

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
CAROL KOENIG

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

COUNTY SERVICES COMMITTEE
RYAN SEBOLT, CHAIR
VICTOR CELENTINO
MARK GREBNER
CAROL KOENIG
EMILY STIVERS
RANDY MAIVILLE
ROBIN NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, NOVEMBER 17, 2020 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/85635045475>.

Agenda

Call to Order

Approval of the [November 5, 2020](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Clerk's Office – Resolution to Promote [Absentee Voting](#) and Encourage Participation in Permanent Absent Voter Ballot Application Lists
2. Economic Development
 - a. Resolution to Approve an Economic Development [Service Contract](#)
 - b. Resolution to Support LEAP EDA Sprint Challenge Grant and Apply for State Matching Funds for LEAP EDA [Sprint Challenge Grant](#) Application
3. Parks Department – Resolution to Continue an Agreement with the City of Lansing for the Maintenance and Operation of [Soldan Dog Park](#) and the Non-Motorized Pathway through Scott Woods Park and Lansing River Trail from Potter Park to Maguire Park
4. Health Department
 - a. Resolution to Convert Position #601398 ([Disease Control Nurse](#)) from .5 FTE to .75 FTE
 - b. Agreement between Ingham County Health Department and [Healthstream](#) (*Discussion*)
5. Human Resources Department
 - a. Resolution to Approve Generic Service Credit Purchase for County Employee: [Helen Walker](#)
 - b. Resolution Approving the 2021 Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, [Potter Park Zoo Supervisory Unit](#)
6. Controller's Office – Resolution Approving Various [Contracts](#) for the 2021 Budget Year

7. Board of Commissioners
 - a. Resolution Approving Annual 2021 Compensation for **Non-Judicial County-Wide Elected Officials**
 - b. Resolution Authorizing **Commissioner** Compensation for 2021 and 2022
 - c. Resolution Declaring the Second Monday in October **Indigenous Peoples' Day**

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.

COUNTY SERVICES COMMITTEE
November 5, 2020
Draft Minutes

The meeting was called to order by Chairperson Sebolt at 6:30 p.m. virtually via Zoom in accordance with Public Act 228 of 2020 regarding the Open Meetings Act. A roll call attendance vote and the present location of the Committee members was taken for the record.

Members Present: Sebolt (Ingham County), Celentino (Ingham County), Grebner (Ingham County), Koenig (arrived at 6:42 p.m.; Ingham County), Stivers (Ingham County), Maiville (Ingham County), and Naeyaert (arrived at 6:40 p.m.; Ingham County).

Members Absent: None.

Others Present: Gregg Todd, Becky Bennett, Marie Jonzun, Heidi Williams, Deb Fett, Richard Terrill, Matt Nordfjord, and Michael Tanis.

Approval of the October 20, 2020 Minutes

CHAIRPERSON SEBOLT STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE OCTOBER 20, 2020 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Koenig and Naeyaert.

Additions to the Agenda

Late –

5. Health Department
 - a. Resolution to Amend Resolution #19-194 and to Create a Community Health Worker Position in the Strong Start Healthy Start Program
 - b. Resolution to Accept Grant Funds Through Mid-State Health Network

6. County Services Committee – Consult with the County’s Attorney Regarding Witte v. Ingham County et. al

Limited Public Comment

None.

Please note that Commissioner Koenig and Commissioner Naeyaert voted in favor of the consent agenda later in the meeting.

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

2. Animal Control and Shelter – Resolution to Approve the Creation of a Part-Time Animal Behaviorist/Enrichment Coordinator Position for Ingham County Animal Control and Shelter
3. Innovation and Technology Department
 - a. Resolution to Approve the Renewal of the Imagesoft and Onbase Annual Support
 - b. Resolution to Approve the Imagesoft Courtview Conversion Project
 - c. Resolution to Approve the Imagesoft Courtview Conversion Project for the MultibrIDGE Health Check
4. Facilities Department – Resolution to Authorize a Two-Year Contract Extension with Schindler Elevator, Corp. for Elevator Maintenance at Several Ingham County Buildings
5. Health Department
 - a. Resolution to Amend Resolution #19-194 and to Create a Community Health Worker Position in the Strong Start Healthy Start Program
 - b. Resolution to Accept Grant Funds Through Mid-State Health Network

THE MOTION CARRIED UNANIMOUSLY.

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

1. Economic Development Corporation – Interviews

Marie Jonzun interviewed for the Economic Development Corporation Board of Directors.

Commissioner Naeyaert arrived at 6:40 p.m.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. STIVERS, TO RECOMMEND TO THE BOARD OF COMMISSIONERS THE APPOINTMENT OF MARIE JONZUN TO THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Commissioner Koenig arrived at 6:44 p.m.

MOVED BY COMM. STIVERS, SUPPORTED BY COMM. CELENTINO, TO ALLOW COMMISSIONER KOENIG AND COMMISSIONER NAEYAERT TO VOTE ON THE CONSENT AGENDA.

Commissioner Koenig voted in favor of the consent agenda.

Commissioner Naeyaert voted in favor of the consent agenda.

6. County Services Committee – Consult with the County’s Attorney Regarding Witte v. Ingham County et. al

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. KOENIG, AT 6:46 P.M., TO MOVE THE MEETING INTO CLOSED SESSION TO CONSULT WITH THE COUNTY’S ATTORNEY REGARDING WITTE V. INGHAM COUNTY ET. AL, INGHAM COUNTY CIRCUIT COURT CASE NO. 19-653-CZ-C30.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

CHAIRPERSON SEBOLT STATED THAT, WITHOUT OBJECTION, THE COMMITTEE WOULD RETURN TO OPEN SESSION AT 6:57 P.M.

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. MAIVILLE, TO ACCEPT THE COUNTY’S ATTORNEY RECOMMENDATION IN WITTE V. INGHAM ET. AL, AND TO AUTHORIZE THE BOARD CHAIR TO SIGN ANY NECESSARY DOCUMENTS.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:58 p.m.

**NOVEMBER 17, 2020 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

1. *County Clerk's Office – Resolution to Promote Absentee Voting and Encourage Participation in Permanent Absent Voter Ballot Application Lists*

This resolution authorizes a contract in the amount of \$90,000 with the Detroit Legal News, dba: Inland Press to send a mailer to approximately 132,000 registered Ingham County voters who are not currently on the Permanent AV Ballot Application list. The Permanent AV Ballot Application List registrants are automatically sent an application for an absentee ballot for every election conducted in that jurisdiction.

There are sufficient funds available in the County Clerk's Office budget, specifically election supplies, to cover this expense.

See memo for details.

- 2a. *Economic Development – Resolution to Approve an Economic Development Contract*

This resolution approves a three year service agreement with LEAP (Jan 1, 2021 – December 31, 2023) for economic development and Brownfield redevelopment on behalf of the County.

- 2b. *Economic Development – Resolution to Support LEAP EDA Sprint Challenge Grant and Apply for State Matching Funds for LEAP EDA Sprint Challenge Grant Application*

This resolution will authorize LEAP to apply for Economic Development Administration (EDA) FY 2020 Scaling Pandemic Resilience Through Innovation and Technology (SPRINT) Challenge grant funding. The [SPRINT Challenge](#) is designed to support the development, creation, or expansion of programs that accelerate technology-based economic development in pursuit of vibrant, innovative economies and economic growth, and respond to the challenges caused by the coronavirus pandemic.

