

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
RANDY SCHAFFER
RANDY MAIVILLE

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, APRIL 21, 2021 AT 6:00 P.M.
THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/89290329273>.

Agenda

Call to Order

Approval of the [April 7, 2021 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Authorize the Ingham County Sheriff's Office to Purchase Digital Media Analytical Software for Investigative Purposes from [Cellebrite Inc.](#)
2. Equalization/Tax Mapping – Resolution to Adopt the 2021 County [Equalization Report](#) as Submitted with the Accompanying Statements
3. Potter Park Zoo – Resolution to Amend Resolution #17-068 [Visitation Hours](#) of the Potter Park Zoo
4. Ingham County Fairgrounds – Resolution to Authorize a Contract with [Cold Box Films](#)
5. Parks Department – Resolution to Authorize a Calendar/Schedule for [Lifeguards](#) at Ingham County Park Beaches
6. Health Department
 - a. Resolution to Authorize an Amended Lease Agreement with [Holy Cross Services](#)
 - b. Resolution to Authorize an Agreement with [Great Lakes Empowerment Services Inc.](#)
 - c. Resolution to Authorize the Acceptance of Funds from the [Illinois Public Health Institute](#) for the Dash Program
 - d. Resolution to Authorize an Agreement with 340B Technologies, Inc. D/B/A [Assent Consulting Services](#) for Specialty Referral Eligibility Documentation
 - e. Resolution to Authorize Acceptance of American Rescue Act Funds from [HRSA](#)
 - f. Resolution to Authorize Acceptance of State and Federal Funds through Michigan Primary Care Association for [Vaccine Clinics](#)
 - g. Resolution to Authorize an Agreement for 0.1 FTE Psychiatry Services with [Dr. Afiah Ahsan](#)
 - h. Resolution to Authorize an Agreement with [Michigan Public Health Institute](#)
 - i. Resolution to Allocate American Rescue Plan Funds for Development of a Federally Qualified Health Center and Pharmacy Within [Allen Place Complex](#)

7. Facilities Department
 - a. Resolution to Authorize an Agreement with [Granger Waste Services Inc.](#) for Waste and Recycling Services for Multiple Ingham County Buildings and Locations
 - b. Resolution to Authorize an Agreement with [LJ Trumble Group](#) for the Gymnasium Ceiling Tile Replacement at the Ingham County Youth Center
 - c. Resolution to Authorize an Agreement with [Reith-Riley Construction Company, Inc.](#) for the East Side Asphalt Replacement at the Ingham County Fair Grounds

8. Road Department – Resolution to Amend a Second Party Agreement between the Michigan Department of Transportation (MDOT) and Ingham County in Relation to a State and Federally Funded Project on [Bellevue Road](#) from Onondaga Road to Hull Road

9. Board of Commissioners – Resolution to Appoint the [Equalization Subcommittee](#) on an “As Needed” Basis

10. Controller/Administrator’s Office
 - a. Resolution to Authorize a Contract with [LEAP](#) for an American Rescue Plan Funded Small Business Rescue Grant Program
 - b. Resolution to Utilize American Rescue Plan Funds to Reimburse the Greater Lansing [Convention and Visitor’s Bureau](#) for COVID-19 Related Lost Revenue
 - c. Discussion Regarding Updating Various Fees for [Law & Courts Committee Services](#) Provided by the County

11. Human Resources
 - a. Collective Bargaining Pursuant to MCL 15.268(c) (*Closed Session*)
 - b. Written Attorney/Client Privileged Legal Opinion from Corporation Counsel Pursuant to MCL 15.268(h) (*Closed Session*)

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

April 7, 2021

Draft Minutes

The meeting was called to order by Chairperson Grebner at 6:00 p.m. virtually via Zoom in accordance with Public Act 228 of 2020 regarding the Open Meetings Act and State of Emergency declared by the Board of Commissioners for Ingham County. A roll call attendance vote and the present location of the Committee members was taken for the record.

Members Present: Grebner (Ingham County, Michigan), Tennis (Ingham County, Michigan), Crenshaw (Ingham County, Michigan), Stivers (Ingham County, Michigan; arrived at 6:11 p.m.), Schafer (Ingham County, Michigan), and Maiville (Ingham County, Michigan).

Members Absent: Polsdofer.

Others Present: Commissioner Peña, Commissioner Slaughter, Commissioner Trubac, Treasurer Eric Schertzing, Chief Deputy Darin Southworth, Gregg Todd, Becky Bennett, Mary Sabaj, Janice Dooley, Nicole Wallace, Bill Conklin, Bill Fowler, Elaine Fischhoff, Jared Cypher, Teri Morton, Eric Thelen, Kelly Burkholder, and Michael Tanis.

Approval of March 17, 2021 Minutes

CHAIRPERSON GREBNER STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE MARCH 17, 2021 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Polsdofer and Stivers.

Additions to the Agenda

Late –

8. Ingham County Fairgrounds
 - b. Letter to Representative Slotkin in Support of the Grant Application Submitted by the Ingham County Fairgrounds for the USDA Community Facilities Grant

13. Road Department
 - b. Resolution for Support of Two Road Department Applications to the US House Appropriations Committee Community Project Funding Program

14. Controller/Administrator's Office
 - c. Resolution to Declare a Commitment to Climate Justice

Limited Public Comment

Commissioner Peña asked if Agenda Item No. 2b only pertained to Ingham County Sheriff's Office (ICSO) employees.

Chief Deputy Darin Southworth, ICSO, stated that as the resolution was presented, he was correct.

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

1. Clerk's Office – Resolution to Authorize the Purchase of Services for Self Service Upgrade
2. Sheriff's Office
 - a. Resolution to Authorize an Equipment Purchase Agreement with Open Air Accuracy, INC. for Ballistic Vests and Associated Accessories
 - b. Resolution to Authorize Ingham County Sheriff's Office to Continue the Employee Firearm Purchase Program
3. Treasurer's Office
 - a. 2021 Borrowing Resolution (2020 Delinquent Taxes)
 - b. Resolution Authorizing 2021 Administrative Fund
 - c. Resolution to Authorize a Contract with Mesirow Financial Investment Management, Inc.
4. Circuit Court
 - b. Resolution to Authorize Five Year Contracts for West Proflex Electronic Law Library and Clear Access for Various Ingham County Departments and Courts
5. Community Corrections – Resolution to Authorize Additional Justice Millage Programming Funds for Indigent Electronic Monitoring Services and Notice to Judicial Services Group, Ltd. (JSG) that Additional Funds are Available to Maintain Services through December 31, 2021
6. Animal Control Shelter – Resolution to Accept Banfield Foundation Grants on an Ongoing Basis
7. Capital Area Mentoring Partnership – Resolution to Authorize a Contract with Big Brothers Big Sisters Michigan Capital Region to Provide Administrative Oversight and Programming Leadership to the Capital Area Mentoring Partnership Program
8. Ingham County Fairgrounds
 - a. Resolution to Authorize a Contract with Xact Excavating at the Ingham County Fairgrounds
 - b. Letter to Representative Slotkin in Support of the Grant Application Submitted by the Ingham County Fairgrounds for the USDA Community Facilities Grant
9. Facilities Department
 - a. Resolution to Authorize an Amendment to Resolution #21-088 to Authorize the Installation Charge for the Temperature Sensors at the Human Services Building

- b. Resolution Creating a Project Manager Position in the Facilities Department
10. Health Department
- a. Resolution to Authorize the Purchase of Personal Protection Equipment (PPE) Gloves from Platinum Code
 - b. Resolution to Authorize an Agreement with St. Vincent Catholic Charities Refugee Services
 - c. Resolution to Authorize an Agreement with Refugee Development Center
 - d. Resolution to Authorize an Agreement with Uno Deuce for Development of Videos Promoting COVID-19 Vaccination in Communities of Color
11. Parks Department
- a. Resolution to Authorize to Extend the Contract with Comsource, Inc. for Radios at Hawk Island County Park
 - b. Resolution to Authorize a Contract with Scarlett Excavating to Install a County Purchased Snow Making Tube at Hawk Island County Park
 - c. Resolution to Authorize the Contract with James Clark Tree Service for Tree Removal at Hawk Island County Park
 - d. Resolution to Authorize Livery Fees at Burchfield County Park
 - e. Resolution to Authorize a Contract with Salebien Trucking and Excavating Inc.
 - f. Resolution to Authorize an Amendment to the City of Lansing Trails and Parks Millage Agreement TR085
 - g. Resolution to Authorize an Agreement with Soldan’s Feeds and Pet Supplies Inc. for Selling Fobs for the Soldan Dog Park
12. Equalization Department – Resolution to Authorize the Posting and Funding of the Deputy Equalization Director Position within the Ingham County Equalization/Tax Mapping Department
13. Road Department
- a. Resolution to Authorize a Second Party Agreement with MEDC and a Third Party Agreement with the City of Lansing for the Forest Road and Collins Road Infrastructure Improvements Project
 - b. Resolution for Support of Two Road Department Applications to the US House Appropriations Committee Community Project Funding Program
14. Controller/Administrator’s Office
- a. Resolution Authorizing a Contract with the Cardinal Group II to Assist in the Selection Process for the 9-1-1 Central Dispatch Center Director

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Polsdofer and Stivers.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Polsdofer and Stivers.

