

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

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, NOVEMBER 6, 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 [October 16, 2023](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Interviews – Opioid Litigation Task Force
2. RIP Medical Debt – [Presentation](#)
3. MSU Extension – Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County Approving the [Annual Work Plan](#) for 2024
4. Veterans Affairs Office – Resolution to Authorize Use of [Contingency Funds](#) for Veterans' Relief Fund
5. Parks Department
 - a. Resolution to Authorize an Amendment to the [City of Lansing](#) Trails and Parks Millage Agreements
 - b. Resolution to Authorize an Amendment to [Meridian Township](#) Trails and Parks Millage Agreement
6. Health Department
 - a. Resolution to Accept a Continuation of the COVID-19 Regional [Health Equity](#) Council Backbone Organization Grant
 - b. Resolution to Authorize an Agreement with [Kroger Co.](#) for Participation in the 340B Drug Discount Program
 - c. Resolution to Convert Position #601398 from a .5 FTE Disease Control Nurse to a 1.0 FTE [Disease Control Lead](#)
 - d. Resolution to Extend the Agreement with [Dr. Saif Fatteh](#) for Dermatology Services
 - e. Resolution to Renew an Agreement with [Health Consulting Strategies, Inc.](#) to Provide Facilitation Support to Ingham Community Health Center's Board of Directors Strategic Planning Efforts

7. Board Referral – Resolution No. 2023-10-177 from the [Livingston County](#) Establishing the Livingston County Health Advisory Committee – Board of Commissioners

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
October 16, 2023
Draft Minutes

Members Present: Cahill, Morgan, Pawar, Schafer, Trubac, and Tennis.

Members Absent: Ruest.

Others Present: Commissioner Maiville, Julie Rudd, Ann Lemmen, Scott Moles, Matea Caluk, Ashley Smith, Ana Wolken, Morgan Feldpausch, Gregg Todd, Courtney Johnson, Madison Hughes, 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 October 2, 2023 Minutes

CHAIRPERSON TENNIS STATED, WITHOUT OBJECTION, THE MINUTES FROM THE OCTOBER 2, 2023 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED.
Absent: Commissioner Ruest.

Additions to the Agenda

6. Human Services Committee – Resolution Declaring the Month of November as “Family Court Awareness Month” in Ingham County

Limited Public Comment

Julie Rudd, Williamston Area Senior Center (WASC) Executive Director, stated they had submitted the proposal for the Elder Service Millage funding about two months ago because they did not have a site for a new building or a building that they could remodel. Rudd further stated, with Merindorf’s Meat Store closing in Williamston, they had contacted a broker and toured the facility and they believed it would be a great purchase, especially because it was one level.

Rudd stated they had met with the owner of Merindorf’s Meat Store and had conversations with the broker, and the owner would like to see the Senior Center get the building, though they were focused on the profit as well. Rudd further stated WASC needed a larger facility to provide the critical services and the room they had in the building was small.

Rudd stated the lack of space limited what could be done for the seniors and how many residents they could have at WASC. Rudd further stated Merindorf’s Meat Store was near perfect, especially for the areas they supported.

Rudd stated WASC supported people from Wheatfield, Leroy, Locke, and Williamstown Townships as well as the City of Williamston, which was about 24% of Ingham County and

included individuals from Okemos, Haslett, Dansville, and Webberville. Rudd further stated they were considering renaming the Senior Center moving forward to better identify with the areas they supported.

Ann Lemmen, WASC President, stated they were requesting for those present to tour the WASC, as the building was redone except for their space in the building. Lemmen further stated the tiles and floors were filthy, the windows did not work and there was one elevator that did not work all of the time, which provided safety concerns.

Lemmen stated the City of Williamston had sold the Commons, where WASC was housed, to a developer and they were assured the WASC would be provided free rent for 10 years, which would be up next year. Lemmen further stated they would need to find somewhere else after next year that would accommodate their growth and provide the ability to offer various critical services.

Lemmen stated they really needed a new space to provide additional services to the residents and somewhere that was safe for the residents. Lemmen further stated they appreciated the Human Services Committee listening and invited those present to tour their facility so they could see what they were dealing with.

Lemmen further thanked those present for the support and any suggestions.

Chairperson Tennis stated there was a request from another senior center in the County and it was their intention to have a discussion item on the agenda at a future meeting in November to talk about the many senior centers in the County that might be needing help and what could potentially be done. Chairperson Tennis thanked Lemmen and Rudd for bringing this to their attention.

Scott Moles, Ingham County resident, stated they were present to advocate for the residents of Dobie Road Medical Care Facility, as they had been misled regarding the improvements that the administration seemed to be making. Moles further stated that the amount of residents that had been making grievances had increased since the last time they had brought the issue to the attention of the Human Services Committee.

Moles stated that the accountability and transparency of the administration at Dobie Road, which the Board of Commissioners had directed them to improve, was not happening. Moles further stated that the Dobie Road Chief Financial Officer (CFO) had presented to the Dobie Road Board of Directors that the grievance process was going to be made easier.

Moles stated that the new grievance process was posted on the internal announcement website on the television sets at Dobie Road, outlining the new process. Moles further stated that Dobie Road had also established drop-boxes throughout the area for people to submit grievances.

Moles stated that the CFO had stated that the new grievance process would include a response time that was not longer than 24 to 48 hours, which was not happening. Moles stated that, per State regulations, it was up to the institution to notify the State immediately after a grievance of abuse was filed and no longer than 24 hours at the latest.

Moles stated that their wife, a resident at Dobie Road, had requested a copy of the notification and an administrator was approached regarding the issue three and a half weeks later, and was talked out of filing, which should have been done when the grievance was filed. Moles further stated they had asked for a copy of two other issues they had filed on October 9, 2023 and had not received a copy of the notification to the State that the grievance was being investigated until October 16, 2023.

Moles stated that the administration had gone back to their old procedures and speculated that it may have been due to the increase of grievances and their impact. Moles stated their familiarity with how the State processed grievances and how their family had been notified that the State had acknowledged their grievance.

Moles stated that many other residents had received the same treatment and that upset them but they would not speak up for themselves because they had not been getting a response. Moles further stated they believed the actions of the administration had gone against their accountability to answer the questions.

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

3. Parks Department – Resolution to Amend the City of Mason Trails and Parks Millage Agreements
4. Health Department
 - a. Resolution to Amend Resolution #23-376 to Access Additional Funding from the Michigan Department of Labor & Economic Opportunity
 - b. Resolution to Accept Council of State and Territorial Epidemiologists Disproportionately Affected Populations Grant
 - c. Resolution to Authorize the Acceptance of Contract Funds from Mid-State Health Network
 - d. Resolution to Accept Congressionally Directed Funding from the Health Resources and Services Administration Agency to Finance a Construction Project at Forest Community Health Center
 - e. Resolution to Accept the Michigan Department of Health and Human Services' FY 2024 Child and Adolescent Health Center Funds to Finance the Construction of the East Lansing Community Health Center
 - f. Resolution to Authorize the Use of Unspent Funds to Complete Renovation Project at the Human Services Building
 - g. Resolution to Convert a Temporary Project Specialist to 1.0 FTE Permanent Project Specialist
6. Human Services Committee – Resolution Declaring the Month of November as “Family Court Awareness Month” in Ingham County

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Ruest.

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

1. Interviews
 - a. Racial Equity Task Force

Matea Caluk interviewed for the Racial Equity Task Force.

1. Interviews
 - b. Capital Area District Library

Ashley Smith interviewed for the Capital Area District Library.

1. Interviews
 - c. Housing Commission

Ana Wolken interviewed for the Housing Commission.

2. Environmental Affairs Commission – Resolution to Adopt By-Laws for the Ingham County Environmental Affairs Commission

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

Commissioner Schafer stated that in Article III, Section I of the By-Laws, it stated the Environmental Affairs Commission (EAC) Chairperson shall appoint all members to committees, sub-committees, and special committees. Commissioner Schafer further suggested that they have the EAC Chairperson appoint the members and take a vote on the appointment from the full EAC so it was not just one person and allowed more communication within the committee.

Chairperson Tennis asked if this followed the same process as the Board of Commissioners.

Gregg Todd, Controller, stated that it should. Todd further stated the Commissioners would appoint the members of the commission but the Chairperson had the authority over the committees and sub-committees.

Commissioner Schafer stated, if that was how all of the appointments fell, they would agree with that. Commissioner Schafer further stated this was pertinent regarding the Environmental Affairs Commission (EAC) because they believed it would be nice to have a member of the Ingham Conservation District (ICD) on this commission.

Commissioner Schafer stated a lot of the Public Relations (PR) that they were trying to push out of this could come through them and Ingham County could utilize that because they funded the ICD. Commissioner Schafer further stated they could potentially utilize that for the PR and combine efforts.

Discussion ensued regarding what the EAC's focus was and what the ICD's focus was.

Commissioner Cahill stated they worked with the ICD and Ingham County only provided \$10,000 in funding and the ICD raised additional funding.

Chairperson Tennis stated Commissioner Schafer's suggestion was not germane to this as they were looking at the by-laws that were drafted by the EAC. Chairperson Tennis further stated what Commissioner Schafer was suggesting would be an amendment to the initial resolution to add that and further referred to Commissioner Trubac.

Commissioner Trubac thanked Commissioner Schafer for the note and stated they were open to considering the suggestion. Commissioner Trubac further stated they would first ask how much overlap there was with the work of the ICD and the EAC, which they were unsure of but there could potentially be something there.

Commissioner Trubac stated they have had difficulties establishing a quorum on the EAC in the past and they would prefer to not involve those that might not be interested. Commissioner Trubac further stated they would want to reach out to folks to see if there was any interest in advance.

Commissioner Cahill stated it could be nice for the ICD Director to be a member of the sub-committee. Commissioner Cahill further stated the committee was brand new and had a ways to go and they would not want to restrict the director right now and they believed Commissioner Trubac had a good handle on what was going on there.

Chairperson Tennis provided a breakdown of the makeup of the EAC and stated, though there was not a designated seat for someone from the ICD on the EAC, there were three to four seats that someone with their background could fit. Chairperson Tennis stated they had just made appointments so they were not sure there would be any vacancies, but they could see that the ICD leadership was aware when there was a vacancy.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Ruest.

5. Board Referrals

- a. Request for Funding from the Stockbridge Area Senior Center Board of Directors

Chairperson Tennis stated the above referral would be placed on file. Chairperson Tennis further stated there would be a discussion item placed on an upcoming committee meeting to discuss that further.

5. Board Referrals

- b. Resolution #2023-19 from the Tuscola County Board of Commissioners Regarding the State of Michigan Sanitary Code

Chairperson Tennis stated the above resolution would be placed on file.

Announcements

Commissioner Pawar asked for information regarding the County's plan on material waste handling, as that was discussed at the Michigan Association of Counties (MAC) conference they had attended. Commissioner Pawar further stated they were told at MAC that if there was not a plan, there was potential for money and resources to be lost.

Morgan Feldpausch, Environmental Sustainability Manager, stated that their experience from Eaton County was that the Materials Management Plan would replace the existing Solid Waste Plan. Feldpausch further stated there was new legislation, Part 115, that passed in December of 2022 and that there was still not information available to create a plan or timeline to start to address this.

Feldpausch stated that the State might provide a template to use for procedures. Feldpausch further stated that she had been in contact with the Health Department, as the current Solid Waste Plan in their Environmental Health Division would likely be overhauled into the Materials Management Plan.

Feldpausch stated that the EAC had asked about this as well and the same answer was provided. Feldpausch further stated that she had been attending educational opportunities provided by the State and other related organizations regarding material waste management to be able to create a plan for the County.

Commissioner Pawar stated that they had a detailed conversation with a vendor who was willing to talk to Feldpausch. Commissioner Pawar further stated that they would be sending the information from the vendor to Feldpausch.