LEAP is preparing a grant request of approximately \$400,000 to advance the Lansing Region MedTech Ecosystem. LEAP's staff time is covering the entirety of the 20% required match (no Ingham County Match required), though matching cash in addition to staff time strengthens the overall EDA application. Through its Community Development Block Grant (CDBG) program, MEDC will contribute half of the 20% match required by the EDA, not to exceed \$250,000.

See memo for details.

3. *Parks Department – Resolution to Continue an Agreement with the City of Lansing for the Maintenance and Operation of Soldan Dog Park and the Non-Motorized Pathway through Scott Woods Park and Lansing River Trail from Potter Park to Maguire Park*

This resolution authorizes an agreement with the City of Lansing for the County's continued maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the Lansing River Trail from Potter Park to Maguire Park for the period of March 1, 2021 through February 28, 2026.

See memo for details.

4a. Health Department – Resolution to Convert Position #601398 (Disease Control Nurse) from .5 FTE to .75 FTE

This resolution increases a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective upon execution through September 30, 2021. The cost including salary and fringes will increase from \$54,074 to \$76,372 for a total increase of \$22,298. All costs associated with this conversion will be covered by funds from the Infection Prevention Grant from the Michigan Department of Health and Human Services (MDHHS) authorized in Resolution #20-306.

5a. Human Resources Department – Resolution to Approve Generic Service Credit Purchase for County Employee: Helen Walker

This resolution would approve the purchase of generic service credit from MERS for Helen Walker. Cost to purchase is borne entirely by the employee.

5b. Human Resources Department – Resolution Approving the 2021 Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit.

This resolution would approve the tentative 2021 collective bargaining agreement between Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit. The terms of the tentative agreement provide for 1) a 0% wage increase to all steps of each classification; 2) the duration of the agreement as January 1, 2021 until December 31, 2021 and 3) all other terms and conditions in the collective bargaining agreement remain status quo. On November 4, 2020, that Union, through its Bargaining Agent Corey Smith, has given the employer notice that it has ratified this tentative agreement.

See memo for details

6. Controller's Office – Resolution Approving Various Contracts for the 2021 Budget Year

This resolution will approve the attached list of contracts for the 2021 budget year. The list consists only of contracts that are included in the 2021 Adopted Budget. The county contract approval process, as amended by Resolution #09-095 provides that any contract over \$5,000 must be approved by the Board of Commissioners. This resolution includes various routine contract renewals in order to reduce the number of separate resolutions needed to approve contracts.

See memo for details

7a. Board of Commissioners – Resolution Approving Annual 2021 Compensation for Non-Judicial County-Wide Elected Officials

This resolution will approve the 2021 compensation for non-judicial county-wide elected officials. Compensation to remain the same as 2020 compensation.

7b. Board of Commissioners – Resolution Authorizing Commissioner Compensation for 2021 and 2022

This resolution will approve the 2021 and 2022 compensation for the Board of Commissioners. Compensation to remain the same as 2020 compensation.

7c. Board of Commissioners – *Resolution Declaring the Second Monday in October Indigenous Peoples’ Day*

This resolution will recognize every second Monday of October as Indigenous Peoples’ day to honor the historic, cultural, and contemporary significance of Indigenous Peoples and their ancestral lands that also became known as the Americas and celebrate their contributions to communities throughout Ingham County, the State of Michigan, the United States, and all over the world.

Agenda Item 1

TO: Ingham County Board of Commissioners

FROM: Chief Deputy County Clerk Scott Hendrickson

DATE: October 27, 2020

SUBJECT: Resolution to Promote Absentee Voting and Encourage Participation in Permanent Absent Voter Ballot Application Lists

BACKGROUND

In 2018, Michigan voters approved Proposal 3 to amend the Michigan Constitution and greatly expand voting rights, including the option to vote by no-reason absentee ballot. All Ingham County city and township clerks maintain a Permanent Absent Voter (“AV”) Ballot Application List, also known as an Automatic Ballot Application List. Qualified registered voters that request to be added to their city or township’s list are automatically sent an application for an absentee ballot for every election that is conducted in that jurisdiction.

Clerk Byrum actively encourages every qualified registered voter in Michigan to cast their ballot at every election and supports permanent AV lists as it increases voter participation.

Given the outbreak of COVID-19, many voters have expressed their concern that their polling place will not be a safe environment on Election Day. In addition, election inspectors often fall into at-risk categories and recruitment of qualified election inspectors may be nearly impossible for local clerks for these elections. Also, some precinct locations may not be safe places to conduct elections, as they may be in senior living facilities, places of worship, or schools, where vulnerable populations frequently travel and therefore need to be changed or consolidated.

Prior to the May 5 Special Election, Governor Whitmer ordered Secretary of State Benson to send Absent Voter Ballot Applications to all qualified registered voters that had elections. Secretary of State Benson sent Absent Voter Ballot Applications to every qualified registered voter leading into the August Primary Election. There has been no indication that this will remain a consistent practice.

American citizens have a guaranteed right to vote and vote safely and it is incumbent upon election administrators, like Clerk Byrum, to provide and encourage it.

This resolution allows Clerk Byrum to enter into a contract with Detroit Legal News, dba: Inland Press to print and send a mailer to approximately 132,000 registered Ingham County voters who are not currently on the Permanent AV Ballot Application list.

The mailer would send voters who are not currently on the Permanent AV Ballot Application list a Permanent AV ballot application list sign-up form. Local clerks are already required to send AV applications to those that are on the list before each Election in the municipality. The County mailer would also provide an easy process to return them.

The County Clerk’s Office worked in conjunction with the Purchasing Department to develop and disseminate Request for Proposals #97-20 for which 5 proposals were received and evaluated leading to the resolution.

FINANCIAL IMPACT

It is recommended that the contract be authorized in an amount not to exceed \$90,000.00.

There is sufficient funding available in the County Clerk's Office budget, specifically election supplies (101-191000-726010).

Clerk Byrum selected Detroit Legal News, dba: Inland Press as the vendor for this project because they were one of the two union shops that submitted proposals. They also are the vendor that the Clerk has contracted with on a similar mailer in the past, and also the vendor that the Clerk has worked with on ballot printing for the county's elections. They have always provided quality work on time, and on budget. Of the other four vendors, three self-identified that they were not union shops, and the fourth while slightly less expensive was previously unknown to the Clerk and the Clerk does not wish to leave such an important election-related task to a first time relationship with a vendor.

The Summary of Vendors' costs is located on the Memorandum of Performance as provided by the Purchasing Department.

Proposals for four different mailer types were requested. Only one type of mailer would be printed and mailed. The chosen mailer would be 8.5" x 11", folding to 5.5", with two colors.

Item	Amount
Printing Fees (quoted by Detroit Legal News, dba: Inland Press)	\$13,790.00
Estimated Postage (quoted by Detroit Legal News, dba: Inland Press) (160,000 pieces x appx. 43.9¢ postage/piece)	\$70,240.00
Total	\$84,030.00

A "not to exceed \$90,000.00" is recommended so that a contingency for unforeseen expenses is built into the project.

OTHER CONSIDERATIONS

The outbreak of COVID-19 across Michigan further necessitates the use of absentee voting, as it is a far safer and more efficient option than voting in person. Due to the virus, the Presidential Primary election in Wisconsin was forced into large reductions in precincts due to a lack of available election inspectors which resulted in increases in lines and wait times at the polls. Ingham County should heed the warning and encourage residents to sign up for the Permanent AV list to mitigate this issue.

