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FINANCE COMMITTEE
MARK GREBNER, CHAIR
BRIAN McGRAIN
DEB NOLAN
REBECCA BAHAR-COOK
TODD TENNIS
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, FEBRUARY 8, 2012 AT 5:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [January 18, 2012 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Mid-South Substance Abuse Commission - Resolution Amending Resolution #11-166 Authorizing the Transfer of Funds to the Mid-South Substance Abuse Commission and a 2011 Contract for Accounting with [Respect Thereto](#)
2. Health Department
 - a. Resolution to Authorize Amendments to Agreements with the Michigan State University [College of Human Medicine](#)
 - b. Resolution to Amend Resolution #11-255 Authorizing an Amendment to the Health Care Services Agreement with the [Ingham Health Plan Corporation](#)
 - c. Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Lead the [Great Start](#) Collaborative Initiative in Shiawassee County
 - d. Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide [Early Head Start](#) Services in Shiawassee County
3. Housing Commission - Resolution Accepting 2011 Community Development Block [Grant Funding](#) from the Michigan State Housing Development Authority in the Amount of \$300,000
4. Management Information Services (MIS)
 - a. Resolution to Approve the Purchase of the DotNetNuke Pro License Subscription from the [DotNetNuke](#) Corporation
 - b. Resolution to Approve the Purchase of Batteries, Capacitors, and Filters from [Nationwide Power](#)

5. Board of Commissioners
 - a. Appointments to the Equalization Subcommittee
 - b. Discussion Item – Future Meeting Times for 2012 Finance 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.

FINANCE COMMITTEE
January 18, 2012
Minutes

Members Present: Mark Grebner, Brian McGrain, Deb Nolan, Rebecca Bahar-Cook, Todd Tennis, Steve Dougan, and Board Chairperson Copedge

Members Absent: None

Others Present: Teri Morton, Jill Rhode, Rick Terrill, Willis Bennett, Pat Lindemann, Paul Pratt, Tom Shewchuk, Shauna Dunnings, Renee Canady, Stacy Byers, Johathon Roth, Chuck Gray, and others

The meeting was called to order by Chairperson Grebner at 5:24 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the December 7, 2011 Minutes

The December 7, 2011 Minutes were approved as submitted.

Additions to the Agenda

- 7j. Pulled - 7. Health Department - Resolution to Authorize the Restoration of the Dental Director Position
- 8a. Substitute - Farmland and Open Space Preservation Board - Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on Haynes, Fogg, Jackson and Ghere Properties.
- 9. Pulled - Management Information Services (MIS) - Resolution to Approve the Purchase of the DotNetNuke Pro License Subscription from the DotNetNuke Corporation

Limited Public Comment

Chuck Gray, UAW, reminded the Committee that they are now going through negotiations talking about concessions and moving money further discouraging the approval of positions at a Step 5 while others are being asked to start at the bottom.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- 2. Sheriff's Office
 - a. Resolution to Accept the 2012 MCOLES Active Violence Incident Training Grant
 - c. Resolution to Authorize the Ingham County Sheriff's Office to Amend and Extend a Contract with Michigan Department of Corrections to Rent 190 Beds to the Michigan Department of Corrections
- 3. Sheriff's Office/Homeland Security Office - Resolution Authorizing the Donation of Used Surplus Dry-Erase Boards to Children and Horses United in Movement (C.H.U.M.) Therapeutic Riding

4. MIS/911 - Resolution to Approve Entering into a 3-Year Agreement with AT&T for the Purchase of an Opteman Circuit for the Ingham County 911 PSAP
5. Controller/911 - Resolution Authorizing the Extension of the HVAC Maintenance Contract for the Tower Sites of the Public Safety Wireless Voice Communication System
6. Circuit Court - Friend of the Court Division
 - a. Resolution to Authorize a Time Extension for the Safe Haven Supervised Visitation and Safe Exchange Grant Program and Subcontracts
 - b. Resolution to Authorize a Lease Agreement for the Friend of the Court Safe Haven Grant Program
7. Health Department
 - a. Resolution to Amend the Agreement with Ingham Intermediate School District Ingham Birth to Five Great Start Collaborative
 - b. Resolution to Authorize an Amendment to Resolution #11-308 - Authorization of the 2011-2012 AmeriCorps Grant
 - c. Resolution to Authorize an Agreement with Eaton Intermediate School District to Prevent and Reduce Tobacco Use and Alcohol Abuse in Ingham County
 - d. Resolution to Authorize an Agreement with Midland County Educational Services Agency for Services Associated with the Great Start Regional Child Care Resource Center - Central and Eastern Regions
 - e. Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2011-2012
 - f. Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University College of Osteopathic Medicine - Tuberculosis Program
 - g. Resolution to Authorize an Amendment to the Pediatric Physician Agreement with the College of Osteopathic Medicine at Michigan State University
 - h. Resolution Authorizing Contracts to Distribute County Urban Redevelopment Funds
 - i. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to Provide Infectious Disease Physician Services within the Health Department's HIV Continuum of Care Program
8. Farmland and Open Space Preservation Board
 - b. Resolution Authorizing a Three Year Contract Extension with Sheridan Land Consulting to Provide Technical Assistance to the Ingham County Farmland and Open Space Preservation Board
11. Facilities - Resolution to Authorize the Purchase of a System to Manage Material Safety Data Sheets
12. Parks Department
 - a. Resolution Authorizing the Acceptance of Charitable Donations from the Friends of Ingham County Parks for the Ingham County Parks