Please note that later in the meeting, rules were suspended to allow Commissioner Stivers to vote on the consent agenda. She voted in favor of the items on the consent agenda.

4. Circuit Court
 - a. Resolution to Authorize an Agreement with Thomson Reuters

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Chairperson Grebner asked if people continued to use law books.

Janice Dooley, Deputy Court Administrator, stated that he was correct. She further stated that the law books were important when judges were doing research in multiple areas to determine rulings.

Ms. Dooley stated that they tried to manage costs by entering into a longer contract with Thomson Reuters. She further stated that personally, when she was doing research, she used the law books.

Discussion.

Commissioner Stivers arrived at 6:11 p.m.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SCHAFER, TO SUSPEND THE RULES TO ALLOW COMMISSIONER STIVERS TO VOTE ON THE CONSENT AGENDA.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

Commissioner Stivers stated that she voted in favor of the items on the consent agenda.

14. Controller/Administrator's Office
 - c. Resolution to Declare a Commitment to Climate Justice

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

Commissioner Schafer stated that as he read through the resolution, he did not question the intent. He further stated that he had a lengthy discussion with a member of the League of Women Voters of the Lansing Area (LWVLA) regarding conservation and environmental efforts the County does.

Commissioner Schafer stated that most people did not understand the long record the County had addressing environmental issues. He further stated that sometimes the word 'climate' did not deal with the environmental issues being discussed.

Commissioner Schafer stated that he would be voting against the resolution.

THE MOTION CARRIED. **Yeas:** Grebner, Tennis, Crenshaw, Stivers **Nays:** Schafer, Maiville
Absent: Polsdofer

14. Controller/Administrator's Office

b. American Rescue Plan Act of 2021 Proposals (*Discussion*)

Gregg Todd, County Controller, provided an overview of the information he provided the County Services Committee.

Commissioner Schafer thanked Mr. Todd for his recognition of the needs of townships.

Chairperson Grebner stated that although the Finance Committee was not the initial committee for any of the activities being discussed, it was their job to make sure the process ran right. He further stated that if they were to do something useful for people who faced economic disaster, they needed to give them money in the next month or two.

Commissioner Schafer stated that it was an omission from the American Rescue Plan Act of 2021 not to include small villages. He further stated that he would ask Mr. Todd to work with villages.

Chairperson Grebner stated that there was no reason not to spend money to help the villages since they had municipal water and sewer systems. He further stated that the reason that villages did not receive their own share of money was because they the federal government had to adopt a national statute.

Chairperson Grebner asked Mr. Todd if they had been a formal determination that villages would not receive their own money from the American Rescue Plan Act of 2021.

Mr. Todd stated no.

Chairperson Grebner stated that his idea was to explore giving large amounts of funding to people in general law townships who had well or septic systems. He further stated that there were people who knew their septic system had failed or never installed, and knew they polluted surface water.

Chairperson Grebner stated that it would not be solved in the first tranche, but rather in the second tranche.

Announcements

None.

Public Comment

Elaine Fischhoff, City of Lansing resident, stated that she was a member of the LWVLA. She further stated that she hoped that Commissioner Schafer would contact the member he referred to and ask her to get in contact with her regarding getting involved in their environmental advocacy activities.

Ms. Fischhoff stated that she hoped that the Resolution to Re-Establish and Change the Composition of the Environmental Affairs Commission would have similar success as it did in the committees at the upcoming meeting of the Board of Commissioners on Tuesday, April 13.

Adjournment

The meeting was adjourned at 6:33 p.m.

**APRIL 21, 2021 FINANCE AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

1. **Sheriff's Office** – *Resolution to Authorize the Ingham County Sheriff's Office to Purchase Digital Media Analytical Software for Investigative Purposes from Cellebrite Inc.*

This resolution will authorize an agreement with Cellebrite Inc. in the amount of \$18,020 for the purchase of digital media analytical software for investigative purposes. The Sheriff's Office has been allocated \$10,729 from a \$106,246 Byrne Memorial Justice Assistance (JAG) Grant award, with an intended purpose to purchase digital media analytical software to extract evidence from mobile electronic devices. The Sheriff's Office is recommending a product from Cellebrite Inc., which allows the analysis of more devices than their competitors and includes monthly upgrades for the ever-changing electronic technologies. The total cost of the purchase, including software, cables, and training, is \$18,020. The balance of \$7,291 not covered by the grant will be funded from Sheriff's Office operating budget.

See memo for details.

2. **Equalization** - *Resolution to Adopt the 2021 County Equalization Report as submitted with the Accompanying Statements*

This resolution approves and adopts the 2021 Ingham County Equalization Report and accompanying statements.

3. **Potter Park Zoo** – *Resolution to Amend Resolution #17-068 Visitation Hours of the Potter Park Zoo*

This resolution amends visitation hours at Potter Park Zoo to allow for early closure of the Zoo on days where the Zoo is hosting special evening events. This is necessary in order to allow for proper preparation of the Zoo for those events.

4. **Ingham County Fairgrounds** – *Resolution to Authorize a Contract with Cold Box Films*

This resolution authorizes a contract not to exceed \$4,000 with Cold Box Films to develop promotional advertising for the Jack O' Lanterns Unleashed event in October 2021. Funds for this agreement are included in the Fairgrounds' budget.

5. **Parks Department** – *Resolution to Authorize a Calendar/Schedule for Lifeguards at Ingham County Park Beaches*

This resolution authorizes staffing lifeguards at Ingham County Parks beginning Memorial Day weekend through Labor Day and swim at your own risk when no lifeguards are available and during off hours, as consistent with the discussion from the previous Human Services meeting. The resolution also authorizes a budget transfer of \$15,000 to fund the enhanced lifeguarding hours at Burchfield Park in 2021.

6a. Health Department - Resolution to Authorize an Amended Lease Agreement with Holy Cross Services

This resolution authorizes an amendment to the lease agreement with Holy Cross Services for New Hope Community Health Center, in an amount not to exceed \$20,000 annually, effective October 1, 2020 through September 30, 2023. The agreement will renew automatically on an annual basis thereafter. The costs will be covered by billable patient services, the Integrated Behavioral Health Grant authorized through Resolution #20-040, and the Federal Health Center Award.

6b. Health Department - Resolution to Authorize an Agreement with Great Lakes Empowerment Services Inc.

This resolution authorizes an agreement with GLES to provide meals to those placed into isolation and quarantine during the COVID-19 pandemic effective January 19, 2021 and to be ongoing. GLES will charge ICHD \$4.00 for each breakfast and \$5.00 for each lunch and dinner for those placed in isolation and quarantine. The costs of meals required under this agreement will be paid for with Federal Emergency Management Agency (FEMA) funds.

6c. Health Department - Resolution to Authorize the Acceptance of Funds from the Illinois Public Health Institute for the Dash Program

This resolution authorizes an agreement to accept funds from the Illinois Public Health Institute (IPHI), in an amount not to exceed \$10,000 effective April 1, 2021 through December 31, 2021.