While the Governor and Secretary of State have sent out mailings ahead of the 2020 Elections, there were federal funds that may not be available in the future to do so again. Increasing the usage of the Permanent Absent Voter Ballot Application Lists will increase voter participation and turnout for years to come.

In addition, when voters move from one jurisdiction to another, their registration on the Permanent AV Ballot Application List does not follow that voter automatically. They would have to update their status proactively with Clerk Byrum's office or their local clerk. In addition, Clerk Byrum has previously done a similar mailing, but did not send to all jurisdictions in Ingham County, because some local clerk's had opted to do so for their municipality. This mailing would include those other jurisdictions as well, as Clerk Byrum's previous mailing was very successful in the communities that were mailed to.

RECOMMENDATIONS

Approval is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROMOTE ABSENTEE VOTING AND ENCOURAGE PARTICIPATION IN PERMANENT ABSENT VOTER BALLOT APPLICATION LISTS

WHEREAS, voting is a sacred birthright of all American citizens and is the foundation of the democratic process, and access to vote safely, whether in-person or via absentee ballot, is a key component in guaranteeing that right; and

WHEREAS, in 2018, the voters of Michigan approved Proposal 3 to amend the Michigan Constitution and greatly expand voting rights, including the option to vote by no-reason absentee ballot; and

WHEREAS, the outbreak of COVID-19 made many people uncomfortable about voting in-person, given the transmission rate and the enclosed spaces and common materials used during the process of in-person voting; and

WHEREAS, this outbreak greatly increased the desire of voters across the State of Michigan to exercise their right to vote by mail; and

WHEREAS, there is no current provision in state statute requiring that all registered voters be sent an Absent Voter Ballot Application unless they have signed up for the Permanent Absent Voter (AV) list with their local clerk; and

WHEREAS, the Governor directed the Secretary of State to send AV Ballot Applications to every qualified registered voter prior to the May 5, 2020 Special Election; and

WHEREAS, the Secretary of State sent AV Ballot Applications to every qualified registered voter for the August 4, 2020 Primary Election and the November 3, 2020 General Election in June; and

WHEREAS, delaying in sending AV Ballot applications results in voter disenfranchisement or ballots not arriving in time to vote and be returned, given US Postal Service delays; and

WHEREAS, the Ingham County Clerk actively encourages every qualified registered voter in Michigan to cast their ballots at every election and supports permanent AV lists as it increases voter participation; and

WHEREAS, the Ingham County Clerk desires to encourage all Ingham County qualified registered voters to vote absentee during the current health crisis and would like to send a mailing to encourage voters to sign up to permanently receive absentee ballot applications; and

WHEREAS, the Ingham County Clerk worked in conjunction with the Purchasing Department to develop and disseminate Request for Proposals #97-20 for which five proposals were received and evaluated leading to this resolution.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Clerk Byrum to proceed with an agreement with Detroit Legal News, dba: Inland Press in an amount not to exceed \$90,000.00.

BE IT FURTHER RESOLVED, that this agreement shall be funded by the Ingham County Clerk's election supplies line item (101-191000-726010).

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

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

BE IT FURTHER RESOLVED, that the County Clerk shall transmit a copy of this resolution to the Governor of the State of Michigan and the Secretary of State of the State of Michigan.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN ECONOMIC DEVELOPMENT SERVICE CONTRACT

WHEREAS, Ingham County has established an Economic Development Department to promote and administer economic development activities on the County's behalf; and

WHEREAS, the Economic Development Director historically provided administrative services to the County's Economic Development Corporation and the Brownfield Redevelopment Authority; and

WHEREAS, the Economic Development Director announced her retirement in 2017; and

WHEREAS, Lansing Economic Area Partnership Agreement (LEAP), of which Ingham County is a member, is widely recognized as the capitol region economic development coordinator; and

WHEREAS, LEAP contracted with Ingham County from 2018 through 2020 to provide economic development services, including but not limited to coordination of the Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, LEAP is able and willing to continue its role in promoting and administering economic development activities on behalf of Ingham County; and

WHEREAS, LEAP has the ability to provide staff services to the County Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, working directly with LEAP will assure coordination with regional economic development activities.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize the approval of an economic development service agreement in an amount not to exceed \$105,000 per year for a period of three years, beginning on January 1, 2021 and ending December 31, 2023.

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

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

TO: INGHAM COUNTY BOARD OF COMMISSIONERS
FROM: LANSING ECONOMIC AREA PARTNERSHIP
DATE: MONDAY, NOVEMBER 9, 2020
RE: ADVANCEMENT OF LANSING REGION'S MEDTECH ECOSYSTEM, EDA GRANT OPPORTUNITY, SPRINT CHALLENGE

BACKGROUND

In wake of the COVID-19 pandemic, Lansing Economic Area Partnership (LEAP) has facilitated numerous immediate economic response initiatives. By the end of September, approximately \$7.3 million in grants and loans will have been competitively awarded to hurting small businesses across Clinton, Eaton and Ingham counties. Yet, the challenges faced are still present and demand LEAP and its partners to deliver more support, especially within the region's healthcare ecosystem.

LEAP's business attraction strategy targets key industry clusters for economic growth in the Lansing tri-county region. A specific cluster of focus in recent years, and now given the COVID-19 pandemic, is MedTech, Accelerator and Life Sciences, or simply put, medtech. This cluster is inclusive of the entire value chain of technology and manufacturing that supports and advances healthcare. Medtech is driving exciting innovations, with medtech companies in our region trailblazing on multiple fronts across the United States and world. More information at www.purelansing.com/medtech.

As home to one of the world's leading research universities (Michigan State University), the Lansing region has an international presence in cutting-edge medical research, and a growing industry cluster with distinguished strength in Medical Isotopes, Biotechnology and Medical Devices.

Lansing's medtech cluster is poised for tremendous growth given our knowledge-based assets, pipeline of industry-honed talent and some massive healthcare investments currently underway. Recognizing so in early 2020 and with the mission to enhance the industry here, LEAP mobilized a MedTech Advisory Group of leaders in healthcare, industry, education, government and research and development, chaired by MSU's EVP of Health Sciences, Dr. Norman Beauchamp, and Niowave's President Mike Zamara.

In March, the MedTech Advisory Group shifted its focus towards real-time solutions for COVID-19's effect on the healthcare systems and medical supply chain, successfully connecting area health system leadership and supply chain executives directly with area manufacturers capable of manufacturing essential personal protective equipment (PPE) and other medical supplies, developing new decontamination processes, and furthering other innovations.

As COVID-19 lingers on, accompanied by economic and medical ambiguities, LEAP believes more concentrated efforts now in accelerating a diverse, robust and collaborative Medtech ecosystem will produce indispensable industry innovation and economic resiliency for our region and beyond.

PROJECT OVERVIEW

LEAP intends to apply for Economic Development Administration (EDA) FY 2020 Scaling Pandemic Resilience Through Innovation and Technology (SPRINT) Challenge grant funding. The [SPRINT Challenge](#) is designed to support the development, creation, or expansion of programs that accelerate technology-based economic development in pursuit of vibrant, innovative economies and economic growth, and respond to the challenges caused by the coronavirus pandemic.

