

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE
EMILY STIVERS, CHAIR
VICTOR CELENTINO
MARK GREBNER
RYAN SEBOLT
DERRELL SLAUGHTER
ROBERT PEÑA
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, OCTOBER 5, 2021 AT 6:30 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/87805478336>.

Agenda

Call to Order

Approval of the [September 21, 2021 Minutes](#) and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Equal Opportunity Committee – Interviews
2. Circuit Court – Resolution to Accept the [Raise The Age Grant](#) from the Michigan Department of Health and Human Services
3. Facilities Department
 - a. Resolution to Authorize a Contact Renewal with [MSDS Online](#) to Manage Material Safety Data Sheets
 - b. Resolution to Authorize an Agreement with [EC America, Inc.](#), for Project Management Software
 - c. Resolution to Authorize an Agreement with [Studio Intrigue Architects, LLC](#) for the Architectural and Engineering Services for the 2021 Capital Bond Project
 - d. Resolution to Authorize an Agreement with [Clean Harbors, Inc.](#), for the Zimmerman Road Easement Access for the Ingham County Justice Complex
4. Human Resources
 - a. Resolution to Approve a Letter of Understanding between the County of Ingham & the Technical, Professionals & Officeworkers Association of Michigan ([TPOAM](#))
 - b. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the [CCLP Supervisory Officers](#) (Command) Unit
 - c. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the [CCLP Law Enforcement](#) (Act 312) Unit
5. Controller's Office – Resolution to Amend the [Reorganization Procedure Policy](#)
6. Board of Commissioners – Resolution to [Amend Resolution #21-398](#) to Create the Ingham County Housing Trust Fund Committee

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
September 21, 2021
Draft Minutes

Members Present: Stivers, Celentino, Grebner, Sebolt, Slaughter (Arrived at 6:58 p.m.), and Peña.

Members Absent: Naeyaert.

Others Present: Angela Lloyd, Navneet Adhi, Becky Bennett, Grant Bradley, Krystal Davis, Marty Jordan, Scott Hendrickson, Gordon Love, Jim Hudgins, Karen Chase, Rod Villareal, Nancy Addison, Gregg Todd, Sue Graham, Michelle Wright, Mary Konieczny, and others.

The meeting was called to order by Chairperson Stivers 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/87805478336>.

Approval of the August 31, 2021 Minutes and June 1, 2021 and July 20, 2021 Closed Session Minutes

CHAIRPERSON STIVERS STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE AUGUST 31, 2021 COUNTY SERVICES COMMITTEE MEETING AS WELL AS THE CLOSED SESSION MINUTES OF THE JUNE 1, 2021 AND JULY 20, 2021 MEETINGS WERE APPROVED AS WRITTEN. Absent: Commissioners Naeyaert and Slaughter.

Additions to the Agenda

Substitute –

8. Human Resources
 - e. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the Technical, Professional and Officeworkers Association of Michigan (TPOAM).
9. Controller's Office
 - b. Resolution Establishing Covid-19 Weekly Testing Requirements for Ingham County Employees

Removed –

2. Lansing Economic Area Partnership – LDFA SmartZone Discussion

Limited Public Comment

Angela Lloyd, Ingham County Employee, stated her appreciation to the Committee for the facilitation of agenda item 9b. She further stated there was a misconception that people who have chosen to not take the vaccine do not take the virus seriously as she had not seen anyone and did everything possible to stay safe, and had paid attention to a variety of sources for education and news regarding the COVID-19 Pandemic. She further stated she took issue with the testing, as it targeted employees.

Karen Chase, Ingham County Employee, stated she continued to be concerned about mandatory vaccination as she believed each person should be allowed their personal decisions regarding vaccination. She further stated she was concerned on the requirements to be tested due to the possibility of vaccinated individuals also having contracted the virus and asked if people who had been vaccinated needed to take the tests as well.

Krystal Davis, Ingham County Employee and Equal Opportunity Committee member, stated she was in attendance to lodge a formal complaint regarding a recent interview process for which she had requested an ADA accommodation. She further stated the request went unanswered for five days, and a follow-up was sent from her before being told the accommodation was declined.

Ms. Davis stated the ADA accommodation request was eventually met, and made available to all interviewees. She further stated she followed the grievance policy to find the complaint must be made with the County, but was unsure who she was supposed to lodge a complaint with.

Ms. Davis stated if the Committee cared about policy they would put competent people in place, as she had to quote the ADA accommodation policy, to eventually be told her complaint had been forwarded to legal counsel. She further stated the Committee should accept her Public Comment as a formal request of investigation.

Nancy Addison, Ingham County Employee, provided Public Comment which is included in the minutes as attachment A.

Rod Villareal, Ingham County Employee, provided Public Comment which is included in the minutes as Attachment B.

Scott Hendrickson, Ingham County Employee, provided Public Comment which is included in the minutes as Attachment C.

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

3. Circuit Court – Authorization to Grant an Extension of Special Leave
4. Innovation & Technology Department – Resolution to Approve the Renewal of Multi-Factor Authentication Solution

6. Veteran Affairs Office
 - a. Resolution to Authorize the Ingham County Department of Veteran Affairs to Accept 2022 County Veteran Service Fund Grant from the Michigan Veterans Affairs Agency on Behalf of Clinton County
 - b. Resolution to Accept the 2022 County Veteran Service Fund Grant from the Michigan Veterans Affairs Agency
 - c. Resolution to Authorize the Ingham County Department of Veteran Affairs to Apply for the 2022 County Veteran Service Fund Grant on Behalf of Clinton County

7. 9-1-1 Dispatch Center – Resolution to Extend an Agreement with CS Holdings LLC. to Lease Space for the 9-1-1 Center’s Public Safety Radio System Replacement Project

8. Human Resources
 - a. Resolution to Engage BSwift to Perform Annual Health Insurance Tracking and Reporting
 - b. Resolution to Approve Generic Service Credit Purchase for County Employee: David Dan Afleje
 - c. Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2022 and to Authorize Letters of Agreement with Bargaining Units
 - d. Resolution to Waive the Public Act 152 Health Care Requirements for 2022
 - e. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the Technical, Professional and Officeworkers Association of Michigan (TPOAM)

9. Controller’s Office
 - c. Quarterly Settlement of Claims Report

10. Board of Commissioners
 - b. Resolution Honoring Craig Whitford

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

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

1. Economic Development Corporation Board of Directors – Interviews

Grant Bradley interviewed for a position on the Economic Development Corporation Board of Directors.

Commissioner Slaughter arrived at 6:58 p.m.

Marty Jordan interviewed for a position on the Economic Development Corporation Board of Directors.

Navneet Adhi interviewed for a position on the Economic Development Corporation Board of Directors.

5. Purchasing Department – Resolution to Amend the Purchasing Policy to Require Vendors’ Employees Be Fully Vaccinated at or Above Ingham County’s Current COVID-19 Vaccination Rates

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated he did not take issue with the concept but wanted to ensure the resolution properly described the vendors within the policy.

Jim Hudgins, Purchasing Director, provided clarification on the specifics of the vendors within the policy, and stated any vendor who provided services on County property would be impacted by the resolution.

Discussion ensued in regards to virtual electronic services.

The resolution was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves amending the Purchasing Policy to require vendors **whose employees are physically present** providing services on County property to have their employees vaccinated with one of the three (3) FDA-authorized COVID-19 vaccines at or above the current vaccination rates of Ingham County.

This was considered a friendly amendment.

Discussion ensued in regards to County-owned property and airports.

Commissioner Grebner stated he wanted to exempt governmental agencies from the vendor policy.

Commissioner Sebolt stated his support due to a recent Presidential Executive Order that would enact additional guidelines.

The amended resolution was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves amending the Purchasing Policy to require **Non-Governmental** vendors whose employees are physically present providing services on County property to have their employees vaccinated with one of the three (3) FDA-authorized COVID-19 vaccines at or above the current vaccination rates of Ingham County.

This was considered a friendly amendment to the resolution as amended.

Commissioner Grebner suggested removing the names of the three vaccines listed in the resolution.

The amended resolution was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves amending the Purchasing Policy to require Non-Governmental vendors whose employees are physically present providing services on County property to have their employees **fully vaccinated with an FDA-authorized vaccine** ~~vaccinated with one of the three (3) FDA-authorized COVID-19 vaccines~~ at or above the current vaccination rates of Ingham County.

This was considered a friendly amendment to the resolution as amended.

Commissioner Grebner stated he wanted to amend the final paragraph to state “Be it further resolved that false certification under this policy constitutes a material breach of this policy.”