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

1. Drain Office - Resolution Authorizing the Drain Commissioner to Spend more than \$10,000 in 2012 for Maintenance and Repair of the Lake Lansing Dam (*Additional Materials to be Distributed at the Meeting from Drain Office*)

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION AUTHORIZING THE DRAIN COMMISSIONER TO SPEND MORE THAN \$10,000 IN 2012 FOR MAINTENANCE AND REPAIR OF THE LAKE LANSING DAM (*ADDITIONAL MATERIALS TO BE DISTRIBUTED AT THE MEETING FROM DRAIN OFFICE*).

Comm. Dougan stated it was his understanding that work had been done on the dam a few years ago and would like clarification on the work to be done.

Mr. Lindemann, Drain Commissioner, explained the State of Michigan requires the County to do dam inspections every three years. The inspection of the dam at Lake Lansing turned up failures in the sheet piling and wing walls. Mr. Lindemann stated that further investigation to the extent of the failure is needed, plus, a plan of action to correct the damages before a cost estimate can be provided to the Commissioners. It is also unknown if the dam will need to be rebuilt which will significantly increase the cost. This resolution is just to find out what needs to be done.

Mr. Lindemann stated that it is the Board of Commissioners decision how the corrections will be made and the Drain Commissioner's Office needs authorization to exceed the \$10,000 annual allotment for maintenance and repair because of the recent findings. Mr. Lindemann noted that dams typically need repairs after 40 years or so, and the only documentation of repair is in the 1950's and 1960's. He explained the annual maintenance and the benefit of installing a radio signal to identify the levels of the lake rather than sending staff to drive out to the lake and look.

Mr. Lindemann explained how the dam is constructed, provided specific concerns and stated the dam is not an eminent failure. He also explained there are ways to rebuild the dam making it appear naturalized or it can look like a dam.

Comm. Dougan asked what a typical assessment would be to the homeowner. Mr. Lindemann explained they still need to investigate what needs to be done, and the Lake District will include homes both around the lake and tier levels outside of the lake that benefit from the dam. There was a discussion of defining the Lake District. Chairperson Grebner estimated 500 to 600 homes are around the lake. There was a discussion of the assessment differences between a lake district and a drainage district.

There was a discussion of the proposal process, in addition to, various firms' ability to identify the problems through engineering and completion.

MOTION CARRIED UNANIMOUSLY.

2. Sheriff's Office

- b. Resolution Authorizing Entering into a Contract with Government Payment Services, Inc. for Using Credit Cards to Pay County Fees at the Ingham County Sheriff's Office, Ingham Probate Court, Ingham County Friend of the Court, Family Division of the 30th Judicial Court and the 30th Judicial Court - General Trial Division

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH GOVERNMENT PAYMENT SERVICES, INC. FOR USING CREDIT CARDS TO PAY COUNTY FEES AT THE INGHAM COUNTY SHERIFF'S OFFICE, INGHAM PROBATE COURT, INGHAM COUNTY FRIEND OF THE COURT, FAMILY DIVISION OF THE 30TH JUDICIAL COURT AND THE 30TH JUDICIAL COURT - GENERAL TRIAL DIVISION.

Comm. Dougan asked if there is a cost to the County and if fees are charged to the person using their credit card. He expressed his concern that those making use of the payment services are not blindsided by the fees. Ms. Morton stated that the County was not being charged and reviewed the fee schedule noting the difference in fees between the call center and internet payments. Chairperson Grebner explained the pros and cons of the County accepting credit cards and the benefit of using the service. Comm. Dougan asked if the service fees will be clearly posted. Ms. Morton stated that she would assume so.

