

CHAIRPERSON  
DALE COPEEDGE

VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
VINCE DRAGONETTI

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, OCTOBER 17, 2012 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [October 3, 2012](#) Minutes

Additions to the Agenda

Limited Public Comment

1. [55<sup>th</sup> District Court](#) - Resolution Approving the Appointment of Thomas J. Mattern Attorney [Magistrate](#) of the 55<sup>th</sup> District Court
2. [Community Corrections Advisory Board](#) - Resolution Authorizing Entering into a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing [Community Corrections](#) for the City 2012-2013 Fiscal Year
3. [Health Department](#) - Resolution to Accept Funding from the U.S. Department of Health Resources and Services Administration for the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members [Aids Healthcare](#) Grant
4. [Financial Services](#)
  - a. Resolution to Authorize Purchase of Life and Long Term Disability [Insurance](#)
  - b. Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for [Employee Benefits](#) for 2013 and Authorizing Letters of Agreement with Bargaining Units (*Attachment to be Distributed at Meeting*)
5. [Parks Department](#) - Resolution Approving an Amendment to the 2010 Potter Park Zoo [Master Plan](#)
6. [Board of Commissioners](#) - Resolution Approving Annual 2013 and 2014 [Compensation](#) for Non-Judicial County-Wide Elected Officials

7. Controller/Administrator's Office
  - a. Ingham County 2013 General Appropriations Resolution
  - b. Resolution Authorizing the Sale of a Used Surplus Multimedia Projector to TRIAD
  - c. Resolution to Approve the 911 Legacy Cost Partial Reimbursement Agreements between Ingham County, Meridian Township, and Michigan State University

Announcements  
Public Comment  
Adjournment

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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](http://www.ingham.org).

FINANCE COMMITTEE  
October 3, 2012  
Minutes

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

Members Absent: None

Others Present: Board Chairperson Copedge, Teri Morton, Vince Dragonetti, Doug Stover, Lance Langdon, Deb Brinson, Chuck Gray, Carol Reed, Carolyn Redman, and others

The meeting was called to order by Chairperson Grebner at 6:04 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the September 12, 2012 and September 19, 2012 Minutes

The September 12, 2012 Minutes and September 19, 2012 Minutes were approved as submitted.

Additions to the Agenda

4. Amended - Resolution Authorizing 2013 Agreements for Juvenile Justice Community Agencies
9. Late - Resolution Congratulating Highfields, Inc. on the Event of their 50<sup>th</sup> Anniversary

Limited Public Comment

None.

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

1. Sheriff's Office - Resolution Authorizing the L3 Communications Annual 2012-2013 Maintenance Contract for the Ingham County Sheriff's Office Digital In Car Camera System
3. Circuit Court/Family Division - Resolution Authorizing Acceptance of a Michigan Drug Court Grant for the Ingham County Family Dependency Treatment Court
4. Judiciary Committee - Resolution Authorizing 2013 Agreements for Juvenile Justice Community Agencies
5. Health Department
  - a. Resolution to Amend the Agreements with the Michigan Primary Care Association for Medicaid and Chip Outreach and Enrollment Services
  - b. Resolution to Authorize 2012-2013 Public Health Service Agreement with the Ingham Health Plan Corporation
  - c. Resolution to Amend the Contract with JoHo Technologies, Inc.

- d. Resolution to Authorize an Extended Agreement with Midland County Educational Services Agency for Services Associated with the Great Start Regional Child Care Resource Center
- 7. MIS - Resolution to Approve Entering into an Agreement with Dewpoint, Inc. to Provide an Operations Manual for the Management Information Systems Department
- 8. Controller's Office
  - b. Resolution Authorizing the Filing of the Notice of Intent to Function as a Public Safety Answering Point (PSAP) in Accordance with the Ingham County 911 Service Plan
- 9. Resolution Congratulating Highfields, Inc. on the Event of their 50<sup>th</sup> Anniversary

MOTION CARRIED UNANIMOUSLY.

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

MOTION CARRIED UNANIMOUSLY.

- 2. Equalization/Tax Mapping - Resolution to Approve the 2012 Apportionment Report (*Report to be Distributed at the Meeting*)

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION TO APPROVE THE 2012 APPORTIONMENT REPORT.

Mr. Stover distributed the 2012 Apportionment Report providing an overview and pointing out the value of properties located in the County appear to be better than prior years; however, the sales study is not finalized until all the deeds are received through September. The Committee discussed property taxable values for both residential and commercial properties including projections.

MOTION CARRIED UNANIMOUSLY.

Mr. Stover informed the Committee that there may be revisions depending on election millage results. The Committee can expect an update in November if there are revisions.

- 6. Department of Transportation and Roads - Resolution to Authorize Six Job Reclassifications, One Position Conversion, and One New Position for the Department of Transportation & Roads

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION TO AUTHORIZE SIX JOB RECLASSIFICATIONS, ONE POSITION CONVERSION, AND ONE NEW POSITION FOR THE DEPARTMENT OF TRANSPORTATION & ROADS.

Chairperson Grebner invited Mr. Conklin to the table and summarized the County Service Committee discussion. Chairperson Grebner noted that according to Mr. Conklin and supported by a recording of the Road Commission Board meeting the Road Commission Board set up a process to review these positions with a three member committee where it was required that a minority be included as one of its members. When Mr. Lindsey left it was impossible to move forward so the reclassification simply stalled out. Comm. Nolan noted that Ms. Lannoye was in charge at that time. Mr. Conklin stated that he did call Ms. Lannoye. Chairperson Grebner stated that she was informed that the committee required a minority to be one of the three members which is the kind of thing that if you were looking to get sued that would be effective. Chairperson Grebner made the assumption there is no lawsuit forthcoming and the statute of limitation has run out. Mr. Conklin stated there was a civil rights violation filed; however, recently that was closed because the entity no longer exists.

Chairperson Grebner stated that this resolution may not look acceptable but this is what typically happens when the County takes over an existing entity such as the Ingham County 911 Central Dispatch Center and sometimes leaving Commissioners to question why that was not done. Comm. Dougan asked if there were positions laid off about three years ago and is this outgrowth. Mr. Conklin explained there were three supervisors and three assistant supervisors with similar responsibilities and duties; one of the supervisor positions of the six was vacant then 2 of the six supervisors with the least seniority were laid off. He further explained the intent was to have to assistant supervisors at the satellite garages reporting to the one supervisor at the central garage who then would report to the operations director. By happenstance the supervisor in the central garage retired and the operations director was put out thus leaving three assistant supervisors picking up more responsibility and duties and reporting to him. He noted although the operations director is back the assistant supervisors have retained the supervisor responsibilities and duties; therefore, it is the opinion that they should be supervisors. Comm. Dougan commended Mr. Conklin for starting to cut from the top instead of the bottom because governments are horribly guilty of cutting from the bottom and never looking at management and getting accused of why is your organization so top heavy. Chairperson Grebner mentioned that it does bother him to have assistant supervisors with no supervisor in place and prefers the person that is supervising is in fact a supervisor.