6d. Health Department - Resolution to Authorize an Agreement with 340B Technologies, Inc. D/B/A Assent Consulting Services for Specialty Referral Eligibility Documentation

This resolution authorizes an agreement for the Specialty Referral 340B Eligibility Documentation (Referral Claims Review) Program with 340B Technologies, Inc. d/b/a Assent Consulting Services effective April 30, 2021 through May 1, 2024 with a one-year auto renewal at a cost of 22% of savings captured through 340B eligible referral prescriptions.

6e. Health Department - Resolution to Authorize Acceptance of American Rescue Act Funds from HRSA

This resolution authorizes the acceptance of over \$4.2 million in HRSA funds to carry out COVID-19 vaccine related activities effective April 1, 2021 through March 31, 2023.

6f. Health Department - Resolution to Authorize Acceptance of State and Federal Funds through Michigan Primary Care Association for Vaccine Clinics

This resolution Federal and State funds via MPCA, in the amount of \$87,440, is to be used for vaccine clinics effective April 1, 2021 through September 30, 2021.

6g. Health Department - Resolution to Authorize an Agreement for 0.1 FTE Psychiatry Services with Dr. Afiah Ahsan

This resolution authorizes entering into an agreement with Dr. Afiah Ahsan for an amount not to exceed \$24,420 for the remainder of FY21, and for an amount not to exceed \$38,480 in FY22, effective March 1, 2021 through September 30, 2022. This position will support the Ryan White HIV/AIDS program at Forest CHC. The costs of this agreement are covered through the MDHHS Comprehensive Agreement authorized through Resolution #20-306.

6h. Health Department - Resolution to Authorize an Agreement with MPHI

This resolution authorizes an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, in an amount not to exceed \$153,563 effective April 1, 2021 through March 31, 2022. Funds for this agreement are included in the HRSA grant number H49MC24118 authorized through Resolution #19-194.

6i. Health Department - Resolution to Allocate American Rescue Plan Funds for Development of a Federally Qualified Health Center and Pharmacy Within Allen Place Complex

This resolution authorizes the allocation of up to \$750,000 in funding from the American Rescue Plan (ARP), for the development of a Federally Qualified Health Center (FQHC) and Pharmacy to be located on the Eastside neighborhood of Lansing within the Allen Place Complex. Specifically, these funds will be used for the buildout of the clinic and the construction of an on-site pharmacy. Please note, this project was not included in the original proposal by the Health Department that Controller Todd presented to the Board of Commissioners.

7a. Facilities Department – Resolution to Authorize an Agreement with Granger Waste Services Inc., for Waste and Recycling Services for Multiple Ingham County Buildings and Locations

This resolution authorizes a contract with Granger Waste Services, Inc. for waste removal and recycling services for Facilities, Fair Grounds, Road Department, Parks, and Potter Park Zoo. An RFP was issued and Granger Waste Services, Inc. was the only bidder and submitted a responsible proposal of \$92,733 annually for waste removal and recycling pick up at 19 different locations for the next three years with a two-year renewal option.

See memo for details.

7b. Facilities Department – Resolution to Authorize an Agreement with LJ Trumble Group for the Gymnasium Ceiling Tile Replacement at the Ingham County Youth Center

This resolution authorizes a contract with LJ Trumble Group for replacement of ceiling tiles at the Youth Center's gym (they are falling and are a safety hazard). LJ Trumble Group, a local vendor, submitted the lowest responsive and responsible quote of \$44,300 to replace the ceiling tiles. The fire suppression system will need to have the sprinkler heads replaced. Boynton Fire Safety Service, who we hold a contract with, quoted the replacements at a cost of \$1,500. A purchase order will need to be issued to Boynton.

\$50,500 is requested (\$45,800 plus \$4,700 contingency) and a transfer to the 2020 CIP line item of \$25,500 from the 2018 CIP line item Youth Center tuck-pointing project which has a balance of \$39,615.

See memo for details.

7c. Facilities Department – Resolution to Authorize an Agreement with Reith-Riley Construction Company, Inc., for the East Side Asphalt Replacement at the Ingham County Fair Grounds

This resolution authorizes a contract with Reith-Riley Construction Co., for the east side of the horse arena asphalt replacement. Reith-Riley Construction Co., a local vendor, submitted the lowest responsive and responsible proposal of \$200,441.75 for the asphalt replacement.

Facilities is requesting a contingency of \$8,000 for any unforeseen circumstances for a grand total not to exceed \$208,441.75. Funds are available in the Hotel/Motel (Holiday Inn) Fund line item.

See memo for details.

- 8. Road Department** – *Resolution to Amend a Second Party Agreement between the Michigan Department of Transportation (MDOT) and Ingham County in Relation to a State and Federally Funded Project on Bellevue Road from Onondaga Road to Hull Road*

This resolution amends an second party agreement between MDOT and Ingham County to reflect additional funding amounts available from the Tri-County Regional Planning Commission. The benefit of this amendment is that the Road Department will save over \$100,000 in project expenditures in the 2021 fiscal year.

See memo for details.

- 9. Board of Commissioners’ Office**– *Resolution to Appoint the Equalization Subcommittee on an “As Needed” Basis*

This resolution authorizes the Equalization Report will be submitted directly to the Finance Committee for consideration on an annual basis and the Equalization Subcommittee will only be appointed, as needed, in the event of an appeal or discrepancy of the report.

- 10a. Controller’s Office** – *Resolution to Authorize a Contract with LEAP for an American Rescue Plan Funded Small Business Rescue Grant Program*

This resolution authorizes a contract with LEAP for a Small Business Rescue Grant Program utilizing up to \$11,000,000 of American Rescue Plan funds.

See memo for details.

- 10b. Controller’s Office** – *Resolution to Utilize American Rescue Plan Funds to Reimburse the Greater Lansing Convention and Visitor’s Bureau for COVID-19 Related Lost Revenue*

This resolution authorizes a lost revenue reimbursement of \$1,400,000 to GLCVB for lost 2020 accommodation tax revenue (PA 263) through American Rescue Plan funds.

See memo for details

PRESENTATION/DISCUSSION/OTHER ITEM:

- 10c. Controller’s Office** – *Discussion Regarding Updating Various Fees for Law & Courts Committee Services Provided by the County*

- 11a. Human Resources** - *Collective Bargaining Pursuant to MCL 15.268(c) (Closed Session)*

- 11b. Human Resources** - *Written Attorney/Client Privileged Legal Opinion from Corporation Counsel Pursuant to MCL 15.268(h) (Closed Session)*

Agenda Item 1

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Captain Greg Harris
DATE: March 24, 2021
SUBJECT: 2020 Local JAG Grant Expenditure/Cellebrite Inc. software

BACKGROUND

The Sheriff's Office has been allocated \$10,729 from a \$106,246 JAG Grant award, leaving the Lansing Police Department \$95,517 as their allocated portion. The intended purpose of the grant is to purchase digital media analytical software to extract evidence from mobile electronic devices. This was approved by the Board of Commissioners by way of Resolution #20-490.

The Sheriff's Office is recommending a product from Cellebrite Inc. It is the oldest company on the market and therefore has the largest footprint in Law Enforcement worldwide. This product allows us to analyze more devices than their competitors and we will receive monthly upgrades for the ever-changing electronic technologies.

ALTERNATIVES

The alternative is to continue utilizing area Law Enforcement Agencies who have the analytical capabilities, however, the time lost in doing so puts the investigation at a deficit because of the wait time of said agencies' availability and the ease of which electronic evidence can be destroyed.

FINANCIAL IMPACT

The 2020-awarded grant funds total \$10,729. The total cost of Cellebrite Inc. software, cables, and training is \$18,020. The remaining balance of \$7,291 would be deducted from the appropriate Sheriff's Office budgeted line item.

STRATEGIC PLANNING IMPACT

The purchasing of this software will greatly enhance the Sheriff's Office ability to investigate major crimes involving mobile digital evidence in a timely manner. This will help in solving those crimes much quicker while maintaining a safe community.

OTHER CONSIDERATIONS

The criminal world, like the real world, is ever evolving with the help of electronic devices. Law Enforcement must evolve as well in order to continue to be effective in investigating crimes and locating those responsible.