MOTION CARRIED UNANIMOUSLY.

7. Health Department

- j. Resolution to Authorize the Restoration of the Dental Director Position

Discussion Only:

Ms. Morton stated it was her understanding the Committee discussed the concerns of reclassification.

Dr. Branch-Canady stated that although she was not present at the County Services meeting the request is about three concerns: safety, quality and cost containment. She explained this is what staff has proposed and administration is supporting. Ms. Mastin added that the Committee asked Human Resources to provide information on the points and why this is at a level 15. Comm. Mc Grain would also like to review this information.

The Committee acknowledged the meetings are out of order, and this would have gone through Human Services before today. There was a discussion of moving the Resolution through Finance. The Committee agreed to wait until the Human Services Committee has the opportunity to discuss the resolution and it goes back through County Services rather than move forward.

8. Farmland and Open Space Preservation Board
 - a. Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on Haynes, Fogg, Jackson and Ghere Properties

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION APPROVING PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON HAYNES, FOGG, JACKSON AND GHERE PROPERTIES.

Comm. Bahar-Cook asked why the sellers know the top dollar the County is willing to pay. Ms. Byers stated because of the process and they have the appraisal.

Chairperson Grebner explained this is from 2010 where there is a grant match and the new process will be implemented from 2011 forward. Ms. Byers noted there are three more from 2010 that will be brought to the Board of Commissioners.

The Committee discussed the new process through the Purchasing Department.

Comm. Dougan asked if these four properties are contiguous. Ms. Byers explained that they are not; however, they are contiguous with other conservation easements. Comm. Dougan asked for a simple map of the four properties and properties already purchased identifying the contiguous land. He would like the map available at the Regular Board Meeting on Tuesday. Ms. Byers agreed to do so.

MOTION CARRIED UNANIMOUSLY.

9. Management Information Services (MIS) - Resolution to Approve the Purchase of the DotNetNuke Pro License Subscription from the DotNetNuke Corporation

Discussion Only:

The Committee questioned why this was pulled.

Mr. Shewchuk stated this is a new product to manage the website. There are approximately 30 webmasters who manage the content of the County's website; each department has a webmaster. Mr. Shewchuk described the complexity of the older product where the webmaster needed programming knowledge. Mr. Shewchuk believes what is happening is growing pains with a new product and that there are varying skill levels of the webmasters. He did note there have been a few problems of which 6 of the 14 issues have been resolved and the others will be resolved after the upgrade next Friday. He stated that this resolution is to be in compliance with licensing.

Comm. Nolan asked if Ms. Bennett was pleased with the new product. Mr. Shewchuk answered no. He stated that she is the recipient of a few of the problems that will be solved with upgrading. He explained that resolutions need to be of a certain size and uploaded one at a time. Further, explaining that they have changed the way resolutions are done (multiple copies at a time) and believes that it will be faster than in the past. He said he would meet with her tomorrow.

Board Chairperson Copedge asked if different versions were causing a problem. Mr. Shewchuk explained the version currently used is not as compatible with older web browsers.

Mr. Shewchuk stated this was a group decision to use this product and it will take a lot to get people trained; nevertheless, they will continue to train everyone. He explained that the webmasters are a group on the network giving them the opportunity to share best practices because MIS is not always going to know who is having problems.

10. Financial Services - Resolution to Authorize the Purchase of Excess Worker's Compensation Insurance for 2012

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO AUTHORIZE THE PURCHASE OF EXCESS WORKER'S COMPENSATION INSURANCE FOR 2012.

Comm. Dougan asked how the vendor was selected recognizing Accident Fund is in the district. Ms. Rhode reviewed the approval to change the third party administrator last year from CompOne to Eagle Claims Management. She explained that Eagle Claims Management is not able to buy from the Accident Fund.

Ms. Rhode overviewed the retention amount, coverage, bidding process and final coverage and costs. She noted there is a cost savings based on the changes made and other bids. Comm. Tennis asked when the last bid was received, questioning if it was after the Legislator passed the Workman's Compensation Reform. Ms. Rhode answered, yes in January 2012.

MOTION CARRIED UNANIMOUSLY.

12. Parks Department
 - b. Resolution Authorizing Reimbursement Terms and Conditions to the Potter Park Zoological Society for Interim Zoo Director Services

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION AUTHORIZING REIMBURSEMENT TERMS AND CONDITIONS TO THE POTTER PARK ZOOLOGICAL SOCIETY FOR INTERIM ZOO DIRECTOR SERVICES.