Chairperson Grebner asked how is Mr. Benjamin working out and fitting into the Department since it was absorbed by the County without him. Mr. Conklin stated he is doing fine and is fulfilling the need of management from the standpoint of coordinating the garages, future planning, and being the eyes and ears of the roads which is needed particularly in the winter months.

Comm. Nolan asked if the husband and wife who were accused of embezzlement are gone. Mr. Conklin stated both are no longer employed by the County. The wife was prosecuted and given 90 days in jail, serving 45 days, while there was not enough evidence to find the husband guilty. He further stated the wife was ordered to pay restitution but payments are not steady.

Comm. Nolan asked if the Road Commission has transferred financial and personnel operations to the County. Mr. Conklin stated that the County is providing Human Resources, Purchasing and Financial Services to the Department of Transportation and Roads. He explained that the Department of Transportation and Roads has retained an accountant and two individuals in purchasing who provide information to Ms. Rhode and Mr. Hudgins. Chairperson Grebner stated that they have been fully integrated into the County as a Department; however, it is important to remember that the money must be kept apart. Mr. Conklin noted that they have a unique account number.

Comm. McGrain asked if the employee morale has been enhanced since the absorption. Mr. Conklin stated overall there is a sense of relief and most of the employees are pleased plus since Mr. Benjamin has been back the focus is on the roads.

Comm. Dougan asked when the construction on Haslett Road will be completed. Mr. Conklin estimated one week. Comms. Dougan and Tennis asked for an update on the Aurelius Road construction. Mr. Conklin provided the history of the construction estimating a completion date by the end of October. Comm. Nolan stated that she has received some complaints and has referred them to the city or township because they are also involved.

MOTION CARRIED UNANIMOUSLY.

8. Controller's Office

a. Resolution Authorizing Adjustments to the 2012 Ingham County Budget

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2012 INGHAM COUNTY BUDGET.

Comm. Dougan questioned the Court adjustments. Ms. Morton explained Court Equity Funding is a percentage collected by the State of Michigan from the fees received. She noted this is consistent with the 2013 Budget projection. Comm. Dougan asked if it is safe to assume the County does not control this. Ms. Morton answered yes.

Mr. Morton explained the Friend of the Court and Family Division cost allocation plan is the same with two issues. The first is the contract with Maximus has been brought in house and secondly there was a specific cost allocation plan where the State of Michigan allowed the County to cost back the court administration salary now the State of Michigan has decided to eliminate the plan. Comm. Nolan asked how much money is saved by bringing that in house. Ms. Morton estimated \$10,000. Ms. Morton stated that Rehman Robson assisted with set-up of the spread sheet and now the County has a better handle on the revenues.

Comm. McGrain asked why the \$100,000 surplus will be left in the contingency. Ms. Morton explained the contingency was getting low after using money for the Jail Medical transition. Ms. Lannoye stated it goes into the fund balance at the end of the year. The Committee discussed potential emergency uses for keeping the money in the contingency fund until the end of the year. Chairperson Grebner mentioned that traditionally the Board of Commissioners does not draw down the contingency at the end of the year because they can.

MOTION CARRIED UNANIMOUSLY.

Announcements

Comm. Tennis applauded Ms. Lannoye on her testimony last week mentioning the article in the Detroit Free Press.

Comm. Nolan wanted to state for the record that the use of the entire “Z” list to keep the Jail Post open was appropriate for the 2013 Budget year; however, this is an ongoing expense and should not be interpreted that “Z” List funds has been given up to continually fund the Post. Comm. Tennis highlighted a Lansing State Journal article addressing crime rates and public perception.

Public Comment

Lance Langdon informed the Committee how media calls are handled. He also informed them there may be an article about the Ingham County 911 Central Dispatch Center relating to a MSU Professor stating the only delay in the response was the student trying to get service on his phone. Mr. Langdon provided an update on the Ingham County 911 Central Dispatch Center phone system.

The meeting adjourned at approximately 6:54 p.m.

Respectfully submitted,

Julie Buckmaster

## OCTOBER 17, 2012 FINANCE AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

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

1. 55<sup>th</sup> District Court – Resolution Approving the Appointment of Thomas J. Mattern Attorney Magistrate of the 55<sup>th</sup> District Court

This resolution approves the appointment of Thomas J. Mattern as a per diem magistrate for the 55<sup>th</sup> District Court. Michigan Compiled Law 600.8501 authorizes the judges of district court to appoint a magistrate to carry out duties as set forth by statute and requires that the appointment of a magistrate to the district court be approved by the county board of commissioners prior to the magistrate taking office. Mr. Mattern has served as a magistrate in the past and will be paid a per diem rate of \$30/hour from existing funds within the Court budget. (See attached memo for details.)

2. Community Corrections Advisory Board – Resolution Authorizing Entering into a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the City 2012-2013 Fiscal Year

This resolution authorizes a contract renewal with the City of Lansing for \$12,500 for the time period of July 1, 2012 through June 30, 2013 to accomplish specific activities. Funds are anticipated in the 2012/13 budget. (See attached communication for details.)

3. Health Department – Resolution to Accept Funding from the U.S. Department of Health Resources and Services Administration for the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare Grant

The resolution accepts a \$499,974 grant for the period August 1, 2012 through July 31, 2013. The resolution also authorizes the establishment of one full time Health Care Nurse, the conversion of a vacant Clinical Assistant from part time to full time, a subcontract with MSU's College of Osteopathic Medicine, a subcontract with Lansing Area AIDS Network, and a subcontract with St. Mary's Health Care.

- 4a. Financial Services – Resolution to Authorize Purchase of Life and Long Term Disability Insurance

Currently, the County is purchasing life and long term disability insurance under the Michigan Association of County's (MAC) agreement with Mutual of Omaha. In 2012, MAC added Lincoln Financial as a vendor choice. We accepted bids from both vendors for 2013 and Lincoln Financial was substantially less. Therefore, we are recommending switching to MAC's preferred vendor Lincoln Financial.

