 4 of 6

- Obtain documentation from people with disabilities or a disability group regarding the project.
 - Obtain letters of support for the project.
 - Produce approved public meeting minutes.
 - Certify a resolution from the Board of Commissioners.
 - Review and submit the application.
- Assist the County in developing an RFP to aid the County in soliciting proposals for prime professional services for the design, grant administration, bidding, and construction administration of each grant project. The RFP would, at a minimum, meet all requirements of the MDNR grant for prime professional and the requirements of the County Purchasing Department.

Fee: Our anticipated fee for this task is based on an expected amount of 68 hours of effort per year. This equates to \$25,772 (broken down by year: year 4 - \$8,500, year 5 - \$8,602, year 6 – \$8,670).

TASK #10. UPDATE COMPREHENSIVE REPORT MAPS – Work with the County and stakeholders to update the maps in the Comprehensive Report developed in 2015/16. There are many projects that have been completed with the Trails and Parks Millage funds and these projects have quickly outdated the 2015/16 maps.

- Spicer Group will develop updated maps showing clear detail of critical connections in the
- entire County Trails systems, identify missing links, and recommend priorities in the regional system for connecting communities.
- Verify on-road bike lanes within the current plans/maps and the status of the widths of those identified bike lanes.
- Coordinate with the Ingham County Road Department and park staff.

Fee: Our anticipated fee for this task is based on an expected amount of 32 hours of effort per year. This equates to \$14,544 (broken down by year: year 4 - \$4,800, year 5 - \$4,848, year 6 – \$4,896).

TASK #11. PRIORITY TRAILS - Provide costs and designs for the priority trails outlined in the Trails and Parks Comprehensive Report.

- Drive and study the routes to determine the proposed routes and any challenges that will have to be overcome.
- Develop a conceptual plan showing the proposed route and any potential phasing.
- Prepare preliminary estimates of costs broken down by phases.
- Work with the Trails Coordinator, park staff, Park Commission, and Board of Commissioners to apply for grant funds to complete these important linkages, including:
 - Holt to Mason Trail (from College Road to the Hayhoe Trail)
 - Ram 2 Burchfield Trail
 - MSU to Lake Lansing, Phase 3
- Communicate with MDOT and DART manufacturing, as well as all local entities, stakeholders and communities.

Fee: Our anticipated fee for this task is based on an expected amount of 24 hours of effort per year. This equates to \$10,908 (broken down by year: year 4 - \$3,600, year 5 - \$3,636, year 6 – \$3,672).

May 4, 2023

Page 5 of 6

TASK #12. REPORTING OF CONSULTANT'S TIME – Spicer Group will track and provide detailed reports regularly showing the amount of time spent on each task.

Fee: Our anticipated fee for this task is based on an expected amount of 11 hours of effort per year. This equates to \$3,399 (broken down by year: year 4 - \$1,100, year 5 - \$1,144, year 6 - \$1,155).

TASK #13. MEETINGS – Spicer Group will attend meetings with the Park Commission, Board of Commissioners, or other agencies, as needed.

Fee: Our anticipated fee for this task is based on an expectation of attending 10 meetings per year, which equates to \$12,000.

Additional Services

Additional services related to this project will be furnished by us after you authorize the work. Our fee for the additional services will be determined at the time they are agreed to and rendered.

Fee Schedule

Our proposed fee to complete these services can be found **above** and on the **attached spreadsheet**. When we add up the anticipated task efforts for:

Year 4, the total estimated hourly fee is in the amount of **\$105,850**.

Year 5, the total estimated hourly fee is in the amount of **\$106,980**.

Year 6, the total estimated hourly fee is in the amount of **\$108,000**.

If, or when, we approach that number, we would let the park staff know that we are within say 15% of the upper limit. At that time the County could determine to either limit additional work or utilize additional dollars.

It is also our understanding that the Ingham County Park Staff will be responsible for communication with the Park Commission and Board of Commissioners, however if our attendance is required at one of these meetings, our fee for this will be in addition to the amount above, at a rate of **\$400 per meeting**.

Once we have done this work for a year or two, I think both parties will have a better understanding of what work is involved and the level of assistance needed.

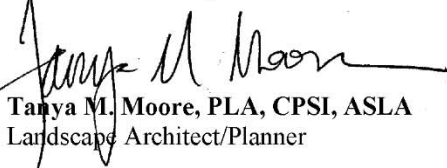
May 4, 2023
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We deeply appreciate your confidence in Spicer, and we look forward to working with you and for you on your project.

Sincerely,



Cynthia A. Todd, PLA
Director of Planning



Tanya M. Moore, PLA, CPSI, ASLA
Landscape Architect/Planner

SPICER GROUP, INC.

230 S. Washington Avenue
Saginaw, MI 48607
Phone: (989) 754-4717 ext. 5568
Fax: (989) 754-4440
mailto: robe@spicergroup.com

Cc: SGI File 129934SG2023
KEF, Acctg.

Scope Item Descriptions in RFP	YEAR 4 Estimated Hours	YEAR 4 Rate/Hour	YEAR 4 Total Not-to Exceed	YEAR 5 Estimated Hours	YEAR 5 Rate/Hour	YEAR 5 Total Not-to Exceed	YEAR 6 Estimated Hours	YEAR 6 Rate/Hour	YEAR 6 Total Not-to Exceed
1. Evaluate Applications	40	\$150.00	\$6,000.00	40	\$151.50	\$6,060.00	40	\$153.00	\$6,120.00
2. GIS Mapping	58	\$125.00	\$7,250.00	58	\$126.50	\$7,337.00	58	\$127.50	\$7,395.00
3. Oversee & Follow up on awarded projects & monitor ongoing projects	180	\$150.00	\$27,000.00	180	\$151.50	\$27,270.00	180	\$153.00	\$27,540.00
4. Project Audit Post Completion	48	\$150.00	\$7,200.00	48	\$151.50	\$7,272.00	48	\$153.00	\$7,344.00
5. Track Financial Aspects	124	\$150.00	\$18,600.00	124	\$151.50	\$18,786.00	124	\$153.00	\$18,972.00
6. Field Engineering Studies (Bridges)	28	\$125.00	\$3,500.00	28	\$126.50	\$3,542.00	28	\$127.50	\$3,570.00
7. Conduct PASER Ratings	32	\$150.00	\$4,800.00	32	\$151.50	\$4,848.00	32	\$153.00	\$4,896.00
8. Wayfinding	90	\$150.00	\$13,500.00	90	\$151.50	\$13,635.00	90	\$153.00	\$13,770.00
9. Grant Applications and RFP Development	68 (2 grant app.)	\$125.00	\$8,500.00	68 (2 grant app.)	\$126.50	\$8,602.00	68 (2 grant app.)	\$127.50	\$8,670.00
10. Update Comprehensive Report Maps	32	\$150.00	\$4,800.00	32	\$151.50	\$4,848.00	32	\$153.00	\$4,896.00
11. Priority Trails Studies	24	\$150.00	\$3,600.00	24	\$151.50	\$3,636.00	24	\$153.00	\$3,672.00
12. Reporting of Consultant's Time	11	\$100.00	\$1,100.00	11	\$104.00	\$1,144.00	11	\$105.00	\$1,155.00
OVERALL TOTALS	735		\$105,850.00	735		\$106,980.00	735		\$108,000.00
13. Attendance at Park Commission, BOC, and other meetings	10 Each	\$400.00	\$4,000.00	10	\$400.00	\$4,000.00	10	\$400.00	\$4,000.00

NOTE: We anticipate an annual increase of 1% or the rate of inflation, whichever is greater.