RECOMMENDATION

Based on the information contained herein, I respectfully recommend the approval of the purchasing of Cellebrite Inc. digital media analytical software.

Agenda Item 1

TO: Captain Gregory Harris, S.O. Field Services
FROM: James Hudgins, Director of Purchasing
DATE: March 16, 2021
RE: Memorandum of performance for Packet #50-21 Mobile Forensic Extraction Software

Proposals were sought from experienced and qualified vendors to provide Mobile Forensic Extraction Software.

The following grid is a summary of the vendors' costs:

VENDOR NAME	LOCAL PREFERENCE	COST YEAR 1	RENEWAL	CERTIFICATIONS VALID FOR:
Oxygen Forensics	No, Alexandria, VA	\$12,490.00	\$7,495/annual	No data found
MSAB	No, Arlington, VA	\$13,465.00	\$3,394/annual	3 years (cost not listed)
Cellebrite	No, Parsippany, NJ	\$18,020.00	\$4,700/annual	2 years (\$289)

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF'S OFFICE TO
PURCHASE DIGITAL MEDIA ANALYTICAL SOFTWARE FOR INVESTIGATIVE PURPOSES
FROM CELLEBRITE INC.**

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff's Office were allocated \$106,246 from the 2020 Local JAG grant from the Department of Justice; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$10,729; and

WHEREAS, the total expense for this Cellebrite Inc. software is \$18,020; and

WHEREAS, the remaining amount of \$7,291 shall be deducted from the appropriate Sheriff's Office budgeted line item; and

WHEREAS, the purchase of Cellebrite Inc. software will facilitate the timely retrieval and analyzing of mobile digital media evidence in accordance with applicable State and Federal laws.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Cellebrite Inc. in the amount of \$18,020 for the purchase of digital media analytical software for investigative purposes.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary adjustments to the 2020-2023 Sheriff's Office budgets consistent with this resolution.

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

Agenda Item 2

To: Finance Committee
Ingham County Board of Commissioners

From: William E. Fowler, Director
Equalization/Tax Mapping Department

Date: April 7, 2021

Re: 2021 Ingham County Equalization Report

Attached please find the resolution to approve and adopt the 2021 Ingham County Equalization Report.

Further, attached please find the supporting documentation.

Respectfully,

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2021 COUNTY EQUALIZATION REPORT
AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS**

WHEREAS, the Equalization Department has examined the assessment rolls of the 16 townships and five cities within Ingham County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Sub-Committee the 2021 Equalization data that equalizes the townships' and cities' valuations, by adding to or deducting from the valuations of the said taxable property in the 16 townships and five cities, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the foregoing process.

THEREFORE BE IT RESOLVED, by the Board of Commissioners of the County of Ingham, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Ingham as the equalized value of all taxable property, both real and personal, for each of the 16 townships and five cities in said County for real property values equalized at \$10,113,627,214 and personal property values equalized at \$680,452,313, for a total equalized value of real and personal property at \$10,794,079,527 pursuant to Section 211.34 MCL, 1948, as amended.

Agenda Item 3

TO: Human Services and Finance Committees
FROM: Cynthia Wagner
DATE: April 6, 2021
SUBJECT: Change in Potter Park Zoo Visitation Hours
For the meeting agendas of April 19 & 21, 2021

BACKGROUND

Potter Park Zoo visitation hours were approved by the Ingham County Board of Commissioners through Resolution #17-068. Evening events are hosted by the Potter Park Zoological Society and require preparation on zoo grounds without visitors present which necessitates the zoo closing early on these days. As such, an amendment to Resolution #17-068 is requested to allow for early closure the days of these events.

ALTERNATIVES

The Potter Park Zoological Society could eliminate evening events that require early vendor set up.

FINANCIAL IMPACT

The point of sale system shows zoo admission revenue for a typical Thursday in the 2020 summer season for the hours of 2 - 5 p.m. was \$1,223. Revenue numbers prior to 2020 were recorded in daily totals only and not broken down by hourly admission. Early closures would be advertised to encourage visitors to attend earlier in the day or on alternate days mitigating loss in admission revenue.

STRATEGIC PLANNING

The proposed incentives will help achieve Ingham County Strategic Plan – Implementation Plan strategies A1 (Strive to make facilities and services user-friendly) and B1 (Promote key services through the local media). Each event provides an opportunity to promote and increase awareness of activities and opportunities at the zoo.

OTHER CONSIDERATIONS

The Potter Park Zoo Advisory Board supported this resolution at their February 10, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to amend the visitation hours of the Potter Park Zoo.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #17-068
VISITATION HOURS OF THE POTTER PARK ZOO**

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #17-068 authorizing visitation hours at Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society is a private, 501c (3) nonprofit, fundraising organization that raises funds to support the Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society holds events at the zoo of which several require preparation without zoo visitors present resulting in a need for early zoo closure; and

WHEREAS, the Potter Park Zoo Advisory Board is in support of changing visitation hours of the Potter Park Zoo to include early closure for the evening events.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes amending the visitation hours of the Potter Park Zoo as follows:

FROM

Current Potter Park Zoo Visitation Hours

January 1 – April 1	10 a.m. – 4 p.m.
April 1 – Labor Day	9 a.m. – 5 p.m.
Labor Day – October 31	9 a.m. – 4 p.m. Mon – Fri , 9 a.m. – 5 p.m. Sat & Sun
November 1 – December 31	10 a.m. – 4 p.m.
December 25	CLOSED

TO

New Potter Park Zoo Visitation Hours

January 1 – April 1	10 a.m. - 4 p.m.
April 1 – Labor Day	9 a.m. – 5 p.m.
Labor Day – October 31	9 a.m. – 4 p.m. Mon – Fri, 9 a.m. – 5 p.m. Sat & Sun
November 1 – December 31	10 a.m. – 4 p.m.
December 25	CLOSED

Early Closures

One Thursday in May, June, July, August, and September	Close at 2 p.m.
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Agenda Item 4

TO: Board of Commissioners Human Services and Finance Committees
FROM: Lindsey McKeever, Fairgrounds Events Director
DATE: February 16, 2021
SUBJECT: Resolution to authorize a contract with Cold Box Films

BACKGROUND

The Fairgrounds is producing Jack O' Lanterns Unleashed in October 2021. Since this is a new event, there is a need for promotional material for advertising. The Fairgrounds Events Director received four quotes for animated video production for a company to create a brand new animated commercial. Cold Box Films submitted the most qualified bid for a cost of \$4,000 for one 15 second video and one 30 second video.

ALTERNATIVES

The Fairgrounds could choose the least expensive video production company.

FINANCIAL IMPACT

Advertising for Jack 'O Lanterns Unleashed has been budgeted in the 2021 operational budget.

The contract will not exceed \$4,000 for one 15 second animated video and one 30 second animated video and an hourly rate of \$125 an hour for additional revisions of the film.

STRATEGIC PLANNING IMPACT

This resolution supports the long term objective of providing recreational opportunities.

OTHER CONSIDERATIONS

There are no other considerations at this time.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to allow the Fair to impose fees for special events.

Agenda Item 4

TO: Lindsey Mckeever, Fairgrounds Events Director, Fair Office
FROM: James Hudgins, Director of Purchasing
DATE: March 29, 2021
RE: Memorandum of performance for Packet #58-21 Halloween Video Production

The Purchasing Department sought proposals from experienced and qualified vendors to create a video production promoting the Jack O Lanterns Unleashed for Halloween.
The following grid is a summary of the vendors' costs:

Company Name	Local Preference	Cost
SokoDesign	No, Westland MI	\$1,200.00
Cold Box Films Productions	Yes, Lansing MI	\$4,000.00
Clum Creative	No, Cleveland OH	\$4,000.00
Michigan Creative	Yes, Lansing MI	\$7,500.00

You are now ready to complete the final steps in the process: 1) confirm funds are available; 2) submit your recommendation of award along with your evaluation to the Purchasing Department; 3) write a memo of explanation; and, 4) prepare a resolution for Board approval. This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH COLD BOX FILMS

WHEREAS, the Ingham County Board of Commissioners approved Resolution #20-384 authorizing a contract with Debbi Katz Productions to produce a Halloween themed event called Jack O' Lanterns Unleashed at the Fairgrounds; and

WHEREAS, it is necessary to advertise and promote the event; and

WHEREAS, an animated video will capture an audience and raise awareness about the event; and

WHEREAS, after careful review of bids, the evaluation committee recommends the contract be awarded to Cold Box Films in an amount not to exceed \$4,000 for one 15 second animated video and one 30 second animated video and an hourly rate of \$125 an hour for additional revisions of the film; and

WHEREAS, the funds for this contract are included in the Ingham County Fairgrounds operational budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Cold Box Films in an amount not to exceed \$4,000 for one 15 second animated video and one 30 second animated video and an hourly rate of \$125 an hour for additional revisions of the film.