LEAP is preparing a grant request of approximately \$400,000 to advance the Lansing Region MedTech Ecosystem through the following core economic development programming:

- MedTech Innovation Lab
 - Bring together corporations, investors, startups and members of the medical industry with the mission to enhance innovation and capacities in the MedTech (medical technology) space.
 - Utilize corporate innovation experience via LEAP subsidiary, [PROTO Accelerator](#), incorporating industry expertise, mentorship, funding, and incremental pilot testing.

LEAP has applied to and is in the final review stages of a different EDA CARES Act Recovery Assistance grant for the Lansing Region MedTech Ecosystem, though the EDA has recommended that LEAP apply for the SPRINT Challenge as well (LEAP will only accept one grant if awarded both).

REQUEST

Michigan Economic Development Corporation (MEDC) is accepting applications to provide matching funds required as part of the EDA SPRINT Challenge application (EDA application).

LEAP's staff time is covering the entirety of the 20% required match (no Ingham County Match required), though matching cash in addition to staff time strengthens the overall EDA application. Through its Community Development Block Grant (CDBG) program, MEDC will contribute half of the 20% match required by the EDA, not to exceed \$250,000.

All Michigan Units of General Local Government, both entitlement and non-entitlement jurisdictions, are eligible to apply. As an integral regional partner, home to Michigan State University, pioneering companies and key municipalities, LEAP requests to collaborate with Ingham County in applying for the MEDC matching funds.

As further background, Ingham County Board of Commissioners approved the request to collaborate for the MEDC CDBG matching funds related to the EDA CARES Act Recovery Assistance grant application on August 25, 2020.

In the same way for the SPRINT Challenge, Ingham County would be the official applicant and fiduciary for the MEDC application at no additional cost to the County, as LEAP would manage the MEDC grant administration under the auspices of its current contract managing the Ingham County Economic Development Corporation.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUPPORT LEAP EDA SPRINT CHALLENGE GRANT AND APPLY FOR STATE MATCHING FUNDS FOR LEAP EDA SPRINT CHALLENGE GRANT APPLICATION

WHEREAS, the U.S. Economic Development Administration (EDA) has allocated \$25 million in grant funding, named the SPRINT Challenge through its Economic Adjustment Assistance program, to support the development, creation, or expansion of programs that accelerate technology-based economic development in pursuit of vibrant, innovative economies and economic growth, and respond to the challenges caused by the coronavirus pandemic; and

WHEREAS, the Lansing Economic Area Partnership (LEAP), the Lansing region's economic development organization, intends to apply for EDA SPRINT Challenge funding; and

WHEREAS, LEAP's SPRINT Challenge grant application (the "EDA Application") focuses on advancing the Lansing region's medical technology, accelerator and life sciences industry cluster, commonly known as medtech, through entrepreneurship and innovation to enhance the Lansing region's economic health resiliency and medtech ecosystem in response to COVID-19; and

WHEREAS, the EDA Application requires a 20% funding match, cash or in-kind, and support from a formal local governmental unit; and

WHEREAS, the Michigan Economic Development Corporation (MEDC) is accepting applications (the "MEDC Application") to provide half of the required 20% match for the EDA Application, complementing LEAP's matching in-kind staff time; and

WHEREAS, the MEDC Application is open to all Michigan units of general local governments, including non-entitlement jurisdictions, on a rolling basis through its Community Development Block Grant program; and

WHEREAS, Ingham County is an eligible Michigan unit of general local government, home to one of the world's top research universities (Michigan State University), leading industry-honed talent, and a growing industry cluster of distinguished medical isotope, biotechnology and medical device innovators; and

WHEREAS, LEAP requests to collaborate with Ingham County in applying for the MEDC matching funds in pursuit of EDA SPRINT Challenge funding, where Ingham County would be the official applicant and fiduciary for the MEDC Application, managed by LEAP under the auspices of its current Economic Development Corporation contraction; and

WHEREAS, Ingham County is not liable to provide any matching funds; and

WHEREAS, Ingham County's participation and leadership in pursuing MEDC matching cash would strengthen the EDA Application and ultimately provide the Lansing region a better opportunity to advance economic development in communities negatively affected by COVID-19.

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the County of Ingham supports the Lansing Economic Area Partnership's EDA SPRINT Challenge grant application as its formal local governmental partner.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the County of Ingham authorizes staff to apply for and accept, if awarded, Michigan Economic Development Corporation EDA Grant Matching Funds in pursuit of matching funds for Lansing Economic Area Partnership's EDA SPRINT Challenge grant application.

BE IT FURTHER RESOLVED, that should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid and all resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the County of Ingham authorizes the Controller/Administrator to make the necessary budget adjustments to receive the funds, create the necessary accounts, make necessary transfers and complete other administrative actions in accordance with the requirements of the grantor.

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

Agenda Item 3

TO: Board of Commissioners Human Services, County Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 27, 2020
SUBJECT: Agreement with the City of Lansing
For the meeting agenda of 11/16/20 Human Services, 11/17/20 County Services, and 11/18/20 Finance

BACKGROUND

Board of Commissioners Resolution #05-154 authorized an agreement with the City of Lansing for the Ingham County Parks Department to assume responsibility for the maintenance and operation of a non-motorized pathway through Scott Woods Park that is directly adjacent to and continuation of the Hawk Island Loop Trail. Resolution #11-037 amended Resolution #05-154 and authorized a new agreement with the City of Lansing that delegated to the Ingham County Parks Department the responsibility for the maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the portion of the Lansing River Trail from Potter Park to Maguire Park. Board of Commissioners Resolution #16-096 extended that agreement until February 28, 2021. This resolution extends the Agreement through February 28, 2026.

ALTERNATIVES

Connecting communities via the Lansing River Trail to the north and the Sycamore Trail to the south has increased park visitation and interest and provided citizens alternative routes to enjoy Hawk Island County Park's nature and splendor. The alternative is to not continue this agreement.

FINANCIAL IMPACT

The Parks Department maintains three miles of the River Trail from Jolly Road, Maguire Park, through Hawk Island County Park through Scott Woods north to Mount Hope Road. Each time we perform maintenance, it takes two passes on the trail, totaling six miles. Daily general maintenance tasks include snow removal, leaf blowing, etc. Expenses include fuel, use of equipment (tractor blower, brush, leaf blower, and snow thrower), as well as full time and seasonal personnel expenses. Potter Park Zoo staff maintains the trail from Pennsylvania Avenue to Mount Hope Road. Attached is a map showing the trail maintenance zones. In regard to the Scott Woods Trail, there is no revenue specifically associated with this activity, with the exception of the vehicle entrance fee to Hawk Island County Park. These entrance fees are not able to be differentiated between revenues collected at the gate for parking fees. In addition, walk in and ride in users of the trail are not charged a vehicle entrance fee. The Parks Department operates Soldan Dog Park and collects revenue for the electronic Key FOBs for entrance to the facility. Vehicle entrance fees to Hawk Island County Park are not able to be differentiated between revenues collected at the gate for parking fees for other park visitors. Administrative tasks include selling and documenting dog licenses and Key FOB sales. Within the Soldan Dog Park we perform daily general maintenance tasks including mowing, fence repairs, etc. Expenses include portable restrooms, trash bags, dog waste bags, and signage as well as full time and seasonal personnel expenses.

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.