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A THREE-YEAR CONTRACT EXTENSION WITH
SPICER GROUP, INC. TO PROVIDE CONSULTING SERVICES FOR CERTAIN TRAILS
AND PARKS MILLAGE RELATED ITEMS**

WHEREAS, through Resolution #20-560 the Ingham County Board of Commissioners authorized entering into a three-year contract with Spicer Group Inc., a consultant with various personnel with very diverse skill sets to assist County staff with the Trails and Park Millage for a first-year cost of \$106,488, second-year cost of \$107,515.38, and third-year cost of \$108,553.03; and

WHEREAS, the Board of Commissioners approved an option to renew the contract for an additional three-year period; and

WHEREAS, the Parks Department would like to exercise a three-year contract extension with Spicer Group Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes extending the contract with Spicer Group, Inc., for an additional three years for an estimated fourth-year cost of \$105,850, an estimated fifth-year cost of \$106,980 and an estimated sixth-year cost of \$108,000 from the Trails and Parks Millage fund to provide consulting services to the Ingham County Parks staff for the delivery of certain millage related items.

BE IT FURTHER RESOLVED, that the Board of Commissioners also authorizes Spicer Group's attendance at Park Commission, Board of Commissioners, and other meetings, if required and requested, at a cost of \$400.00 per meeting, for a three-year total of \$12,000 for a total contract amount not to exceed \$332,830.

BE IT FURTHER RESOLVED, that the fourth, fifth, and sixth year cost will be included in the Parks Department's future budget request for the appropriate amount each year:

Budget Year	Yearly Amount	Meeting Fee	Total
2024	\$105,850	\$4,000	\$109,850
2025	\$106,980	\$4,000	\$110,980
2026	\$108,000	\$4,000	\$112,000

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.

TO: Board of Commissioners Human Services and Finance Committees

FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer

DATE: June 30, 2023

SUBJECT: Authorization to Amend Resolution #23-295 with Birth Kalamazoo, LLC

For the meeting agendas of July 17, and July 19, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend Resolution #23-295 with Birth Kalamazoo (formerly known as Heart Soul Birth Pros) to change the formal name to Birth Kalamazoo, LLC, and to further clarify the terms of the agreement effective June 1, 2023 through May 31, 2025 in amount not to exceed \$20,000. Through Resolution #23-295, Birth Kalamazoo LLC was authorized to provide DONA International (formerly known as Doulas of North America) approved doula training for two groups of 10 new doulas, to support the development of an Ingham County Black Doula Cohort. This amendment will establish the transfer of a new name, will allow Birth Kalamazoo, LLC to provide birth and/or postpartum doula services to two groups of new doulas, and will provide ongoing support for the implementation of the Doula Cohort representing Black birthing people.

ALTERNATIVES

Not amending this agreement will forfeit critical opportunities for ICHHD to provide essential Doula training.

FINANCIAL IMPACT

All costs associated with this agreement are included in and contingent upon acceptance of the resolution to accept funding from and enter into an agreement with the Michigan Health Endowment Fund for the Ingham County Black Doula Cohort.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize amending Resolution #23-295 to provide birth and/or postpartum doula services to the two groups of doulas, and to change the name (formerly Heart Soul Birth Pros) to Birth Kalamazoo, LLC, effective June 1, 2023 through May 31, 2025 in an amount not to exceed \$20,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-295 TO AUTHORIZE AN AGREEMENT WITH
BIRTH KALAMAZOO, LLC**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #23-295 with Birthing Kalamazoo, (formerly known as Heart Soul Birth Pros) in an amount not to exceed \$20,000 to change the formal name to Birth Kalamazoo, LLC and to amend the terms of the agreement effective June 1, 2023 through May 31, 2025 in amount not to exceed \$20,000; and

WHEREAS, through Resolution #23-295, Birth Kalamazoo LLC was authorized to provide DONA International (formerly known as Doulas of North America) approved doula training for two groups of 10 new doulas, to support the development of an Ingham County Black Doula Cohort; and

WHEREAS, this amendment will establish the transfer of a new name and will allow Birth Kalamazoo, LLC to provide birth and/or postpartum doula services to two new groups of doulas; and

WHEREAS, Birth Kalamazoo, LLC will provide ongoing support for the implementation of the Doula Cohort representing Black birthing people; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #23-295 with Birthing Kalamazoo, LLC (formerly known as Heart Soul Birth Pros) in an amount not to exceed \$20,000 to change the formal name to Birth Kalamazoo, LLC and to provide birth and/or postpartum doula services to two groups of new doulas, effective June 1, 2023 through May 31, 2025 in amount not to exceed \$20,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #23-295 with Birthing Kalamazoo, LLC (formerly known as Heart Soul Birth Pros) in an amount not to exceed \$20,000 to change the formal name to Birth Kalamazoo, LLC and to provide birth and/or postpartum doula services to two groups of new doulas, effective June 1, 2023 through May 31, 2025 in amount not to exceed \$20,000.

BE IT FURTHER RESOLVED, that Birth Kalamazoo, LLC will provide ongoing support in the implementation of the Doula Cohort representing Black birthing people.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: July 3, 2023
SUBJECT: Authorization to Amend Resolution #23-354 with United Way of South Central Michigan
For the meeting agendas of July 17, and July 19, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to amend Resolution #22-354 to extend and increase the agreement with Capital Area United Way (CAUW), now merged with and doing business as United Way of South Central Michigan, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$42,233.62. The Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures a number of health indicators and quality of life indices including chronic diseases, cigarette and alcohol use, obesity, physical activity, and neighborhood safety. Data from the Capital Area BRFS is essential to the Healthy! Capital Counties Community Health Assessment done in collaboration with two neighboring health departments and the three local hospitals in the region.

The collaborative agreement was originally authorized through Resolution #05-148 and amended in 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 the agreement's inception. Under this agreement, United Way 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 United Way and enable data collection to continue.

ALTERNATIVES

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

FINANCIAL IMPACT

ICHD will provide CAUW \$42,233.62 under the extended agreement. These funds are included in ICHD's 2023 budget with \$3,000 of the costs to be paid for by funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) as authorized through Resolution #23-109. Additionally, Michigan Department of Health and Human Services (MDHHS) will pay \$2,250 as part of the Minority Health Community Capacity Building (MHCCB) grant funding previously accepted.

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 the CAUW now merged with and doing business as United Way of South Central Michigan, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$42,233.62.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDING RESOLUTION #22-354 WITH
UNITED WAY OF CENTRAL MICHIGAN**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #22-354 to extend and increase the agreement with Capital Area United Way (CAUW), now merged with and doing business as United Way of South Central Michigan, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$42,233.62; and

WHEREAS, the Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures a number of health indicators and quality of life indices including chronic diseases, cigarette and 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 done in collaboration with two neighboring health departments and the three local hospitals in the region; and

WHEREAS, the collaborative agreement was originally authorized through Resolution #05-148 and amended in 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, #21-458, and #22-354, and collaborative activities have continued since the agreement's inception; and

WHEREAS, under this agreement the United Way of South Central Michigan 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, this resolution will authorize an amendment to the agreement with United Way of South Central Michigan and enable data collection to continue; and

WHEREAS, these funds are included in ICHD's 2023 budget with \$3,000 of the cost to be paid for with funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) as authorized through resolution #23-109; and

WHEREAS, additionally, \$2,250 of the cost will be paid for by funds from Michigan Department of Health and Human Services (MDHHS) as part of the Minority Health Community Capacity Building (MHCCB) grant funding previously accepted; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #22-354 with United Way to coordinate the Capital Area BRFS, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$42,233.62.