BE IT FURTHER RESOLVED, that the term of the contract shall be May 1, 2021 through October 31, 2021.

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

Agenda Item 5

TO: Board of Commissioners Human Services and Finance
FROM: Tim Morgan, Parks Director
DATE: April 6, 2021
SUBJECT: Calendar/schedule for lifeguards at Ingham County Park beaches
For the meeting agenda of 4/19/21 Human Services and 4/21/21 Finance

BACKGROUND

The swimming beaches at Burchfield County Park, Hawk Island County Park, and Lake Lansing South County Park along with the Hawk Island Splash Pad were closed from Memorial Day until July 1, 2020 due to COVID-19 and reopened July 2, 2020 to September 7, 2020 with “swim at your own risk” posted. The Ingham County Parks are proposing having lifeguards beginning Memorial Day weekend through Labor Day during the hours of 12:00pm-8:00pm, seven days a week, providing there is lifeguard staff coverage. During off hours and when there are no available lifeguards to staff, beaches would be posted as swim at your own risk. Staff will follow CDC and American Red Cross COVID safety guidelines.

ALTERNATIVES

The alternative is to continue with the posted swim at your own risk sign and not hire any lifeguards.

FINANCIAL IMPACT

If the proposed recommendation was accepted, Burchfield Park would need additional lifeguard hours as they only had lifeguards on the weekends in prior years. There would need to be an additional \$15,000 to pay for the additional lifeguard hours. There are funds available in line item 208-75300-652000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user- friendly, specifically Section A.1(g) - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this approach at their March 22, 2021 meeting.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CALENDAR/SCHEDULE FOR LIFEGUARDS
AT INGHAM COUNTY PARK BEACHES**

WHEREAS, Ingham County operates beaches at Burchfield County Park, Hawk Island County Park, and Lake Lansing South County Park, along with the Hawk Island Splash Pad; and

WHEREAS, the Park Commission recommends the Board of Commissioners authorize staffing lifeguards beginning Memorial Day weekend through Labor Day during the hours of 12:00pm – 8:00pm, seven days a week at all parks.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes staffing lifeguards at Ingham County Parks in 2021 beginning Memorial Day weekend through Labor Day and swim at your own risk when no lifeguards are available and during off hours.

BE IT FURTHER RESOLVED, that swim at your own risk signage would be in effect for off hours and when there are no available lifeguards to staff.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75300-652000 for the additional \$15,000 needed to pay for additional lifeguards needed to cover Burchfield Park.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution to cover the \$15,000 to pay for the additional lifeguards needed to cover Burchfield Park (revenue offset would be from the parking 208-753000-652000 to the seasonal wage 208-75300-705000 line item).

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 1, 2021
SUBJECT: Authorization to Amend Lease Agreement with Holy Cross Services
For the meeting agenda of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to amend the lease agreement with Holy Cross Services for New Hope CHC by extending the agreement for an amount not to exceed \$20,000 annually, effective October 1, 2020 through September 30, 2023 with a one-year auto renewal thereafter. Resolution #17-328 authorized a transfer agreement between Sparrow Medical Group/Volunteers of America (VOA) Clinic to ICHD’s CHCs. This transfer agreement authorized a three-year Real Estate Lease agreement between ICHD and VOA for the property located at 430 N. Larch Street, Lansing, MI, 48912, effective September 1, 2017 through August 31, 2020. The original lease agreement held by Sparrow Medical Group/VOA Clinic was then transferred to Holy Cross Services. Resolution #19-049 amended the lease agreement with Holy Cross Services to increase the square footage of leased space from 4,000 square feet (sq. ft.) to 5,010 sq. ft. at \$5.00 per sq. ft. for a total lease amount of \$20,000 annually. The cost of this agreement will be \$5.00 per sq. ft., for a total lease amount not to exceed \$20,000 annually covered through billable patient services, the Integrated Behavioral Health Grant authorized through Resolution #20-040, and the Federal Health Center Award.

ALTERNATIVES

The alternative would be to risk disruption of ICHD’s CHC clinic services at New Hope CHC, which serves a highly vulnerable homeless patient population.

FINANCIAL IMPACT

The cost of this agreement will be \$5.00 per sq. ft. for a total lease amount not to exceed \$20,000 annually that will be covered by billable patient services, the Integrated Behavioral Health Grant authorized through Resolution #20-040, and the Federal Health Center Award.

STRATEGIC PLAN

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes an amendment to the lease agreement with Holy Cross Services for New Hope, in an amount not to exceed \$20,000 annually, effective October 1, 2020 through September 30, 2023 with a one-year auto renewal.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDED LEASE AGREEMENT WITH
HOLY CROSS SERVICES**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend the lease agreement with Holy Cross Services for New Hope CHC by extending the agreement for an amount not to exceed \$20,000 annually, effective October 1, 2020 through September 30, 2023 with a one-year auto renewal; and

WHEREAS, Resolution #17-328 authorized a transfer agreement between Sparrow Medical Group/Volunteers of America (VOA) Clinic to ICHD's CHCs; and

WHEREAS, the transfer agreement authorized a three-year Real Estate Lease agreement between ICHD and VOA for the property located at 430 N. Larch Street, Lansing, MI, 48912, effective September 1, 2017 through August 31, 2020; and

WHEREAS, the original lease agreement held by Sparrow Medical Group/VOA Clinic was then transferred to Holy Cross Services; and

WHEREAS, Resolution #19-049 amended the lease agreement with Holy Cross Services to increase the square footage of leased space from 4,000 square feet (sq. ft.) to 5,010 sq. ft. at \$5.00 per sq. ft., for a total lease amount of \$20,000 annually; and

WHEREAS, the cost of this agreement will remain at \$5.00 per sq. ft. for a total lease amount not to exceed \$20,000 annually, and will be covered through billable patient services, the Integrated Behavioral Health Grant authorized through Resolution #20-040, and the Federal Health Center Award; and

WHEREAS, the ICHC Board of Directors and the Health Officer support amending the lease agreement with Holy Cross Services for New Hope by extending the lease agreement for an amount not to exceed \$20,000 annually, effective October 1, 2020 through September 30, 2023 with an annual automatic renewal thereafter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the lease agreement by extending the agreement with Holy Cross Services for New Hope in an amount not to exceed \$20,000 annually, effective October 1, 2020 through September 30, 2023 to renew automatically on an annual basis thereafter.

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

Agenda Item 6b

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 1, 2021
SUBJECT: Authorization to Enter an Agreement with Great Lakes Empowerment Services Inc.
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Great Lakes Empowerment Services Inc. (GLES) effective January 19, 2021 and to be ongoing. ICHHD's COVID-19 response includes the placement of individuals who cannot isolate and quarantine safely into an isolation and quarantine setting for up to 14 days. During their isolation and quarantine, ICHHD must provide meals to these individuals. Historically, ICHHD has partnered with Tri-County Office on Aging (TCOA) for these services, but recently TCOA was unable to provide meals. ICHHD wishes to partner with GLES to serve as a backup to TCOA for ensuring continuity of services. GLES will charge ICHHD \$4.00 for each breakfast and \$5.00 for each lunch and dinner served to individuals in isolation and quarantine.

ALTERNATIVES

ICHHD could continue to have only one supplier for meals for those placed in isolation and quarantine, but ICHHD would have no alternative if TCOA were unable to make and deliver the meals needed.