Commissioner Sebolt asked if it was intended to not allow vendors to amend their violation of policy.

Commissioner Grebner stated the legal process behind a material breach of policy was different than a breach of policy, and provided information regarding the verbiage.

Commissioner Sebolt stated he understood the verbiage as suggested by Commissioner Grebner, but advocated to include information to rectify a mistake in the interest of small businesses.

Chairperson Stivers stated it did not hurt to leave the verbiage in the resolution.

Commissioner Grebner stated false certification was a lie, not a mistake.

Gregg Todd, Ingham County Controller, stated the resolution could remain as suggested by Commissioner Grebner while concerns in policy breach can be included within the policy itself.

Commissioner Slaughter asked Mr. Hudgins for his opinion on the resolution as amended.

Mr. Hudgins stated he thought it was wonderful.

The resolution was amended as follows:

BE IT FURTHER RESOLVED that false certification under this policy constitutes a material breach of this policy ~~that if it is discovered that a vendor performing work under a contract for services on County property is in violation of this Policy, that vendor shall be found to have committed a material breach of the contract; furthermore, that vendor shall be given the opportunity to increase its vaccination rates, in order to meet or exceed those of Ingham County, within ten (10) days upon written and certified notification by the Purchasing Department. Vendors who violate this Policy, upon being duly notified and who have not made the~~

~~appropriate remedies to be in compliance with this Policy, shall be barred from doing business with the County for a period of not less than three (3) 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.~~

This was considered a friendly amendment.

The resolution was amended as follows:

BE IT FURTHER RESOLVED, that this Policy **will expire on January 1, 2026 unless further action is taken by the Board of Commissioners** ~~shall be reviewed at such time when the COVID-19 virus and any of its variants have been determined not to be pandemic or to have been eradicated, as determined by the Michigan Department of Health and Human Services and by the Centers for Disease Control and Prevention.~~

This was considered a friendly amendment.

Commissioner Celentino asked how many vendors would be affected by the resolution and the Presidential Executive Order.

Mr. Hudgins stated he did not have an exact list and provided examples as to current services, deliveries, contractors performing work on County property, and more that were to be included in the policy.

Mr. Todd stated the next step in the Presidential Executive Order process was for the Occupational Safety and Health Administration (OSHA) to draft policy guidelines, which then could be adopted by the Michigan Occupational Safety and Health Administration (MIOSHA). He further stated that the adoption of that policy would take care of businesses that have over 100 employees, so this policy would only affect the businesses that did business with the County that had under 100 employees.

Discussion ensued in regards to the efficiency of Presidential Executive Order implementation.

Chairperson Stivers stated the non-governmental revision exempted Community Mental Health Authority of Clinton, Eaton & Ingham Counties from the vendor policy.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

Commissioner Grebner stated adherence to the Open Meetings Act was one way to ascertain if an organization was a governmental agency.

9. Controller's Office

- a. Resolution to Authorize an Agreement with Merit Network, Inc. for Broadband Assessment and Planning Consulting Services Utilizing American Rescue Plan Funds

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated Merit Network had been around for a long time and even before the world wide web and networks existed. He further stated the company had found a niche providing telecommunications services to counties.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

9. Controller's Office
 - b. Resolution Establishing COVID-19 Weekly Testing Requirements for Ingham County Employees

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Celentino asked Mr. Todd for information on the status of collective bargaining unit conversations as it pertained to the last two paragraphs of the resolution.

Mr. Todd stated an agreement on the structure of the resolution had been reached. He further stated he believed the agreement was as good of an outcome as could be expected.

Commissioner Celentino what would happen if there was a stalemate.

Mr. Todd stated the collective bargaining units would not need to sign an agreement, but proactively agreed to the resolution as best they were comfortable.

Commissioner Celentino asked if the resolution would apply to all County employees, no matter the negotiation process with Unions, or their union representation status.

Mr. Todd stated all County employees would be required to adhere to the policy starting on October 15, 2021.

Commissioner Grebner stated a fascinating note was the resolution had pro-union verbiage that was requested to be removed by the Unions.

Commissioner Sebolt stated he supported the resolution and wanted to address misinformation provided during Public Comment. He further stated vaccines were safe and effective, and reduced the severity of illness and rate of transmission.

Commissioner Sebolt stated the vaccines were not experimental, were authorized for use, and effective against variants. He further stated anecdotal evidence did not replace scientific data.

Commissioner Sebolt stated the vaccines were originally developed in 2003 and 2012. He further stated there was misinformation regarding the death rate, as COVID-19 had killed 2% of those infected, and took the life of every one in 500 Americans, a death level equal to and surpassing the Flu pandemic of 1918.

Commissioner Sebolt stated the issue was not regarding the individual right to choose, as the choice was about the safety of all bodies. He further stated he put his health at risk by doing his public duty due to the choices of other people.

Commissioner Sebolt stated the case *Jacobson v. Massachusetts* upheld the government's right to vaccinate in the interest of protecting citizens. He further stated the Michigan State Constitution required government to protect the public health of residents.

Commissioner Celentino asked if the resolution pertained to County Commissioners.

Gordon Love, County Attorney, stated County Commissioners were not considered County employees and additional information would need to be included within the resolution in order to require the Board of Commissioners to adhere to the policy.

The resolution was amended to include an additional paragraph at the end of the resolution as follows:

BE IT FURTHER RESOLVED, that the Elected Members of the Ingham County Board of Commissioners are subject to weekly testing if not vaccinated.

This was considered a friendly amendment.

Commissioner Peña stated he understood himself as a County Employee. He further stated he received paychecks from the County.

Mr. Love stated there were no applicable actions aside from censorship that could be done if a Commissioner chose to not get the vaccine.

Commissioner Grebner stated the resolution did not require employees to get vaccinations and those who did not wish to be vaccinated were able to get the required testing. He further stated the employees provided services to the public, and the policy was created in order to protect those who were served.

Commissioner Grebner stated the Health Department had many vaccination and testing requirements. He further stated if anyone in his district ran on a platform against vaccination, they would not have much success.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

10. Board of Commissioners
 - a. Resolution Against Voter Suppression Efforts in Ingham County, The State of Michigan, and The United States of America

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Sebolt stated he appreciated the work the Equal Opportunity Committee had done on the resolution. He further stated the resolution required the Clerk to transmit the resolution to over 2,000 individuals.

THE RESOLUTION WAS AMENDED AS FOLLOWS:

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Ingham County Clerk to transmit or cause to be transmitted this Resolution to ~~the President of the United States of America,~~ the United States Senators for the State of Michigan, the United States Representatives ~~for the State of Michigan~~ **representing Ingham County, the Speaker of the Michigan House of Representatives and House Minority Leader, the Majority and Minority Leaders of the Michigan Senate, all the State of Michigan Senators and Representatives representing Ingham County, all officials representing the electors of Ingham County, and all other elected County Commissioners, County Executives, and all county and local Clerks that oversee elections, whether elected or appointed, in the State of Michigan the Michigan Secretary of State, and the Governor and Lieutenant Governor of the State of Michigan.**

This was considered a friendly amendment.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

8. Human Resources
 - f. Collective Bargaining Pursuant to MCL 15.268(c) (*Closed Session*)

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, AT APPROXIMATELY 7:52 P.M., TO ENTER INTO CLOSED SESSION TO DISCUSS COLLECTIVE BARGAINING AS PERMITTED BY MCL 15.268(C).

Commissioner Sebolt withdrew his motion to allow for Public Comment before entering into Closed Session.

Public Comment

Ms. Davis stated she would like for the Committee to investigate the statements made by her during the first opportunity for Public Comment.

8. Human Resources
 - f. Collective Bargaining Pursuant to MCL 15.268(c) (*Closed Session*)

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, AT APPROXIMATELY 7:57 P.M., TO ENTER INTO CLOSED SESSION TO DISCUSS COLLECTIVE BARGAINING AS PERMITTED BY MCL 15.268(C).

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Absent: Commissioner Naeyaert.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO RETURN TO OPEN SESSION AT APPROXIMATELY 8:12 P.M.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

Announcements

Commissioner Peña stated the Refugee Development Center had a fundraiser recently at which a current and former County Commissioner were in attendance. He further stated an influx of Afghan Refugees were expected within the County and requested Commissioners to share information with their constituents regarding resettlement assistance opportunities.

Commissioner Peña stated the Bear Lake Trail had opened in his District this week and invited everyone to jump on their bicycles and ride on the trails.

Public Comment

None.