THEREFORE BE IT RESOLVED, that that the Ingham County Board of Commissioners authorizes amending Resolution #22-354 with United Way to coordinate the Capital Area BRFS, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$42,233.62.

BE IT FURTHER RESOLVED, that these funds are included in ICHD's 2023 budget with \$3,000 of the cost to be paid for with funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) as authorized through Resolution #23-109.

BE IT FURTHER RESOLVED, that \$2,250 of the costs will be paid for by funds from Michigan Department of Health and Human Services (MDHHS) as part of the Minority Health Community Capacity Building (MHCCB) grant funding previously accepted.

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: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: June 22, 2023
SUBJECT: Authorization to Amend Resolution #20-566 with Amalgam LLC
For the meeting agendas of July 17 and July 19, 2023

BACKGROUND

Ingham County Health Department's (ICHD) Environmental Health (EH) Department wishes to amend Resolution #20-566 with Amalgam LLC to expand our use of the web-based application by implementing FetchEH, effective August 1, 2023 through July 31, 2025 in an amount not to exceed \$14,000. FetchEH will give ICHD's EH Department the capacity to implement electronic permitting for wells and onsite wastewater treatment systems, to perform inspections, to manage data, and for administrative functions for the following programs: Food, Body Art, Pools, Campgrounds, Pollution Prevention (P2), Tobacco, and Complaints. This expanded use of FetchEH will integrate all EH programs into a single platform, improving access to information within the division and in conjunction with other county, state, and federal GIS data layers. FetchEH will replace the antiquated Sword Solutions platform which has been in use for over 25 years but has limited functionality with no prospect of future updates.

ALTERNATIVES

ICHD could continue using Sword Solutions, but this platform is limiting and does not have the ability to combine EH programs into a single platform.

FINANCIAL IMPACT

The proposed agreement would cost a total of \$14,000 for two years of service, payable in two \$7,000 yearly installments. The cost of this agreement will be funded by the General Operating Budget.

STRATEGIC PLANNING IMPACT

Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly b. Expand Medicaid enrollment activities throughout Ingham County. e. Expand access to health care for County residents, with an emphasis on the uninsured and the under-insured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize amending Resolution #20-566 with Amalgam LLC to implement FetchEH effective August 1, 2023 through July 31, 2025 in an amount not to exceed \$14,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #20-566 WITH AMALGAM LLC

WHEREAS, Ingham County Health Department's (ICHHD) Environmental Health (EH) Department wishes to amend Resolution #20-566 with Amalgam LLC to expand our use of the web-based application by implementing FetchEH, effective August 1, 2023 through July 31, 2025 in an amount not to exceed \$14,000; and

WHEREAS, FetchEH will give ICHHD the capacity to implement electronic permitting for wells and onsite wastewater treatment systems, to perform inspections, to manage data, and for administrative functions for the following programs: Food, Body Art, Pools, Campgrounds, Pollution Prevention (P2), Tobacco, and complaints; and

WHEREAS, this expanded use of FetchEH will integrate all EH programs into a single platform, improving access to information within the division and in conjunction with other county, state, and federal Geographic Information System (GIS) data layers; and

WHEREAS, FetchEH will replace the antiquated Sword Solutions platform which has been in use for over 25 years and has limited functionality with no prospect for future updates; and

WHEREAS, all costs for this agreement will be covered by the General Operating Budget; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #20-566 with Amalgam LLC to implement the web-based application Fetch EH, effective August 1, 2023 through July 31, 2025 in an amount not to exceed \$14,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #20-566 with Amalgam LLC to implement the web-based application Fetch EH, effective August 1, 2023 through July 31, 2025 in an amount not to exceed \$14,000.

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

TO: Board of Commissioners Human Services Committee
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: June 28, 2023
SUBJECT: Authorization for an Agreement with East Lansing Public School District
For the Meeting Agenda of July 17, 2023

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into a ten-year interagency agreement with the East Lansing Public Schools District (ELPSD) in order to operate a school-based CHC, effective August 15, 2023 through August 14, 2033. A fully executed interagency agreement is required between the operating agency and the school district, for participation in the Michigan Department of Health and Human Services' (MDHHS) Child and Adolescence Health Center program. In coordination with ELPSD, ICHD's CHCs will provide comprehensive primary care services to the adolescent student population at East Lansing High School.

ALTERNATIVES

Without an interagency agreement in place, MDHHS will not allow ICHD's CHCs to implement a school-based CHC at East Lansing High School.

FINANCIAL IMPACT

There is no cost for entering an interagency agreement with ELPSD.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into a ten-year interagency agreement with the ELPSD to operate a CHC at East Lansing High School, effective August 15, 2023 through August 14, 2033.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
EAST LANSING PUBLIC SCHOOL DISTRICT**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into a ten-year interagency agreement with East Lansing Public School District (ELPSD), effective August 15, 2023 through August 14, 2033, to operate a school-based CHC at East Lansing High School; and

WHEREAS, a fully executed interagency agreement is required, between the operating agency and the school district, for participation in the Michigan Department of Health and Human Services' Child and Adolescence Health Center program; and

WHEREAS, in coordination with ELPSD, ICHD's CHCs will provide comprehensive primary care services to the adolescent student population at East Lansing High School; and

WHEREAS, there is no cost for entering an interagency agreement with ELPSD; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into a ten-year interagency agreement with ELPSD to operate a school-based CHC, effective August 15, 2023 through August 14, 2033.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a ten-year interagency agreement with the ELPSD to operate a school-based CHC, effective August 15, 2023 through August 14, 2033.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: June 13, 2023
SUBJECT: FY 24 State of Michigan Emerging Threats Comprehensive Agreement
For the meeting agendas of July 17 and July 19, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an Emerging Threats agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,460,045. ICHD currently receives funding from 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 \$1,460,045 in state and federal grant and formula funding to support Emerging Threats in Ingham County. The services to be delivered under this agreement are detailed below under Financial Impact.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact of this agreement will increase the FY '24 County budget by \$1,387,095. This resolution makes the following specific changes to the budget:

- COVID Immunization: increase of \$394,496 from \$0.00 to \$394,496
- COVID-19 Mobile Testing: increase of \$127,050 from \$72,950 to \$200,000
- ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention: increase of \$816,786 from \$0.00 to \$816,786
- American Rescue Plan: increase of \$48,763 from \$0.00 to \$48,763

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support this Emerging Threats agreement with Michigan Department of Health & Human Services (MDHSS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,460,045.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2023-2024 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, Ingham County Health Department (ICHD) wishes to enter into an Emerging Threats agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,460,045; and

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; 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, the MDHHS and Ingham County has proposed a 2023 – 2024 Emerging Threats Agreement for the delivery of emerging threats service under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Medical Health Officer has recommended that the Ingham County Board of Commissioners authorize a 2023 – 2024 Emerging Threats Agreement with the MDHHS for the delivery of emerging threats services under the Comprehensive Agreement process, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,460,045.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2023 – 2024 Emerging Threats Agreement with the MDHHS for the delivery of emerging threats services under the Comprehensive Agreement process, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,460,045.