Comm. Dougan stated that he will be voting no because he does not like the structure of bringing someone over in this manner and would have preferred this to be handled like the Fair.

Comm. Tennis asked what the duration of the contract is. Mr. Bennett stated a maximum of 12 months.

MOTION CARRIED with Comm. Dougan Voting "no".

Mr. Bennett announced that Jerry Brady retired today.

Announcements

Comm. Dougan stated that he and Commissioners Holman and Vickers toured the renovated apartments on Grand River in Williamston and they are very nice.

Comm. Nolan announced the Opening of Hawk Island has been slowed due to weather.

Public Comment

Chuck Gray thanked the Committee for inviting the unions to the full board meeting. They appreciate being heard by the Commissioners.

There was a discussion of changing the meeting time to 6:00 pm. Chairperson Grebner suggested it be included in the next agenda and addressed at the end of the meeting.

The meeting adjourned at approximately 6:47 p.m.

Respectfully submitted,

Julie Buckmaster

FEBRUARY 8, 2012 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office is recommending approval of the following resolutions:

1. *Mid-South Substance Abuse Commission - Resolution Amending Resolution #11-166 Authorizing the Transfer of Funds to the Mid-South Substance Abuse Commission and a 2011 Contract for Accounting with Respect Thereto*

This resolution authorizes an amendment to the 2011 Mid-South Substance Abuse Contract. The 2011 agreement with the Mid-South Substance Abuse Commission was for an amount not to exceed \$780,538. The total distributions received from the state for 2011 require the County to provide Mid-South with \$830,807, thus necessitating a contract amendment.

2a. *Health Department - Resolution to Authorize Amendments to Agreements with the Michigan State University College of Human Medicine*

This resolution combines two pediatric physician contracts into one in order to simplify administrative oversight. In order to accomplish this it is necessary to do two things:

- Extend the first contract for the 0.5 FTE pediatric physician through February 29, 2012 so that it expires at the same time as the second contract.
- Amend the agreement that begins on March 1, 2012 so that it is for 1.5 FTE. This would combine the 0.5 and 1.0 FTE contracts into one.

All other terms of the agreement remain unchanged.

2b. *Health Department - Resolution to Amend Resolution #11-255 Authorizing an Amendment to the Health Care Services Agreement with the Ingham Health Plan Corporation*

This resolution amends the annual contract with the Ingham Health Plan Corporation (IHPC) through which they purchase health care services to serve low income residents. The Board of Commissioners authorized this year's agreement with IHPC in resolution #11-255. For the period of October 1, 2011 through September 30, 2012, the revenue available to IHPC from local hospitals has increased. This one time funding opportunity will allow the IHPC to pay for additional health care services in the county. The IHPC proposes to purchase services for up to \$3,103,118 as opposed to the \$2,603,118 originally authorized. The higher rate is within the parameters anticipated in the 2012 budget.

2c. *Health Department - Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Lead the Great Start Collaborative Initiative in Shiawassee County*

This resolution continues an agreement with the Shiawassee Regional Education Services District (RES D) for six months, October 1, 2011 through March 31, 2012. The agreement supports .60 FTE of an Office for Young Children Program Coordinator who will serve as Co-Coordinator of Shiawassee RES D's Great Start Collaborative Program. In addition, associated supplies and mileage costs are to be included. In this six month agreement, Shiawassee RES D will reimburse Ingham County up to \$32,500.

2d. Health Department - Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide Early Head Start Services in Shiawassee County

This resolution authorizes an agreement with the Shiawassee Regional Education Services District (RESA) to retain the services of the Office for Young Children (OYC) to provide Early Head Start Services in Shiawassee County. Shiawassee RESA will reimburse up to \$38,544 for .50 FTE of an OYC staff member to provide services as a Family Advocate in Shiawassee County. The Family Advocate will provide support to families accessing and transitioning into childcare and searching for a job or returning to school, provide home visits, and work with families to develop family goals. The term of the proposed agreement will be October 1, 2011 through September 30, 2012.

3. Housing Commission - Resolution Accepting 2011 Community Development Block Grant Funding (CDBG) from the Michigan State Housing Development Authority (MSHDA) in the amount of \$300,000

This resolution accepts \$300,000 in CDBG funding from MSHDA. The funds will be used for homeowner rehabilitation.

4a. Management information Services (MIS) - Resolution to Approve the Purchase of the DotNetNuke Pro License Subscription from the DotNetNuke Corporation

In 2011, Ingham County converted to a new web Content Management System called DotNetNuke. The license subscription for this software was \$2,500.00 for the first year and is due to expire on March 1, 2012. This subscription allows Ingham County to get the needed support and updates required to maintain the system. The resolution authorizes the renewal of the license subscription for a period of 3 years which will allow us a 15% discount off the 1-year subscription pricing or a savings of \$1,125.00 over the 3-year term. The total amount for the 3-year subscription will be \$6,375.00.