Adjournment

The meeting was adjourned at 8:14 p.m.

ATTACHMENT A

I'm Nancy Addison and I'm a nurse at Cedar Pediatrics. Our clinic has been open all through the pandemic so I never got to work from home, I have been here everyday working and caring for our patients, I have been in rooms with Covid positive people for over a half hour and did not contract covid. I take offense that if we don't get a covid vaccine we don't care about our patients and we are suddenly a danger to them. There has not been one patient here that has caught covid from any of us, nor have we caught it from them. We wear our masks and any protective wear needed, I keep my immune system strong with vit D and zinc.

I do believe in American rights, that if someone is not comfortable and not feeling safe about taking this experimental vaccine they should not be forced. The thing about taking this vaccine now is that it was geared to strains that are now almost gone, the delta strain is new and not in the vaccine, so people are still getting covid even though they have had the vaccine.

I keep hearing about safety for the patient but what about our safety? I know two people that had serious adverse reactions from taking the vaccine, one was an older woman that threw a blood clot and actually died, the other was a 27 year old who now has to see both a pulmonologist and a cardiologist due to the vaccine. Can you guarantee 100% that if mandated everyone will be totally safe with no adverse effects? This vaccine is not without problems. Has everyone making the decision to mandate something that will effect someone else's life truly educated themselves by listening to the pathologists and doctors on both sides of the vaccine debate? The truth is, we do not know the long term effects, this shot is made differently than any vaccine has ever been made before, this is a technology that has never been used on humans before.

I feel everyone should educate themselves and make the decision that is right for them. I keep reading Covid kills less than 1% of those infected, and many of covid deaths were because they waited too long for treatment or had underlying problems. People die from flu and no one has mandated flu shots, although I have gotten flu shots. I am extremely grateful though that we can choose to be tested weekly, I have no problem with that, most nursing homes do that and they test right there, it's easy. I'm here to stand up for our American freedoms, if this is forced, what's next? Most people waiting to get the vaccine, just want to see if there are any long term effects from these shots, they want to feel safe with no anxiety about taking it, forcing just causes more anxiety. We have been here for our patients all this time through the pandemic, we shouldn't feel our jobs are threatened, we deserve a choice.

ATTACHMENT B

Hello,

Thank you for your follow up. Below is what I had prepared. I tried to read-verbatim but may've strayed slightly particularly in the first 3 point. This should be about 90% consistent with what I actually stated. ~Rod Villarreal

1. I challenge everyone who is listening and opposed to the Covid issue to SPEAK UP NOW.
2. I challenge every labor union to stand strong and say NO. Remember, union dues of EVERY member feed your coiffeurs. Not just those of a like political persuasion. This shall NOT be a contractual matter but one that may be met in a court of law in the future with developing information.
3. Last month, I expressed my views to this committee. I feel the resulting minutes entirely missed my most candid views. It left me questioning if they were intentionally removed, as if deliberately edited to the point of whitewashing. One would ask why? And the answer seems obvious. This is not an acceptable practice.
4. I stated that HIPPA – is not important unless it meets a political agenda.
5. I stated that DEI – is not important unless it meets a political agenda.
6. I stated that placing a scarlet letter upon dedicated and longtime employees is a means of coercion and intimidation.
7. I stated that these tactics would cause division among the ranks – with this division being the goal of peer pressure tactics.
8. I asked why my body my choice only applies – if it meets a political agenda.
9. Covid has a 99.6 survivability rate. This is being used as a bully pulpit to invoke fear for the uninformed.
10. The intent of your proposed resolution is based upon experimental data. Data that has not met extensive long-term testing.
11. Why were these very vaccines unacceptable when proposed under President Trump, but 9 months later we are being led to a “life-or-death” presentation?
12. The decision whether to get vaccinated should be a personal choice and should not affect someone's livelihood. "We should not be mixing the two."
13. Your very resolution clearly states “EXPERIMENTAL”. We all know that the FDA approval is based upon an emergency order NOT upon long term testing and factual conclusive data.
14. There is much unanswered:
 - will this jab cause sterility
 - will this jab cause impotence
 - will this jab cause dementia
 - will this jab cause cancer

Government departments, agencies, boards, commissions and public officers cannot subject any individual to negative employment consequences or retribution because of their COVID-19 vaccine status.

"It is NOT the place of government to mandate something that's such a personal decision."

I am, Rod M. Villarreal

ATTACHMENT C.

Good Evening, my name is Scott Hendrickson and I am a County Employee. You may know me from Clerk Byrum's Office, but I am here tonight not representing Clerk Byrum, but speaking only as a county employee who will be impacted by this policy.

I am vaccinated; I chose to get the vaccine as soon as it became available to me to protect myself, to protect my wife, who has a compromised immune system, to protect my two sons who are too young to get the vaccine for themselves, and to protect those around me.

I have reviewed the policy that you have before you this evening, mandating that employees share their vaccinated status and, if they are unvaccinated, requiring weekly testing. This policy may seem like a good idea, but it lacks adequate incentives to actually improve the County's vaccination rate and will not keep employees much safer than they are today.

The testing program for unvaccinated employees allows for weekly testing that must occur at no cost to the unvaccinated employees, which occurs on county time. Put another way, these unvaccinated employees will be able to work fewer hours at no cost to them so long as they stay unvaccinated.

This is a policy of good intentions, but is truly bad policymaking.

I also take issue, selfishly, with the notion that these incentives are being offered to unvaccinated employees, as it is inequitable toward the employees who made the responsible, safe, and prudent choice to get vaccinated right away, without having been told to. To offer time away from work, you are telling your employees that, god forbid this ever happen again, employees should choose to wait to get the care they need to hold out for incentives.

If we acknowledge the incentives problem, consider whether or not weekly testing truly does keep all employees that much safer. As we know having lived for the last 18 months through this pandemic, there is a lengthy incubation period and those who are infected can be asymptomatic for days. And, if we are not using rapid tests, it may take a further 48-72 hours before results are made available. As such, we may be days behind in being made aware of an exposure.

There is benefit to some manner of testing, to be sure. But we must do better than what this policy requires.

I come before you to ask that this body instruct the Controller's office to come back to you with a more robust policy. My first preference would be a total vaccination mandate for all county staff. Barring that, you should be providing economic disincentives to remaining unvaccinated. I look to companies like Delta, who have imposed a health care surcharge for those who have chosen not to get vaccinated as an example of an innovative strategy to encourage vaccination.

Remember, the majority of your constituents, and county employees, are vaccinated, and stronger policies will allow us to actually reduce risk for all employees and residents. I urge you to instruct the Controller's office to negotiate harder and get a policy that will actually make headway against this disease.

**OCTOBER 5, 2021 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

2. Circuit Court – Resolution to Accept the Raise The Age Grant from the Michigan Department of Health and Human Services

This resolution will authorize accepting a grant award from the Michigan Department of Health and Human Services for the sum of \$143,927, for the time period October 1, 2021 to September 30, 2022, which will be used to reimburse the Juvenile Division for non-eligible Child Care Fund expenses related to Raise the Age Legislation. The grant includes funding for a new Juvenile Court Officer (OPEIU grade 5) to provide case supervision of informal cases assigned to the Intake Division. The allocation is based on anticipated Fiscal Year 2022 Appropriations for Michigan Department of Health and Human Services (MDHHS) and is subject to the availability of funds, MDHHS's anticipated Appropriation Act for FY 2022, MDHHS approval, and State Administrative Board approval.

See memo for details.

3a. Facilities Department – Resolution to Authorize a Contract Renewal with MSDS Online to Manage Material Safety Data Sheets

This resolution authorizes a contract renewal with MSDS (material safety data sheets) Online to manage material safety data sheets. Funding for the \$13,168.51 two-year renewal will be through the Workers Compensation Fund.

See memo for details.

3b. Facilities Department – Resolution to Authorize an Agreement with EC America, Inc., for Project Management Software

This resolution authorizes an agreement with EC America, Inc. for project software for the Facilities Department. Due to the increasing number of projects they are managing, the existing system (Excel spreadsheets) is becoming obsolete. The \$24,738.51 first year funding is available through 2021 Capital Bond proceeds and the \$10,299.69 yearly funding in subsequent years will be budgeted through the Facilities Department.

See memo for details.