5. Parks Department – Resolution Approving an Amendment to the 2010 Potter Park Zoo Master Plan

This resolution amends the Master Plan by moving the moose exhibit from the proposed Michigan Lake and Drift Plains of the Michigan Ecosystems Region to the Duck Pond area adjacent to the proposed Red Cedar Ecology Center. The move is necessary because the original site for the moose exhibit has major infrastructure issues not identified by the Master Plan including a high pressure natural gas pipeline.

7a. Controller/Administrator's Office – 2013 General Appropriations Resolution

This resolution will adopt the 2013 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 12, 2012.

7b. Controller/Administrator's Office – Resolution Authorizing the Sale of a Used Surplus Multimedia Projector to TRIAD

This resolution authorizes the sale of a used surplus Epson Powerlite 505c/715c Multimedia projector in return for providing Senior Safety presentation services to Ingham County residents for the nominal sum of one dollar (\$1.00) TRIAD is a non-profit 501c3 organization that serves as an advocacy and advisory group that seeks to increase the communication between senior citizens and law enforcement. TRIAD would like to use the projector to present their PowerPoint program to local senior communities and to inform as many seniors as possible about fraud, scams and how to be safe at home and out in the community in Ingham County. (See attached communication for details.)

7c. Controller/Administrator's Office – Resolution to Approve the 911 Legacy Cost Partial Reimbursement Agreements Between Ingham County, Meridian Township, and Michigan State University

This resolution authorizes the 911 Legacy Cost Partial Agreements between Ingham County and Meridian Township and Michigan State University. The sums are \$9,000 per year and \$10,000 per year respectively, effective January 1, 2013 through December 31, 2022. This was negotiated several years as part of the East Lansing 911 legacy cost agreement settlement. (See attached communication for details.)

## **OTHER ACTION ITEMS**

4b. Financial Services – Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2013 and Authorizing Letters of Understanding with Bargaining Units

The Health Care Coalition voted 11-9 to stay with our current carrier and accept an increase in co-pays for prescription drugs. In doing so they walked away from the possibility of accepting the proposal from another carrier which could have saved the County \$500,000 by eliminating the high cost plan. Please refer to Mary Lannoye's October 2 e-mail for additional details. The Controller's Office does not recommend approval of the resolution as written.

6. Board of Commissioners – Resolution Approving Annual 2013 and 2014 Compensation for Non-Judicial County-Wide Elected Officials

## MEMORANDUM

TO:           Judiciary Committee  
               Finance Committee

RE:           Appointment of Per Diem Magistrate

DATE:         9/26/2012

Michigan law authorizes the appointment of a magistrate in the district court. A magistrate serves as quasi judicial officers and the magistrate's authority is specifically set forth by statute. A magistrate assists the court by performing day-to-day judicial functions, such as conducting arraignments, setting bail, issuing arrest warrants, and presiding over civil infraction matters. The delegation of these duties from a judge, allows the judge to spend more time presiding over cases of a more serious nature.

When our magistrate is on leave or attending a training program, the day-to-day duties of the magistrate must still be performed. Currently, one or both to the district court judges assume those duties. The absence of the magistrate creates a hardship for the court and the people we serve.

In the past, the court employed a per diem magistrate to fill-in for the magistrate when the magistrate was on leave or attending a training program. Due to budget cuts, we discontinued that practice. We have since found that the practice of having a judge fill-in for the magistrate creates significant problems on many fronts, primarily the delivery of services. We now find it necessary to appoint a per diem magistrate to ensure that our service to the community is not negatively impacted when the magistrate is absent.

The 55<sup>th</sup> District Court respectfully requests that the Ingham County Board of Commissioners adopt the resolution appointing Thomas J. Mattern a per diem magistrate for the district court. Mr. Mattern will be paid a per diem rate of \$30/hour. The court is not requesting any additional funding to pay the per diem rate.

MJD92612-740

cc:     Hon. Thomas P. Boyd  
          Hon. Donald L. Allen  
          Mary Lannoye

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE APPOINTMENT OF THOMAS J. MATTERN ATTORNEY  
MAGISTRATE OF THE 55<sup>TH</sup> DISTRICT COURT**

WHEREAS, Michigan Compiled Law 600.8501 authorizes the judges of district court to appoint a magistrate to carry out duties as set forth by statute; and

WHEREAS, Michigan Compiled Law 600.8501 also requires that the appointment of a magistrate to the district court be approved by the county board of commissioners prior to the magistrate taking office; and

WHEREAS, the 55th District Court has funds within its existing budget to pay for a per diem Magistrate when the full time Magistrate is absent because of a leave or training; and

WHEREAS, the 55th District Court wants to insure that there is no interruption of service to the community when the Magistrate is absent; and

WHEREAS, Thomas J. Mattern previously served as a per diem magistrate for the 55<sup>th</sup> District Court between 2006 and 2009; and

WHEREAS, the 55<sup>th</sup> District Court intends to appoint Mr. Thomas Mattern as a per diem Magistrate and the appointment is contingent upon the approval the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve the appointment of Thomas J. Mattern as a per diem magistrate for the 55<sup>th</sup> District Court.

TO: Law Enforcement and Finance Committees  
FROM: Mary Sabaj  
Community Corrections Manager  
DATE: October 2, 2012  
RE: Contract with the City of Lansing for FY 2012-2013

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This Resolution approved entering a contract with the City of Lansing for \$12,500 to be used to support CCAB administrative costs and collaborative efforts with the 54-A District Court and Probation Office.

The contract allocates the funds as follows:

CCAB Manager Personnel Costs	\$ 5,740
CCAB Operating Expenses:	\$ 6,760
Staff Consultant Contract	\$5,740
Public Education & Training	\$1,020
<b>Total</b>	<b>\$12,500</b>

Collaborative Efforts with the 54-A District Court and Probation Office include the following:

Work with 54-A Probation, MidSouth, treatment providers, and jail personnel, to facilitate and coordinate substance abuse assessments and the transfer of 54-A District Court sentenced inmates from the jail to residential treatment programs.

Include 54-A District Court and Probation personnel in 100% of all Jail Utilization Coordinating Committee (JUCC) meetings and/or other related meetings and activities.

Obtain FY2012-2013 State of Michigan Department of Corrections – Office of Community Corrections funding for community-based sanctions and services to be used in reduction of or in lieu of jail time.

Provide jail resource utilization information to increase awareness regarding utilization by responding to specific data requests from 54-A District Court Judges and Probation in cases where the data is available and by distributing the following data reports on an ongoing basis to 54-A District Court and Probation personnel.