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 \$1,460,045 of state/federal funds will be made available to Ingham County through the Emerging Threats Comprehensive Agreement.

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

- COVID Immunization: increase of \$394,496 from \$0.00 to \$394,496
- COVID-19 Mobile Testing: increase of \$127,050 from \$72,950 to \$200,000
- ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention: increase of \$816,786 from \$0.00 to \$816,786
- American Rescue Plan: increase of \$48,763 from \$0.00 to \$48,763

BE IT FURTHER RESOLVED, that the Medical Health Officer, Dr. Adenike Shoyinka, MD, or her designee, is authorized to submit the 2023-2024 Emerging Threats 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, subcontracts associated with the Comprehensive Agreement after review by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: June 13, 2023
SUBJECT: Authorization for FY 24 State of Michigan Comprehensive Agreement
For the meeting agendas of July 17 and July 19, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into a FY23-24 Comprehensive Agreement with Michigan Department of Health and Human Services (MDHHS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$6,982,051. ICHD currently receives funding from 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 \$6,982,051 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

Not entering into this agreement would result in a loss of the majority of ICHD's funding designated to delivering public health services to the residents of Ingham County.

FINANCIAL IMPACT

The grant amounts, detailed in the agreement, are included in the proposed FY 24 Health Department budget.

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

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 (MDHHS) effective October 1, 2023 through September 30, 2024.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2023-2024 AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF
PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a FY23-24 Comprehensive Agreement with Michigan Department of Health and Human Services (MDHHS) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$6,982,051; and

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; 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, the MDHHS and Ingham County have proposed a 2023 – 2024 agreement for the delivery of public health services under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an FY23-24 agreement with MDHHS for the delivery of public health services under the Comprehensive Agreement process effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$6,982,051.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a FY23-24 Agreement with MDHHS for the delivery of public health services under the Comprehensive Agreement Process effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$6,982,051.

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 \$6,982,051 of state/federal funds will be made available to Ingham County through the Comprehensive Agreement, and that Ingham County contribution to expenditures associated with the agreement and budget shall not exceed levels appropriated in the County's 2024 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 (MOU) and/or subcontracts for the period of October 1, 2023 – September 30, 2024 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, and Washtenaw Counties, which is a program included in the Comprehensive Agreement.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a subcontract effective for the period of October 1, 2023 – September 30, 2024 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 Comprehensive Agreement.

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

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

These service contracts braid together requirements and funds from multiple sources including the County and Medicaid Administration (Federal Share) and the braided contracts shall be authorized up to the amounts identified below for the period of October 1, 2023 – September 30, 2024:

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

BE IT FURTHER RESOLVED, that the Medical Health Officer, Dr. Adenike, Shoyinka, MD, or her designee, is authorized to submit the 2023-2024 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 any necessary documents consistent with this resolution, after review and approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: May 26, 2023
SUBJECT: Letter of Intent to Explore the Acquisition of Safe Dermatology & Med Spa of Lansing
For the Meeting Agendas of July 17, and July 19, 2023

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to explore the possibility of acquiring Safe Dermatology & Med Spa of Lansing to provide advanced medical and cosmetic skin treatments to Ingham County's vulnerable populations. Safe Dermatology & Med Spa of Lansing is a Dermatology clinic in Lansing, Michigan providing Advanced Medical & Cosmetic Skin Treatments. The owner and sole Dermatologist, Dr. Saif Fatteh, recently expressed interest in selling his dermatology practice to ICHD because of its commitment to serving Ingham County's most vulnerable populations. Further, Dr. Fatteh has a contract in place with ICHD's CHC's to provide dermatology services at its CHCs four hours per week. ICHD's CHC's have been designated as Federally Qualified Health Centers (FQHCs) serving residents of greater Lansing and Ingham County. As an FQHC, ICHD's CHCs receive direct federal funding to support clinical operations and enhanced reimbursement from Medicare and Medicaid. Acquiring Safe Dermatology & Med Spa of Lansing would allow ICHD to expand access to dermatology services and maximize enhanced reimbursement opportunities through Medicare and Medicaid. The exploration process will include the signing of a letter of intent, and due diligence with Safe Dermatology & Med Spa of Lansing. ICHD's CHCs will partner with County Legal and the Controller's Office to complete the due diligence process.

ALTERNATIVES

In order to acquire Safe Dermatology & Med Spa of Lansing, the due diligence process is imperative.

FINANCIAL IMPACT

The due diligence process will allow ICHD's CHCs to request and collect financial information from Safe Dermatology & Med Spa of Lansing. Subsequently, financial projections will be developed to determine the potential impact of acquiring Safe Dermatology & Med Spa of Lansing.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A1(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 authorization of a letter of intent with Safe Dermatology & Med Spa of Lansing to explore the possibility of acquiring Safe Dermatology & Med Spa of Lansing.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE LETTER OF INTENT TO EXPLORE THE ACQUISITION OF
SAFE DERMATOLOGY & MED SPA OF LANSING**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to explore the possibility of acquiring Safe Dermatology & Med Spa of Lansing to provide advanced medical and cosmetic skin treatments to Ingham County's vulnerable populations; and

WHEREAS, Safe Dermatology & Med Spa of Lansing is a Dermatology clinic in Lansing, Michigan providing Advanced Medical & Cosmetic Skin Treatments; and

WHEREAS, the owner and sole Dermatologist, Dr. Saif Fatteh, recently expressed interest in selling his dermatology practice to ICHD because of its commitment to serving Ingham County's most vulnerable populations; and

WHEREAS, currently, Dr. Fatteh has a contract in place with ICHD's CHCs to provide dermatology services at its health centers four hours per week; and

WHEREAS, ICHD's CHCs are designated Federally Qualified Health Centers (FQHC) serving residents of greater Lansing and Ingham County; and

WHEREAS, as an FQHC, ICHD receives direct federal funding to support clinical operations and enhanced reimbursement from Medicare and Medicaid; and

WHEREAS, ICHD's CHCs are interested in exploring the possibility of acquiring Safe Dermatology & Med Spa of Lansing to expand access to dermatology services and maximize enhanced reimbursement opportunities through Medicare and Medicaid; and

WHEREAS, the exploration process will require the signing of a letter of intent and due diligence with Safe Dermatology & Med Spa of Lansing; and

WHEREAS, ICHD's CHCs will partner with the County Attorney and the Controller's Office to complete the due diligence process; and

WHEREAS, the due diligence process will allow ICHD's CHCs to request and collect financial information from Safe Dermatology & Med Spa of Lansing; and

WHEREAS, subsequently, financial projections will be developed to determine the potential impact of acquiring Safe Dermatology & Med Spa of Lansing; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize a letter of intent with Safe Dermatology & Med Spa of Lansing to explore the possibility of acquiring Safe Dermatology & Med Spa of Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a letter of intent with Safe Dermatology & Med Spa of Lansing to explore the possibility of acquiring Safe Dermatology & Med Spa of Lansing.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD,MPH, Medical Health Officer
DATE: July 3, 2023
SUBJECT: Resolution Authorizing a Michigan Vaccination Partners Project Agreement with Wayne State University
For the meeting agendas of July 17, and July 19, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Wayne State University to participate in the Michigan Vaccination Partners (MVP) Project developed to improve access to both vaccinations and to health care services for persons with disabilities and their families, and to become an MVP Provider site effective July 30, 2023 through September 30, 2023 in an amount not to exceed \$10,000. One in four people in the United States have a disability, which research shows results in higher rates of diabetes, stroke, Chronic Obstructive Pulmonary Disease (COPD), cancer and depression compared to those without. Through this agreement, ICHD will participate in Disability training, will implement Americans with Disabilities (ADA) Disability Compliance guidance, will collect disability status, and will work with Population Health Outcomes and Information Exchange (PHOENIX) to strategize ways to increase incorporating disability needs into health care. Additionally, ICHD will provide monthly Disability Data Reports, and will market immunization clinics and events as MVP and disability friendly by incorporating the MVP logo into all related events. ICHD will receive \$10,000 in exchange for providing these services.