3c. Facilities Department – Resolution to Authorize an Agreement with Studio Intrigue Architects, LLC for the Architectural and Engineering Services for the 2021 Capital Bond Project

This resolution authorizes an agreement with Studio Intrigue Architects, LLC for A&E services for the 2021 Capital Bond Project (formerly the Mason Click Tower Renovation Project) which includes renovations to the Mason clock tower, installation of a backup generator, additional parking space and entrance door security upgrades at the Mason Courthouse; Hilliard Building and Mason Courthouse tunnel remediation and improvements; Annex Building assessment and demolition; Veterans Memorial Courthouse/Grady Porter Building fire alarm panel replacements.

Funding is available through the 2021 Capital Bond proceeds.

See memo for details.

3d. Facilities Department – Resolution to Authorize an Agreement with Clean Harbors, Inc., for the Zimmerman Road Easement Access for the Ingham County Justice Complex

This resolution will authorize entering into an agreement with Clean Harbors, Inc. for the Zimmerman Road easement. The Ingham County Justice Complex currently under construction has the need for access to the privately-owned Zimmerman Road on the west side of the property. This access would grant means of ingress and egress to and from the Ingham County Justice Complex for use only by the Ingham County Sheriff's Office employees. There is no substantial financial impact with this agreement other than maintenance of the road which will be performed by Ingham County.

See memo for details.

4a. Human Resources – Resolution to Approve a Letter of Understanding between the County of Ingham & the Technical, Professionals & Officeworkers Association of Michigan (TPOAM)

This resolution approves a Letter of Understanding with the Technical, Professional and Officeworkers of Michigan (TPOAM) to adjust wage scale Step 1 which were agreed upon as part of the 2019 negotiations but was not added to the collective bargaining agreement.

See memo for details.

4b. Human Resources – Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Supervisory Officers (Command) Unit

This resolution approves the 2022-2024 collective bargaining agreement with CCLP Supervisory Officers.

See memo for details.

4c. Human Resources – Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Law Enforcement (Act 312) Unit

This resolution approves the 2022-2024 collective bargaining agreement with CCLP Law Enforcement.

See memo for details.

5. Controller's Office – Resolution to Amend the Reorganization Procedure Policy

This resolution approves changes to the Reorganization Procedure policy per the Policy Review Committee suggestions.

See memo for details.

6. Board of Commissioners – Resolution to Amend Resolution #21-398 to Create the Ingham County Housing Trust Fund Committee

This amendment adds terms to the Housing Trust Fund Committee.

Agenda Item 2

TO: Law and Courts, County Services and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: September 21, 2021
SUBJECT: MDHHS Raise the Age Grant Award
For the meeting agendas of Law and Courts Committee September 30, County Services October 5 and Finance Committee October 6, 2021

BACKGROUND

In October of 2019, legislation was passed raising the age of juvenile court jurisdiction in Michigan from 17 to 18 years of age. The package of bills, commonly referred to as “Raise the Age” also extended funding availability to juvenile justice youth who come under the jurisdiction of the court at age 17 through two public acts.

Public Act 114 of 2019 extended the already existing Child Care Fund (CCF) Reimbursement Program to include reimbursement of juvenile justice services and/or placement when a court exercises jurisdiction over a juvenile who is 17 years of age, but under the age of 18 at the time of the offense. These expenditures align with the types of costs normally eligible for CCF reimbursement.

Public Act 97 of 2019 established a Raise the Age Fund within the Department of Treasury, to be administered by MDHHS via the State of Michigan’s Electronic Grants Administration and Management System (E-GrAMS). These are expenses associated with exercising jurisdiction over juvenile justice youth who come under the court’s jurisdiction at age 17 that would not be reimbursable through the already-existing Child Care Fund Reimbursement Program (for example attorney fees, interpreter fees, transcript fees). The grant will be offered for 3 consecutive years.

All CCF eligible costs associated with Raise the Age were included in the Juvenile Division’s 2022 County Budget proposal and Fiscal Year 2022 CCF Annual Plan and Budget. Pursuant to Public Act 97 of 2019, the Juvenile Division applied for a grant seeking reimbursement for non-CCF related expenses. The grant request includes the increase to variable General Fund expenses such as attorney fees, interpreter fees, transcript fees, transportation costs and other indirect administrative costs. However, the largest portion of the grant request is the addition of a Juvenile Court Officer to the Intake Division.

The Juvenile Division is anticipating a 13% increase in juvenile petitions as a result of Raise the Age. Whereas formal caseloads will likely be able to absorb this increase without additional staff, the Intake Division will struggle to process more petitions than what they currently have. Intake Referees are responsible for processing initial petitions, holding preliminary hearings and inquiries, conducting initial YLS Risk Assessments and supervising informal cases. By adding a Juvenile Court Officer to the Intake Division, the Intake Referees will be able to hold the preliminary hearings and inquiries, while the Juvenile Court Officer will work with youth and families in an informal capacity. The Juvenile Court Officer supervising the informal cases will make contact with victims, arrange restitution, monitor school progress, refer to therapy, advise parents, and attend various meetings.

ALTERNATIVES

Not accepting the grant would result in a loss of funds.

FINANCIAL IMPACT

Accepting the grant will cost the County no additional funds. The grant will generate \$143,927 in restricted funds.

STRATEGIC PLANNING IMPACT

Provide appropriate evidence-based treatment and sanctions for at-risk youth and juveniles. Provide fair and efficient judicial processing.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Accept the MDHHS Raise the Age grant.

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE RAISE THE AGE GRANT FROM THE
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

WHEREAS, on July 21, 2021, the Michigan Department of Health and Human Services informed the 30th Judicial Circuit Court Juvenile Division that they were awarded an allocation of \$143,927 through the Raise the Age Grant for Fiscal Year 2022; and

WHEREAS, the allocation is based on anticipated Fiscal Year 2022 Appropriations for Michigan Department of Health and Human Services (MDHHS) and is subject to the availability of funds, MDHHS's anticipated Appropriation Act for FY 2022, MDHHS approval, and State Administrative Board approval; and

WHEREAS, funds from the grant will be used to reimburse the Juvenile Division for non-eligible Child Care Fund expenses related to Raise the Age; and

WHEREAS, the grant includes funding for a Juvenile Court Officer to provide case supervision of informal cases assigned to the Intake Division; and

WHEREAS, the Juvenile Court Officer position has been determined by Ingham County's Human Resources to be a Full-Time position, with benefits, at an OPEIU P5 pay grade, with a long-term cost \$120,030, and will be funded for the duration of the of the grant ending September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Department of Health and Human Services for the sum of \$143,927 for the time period of October 1, 2021 to September 30, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 Circuit Court Juvenile Division budget and Position Allocation List.

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

Agenda Item 3a

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 21, 2021

RE: Resolution to Authorize a Contract Renewal with MSDS Online to Manage Material Data Sheets

For the meeting agendas of: October 5 & 6

BACKGROUND

Ingham County employees have both a need and a right to know about chemical hazards to which they are exposed in the workplace. The complexity of administering numerous MSDS (material safety data sheets) across multiple departments exposes the County to the risk of being out of compliance with MIOSHA regulations.

Our current agreement expired on September 14, 2021. The Facilities Department is requesting to utilize the two-year renewal for the management of the MSDS per our current agreement.

ALTERNATIVES

The alternative would be to put out a formal RFP, which will delay accessibility to the data sheets.

FINANCIAL IMPACT

Funds are available within the Workers Compensation Fund line item #677-95310-967000.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a contract renewal for two years with MSDS Online for the material safety data sheets.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTACT RENEWAL WITH MSDS ONLINE TO
MANAGE MATERIAL SAFETY DATA SHEETS**

WHEREAS, Ingham County employees have both a need and a right to know about chemical hazards to which they are exposed in the workplace; and

WHEREAS, to be in compliance with MIOSHA regulations; and

WHEREAS, the current agreement expired on September 14, 2021; and

WHEREAS, the Facilities Department is requesting to utilize the two-year renewal option per our current agreement; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with MSDS Online who submitted a proposal of \$13,168.51 to manage the material safety data sheets for a two-year period; and

WHEREAS, funds are available in the Workers Compensation Fund line item #677-95310-967000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a two-year renewal with MSDS Online, 222 Merchandise Mart Plaza, Suite 1750, Chicago, Illinois 60654, to manage the material safety data sheets for an amount of \$13,168.51.

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

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 21, 2021

RE: Resolution to Authorize an Agreement with EC America, Inc. for Project Management Software

For the meeting agendas of: October 5 & 6

BACKGROUND

This project management software will allow us to be able to streamline and consolidate workflow processes, and to be more efficient and effective in how we handle projects. It will reduce the amount of paper used for our files, as we will be able to electronically transfer and store documents. The automatic processes will help with keeping timeliness on action items.