Co-sponsor “Women Achieving Success” (WAS) education and training workshops for women probationers and parolees in collaboration with the Circuit Court and 54-A Probation Departments and the Ingham County Parole Office, for the purpose of providing information and resources for taking control of their lives and maintaining successful and productive lives in the community.

Provide an in-jail education opportunity for inmates to begin the process of change by gaining an understanding of basic cognitive change skills.

Introduced by Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE CITY OF LANSING  
FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING  
COMMUNITY CORRECTIONS FOR THE CITY 2012-2013 FISCAL YEAR**

WHEREAS, the Michigan Community Corrections Act of 1988 (PA511) authorizes the establishment of a Community Corrections Advisory Board (CCAB) and Community Corrections programming; and

WHEREAS, Ingham County and the City of Lansing formed a joint CCAB in 1990; and

WHEREAS, a Comprehensive Community Corrections Plan was approved by the Ingham County Board of Commissioners and the Lansing City Council; and

WHEREAS, an annual submission of an application that identifies planned priorities and strategies to be implemented for the upcoming State fiscal year (FY 2012- 2013) was approved by the Ingham County Board of Commissioners and by the Lansing City Council; and

WHEREAS, the City of Lansing approved an allocation of \$12,500 to be used to assist with CCAB administration and to support collaborative efforts with the City of Lansing, 54-A District Court and 54-A District Court Probation Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with the City of Lansing for \$12,500 for the time period of July 1, 2012 through June 30, 2013.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign any necessary contracts and/or subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

## MEMORANDUM

TO: County Services Committee  
Finance Committee

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

DATE: October 4, 2012

RE: Resolution to Accept the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare Grant Funding from the U.S. Department of Health Resources and Services Administration

This is a recommendation to accept the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS healthcare funding from the Health Resources and Services Administration in the amount of \$499,974. The need for this funding in Ingham County is substantiated by the fact that Ingham County ranks seventh in population in Michigan with only 2.8% of Michigan's entire population, but has the highest rate of HIV infection at 161 per 100,000. The next county, Kent County, is far behind at 136 per 100,000. Ingham County's rate of HIV infection is second only to the City of Detroit.<sup>1</sup> The Ingham Community Health Centers (Ingham CHC) will use its existing system of care and expand it to recruit and retain HIV infected women and youth and provide case management and support services to the entire HIV infected women, infant, children and youth (WICY) population.

To successfully meet the requirements and expectations of this grant, the following positions need to be established:

1. One full time Assistant Social Worker, ICEA Pro Grade 5 (\$42,047 – 50,477)
2. One full time Health Center Nurse, MNA Grade 1 (\$47,715 - \$57,271)
3. One part time (0.50 FTE) Clinical Assistant Technician I, UAW Grade D (\$30,681 - \$36,525)

Currently, the Health Department has a vacant part-time Clinical Assistant Technician I position (601392). We propose that this position be increase to full-time, 50% supported by the grant.

Subcontract agreements with Michigan State University's College of Human Medicine for Infectious Disease Physician services, the Lansing Area AIDS Network, and Saint Mary's Health Care for case management services need to be authorized.

The Ingham CHC Board of Directors supports the acceptance of this grant award.

I recommend that the Ingham County Board of Commissioners accept the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS healthcare funding from the U.S. Department of Health Resources and Services Administration in the amount of \$499,974. I also recommend that the Board of Commissioners authorize the establishment of the

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<sup>1</sup> January 2012 Quarterly HIV Surveillance Analysis, Michigan Department of Community Health (Lansing, MI), 8.

Assistant Social Worker and Health Center Nurse positions as well as the position status change for the currently vacant Clinical Assistant Technician I from part-time to full time, and the subcontract agreements for services.

c: Deb Brinson  
Barb Mastin  
John Jacobs  
Jonathon MacGowen  
Cheryl Gildner

**2013 Personnel Cost Projection**  
**Asst Social Worker ICEA Pro 05**

	<b>step 1</b>	<b>step 5</b>
704000 Salary	\$42,047	\$50,477
720000 Longevity	<u>0</u>	<u>1,800</u>
<b>Wages</b>	<u>\$42,047</u>	<u>\$52,277</u>
715000 FICA&med	3,217	3,999
716020 Hlth &Surchrg	14,950	14,950
716100 Dental	805	805
716200 Vision	119	119
717 Life Insurance	101	101
717000 Disability	80	99
718000 Retirement	3,923	4,877
722000 Workers Comp	97	120
722600 CARES	33	33
716040 Health Ins Trust	<u>420</u>	<u>523</u>
<b>Total</b>	<u>\$65,792</u>	<u>\$77,904</u>

**2013 Personnel Cost Projection**  
**Health Center Nurse MNA 01**

	<b>step 1</b>	<b>step 5</b>
704000 Salary	\$47,715	\$57,271
720000 Longevity	<u>0</u>	<u>1,800</u>
<b>Wages</b>	<u>\$47,715</u>	<u>\$59,071</u>
715000 FICA&med	3,650	4,519
716020 Hlth &Surchrg	14,950	14,950
716100 Dental	805	805
716200 Vision	119	119
717 Life Insurance	76	76
717000 Disability	91	112
718000 Retirement	4,452	5,511
722000 Workers Comp	110	136
722600 CARES	33	33
716040 Health Ins Trust	<u>477</u>	<u>591</u>
<b>Total</b>	<u>\$72,477</u>	<u>\$85,923</u>

**2013 Personnel Cost Projection**  
**Clinic Assistant Tech I UAW-D**

	<b>step 1</b>	<b>step 5</b>
704000 Salary	\$30,681	\$36,525
720000 Longevity	<u>0</u>	<u>1,800</u>
<b>Wages</b>	<u>\$30,681</u>	<u>\$38,325</u>
715000 FICA&med	2,347	2,932
716020 Hlth &Surchrg	14,950	14,950
716100 Dental	805	805
716200 Vision	119	119
717 Life Insurance	76	76
717000 Disability	58	73
718000 Retirement	3,528	4,407
722000 Workers Comp	71	88
722600 CARES	33	33
716040 Health Ins Trust	<u>307</u>	<u>383</u>
<b>Total</b>	<u>\$52,975</u>	<u>\$62,191</u>

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT FUNDING FROM THE U.S. DEPARTMENT OF HEALTH RESOURCES AND SERVICES ADMINISTRATION FOR THE RYAN WHITE TITLE IV WOMEN, INFANTS, CHILDREN, YOUTH AND AFFECTED FAMILY MEMBERS AIDS HEALTHCARE GRANT**