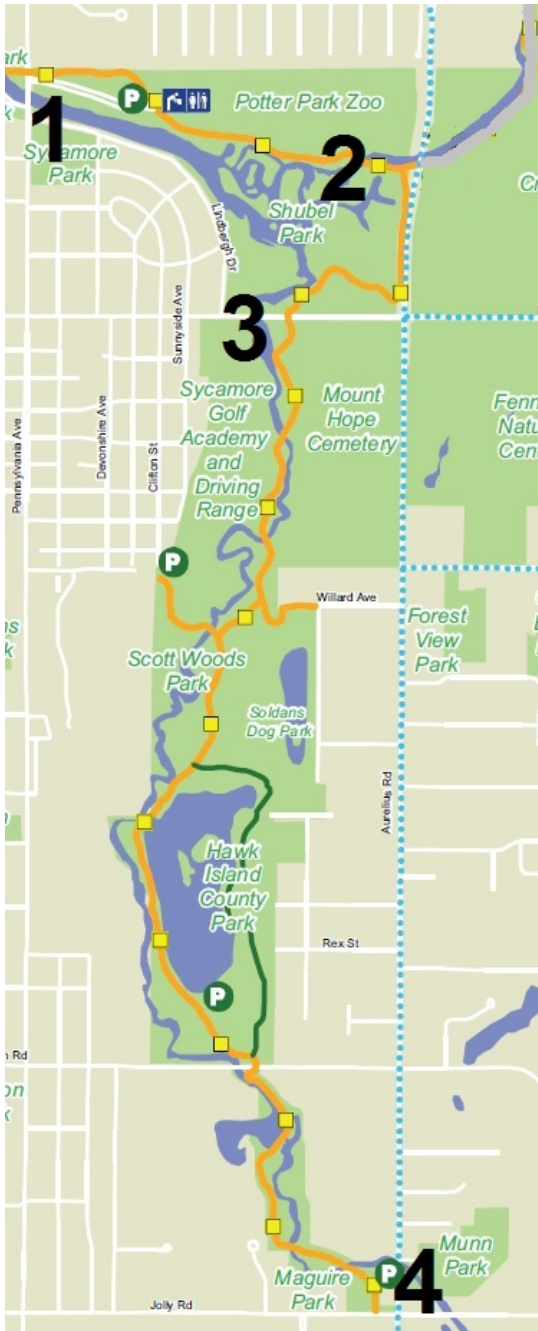
OTHER CONSIDERATIONS

The Park Commission supported this resolution at their October 26, 2020 meeting.

RECOMMENDATION

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

TRAIL MAINTENANCE ZONES THAT ARE INCLUDED IN THE CITY OF LANSING/INGHAM COUNTY MAINTENANCE AGREEMENT



1 = ZOO Responsibility: Western border (Pennsylvania Avenue) of Zoo Trail Section to Aurelius Road.

2 = ZOO Responsibility: Eastern border of Zoo Trail Section. Red Cedar and Aurelius Road south to Mount Hope Road.

3 = INGHAM COUNTY PARK Responsibility: Mount Hope Road south Trail Section to Northern border of Hawk Island Trail Section.

4 = INGHAM COUNTY PARK Responsibility: Southern border of Hawk Island Trail Section to Jolly Road.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONTINUE AN AGREEMENT WITH THE CITY OF LANSING
FOR THE MAINTENANCE AND OPERATION OF SOLDAN DOG PARK AND THE
NON-MOTORIZED PATHWAY THROUGH SCOTT WOODS PARK AND LANSING RIVER TRAIL
FROM POTTER PARK TO MAGUIRE PARK**

WHEREAS, Board of Commissioners Resolution #16-096 authorized an agreement with the City of Lansing that authorizes the Ingham County Parks Department's continued maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the Lansing River Trail from Potter Park to Maguire Park for the period of February 9, 2016 through February 28, 2021; and

WHEREAS, the agreement entered into with the City of Lansing pursuant to Resolution 16-096 expires on February 28, 2021; and

WHEREAS, the City of Lansing, Ingham County Parks Department, and Potter Park Zoo would like to have a new agreement entered into containing/continuing the same terms as the expiring agreement for a period covering March 1, 2021 through February 28, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a new agreement with the City of Lansing that authorizes the County's continued maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the Lansing River Trail from Potter Park to Maguire Park for the period of March 1, 2021 through February 28, 2026.

BE IT FURTHER RESOLVED, that the new agreement shall contain/continue the terms and conditions of the expiring agreement authorized by Resolution #16-096.

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.

TO: Human Services, County Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 29, 2020
SUBJECT: Resolution to Convert Position # 601398 from .5 FTE to .75FTE
For the meeting agendas of November 16, 17 and 18, 2020

BACKGROUND

Ingham County Health Department (ICHHD) wishes to increase a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective upon execution through September 30, 2021. Increasing Position #601398 from .5 FTE to .75FTE will allow ICHD's Communicable Disease Division (CD) to increase their capacity and provide additional support for COVID-19 disease investigation and prevention efforts. Increasing this position will allow ICHD's CD to utilize current staff to bring their expertise and knowledge to support these efforts.

ALTERNATIVES

ICHHD could not increase the position.

FINANCIAL IMPACT

Position #601398 will be converted from a .5FTE to a .75FTE, (MNA Grade 3 Step 4) the cost including salary and fringe from \$54,074 to \$76,372 for a total increase of \$22,298. All cost associated with of this conversion will be covered by funds from the Infection Prevention Grant from the Michigan Department of Health and Human Services (MDHHS) authorized in Resolution #20-306. This position will remain at .75 FTE through the duration of the grant upon loss of grant it will revert back to a .5 FTE position.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize position #601398 Disease Control Nurse to be increased from .5 FTE to .75 FTE effective upon approval through the duration of the grant.

D Edokpolo Request 11/2/2020

	Proposed Increase in FTE Pos #601398 MNA Grade 3, Step 4 .75 FTE	Present Position #601398 MNA Grade 3, Step 4 .5 FTE	Increase Cost due to change in FTE
SALARY	56,046	38,748	17,299
UNEMPLYMT	280	194	87
FICA/MEDICARE	4,288	2,964	1,323
DENTAL	936	936	-
VISION	135	135	0
PHP MED	17,018		5,673
MERS	6,939	4,616	2,323
MERS HYBRID	560	387	173
RTEE CHGBCK	3,585	3,585	-
SEPARATE	981	678	303
RE/HLTH/T	2,522	1,744	779
WORKERS COMP	60	31	29
DISABILITY	73		73
LIFE 30K	115	58	58
Salary	56,046	38,748	17,299
Fringes	37,492	15,326	10,820

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONVERT POSITION #601398 (DISEASE CONTROL NURSE)
FROM .5 FTE TO .75 FTE**

WHEREAS, Ingham County Health Department (ICHD) wishes to temporarily increase a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective upon execution through September 30, 2021; and

WHEREAS, increasing Position #601398 from .5 FTE to .75FTE will allow ICHD's Communicable Disease Division (CD) to increase their capacity and provide additional support for COVID-19 disease investigation and prevention efforts; and

WHEREAS, increasing this position will allow CD to utilize current staff to bring their expertise and knowledge to support these efforts; and

WHEREAS, position #601398 will be increased from a .5FTE to a .75FTE, (MNA Grade 3 Step 4) increasing the salary and fringe from \$54,074.00 to \$76,372.00 for a total increase of \$22,298.00; and

WHEREAS, all costs of this increase will be covered by funds from the Infection Prevention Grant from the Michigan Department of Health and Human Services (MDHHS) authorized in Resolution #20-306; and

WHEREAS, this position will revert back to a .5 FTE position at the conclusion of the grant; and

WHEREAS, the Health Officer recommends approval to increase position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2021.