ALTERNATIVES

Choosing not to enter into this agreement would forfeit critical collaboration needed to raise awareness and improved access to vaccinations and health care for those with disabilities.

FINANCIAL IMPACT

ICHD will receive a payment of \$10,000 for entering into this agreement.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Wayne State University to participate in the MVP Project developed to improve access to vaccinations and other health care services for persons with disabilities and their families, and to become an MVP Provider site, effective July 30, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WAYNE STATE UNIVERSITY FOR THE MICHIGAN VACCINATION PARTNERS PROJECT

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Wayne State University to participate in the Michigan Vaccination Partners (MVP) Project developed to improve access to both vaccinations and to health care services for persons with disabilities and their families, and to become an MVP Provider site effective July 30, 2023 through September 30, 2023 in an amount not to exceed \$10,000; and

WHEREAS, one in four people in the United States have a disability, which research shows results in higher rates of diabetes, stroke, Chronic Obstructive Pulmonary Disease (COPD), cancer and depression compared to those without; and

WHEREAS, through this agreement, ICHD will participate in Disability training, will implement Americans with Disabilities (ADA) Disability Compliance guidance, will collect disability status, and will work with Population Health Outcomes and Information Exchange (PHOENIX) to strategize ways to increase incorporating disability needs into health care; and

WHEREAS, ICHD will also provide monthly Disability Data Reports, and will market immunization clinics and events as MVP/disability friendly by incorporating the MVP logo into all related events; and

WHEREAS, ICHD will be receive \$10,000 in exchange for providing these services; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Wayne State University to participate in the Michigan Vaccination Partners (MVP) Project developed to improve access to both vaccinations and to health care services for persons with disabilities and their families, and to become an MVP Provider site effective July 30, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

THEREFORE BE IT RESOLVED, that that the Ingham County Board of Commissioners authorizes entering into an agreement with Wayne State University to participate in the Michigan Vaccination Partners (MVP) Project developed to improve access to both vaccinations and to health care services for persons with disabilities and their families, and to become an MVP Provider site effective July 30, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

BE IT FURTHER RESOLVED, that through this agreement, ICHD will participate in Disability training, will implement ADA Disability compliance guidance, will collect disability status, and will work with PHOENIX to strategize ways to increase incorporating disability needs into health care.

BE IT FURTHER RESOLVED, that ICHD will also provide monthly Disability Data Reports, and will market immunization clinics and events as MVP and disability friendly by incorporating the MVP logo into all related events.

BE IT FURTHER RESOLVED, that ICHD will be receive \$10,000 in exchange for providing these services.

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

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

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING AMY THOMAS

WHEREAS, after 28 years of loyal and dedicated service to Ingham County Health Department (ICHD), Amy Thomas will be retiring on July 28, 2023; and

WHEREAS, Amy Thomas began her employment with ICHD in August of 1995 as an Environmental Health Sanitarian I; and

WHEREAS, prior to being hired at ICHD, Amy worked in Public Health as an Environmental Health Sanitarian in Allegan County from 1991 to 1995; and

WHEREAS, during her years as a Sanitarian in Ingham County, Amy performed inspections of food service establishments, child and adult daycare centers, foster care facilities, public swimming pools, campgrounds, private wells, private septic systems, and coordinated the Type II Water Supply Program; and

WHEREAS, Amy was promoted to Sanitarian II by obtaining certification from the National Environmental Health Association in July of 1999; and

WHEREAS, Amy was assigned to Food Service Plan Review in 2009; and

WHEREAS, Amy served as the ICHD Recognition Committee Co-chair from 1999-2002; and

WHEREAS, during her career Amy was professional, dedicated, and respected by all her coworkers, and

WHEREAS, Amy was extremely knowledgeable in her field and worked hard to establish strong connections with other regulators as well as the public; and

WHEREAS, Amy was, at all times, a tactful communicator and an effective problem solver; and

WHEREAS, Amy was always willing to share her knowledge and experience with other staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Amy Thomas for her 28 years of dedicated service to ICHD and for her distinguished and superior service to both the Health Department as well as to the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its sincere appreciation for Amy's countless contributions and for the lasting, positive impact she made during her years of dedicated service.

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

RESOLUTION

NO: 2023-05-080

LIVINGSTON COUNTY

DATE: May 8, 2023

Resolution Sharing Veteran Services Department Enhancements with Other Michigan Counties – Board of Commissioners

WHEREAS, the Livingston County Board of Commissioners strongly supports veterans and active-duty military service members; and

WHEREAS, the Livingston County Board of Commissioner is committed to connecting veterans with their earned benefits and services; and

WHEREAS, recent enhancements have improved our ability to connect recently discharged veterans with their earned benefits and services; and

WHEREAS, sharing these enhancements could help veterans in other Michigan counties better connect with their earned benefits and services; and

WHEREAS, sharing these enhancements requires approval of the Livingston County Board of Commissioners as a disclosure of a privileged attorney/client document (legal opinion) is needed.

WHEREAS, the aforementioned privileged attorney/client document shall only be construed as a legal opinion specifically for Livingston County.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners authorizes the release of the privileged attorney/client document titled “Disabled Veterans Property Tax Exemption,” dated March 9, 2023.

BE IT FURTHER RESOLVED that this resolution, the supporting documents associated with this resolution, and the privileged attorney/client document be sent to all Michigan counties.

BE IT FINALLY RESOLVED that the Livingston County Board of Commissioners thanks Veteran Services Director Ramon Baca for his diligence and hard work in implementing these enhancements on behalf of our veterans.

	#	#	#
MOVED:	D. Helzerman		
SECONDED:	R. Deaton		
CARRIED:	Yes (7): D. Helzerman, D. Domas, W. Nakagiri, J. Drick, R. Deaton, N. Fiani, and J. Gross;		
	No (0): None; Absent (2): F. Sample and M. Smith		

RESOLUTION NO: 2023-05-080

PAGE: 2

STATE OF MICHIGAN)
) §
COUNTY OF LIVINGSTON)

I, **ELIZABETH HUNDLEY**, the duly qualified and acting Clerk of Livingston County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the 8th day of May 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 23rd day of May 2023, A.D.




ELIZABETH HUNDLEY, LIVINGSTON COUNTY CLERK



April 3, 2023

Livingston County Board of Commissioners
304 E Grand River Ave
Howell, MI 48843

Dear Commissioners,

Under the leadership of our new Veteran Services Director our county has recently made two significant enhancements to our Veteran services programs. These enhancements improve our ability to connect veterans with their earned benefits and services.

It has long been desired to reach out to newly discharged veterans living in our county, making them aware of the array of available services. Past attempts to accomplish this were stymied by the inability to acquire the contact information of recently discharged veterans from state or federal government agencies.