WHEREAS, the Ingham Community Health Centers have applied for the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare grant on behalf of Ingham County from the U.S. Department of Health Resources and Services Administration; and

WHEREAS, the U.S. Department of Health Resources and Services Administration has awarded a grant to Ingham County in the amount of \$499,974 for the purpose of providing family centered care involving outpatient and ambulatory care for women, infant, children and youth with HIV/AIDS; and

WHEREAS, to successfully meet the requirements and expectations of this grant award, it is recommended that the following position be established: one full time Assistant Social Worker, ICEA Pro Grade 5, one full time Health Center Nurse, MNA Grade 1, and one part time (.50 FTE) Clinical Assistant Technician I UAW Grade D; and

WHEREAS, an existing the vacant part time Clinical Assistant Technician I position (601392), be converted to full time; and

WHEREAS, a subcontract agreement with Michigan State University's College of Osteopathic Medicine is authorized for the provision of Infectious Disease services for one part time (0.20 FTE) Infectious Disease physician in the amount up to \$17,831 for the period of August 1, 2012 through July 31, 2013 with the option to renew for one year periods to complete project requirements; and

WHEREAS, a subcontract agreement with the Lansing Area AIDS Network is authorized for the provision of case management services to patients who reside in Ingham County in the amount up to \$51,108 for the period of August 1, 2012 through July 31, 2013 with the option to renew for one year periods to complete project requirements; and

WHEREAS, a subcontract agreement with Saint Mary's Health Care is authorized for the provision of case management services for patients who reside outside of Ingham County in the amount up to \$98,869 for the period of August 1, 2012 through July 31, 2013 with the option to renew for one year periods to complete project requirements; and

WHEREAS, the Ingham Community Health Centers Board of Directors supports the acceptance of the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare grant in the amount of \$499,974, from the U.S. Department of Health Resources and Services Administration; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare grant in the amount of \$499,974, from the U.S. Department of Health Resources and Services Administration.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare grant in the amount of \$499,974, from the U.S. Department of Health Resources and Services Administration, on behalf of the Ingham Community Health Centers for the time period of August 1, 2012 through July 31, 2013.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the establishment of one full time Assistant Social Worker, ICEA Pro Grade 5 (\$42,047 - \$50,477), one full time Health Center Nurse, MNA Grade 1 (\$47,715 - \$57,271).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of the current vacant Clinical Assistant Technician I (Position #601392), UAW Grade D (\$30,681 - \$36,525) from part-time to full-time.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a subcontract agreement with Michigan State University's College of Osteopathic Medicine for the provision of Infectious Disease services for one part time (0.20 FTE) Infectious Disease physician in the amount up to \$17,831 for the period of August 1, 2012 through July 31, 2013 with the option to renew for one year periods to complete project requirements.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a subcontract agreement with the Lansing Area AIDS Network for the provision of case management services to patients who reside in Ingham County in the amount up to \$51,108 for the period of August 1, 2012 through July 31, 2013 with the option to renew for one year periods to complete project requirements.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a subcontract agreement with Saint Mary's Health Care for the provision of case management services for patients who reside outside of Ingham County in the amount up to \$98,869 for the period of August 1, 2012 through July 31, 2013 with the option to renew for one year periods to complete project requirements.

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

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.

**INGHAM COUNTY**  
**Financial Services Department**

**Jill Rhode, Director**

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P.O. Box 319 ● Mason, MI. 48854 ● Phone: (517) 676-7328 ● Fax: (517) 676-7337

TO: Board of Commissioners

FROM: Jill Rhode, Director of Financial Services

DATE: October 8, 2012

RE: 2013 Life Insurance Quote

Currently, the County is purchasing life and long term disability insurance under the Michigan Association of County's (MAC) agreement with Mutual of Omaha. In 2012, MAC changed their vendor relationship to Lincoln Financial.

We have requested and received a cost for 2013 from both vendors. A financial recap is attached. The total cost under Lincoln Financial is substantially less and the same as we are paying Mutual of Omaha in 2012.

In addition, our employees are eligible to purchase additional life insurance under this plan. The 2013 cost under Lincoln Financial is the same as the employees are currently paying in 2012.

Attached is a resolution authorizing a change of the County's life and long term disability vendor from Mutual of Omaha to Lincoln Financial which I recommend be approved.

If you have any questions or wish to discuss, please let me know.

Inhgam County  
2013 life Insurance Quotes

	Lincoln National .18/1000 Per month	Mutual of Omaha .235/1000 Per month
County Coverage - \$36,600,000	\$ 79,056.00	\$ 103,212.00
Road Coverage - \$2,400,000	5,184.00	6,768.00
	.02/1000 Per month	.02/1000 Per month
Accidental Death		
County Coverage - \$35,600,000	8,784.00	8,784.00
Road Coverage - \$1,400,000	576.00	576.00
	.0095% of payroll Per Month	.0295% of Payroll Per Month
Long Term Disability		
County Coverage - \$4,100,000/Month	46,740.00	145,140.00
Road Coverage - \$300,000/Month	3,420.00	1,062.00
Total - Cost Comparison	\$ 143,760.00	\$ 265,542.00
Monthly - Cost Comparison	\$ 11,980.00	\$ 22,128.50

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE PURCHASE OF LIFE AND LONG TERM  
DISABILITY INSURANCE**

WHEREAS, the County has been purchasing life and long term disability insurance under the Michigan Associations of Counties' agreement with Mutual of Omaha; and

WHEREAS, Michigan Association of Counties has established a relationship with Lincoln Financial to provide life and long term disability insurance; and

WHEREAS, the County has received 2013 prices quotes for both vendors and the costs provided by Lincoln Financial are less than Mutual of Omaha.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the change in the County's vendor for life and long term disability insurance from Mutual of Omaha to Lincoln Financial effective January 1, 2013.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign the appropriate documents after review by the County Attorney.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY  
HEALTH CARE COALITION FOR EMPLOYEE BENEFITS FOR 2013 AND AUTHORIZING  
LETTERS OF AGREEMENT WITH BARGAINING UNITS**

WHEREAS, the Ingham County Health Care Coalition investigated various plan designs and options for the County's health care plan for 2013; and

WHEREAS, after finishing its review the Health Care Coalition does not recommend a change in the health insurance provider but does recommend a small change in the prescription benefit; and

WHEREAS, the benchmark used to determine the employee's contribution rate is recommended to increase 2% from the amount used in 2012 in accordance with historical practice; and

WHEREAS, Governor Snyder signed into law Public Act 152 of 2011, which places limits on public employer's contributions towards their employee's health benefits; and

WHEREAS, the health insurance rates for 2013 will be as noted on the attached schedule; and

WHEREAS, based on the aforementioned 2013 rates associated with various health insurance options, the County will be in compliance with the dollar caps established in Section 3 of Public Act 152 of 2011.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Letters of Understandings with all of the bargaining units to implement the recommendations of the Health Care Coalition for 2013 health insurance options.