Commissioner Morgan stated Ted Lawson's funeral would be on Saturday, October 21, 2023 at the Tabernacle of David Church, 2645 W. Holmes Rd, Lansing at 1:00 p.m. and there would be a viewing immediately prior. Commissioner Morgan further stated there would also be a viewing at Estes-Leadley Greater Lansing Chapel, 325 W. Washtenaw St, Lansing on Friday, October 20, 2023 from 2:00 p.m. to 4:00 p.m. and 6:00 p.m. to 8:00 pm.

Commissioner Schafer stated Locke Township had a large piece of property that was recently purchased and constituents were concerned about the Materials Management Plan and if waste management was going to be taking over that property. Commissioner Schafer further stated that they would like to be involved in future discussions.

Commissioner Schafer thanked the members of the WASC, as they had been working hard to extend the critical services provided in the area. Commissioner Schafer further stated that there was an overwhelming demand for senior services in the County and the services offered by senior centers were just as critical as services offered by schools to their students.

Commissioner Schafer stated, when there was an Elder Services Millage available, many people were asking why they should go for something local when they were already providing services to seniors in the area. Commissioner Schafer further stated that was why WASC was represented

and thanked those from WASC for raising the concerns to the Human Services Committee and they looked forward to having more information in November.

Commissioner Cahill stated one way to support local seniors was attending the Tri-County Office on Aging (TCOA) dinner and fundraiser they were hosting on November 16, 2023 at 6:00 p.m. Commissioner Cahill further stated they were still looking for auction items and there were raffle tickets available.

Public Comment

Rudd stated they could take pictures of the challenges at the WASC, or they could show the Commissioners if they came to the facility and saw the condition of the building. Rudd further extended the invitation for those present to see the site and they would love to have them out there.

Chairperson Tennis stated they had previously gone with former Commissioner Randy Schafer and were familiar with the layout of the facility, but further encouraged those present to visit.

Adjournment

The meeting was adjourned at 7:22 p.m.

NOVEMBER 6, 2023 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

3. MSU Extension – Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County Approving the Annual Work Plan for 2024

This resolution authorizes entering into an annual Work Plan that includes a county assessment not to exceed \$308,659 with MSU Extension for the period of January 1, 2024 through December 31, 2024 for delivery of Extension services and education. Funds for this agreement are included in the 2024 budget.

4. Veterans Affairs Office – Resolution to Authorize Use of Contingency Funds for Veterans' Relief Fund

This resolution authorizes the transfer of \$10,000 from the Contingency Fund to the Veterans Relief Fund, to cover anticipated expenses in the 4th quarter of 2023. The Veterans Relief Fund provides emergency food, paper products, utilities, rent, mortgage, and burial assistance.

6. Health Department

- a. Resolution to Accept a Continuation of the COVID-19 Regional Health Equity Council Backbone Organization Grant

This resolution accepts the COVID-19 Regional Health Equity Council Backbone Organization Grant from the Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services MDHHS in an amount not to exceed \$350,000 effective October 1, 2023 through May 31, 2024. As a Backbone Organization, the Ingham County Health Department (ICHHD) will act as a convener and fiduciary for the Health Equity Council comprised of community members. The Health Equity Council will work to build and strengthen the capacity of local communities to develop and implement priorities and strategies aimed at decreasing disparities associated with COVID-19 and other health outcomes for racial ethnic minority populations.

- b. Resolution to Authorize an Agreement with Kroger Co. for Participation in the 340B Drug Discount Program

This resolution authorizes entering into an agreement with Kroger Co. for its participation in the Community Health Center's (CHC) 340B drug discount program, effective January 1, 2024 through December 31, 2024, and shall renew automatically on an annual basis. The 340B initiative is a Federal program that requires pharmaceutical manufacturers to sell drugs to eligible providers at a discount for outpatient use.

- c. Resolution to Convert Position #601398 from a .5 FTE Disease Control Nurse to a 1.0 FTE Disease Control Lead

This resolution authorizes converting position #601398 from a .5 FTE Disease Control Nurse (MNA 3) to a permanent 1.0 FTE Disease Control Lead (MNA 4), effective upon approval. This conversion will enable the Disease Control Lead to provide direct supervision and enhanced support to 4.0 FTE Disease Control nurses. The total cost is \$63,860.

- d. Resolution to Extend the Agreement with Dr. Saif Fatteh for Dermatology Services

This resolution extends the agreement with Dr. Saif Fatteh to provide dermatology services effective November 1, 2023 through May 31, 2024, in an amount not to exceed \$16,068. Funds for this agreement are available in the Community Health Centers' operating budget.

- e. *Resolution to Renew an Agreement with Health Consulting Strategies, Inc. to Provide Facilitation Support to Ingham Community Health Center's Board of Directors Strategic Planning Efforts*

This resolution authorizes renewing an agreement with HCS to provide support to ICHC's BOD's strategic planning efforts for years 2024 – 2027 in an amount not to exceed \$25,000, effective January 1, 2024 through December 31, 2024. Funds for this agreement are available in the Community Health Centers' operating budget.

OTHER ITEMS:

- 1. *Interviews – Opioid Litigation Task Force*
- 2. *RIP Medical Debt – Presentation*
- 5. *Parks Department*
 - a. *Resolution to Authorize an Amendment to the City of Lansing Trails and Parks Millage Agreements*
 - b. *Resolution to Authorize an Amendment to Meridian Township Trails and Parks Millage Agreement*

These resolutions authorize amendments to Trails and Parks Millage agreements with the City of Lansing and Meridian Township due to unforeseen cost overruns, resulting in increases of \$1,499,100.91 and \$700,000 respectively. Currently, there is about \$4 million in the Trails and Parks Millage fund balance. In 2024, an additional \$3.5 million is expected to be available for communities. However, projections based on information received from communities who currently have projects under contract, show that reimbursements on current contracts (there are over 50) may cause the Trails and Parks Millage Fund to have shortfalls of over \$1.8 million by the end of 2023, and over \$7.2 million by the end of 2024. If such shortfalls materialize, the Controller's Office will need to present the Board of Commissioners with viable alternative sources of funding. For those reasons, caution is recommended when considering these two resolutions.

RIP MEDICAL DEBT

Government Medical Debt Relief Initiatives



Who is RIP Medical Debt?

- A 501(c)(3) national charity that acquires and abolishes medical debt for people burdened by financial hardship
- Funded by donors (individuals, faith-based organizations, foundations, corporations, and government)
- Founded in 2014
- To date, RIPMD has acquired and abolished \$10.4 billion in medical debt for 7.1 million individuals
- MacKenzie Scott provided a \$50 million gift in December 2020 and another \$30 million in November 2022
- Governed by an active, accomplished Board of Directors
- **RIPMD never collects on medical debt**

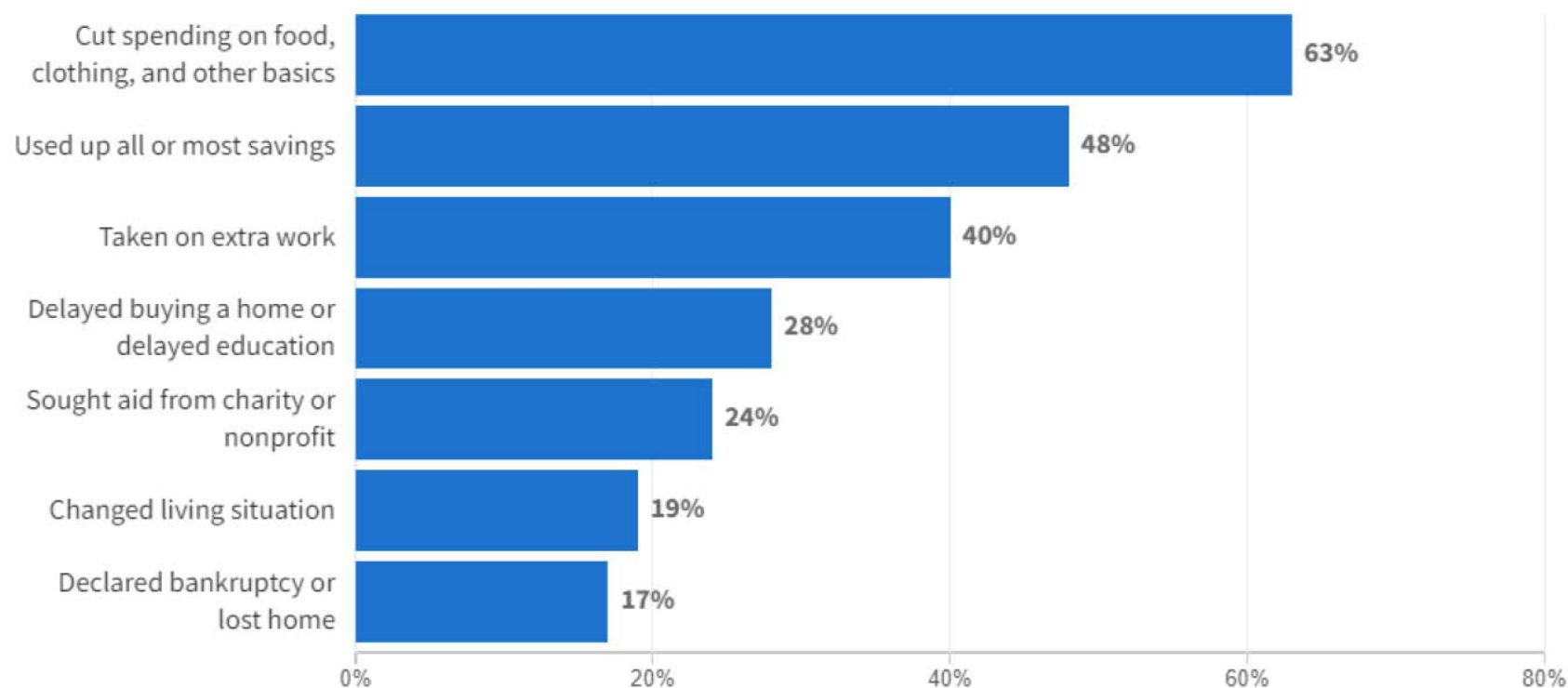


Why is Medical Debt a Problem?

- Medical debt is different from other types of debts
- Many households have little savings to buffer the shocks of medical bills
- Medical debt is:
 - More prevalent in communities of color,
 - A contributor to poor physical and mental health,
 - Harmful to credit scores, a drag on economic recovery from COVID-19 pandemic,
 - The leading cause of bankruptcy in the U.S., and
 - Recognized as a social determinant of health.
- Many patients with burdensome medical debt delay the care they need
- These problems exist even when providers have stopped billing, don't rely on adverse credit reporting, and don't engage in lawsuits

Economic Impacts of Health Care Debt

Share of indebted adults who have done the following because of health care debt:



Source: KFF Health Care Debt Survey of 2,375 U.S. adults, including 1,674 with current or past debt from medical or dental bills, conducted Feb. 25 through March 20. The margin of sampling error for the overall sample is 3 percentage points.

Credit: Daniel Wood/NPR and Noam N. Levey/KHN

Medical Debt on Credit Reports

Medical Debt

Currently viewing

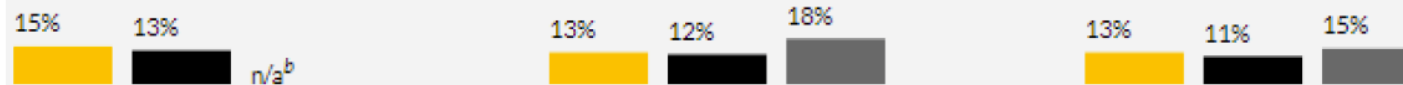
Share with medical debt in collections

All ■ White communities ■ Communities of color ■

Ingham County

Michigan

National



Source: Debt in America – An Interactive Map (Urban Institute), see:

https://apps.urban.org/features/debt-interactive-map/?type=medical&variable=perc_debt_med



RIPMD's Debt Abolishment Criteria

- **Low-income criterion:** Patient (or guarantor) household income between **0% and up to 400%** of Federal Poverty Guidelines, or
- **Medical debt burden criterion:** The medical debt being assessed represents **5% or more** of annual household income

* * * * *

- **Residency requirement:** To use government funds, program recipients must residents of the jurisdiction; RIP Medical Debt can use other funds for non-residents, if needed and available

What is Being Proposed by Cities, Counties, and States?