This hurdle was recently overcome. Thanks to the perseverance of Mr. Ramon Baca, Veteran Services Director, the federal government now provides Livingston County with authorization to access the list of recently discharged veterans who reside in our county. Accordingly, our county will now mail each returning veteran information regarding how they can access their earned benefits and services through our Veteran Service Department. We can now be confident that each newly discharged veteran living in our county is aware of how best to access their earned benefits and services.

A second enhancement resulted when Mr. Baca focused attention on the property tax exemption for disabled veterans. Confusion regarding the statutory requirements of this exemption created a situation where some eligible veterans could miss out on the full value of this earned benefit. This issue was effectively addressed when Mr. Baca sought a written legal opinion from our county's legal counsel. This legal opinion clarifies the circumstances under which a qualified disabled veteran (under MCL 211.7b) does not have to pay property tax. It is worth noting that uncertainty regarding the requirements of MCL 211.7b was not isolated to Livingston County, rather this uncertainty was/is statewide.

I am asking for your support for the "Resolution Sharing Veteran Services Department Enhancements with Other Michigan Counties." It is my belief that veterans in other Michigan counties may benefit from Mr. Baca's findings. Normally the sharing of information doesn't require Board approval. However, in this case authorization is needed as we would be sharing an attorney/client privileged opinion titled Disabled Veterans Property Tax Exemption, dated March 9, 2023.

Best regards,

Wes Nakagiri
Commissioner, District 4
Livingston County Board of Commissioners



LIVINGSTON COUNTY, MICHIGAN
VETERAN SERVICES DEPARTMENT

1420 Lawson Drive. Howell, MI 48843
Phone (517) 546-6338 Fax (517) 546-0942

Memorandum

To: Board of Commissioners
From: Ramon Baca, Veteran Services Director
Date: March 31, 2023
RE: **Certificate of Release and Discharge Information Reporting System (CRDIRS)**

To attain permission to access the Department of Defense (DOD) Defense Manpower Data Center's (DMDC) Certificate of Release and Discharge Information Reporting System (CRDIRS), one must first obtain a Personal Identity Verification (PIV) card. PIV cards can be obtained by Veteran Service Officers for the purpose of filing disability claims to the U.S. Department of Veterans Affairs on a claimant's behalf.

Overview: The CRDIRS Web Application allows State Department of Veteran Affairs (SDVA) users to view separation information and download reports of servicemembers who are returning to a specified state.

The data is helpful for the purpose of sending a welcome home mailer with information of the assistance the County Veteran Services Department provides. The information may perhaps reassure newly discharged veterans that the community they returned to is available to assist in their transition from military to civilian life.

Steps:

1. Obtain PIV card: https://www.osp.va.gov/How_To_Get_A_VA_ID_Badge.asp
2. Complete Parts I-III on DD Form 2875 System Authorization Access Request (SAAR)
3. Complete DOD Identifying and Safeguarding Personally Identifiable Information (PII) Training
4. Email DD Form 2875 and PII completion certificate to dodhra.dodc-mb.dmdc.list.VLER-Team@mail.mil or Jaymie.L.Lizaso.ctr@mail.mil and james.d.white142.ctr@mail.mil

If you have any questions or need assistance, please do not hesitate to contact me.

Ramon Baca
Director, Livingston County Veteran Services
(517) 552-6902 or rbaca@livgov.com

State Tax Commission Affidavit for Disabled Veterans Exemption

Issued under authority of Public Act 161 of 2013, MCL 211.7b. Filing is mandatory.

Instructions: This form is to be used to apply for an exemption of property taxes under MCL 211.7b, for real property used and owned as a homestead by a disabled veteran who was discharged from the armed forces of the United States under honorable conditions or his or her unremarried surviving spouse. The property owner, or his or her legal designee, must annually file the Affidavit with the supervisor or assessing officer any time after December 31 and before, or until the conclusion of, the December Board of Review.

OWNER INFORMATION (Enter information for the disabled veteran or unremarried surviving spouse)		
Owner's Name		Owner's Telephone Number
Owner's Mailing Address		
City	State	ZIP Code
LEGAL DESIGNEE INFORMATION (Complete if applicable)		
Legal Designee Name		Daytime Telephone Number
Mailing Address		
City	State	ZIP Code
HOMESTEAD PROPERTY INFORMATION (Enter information for the property in which the exemption is being claimed)		
City, Township or Village (Check the appropriate box and provide the name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		
County	Name of the Local School District	
Parcel Identification Number	Date the Property was Acquired (MM/DD/YYYY)	
Homestead Property Address		
City	State	ZIP Code
ACKNOWLEDGEMENT (Check all boxes that apply)		
<input type="checkbox"/> I am a disabled veteran, or the legal designee of the disabled veteran, who was discharged under honorable conditions from the armed forces of the United States of America with a service connected disability.		
<input type="checkbox"/> I am the unremarried surviving spouse, or the legal designee of the unremarried surviving spouse, of a disabled veteran who was discharged under honorable conditions from the armed forces of the United States of America with a service connected disability.		
<input type="checkbox"/> I am a Michigan resident.		
<input type="checkbox"/> I own the property in which the exemption is being claimed and it is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.		
AFFIRMATION OF ELIGIBILITY (Check the appropriate box and provide a copy of the required documentation)		
<input type="checkbox"/> The disabled veteran has been determined by the United States Department of Veterans Affairs to be permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate (must attach a copy of the letter from the U.S. Department of Veterans Affairs).		
<input type="checkbox"/> The disabled veteran is receiving or has received pecuniary assistance due to disability for specially adapted housing (must attach a copy of the certificate from the U.S. Department of Veterans Affairs).		
<input type="checkbox"/> The veteran has been rated by the United States Department of Veterans Affairs as individually unemployable (must attach a copy of the letter from the U.S. Department of Veterans Affairs).		
CERTIFICATION		
I hereby certify to the best of my knowledge that the information provided in this Affidavit is true and I am eligible to receive the disabled veteran's exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7b.		
Printed Name of Owner or Legal Designee		Title of Signatory
Signature of Owner or Legal Designee		Date

DESIGNEE MUST ATTACH LETTER OF AUTHORITY

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL AVENUE
LANSING, MICHIGAN 48933
(517) 372-9000

SHAREHOLDERS
PETER A. COHL
DAVID G. STOKER
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ASSOCIATES
COURTNEY A. GABBARA
CHRISTIAN K. MULLETT
DONALD J. KULHANEK

OF COUNSEL
RICHARD D McNULTY

March 9, 2023

Attorney/Client Privilege

Ramon Baca, Director
Livingston County Department of Veterans Affairs
1420 Lawson Dr.
Howell, MI 48843

Re: Disabled Veterans Property Tax Exemption

Dear Mr. Baca:

This is in response to your request for an opinion on questions pertaining to the statutory disabled veterans property tax exemption, specifically as to the tax treatment of real property owned and occupied by a qualified disabled veteran who acquires the property mid-year. Your particular questions are as follows:

- a. According to MCL 211.7b, should a veteran who is qualified to receive the tax exemption according to this statute pay property tax for his or her homestead during the first year of occupancy, whether only residing there for one month or all twelve months of the calendar year [1 day or all 365 days]?
- b. If a veteran who is qualified to receive the tax exemption according to this statute and told to pay property tax during closing, who should reimburse the veteran?
- c. If the seller paid an entire year of taxes and a veteran who is qualified to receive the tax exemption according to this statute purchases and moves in mid-year, who reimburses the seller?
- d. If a veteran who is qualified to receive the tax exemption according to this statute, who already lives in the county, was exempted at the old residence, and moves to a new residence within the county, should the exemption follow

them to the new residence [whether only residing there for one month or all twelve months of the calendar year – 1 day or all 365 days]?