FINANCIAL IMPACT

GLES will charge ICHHD \$4.00 for each breakfast and \$5.00 for each lunch and dinner for those placed in isolation and quarantine. The costs of meals required under this agreement will be paid for with Federal Emergency Management Agency (FEMA) funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I recommend that the Board of Commissioners authorizes an agreement with GLES to provide meals to those placed into isolation and quarantine during the COVID-19 pandemic effective January 19, 2021 and to be ongoing.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
GREAT LAKES EMPOWERMENT SERVICES INC.**

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Great Lakes Empowerment Services Inc. (GLES) effective January 19, 2021 and to be ongoing; and

WHEREAS, ICHHD's COVID response includes the placement of individuals who cannot isolate and quarantine safely into an isolation and quarantine setting for up to 14 days; and

WHEREAS, during their isolation and quarantine, ICHHD must provide meals to these individuals; and

WHEREAS, historically, ICHHD has partnered with Tri-County Office on Aging (TCOA) for these services, but recently, TCOA was unable to provide meals; and

WHEREAS, ICHHD wishes to partner with GLES to serve as a backup to TCOA for ensuring continuity of services; and

WHEREAS, GLES will charge ICHHD \$4.00 for each breakfast and \$5.00 for each lunch and dinner served to individuals in isolation and quarantine; and

WHEREAS, the Health Officer recommends authorizing an agreement with GLES to provide meals to those placed in isolation and quarantine during the COVID-19 pandemic, effective January 19, 2021 and to be ongoing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with GLES to provide meals to those who are placed in isolation and quarantine during the COVID-19 pandemic, effective January 19, 2021 and to be ongoing.

BE IT FURTHER RESOLVED, that GLES will charge ICHHD \$4.00 for each breakfast and \$5.00 for each lunch and dinner served to individuals in isolation and quarantine.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 31, 2021
SUBJECT: Resolution to Authorize the Acceptance of Funds from the Illinois Public Health Institute for the DASH Program
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement for the acceptance of funds from the Illinois Public Health Institute (IPHI) as part of IPHI’s Data Across Sectors for Health (DASH) program, in an amount not to exceed \$10,000 effective April 1, 2021 through December 31, 2021. The DASH Mentor Program is a co-production between the DASH Program Office (PO) and DASH Mentors, a set of high-capacity collaborative organizations and leaders selected for their experience, knowledge, and desire to develop capacity and leaders in the field of multi-sector data sharing. ICHD will be paired with Civic Canopy, who will mentor the advancement of the Racial Equity Data Initiative (REDI). REDI is an existing initiative whereby ICHD receives support from community partners, as well as funding from Michigan Department of Health and Human Services (MDHHS) and Kresge Foundation.

Through this agreement, ICHD and affiliated partners will be exposed to a research-based Community Learning Model (CLM) that prioritizes results for creating meaningful and measurable change within social issues. The results are achieved through a continuous learning process of including relevant and diverse stakeholders, engaging in thoughtful dialogue, developing action plans, and learning from result-focused efforts, all within a culture of trust and collaboration. ICHD and partners will receive support individually and collectively for progressing toward their unique goals, implementing a high-level work plan, and for increasing organizational capacity to share data in a multi-sector collaboration for improving community health.

ALTERNATIVES

Refusing to accept this funding would result in a loss of opportunity for ICHD and affiliated partners to advance their capacity for sharing data in a multi-sector collaboration for improving community health.

FINANCIAL IMPACT

This agreement will allow ICHD to accept funds in an amount not to exceed \$10,000. Funds are primarily intended to support ICHD staff and six partner organizations participating in the program as part of the existing MDHHS REDI initiative. Current partner organizations include:

- Martin Luther King Jr. Commission
- Lansing Latino Health Alliance
- Hispanic Latino Commission of Michigan
- Refugee Development Center
- Salus Center (Inclusive of Queering Medicine)

Each partner organization will receive \$1,000 for staff time compensation, with the exception of Salus Center who will receive \$2,000, of which \$1,000 will be redistributed to Queering Medicine. ICHD will retain \$1,000 for staff time compensation and \$3,000 to support training and professional development related to this project.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of building trust and ensuring race and ethnicity data is accessible, meaningful, and useful for addressing health disparities and advancing health equity throughout Ingham County.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement to accept funds from the Illinois Public Health Institute (IPHI), in an amount not to exceed \$10,000 effective April 1, 2021 through December 31, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF FUNDS FROM THE ILLINOIS PUBLIC HEALTH INSTITUTE FOR THE DASH PROGRAM

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement for the acceptance of funds from the Illinois Public Health Institute (IPHI) as part of IPHI's Data Across Sectors for Health (DASH) program, in an amount not to exceed \$10,000 effective April 1, 2021 through December 31, 2021; and

WHEREAS, the DASH Mentor Program is a co-production between the DASH Program Office (PO) and DASH Mentors, a set of high-capacity organizations and leaders selected for their experience, knowledge, and desire to develop capacity and leaders in the field of collaborative multi-sector data sharing; and

WHEREAS, ICHD will be paired with Civic Canopy in order to advance the Racial Equity Data Initiative (REDI); and

WHEREAS, REDI is an existing initiative whereby ICHD receives support from community partners as well as funding from Michigan Department of Health and Human Services (MDHHS) and Kresge Foundation; and

WHEREAS, through this agreement, ICHD and affiliated partners will be exposed to a research-based Community Learning Model (CLM) that prioritizes results for creating meaningful and measurable change within social issues; and

WHEREAS, the results are achieved through a continuous learning process of including relevant and diverse stakeholders, engaging in thoughtful dialogue, developing action plans, and learning from result-focused efforts, all within a culture of trust and collaboration; and

WHEREAS, ICHD and partners will receive support individually and collectively for progressing toward their unique goals, implementing a high-level work plan, and for increasing organizational capacity to share data in a multi-sector collaboration for improving community health; and

WHEREAS, these funds are primarily intended to support ICHD staff and six partner organizations participating in the program as part of the existing MDHHS REDI initiative; and

WHEREAS, these current partner organizations include:

- Martin Luther King Jr. Commission
- Lansing Latino Health Alliance
- Hispanic Latino Commission of Michigan
- Refugee Development Center
- Salus Center (Inclusive of Queering Medicine); and

WHEREAS, each partner organization will receive \$1,000 for staff time compensation, with the exception of Salus Center who will receive \$2,000, \$1,000 of which will be redistributed to Queering Medicine; and

WHEREAS, ICHD will retain \$1,000 for staff time compensation and \$3,000 to support training and professional development related to this project; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes the acceptance of \$10,000 in funds from the IPHI as part of IPHI's DASH program, in an amount not to exceed \$10,000 effective April 1, 2021 through December 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of \$10,000 in funds from the Illinois Public Health Institute (IPHI) as part of IPHI's Data Across Sectors for Health (DASH) program, in an amount not to exceed \$10,000 effective April 1, 2021 through December 31, 2021.

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 Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 1, 2021
SUBJECT: Authorization to Enter Agreement with 340B Technologies, Inc. d/b/a Assent Consulting Services for Specialty Referral Eligibility Documentation
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into an agreement for the Specialty Referral 340B Eligibility Documentation (Referral Claims Review) Program with 340B Technologies, Inc. d/b/a Assent Consulting Services, effective April 30, 2021 through May 1, 2024 with a one-year auto renewal thereafter. Resolution #17-354 authorized an agreement with 340B Technologies, Inc. d/b/a 340Basics to act as a Third Party Administrator (TPA) to provide 340B Prescriptive Drug Administrative Services. The Referral Claims Review is a program that screens prescriptions written by referring providers and filled at an eligible contractual pharmacy for 340B program participation. This program will allow ICHD's CHCs to capture additional savings on 340B eligible prescriptions through referrals. The cost for this program is a 22% service fee that will be paid through savings captured on 340B eligible referral prescriptions.

ALTERNATIVES

The alternative would be to create an internal 340B Analyst position within ICHD's CHCs, to perform prescription referral reviews or forego potential 340B savings by not engaging in this program.