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

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

**AMENDMENT NO. 2
TO
MASTER SERVICES AGREEMENT**

This AMENDMENT, made and entered into by and between **HEALTHSTREAM, INC.**, a Tennessee corporation, having its principal place of business at 209 10th Avenue South, Suite 450, Nashville, Tennessee 37203 (“HealthStream”) and the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan, acting on behalf of the **INGHAM COUNTY HEALTH DEPARTMENT**, with offices located at 5303 S. Cedar St., P.O. Box 30161, Lansing, MI 48909-7661 (hereinafter referred to as “Customer” or “County”), amends the Master Services Agreement made and entered into said parties effective October 31, 2014, as amended by Amendment No. 1.

WITNESSETH:

1. Section 11.9 Compliance with County’s Purchasing Requirements Regarding Labor, Employment, and Environmental Laws and Regulations shall be added to the above-stated Agreement to read as follows:

“11.9 Compliance with County’s Purchasing Requirements Regarding Labor, Employment, and Environmental Laws and Regulations. Healthstream, by its entry into this Agreement, certifies that it shall comply with the County’s Purchasing Policy requirements that vendors doing business with the County comply with labor, employment, and environmental laws and regulations. A summary of said Purchasing Policy, which was adopted by the Ingham County Board of Commissioners in Resolution No. 20-186, is attached to this Agreement, labeled Attachment B. The Attachment B is incorporated by reference into this Agreement and is made a part hereof. Breach of the Purchasing Policy requirements set forth in Attachment B shall be a material breach of this Agreement and shall subject Healthstream to the penalties set forth in said policies.”

2. All other terms and conditions contained in the above-stated Agreement, as amended by Amendment No. 1, shall remain in full force and effect except as modified herein. This Amendment No. 2 shall become effective on the date in which it is fully signed by the authorized representatives of both parties.

3. The people signing this Amendment No. 2 on behalf of the parties to the Agreement certify by their signatures that they are duly authorized to sign this Amendment No. 2.

IN WITNESS WHEREOF, the parties hereto, acting through their duly authorized officers, have executed this Amendment as of the date written below.

HEALTHSTREAM, INC.

**COUNTY OF INGHAM FOR INGHAM
COUNTY HEALTH DEPARTMENT**

By: _____
(Signature)

Name: _____
(Print or Type)

Title: _____
(Print or Type)

Date: _____

By: _____
Bryan Crenshaw, Chairperson
County Board of Commissioners

Date: _____

APPROVED AS TO FORM FOR COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.
By: Mattis D. Nordfjord 9/29/2020

ATTACHMENT B

Compliance with Ingham County Purchasing Policy

All vendors, as a condition for registering to do business with the County, shall self-certify to the County regarding any violations of environmental, labor, and employment laws and regulations of the State of Michigan or any other regulatory agency, including, but not limited to, the following:

- The potential vendor's history of compliance with labor and employment laws and regulations, including the Workforce Opportunity Wage Act, MCL 408.411 et seq., the Fair Labor Standards Act of 1938, 29 USC 201 et seq., and the National Labor Relations Act, 29 USC 151 et seq.; and
- The potential vendor's environmental track record and sustainability practices, including the potential vendor's history of compliance with environmental laws and regulations such as the Natural Resources and Environmental Protection Act, MCL 324.101 et seq., the Clean Water Act, 33 USC 1251 et seq., and the Clean Air Act, 42 USC 7401 et seq.

All vendors shall notify the Purchasing Department of any subsequent violation of this Policy within ten (10) years after becoming a vendor; failure to do so may result in the vendor being barred from doing business with the County for a period of up to five (5) years.

A local vendor claiming the local purchasing preference in accordance with the Local Purchasing Preference Policy, may not be afforded the preference if it is verifiably proven that the local vendor is found to have violated any provisions of this amended policy.

If it is discovered that a vendor performing work under a contract with the County is in violation of this policy, that vendor shall be found to have committed a material breach of the contract and that vendor shall make restitution payment to the County in the amount of \$500 per day for every day that the violation occurred since signing the contract. Upon being notified in writing by the County of violating this policy, vendors who do not agree to make such restitution shall be barred from doing business with the County for a period of not less than ten (10) years. The vendor may appeal any such decision to the Ingham County Board of Commissioners who shall have the final say in all matters and appeals.

Agenda Item 5a

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: October 27, 2020
SUBJECT: Resolution to Approve Generic Service Credit Purchase for County Employee: Helen Walker
For the meeting agendas of 11/17 and 11/18

BACKGROUND

Pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS). Helen Walker has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan.

ALTERNATIVES

The Board of Commissioners may choose not to approve the request.

FINANCIAL IMPACT

Resolution #02-101 provides that the cost for generic service "must be totally borne by the employee."

STRATEGIC PLAN CONSIDERATIONS

N/A

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve generic service credit purchase for County employee Helen Walker.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR
COUNTY EMPLOYEE: HELEN WALKER**

WHEREAS, pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS); and

WHEREAS, the Resolution further provides that the cost for generic service "must be totally borne by the employee"; and

WHEREAS, Helen Walker has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan; and

WHEREAS, by Board of Commissioners approval under the standing Resolution, and by the employee's payment to MERS, Ms. Walker will purchase five (5) years, zero (0) months generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Helen Walker, the Board of Commissioners hereby approves the purchase of five (5) years, zero (0) months generic service under County Resolution #02-101.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized on behalf of the County to sign and execute all MERS documents to effectuate and finalize this transaction, subject to approval as to form, by the County Attorney.

Agenda Item 5b

TO: County Services and Finance Committees

FROM: Sue Graham, Human Resources Director

DATE: November 4, 2020

SUBJECT: Resolution Approving the 2021 Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit

For the meeting agendas of November 17 and November 18

BACKGROUND

A tentative agreement regarding a 2021 collective bargaining agreement has been reached between representatives of Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit on October 12, 2020. The terms of the tentative agreement provide for 1) a 0% wage increase to all steps of each classification; 2) the duration of the agreement as January 1, 2021 until December 31, 2021 and 3) all other terms and conditions in the collective bargaining agreement remain status quo. On November 4, 2020, that Union, through its Bargaining Agent Corey Smith, has given the employer notice that it has ratified this tentative agreement.

ALTERNATIVES

None.

FINANCIAL IMPACT

The approval of the tentative agreement provides a 0% increase to the existing 2020 salary schedule and status quo on all other terms and conditions in the collective bargaining agreement.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2021 COLLECTIVE BARGAINING AGREEMENT
WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS, CHAUFFEURS AND
WAREHOUSEMEN, LOCAL NO. 243, POTTER PARK ZOO SUPERVISORY UNIT**

WHEREAS, a tentative agreement regarding the 2021 collective bargaining agreement has been reached between representatives of Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit on October 12, 2020; and

WHEREAS, the terms of the tentative agreement providing for 1) a 0% wage increase to all steps of each classification; 2) the duration of the agreement as January 1, 2021 until December 31, 2021 and 3) all other terms and conditions in the collective bargaining agreement remain status quo has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2021 collective bargaining agreement between Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit;

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the agreement, subject to approval as to form by the County Attorney.