The answers to these questions are addressed by MCL 211.7b, updated guidance from the Michigan State Tax Commission, and applicable case law from the Michigan Court of Appeals and the Michigan Tax Tribunal. As more fully set forth below, if the veteran owned and used the property as a homestead for only part of the year, then the exemption from the collection of taxes pertains only to the portion of the year for which the statutory criteria for exemption existed.

MCL 211.7b states, in pertinent part:

(1) Real property used and owned as a homestead by a disabled veteran who was discharged from the armed forces of the United States under honorable conditions or by an individual described in subsection (2) is exempt from the collection of taxes under this act. To obtain the exemption, an affidavit showing the facts required by this section and a description of the real property shall be filed by the property owner or his or her legal designee with the supervisor or other assessing officer during the period beginning with the tax day for each year and ending at the time of the final adjournment of the local board of review. The affidavit when filed shall be open to inspection. The county treasurer shall cancel taxes subject to collection under this act for any year in which a disabled veteran eligible for the exemption under this section has acquired title to real property exempt under this section. Upon granting the exemption under this section, each local taxing unit shall bear the loss of its portion of the taxes upon which the exemption has been granted.

(2) If a disabled veteran who is otherwise eligible for the exemption under this section dies, either before or after the exemption under this section is granted, the exemption shall remain available to or shall continue for his or her unremarried surviving spouse. The surviving spouse shall comply with the requirements of subsection (1) and shall indicate on the affidavit that he or she is the surviving spouse of a disabled veteran entitled to the exemption under this section. The exemption shall continue as long as the surviving spouse remains unremarried.

(3) As used in this section, "disabled veteran" means a person who is a resident of this state and who meets 1 of the following criteria:

(a) Has been determined by the United States department of veterans affairs to be permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate.

(b) Has a certificate from the United States veterans' administration, or its successors, certifying that he or she is receiving or has received pecuniary assistance due to disability for specially adapted housing.

(c) Has been rated by the United States department of veterans affairs as individually unemployable. (Emphasis added).

As set forth in this statute, there is an exemption from the collection of property taxes on real property that is both “used” and “owned” as a “homestead” by a disabled veteran who meets certain criteria as to disability, or his or her unremarried surviving spouse. By contrast, if the property was not owned and used as a homestead by a qualified disabled veteran, then it is not exempt from the collection of taxes for any period of time that it did not meet the statutory requirements for exemption.

In *Lockhart v Ontonagon Twp*, 2022 WL 1592173 (Mich App, May 19, 2022), the Court of Appeals affirmed the denial of a property tax exemption to the unremarried surviving spouse of a disabled veteran, because the qualified disabled veteran did not own the property during his lifetime. Rather, the property had been deeded to the spouse, and although it had been used as a homestead by the veteran and spouse, the veteran never owned the property, and thus the veteran was not “otherwise eligible” for the statutory exemption. As a consequence, the veteran’s spouse was not eligible for the exemption.

In order to qualify for a disabled veterans tax exemption, an affidavit must be filed with the local assessor each and every year for which the exemption is requested. For purposes of this opinion, it is assumed that the veteran meets the criteria for disability set forth MCL 211.7b(3).

There is no question that a qualified veteran is exempt from the collection of taxes on a homestead that is used and owned by the qualified veteran for the entire year of ownership, if the veteran actually owned and used the property for that entire year. However, if the veteran only owned and used the property as a homestead for part of the year, then the exemption from the collection of taxes pertains only to the portion of the year for which the statutory criteria for exemption existed.

If taxes are paid at the closing on a purchase of the property, the proration of taxes at closing is taken into account by the Treasurer upon a qualified disabled veteran’s claim of exemption for the tax year of the purchase. In this regard, the State Tax Commission has recently issued updated guidance:

During the assessment year, if ownership of the property is *acquired* by a qualified disabled veteran how do the claimant and the assessor proceed?

Disabled veterans who purchased their home mid-year are eligible for a partial refund of the current year’s summer and winter taxes they have paid for that year or an exemption from taxes they will pay for that year. Taxpayers are encouraged to provide the local city or township with a copy of the closing documents from the

purchase of their home to assist the local unit in determining their property tax obligations.

The qualified disabled veteran should follow the normal application process except that the claimant must also submit the closing statement associated with the property purchase transaction and, after the documentation is reviewed by the assessor, he or she submits the documentation to the next meeting of the Board of Review. If the Board of Review determines that the exemption should be granted, it approves the exemption.

Once the exemption is granted by the Board of Review, the assessor will need to indicate the amount of the current year's summer and winter taxes to be refunded or abated. If taxes are refunded, the refund is issued to the veteran, but the refund and/or abatement cannot exceed the amount of taxes actually allocated to him or her in the closing statement.

What if the veteran is unable or unwilling to provide a closing statement when they sell or purchase a home? How is the property tax liability calculated?

In the absence of the closing documents, the total taxes for the year should be divided by 12 and then multiply that number by the number of months the veteran will own the home and occupy it as their homestead.

Michigan State Tax Commission, *Disabled Veterans Exemption Frequently Asked Questions* (Feb. 2023), p 12 ("FAQ"), issued in conjunction with STC Bulletin 4 of 2023 (Feb. 14, 2023), which rescinded Bulletin 22 of 2013.

Thus, in a year in which the qualified disabled veteran acquires ownership of the homestead property, taxes are due and owing for the portion of the year prior to the veteran's acquisition of the property, and therefore must be prorated based on the number of days before and after acquisition. For example, for a qualified disabled veteran who acquired ownership of homestead property on October 20, the exemption applies to the 73 days on and after October 20 that the property met the statutory criteria for exemption, and taxes are due and owing for the 292 days prior to the veteran's acquisition.

This example corresponds with the facts of a case arising in Livingston County that was decided by the Michigan Tax Tribunal. In *Boatman v Brighton Twp*, MTT Case No. 21-000324 (2021), the qualified disabled veteran purchased the homestead property on October 20, 2020. He paid a portion of the property taxes at closing, and sought a refund of those taxes at the December Board of Review. The Board of Review approved the exemption request, and the veteran was issued a refund for the taxes paid. The Township Assessor, following the procedure

established by the Livingston County Treasurer, recalculated the taxes based upon a prorated occupancy of the property, and issued a revised tax bill, by which the veteran was exempt from property taxes for the period on and after October 20, 2020, but received a bill for taxes on the property for the prior period in that year. The veteran petitioned to the Tax Tribunal for a determination that no taxes were due for the prior period.

The Tax Tribunal held that the Township Assessor acted in accordance with the law, as directed by the State Tax Commission's guidance ("the FAQ"), in the calculation of the veteran's part-year tax assessment. The Tribunal acknowledged that MCL 211.7b(1) states, in part: "The county treasurer shall cancel taxes subject to collection under this act for any year in which a disabled veteran eligible for the exemption under this section has acquired title to real property exempt under this section." However, as determined by the Tax Tribunal:

Cancellation of the property taxes is contingent upon the disabled veteran being "eligible" for the exemption. As defined in an earlier portion of MCL 211.7b(1), the eligibility of the disabled veteran is based in part upon the property being "used and owned as a homestead." The Tribunal agrees with Respondent that a plain reading of the FAQ requires Respondent to pro rate Petitioner's taxes based upon the portion of the tax bill for which he was eligible. The Tribunal finds that the FAQ properly complies with the statute. Prior to Petitioner's ownership and use as a homestead, the property was not eligible for the exemption because, as it is undisputed, Petitioner neither owned it nor used it as a homestead at that time.