- City/County/State governments allocating ARP (or other) funds for medical debt relief through RIPMD
- For every \$1 appropriated, approximately \$100 in medical debt can be canceled
- RIP Medical Debt:
 - Contracts with government agency
 - Recruits hospitals/other providers on a confidential basis
 - Requests data files and identifies patients/guarantors who meet program eligibility criteria
 - Acquires qualified medical debt
 - Notifies program recipients that medical debts have been acquired and “canceled as a gift”
 - Invoices program costs
 - Supports policy opportunities to achieve systemic change

MDRIs In Place (Or In Process)

Government Jurisdictions	
Cook County, Illinois	Pittsburgh
Toledo and Lucas County (OH)	Cleveland, Cincinnati, Akron
Washington, D.C.	St. Paul (MN)
New Orleans	St. Louis (MO)
Milwaukee County	NJ, CT, PA, MI, NY, AZ
Richmond (VA)	New York City

The New York Times | <https://www.nytimes.com/2022/12/29/us/toledo-medical-debt-relief.html>

Medical Debt Is Being Erased in Ohio and Illinois. Is Your Town Next?

Cook County, Ill., and Toledo, Ohio, are turning to the American Rescue Plan to wipe out residents' medical debt. Experts caution it is a short-term solution.

By Amanda Holpuch
Dec. 29, 2022, 5:30 a.m. ET

5 MIN READ

In the next few weeks, tens of thousands of people in Cook County, Ill., will open their mailboxes to find a letter from the county government explaining that their medical debt has been paid off.

Officials in New Orleans and Toledo, Ohio, are finalizing contracts so that tens of thousands of residents can receive a similar letter in the coming year. In Pittsburgh on Dec. 19, the City Council approved a budget that would include \$1 million for medical debt relief.

RIPMD's Unique Win, Win, Win Solution



Patient Benefits

- Abolish debt tax-free
- Improve credit score
- Relieve stress
- Enhance access to care
- Afford basic necessities



Community Benefits

- Address a social determinant of health
- Enhance health equity
- Address economic, health impacts of pandemic
- Address impact of inflation and housing costs



Hospital Benefits

- Sell uncollectible, dormant patient receivables (non-performing asset)
- Receive cash
- Improve financial assistance process
- Enhance medical staff and employee satisfaction

What Program Recipients Say



DEBT RELIEF STORY

"As a single parent, I've done everything I can to stay away from debt. Hopefully with this relief my credit score will go up and we can finally get our own place. Thank you!"

[Read More](#)

— Rochelle

DEBT RELIEF STORY

"After several years of having old medical debt I got a letter that it had been paid! I was working as an independent contractor and was thrown from a truck. I still have scars from that altercation. It is very difficult to secure health insurance today that doesn't cost half your income."

[Read More](#)

— Timothy

More testimonials: <https://ripmedicaldebt.org/community/#stories>



What Providers Say

Gregg Miller, MD, Chief Medical Officer, Vituity

"We had a very positive experience working with RIP Medical Debt. Forgiving so much patient debt for financially vulnerable patients highlighted to our organization that we really do live our values of providing great patient care and supporting our community. The whole team was really inspired by this partnership."

Anthony Keck, Chief Population Health Officer, Ballad Health

"By removing this burden of old debt, we hope to better engage with our patients, so they access care and other services when they need them without the fear of unmanageable expenses."

Christine M. Pearson, CPA, CFO AnMed Health System

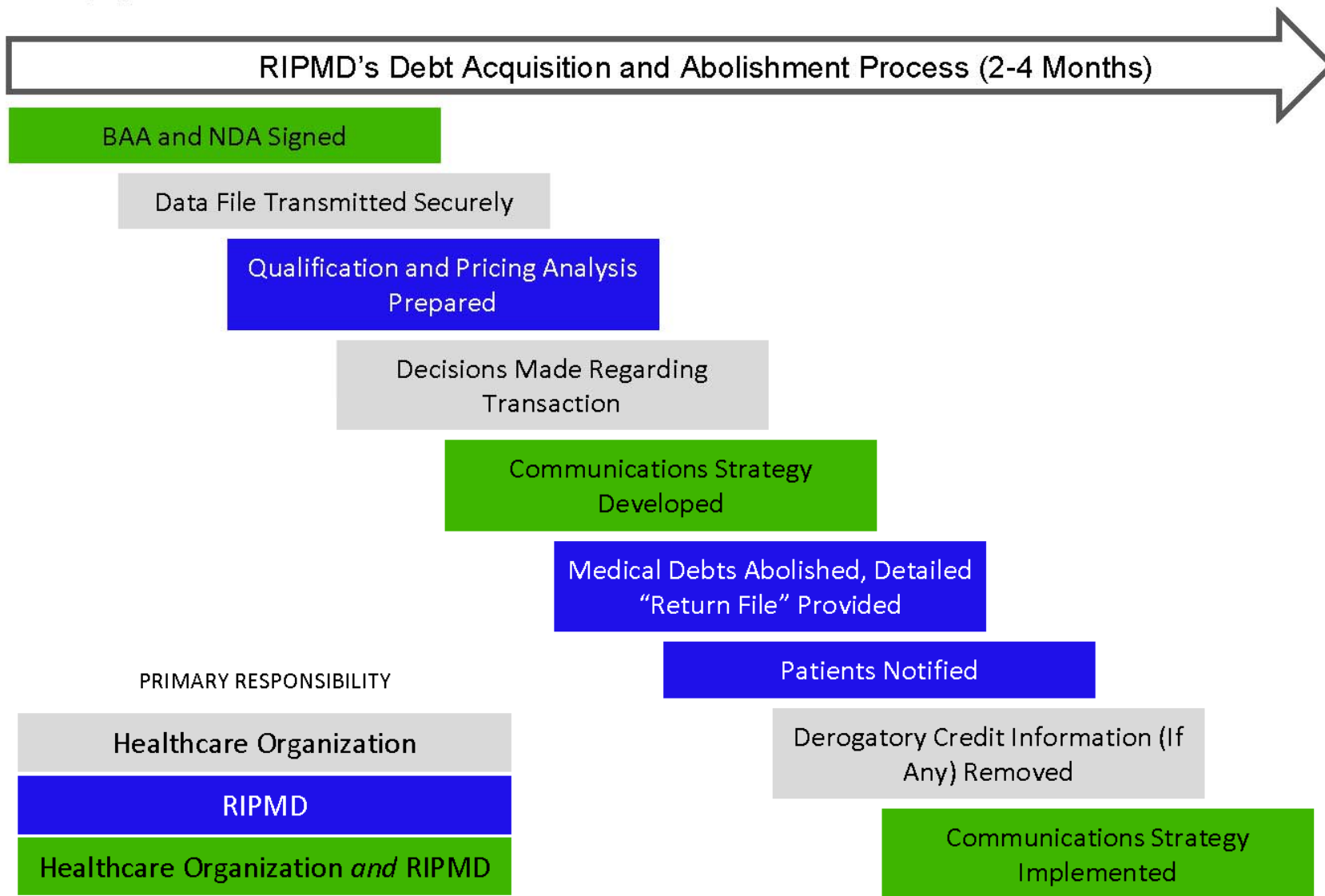
"We are so proud to partner with RIP Medical, aligning our goals to serve our community's health care needs, while also addressing the financial impact"

Appendix: 2023 Federal Poverty Guidelines

2023 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA		
Persons in family/household	Poverty guideline (FPG)	400% of Poverty guideline
1	\$14,580	\$58,320
2	\$19,720	\$78,880
3	\$24,860	\$99,440
4	\$30,000	\$120,000

Source: U.S. Department of Health and Human Services. See:
<https://aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines>

Appendix: How RIPMD Works With Providers



Agenda Item 3

To: Human Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: October 10, 2023

Subject: Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County
For the meeting agendas of November 6 and November 8

BACKGROUND

There have been agreements between MSU and Michigan counties for nearly a century. For fiscal year 2024, MSUE is providing a standard base agreement with each county. The base agreement will specify access to the full range of Extension's statewide programs offered by the four Extension programming institutes and sets each county's share of the cost of maintaining the network of Extension Educators.

ALTERNATIVES

There are no feasible alternatives. Absent this agreement a separate county structure would need to be established to provide these services at tremendous cost and effort.

FINANCIAL IMPACT

For the period January 1, 2024 to December 31, 2024, the County shall pay to the Michigan State University Extension (MSUE) \$308,659, which is the cost of the assessment plus any additional personnel costs. The Assessment Fee for Ingham County consists of the standard assessment amount of \$145,325 and \$163,334 for additional personnel, as described in the agreement. Payment will be made the first month of each quarter of the county fiscal year.

STRATEGIC PLANNING IMPACT

This resolution supports the 5-year action plan Goal C, strategy C7, implementation task B: Coordinate environmental education efforts with MSU Extension, Tri-County Regional Planning Commission, and the environmental health division of the Health Department. It also supports the overarching long-term objective of assisting in meeting basic needs.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR MICHIGAN STATE UNIVERSITY
EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY
APPROVING THE ANNUAL WORK PLAN FOR 2024**

WHEREAS, Michigan State University Extension (MSUE), in collaboration with Ingham County are committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes; and

WHEREAS, MSUE will provide access to educators appointed to the four Institutes and MSU faculty affiliated with each Institute to deliver core programs; and

WHEREAS, MSUE will provide administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty who provide programming to counties; and

WHEREAS, the Ingham County Board of Commissioners will provide office space for a County Extension office, including utilities, telephone, and access to high-speed internet; and

WHEREAS, the Ingham County Board of Commissioners will provide clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet, and media; and

WHEREAS, the parties will adhere to all applicable federal, state, and local laws, ordinances, rules, and regulations prohibiting discrimination.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into an annual Work Plan that includes a county assessment not to exceed \$308,659 with MSU Extension for the period of January 1, 2024 through December 31, 2024 for delivery of Extension services and education.

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

Agenda Item 4

TO: Board of Commissioners Human Services and Finance Committees

FROM: Amy Pocan, Director Department of Veterans Affairs

DATE: October 18, 2023

SUBJECT: Resolution To Authorize Use Of Contingency Funds For Veterans' Relief Fund
For the meeting agendas of November 6th, 7th, and 8th

BACKGROUND

The Veterans Relief Fund, Public Act 214 of 1899, annually the county shall levy a tax, not exceeding 1/10 of a mill on each dollar, for the purpose of funding relief of honorably discharged indigent members of the Army, Navy Air Force, Marine Corps, Coast Guard, and women's auxiliaries and the indigent spouses, minor children, and parents of each indigent or deceased member who served one day during a period of war. The Ingham County Department of Veterans Affairs administers the Veterans Relief Fund that provides emergency food, paper products, utilities, rent, mortgage, and burial assistance. In 2023, the department received \$40,500 for the Veterans Relief fund.

Total 2023 Awards granted:

Quarter 1: \$7,663.07

Quarter 2: \$10,468.82

Quarter 3: \$12,121.16

Quarter 4: based on increasing need each quarter, the department expects to see a greater need in applications for relief funds to close out calendar year 2023.

At this time, the department has awarded \$37,946.07 in Relief Funds to veteran and their dependents.

ALTERNATIVES

None.