BE IT FURTHER RESOLVED, that the County's Human Resource Director is authorized to sign the letters of understanding on behalf of the county, contingent upon final approval of the bargaining units, and subject to review by the County Attorney.

BE IT FURTHER RESOLVED, that the County will provide the recommended health insurance benefits to the Managerial and Confidential Employees effective January 1, 2013.

**INGHAM COUNTY PARKS DEPARTMENT**

121 E. Maple Street, P.O. Box 178, Mason, MI 48854  
(517) 676-2233; Fax (517) 244-7190

**MEMO**

**DATE:** September 28, 2012  
**TO:** County Services and Finance Committees  
**FROM:** Sherrie Graham, Potter Park Zoo Director  
**RE:** Resolution Approving an Amendment to the  
2010 Potter Park Zoo Master Plan

This resolution approves an amendment to the 2010 Potter Park Zoo Master Plan to move the moose exhibit from the proposed Michigan Lake and Drift Plains of the Michigan Ecosystems Region to the Duck Pond area adjacent to the proposed Red Cedar Ecology Center.

Potter Park Zoo has been approved by the Michigan Department of Natural Resources, the Michigan Department of Agriculture and the Association of Zoos and Aquariums to include moose in its collection. The original site for the moose exhibit has major infrastructure issues not identified by the 2010 master plan including a high pressure natural gas pipeline. The costs for construction of the moose exhibit in the site identified in the Master Plan are estimated to be 10 to 20 times the cost of placing the moose exhibit in the duck pond area. Staff has determined resources can be conserved by locating the moose exhibit in the existing former white-tailed deer exhibit utilizing the existing duck pond.

The principles of conservation are the foundation for the mission of Potter Park Zoo. Using the existing natural features of the duck pond will significantly reduce the amount of resources necessary to create suitable habitat for the moose. The space originally identified by the Master Plan for the moose will accommodate, with little modification, the North American Bison.

The Zoo Board and Parks & Recreation Commission supported this amendment to the master plan with resolutions passed at their September meetings.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING AN AMENDMENT TO THE  
2010 POTTER PARK ZOO MASTER PLAN**

WHEREAS, Potter Park Zoo has been approved by the Michigan Department of Natural Resources, the Michigan Department of Agriculture and the Association of Zoos and Aquariums to include moose in its collection; and

WHEREAS, the original site for the moose exhibit has major infrastructure issues not identified by the 2010 master plan including a high pressure natural gas pipeline; and

WHEREAS, the costs for construction of the moose exhibit in the site identified in the Master Plan are estimated to be 10 to 20 times the cost of placing the moose exhibit in the duck pond area; and

WHEREAS, staff has determined resources can be conserved by locating the moose exhibit in the existing former white-tailed deer exhibit utilizing the existing duck pond; and

WHEREAS, the principles of conservation are the foundation for the mission of Potter Park Zoo, using the existing natural features of the duck pond will significantly reduce the amount of resources necessary to create suitable habitat for the moose; and

WHEREAS, the space originally identified by the Master Plan for the moose will accommodate, with little modification, the North American Bison; and

WHEREAS, this resolution was supported by the Zoo Board and Parks & Recreation Commission with the passage of resolutions at their September meetings.

THEREFORE BE IT RESOLVED, the Board of Commissioners approves an amendment to the 2010 Potter Park Zoo Master Plan to move the moose exhibit from the proposed Michigan Lake and Drift Plains of the Michigan Ecosystems Region to the Duck Pond area adjacent to the proposed Red Cedar Ecology Center.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING ANNUAL 2013 AND 2014 COMPENSATION FOR  
NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS**

WHEREAS, Resolution #12-330, authorized certain benefit and compensation modifications to the Managerial/Confidential Personnel Manual including an additional 1.8% of gross wages to employee retirement contribution; and

WHEREAS, Ingham County’s rapidly changing negative economic projections do not support implementation of a wage increase for the Non-Judicial County-Wide Elected Officials at this time.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials; County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2013 and 2014 salary as listed below (reflects a 0 percent increase for both years):

<b>Elected Official</b>	<b>2013</b>	<b>2014</b>
County Clerk	\$88,590	\$88,590
Drain Commissioner	\$82,812	\$82,812
Prosecuting Attorney	\$127,578	\$127,578
Register of Deeds	\$82,812	\$82,812
Sheriff	\$119,486	\$119,486
Treasurer	\$95,448	\$95,448

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

BE IT FURTHER RESOLVED, effective January 1, 2013 non-Judicial County Wide Elected Officials shall contribute an additional 1.8% of gross wages to employee retirement, increasing the total contribution for non-Judicial County Wide Elected Officials to 10.26%.

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

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

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

**Agenda Item 7a**

**TO:** Finance Committee  
**FROM:** Mary A. Lannoye, Controller\Administrator  
**RE:** 2013 Appropriations Resolution  
**DATE:** October 4, 2012

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Attached is the 2013 Appropriations Resolution, which will adopt the 2013 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 12, 2012. The details of this budget can be found in the “2013 Ingham County Budget as Recommended by the Finance Committee” that is scheduled to be distributed at the October 9 Board of Commissioners meeting.

A public hearing on the 2013 Budget will be held at the Board of Commissioners meeting on Tuesday, October 23, 2012. A notice of public hearing will appear in the City Pulse on Wednesday, October 10, 2012.

Please feel free to contact me if you have any questions.