4b. Management information Services (MIS) - Resolution to Approve the Purchase of Batteries, Capacitors, and Filters from Nationwide Power

Nationwide Power is our contracted vendor for maintenance of our Uninterruptable Power Supply (UPS) in our Data Center. The UPS is one of the most critical components in the Data Center because it supplies power to our equipment in the case of a failure. The batteries, capacitors, and filters need to be replaced every 5 years and during a preventive maintenance visit by Nationwide Power earlier in 2011 they recommended we plan on replacing these components. As a result, MIS budgeted to replace these components in 2012 and are requesting authorization to do so. The total cost of the replacement is \$9,031.

OTHER ACTION ITEM:

5a. Board of Commissioners - Appointments to the Equalization Subcommittee

The Finance Committee designates two members of the Committee to the Equalization Subcommittee, which meets once a year in April.

DISCUSSION ITEM:

5b. Board of Commissioners - Future Meeting Times for 2012 Finance Committee

MEMORANDUM

TO: Human Services and Finance Committees
FROM: Jared Cypher, Assistant Deputy Controller
RE: Amendment to Mid-South Substance Abuse Commission Contract
DATE: January 27, 2012

MCL 211.24(e), commonly known as the State Liquor Tax Law, allows Ingham County the option of retaining the entire amount of liquor tax revenue provided that these monies be used to offset property tax revenues by an equal amount, or the option of retaining one-half of the revenues and distributing the other half to the County's designated coordinating agency for substance abuse prevention and treatment; and

The Ingham County Board of Commissioners, during the 2011 budget process, chose to retain one-half of these liquor tax revenues for the General Fund and is required to distribute the other one-half of these revenues to the designated coordinating agency, the Mid-South Substance Abuse Commission, to use said funds for substance abuse prevention and treatment programs in Ingham County.

The 2011 agreement with the Mid-South Substance Abuse Commission was for an amount not to exceed \$780,538. The total distributions received from the state for 2011 require the County to provide Mid-South with \$830,807, thus necessitating a contract amendment.

Please contact me if you have any questions.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #11-166 AUTHORIZING THE TRANSFER OF FUNDS TO THE MID-SOUTH SUBSTANCE ABUSE COMMISSION AND A 2011 CONTRACT FOR ACCOUNTING WITH RESPECT THERETO

WHEREAS, MCL 211.24(e), commonly known as the State Liquor Tax Law, allowed Ingham County the option of retaining the entire amount of liquor tax revenue provided that these monies be used to offset property tax revenues by an equal amount, or the option of retaining one-half of the revenues and distributing the other half to the County's designated coordinating agency for substance abuse prevention and treatment; and

WHEREAS, the Ingham County Board of Commissioners, during the 2011 budget process, chose to retain one-half of these liquor tax revenues for the General Fund and is now required to distribute the other one-half of these revenues to the designated coordinating agency, the Mid-South Substance Abuse Commission, to use said funds for substance abuse prevention and treatment programs in Ingham County; and

WHEREAS, the Ingham County Board of Commissioners adopted resolution #11-166 authorizing a FY 2011 contract with the Mid-South Substance Abuse Commission in an amount not to exceed \$780,538; and

WHEREAS, Ingham County has received such distributions from the state that Mid-South Substance Abuse Commission's share is actually \$830,807.

THEREFORE BE IT RESOLVED, that the 2011 contract with the Mid-South Substance Abuse Commission is increased by \$50,269 to reflect an amount not to exceed \$830,807.

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 and the County Clerk are authorized to sign any necessary contract documents consistent with this resolution and approved as to form by the County Attorney.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Renée Branch Canady, Ph.D., M.P.A., Health Officer

Date: January 25, 2012

Subject: Authorization to Amend Agreements with Michigan State University's College of Human Medicine

Two provider contracts exist between the Health Department and Michigan State University's College of Human Medicine (MSU CHM):

- The first agreement is for a 0.5 FTE pediatric physician which expired December 31, 2011 (Resolution #08-324).
- The second agreement is for a 1.0 FTE physician. It expires February 29, 2012 (Resolution #09-124). Last year the Board of Commissioners authorized the execution of a *new* 1.0 FTE pediatric physician services agreement with MSU CHM from March 1, 2012 through February 28, 2016 (Resolution #11-93).