FINANCIAL IMPACT

The resolution authorizes \$10,000 to be granted to the Ingham County Department of Veterans Affairs from the county contingency fund.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend the approval of \$10,000 from the contingency fund to the Veterans Relief Fund.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE USE OF CONTINGENCY FUNDS
FOR VETERANS' RELIEF FUND**

WHEREAS, Ingham County Department of Veterans Affairs administers the Veterans Relief Fund, which assists indigent veterans and their families with emergency assistance for basic needs; and

WHEREAS, Ingham County Department of Veterans Affairs provides emergency food, paper products, utilities, rent, mortgage, and burial assistance through the Veterans Relief Fund; and

WHEREAS, the amount of \$10,000 shall be deducted from county contingency fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes \$10,000 for the Veterans Relief Fund from the 2023 contingency account.

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

TO: Board of Commissioners Human Services & Finance Committees

FROM: Tim Morgan, Parks Director

DATE: October 24, 2023

SUBJECT: Amendment to City of Lansing Millage Agreements

For the meeting agenda of November 6, 2023 Human Services and November 8, 2023 Finance

BACKGROUND

The City of Lansing is requesting an increase in their budget by \$1,499,100.91 and reallocate \$75,625.70 for a total of \$1,574,726.61 due to unforeseen cost overruns for millage projects TR072 (Bridge 26), TR073 (Bridge 25), TR074 (Bridge 24), TR076 (Bridge 11), TR077 (Bridge 28), and reallocating \$75,625.70 from project TR075 (Bridge 12) to TR072 (Bridge 26) due to unforeseen circumstances as detailed in the attached documents. Staff reviewed and discussed the request with the City of Lansing.

ALTERNATIVES

The alternatives would be to not authorize the request in which case the City of Lansing would need to identify the funds to cover the cost of this project.

FINANCIAL IMPACT

The City of Lansing is requesting an amendment to Agreements TR072 to reallocate \$75,625.70 from TR076 to TR072, an amendment to Agreements TR072, TR073, TR074, TR076 and TR077 to increase the budget by \$1,499,100.91 from the Trails and Parks Millage fund balance.

Based on information received in the past weeks from the communities with open contracts, the updated Trails and Parks financial projections indicate that the fund is projected 2023 with an overall shortfall of (-)\$1,887,627.40 and the projection for year-end 2024 is (-)\$7,293,688.04, the projection for year-end 2025 is (-)\$4,531,165.11. The Trails and Parks Millage cash on hand as of October 18, 2023 is \$4,070,975.31. These projections mean that it may be necessary for the County to find alternative funding sources to cover the cost of already existing millage contracts. To continue funding the millage it will need to be renewed in 2026.

For your reference a full detailed report of the trails and park millage project status is available online:

http://parks.ingham.org/trails_and_parks_millage/awards.php.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their August 14, 2023 and revisited and supported at their October 9, 2023 meetings.

Brett Kaschinske
Director



Andy Schor, Mayor

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

August 2, 2023

Mr. Ryan Sebolt, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Sebolt, Mr. Morgan and Ms. Wallace:

In September 2019,² the City of Lansing received cost estimates for Bridges 11, 12, 24, 25, 26 and 28. The total cost of construction at that time was estimated at \$1,143,235.50, with an additional \$342,970.65 in engineering costs for a total of \$1,486,206.15. The City submitted fifth round grant applications based on these estimates with a proposed County funding of \$1,086,206.15 and a local match of \$400,000.00.

These grants were approved in January 2020 and in the fall of 2020 the city issued a Request for Proposal for design and construction engineering of the bridges.

Mannik Smith Group was awarded the project with an engineering cost of \$371,226.58, somewhat more than the estimated \$342,970.65. During the design phase, Mannik Smith Group did an in-depth inspection of the bridges, which resulted in the discovery of additional work required to ensure structural integrity. The additional work required included a complete deck replacement for all bridges and complete replacement of structural steel beams on Bridge 26.

In 2019, when the original cost estimates were received, Tetra Tech provided cost estimates based on minimal decking repairs for bridges 24 and 25, complete decking on bridge 11, 26 and 28 and minimal beam repair on bridge 26.

Mr. Ryan Sebolt
Mr. Timothy Morgan
Ms. Nicole Wallace

Page 2

August 2, 2023

In addition to these changes, we determined that it would be more feasible and cost effective to delay construction on Bridge 12 (under east Elm Street on the east bank of the Red Cedar River). Work on this bridge will be done in conjunction with the replacement of the east Elm Street vehicle bridge over the Red Cedar River. Some engineering work was completed before this decision was made.

As we have discovered with many projects, post Covid-19 Pandemic supply chain issues have continued to be problematic as well as the significant increased cost in materials. Timber decking materials were 400% higher and structural steel materials were 300% higher in the post Covid-19 bidding environment.

Due to the above-mentioned circumstances, the total cost of the projects has increased since 2019 from the original estimate of **\$1,486,206.15** to the as-constructed amount of **\$3,060,932.76** in 2023. Please see the attached spreadsheet for a breakdown of these changes.

This letter is a request to increase County budget funding for projects CL-11-LTE-RC, CL-24-LT-GR, CL-25-LT-GR, CL-26-LT-GR and CL-28-LT-GR. The city is asking for supplemental funding in the amount of **\$1,574,726.61** to encompass the additional costs of the projects.

The City of Lansing is fortunate to have a highly utilized trail system and support of the County for projects through the trails and parks millage. The City has been entrusted with grant funds from Ingham County and I want to assure you the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

If I may be of further assistance or answer any questions you may have, feel free to contact me at 517.483.4042 or brett.kaschinske@lansingmi.gov.

Sincerely,



Brett Kaschinske, Director
Department of Parks and Recreation

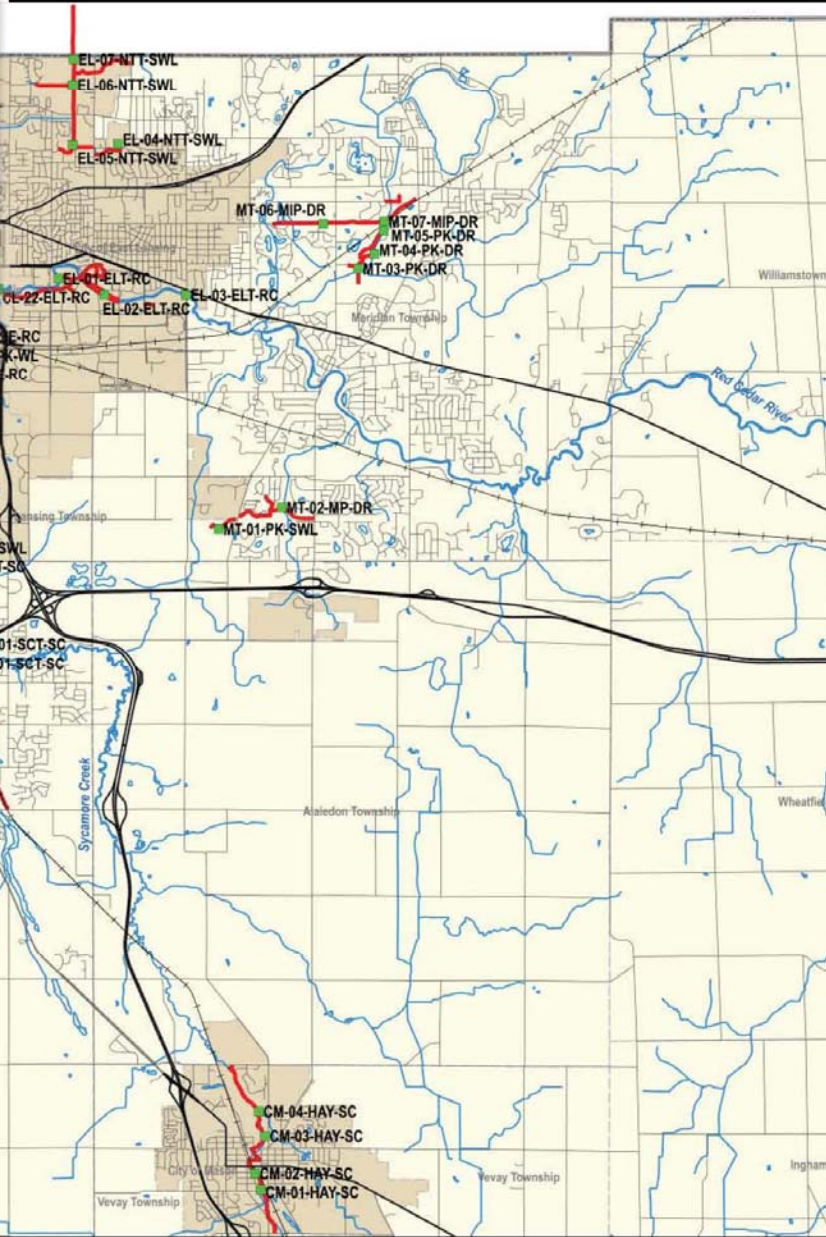
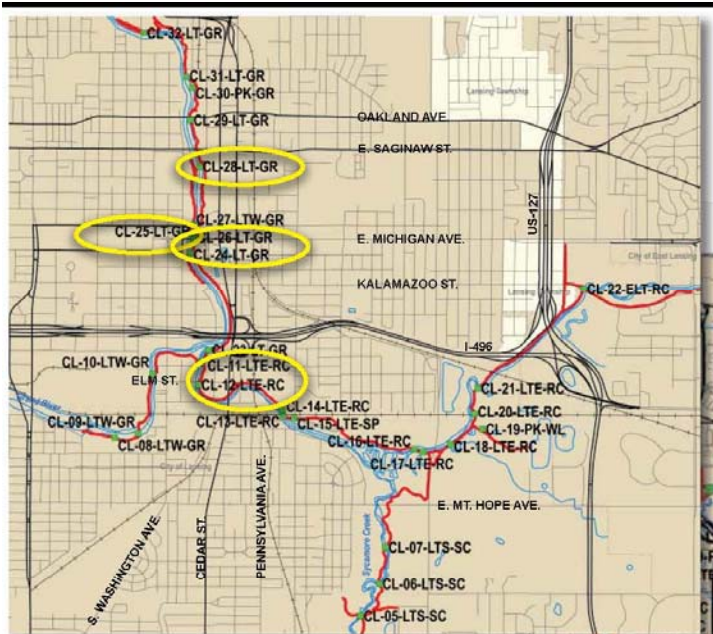
Downtown River Trail Bridges Rehab Cost Estimates

Bridge		Tetra Tech const + eng (Sept 2019)	County Grant Amount	Actual Cost (2023)	Difference between As- constructed cost vs. Original estimate
TR076	CL-11-LTE-RC	\$83,941.00	\$61,348.98	\$167,700.22	\$83,759.22
TR075	CL-12-LTE-RC*	\$130,916.50	\$95,681.42	\$20,055.72	-\$110,860.78
TR074	CL-24-LT-GR	\$203,417.50	\$148,669.38	\$331,505.54	\$128,088.04
TR073	CL-25-LT-GR	\$97,783.40	\$71,465.81	\$270,700.13	\$172,916.73
TR072	CL-26-LT-GR	\$601,172.00	\$439,371.57	\$1,867,243.67	\$1,266,071.67
TR077	CL-28-LT-GR	\$368,975.75	\$269,669.00	\$403,727.48	\$34,751.73

TOTAL	\$1,486,206.15	\$1,086,206.15	\$3,060,932.76	\$1,574,726.61
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Ingham Cty Parks Grant Funding (2020):	\$1,086,206.15
City of Lansing Local Match:	\$400,000.00
Prop. Add'l Ingham Cty Funding (2023):	\$1,574,726.61
Total Project Cost	\$3,060,932.76

*NOTE: Rehabilitation of bridge 12 was eliminated from the project. It will be combined with the E Elm Street vehicle bridge replacement project in 2025. Some engineering was completed and paid for prior to this decision.