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**INGHAM COUNTY 2013 GENERAL APPROPRIATIONS RESOLUTION**

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 621 of 1978, requires that each local unit of government adopt a balanced budget for all required funds; and

WHEREAS, county offices, the courts, county departments, and others have submitted requests for a county appropriation in the 2013 budget; and

WHEREAS, the County Controller has considered these requests and has submitted a recommended budget as required by statute and Board of Commissioners' resolution; and

WHEREAS, the various liaison committees of the Board of Commissioners have reviewed their section of the Controller's Recommended Budget and have made recommendations for approval or modification to the Finance Committee; and

WHEREAS, the Finance Committee has reviewed each liaison committees' recommendations and together with its own Strategic Planning Initiatives Fund allotment has presented a recommended balanced budget to the Board of Commissioners and to the public; and

WHEREAS, since the review by the Finance Committee, the County has been informed by MERS of its required pension contribution rates for 2013, which are significantly higher than those included in the budget; and

WHEREAS, the 2013 Budget as Recommended by the Finance Committee included a sizable increase in the County's contribution towards future retiree health insurance costs, from 1.0% of payroll to 2.5% of payroll, or \$800,000; and

WHEREAS, both of these costs are related to the County's contribution toward its unfunded liabilities; and

WHEREAS, the Board of Commissioners annually adopts a balanced budget and authorizes appropriations subject to the conditions set forth in its annual General Appropriations Resolution.

THEREFORE BE IT RESOLVED, that the 2013 Ingham County Budget, as set forth in the Finance Committee Recommended Budget, dated September 12, 2012 and incorporated by reference herein, is hereby adopted on a basis consistent with Ingham County's Budget Adoption and Amendment Policies and subject to all county policies regarding the expenditure of funds and the conditions set forth in this resolution.

BE IT FURTHER RESOLVED, that the following tax levies are hereby authorized for the 2012 tax year/2013 budget year for a total county levy of 9.6663 mills, including authorized levies for General Fund operations, special purpose, and Airport Authority millage:

2012/13 Millage Summary

<u>Purpose</u>	<u>Millage</u>
General Operations	6.3512
General Operations – Indigent Veterans Support	.0230
Special Purpose - Emergency Telephone Services	.8431
Special Purpose - County-wide Transportation	.4800
Special Purpose - County-wide Transportation	.1200
Special Purpose - Juvenile Justice	.6000
Special Purpose - Potter Park Zoo and Potter Park	.4100
Special Purpose – Farmland/Open Space Preservation	.1400
Trust & Agency - Capital Region Airport Authority	.6990

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985 (Convention Facility Tax revenue) shall not be used to reduce the County's 2012/2013 operating millage as defined by Public Act 2, 1986.

BE IT FURTHER RESOLVED, that in accordance with Public Act 2 of 1986, that 50% of the actual Convention Facility Tax revenue not used to reduce the County's operating tax rate shall be transmitted to the Mid-South Substance Abuse Commission or Community Mental Health, as its successor agency, with the remaining revenues to be deposited in the County's General Fund.

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's 2012/2013 operating millage levy, and that 11/17 of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be appropriated to the Ingham County Health Department budget for those public health prevention programs and services whose costs are in excess of 1989 appropriation levels.

BE IT FURTHER RESOLVED, that in accordance with Public Act 264 of 1987, that 5/17 of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be used for personnel and operating costs which are in excess of 1988 appropriation levels at the Circuit Court, Family Court, District Court, and Sheriff Department Law Enforcement with the remaining revenues generated by P.A. 264 of 1987 to be used for other General Fund expenditures.

BE IT FURTHER RESOLVED, that the adopted budget is based on current estimates of revenues and expenditures, and that the Board of Commissioners may find it necessary to adjust budgeted revenues and expenditures from time to time during the year.

BE IT FURTHER RESOLVED, that the County Controller is hereby authorized to make budgetary transfers within the various funds and authorize expenditures in accordance with the budgetary procedures established by the Board of Commissioners in Resolution #90-274, as amended by Resolutions #94-93 and #04-253, a summary of which has been forwarded by the Controller to each department head, court and elected official.

BE IT FURTHER RESOLVED, that expenditures shall not be incurred in excess of the individual budgets adopted herein without first amending the budget pursuant to the budgetary procedures established by the Board of Commissioners in Resolution #90-274, as amended by Resolutions #94-93 and #04-253.

BE IT FURTHER RESOLVED, that all purchases made with funds appropriated in this budget shall be made in conformance with the County's Purchasing Procedures, as adopted and amended by the Board, and that these budgeted funds are appropriated contingent upon compliance with the County's Purchasing Procedures.

BE IT FURTHER RESOLVED, that the approved Position Allocation List contained in the budget shall limit the number of permanent employees who can be employed in all departments, offices, and the courts, and no funds are appropriated for any permanent position or employee not on the approved Position Allocation List.

BE IT FURTHER RESOLVED, that the Board of Commissioners may, from time to time during the year, change the approved Position Allocation List and/or impose a hiring freeze, as circumstances warrant, and that the same limitation as to the number of permanent employees who can be employed with a revised Position Allocation List.

BE IT FURTHER RESOLVED, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues.

BE IT FURTHER RESOLVED, that in the event that such anticipated outside funding is not received or the County is notified that it will not be received, said positions shall be considered not funded and removed from the approved Position Allocation List.

BE IT FURTHER RESOLVED, that the policies regarding temporary employees shall remain in full force and effect.

BE IT FURTHER RESOLVED, that budgets for all funds are adopted on a January 1st fiscal year, with the following exceptions: Friend of the Court Services Fund (215), County Health Fund (221), Community Corrections Fund (267), Community Development Block Grant Fund (287), DHS - Child Care Fund (288), DHS - Social Welfare Fund (290), Family Division – Child Care Fund (292), Prosecuting Attorney Cooperative Reimbursement Grant Fund (298), and Community Health Center Network Fund (511), all of which are adopted on an October 1st fiscal year.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the use of budgeted funds for the purchase of vehicles and necessary equipment such as marking kits, light bars, sirens, prisoner transport shields, radar, etc., from the State of Michigan and other municipal cooperative purchasing programs approved by the Purchasing Department.

BE IT FURTHER RESOLVED, that the vehicles being replaced are authorized to be transferred to another county department or agency for fair-market value established by the Purchasing Director, or are authorized to be sold at state auction or to a private company; the method of disposal shall be that which is deemed to be in the best interest of the County as determined by the Purchasing Director.

BE IT FURTHER RESOLVED, that the Ingham County Sheriff's Office is authorized to sell at fair-market value any used Ingham County Patrol Vehicles to the Ingham Intermediate School District for its Law Enforcement Program.

BE IT FURTHER RESOLVED, that the 2013 Budget as Recommended by the Finance Committee is amended to decrease the budgeted rate for future retiree health care from 2.5% of payroll to 1.75% of payroll, or \$400,000, and that this amount be transferred to the budget for Ingham County's contribution toward employee pension costs.

BE IT FURTHER RESOLVED, that the Controller is authorized to make any necessary budget adjustments consistent with this change.