Agenda Item 6

DATE: November 3, 2020

TO: Finance and Liaison Committees

FROM: Jill Bauer, Administrative Analyst

RE: Resolution Approving Various Contracts for the 2021 Budget Year

This resolution will approve the attached list of contracts for the 2021 budget year. The list consists only of contracts that are included in the 2021 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

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

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2021 increase of 1.4% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2021 BUDGET YEAR

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

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

WHEREAS, funding for these contracts has been included within the 2021 Adopted Budget; and

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

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

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

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

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 COST	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020	Funding Source
Board of Commissioners	CAPCOG	Agreement w/Lansing Chamber	01/01/21	12/31/21	\$5,000	\$5,000	\$0	0.00%	General Fund
Equalization	Michigan Equalization Services LLC	Commercial Appraisal Contract	01/01/21	12/31/21	\$90,000	\$90,000	\$0	0.00%	General Fund
Equalization	Bellefeuil, Szur & Assoc. Inc. DBA BS&A Software	Assessing.net	01/01/21	12/31/21	\$10,431	\$10,431	\$0	0.00%	General Fund
Financial Services	Plante Moran	Annual Audit & Single Audit	01/01/21	12/31/21	\$ 138,095	\$ 139,000	\$905	0.66%	General Fund
Financial Services	MGT of America, LLC	Annual Cost Plan (Indirect Costs)	01/01/21	12/31/21	\$ 12,000	\$ 12,000	\$0	0.00%	General Fund
Human Resources	NEOGOV	NEOGOV Renewal	01/01/21	12/31/21	\$ 80,658	\$ 80,658	\$0	0.00%	General Fund
Road Department	Precision Systems	Accounting Software Licenses	01/01/21	12/31/21	\$ 14,655	\$ 14,655	\$0	0.00%	Road Fund
Road Department	Midwestern Consulting	Traffic Signal Database Support	01/01/21	12/31/21	\$ 1,200	\$ 1,200	\$0	0.00%	Road Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/21	12/31/21	\$ 14,425	\$ 14,627	\$202	1.40%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/21	08/30/22	\$ 2,266	\$ 2,298	\$32	1.40%	Network Fund
IT	NetBrain	Network Documentation Software Maintenance and Support	03/30/21	03/30/22	\$ 5,569	\$ 5,647	\$78	1.40%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/21/21	03/21/22	\$ 1,781	\$ 1,806	\$25	1.39%	Network Fund
IT	Solarwinds	Dameware Remote Support Software	06/18/21	06/18/22	\$ 483	\$ 490	\$7	1.40%	Network Fund
IT	Wavecrest	Web Reporting Software	02/20/21	02/20/22	\$ 9,135	\$ 9,263	\$128	1.40%	Network Fund
IT	CDWG	Backup Software	04/30/21	04/30/22	\$ 20,000	\$ 20,000	\$0	0.00%	Network Fund
IT	Konica	RightFax	08/31/21	08/30/22	\$ 5,893	\$ 5,975	\$82	1.39%	Network Fund
IT	CDWG	VMWare Renewal	03/31/21	03/31/22	\$ 35,124	\$ 35,615	\$491	1.40%	Network Fund
IT	Seamless Docs	Seamless Docs Renewal	02/18/21	02/18/22	\$ 24,456	\$ 24,798	\$342	1.40%	Network Fund
IT	Sentinel	Redsky e911 software support renewal	05/28/21	05/27/22	\$ 3,287	\$ 3,333	\$46	1.39%	Network Fund
IT	CDWG	Network Monitoring Software	10/01/21	09/30/22	\$ 2,681	\$ 2,718	\$37	1.38%	Network Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 COST	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020	Funding Source
IT	ESRI	Annual Maintenance for ArcView & ArcGIS Server	10/01/21	09/30/22	\$ 3,847	\$ 3,901	\$54	1.40%	Network Fund
IT	Zayo	Dark Fibre & equipment	01/01/21	12/31/22	\$ 6,060	\$ 6,145	\$85	1.40%	Network Fund
IT	Nationwide Power	Uninterrupted power supply support -911	12/01/21	11/30/22	\$ 4,387	\$ 4,448	\$61	1.40%	Network Fund
IT	Vidcom Solutions	Ocularis Renewal for cameras	01/04/21	01/04/22	\$ 20,380	\$ 20,665	\$285	1.40%	Network Fund
IT	CDWG	Annual Cost for Faronics Deepfreeze for the Ingham	03/01/21	03/01/22	\$ 791	\$ 802	\$11	1.40%	Network Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 REVENUE	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020
Equalization	State of Michigan	Annual Grant for Remonumentation Program	01/01/21	12/31/21	\$89,306	\$80,493	-\$8,813	-9.87%

Introduced by the County Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING ANNUAL 2021 COMPENSATION FOR
NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS**

WHEREAS, no wage increase was recommended as part of the 2021 Managerial/Confidential Personnel Manual; and

WHEREAS, the Board does not recommend an increase in salary for non-Judicial County-Wide Elected Officials for 2021; and

WHEREAS, the Board of Commissioners hopes and expects that each of the County-Wide Officials abide by relevant County policies, including ethics, purchasing, diversity, and human resources.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials: County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2021 salary as listed below:

Elected Official	2020	2021
County Clerk	96,373	96,373
Drain Commissioner	90,086	90,086
Prosecuting Attorney	138,785	138,785
Register of Deeds	90,086	90,086
Sheriff	129,983	129,983
Treasurer	103,832	103,832

BE IT FURTHER RESOLVED, that the salary is contingent upon the elected official foregoing any per diem, fees, or payments to which the elected official may otherwise be entitled, including but not limited to Delinquent Tax Administration fees (Treasurer); fees from divorces involving minor children (Prosecutor); per diem for Elections Commission and Plat Board (Clerk, Register of Deeds, Treasurer); housing and clothing/cleaning allowance (Sheriff); Drainage Board meetings (Drain Commissioner).

BE IT FURTHER RESOLVED, that non-Judicial County-Wide Elected Officials taking office after January 1, 2013 shall not be eligible for single retiree health insurance coverage until after they reach 60 years of age, subject to the scale based on years of service. Retirees that purchase dental and vision insurance at group rates and subsequently choose to discontinue the coverage, may not re-enroll.

BE IT FURTHER RESOLVED, that these salaries are established on the expectation each elected official will perform services comparable to the hours worked by the County managers.

BE IT FURTHER RESOLVED, that the County of Ingham shall pay the annual Michigan Bar Dues for the Prosecuting Attorney.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING COMMISSIONER COMPENSATION FOR 2021 AND 2022

WHEREAS, the Board of Commissioners is authorized to establish the compensation for the Board of Commissioners; and

WHEREAS, the Board of Commissioners cannot make changes in compensation which affect the Board during the current term, but can make changes to be effective for the next term; and

WHEREAS, the Board of Commissioners wishes to establish the Commissioners' Compensation for the period of January 1, 2021 through December 31, 2022.