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING
TRAILS AND PARKS MILLAGE AGREEMENTS**

WHEREAS, the City of Lansing is requesting an amendment to Agreements TR072, TR073, TR074, TR075, TR076, and TR077 to increase the budget by \$1,499,100.91 and reallocate \$75,625.70 from TR075 to TR072 as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Additional Amount Authorized	Total Revised Contract Amount
Bridge CL-12 – Elm St. / over the Red Cedar River	TR075	\$ 95,681.42	-\$ 75,625.70 reallocate to TR072	\$ 20,055.72
Bridge CL-26 - Lansing Center / east side of Grand River	TR072	\$ 439,371.57	\$ 1,155,210.89 additional and reallocate \$75,625.70 from TR075 to TR072	\$ 1,670,208.16
Bridge CL-11 - East of Scott Park / over the Red Cedar River	TR076	\$61,348.98	\$83,759.22 additional	\$145,108.20
Bridge CL-24 - Riverwalk Theatre / east side of Grand River	TR074	\$148,669.38	\$128,088.04 additional	\$276,757.42
Bridge CL-25 - E. Michigan Ave. / east side of Grand River (south of Lansing Center)	TR073	\$71,465.81	\$172,916.73	\$244,382.54
Bridge CL-28 - Adado Riverfront Park / over the Grand River (old RR bridge)	TR077	\$269,669.00	\$34,751.73	\$304,420.73

; and

WHEREAS, Agreements TR072, TR073, TR074, TR076, and TR077 need to be extended to December 31, 2023 to complete the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the Agreements listed below with the City of Lansing:

Contract Title	Project #	Current Contract Amount	Amount to Reallocate/Additional Amount Authorized	Total Revised Contract Amount
Bridge CL-12 – Elm St. / over the Red Cedar River	TR075	\$95,681.42	-\$75,625.70 reallocate to TR072	\$20,055.72
Bridge CL-26 - Lansing Center / east side of Grand River	TR072	\$439,371.57	\$1,155,210.89 additional and reallocate \$75,625.70 from TR075 to TR072	\$1,670,208.16
Bridge CL-11- East of Scott Park / over the Red Cedar River	TR076	\$61,348.98	\$83,759.22 additional	\$145,108.20
Bridge CL-24 - Riverwalk Theatre / east side of Grand River	TR074	\$148,669.38	\$128,088.04 additional	\$276,757.42
Bridge CL-25 - E. Michigan Ave. / east side of Grand River (south of Lansing Center)	TR073	\$71,465.81	\$172,916.73	\$244,382.54
Bridge CL-28 - Adado Riverfront Park / over the Grand River (old RR bridge)	TR077	\$269,669.00	\$34,751.73	\$304,420.73

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an extension for Agreement TR072, TR073, TR074, TR076, and TR077 to December 31, 2023.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to reallocate \$75,625.70 from line item 228-62800-967000-TR075 to line item 228-62800-967000-TR072.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$1,155,210.89 be allocated from the Trails and Parks Millage fund balance for the TR072 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$83,759.22 be allocated from the Trails and Parks Millage fund balance for the TR076 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$128,088.04 be allocated from the Trails and Parks Millage fund balance for the TR074 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$172,916.73 be allocated from the Trails and Parks Millage fund balance for the TR073 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$34,751.73 be allocated from the Trails and Parks Millage fund balance for the TR077 project.

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

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 24, 2023
SUBJECT: Amendment to Meridian Township Millage Agreement
For the meeting agenda of November 6, 2023 Human Services and November 8, 2023 Finance

BACKGROUND

Meridian Township is requesting an increase in their budget of \$700,000 due to unforeseen cost overruns for millage projects TR031 (MSU to Lake Lansing Connector Trail, Phase I). Staff reviewed and discussed the request with Meridian Township.

ALTERNATIVES

The alternatives would be to not authorize the request in which case Meridian Township would need to identify the funds to cover the cost of this project.

FINANCIAL IMPACT

Meridian Township is requesting an amendment to Agreement TR031 to increase the budget by \$700,000 due to unforeseen cost increases.

Based on information received in the past weeks from the communities with open contracts, the updated Trails and Parks financial projections indicate that the fund is projected in 2023 with an overall shortfall of (-)\$1,887,627.40 and the projection for year-end 2024 is (-)\$7,293,688.04, the projection for year-end 2025 is (-)\$4,531,165.11. The Trails and Parks Millage cash on hand as of October 18th, 2023 is \$4,070,975.31. These projections mean that it may be necessary for the County to find alternative funding sources to cover the cost of already existing millage contracts. To continue funding the millage it will need to be renewed in 2026.

For your reference a full detailed report of the trails and park millage project status is available online: http://parks.ingham.org/trails_and_parks_millage/awards.php.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their October 9, 2023 meeting.



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

**Patricia Herring
Jackson**
Township Supervisor

Deborah Guthrie
Township Clerk

Phil Deschaine
Township Treasurer

Scott Hendrickson
Township Trustee

Kathy Ann Sundland
Township Trustee

Marna Wilson
Township Trustee

Courtney Wisinski
Township Trustee

Frank L. Walsh
Township Manager

09/01/2023

Mr. Tim Morgan
Ingham County Parks Director
Ingham County Parks Department
121 E. Maple St.
P.O. Box 178
Mason, MI 48854

Dear Mr. Morgan:

Subject: Meridian Township – TR031 Cost Increases

Please accept this letter of explanation as the formal request from Meridian Township to increase the grant amount for project TR031, the MSU to Lake Lansing Connector Trail, Phase I by \$700,000. For reference, the initial Trails and Parks Millage application was in 2016, while the actual construction contract was let, through MDOT, in October of 2022.

One of the primary drivers of the increased costs are the drastic rates of inflation that we have seen over the last several years. We always account for inflation, including for this project during the grant application in 2016. However, the industry standard had been 5% prior to the Covid-19 pandemic, and since then rates have skyrocketed. For example, the Township's per ton price for asphalt repairs in 2017 was \$165; in 2022 it was \$265. For concrete repairs, one square foot in 2017 cost \$4; in 2022, \$7.98. Most significantly, one-foot of 8" water main cost \$45.56 in 2016; in 2023 that same one-foot is \$160. Respectively, these are 60%, 100%, and 350% increases. For comparison, the assumed 5% annual inflation would only produce a 34% overall increase over this same period.

Beyond inflation, there have been numerous, unexpected changes that have further increased the cost of the project. They are as follows:

1. Right-of-way (ROW) Acquisition

Historically Meridian Township has handled all of the design and construction administration in-house for trail projects, including the last TAP grant project back in 2010. However, the requirements imposed by MDOT for such projects has changed and become much more complicated, with new rules and new standards being imposed. For the acquisition of ROW, whereas Meridian has engaged in simple negotiations with property owners, MDOT now requires following federal procedures. This required the use of a prequalified ROW consultant, and paying significantly more for easements than we ever have historically. The cost for the consultant was brought onboard in March of 2020 for \$43k, with the acquisition taking place across 2021 & 2022 and coming to an additional \$270k.

2. Additional Boardwalk

As part of the permitting process through EGLE, the east approach to the bridge was required to be constructed as a boardwalk, in lieu of an asphalt trail. This came from EGLE in December of 2021 and increased the cost by \$100k.

3. **Additional Fence**

As part of the project development through MDOT, additional fencing was required along portions of the trail. These comments came in June of 2022 and added \$43k to the construction cost.

4. **Construction & Contract Administration**

Along with #1 above, the increased requirements imposed on MDOT projects since the Township's last TAP grant in 2010 meant that a consultant was required to manage the onsite construction activities, as well as to meet all of the office and documentation requirements. This consultant was brought onboard in December of 2022, adding an additional \$250k to the project cost.

Attached is a complete breakdown of expenses for the project, these reflect everything paid to date. The construction contract with MDOT is approximately 42% complete. While the Township has had discussions with Ingham County Parks Department staff about the fact that increased costs were anticipated, this is the first formal request for additional funding on this, or any other, Trails and Parks Millage grant for Meridian Township. The reason for the request at this stage is that the full costs were not able to be known until after the bid opening in October of 2022. Moreover, the Township wanted to verify the full scope of the necessary funding adjustments in order to make only a single request for additional funding.

To summarize, the original estimate for the project was \$3,000,000. Of this, \$1.7M came from the MDOT TAP grant, \$950k from the Ingham County Trail Millage, and \$350k was from the Meridian Township Pathway Millage. For all of the reasons elucidated above, the currently anticipated final cost is \$3,700,000. The MDOT TAP grant, utilizing federal funding, is hard-capped and cannot be increased. Therefore, Meridian Township is requesting assistance from the Ingham County Trails and Parks Millage for an additional \$700,000 allocation in order to complete this project.

If there are any questions about our request or the work thus far completed, please feel free to reach out to me.