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

BE IT FURTHER RESOLVED, that funds appropriated to a community agency but not spent by the end of the fiscal year may be carried over into the next fiscal year without additional Board approval, provided the Controller and Budget Office certify that the funds are available, and that the agency wishing to have said funds reappropriated provides a definitive scope of work for review by the Controller's Office and the County Attorney.

BE IT FURTHER RESOLVED, that any request for reappropriation to the 2013 budget of funds not spent in 2012 for a specific project must be received by the Budget Office no later than March 15, 2013, otherwise the request for reappropriation will not be considered.

## Agenda Item 7b

TO: Law Enforcement Committee  
Finance Committee

FROM: John L. Neilsen, Deputy Controller

DATE: October 02, 2012

RE: Resolution Authorizing The Sale Of A Used Surplus Multimedia Projector To TRIAD

This Resolution proposes to sell for the nominal sum of one dollar (\$1.00) an Epson Powerlite 505c/715c Multimedia projector to TRIAD, a non-profit organization. TRIAD wishes to use the projector as they provide Senior Safety presentations around Ingham County. The projector was scheduled to be disposed of by MIS as it has minimal value and is a 2001 model.

TRIAD was started nationally by members of AARP (American Association of Retired Persons), IACP (International Association of Chiefs of Police) and the NSA (National Sheriffs' Association) in 1988. The goal is to reduce criminal victimization and unwarranted fear of crime that affects older persons. Nationally and locally TRIAD's act as advocacy and advisory groups to increase the communication between senior citizens and law enforcement.

Locally, Ingham County TRIAD, is chaired by Sgt. Traci Ruiz of the Lansing Police Department and is composed of volunteers. Nancy Bailey, as the chair of the Education Committee does many of the presentations and co-wrote the current education PowerPoint program that they present to the local senior communities. They hope to continue to inform as many seniors as possible about fraud, scams and how to be safe at home and out in the community. A big part of the presentation is aimed at elder abuse. They encourage the elderly to report suspicions or knowledge of abuse to police. But, the big goal is to encourage trust and confidence in our law enforcement agencies through these presentations.

Some other local TRIAD activities include the Senior Prom, held July 27th at the Marriott in East Lansing. It is a fund raiser for TRIAD. For a small donation community members have a great dinner and can dance with uniformed officers.

Every December, TRIAD packages Christmas baskets for those without family or means. These recipients have almost nothing and our baskets include some everyday essentials that they can not afford to purchase such as soap, shampoo and socks. Last year TRIAD packed 300 baskets. Donated funds are also used to help seniors that receive Meals on Wheels, respite care and crisis services.

This sale of the projector to TRIAD is a discretionary matter for the BOC.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE SALE OF A USED SURPLUS MULTIMEDIA  
PROJECTOR TO TRIAD**

WHEREAS, Ingham County has periodic need to dispose of surplus equipment; and

WHEREAS, TRIAD is a non-profit 501c3 organization in need of a Multimedia projector; and

WHEREAS, TRIAD is an advocacy and advisory group that seeks to increase the communication between senior citizens and law enforcement with the goal to reduce criminal victimization and unwarranted fear of crime that affects older persons; and

WHEREAS, TRIAD is willing to enter into an agreement with Ingham County for the use of surplus county Multimedia projector equipment to present their PowerPoint program to local senior communities and to inform as many seniors as possible about fraud, scams and how to be safe at home and out in the community in Ingham County; and

WHEREAS, the Board of Commissioners has determined that this is an appropriate use of surplus equipment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the sale of a used surplus Epson Powerlite 505c/715c Multimedia projector in return for providing Senior Safety presentation services to Ingham County residents for the nominal sum of one dollar (\$1.00).

BE IT FURTHER RESOLVED, that the sale of this projector will be as is with no warranties expressed or implied.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and County Clerk to sign all necessary Buy Sell Agreement documents consistent with this resolution upon review and approval as to form by the County Attorney.

**Agenda Item 7c**

TO: LE Committee  
Finance Committee

FROM: John L. Neilsen, Deputy Controller

DATE: October 02, 2012

RE: Resolution To Approve The 911 Legacy Cost Partial Reimbursement Agreements Between Ingham County, Meridian Township, And Michigan State University

This Resolution would authorize 911 Legacy Cost Partial Agreements between Ingham County, Meridian Township and Michigan State University as required by the Legacy Cost Agreement between Ingham County and the City of East Lansing.

Meridian Township and MSU have previously agreed to pay to the County funds to partially offset unfunded Legacy Costs incurred by the City of East Lansing when they provided direct 911 Emergency Dispatch Services by contract to both Meridian Township and MSU.

Meridian Township and Michigan State University would pay Ingham County the sums of \$9,000 per year, and \$10,000 per year, respectively effective January 1, 2013 through December 31, 2022.

The County agrees to remit to the City of East Lansing all sums received from Meridian Township and/or MSU designated for these purposes for the duration of these agreements.

I recommend approval of this resolution.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE 911 LEGACY COST PARTIAL REIMBURSEMENT AGREEMENTS BETWEEN INGHAM COUNTY, MERIDIAN TOWNSHIP, AND MICHIGAN STATE UNIVERSITY**

WHEREAS, the Ingham County Board of Commissioners began operations of the Ingham County 911 Consolidated Dispatch Center Facility in June of 2012; and

WHEREAS, the Ingham County Board of Commissioners previously authorized a Legacy Cost Agreement between Ingham County and the City of East Lansing, in order to proceed with the development of the Ingham County 911 Consolidated Dispatch Center Facility; and

WHEREAS, that Legacy Cost Agreement contained a section whereby Meridian Township and Michigan State University (MSU) have previously agreed to pay to the County funds to partially offset unfunded Legacy Costs borne by the City of East Lansing in the provision of 911 Emergency Dispatch Services during the period in which such services were also provided to Meridian Township and MSU; and

WHEREAS, the County agreed to remit to the City of East Lansing all sums received from Meridian Township and/or MSU designated for these purposes.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the 911 Legacy Cost Partial Agreements between Ingham County and Meridian Township (“Township”), and Michigan State University (“MSU”) the sums of \$9,000 per year, and \$10,000 per year, respectively effective January 1, 2013 through December 31, 2022.

BE IT FURTHER RESOLVED, the County agrees to remit to the City of East Lansing all sums received from Meridian Township and/or MSU designated for these purposes for the duration of these agreements.

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 as prepared by or approved as to form by the County Attorney consistent with this resolution.