THEREFORE BE IT RESOLVED, that effective on the date indicated, the salaries for the Ingham County Board of Commissioners shall be as follows:

	Current Compensation	January 1, 2021	January 1, 2022
Board Chair	\$17,774	\$17,774	\$17,774
Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs	\$12,958	\$12,958	\$12,958
Other Commissioners	\$11,880	\$11,880	\$11,880

BE IT FURTHER RESOLVED, that each Commissioner shall continue to be paid a \$75.00 per diem for attending each officially called Standing Committee and Board Meeting of which the Commissioner is a member, including Committee of the Whole and Board Leadership to a maximum of eighty (80) per year, provided, however, that a Commissioner shall not be entitled to a payment for more than two (2) meetings per day; and provided further that Commissioners shall not be eligible for payment for a committee meeting which occurs on the same day as a board meeting.

BE IT FURTHER RESOLVED, that Commissioners unable to attend due to medical reasons or due to military duty shall be permitted to participate in the discussion and votes of committee and board meetings by telephone or videoconference provided that the requirements of the Open Meetings Act are met and that a quorum is physically present. Commissioners participating by telephone or videoconference shall be considered present (by telephone or videoconference) and are entitled to a per diem for a maximum of three (3) meetings annually.

BE IT FURTHER RESOLVED, that the above-stated salaries for Ingham County Commissioners shall not preclude a Commissioner from receiving a per diem payment when he/she is appointed to a statutory board and/or agency by the County Board of Commissioners. Commissioners shall receive the same per diem as non-Commissioner members appointed by the Board of Commissioners to statutory boards and/or agencies, in addition to the above stated salary, provided that a per diem Commissioner payment is not prohibited by the specific statute in question.

BE IT FURTHER RESOLVED, that the Director of the Board of Commissioner's Office shall be responsible for periodically preparing appropriate vouchers for the payment of per diem for each Commissioner, based on the approved minutes of each Standing Committee, Committee of the Whole, and Board Leadership meeting, and that said voucher shall be approved and signed by the individual Commissioners prior to its submission for payment.

BE IT FURTHER RESOLVED, that each Commissioner may, at his/her own expense, purchase health insurance, including dental and vision, as now or in the future provided by the County to its Managers.

BE IT FURTHER RESOLVED, that the retirement benefit for Commissioners who began serving prior to January 1, 2013 shall be MERS plan C-2 with B-1 base, 55F with 15 years; V6, FAC5, with Commissioners paying 4.76% of salary; which includes a 1.2% increase in Commissioner contributions, provided, however, that each Commissioner at the beginning of his/her term has the option of choosing to participate in the retirement plan.

BE IT FURTHER RESOLVED, that effective January 1, 2013 Commissioners shall be covered under a MERS Hybrid Plan.

BE IT FURTHER RESOLVED, that Commissioners shall receive reimbursement for travel outside Ingham County only for actual miles traveled on county business, at the rate established by the Internal Revenue Service, provided, however, that said mileage reimbursement is not more than that set for State Officers as determined by the State Officers Compensation Commission. In the event that the above stated mileage reimbursement exceeds the mileage rate established by the State Officers Compensation Commission, then under such circumstances that rate established by the State Officers Compensation Commission shall supersede the above stated rates. This paragraph shall apply to out-of-county travel only. Commissioners shall not receive mileage reimbursement for intra-county travel, except when in the process of traveling in the County as stated above and as otherwise provided hereunder.

BE IT FURTHER RESOLVED, that the reimbursement for expenses associated with conferences and conventions shall continue to be provided for Commissioners in the attached Travel Policy and Procedures for Ingham County Commissioners.

**TRAVEL POLICY AND PROCEDURES
FOR INGHAM COUNTY COMMISSIONERS**

1. Each Commissioner may be reimbursed up to \$1,500 annually for costs of transportation, meals and lodging associated with attending conferences or conventions in his/her capacity as a County Commissioner. Expenses for incidental travel and alcoholic beverages while at such conferences and conventions will not be reimbursed. Expenses must be reimbursed in the year in which they are incurred.
2. The cost of registration not exceeding \$1,000 per Commissioner for in-state and out-of state conferences or conventions may be paid from the Board of Commissioners budget and will not be counted as part of the Commissioners annual \$1,500 travel reimbursement allowance.
3. In the event that a Commissioner is appointed or elected to an office by a state or national association, the Board may, by resolution, recognize the position and allocate up to an additional \$1,500 annually within the County's fiscal year to cover increased expenses of attending necessary functions associated with the office.
4. Expenses incurred by a Commissioner in excess of the above limits which are billed to the County will be recovered through payroll deduction unless reimbursed by the Commissioner within 10 working days of receipt of the statement by the Board Office.
5. Original receipts or credit card records must be submitted to obtain reimbursement for travel and lodging expenses.
6. Any funds authorized pursuant to this policy, but unexpended within the fiscal year, cannot be carried over for use in succeeding fiscal years.
7. A Commissioner shall not be reimbursed more than \$3,000 for travel expenses within the County's fiscal year, excluding registration fees.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DECLARING THE SECOND MONDAY IN OCTOBER
INDIGENOUS PEOPLES' DAY**

WHEREAS, the Ingham County Board of Commissioners is committed to ensuring equal opportunity and equal access to county services to all residents of Ingham County, Michigan and other members of the public; and

WHEREAS, the Ingham County Board of Commissioners recognizes and appreciates the invaluable contributions of Indigenous People to the Ingham County community; and

WHEREAS, the idea of Indigenous Peoples Day was first proposed in 1977 by a delegation of Native Nations to the United Nations-sponsored International Conference on Discrimination Against Indigenous Populations in the Americas; and

WHEREAS, in 1990, representatives from 120 Indigenous Nations at the First Continental Conference on 500 Years of Indian Resistance unanimously passed a resolution to transform Columbus Day into an opportunity to reveal historical truths about pre-existing indigenous cultures that have survived an often violent colonization process and continue to exist and thrive in present day America; and

WHEREAS, the United States endorsed the United Declaration on the Rights of Indigenous Peoples on December 16, 2010, and Article 15 of that declaration states:

- Indigenous Peoples have the right to the dignity and diversity of their cultures, traditions, histories, and aspirations, which shall be appropriately reflected in education and public information
- States should take effective measures, in consultation and cooperation with the Indigenous Peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding, and good relations among Indigenous Peoples and all other segments of society; and

WHEREAS, the State of Michigan has recognized the presence of the three major groups in our state today, the Chippewa (Ojibwe), Ottawa (Odawa), and Potawatomi (Bodéwadmik), who have lived upon this land since time immemorial, and values the progress our society has accomplished through Indigenous Peoples' thought and culture; and

WHEREAS, the Tribal Council of the Grand Traverse Band of Ottawa and Chippewa Indians has passed a resolution to officially recognize Indigenous Peoples Day on the second Monday in October; and

WHEREAS, the resolution states that Indigenous Peoples Day shall be used to reflect upon the ongoing struggles of Indigenous Peoples on this land, and to celebrate the thriving cultures and values that the Odawa, Ojibwe, Potawatomi, and other Indigenous Peoples contribute to society; and

WHEREAS, on every second Monday of October, we should honor the historic, cultural, and contemporary significance of Indigenous Peoples and their ancestral lands that also became known as the Americas and celebrate their contributions to communities throughout Ingham County, the State of Michigan, the United States, and all over the world.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby declare that the second Monday in October shall be Indigenous Peoples' Day in Ingham County, Michigan to celebrate and uplift our indigenous roots, history, and contributions.