The Facilities Department would like to enter into an agreement with EC America, Inc. for the project management software. EC America, Inc. is on the GSA contract, therefore three quotes are not required per the Ingham county Purchasing Policy, however the Facilities Department did research and have meetings with other companies and EC America, Inc. is the lowest and best suited for our needs. The first year will be \$24,738.51, which includes the setup of the workflows and design to meet our needs and each subsequent year thereafter is priced at \$10,299.69.

ALTERNATIVES

The alternative would be to continue managing projects as we currently are.

FINANCIAL IMPACT

Funds will be available through bond proceeds for the first year and budgeted for each year thereafter.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with EC America, Inc., for project management software.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EC AMERICA, INC.,
FOR PROJECT MANAGEMENT SOFTWARE**

WHEREAS, this project management software will allow the Facilities Department to streamline and consolidate workflow processes, and to be more efficient and effective in how projects are managed; and

WHEREAS, it will reduce the amount of paper used for files, through the ability to electronically transfer and store documents and the automatic processes will help with keeping timeliness on action items; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the GSA Contract do not require three quotes; and

WHEREAS, EC America, Inc., is on the GSA Contract; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with EC America, Inc., for project management software for a first-year amount of \$24,738.51 and \$10,299.69 for each subsequent year thereafter; and

WHEREAS, funds will be available through bond proceeds for the first year and budgeted for each year thereafter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with EC America, Inc., 8444 Westpark Drive, Suite 200, McLean, Virginia 22102, for the project management software, for a first-year cost of \$24,738.51 and each subsequent year thereafter for a cost of \$10,299.69.

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

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 21, 2021

RE: Resolution to Authorize an Agreement with Studio Intrigue for Architectural and Engineering Services for the 2021 Capital Bond Project

For the meeting agendas of: October 5 & 6

BACKGROUND

The 2021 Capital Bond Project (formerly the Mason Clock Tower Renovation Project) includes the following scope of work; renovations to the Mason clock tower, installation of a backup generator, additional parking space and entrance door security upgrades at the Mason Courthouse; Hilliard Building and Mason Courthouse tunnel remediation and improvements; Annex Building assessment and demolition; Veterans Memorial Courthouse/Grady Porter Building fire alarm panel replacements.

Studio Intrigue, a local vendor, submitted the lowest responsive and responsible proposal of \$218,360 for architectural and engineering services.

ALTERNATIVES

The alternative would be to not go forward with the project, break it down into smaller projects potentially costing more.

FINANCIAL IMPACT

Funds for this project will be available through bond proceeds.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Studio Intrigue for architectural and engineering services for the 2021 Capital Bond Project.

TO: Rick Terrill, Facilities Director
FROM: James Hudgins, Director of Purchasing
DATE: August 31, 2021
RE: Memorandum of Performance for RFP No. 6-21 Architectural and Engineering Services
CC: Brian Fisher, Project Manager

Per your request, the Purchasing Department sought written proposals from experienced and qualified firms for the purpose of entering into a contract to provide professional architectural and engineering services for the following projects:

1. Ingham County Courthouse clock tower restoration, installation of a backup generator, entrance door security upgrades and additional parking lot spot;
2. Hilliard Building and Ingham County Courthouse tunnel remediation and improvements;
3. Ingham County Annex environmental assessment and demolition; and,
4. Veterans Memorial Courthouse/Grady Porter Building fire alarm panel replacements.

The scope of work includes, but is not limited to, evaluating the current conditions of and making recommendations that meet all state, local and federal guidelines and standards for each project; designing and engineering all construction documents, plans and specifications; preparing project manuals; providing construction services; attending various meetings; performing site visits; reviewing and approving all change orders and payment applications; and, ensuring construction punch list items are completed.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	122	37
Vendors attending pre-bid/proposal meeting	14	7
Vendors responding	4	2

A summary of the vendors' costs is located on the next page.

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process. If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Preliminary Design Services - Phase I	Construction Services - Phase II	PHASE I & II	ALTERNATE #1 Preliminary Design Services - Phase I	ALTERNATE #1 Construction Services - Phase II	ALTERNATE #1 Phase I & II	ALTERNATE #2 Preliminary Design Services - Phase I	ALTERNATE #2 Construction Services - Phase II	ALTERNATE #2 Phase I & II
		NTE Cost	NTE Cost	GRAND TOTAL	NTE Cost	NTE Cost	GRAND TOTAL	NTE Cost	NTE Cost	GRAND TOTAL
C2AE	Yes, Lansing	\$58,400.00	\$416,600.00	\$475,000.00	\$10,000.00	\$24,000.00	\$34,000.00	\$0.00	\$0.00	\$0.00
Studio Intrigue Architects	Yes, Lansing	\$156,540.00	\$49,740.00	\$206,280.00	\$7,000.00	\$4,000.00	\$11,000.00	\$1,080.00	\$0.00	\$1,080.00
WGI Inc.	No, Downers Grove, IL	\$129,000.00	\$62,500.00	\$191,500.00	\$17,150.00	\$3,950.00	\$21,100.00	\$11,250.00	\$4,150.00	\$15,400.00
Straub Pettitt Yaste Architects	No, Clawson MI	64,260.00	\$47,100.00	\$111,360.00	\$7,100.00	\$4,000.00	\$11,100.00	\$3,700.00	\$2,800.00	\$6,500.00

Alternate #1

Providing A/E services as outlined herein for a new humidification and dehumidification system and replacing the current fire sprinkler suppression system with a dry chemical fire suppression system in the file storage room located within the Hilliard Building

Alternate #2

Providing A/E services as outlined herein for demolishing and environmentally disposing of the Road Department's Block Building, located at 301 Bush Street, Mason, MI 48854. The County intends to turn the area into green space.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH STUDIO INTRIGUE ARCHITECTS, LLC FOR THE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE 2021 CAPITAL BOND PROJECT

WHEREAS, the 2021 Capital Bond Project (formerly the Mason Clock Tower Project) will include the following scope of work; renovations to the Mason clock tower, installation of a backup generator, additional parking space and entrance door security upgrades at the Mason Courthouse; Hilliard Building and Mason Courthouse tunnel remediation and improvements; Annex Building assessment and demolition; Veterans Memorial Courthouse/Grady Porter Building fire alarm panel replacements; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Studio Intrigue Architects, LLC, a local vendor, who submitted the lowest responsive and responsible proposal of \$218,360 for architectural and engineering services for the Mason Clock Tower Renovation Project; and

WHEREAS, funds for this project will be available through 2021 Capital Bond proceeds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Studio Intrigue, 1114 S. Washington Ave, Suite 100, Lansing, Michigan 48910, for the architectural and engineering services for the Mason Clock Tower Renovation Project for an amount of \$218,360.00.

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

Agenda Item 3d

TO: Board of Commissioners, Law & Courts, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 21, 2021

RE: Resolution to Authorize an Agreement with Clean Harbors, Inc., for the Zimmerman Road Easement Access for the Ingham County Justice Complex

For the meeting agendas of: September 30, October 5 & 6

BACKGROUND

The Justice Complex located at 630 N. Cedar Street, has the need for access to the privately-owned Zimmerman Road, which runs north and south from Curtis Street, on the west side of the property. Access to this road will provide means of ingress and egress to and from the Justice Complex for use only by Ingham County Sheriff's Department employees; it will not be used by the public. Ingham County will service and maintain the portion of the road granted in the easement.

ALTERNATIVES

The alternative would be to not go forward with the easement agreement.

FINANCIAL IMPACT

There is no substantial financial impact with this agreement other than maintenance of the road.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Clean Harbors, Inc., for the Zimmerman Road easement access for the Justice Complex.

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CLEAN HARBORS, INC., FOR THE ZIMMERMAN ROAD EASEMENT ACCESS FOR THE INGHAM COUNTY JUSTICE COMPLEX

WHEREAS, the Ingham County Justice Complex has the need to for access to the privately-owned Zimmerman Road on the west side of the property; and

WHEREAS, access to Zimmerman Road would grant means of ingress and egress to and from the Ingham County Justice Complex for use only by the Ingham County Sheriff's Office employees; and

WHEREAS, Ingham County will service and maintain the portion of the road granted in the easement; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Clean Harbors, Inc., for the Zimmerman Road easement access; and

WHEREAS, there is no substantial financial impact with this agreement other than maintenance of the road.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Clean Harbors, Inc., 42 Longwater Drive P.O. Box 9149, Norwell, MA 02061-9149, for the Zimmerman Road easement.