The Health Department would like to combine these two contracts into one in order to simplify administrative oversight. In order to accomplish this we would like to do two things:

- Extend the first contract for the 0.5 FTE pediatric physicians through February 29, 2012 so that it expires at the same time as the second contract.
- Amend the agreement that begins on March 1, 2012 so that it is for 1.5 FTE. This would combine the 0.5 and 1.0 FTE contracts into one.

All other terms of the agreement remain unchanged.

I recommend that the Board of Commissioners authorize an amendment to the MSU CHM 0.5 FTE pediatric physician agreement so that it will extend through February 29, 2012 and amend the contract which begins on March 1, 2012 so that it is for 1.5 FTE.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jayson Welter, w/attachment
Carolyn Redman, w/ attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENTS TO AGREEMENTS WITH THE
MICHIGAN STATE UNIVERSITY COLLEGE OF HUMAN MEDICINE**

WHEREAS, the Health Department has two pediatric physician service agreements with Michigan State University College of Human Medicine; and

WHEREAS, the first agreement, authorized in Resolution #08-324, is for a 0.5 FTE physician which expired December 31, 2011; and

WHEREAS, the second agreement is for a 1.0 FTE physician which expires on February 29, 2012 (Resolution #09-124); and

WHEREAS, the Board of Commissioners has authorized a new 1.0 FTE pediatric physician services agreement from March 1, 2012 through February 28, 2016 in Resolution #11-93; and

WHEREAS, the Health Officer has recommended that the two agreements can be combined by extending the first so that it expires at the same time as the second, and amending Resolution #11-93 so that it authorizes a contract for 1.5 FTEs; and

WHEREAS, the Community Health Center Board of Directors has approved the amendments.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #08-324 to extend the agreement from January 1, 2012 through February 29, 2012.

BE IT FURTHER RESOLVED, that the amount paid for physician services under the amended agreement originally authorized by Resolution #08-324 shall be \$16,606.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #11-93 to add 0.5 FTE physicians for a total of 1.5 FTE physicians.

BE IT FURTHER RESOLVED, all other terms of the agreement remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 25, 2012

RE: Amendment to Resolution #11-255

The Ingham Health Plan Corporation (IHPC) annually contracts with Ingham County Health Department to purchase health care services to serve low income residents. The Board of Commissioners authorized this year's agreement with IHPC in resolution #11-255.

For the period of October 1, 2011 through September 30, 2012, the revenue available to IHPC from local hospitals has increased. This is one time funding opportunity will allow the IHPC to pay for additional health care services in the county.

The IHPC proposes to purchase services for up to \$3,103,118 as opposed to the \$2,603,118 originally authorized. The higher rate is within the parameters anticipated in the 2012 budget.

I recommend that the Board of Commissioners adopt the amended resolution and authorize the revised agreement with the Ingham Health Plan Corporation

Attachment

c: John Jacobs, w/attachment
Deb Brinson, w/attachment
Robin Reynolds, w/attachment
Carolyn Redman, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #11-255 AUTHORIZING AN AMENDMENT TO THE HEALTH CARE SERVICES AGREEMENT WITH THE INGHAM HEALTH PLAN CORPORATION

WHEREAS, in Resolution #11-255 the Ingham County Board of Commissioners authorized a health care services agreement under which the Ingham Health Plan Corporation will purchase health care services from the Ingham County Health Department; and

WHEREAS, the Ingham Health Plan Corporation has subsequently agreed to pay an increased amount for services for the period of October 1, 2011 through September 30, 2012; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize an amendment to the Public Health Services Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends resolution #11-255 and authorizes an amendment to the health care services Agreement, for up to \$3,103,118 with the Ingham Health Plan Corporation, through which the Corporation will pay for additional health care services in the county.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #11-255 remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée B. Canady, Ph.D., MPA, Health Officer

DATE: February 2, 2012

RE: Authorization of an Agreement with Shiawassee Regional Education Services District –
Great Start Initiative – Program Coordinator

For the past several years, Shiawassee Regional Education Services District (RESD) has contracted with Ingham County to secure the services of the Office for Young Children to implement the Great Start Initiative. The agreement between the County and Shiawassee RESD was originally authorized in Resolution #06-248. This agreement has been extended in Resolutions #08-261 and #09-309, and #10-398.