FINANCIAL IMPACT

The cost for this program is a 22% service fee that will be paid through savings captured through 340B eligible referral prescriptions.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes entering into an agreement for the Specialty Referral 340B Eligibility Documentation (Referral Claims Review) Program with 340B Technologies, Inc. d/b/a Assent Consulting Services effective April 30, 2021 through May 1, 2024 with a one-year auto renewal at a cost of 22% of savings captured through 340B eligible referral prescriptions.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH 340B TECHNOLOGIES, INC.
D/B/A ASSENT CONSULTING SERVICES FOR SPECIALTY REFERRAL
ELIGIBILITY DOCUMENTATION**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter into an agreement for the Specialty Referral 340B Eligibility Documentation (Referral Claims Review) Program with 340B Technologies, Inc. d/b/a Assent Consulting Services, effective April 30, 2021 through May 1, 2024 with a one-year auto renewal thereafter; and

WHEREAS, Resolution #17-354 authorized an agreement with 340B Technologies, Inc. d/b/a 340Basics to act as a Third Party Administrator (TPA) to provide 340B Prescriptive Drug Administrative Services; and

WHEREAS, the Referral Claims Review is a program that screens prescriptions written by referring providers and filled at an eligible contractual pharmacy for 340B program participation; and

WHEREAS, this program will allow ICHD's CHCs to capture additional savings on 340B eligible prescriptions through referrals; and

WHEREAS, the cost for this program is a 22% service fee that will be paid through savings captured through 340B eligible referral prescriptions.

THEREFORE BE IT RESOLVED, that the ICHC Board of Directors and the Health Officer authorize entering into an agreement for the Specialty Referral 340B Eligibility Documentation (Referral Claims Review) Program with 340B Technologies, Inc. d/b/a Assent Consulting Services, effective April 30, 2021 through May 1, 2024 with a one-year auto renewal thereafter.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement for the Specialty Referral 340B Eligibility Documentation (Referral Claims Review) Program with 340B Technologies, Inc. d/b/a Assent Consulting Services, effective April 30, 2021 through May 1, 2024 with a one-year auto renewal thereafter.

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 Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 1, 2021
SUBJECT: Authorization to Accept American Rescue Plan Act Funds from HRSA
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept American Rescue Plan Act Funds from Health Resources and Services Administration (HRSA) for vaccine-related activities, effective April 1, 2021 through March 31, 2023. The purpose is to plan, prepare for, promote, distribute, administer, and track COVID-19 vaccines and to detect, diagnose, trace, and monitor COVID-19 infections and related activities necessary to mitigate the spread of COVID-19.

ALTERNATIVES

Not accepting the American Rescue Plan Act Funds from HRSA would result in a slowing of efforts to mitigate the spread of COVID-19.

FINANCIAL IMPACT

The amount of this funding is \$4,255,625 and will be paid upon request through progress reports submitted by the CHCs.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives of providing access to services that promote the well-being of county residents, Goal A, and improving service by enhancing the quality of communication, Goal B.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners authorizes the acceptance of HRSA funds to carry out COVID vaccine related activities effective April 1, 2021 through March 31, 2023.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ACCEPTANCE OF
AMERICAN RESCUE ACT FUNDS FROM HRSA**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to accept the American Rescue Plan Act Funds from Health Resources and Services Administration (HRSA) for vaccine related activities, effective April 1, 2021 through March 31, 2023; and

WHEREAS, the purpose is to plan, prepare for, promote, distribute, administer, and track COVID-19 vaccines and to detect, diagnose, trace, and monitor COVID-19 infections and related activities necessary to mitigate the spread of COVID-19; and

WHEREAS, vaccines will be provided to the public at no cost to them; and

WHEREAS, the amount of this funding is \$4,255,625 and will be paid upon request through progress reports submitted by the CHCs; and

WHEREAS, grants may not be used for law enforcement purposes; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Board of Commissioners authorizes the acceptance of American Rescue Plan Act Funds from HRSA for vaccine related activities, effective April 1, 2021 through March 31, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of American Rescue Plan Act Funds in an amount not to exceed \$4,255,625 from Health Resources and Service Administration (HRSA) for vaccine related activities, effective April 1, 2021 through March 31, 2023.

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 Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 31, 2021
SUBJECT: Authorization to Accept State and Federal Funds through MPCA for Vaccine Clinic
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to accept both Federal and State funds, via Michigan Primary Care Association (MPCA), for vaccine clinics effective April 1, 2021 through September 30, 2021. The purpose of this funding is to support efforts to plan, develop, and maintain a public health workforce that assures high immunization coverage levels, low incidence of vaccine-preventable diseases, and maintains or improves the ability to respond to public health threats. The vaccines will be provided to the public at no cost.

ALTERNATIVES

Choosing to decline the MPCA COVID-19 Vaccine funding could restrict ICHD's capacity to administer the COVID-19 vaccine to individuals who want and need it.

FINANCIAL IMPACT

The amount of this funding is \$87,440. The Federal funding amount of \$36,899.68 will be received upon the signing of the agreement. The remaining funds from the State totaling \$50,540.32, will be paid upon request through progress reports submitted by the CHCs.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives of providing access to services that promote the well-being of county residents, Goal A, and improving service by enhancing the quality of communication, Goal B.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners authorizes the acceptance of both Federal and State funds via MPCA, to be used for vaccine clinics effective April 1, 2021 through September 30, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ACCEPTANCE OF STATE AND FEDERAL FUNDS THROUGH MICHIGAN PRIMARY CARE ASSOCIATION FOR VACCINE CLINICS

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to accept both Federal and State funds, via Michigan Primary Care Association (MPCA), for vaccine clinics effective April 1, 2021 through September 30, 2021; and

WHEREAS, the purpose of this funding is to support efforts to plan, develop, and maintain a public health workforce that helps assure high immunization coverage levels, low incidence of vaccine-preventable diseases, and maintains or improves the ability to respond to public health threats; and

WHEREAS, vaccines will be provided to the public at no cost; and

WHEREAS, the amount of this agreement is \$87,440; and

WHEREAS, the Federal funding amount of \$36,899.68 will be received upon the signing of the agreement and the remaining funds from the State totaling \$50,540.32, will be paid upon request through progress reports submitted by the CHCs; and

WHEREAS, the ICHC Board of Directors and the Health Officer recommend that the Board of Commissioners authorizes the acceptance of both Federal and State funds via MPCA, to be used for vaccine clinics effective April 1, 2021 through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of both Federal and State funds via MPCA in a total amount not to exceed \$87,440, to be used for vaccine clinics effective April 1, 2021 through September 30, 2021.

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 Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 1, 2021
SUBJECT: Authorization to Enter Agreement for 0.1 FTE Psychiatry Services with Dr. Afiah Ahsan
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter an agreement for four hours a week (0.1 FTE) of Psychiatry Services with Dr. Afiah Ahsan, effective March 1, 2021 through September 30, 2022. These services will be provided at a rate of \$185.00 per hour, for an amount not to exceed \$24,420.00 for the remainder of FY21 and for an amount not to exceed \$38,480.00 for FY22. This position will support the Ryan White HIV/AIDS program at Forest CHC, and allow ICHD's CHCs to provide individual outpatient psychiatry services to people living with HIV, pursuant to the Ryan White Service Standards. Resolution #18-147 authorized a 2020-2021 agreement with the Michigan Department of Health and Human Services (MDHHS) for the delivery of public health services under the Comprehensive Agreement. ICHD was awarded \$581,172.00 to the Ryan White HIV/AIDS program for providing HIV Care Coordination Services to eligible individuals for improving mental health outcomes.

ALTERNATIVES

There is a shortage of licensed psychiatrists across Michigan and in the greater Lansing area. There are limited effective and sustainable alternatives to maximize psychiatry resources to meet the needs of CHC patients.

FINANCIAL IMPACT

Dr. Ahsan will provide the equivalent of four (4) hours per week of services (0.1 FTE) at the rate of \$185.00 per hour. The costs of this agreement are covered through the MDHHS Comprehensive Agreement authorized through Resolution #20-306.