Sincerely,



Nyal Nunn, CFM

Senior Project Engineer/DPW

nunn@meridian.mi.us

W 517.853.4468 | F 517.853.4095

5151 Marsh Road | Okemos, MI 48864

meridian.mi.us

Phase I (TR031) - Expenses

Vendor	Ref. #	Invoice #	Pay Est #	Invoice Date	Amount	Check No.	Check Date	Description
Arbre Croche	87703	MAY12020		5/1/2020	\$4,344.00	102799	6/3/2020	Archaeological Survey
Fishbeck		416498		10/10/2022	\$4,530.75	108165	11/1/2022	Wetland Delineation
HRC	100416	202792		12/19/2022	\$8,638.33	108728	1/10/2023	Contract Admin & Construction Insp
	100878	203464		1/20/2023	\$1,248.98	108933	2/7/2023	Contract Admin & Construction Insp
	100879	203464		1/20/2023	\$9,628.23	108933	2/7/2023	Contract Admin & Construction Insp
	102576	206840		6/5/2023	\$116,919.12	109671	6/20/2023	Contract Admin & Construction Insp
	102838	207700		6/29/2023	\$21,101.71	109820	7/11/2023	Contract Admin & Construction Insp
ICDC	AP198750	Permit App		10/11/2022	\$525.00	108081	10/18/2022	Drain Crossing Permit
ICRoD	101516	4432018		2/9/2023	\$30.00	109170	3/21/2023	Easement Recording Fee
ICRD	101287	20221115		11/8/2022	\$205,000.00	109092	3/7/2023	Local Match Deposit & Oversight
ICRD	101614	9134		2/1/2023	\$12,428.85	109254	4/5/2023	Construction Payment #1
ICRD	102319	9149		5/11/2023	\$92,311.41	109582	6/7/2023	Construction Payment #2
ICRD	102837	9155		6/21/2023	\$41,508.76	109821	7/11/2023	Construction Payment #3
Mannik & Smith Group	72371	67754		5/15/2017	\$476.00	95255	6/6/2017	Feasibility Study
	72858	67010		4/10/2017	\$924.50	95670	7/18/2017	Feasibility Study
	72629	68203	Pay Est #2		\$2,975.00	95372	6/20/2017	Feasibility Study
	73485		Pay Est #3	8/9/2017	\$8,425.00	95943	8/15/2017	Feasibility Study
	73855		Pay Est #4	8/29/2017	\$2,395.19	96128	9/5/2017	Feasibility Study
	74753	70571	Pay Est #5	10/16/2017	\$575.75	96624	11/9/2017	Feasibility Study
	75612	71142			\$2,772.80	97137	1/9/2018	Feasibility Study
	76258	71325			\$1,253.00	97492	3/6/2018	Feasibility Study
	83712	82552	Pay Est #1	7/23/2019	\$9,531.67	101121	8/6/2019	Survey
	83885	81532	Pay Est #2	6/11/2019	\$1,242.30	101121	8/6/2019	Survey
	85181	83099-83939		10/28/2019	\$16,219.59	101684	11/5/2019	Survey
	92510	95976		5/24/2021	\$2,196.75	105148	6/1/2021	NEPA Clearance
	93394	95233		4/9/2021	\$1,861.75	105519	8/3/2021	NEPA Clearance
	93395	97527		7/26/2021	\$1,392.10	105519	8/3/2021	NEPA Clearance
	96561	102427		4/1/2022	\$3,127.45	106951	4/12/2022	NEPA Clearance
	96751	97041		4/21/2022	\$641.15	107039	4/26/2022	NEPA Clearance
	96752	97994		4/20/2022	\$294.00	107039	4/26/2022	NEPA Clearance
Mark Jordan Enterprises	87308	Invoice #1		3/30/2020	\$7,200.00	102618	4/15/2020	Easement Acquisition
	89852	Invoice #2		10/20/2020	\$13,250.00	103798	11/5/2020	Easement Acquisition
	94876	Invoice #3		11/10/2021	\$16,500.00	106150	11/16/2021	Easement Acquisition
	96560	Invoice #4		2/4/2022	\$4,800.00	106952	4/12/2022	Easement Acquisition
Midwest Tree Service	97856	2642		6/27/2022	\$12,944.00	107623	7/26/2022	Stump Removal - Entire Trail
	97857	2643		6/27/2022	\$97,923.00	107624	7/26/2022	Tree Removal - Entire Trail
	101119	2786		2/6/2023	\$4,039.00	109028	2/21/2023	Tree Removal - 2875 Northwind
MSU	96783	IPF-W22031793		3/29/2022	\$4,164.80	107087	5/3/2022	Tree Rem on MSU Property
PERMITS		Credit Card		9/1/2021	\$510.00	Receipt		EGLE Permit #1 (Trail Construction)
		Credit Card		5/5/2023	\$510.00	Receipt		EGLE Permit #2 (Bridge Installation)
PSI - Intertek	85416	666264		7/31/2019	\$12,500.00	101892	12/3/2019	Soil Borings
RM Electric	95477	PAYEST#3	#3	1/5/2022	\$14,210.93	106499	1/11/2022	Flashing Beacon
	95954	PAY EST #4 FINAL	#4	2/8/2022	\$21,316.40	106679	2/15/2022	Flashing Beacon
ROW Acquisition	91700	20210304		3/4/2021	\$25,000.00	104704	3/16/2021	2815 Northwind
	91699	20210305		3/5/2021	\$2,500.00	104681	3/16/2021	2900 Northwind
	91883	20210324		3/24/2021	\$40,405.00	104819	3/30/2021	2875 Northwind
	92269	20210429		4/29/2021	\$28,940.00	104994	5/6/2021	4950 Hagadorn - Esmt
	92268	PHASE I		4/29/2021	\$2,196.00	104994	5/6/2021	4950 Hagadorn - Grading
	92476	20210512		5/12/2021	\$17,931.00	105064	5/18/2021	2655 Grand River (A)
	92477	20210512		5/12/2021	\$8,516.00	105064	5/18/2021	2655 Grand River (B)
	92478	20210512		5/12/2021	\$38,801.00	105064	5/18/2021	2671 Grand River
	93091	20-202-004		7/6/2021	\$6,597.00	107440	6/29/2022	4917 Dawn
	JE#65329	PURCHASE		3/11/2022	\$102,340.65	4142235	3/14/2022	4887/4893 Dawn
ROWE Prof. Services. Co.	102161	102161		2/28/2022	\$12,150.00	106967	4/12/2022	Structural Analysis
	102000	107511		3/14/2023	\$387.50	109437	5/2/2023	Structural Analysis
SME	94012	122064		9/13/2021	\$3,000.00	105845	9/22/2021	Env Assmt, Dawn Ave ROW Acquisition
	94406	122953		10/5/2021	\$6,600.00	105985	10/20/2021	Env Assmt, Dawn Ave ROW Acquisition
	94905	123373		10/15/2021	\$2,115.85	106181	11/16/2021	Env Assmt, Dawn Ave ROW Acquisition
	95156	124059		11/10/2021	\$9,800.00	106335	12/14/2021	Env Assmt, Dawn Ave ROW Acquisition
	96011	122062		9/17/2021	\$1,180.30	106683	2/15/2022	Env Assmt, Dawn Ave ROW Acquisition

Status Date: 7/27/2023

\$1,092,847.57

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO MERIDIAN TOWNSHIP
TRAILS AND PARKS MILLAGE AGREEMENT**

WHEREAS, Meridian Township is requesting an amendment to Agreement TR031 to increase the budget by \$700,000 as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Additional Amount Authorized	Total Revised Contract Amount
MSU to Lake Lansing Connector Trail, Phase I	TR031	\$950,000	\$700,000	\$1,650,000

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the Agreement listed below with Meridian Township:

Contract Title	Project #	Current Contract Amount	Additional Amount Authorized	Total Revised Contract Amount
MSU to Lake Lansing Connector Trail, Phase I	TR031	\$950,000	\$700,000	\$1,650,000

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$700,000 be allocated from the Trails and Parks Millage fund balance for the TR031 project.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, and Medical Health Officer
DATE: October 17, 2023
SUBJECT: Resolution to Accept Continuation of the COVID-19 Regional Health Equity Council Backbone Organization Grant
For the meeting agendas of November 6, and November 8, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept funding from Michigan Public Health Institute (MPHI) and Michigan Department of Health and Human Services (MDHHS) for the COVID-19 Regional Health Equity Council Backbone Organization Grant effective October 1, 2023 through May 31, 2024 in an amount not to exceed \$350,000. This funding is a continuation of funds previously accepted through Resolutions #22-322 and #22-525. As a Backbone Organization, ICHD will act as a convener and fiduciary for the Health Equity Council comprised of community members. The Health Equity Council will work to build and strengthen the capacity of local communities to develop and implement priorities and strategies aimed at decreasing disparities associated with COVID-19 and other health outcomes for racial ethnic minority populations.

ALTERNATIVES

The alternative to accepting this award would be to identify funding within ICHD's existing budget to support implementation.

FINANCIAL IMPACT

This grant agreement will be effective October 1, 2023 through May 31, 2024, in an amount not to exceed \$350,000 and is awarded by MPHI and MDHHS.

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 accept the COVID-19 Regional Health Equity Council Backbone Organization Grant from MPHI and MDHHS in an amount not to exceed \$350,000 effective October 1, 2023 through May 31, 2024.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A CONTINUATION OF THE COVID-19 REGIONAL
HEALTH EQUITY COUNCIL BACKBONE ORGANIZATION GRANT**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept funding from Michigan Public Health Institute (MPHI) and Michigan Department of Health and Human Services (MDHHS) for the COVID-19 Regional Health Equity Council Backbone Organization Grant effective October 1, 2023 through May 31, 2024 in an amount not to exceed \$350,000; and

WHEREAS, this funding is a continuation of funds previously accepted through Resolutions #22-322 and #22-525; and

WHEREAS, as a Backbone Organization, ICHD will act as a convener and fiduciary for the Health Equity Council comprised of community members; and

WHEREAS, the Health Equity Council will work to build and strengthen the capacity of local communities to develop and implement priorities and strategies aimed at decreasing disparities associated with COVID-19 and other health outcomes for racial ethnic minority populations; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funds from MPHI and MDHHS effective October 1, 2023 through May 31, 2024 in an amount not to exceed \$350,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funds from MPHI and MDHHS, effective October 1, 2023 through May 31, 2024 in an amount not to exceed \$350,000.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any 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: October 10, 2023
SUBJECT: Authorization to Enter into an Agreement with Kroger Co. for participation in the 340B drug discount program.

For the Meeting Agendas of November 6, and November 8, 2023

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into an agreement with Kroger Co. (Kroger) for its participation in the CHC's 340B drug discount program, effective January 1, 2024 through December 31, 2024, and shall renew automatically on an annual basis. The 340B initiative is a Federal program that requires pharmaceutical manufacturers to sell drugs to eligible providers at a discount for outpatient use. Public Law 102-585 – Veterans Health Care Act of 1992 codified as Section 340B of the Public Health Service Act, limits the amount that manufactures may charge covered entities. The 340B program offers opportunities to purchase discounted drugs for use during the patient visit, for dispensing from a covered entity owned pharmacy or via contract arrangement with a retail pharmacy. ICHD's CHCs currently participate in the 340B program only for the purchase of drugs administered as part of a patient visit.

ALTERNATIVES

If we do not enter this agreement, we will not be able to realize savings associated with patients utilizing Kroger without a contract in place.

FINANCIAL IMPACT

There is no cost to participate in this agreement. This agreement will generate \$1,200,000 in annual savings, based on the volume of existing patients who presently receive prescription medications from Kroger Pharmacy.

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 Kroger Co. for its participation in the CHC's 340B drug discount program, effective January 1, 2024 through December 31, 2024, and shall renew automatically on an annual basis.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH KROGER CO. FOR
PARTICIPATION IN THE 340B DRUG DISCOUNT PROGRAM**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter into an agreement with Kroger Co. (Kroger) for its participation in the CHC's 340B drug discount program, effective January 1, 2024 through December 31, 2024, and shall renew automatically on an annual basis; and

WHEREAS, the 340B initiative is a Federal program that requires pharmaceutical manufacturers to sell drugs to eligible providers at a discount for outpatient use; and

WHEREAS, Public Law 102-585 – Veterans Health Care Act of 1992 codified as Section 340B of the Public Health Service Act limits the amount that manufactures may charge covered entities; and

WHEREAS, the 340B program offers opportunities to purchase discounted drugs for use during the patient visit, for dispensing from a covered entity owned pharmacy or via contract arrangement with a retail pharmacy; and

WHEREAS, ICHHD's CHCs currently participate in the 340B program only for the purchase of drugs administered as part of a patient visit; and

WHEREAS, there is no cost to participate in this agreement; and

WHEREAS, there is no cost to participate in this agreement and based upon the volume of existing patients who presently receive prescription medications from Kroger, this agreement will generate \$1,200,000 in annual savings; 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 an agreement with Kroger Co. for its participation in the 340B drug discount program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Kroger Co. for its participation in the 340B drug discount program.

BE IT FURTHER RESOLVED, that the agreement period shall be January 1, 2024 through December 31, 2024, and shall renew automatically on an annual basis.

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

TO: Board of Commissioners Human Services, County Services, and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: October 13, 2023
SUBJECT: Authorization to Convert a 0.5 Disease Control Nurse position into 1.0 FTE Disease Control Lead position
For the Meeting Agenda of October, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to convert the permanent part-time .5 FTE Disease Control Nurse Position (Position #601398) into a permanent 1.0 FTE Disease Control Lead effective upon approval in an amount not to exceed \$63,860. This conversion will enable the Disease Control Lead to provide direct supervision and enhanced support to 4.0 FTE Disease Control nurses. The Disease Control Lead will oversee a team of Communicable Disease (CD) control nurses, will ensure that program requirements are being met, will help to develop protocols and standard operating procedures, and will provide guidelines for joint work. The Disease Control lead will also assist in pursuing, planning, and implementing the communicable disease control grants to advance issues concerning communicable disease public health issues while ensuring that the CD Division collaborates both within ICHD as well as with external community partners. This conversion will allow ICHD's CD Division to increase their capacity, to better prepare for public health responses to emerging/re-emerging communicable diseases and to epidemics and pandemics, and will allow CD to work toward better health outcomes for our community. This change will allow for uniformity across various divisions with similar organizational structure and job duties working within the public health services branch at ICHD (e.g. Health Promotion & Prevention, Environmental Health, and Maternal Child Health. This conversion has been reviewed and approved by the Ingham County Human Resources Department and the Union-Michigan Nurses Association (MNA).

ALTERNATIVES

If the position is left unchanged, ICHD will fail to address inadequate staffing capacity, operational needs, talent retention, increasing demands due to emerging and re-emerging infectious diseases, and the lessons learned from the severe impact of the recent outbreaks including COVID-19, Mpox, Ebola, and Avian influenza. This position unchanged could also jeopardize ICHD's continuing efforts to ensure that we are operating with best practices and the highest standards of care.

FINANCIAL IMPACT

Position #601398 (part-time .5 FTE Disease Control Nurse) is currently an MNA 3 with a salary range of \$65,711.91 - \$78,904.02. This conversion will increase the position to an MNA 4 with a salary range of \$68,792.79 - \$82,597.42, and will rename the position as Disease Control Lead.