Shiawassee RESD has proposed to continue this agreement for 2012. The currently proposed contract period is for six months, October 1, 2011 through March 31, 2012. This will support .60FTE of an OYC Program Coordinator who will serve as Co-Coordinator of Shiawassee RESD's Great Start Collaborative Program. In addition, associated supplies and mileage costs are to be included. In this six month agreement, Shiawassee RESD will reimburse Ingham County up to \$32,500. This is exactly half of last year's one year agreement. It is anticipated that this agreement will be amended April 1, 2012 through September 30, 2012 to continue to provide these services to RESD for the remainder of the fiscal year. There are no Ingham County general funds supporting this activity.

The Health Department's 2012 budget anticipated continuance of the agreement with Shiawassee RESD.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with the Shiawassee Regional Education Services District.

Attachment

c: John Jacobs w/attachment
Barb Monroe w/attachment
Lori Noyer w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE SHIAWASSEE REGIONAL
EDUCATION SERVICES DISTRICT TO RETAIN THE SERVICES OF THE OFFICE FOR YOUNG
CHILDREN TO LEAD THE GREAT START COLLABORATIVE INITIATIVE
IN SHIAWASSEE COUNTY**

WHEREAS, Resolution #06-248, authorized an agreement with the Shiawassee Regional Education Services District (RESD) to retain the services of the Office for Young Children (OYC) to lead the Great Start Collaborative Initiative in Shiawassee County; and

WHEREAS, Ingham County Office for Young Children, as continued to provide these services through September 30, 2011; and

WHEREAS, the Shiawassee RESD has proposed a new Agreement to extend services from October 1, 2011 through March 31, 2012; and

WHEREAS, Ingham County will be reimbursed up to \$32,500 for the cost of the services made available through this Agreement; and

WHEREAS, the Health Department's 2012 budget anticipated a continuation of Shiawassee RESD services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Shiawassee Regional Education Services District to retain the services of the Office for Young Children to lead the Great Start Collaborative Initiative in Shiawassee County.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2011 through March 31, 2012, and that the Shiawassee RESD shall reimburse Ingham County up to \$32,500 for .60 FTE of an OYC Program Coordinator and expenses related to the scope of services.

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

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée B. Canady, Ph.D., MPA, Health Officer

DATE: February 2, 2012

RE: Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District – Early Head Start – Family Advocate

In resolution #10-399, an agreement was authorized with Shiawassee Regional Education Services District (RES D) whereby a staff person from the Office for Young Children served as a Family Advocate to the Early Head Start Program in Shiawassee County. The period of the agreement was January 1, 2011 through September 30, 2011. Shiawassee RES D is proposing to continue this arrangement through a new agreement for 2012.

Shiawassee RES D will reimburse up to \$38,544 for .50FTE of an OYC staff member to provide services as a Family Advocate in Shiawassee County. The Family Advocate will provide support to families accessing and transitioning into childcare and searching for a job or returning to school, provide home visits, and work with families to develop family goals. This level of service and the scope of work are consistent with the previous agreement as is the reimbursement by the RES D. No Ingham County general funds support this activity.

The term of the proposed agreement will be October 1, 2011 through September 30, 2012.

The Health Department's 2012 budget anticipated continuance of the agreement with Shiawassee RES D.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with the Shiawassee Regional Education Services District.

Attachment

c: John Jacobs w/attachment
Karen Jennings w/attachment
Barb Monroe w/attachment
Lori Noyer w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE SHIAWASSEE REGIONAL EDUCATION SERVICES DISTRICT TO RETAIN THE SERVICES OF THE OFFICE FOR YOUNG CHILDREN TO PROVIDE EARLY HEAD START SERVICES IN SHIAWASSEE COUNTY

WHEREAS, Resolution #10-399 authorized an agreement with Shiawassee Regional Education Services District (RES D) to retain staff support from Office for Young Children (OYC) to establish Early Head Start services in Shiawassee County; and

WHEREAS, Shiawassee RES D has proposed a new agreement to extend these services from October 1, 2011 through September 30, 2012; and

WHEREAS, Ingham County will be reimbursed up to \$38,544 for the cost of the services made available through this Agreement; and

WHEREAS, the Health Department's 2012 Budget anticipates a continuation of Shiawassee RES D services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Shiawassee Regional Education Services District to retain the services of the Office for Young Children to provide Early Head Start services in Shiawassee County.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2011 through September 30, 2012, and that the Shiawassee RES D shall reimburse Ingham County up to \$38,544 for .50 FTE of an OYC staff member to provide services as a Family Advocate in Shiawassee County.

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

Agenda Item 3

January 23, 2012

Ingham County Board of Commissioners

RE: Community Development Block Grant for County-Wide Homeowner Renovation

The Michigan State Housing Development Authority has approved our request for homeowner renovation funding in the amount of \$300,000. We are excited that our application was accepted, as MSHDA had indicated that funding for this two (2) year County Allocation program may not be available.