In summary, a qualified disabled veteran is exempt from the collection of taxes on a homestead that is used and owned by the qualified veteran for the entire year of ownership, but only if the veteran actually owned and used the property for that entire year. If the veteran owned and used the property as a homestead for only part of the year, then the exemption from the collection of taxes pertains only to the portion of the year for which the statutory criteria for exemption existed. Thus, taxes on property acquired mid-year are prorated.

In response to your specific questions:

- a. According to MCL 211.7b, for property owned by a veteran who is qualified to receive the tax exemption according to this statute, taxes must be paid for the property for the portion of the first year of occupancy in which the veteran neither owned nor occupied the property as a homestead, but the exemption applies for the period beginning on the date the property is owned and used by the veteran as a homestead.
- b. If a veteran who is qualified to receive the tax exemption according to this statute is required to pay property tax during closing, the closing statement should be presented with the affidavit submitted to the Board of Review, and

upon issuance of a recalculated tax bill for the property, the veteran will receive a refund of any overpayment resulting from that recalculated tax bill from the local treasurer.

- c. If the seller paid an entire year of taxes and a veteran who is qualified to receive the tax exemption according to this statute purchases and moves in mid-year, there should be a proration of the taxes between the parties at the closing, such that the seller would be credited at closing for any taxes paid for the period after the closing date. The veteran who credited the seller would then proceed to submit the closing statement with the affidavit to the Board of Review, after which a recalculated tax bill would be issued, with any refund of overpayment resulting from that recalculated tax bill going to the veteran.
- d. If a veteran who is qualified to receive the tax exemption according to this statute, who already lives in the county, was exempted at the old residence, and moves to a new residence within the county, the veteran may claim the exemption for the new residence, but only as to the period beginning on the date when the veteran owned and used that specific property as a homestead.

Please contact me if you have any questions.

Sincerely,

COHL, STOKER & TOSKEY, P.C.



Timothy M. Perrone

TMP/gmk

cc: Jennifer Nash, Livingston County Treasurer
Nathan Burd, Livingston County Administrator

DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE
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PHONE: 906-789-5100
FAX: 906-789-5197



RESOLUTION #23-05

**FOR THE OPPOSING PROPOSED CHANGES
TO THE STATEWIDE SEPTIC CODE (HB 4479 & 4480 SB 299 & 300)**

AT A MEETING OF THE /BOARD OF COMMISSIONERS OF DELTA COUNTY, MICHIGAN,
HELD AT DELTA COUNTY SERVICE CENTER BOARD ROOM, ON JUNE 6, 2023,

RESOLUTION - OPPOSING PROPOSED CHANGES TO THE STATEWIDE SEPTIC CODE IN
DELTA COUNTY, MICHIGAN

WHEREAS, the Board of Commissioners of the County of Delta, Michigan, does hereby find
as follows:

WHEREAS, House Bills 4479 and 4480 and Senate Bills 299 and 300 would amend section
12752 and add Part 128 to the Public Health Code and establish state and local standards for
onsite wastewater treatment systems which would require the Michigan Department of
Environmental Quality to develop a statewide code to govern the installation, operation,
maintenance and inspection of septic systems;

WHEREAS, the amendatory Act restricts and removes local controls and changes existing
regulations and guidelines that have been effectively enforced by counties and health
departments across the Upper Peninsula; and

WHEREAS, the Amendatory Act would add additional mandates that would increase the
amount of personnel time and expenses that Upper Peninsula Health Departments would incur
under the new Act without adequate funding from the state; and

WHEREAS, the Amendatory Act would gut existing regulations and grant the Michigan
Department of Environmental Quality authority to approve local sanitary codes which, in effect,
eliminates local control and undermines the duties of local health department to implement and
enforce laws; and

WHEREAS, the Michigan Department of Environmental Quality lacks the necessary budget
and staffing levels to meet the mandates of this Amendatory Act which will place additional
financial burden on local authorities; and

WHEREAS, the creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities and limit input into the rulemaking process to four local health department representatives; and

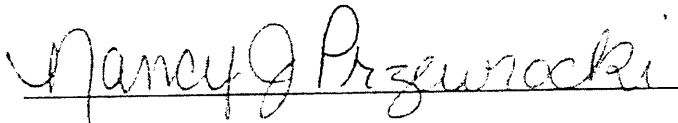
WHEREAS, the Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Commissioners of the County of Delta, Michigan, opposes House Bill 4479, House Bill 4480, Senate Bill 299, and Senate Bill 300 and requests State Legislators to oppose the legislation.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Delta County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Dated: June 6th, 2023 Board of Commissioners, County of Delta, MI



Attest

Nancy J. Przewrocki
Clerk, Board of Commissioners
County of Delta, State of Michigan



MACKINAC COUNTY BOARD OF COMMISSIONERS

100 S. Marley Street Room 10
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TDD (800) 649-3777

Corina Clark – Dist. 1
Daniel Litzner – Dist. 2

Jodi Kaiser – Dist. 3
Mike Patrick – Dist. 4
Judy St. Louis-Scott – Dist. 5

MACKINAC COUNTY RESOLUTION

OPPOSITION TO LEGISLATIVE PROPOSALS ON ESTABLISHING A STATEWIDE SEPTIC CODE

Whereas, the Mackinac County Board of Commissioners understands the importance for clean water, which is a public health matter for all the counties, but particularly for those with shoreline on the Great Lakes; and

Whereas, the LMAS Health Department, follows the Upper Peninsula Health Code for the purpose of protecting public health and safety and the quality of the environment; adopted pursuant to the Michigan Public Health Code; and

Whereas, the LMAS Health Department inspects and issues permits for Type II, Type III, water wells, public pools and beaches throughout the County, as well as, septic system and commercial properties; and

Whereas, this proposed code would apply to all residential and commercial systems and the Mackinac County Board of Commissioners opposes any additional requirements for inspection of residential septic wastewater systems; as the proposed policy changes may be overly burdensome; for businesses and local residences alike; and

Whereas, recent proposals House Bills 4479 and 4480 and Senate Bills 299 and 300, only introduce a failed bipartisan code package from 2018; without structure or an agreed upon timing for the proposed inspections; and

Whereas, these changes would cause undue hardship for our citizens, as Mackinac County lacks the needed infrastructure and manpower that would be necessary to uphold the proposed code changes, and

Whereas, Mackinac County continues to be dedicated to providing a healthy and safe living environment for its constituents and its visitors, through its current processes; the Board also recognizes the cost of living is exceeding many of its residents, who are struggling with current economic impact of mandated expenses.

Therefore, be it resolved that the Mackinac County Board of Commissioners opposes House Bill 4479 and 4480 and Senate Bill 299 and 300, to establish a statewide septic code.

ROLL CALL VOTE

Moved by: Kaiser

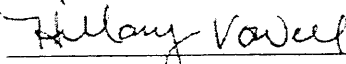
Supported by: Litzner

Ayes: Clark, Kaiser, Litzner, Patrick, St.Louis-Scott

Nays: none

Absent: none

I, Hillary Vowell, Clerk of the Mackinac County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Mackinac County Board of Commissioners at their regular meeting held on the 19th day of June, 2023.



Hillary Vowell
Mackinac County Clerk