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
MNA 3	\$65,711.91	\$68,782.32	\$71,997.16	\$75,362.01	\$78,904.02
MNA 4	\$68,792.79	\$72,008.72	\$75,370.10	\$78,889.62	\$82,597.43

	MNA Grade 4 - Step 1 1 FTE	MNA Grade 4 - Step 5 1 FTE
Salary	68,792.79	82,597
Unemployment	343.96	413
FICA	5,262.65	6,319
Health Insurance	25038.24	25038.24
Dental Insurance	936	936
Vision Insurance	134	134
Retiree Chargeback	3585	3,585
Retiree Trust	3,096	3,717
Separation Buyout	1,376	1,652
Retirement	12,465.25	14,967
Retirement - hybrid	687.93	826
Workers Comp	337	405
Disability	89	107
Life	120	120
Total Fringe	53,470.91	58,218
Total Salaries and Fringe	122,263.70	140,816.00

The financial impact of this conversion will be covered by grant/general revenue funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize converting position #601398, currently a 5 FTE Disease Control Nurse into a permanent 1.0 FTE Disease Control Lead, effective upon approval in an amount not to exceed \$63,860.

DATE: September 15, 2023

TO: Sumeer Qurashi, Communicable Disease Control Director

FROM: Joan Clous, Human Resources Generalist- Labor & Employee Specialist

SUBJECT: Memo of Analysis for the creation of a position in the Health Department.

Per your request, Human Resources has reviewed the job description submitted by the health department.

There will be a newly created position which will be titled Disease Control Lead and is placed within the MNA unit at a level 4 with a salary range of \$68,792.79 to \$82,597.43.

Please use this memo as acknowledgement of Human Resources' participation and analysis of your proposed reorganization. You are now ready to complete the next step in the process: contact Budgeting, prepare a memo for discussion and prepare a resolution for Board approval.

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

Disease Control Lead

General Summary:

Under the supervision of the Director of Communicable Disease, provides leadership, supervision, direction and coordination of the professional nursing staff in the Disease control unit. Develops protocols, standard operating procedures, updates guidelines and implements the standards set forth by the Center for Disease Control (CDC) and the Michigan Department of Community Health (MDCH) related to communicable disease control. Assists in planning and implementation of communicable disease control grants. Identifies and pursues grant opportunities to enhance and/or advance issues concerning communicable disease public health issues. Acts as a liaison between the program and various community partners, actively engaging community partners to promote communicable disease control education and prevention.

Essential Functions:

- Leads a team of Communicable Disease Control nurses conducting investigation, monitoring, case management of reportable diseases such as measles, hepatitis, and tuberculosis... etc. Assigns duties including assignment of projects, reviewing assignments and evaluation outcomes, encouraging employee development, training, schedules staff
- Approves leave time and travel requests, timesheets, accessing technology, and on-boarding and supporting staff.
- Reviews records in order to identify gaps and provides guidance to Communicable Disease Investigative staff for improving case investigation techniques and strategies
- Oversees staff performance and develops performance improvement plans as necessary. Facilitates case consultation across disciplines.
- Works with the program staff to annually update, review and present updated disease control guidelines/ protocols and procedures for the program in accordance with the local, state and federal standards.
- Updates forms, manuals, reports and documentation annually. Ensures adherence to the Public Health Code and accepted standards of practice. Runs routine QA reports on a variety of diseases, review output and address data issues.
- Assists in conducting case investigation/case management related activities. Oversees outbreak investigations. Plans, organizes, and implements communicable disease and outbreak investigations.
- Collaborates with community agencies on issues involving Communicable Disease control and prevention.
- Serves on agency and community committees to provide information on Communicable Disease, coordinating communicable disease meetings that include relevant stakeholders
- Ensures the client records are kept confidential and meet department and HIPPA standards.
- Responds to complaints of person reported as “health threats to others.” Collaborates with multiple entities to monitor client compliance and follow up.
- Monitors and tracks data on CD statistics, reviewing trends of disease and data to ensure communicable disease reporting process that meets the needs of the department and is in compliance with all state and federal requirements
- Participates in planning, developing, administering, and monitoring of program services, setting goals to ensure conformance with the goals and objectives of the department and minimum program requirements set by state and federal standards, policies, and guidelines.
- Identify and pursue grant opportunities for the Disease Control Program that will enhance or advance public health issues. Assists in planning and implementation of communicable disease control grants such as Case investigation/IPC /Immunizations grants

Other Functions:

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

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

Employment Qualifications:**Education:**

Possession of a Bachelor's degree in Nursing, public health, health care or a related field. Bachelor's degree in Nursing is preferred

Experience:

A minimum of three years of professional experience, preferably in communicable disease control program or public health setting. Previous experience supervising or being a team lead is highly preferred.

Other Requirements: Possession of a current license to practice as a Registered Nurse in the State of Michigan.

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

Physical Requirements:

- Ability to travel throughout the county.
- Ability to climb stairs to access clients and conduct field investigations.
- Ability to carry audio/visual aids needed to make presentations.
- Ability to access office files.

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

Working Conditions:

- Works in office and clinic conditions
- Travels to other locations in the area to conduct investigations and attend meetings.

Position Costs Analysis Cost of MNA Grade 4 Position for FY24

	MN A Grade 4 - Step 1 1 FTE	MNA Grade 4 - Step 5 1 FTE
Salary	68,792.79	82,597
Unemployment	343.96	413
FICA	5,262.65	6,319
Health Insurance	25038.24	25038.24
Dental Insurance	936	936
Vision Insurance	134	134
Retiree Chgbk	3585	3,585
Retiree Trust	3,096	3,717
Separation Buyout	1,376	1,652
Retirement	12,465.25	14,967
Retirement - hybrid	687.93	826
Workers Comp	337	405
Disability	89	107
Life	<u>120</u>	<u>120</u>
Total Fringe	53,470.91	58,218
Total Salaries and Fringe	122,263.70	140,816

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONVERT POSITION #601398 FROM A .5 FTE DISEASE CONTROL NURSE
TO A 1.0 FTE DISEASE CONTROL LEAD**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert the .5 FTE Disease Control Nurse Position (Position #601398) into a permanent 1.0 FTE Disease Control Lead effective upon approval; and

WHEREAS, this conversion will enable the Disease Control Lead to provide direct supervision and enhanced support to 4.0 FTE Disease Control nurses; and

WHEREAS, the Disease Control Lead will oversee a team of Communicable Disease (CD) control nurses, will ensure that program requirements are being met, will help to develop protocols and standard operating procedures, and will provide guidelines for joint work; and

WHEREAS, the Disease Control lead will also assist in pursuing, planning, and implementing the communicable disease control grants to advance issues concerning communicable disease public health issues, while ensuring that the CD Division collaborates both within ICHD as well as with external community partners; and

WHEREAS, this conversion will also allow ICHD's CD Division to increase their capacity, to better prepare for public health responses to emerging/re-emerging communicable diseases, epidemics, and pandemics, and will allow CD to work toward better health outcomes for our community; and

WHEREAS, changing this position to full-time will improve recruitment and retention and program development; and

WHEREAS, this conversion will allow for uniformity across various units with similar organizational structure and job duties working within the Public health services branch at ICHD (e.g. Health Promotion & Prevention, Environmental Health, Maternal Child Health); and

WHEREAS, this conversion has been reviewed and approved by the Ingham County Human Resources Department and the Union-Michigan Nurses Association (MNA); and

WHEREAS, position #601398 (a part-time .5 FTE Disease Control Nurse), is currently an MNA 3 (\$65,711.91 - \$78,904.02) and would be increased to an MNA 4 (\$68,792.79 - \$82,597.42) position and renamed Disease Control Lead; and

WHEREAS, the financial impact of this conversion will be covered by grant/general revenue funds; and

WHEREAS, the Medical Health Officer respectfully recommends that the Ingham County Board of Commissioners authorizes converting position #601398 from a .5 FTE Disease Control Nurse (MNA 3) to a permanent 1.0 FTE Disease Control Lead (MNA 4), effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes converting position #601398 from a .5 FTE Disease Control Nurse (MNA 3) to a permanent 1.0 FTE Disease Control Lead (MNA 4), effective upon approval.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: October 5, 2023
SUBJECT: Authorization to Extend Agreement with Dr. Saif Fatteh for Dermatology Services
For the Meeting Agendas of November 6, and November 8, 2023

BACKGROUND

Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to extend the agreement with Dr. Saif Fatteh to provide dermatology services effective November 1, 2023 through May 31, 2024 in an amount not to exceed \$16,068. Dr. Saif Fatteh will continue to provide dermatology services in CHC sites, four (4) hours per week. The current agreement expires on October 31, 2023.

ALTERNATIVES

If this agreement is not extended, patients will lose access to affordable dermatology services.

FINANCIAL IMPACT

The total cost of retaining Dr. Saif Fatteh's services will not exceed \$16,068 and will be covered by the FY24 CHC Operating Budget.

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 that the Ingham County Board of Commissioners authorize extending the agreement with Dr. Saif Fatteh to provide dermatology services effective November 1, 2023 through May 31, 2024, in an amount not to exceed \$16,068.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND THE AGREEMENT WITH DR. SAIF FATTEH
FOR DERMATOLOGY SERVICES**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to extend an agreement with Dr. Saif Fatteh to provide dermatology services effective November 1, 2023 through May 31, 2024, in an amount not to exceed \$16,068; and

WHEREAS, Dr. Saif Fatteh will continue to provide dermatology services in CHC sites, four (4) hours per week; and

WHEREAS, the current agreement expires on October 31, 2023; and

WHEREAS, the total cost of retaining Dr. Saif Fatteh's services will not exceed \$16,068 and will be covered by the FY24 CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize extending the agreement with Dr. Saif Fatteh to provide dermatology services effective November 1, 2023 through May 31, 2024 in an amount not to exceed \$16,068.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with Dr. Saif Fatteh to provide dermatology services effective November 1, 2023 through May 31, 2024 in an amount not to exceed \$16,068.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: October 10, 2023
SUBJECT: Authorization to Renew an Agreement with Health Consulting Strategies, Inc. to provide Support to Ingham Community Health Centers Board of Directors' Strategic Planning efforts for FY 2024 – 2027.

For the Meeting Agendas of November 6, and November 8, 2023

BACKGROUND

Ingham Community Health Center's (IHC) Board of Directors (BOD) is seeking to obtain the services of Health Consulting Strategies, Inc. (HCS) to provide facilitation support to the BOD strategic planning efforts for FY 2024 – 2027 in an amount not to exceed \$25,000, effective January 1, 2024 through December 31, 2024. As a Health Center Program Grantee of the U.S. Department of Health and Human Services' Health Resources and Services Administration (HRSA), Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) are required to develop community needs assessments that inform a three-year strategic plan. HCS will assist the BOD by: 1) completing a community needs assessment; and 2) providing "facilitation" support to IHC's strategic planning process. IHC's BOD is seeking to begin its planning efforts on January 1, 2024 and conclude this work by December 31, 2024.

ALTERNATIVES

Without a community needs assessment and a new three-year strategic plan in place, IHC will be out of compliance with HRSA program requirements.