We respectfully request that these funds be accepted by the County. If accepted, these funds will be available to us once the Environmental Review Process is completed. We would expect to be expending funds by the end of March, 2012.

Thank you for your support and consideration.

Ingham County Housing Commission

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ACCEPTING 2011 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
FROM THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
IN THE AMOUNT OF \$300,000**

WHEREAS, the Ingham County Housing Commission has applied for Community Development Block Grant funding on behalf of Ingham County from the Michigan State Housing Development Authority; and

WHEREAS, the Michigan State Housing Development Authority has granted Ingham County \$300,000 for Homeowner Rehabilitation for residents of Ingham County, excluding those in the cities of Lansing and East Lansing; and

WHEREAS, the Ingham County Housing Commission through its Resolution No. 2012-01 CDBG has recommended that the grant be accepted.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the Community Development Block Grant of \$300,000 from the Michigan State Housing Development Authority, on behalf of the Ingham County Housing Commission, to utilize the funds as designated in the grant agreement.

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

Ingham County Management Information Services

Tom Shewchuk, Director - Email: tshewchuk@ingham.org

To: Board of Commissioners
From: Tom Shewchuk
CC:
Date: January 5, 2012
Re: Resolution – DotNetNuke Pro License Subscription

Dear Commissioners,

In 2011, Ingham County converted to a new web Content Management System called DotNetNuke. The license subscription for this software was \$2,500.00 for the first year and is due to expire on March 1, 2012. This subscription allows Ingham County to get the needed support and updates required to maintain the system. I am recommending Ingham County renew the license subscription for a period of 3-years which will allow us a 15% discount off the 1-year subscription pricing or a savings of \$1,125.00 over the 3-year term. The total amount for the 3-year subscription will be \$6,375.00.

Thank you in advanced for your consideration. Please feel free to contact me if you have any questions.

Sincerely,

Tom

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF THE DOTNETNUKE PRO LICENSE
SUBSCRIPTION FROM THE DOTNETNUKE CORPORATION**

WHEREAS, in 2011 Ingham County purchased and converted to a new website Content Management System call DotNetNuke; and

WHEREAS, the licensing subscription for this software will be expiring on March 1, 2012; and

WHEREAS, the price for the 1st years subscription was \$2,500.00; and

WHEREAS, MIS is recommending the purchase of a 3-year agreement at a 15% discounted rate off a 1-year subscription for a total amount of \$6,375.00.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of a 3-year DotNetNuke licensing subscription from the DotNetNuke Corporation in the amount of \$6,375.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund (245-25810-932030).

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 and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

Ingham County Management Information Services

Tom Shewchuk, Director - Email: tshewchuk@ingham.org

To: Board of Commissioners
From: Tom Shewchuk
CC:
Date: December 27, 2011
Re: Resolution – UPS Battery Replacement by Nationwide Power

Dear Commissioners,

Nationwide Power is our contracted vendor for maintenance of our Uninterruptable Power Supply (UPS) in our Data Center. The UPS is one of the most critical components in the Data Center because it supplies power to our equipment in the case of a failure. The batteries, capacitors, and filters need to be replaced every 5 years and during a preventive maintenance visit by Nationwide Power earlier in 2011 they recommended we plan on replacing these components. As a result, MIS budgeted to replace these components in 2012 and are requesting authorization to do so. The total cost of the replacement is \$9,031.00.

Thank you in advanced for your consideration. If you have any questions please feel free to contact me at 517-676-7371.

Sincerely,

Tom

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF BATTERIES, CAPACITORS, AND FILTERS
FROM NATIONWIDE POWER**

WHEREAS, the Uninterruptable Power Supply (UPS) is a critical component to the Ingham County network and is located in the Ingham County Data Center; and

WHEREAS, it provides power to all computers and equipment in the Ingham County Data Center in the case of a power failure; and

WHEREAS, the batteries, capacitors and filters in the UPS require replacement every 5 or so years; and

WHEREAS, these components are due to be replaced and was confirmed by our contracted maintenance vendor Nationwide Power during a recent preventive maintenance visit; and

WHEREAS, MIS is recommending the batteries, capacitors, and filters be replaced by Nationwide Power at a total cost of \$9,031.00; and

WHEREAS, this maintenance was budgeted for in 2012 by MIS.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the replacement of batteries, capacitors, and filters from Nationwide Power at a total cost of \$9,031.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund (245-25810-932030).

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 and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.