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: September 28, 2021
SUBJECT: Approval of a Letter of Understanding between the County of Ingham and the Technical, Professionals & Officeworkers Association of Michigan (TPOAM)
For the meeting agendas of October 5 and October 6

BACKGROUND

Ingham County (the "Employer") and the Technical, Professionals and Officeworkers Association of Michigan (TPOAM) have agreed to a collective bargaining agreement from January 1, 2021, through December 31, 2021 (CBA). Appendix A, Section 2 of the CBA eliminates a one-year step for employees hired after September 19, 2011. The parties have agreed to reinstate the one-year step for eligible employees effective January 1, 2020 by requesting approval of a letter of understanding. To effectuate the reinstatement of the one-year step for eligible employees, Ingham County is agreeable to providing a lump-sum payment equal to the one-year step that employees would have received if the employee became eligible for such step after January 1, 2020. This agreement has no impact for employees whose years of service exceed the one-year step after such re-implementation.

ALTERNATIVES

The Board of Commissioners could decline to approve the requested letter of understanding. In that event, impacted employees would continue to be without the benefit of a one-year increase.

FINANCIAL IMPACT

The financial impact to Ingham County will be up to and not exceed \$20,000.

STRATEGIC PLAN CONSIDERATIONS

Reinstatement of the one-year step increase would enhance the ability of Ingham County to attract and retain employees in this bargaining unit who value public service.

OTHER CONSIDERATIONS

One-year step increases are common across other collective bargaining agreements in Ingham County for employees.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Approval of a Letter of Understanding between the County of Ingham and the Technical, Professionals & Officeworkers Association of Michigan (TPOAM).

Introduced by the County Services & Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING BETWEEN THE COUNTY OF INGHAM & THE TECHNICAL, PROFESSIONALS & OFFICEWORKERS ASSOCIATION OF MICHIGAN (TPOAM)

WHEREAS, the County of Ingham, a municipal body corporate of the State of Michigan (the "Employer") and the Technical, Professionals and Officeworkers Association of Michigan (TPOAM) have agreed to a collective bargaining agreement from January 1, 2021, through December 31, 2021 (CBA); and

WHEREAS, the collective bargaining agreement in Appendix A, Section 2 eliminates a one-year step for employees hired after September 19, 2011; and

WHEREAS, the parties have agreed to reinstate the one-year step for eligible employees effective January 1, 2020; and

WHEREAS, the Employer is agreeable to providing a lump-sum payment equal to the one-year step that employees would have received if the employee became eligible for such step after January 1, 2020; and

WHEREAS, the parties agree that this agreement has no impact for employees whose years of service exceed the one-year step after such was re-implemented on January 1, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the modification of Appendix A, Section 2 of the CBA to add the one-year step in the wage schedule back in for all employees effective January 1, 2020.

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, HR Director
DATE: September 28, 2021
SUBJECT: Resolution to Approve 2022-2024 Collective Bargaining Agreement with CCLP Command
 For the meetings of October 5, 6

BACKGROUND

2022 negotiations with the Sheriff’s Office CCLP Command have concluded with a three-year, 3%, 2%, 2% wage increase and recommended scale adjustments (below) to be implemented October 9, 2021.

COMMAND			
Sergeant			
Step 1	\$ 75,162.94	\$ 77,417.83	\$ 2,254.89
Step 2	\$ 75,783.52	\$ 78,057.03	\$ 2,273.51
Step 3	\$ 76,397.22	\$ 78,689.14	\$ 2,291.92
Step 4	\$ 77,022.45	\$ 79,333.12	\$ 2,310.67
Step 5	\$ 77,636.38	\$ 79,965.47	\$ 2,329.09
Lieutenant			
Step 1	\$ 79,184.51	\$ 81,560.05	\$ 2,375.54
Step 2	\$ 79,806.18	\$ 82,200.37	\$ 2,394.19
Step 3	\$ 80,425.63	\$ 82,838.40	\$ 2,412.77
Step 4	\$ 81,041.81	\$ 83,473.06	\$ 2,431.25
Step 5	\$ 81,660.14	\$ 84,109.94	\$ 2,449.80
Captain			
Step 1	\$ 84,564.54	\$ 87,101.48	\$ 2,536.94
Step 2	\$ 85,189.07	\$ 87,744.74	\$ 2,555.67
Step 3	\$ 85,813.62	\$ 88,388.03	\$ 2,574.41
Step 4	\$ 86,442.62	\$ 89,035.90	\$ 2,593.28
Step 5	\$ 87,066.03	\$ 89,678.01	\$ 2,611.98

ALTERNATIVES

It is doubtful that we will come to terms with the Sheriff’s Office CCLP units without a wage scale adjustment which could result in 312 binding arbitration for the Law Enforcement/Command units.

FINANCIAL IMPACT

The 2021 budgetary impact is \$14,883 and the 2022 impact is \$140,030 over 2022 Finance Committee approved budget (see below). The 2021 impact can be absorbed through contingency, which has a balance of \$227,614. The 2022 funding can be addressed through a number of avenues; use of contingency (\$350,000), Sheriff’s Office salary lapse (historically have two deputy positions vacant at any one time), controllable expenses which typically come in under budget by a few hundred thousand dollars and a \$300,000 over budget expense in Veterans Memorial Courthouse rent in the Circuit Court budget due to the payoff of the VMC/GPB debt.

Long Term costs will be addressed through the yearly budget process.

Command	\$34,883	\$148,030	\$150,765
Wages	\$14,346	\$62,800	\$62,003
Fringes	\$20,537	\$85,230	\$88,762

RECOMMENDATION

Respectfully request approval of resolution.

Introduced by the County Services & Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2022 - 2024 COLLECTIVE BARGAINING AGREEMENT
WITH THE CCLP SUPERVISORY OFFICERS (COMMAND) UNIT**

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and Ingham County Sheriff and the CCLP Supervisory Officers (Command) Unit for the period January 1, 2022 through December 31, 2024; and

WHEREAS, the agreement includes: a term of three years (January 1, 2022 – December 31, 2024), a wage scale adjustment effective with the pay period beginning October 9, 2021, a 3% increase effective January 1, 2022, a 2% increase effective January 1, 2023; a 2% increase effective January 1, 2024; an increase in the compensatory time back cap to 96 hours with payment into an employee's 457b account permitted with payout consistent between the Sheriff's Office CCLP units (Law Enforcement, Supervisors and Corrections); providing reimbursement for resoling of duty boots; increasing the clothing allowance to \$800 annually; the addition of the Juneteenth holiday; and an increase in the vacation bank cap to 360 hours with payout deadline of December 15th; and

WHEREAS, the agreement also includes housekeeping amendments as well as language amendment to the language of the following provisions of the CBA: Article 5, Discipline; Article 7, Grievance Procedure for the Internal Operations of the Sheriff's Office; Article 10, Promotional Procedure; Article 45, Drug & Alcohol Testing Protocol; and Article 31, Personal Leave.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2021 collective bargaining agreement between Ingham County and Ingham County Sheriff and the CCLP Supervisory Officers (Command) Unit.

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, HR Director
DATE: September 28, 2021
SUBJECT: Resolution to Approve 2022-2024 Collective Bargaining Agreement with CCLP Law Enforcement

BACKGROUND

2022 negotiations with the Sheriff’s Office CCLP Law Enforcement have concluded with a three-year, 3%, 2%, 2% wage increase and recommended scale adjustments (below) to be implemented October 9, 2021.

LAW ENFORCEMENT			
Deputies	Current	10/10/2021	Difference
Step 1 - Start	\$ 40,013.60	\$ 50,936.81	\$ 10,923.21
Step 2 - 1 Year	\$ 50,936.81	\$ 54,134.09	\$ 3,197.28
Step 3 - 2 Years	\$ 54,134.09	\$ 57,794.34	\$ 3,660.25
Step 4 - 3 Years	\$ 57,794.34	\$ 62,988.71	\$ 5,194.37
Step 5 - 4 Years	\$ 62,988.71	\$ 64,878.37	\$ 1,889.66

ALTERNATIVES

It is doubtful that we will come to terms with the Sheriff’s Office CCLP units without a wage scale adjustment which could result in 312 binding arbitration for the Law Enforcement/Command units.

FINANCIAL IMPACT

The 2021 budgetary impact is \$55,931 and the 2022 impact is \$229,737 over 2022 Finance Committee approved budget (see below). The 2021 impact can be absorbed through contingency, which has a balance of \$227,614. The 2022 funding can be addressed through a number of avenues; use of contingency (\$350,000), Sheriff’s Office salary lapse (historically have two deputy positions vacant at any one time), controllable expenses which typically come in under budget by a few hundred thousand dollars and a \$300,000 over budget expense in Veterans Memorial Courthouse rent in the Circuit Court budget due to the payoff of the VMC/GPB debt.