FINANCIAL IMPACT

The cost of securing HCS's services will not exceed \$25,000, which will be covered by the CHC Operating Budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize renewing an agreement with HCS to provide support to IHC's BOD's strategic planning efforts for years 2024 – 2027 in an amount not to exceed \$25,000, effective January 1, 2024 through December 31, 2024.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RENEW AN AGREEMENT WITH HEALTH CONSULTING STRATEGIES, INC.
TO PROVIDE FACILITATION SUPPORT TO INGHAM COMMUNITY HEALTH CENTERS’
BOARD OF DIRECTORS STRATEGIC PLANNING EFFORTS**

WHEREAS, Ingham Community Health Center (ICHC) Board of Directors (BOD) is seeking to obtain the services of Health Consulting Strategies, Inc. (HCS) to provide facilitation support to ICHC’s BOD strategic planning efforts for years 2024 – 2027 in an amount not to exceed \$25,000, effective January 1, 2024 through December 31, 2024; and

WHEREAS, as a Health Center Program Grantee of the U.S. Department of Health and Human Services’ Health Resources and Services Administration (HRSA), Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) are required to develop a community needs assessment that informs a three-year strategic plan; and

WHEREAS, HCS will assist ICHC by: 1) completing a community needs assessment; and 2) providing “facilitation” support to ICHC’s strategic planning process; and

WHEREAS, the ICHC BOD is seeking to begin its planning efforts on January 1, 2024 and conclude this work by December 31, 2024; and

WHEREAS, the cost of securing HCS’s services which will be covered by the CHC Operating Budget in an amount not to exceed \$25,000; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing an agreement with HCS to provide facilitation support to ICHC’s BOD strategic planning efforts, effective January 1, 2024 through December 31, 2024 in an amount not to exceed \$25,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes renewing an agreement with HCS to provide facilitation support to ICHC BOD’s strategic planning efforts, effective January 1, 2024 through December 31, 2024 in an amount not to exceed \$25,000.

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

RESOLUTION

NO: 2023-10-177

LIVINGSTON COUNTY

DATE: October 10, 2023

Resolution Establishing the Livingston County Health Advisory Committee – Board of Commissioners

WHEREAS, the Livingston County Board of Commissioners (BOC) desires a wider array of perspectives with respect to health policy, especially regarding pandemic and epidemic policy.

WHEREAS, additional perspectives will enhance the ability of the Livingston County Department of Public Health (Health Department), Livingston County Board of Health (BOH), and the BOC to design and implement policies that balance public health needs with individual constitutional liberties.

WHEREAS, an advisory committee of local experts focused on scientific literature review and fact-finding would help the BOC, BOH and Health Department by advising on assigned public health policy matters and making recommendations to the BOC, BOH and Health Department as necessary on such matters assigned by the BOC or BOH.

THEREFORE, BE IT RESOLVED the BOC approves the formation of the Livingston County Health Advisory Committee (HC).

BE IT FURTHER RESOLVED that the HC shall be governed by the attached by-laws titled “Livingston County Health Advisory Committee By-Laws, initial release dated 9/25/23, as such bylaws may be amended from time to time in the discretion and authority of the BOC.

BE IT FURTHER RESOLVED that the Director of the Livingston County Health Department and the Livingston County Administrator are directed to assist the HC to perform functions assigned by the BOC or BOH by fulfilling requests for relevant documents that are statutorily allowed.

BE IT FURTHER RESOLVED that the Livingston County Administrator is allowed to spend up to \$10,000 per year to acquire documents as prescribed by the Freedom of Information Act (FOIA). These FOIA requests shall be presented to Livingston County Administrator via a resolution passed by a majority vote of the HC. Such requests shall be limited to supporting the fact-finding mission as described in the HC by-laws.

BE IT FURTHER RESOLVED that the BOC directs the HC to include a review of pandemic/epidemic health policies and a review of informed consent policies as part of their initial focus.

BE IT FURTHER RESOLVED that the County Administrator shall provide the HC with a webpage on the Livingston County website for the posting of meeting minutes and reports approved by the HC.

BE IT FINALLY RESOLVED that the County Clerk shall send all 83 Michigan County Boards of Commissioners a copy of this resolution and a copy of HC by-laws.

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MOVED: D. Helzerman

SECONDED: F. Sample

CARRIED: Roll Call Vote: Yes (6): D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and N. Fiani; No (3): D. Domas, M. Smith, and J. Gross; Absent (0): None

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 10th day of October 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 12th day of October 2023, A.D.



Elizabeth Hundley

ELIZABETH HUNDLEY, LIVINGSTON COUNTY CLERK

**LIVINGSTON COUNTY HEALTH ADVISORY COMMITTEE
BY-LAWS**

**ARTICLE I
NAME**

The name of this body is the Livingston County Health Advisory Committee.

**ARTICLE II
AUTHORITY**

The Livingston County Health Advisory Committee was established by the Livingston County Board of Commissioners on the 10th day of October, 2023 in Resolution 2023-10-177.

The Health Advisory Committee (HC) was created under the discretion of the Board of Commissioners (BOC) for specific and limited purposes set forth in the Resolution and these By-Laws. The HC is strictly a fact-finding and advisory committee. The HC shall operate under the County's operating and fiscal policies.

**ARTICLE III
POWERS AND DUTIES: ANNUAL REPORT**

1. The HC is a fact-finding and advisory committee which may occasionally render advice to the BOC and the Livingston County Board of Health (BOH), around health policy. As such, the HC may only make recommendations to the BOC and/or BOH concerning the exercise of government authority.
2. The HC serves the BOC and BOH in the evaluation of health policy options on those BOC or BOH assigned public health policy matters.
3. The HC shall balance public health needs with individual constitutional liberties. Thus, the HC shall provide the BOC and BOH with balanced recommendations based on review of scientific literature that shall include one or more of the following: conventional medicine, alternative medicine, herbal medicine, and nutritional medicine.
4. HC's review of scientific literature shall not be limited to government research or government funded research.
5. The HC is not legally authorized to render a "final decision" on health policy but, rather, is tasked with making recommendations to the BOC and/or BOH as necessary on matters assigned to the HC by the BOC or BOH.
6. The HC shall provide an annual report to BOC outlining the activities, findings, recommendations, and accomplishments of the HC, and additional reports as may be requested by the BOC.

ARTICLE IV

COMMITTEE ORGANIZATION

Section 1. Committee Membership: HC shall be under the general control of the Livingston County BOC and shall consist of five (5) or seven (7) voting members. The BOC shall appoint all members (voting and non-voting). Each member shall be a citizen of Livingston County and have education/experience in at least one of the following areas: conventional medicine, alternative medicine, herbal medicine, nutritional medicine, internal medicine, general practice, OBGYN, geriatrics, pediatrics, nursing, infectious disease, cancer, palliative care, public health field, and health care law. The BOC may appoint up to two Commissioners to serve as non-voting members. The Director of the Livingston County Health Department may recommend a representative of the Health Department to the BOC for appointment as a non-voting representative, provided that the nominee meets the above qualifications.

Section 2. Term of Members: The term of office of an HC member shall be 2 years from the date of appointment. A member may be reappointed. All members upon appointment shall take an oath to uphold the constitutions of the United States of America and the State of Michigan. The oath shall be the same oath as required for Commissioners elected to the BOC. (Constitution of Michigan, 1963, Article XI, Section 1, MCL 15.151, Section 1).

Section 3. Vacancies in Office: When a vacancy occurs on the HC, either by death, resignation, or removal, the vacancy shall be filled by an appointment by the BOC. This appointment shall be for the remainder of the unexpired term.

Section 4. Neglect of Duties: HC members shall attend meetings and functions of the HC. Members shall be required to attend a minimum of 75% of the regular meetings per year. In cases where such does not occur, the HC shall request a member's resignation and/or request the BOC to remove the HC member.

Section 5. Officers: The HC shall elect a Chairperson, a Vice Chairperson, and a Secretary at the first meeting following the appointment of members by the BOC, for a term of one year. Thereafter, officers shall be elected by the HC at their first meeting in subsequent years.

Section 6. General Conduct: HC shall function as a unit; therefore, individual members shall not speak for the HC unless authorized by the HC to do so. The HC shall not speak for the BOC or BOH, nor shall any member use his or her appointment to lobby legislators as a representative of the BOC, BOH, or the HC.

Section 7. Powers and Duties: The HC shall have such other powers and duties as shall from time to time be provided by law or be assigned by the Livingston County BOC.

ARTICLE V

OFFICERS AND STAFF

Section 1. Chairperson: The Chairperson's duties and powers shall include the following:

- A. He/she shall preside over all meetings of the HC.
- B. He/she shall be the ceremonial representative of the HC and shall perform such other duties as specified by law or the Livingston County BOC.

Section 2. Vice Chairperson: The Vice Chairperson shall preside in the absence of the Chairperson and shall perform such other duties as may from time to time be assigned.

Section 3. Secretary: The Secretary shall be the Secretary of the HC and shall perform such duties as may from time to time be assigned. The Secretary shall:

- A. Record the minutes for all proceedings of the HC.
- B. Make regular entries of all resolutions and decisions upon all questions.
- C. Record the vote of each member on any questions submitted to the HC if requested by any member present.
- D. Prepare copies of the minutes of proceedings of the HC for distribution to members of the HC pursuant to Article VI Section 6.
- E. Distribute copies of all minutes, resolutions, and formal reports of the HC to the BOC, the Livingston County Administrator, and the Livingston County Health Department Director.
- F. Perform such other and further duties as the HC may require.

ARTICLE VI

MEETINGS

Section 1. All meetings of the HC shall be held in accessible public facilities and shall be conducted according to the Open Meetings Act. (Act 267 of the Public Act of 1976, MCL 15.261 et seq., as amended)

Section 2. Regular Meetings: Except as otherwise required by law, or provided by the HC, regular meetings of the Board shall be as follows:

- A. The HC shall meet at least bi-monthly on a schedule determined by the HC at its first meeting of the year. Additional meetings of the Board may be convened by the Chairperson, or as requested by any two members of the HC, or by the BOC.

- B. All meetings of the HC shall be held at the County Administration Building.

Section 3. Special Meetings: The Chairperson or any two (2) members of the Committee upon written notice being served to each member or left at his/her place or residence or via email at least eighteen (18) hours prior to such meeting may call a special meeting. Members may waive notice of any special meeting either before or after the holding thereof.

Section 4. Adjourned Meetings: Any legal meeting of the HC may be adjourned from time to time as the Board may deem necessary.

Section 5. Quorum: A majority of the members shall constitute a quorum for the transaction of the business of the HC.

Section 6. Voting: Except as otherwise provided by statute or parliamentary rules, all questions shall be determined by the votes of a majority of the members present.

Section 7. Distribution of Minutes: Proposed minutes shall be available for public inspection not more than eight (8) business days after each meeting. A copy of the proposed minutes shall be distributed to each member not less than six (6) days prior to the next regularly scheduled meeting.

Approved minutes shall be available for public inspection not later than five (5) business days after the meeting in which the HC approves the minutes. Corrections to the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Correction minutes shall be available no later than the next subsequent meeting after corrections. The corrected minutes shall show both the original entry and the correction.

ARTICLE VII

OTHER PROVISIONS

Section 1. HC members are subject to statutory provisions governing Conflicts of Interest, Act 317 of the Public Acts of 1968, MCL 15.321 et seq., as amended.

Section 2. HC members may be subject to other statutory provisions governing public officers and employees in Chapter 15 of the Michigan Compiled Laws, as amended.

Section 3. The HC shall comply with the Michigan Freedom of Information Act (Act 442 of the Public Acts of 1976, MCL 15.231 et seq., as amended).

Section 4. Public participation: Any member of the public may address the HC during the "call to the public." Individuals addressing the HC shall provide their name and address and shall ordinarily limit their comments to 3 minutes unless the time is otherwise extended by the Chairperson or by a majority vote of the HC. Although members of the public may give oral testimony, they shall be encouraged to provide written testimony to assist the HC in its fact-finding function.

Section 5. Rules of Order: Robert's Rules of order, newly revised, shall govern the HC in all the deliberations except as modified by these bylaws. The Rules of Order of business may be suspended at any meeting by a two-thirds (2/3) vote of those present.

ARTICLE VIII **AMENDMENTS**

The BOC shall have the right to amend, alter, change, add to, or repeal these bylaws at any time, by the affirmative vote of a majority of the members of the entire BOC at any regular or special meeting and with or without action by the HC.

ARTICLE IX **DISSOLUTION**

The HC shall automatically dissolve four (4) years after the date of its creation unless renewed for another term of four (4) years by adoption of a new resolution of the BOC.

The Livingston County Board of Commissioners approved these bylaws at a regular meeting held October, 10, 2023.