Long Term costs will be addressed through the yearly budget process.

	2021	2022	Long Term
Law Enforcement	\$55,931	\$229,737	\$146,197
Wages	\$40,014	\$164,113	\$104,436
Fringes	\$15,917	\$65,624	\$41,761

RECOMMENDATION

Respectfully request approval of resolution.

Introduced by the County Services & Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2022 - 2024 COLLECTIVE BARGAINING AGREEMENT
WITH THE CCLP LAW ENFORCEMENT (ACT 312) UNIT**

WHEREAS, A collective bargaining agreement (CBA) has been reached between representatives of Ingham County and Ingham County Sheriff and the CCLP Law Enforcement (Act 312) Unit for the period January 1, 2022 through December 31, 2024; and

WHEREAS, the agreement includes: a term of three years (January 1, 2022 – December 31, 2024), a wage scale adjustment effective with the pay period beginning October 9, 2021, a 3% increase effective January 1, 2022, a 2% increase effective January 1, 2023; a 2% increase effective January 1, 2024; an increase in the compensatory time back cap to 96 hours with payment into an employee's 457b account permitted with payout consistent between the Sheriff's Office CCLP units (Law Enforcement, Supervisors and Corrections); providing reimbursement for resoling of duty boots; increasing the Detective clothing allowance to \$800 annually; the addition of the Juneteenth holiday; and an increase in the vacation bank cap to 360 hours with payout deadline of December 15th; and

WHEREAS, the agreement also includes housekeeping amendments as well as language amendment to the language of the following provisions of the CBA: Article 9, Discipline; Article 10, Internal Affairs Files; Article 18, Drug & Alcohol Testing Protocol; Article 3, Sick Leave; Article 32, Personal Leave; and Article 39, Restricted Duty.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2021 collective bargaining agreement between Ingham County and Ingham County Sheriff and the CCLP Law Enforcement (Act 312) Deputies Unit.

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

TO: Board of Commissioners County Services Committee

FROM: Gregg Todd, Controller

DATE: September 23, 2021

SUBJECT: RESOLUTION TO AMEND THE REORGANIZATION PROCEDURE POLICY
For the meeting agenda of October 5, 2021

BACKGROUND

The Controller's Office has established a Policy Review Committee consisting of representatives from the Clerk's Office, Treasurer's Office, Sheriff's Office, Circuit Court, Health Department and Human Resources to review current policies and recommend changes. The Policy Review Committee recently reviewed the Reorganization Procedure Policy and suggests the following substantive changes:

- Rename the policy the "Job Description Amendment, Reclassification, New Positions and Reorganization Policy" to better reflect the purpose of the policy;
- Clarify Job Description Amendment and when it is applicable – vacant position;
- Clarify Reclassification and when it is applicable – incumbent position;
- Added County Services Committee as a required Discussion Packet committee for all Reorganization requests.

ALTERNATIVES

Leave the policy as it is.

FINANCIAL IMPACT

None.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend that County Services approve the resolution.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE REORGANIZATION PROCEDURE POLICY

WHEREAS, the structure of County government has a profound effect on the delivery and funding of services; and

WHEREAS, the Reorganization Procedure Policy is intended to provide the Board of Commissioners with careful analysis of workforce demands, financial resources and the needs of County residents; and

WHEREAS, implementation nuances encountered since adoption of the Reorganization Procedure Policy in 2014 led to conversations about clarity and intent.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves amendments to the Reorganization Procedure Policy as follows, effective upon ratification of this resolution.

- 1) Rename the policy the “Job Description, Reclassification, New Positions and Reorganization Policy” to better reflect the true nature of the policy.
- 2) Clarify the applicability and procedures for job description amendments, reclassification requests, new positions and reorganizations.
- 3) Add a provision requiring all reorganization discussions take place at the appropriate liaison committee and the County Services Committee.

BE IT FURTHER RESOLVED, that this policy shall be applicable to all departments of Ingham County.

General Administrative,
Management and Operations
Policy No. 220

Reorganization Procedure Job Description Amendment, Reclassification, New Positions, and Reorganization Policy

Approved: November 12, 2014
Resolution No. 14-462

A. Purpose and Applicability

Because the structure of the County has a profound effect on the delivery and funding of services, the Board of Commissioners adopts the following policy with respect to **reorganization job description amendments, position reclassifications, new positions, and departmental reorganizations**. The provisions of this policy are intended to provide the Board of Commissioners with careful analysis based on workforce demands, financial resources and the needs of County residents.

Reorganization is the restructuring of departmental operations. The most common reasons to reorganize are job vacancies, the addition or loss of grant funds, the addition or termination of a program or service, the merger of two workgroups or a significant change in technology. This policy is not to be used to eliminate specific personnel or substitute for disciplinary policies.

~~While department reorganization may result in the classification/creation or changes to an existing position(s); this process is not used as a request for individual reclassification. Individual reclassification requests occur when an employee's current position's established classification is changed due to significant and permanent changes in the assigned responsibilities as the result of long term adjustments to work assignments.~~

~~Since reorganizations impact classifications and employees, Department Heads are required to work in conjunction with Human Resources to ensure personnel issues are implemented according to the parameters of labor contracts. Department Heads will act as the principal advocate for the reorganization throughout subsequent discussions and review. Department Heads must consider the concerns of employees, unions, other departments, vendors, citizens and any related stakeholders while developing reorganization proposals.~~

History: 2014, Resolution 14-462, Effective November 13, 2014; -- Amended 2015, Resolution 15-52, Effective February 25, 2015

B. Definitions

Terms and phrases used throughout this policy are defined as follows.

1. Job Description Amendment means a change in the essential functions, education or experience requirements of a position. **Job Description Amendments are implemented upon position vacancies.**
2. Reclassification refers to a modification in duties of a single position that results in a classification or compensation change. **Reclassifications are applied to fill positions.**
3. Reorganization means a change in status of two or more positions, creating new positions, changing the duties and responsibilities of multiple positions or eliminating positions.

History: 2014, Resolution 14-462, Effective November 13, 2014; -- Amended 2018, Resolution 18-368, Effective September 26, 2018

C. Procedure

1a. Job Description Amendment – when a position is vacant

Department Heads shall work in conjunction with the Human Resources Department to modify a job description. The Human Resources Department will determine if proposed changes warrant reclassification of the position (pay grade change). ~~If proposed amendments do result in changes to the position pay grade, then the department head must follow procedures set forth for reclassification requests, below.~~

Once complete, the proposed job description shall be forwarded to the appropriate labor union representative for review. The ~~Union~~ will have six business days to review and offer comments on the proposed job description. If the ~~Union~~ is in agreement with the suggested changes, then the Human Resources Department will notify the Department Head. If not, then a meeting will be scheduled between the ~~Union~~, Department Head and Human Resources Department to discuss the proposed job description. After the meeting the Department Head may move forward with the proposal.

~~If proposed amendments do not result in changes to the position pay grade, then the Department Head may post the position.~~ **If an amendment results in a change to the level of responsibility, place in the organization, pay grade, or title change, it must be approved by the Board of Commissioners through the normal committee process. Where the position in question has both vacancies and incumbents, it may result in reclassification for positions filled with incumbents.**

History: 2018, Resolution 18-368, Effective September 26, 2018; **2021 August 26**

1b. Reclassification – incumbent position

Reclassification proposals are considered as part of the collective bargaining process when Union officials call for reclassification requests from their respective members. Non- bargaining unit employees may request reclassification once each year upon expiration of the Managerial and Confidential Employee Personnel Manual.

Employees who seek position reclassification shall request the necessary application forms from either their Union or the Human Resources Department. Completed reclassification forms shall be submitted to the designated Union officials or the Human Resources Department by the closing deadline. The Human Resources Department shall schedule a meeting with the employee applicant, department supervisor, Department Head and appropriate union representative to review each reclassification request. Upon evaluation of each reclassification request, the Human Resources Department and union representatives

shall meet to discuss their findings. If agreement is reached on the outcome of a requested reclassification, the Human Resources Director shall draft a resolution for consideration by **County Services and Finance Liaison Committees** and the Board of Commissioners once the appropriate collective bargaining agreement has been settled. If no agreement is reached, then the reclassification request shall be referred to the negotiation table for discussion as part of the collective bargaining process.

The Human Resources Department shall notify employees about reclassification determinations upon approval or denial by the Board of Commissioners.

History: 2018, Resolution 18-368, Effective September 26, 2018

2. 3. New Positions

Department Heads may propose new positions through the annual budget process or by way of a budget amendment. Budget amendments are processed through standing liaison committees and the Finance Committee. Department Heads shall propose a funding source for each new position proposed. No department may create a position, grant funded or otherwise, unless the Board of Commissioners has approved the position and appropriated the necessary funds.

History: 2018, Resolution 18-368, Effective September 26, 2018

3. 4. Reorganization

Department Heads must follow the procedure as detailed in the Reorganization Procedure Form provided as an addendum to this policy. On this form, the order of tasks is definite but the corresponding timeline may fluctuate depending on various conditions: the number of positions involved in the reorganization, a change in the Board of Commissioners meeting schedule, a time-sensitive funding request, etc.

The Reorganization Procedure Form is necessary whenever a Department Head proposes a new position(s), a new classification(s) or a change to existing positions and classifications as a result of department reorganization. Examples of such changes include but are not limited to changes in job title, job duties, salary grade, union affiliation or status. The Human Resources Department will review the job description of all positions impacted by a proposed reorganization and recommend changes as necessary. Should any such change be necessary outside the definition of reorganization, the Department Head must still work cooperatively with Human Resources and the Union(s) to assure compliance with labor contracts.

History: 2014, Resolution 14-462, Effective November 13, 2014; -- Amended 2015, Resolution 15-52, Effective February 25, 2015; -- Amended 2018, Resolution 18-368, Effective September 26, 2018

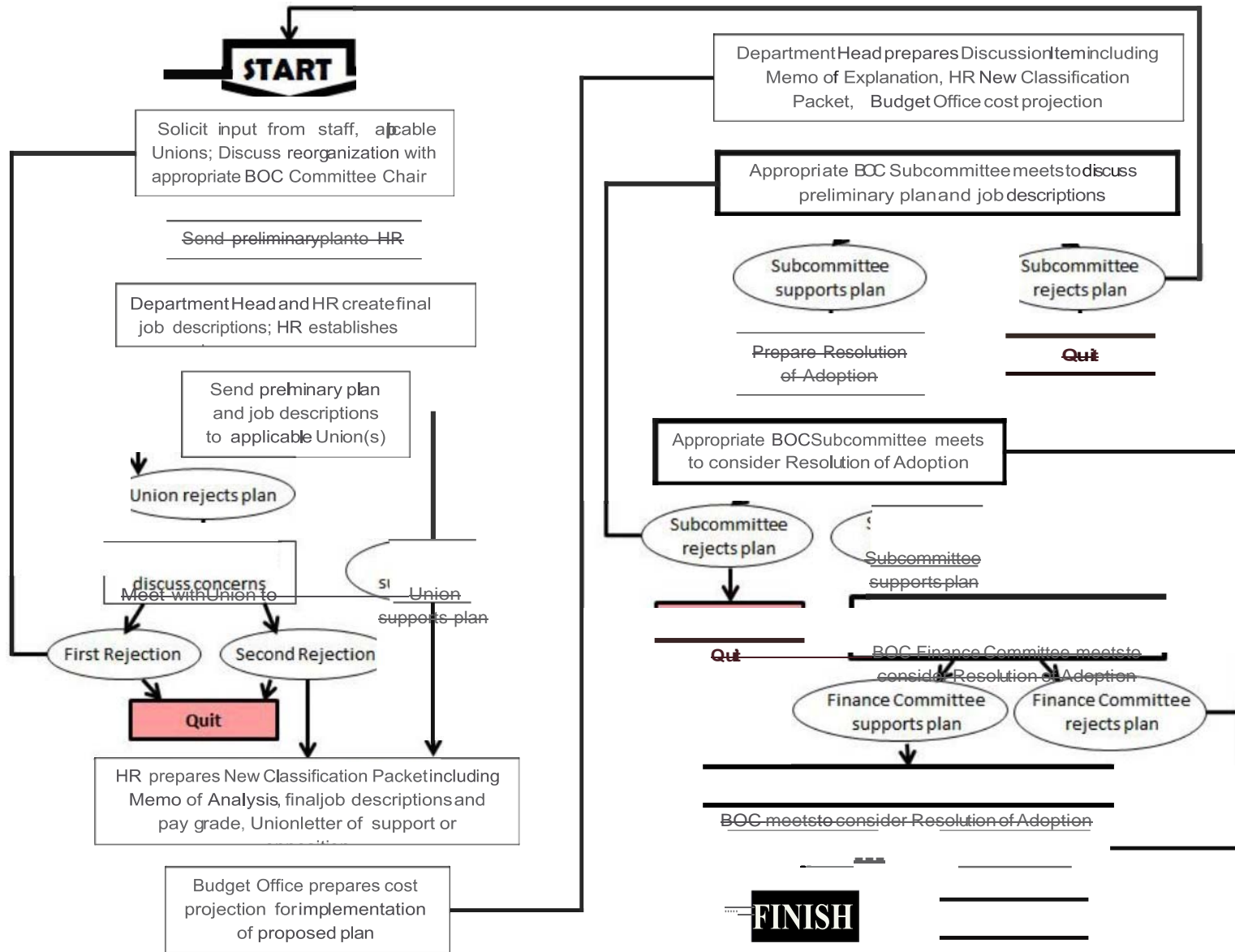
Reorganization Procedure

Step	Task Description	Completed no later than
1	Department Head solicits input from staff, Union and discusses reorganization with the corresponding BOC Liaison Committee Chair. Department head sends HR a preliminary plan including a list of tasks for each position and an updated organizational chart.	Start Date
2	HR creates draft job descriptions for Department Head to review.	7 business days to create JD
3	Department Head and HR work together to create final job descriptions. HR evaluates the final job descriptions for union placement and salary grade.	7 business days to evaluate
4	HR sends notification to the appropriate Union representatives. A. If the Union supports the classification, the process moves to step 5. B. If the Union opposes the classification; the Department Head and HR schedule a meeting with the Union to discuss the concerns. Based on the meeting, the Department Head can proceed without Union support OR return to Step 1 to alter the classification.	6 business days for Union Response. An extension of up to an additional six (6) business days will be provided upon written request.
5	HR sends a New Classification Packet to the Department Head. The packet includes: A. HR's Memo of Analysis B. Final job descriptions with Union designation and salary C. Union response of support or opposition	7 business days to send packet
6	Department Head secures a Personnel Cost Projection from the Budget Office.	2 business days to obtain cost
7	Department Head submits a Discussion Packet to the Resolutions group for the appropriate Liaison Committee and County Services Committee by the 5pm agenda deadline. The packet includes the following information for all changes which result in an increased expenditure or a new job classification. A. Memo of Explanation prepared by Department Head including updated organization chart. B. A copy of HR's New Classification packet	1 business day (agenda deadline)
8	The Department Head attends sub-committee Liaison Committee meetings and HR attends as needed.	5 - 9 business days for meetings
9	Based on the subcommittee Liaison Committee discussions, Department Head either returns to step 1 to make changes or prepares a Resolution Packet for the next round of subcommittee meetings by 5p.m. deadline to include: A. Resolution written by Department Head B. Memo of Explanation written by Department Head including updated organization chart C. A copy of HR's New Classification packet D. A copy of Budget's Personnel Cost Projection	2 - 10 business days for resolution packet
10	The Department Head attends sub-committee Liaison Committee meetings and HR attends as needed. Staff will have track changes job description documents available in case requested.	5-9 business days
11	After passing through the subcommittees Liaison Committees , the resolution proceeds to the Full Board of Commissioner meeting for final	5 business days after final subcommittee

***Timeline is approximate as holidays and other scheduling anomalies may impact final date.

Department Heads should anticipate 12 weeks for completion

INGHAM COUNTY DEPARTMENT REORGANIZATION FLOW CHART



0220
 27



Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #21-398 TO CREATE THE
INGHAM COUNTY HOUSING TRUST FUND COMMITTEE**

WHEREAS, Resolution #21-398 created the Ingham County Housing Trust Fund Committee consisting of seven members: the County Services Committee Chair, the Ingham County Treasurer, the Ingham County Land Bank Executive Director, a representative from the Racial Equity Taskforce, the County Controller, and two county residents; and

WHEREAS, it is necessary to establish terms for the members of the Ingham County Housing Trust Fund Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #21-398 and establishes three (3) year staggered terms expiring December 31 for the members of the Ingham County Housing Trust Fund Committee.