STRATEGIC PLAN

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes entering into an agreement with Dr. Afiah Ahsan for an amount not to exceed \$24,420.00 for the remainder of FY21, and for an amount not to exceed \$38,480.00 in FY22, effective March 1, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR 0.1 FTE PSYCHIATRY SERVICES
WITH DR. AFIAH AHSAN**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter an agreement for four (4) hours a week (0.1 FTE) of Psychiatry Services with Dr. Afiah Ahsan, effective March 1, 2021 through September 30, 2022; and

WHEREAS, the cost of this agreement will be \$185.00 per hour, for an amount not to exceed \$24,420 for the remainder of fiscal year 2021, and for an amount not to exceed \$38,480 for fiscal year 2022; and

WHEREAS, this position will support the Ryan White HIV/AIDS program at Forest CHC and allow ICHD's CHCs to provide individual outpatient psychiatry services to people living with HIV, pursuant to the Ryan White Service Standards; and

WHEREAS, Resolution #20-306 authorized a 2020-2021 agreement with MDHHS for the delivery of public health services under the Comprehensive Agreement; and

WHEREAS, ICHD was awarded \$581,172 to the Ryan White HIV/AIDS program for providing HIV Care Coordination Services to eligible individuals for improving mental health outcomes; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorizes entering into an agreement with Dr. Afiah Ahsan for an amount not to exceed \$24,420 for the remainder of fiscal year 2021 and for an amount not to exceed \$38,480 for fiscal year 2022, effective March 1, 2021 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Dr. Afiah Ahsan for an amount not to exceed \$24,420 for the remainder of fiscal year 2021 and for an amount not to exceed \$38,480 for fiscal year 2022, effective March 1, 2021 through September 30, 2022.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: March 29, 2021
SUBJECT: Resolution to Authorize an Agreement with Michigan Public Health Institute
For the meeting agendas of April 19 and April 21, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, in an amount not to exceed \$153,563 effective April 1, 2021 through March 31, 2022. MPHI will guide all program evaluation activities including providing feedback to ICHD for improving SSHS data quality, monitoring the liaison between Health Resources and Services Administration's (HRSA's) CAREWare team and ICHD, data analysis, and providing support to HRSA reporting. Additionally, MPHI will provide support in the design of new program outreach materials, a referral tracking website, and a Fatherhood conference.

ALTERNATIVES

The alternative would be for the SSHS Program to contract with another organization to serve as the external program evaluators for SSHS, as well as providing support with designing new program outreach materials, a referral tracking website, and a Fatherhood conference.

FINANCIAL IMPACT

The cost of this agreement will include \$96,724 to allow MPHI to continue providing a comprehensive evaluation of ICHD's SSHS initiative, \$17,997 for the design of new program outreach materials, \$8,108.00 for a referral tracking website, and \$30,734 for a Fatherhood conference for a total of \$153,563. These funds are included in the HRSA grant number H49MC24118 authorized through Resolution #19-194.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners authorizes an agreement with MPHI to continue serving in its existing role as the external program evaluators for the SSHS program, and to provide further design and development support effective April 1, 2021 through March 31, 2022, in an amount not to exceed \$153,563.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
MICHIGAN PUBLIC HEALTH INSTITUTE**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, in an amount not to exceed \$153,563 effective April 1, 2021 through March 31, 2022; and

WHEREAS, MPHI will guide all program evaluation activities including providing feedback to ICHD for improving SSHS data quality, monitoring the liaison between Health Resources and Services Administration's (HRSA's) CAREWare team and ICHD, data analysis, and providing support to HRSA reporting; and

WHEREAS, MPHI will provide support in the design of new program outreach materials, a referral tracking website, and a Fatherhood conference; and

WHEREAS, the cost of this agreement will include \$96,724 for MPHI to continue comprehensive evaluation of ICHD's SSHS initiative, for the design of new program outreach materials, \$8,108 for a referral tracking website, and \$30,734 for a Fatherhood conference for a total of \$153,563; and

WHEREAS, these funds are included in the HRSA grant number H49MC24118 authorized through Resolution #19-194; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI to continue serving in its existing role as the external program evaluators for the SSHS program, and to provide further design and development support for an amount not to exceed \$153,563.00, effective April 1, 2021 through March 31, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI to continue serving in its existing role as the external program evaluators for the SSHS program, and to provide further design and development support for an amount not to exceed \$153,563, effective April 1, 2021 through March 31, 2022.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 8, 2021
SUBJECT: Resolution to Authorize the Allocation of Funds from the American Rescue Fund for a Federally Qualified Health Center and Pharmacy within Allen Place Complex
For the meeting agendas of April 19, 2021 and April 21, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to allocate \$750,000 in funding from the American Rescue Plan (ARP) for the development of a Federally Qualified Health Center (FQHC) and Pharmacy to be located on the Eastside neighborhood of Lansing within the Allen Place Complex. On March 11, 2021 the H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021, became a law. Under the ARP Act of 2021, Coronavirus State and Local Fiscal Recovery Funds were granted for providing assistance to metropolitan cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the Coronavirus Disease (COVID-19) public health emergency. On April 1, 2021, ICHD was awarded ARP Act Rescue Funds in an amount totaling \$4,255,625.

The clinic strategically located within the Allen Place Complex will allow ICHD in collaboration with the Allen Neighborhood Center (ANC), to reach the residents of this unique community by increasing access to health care and to improve health outcomes. In partnering with ANC, a 21-year old non-profit that provides a wide range of programs designed to increase access to nutritious food, housing options, and health enrollment services, will create an opportunity to innovatively integrate strategies for improving individual and community health within Lansing’s Eastside neighborhood. Resolution #20-320 authorized ICHD’s Community Health Centers (CHCs) to enter into a lease agreement with ANC Holdings, LLC for 4,188 square foot of space to operate a health center co-located with the Allen Neighborhood Center (ANC) at 1611 E. Michigan Ave, Lansing, MI. Through Resolution #20-518, a second security deposit of \$4,188 to ANC Holdings was authorized by January 15th, 2021 to continue the lease agreement with ANC Holdings, LLC for a term of August 1, 2020 through July 31, 2030, for 4,188 square foot of space to operate a health center at 1611 E. Michigan Ave, Lansing, MI and to establish a health center co-located with ANC. The current lease agreement includes the option to finance the necessary improvements to the facility at a five percent (5%) interest rate amortized over the first seven years of rent. By utilizing ARP funding to pay for the improvements, the need to finance the project will be eliminated.

ALTERNATIVES

Refusing to allocate this funding would result in a loss of opportunity for ICHD and ANC to partner in working to improve individual and community health within Lansing’s Eastside neighborhood through the provision of behavioral and health care.

FINANCIAL IMPACT

This agreement will allow ICHD to accept funds in an amount not to exceed \$750,000 to be used for the provision of government services to the extent of the reduction in revenue of the county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement units of local government, and county, prior to the COVID-19 public health emergency.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes Ingham County Health Department (ICHD) to allocate \$750,000 in funding from the American Rescue Plan (ARP), for the development of a Federally Qualified Health Center (FQHC) and Pharmacy to be located on the Eastside neighborhood of Lansing within the Allen Place Complex.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ALLOCATE AMERICAN RESCUE PLAN FUNDS FOR DEVELOPMENT
OF A FEDERALLY QUALIFIED HEALTH CENTER AND PHARMACY WITHIN
ALLEN PLACE COMPLEX**

WHEREAS, Ingham County Health Department (ICHHD) wishes to utilize up to \$750,000 in funding from the American Rescue Plan (ARP) for the development of a Federally Qualified Health Center (FQHC) and Pharmacy to be located on the Eastside neighborhood of Lansing within the Allen Place Complex; and

WHEREAS, on March 11, 2021 the H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021, became a law; and

WHEREAS, under the ARP Act of 2021, Coronavirus State and Local Fiscal Recovery Funds provide assistance to metropolitan cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the Coronavirus Disease (COVID-19) public health emergency; and

WHEREAS, on April 1, 2021, ICHHD was awarded ARP Act rescue funds in an amount totaling \$4,255,625; and

WHEREAS, the clinic strategically located within the Allen Place Complex will allow ICHHD in collaboration with the Allen Neighborhood Center (ANC), to reach the residents of this unique community by increasing access to health care and to improved health outcomes; and

WHEREAS, in partnering with ANC, a 21-year old non-profit that provides a wide range of programs designed to increase access to nutritious food, housing options, and health enrollment services will create an opportunity to innovatively integrate strategies for improving individual and community health within Lansing's Eastside neighborhood; and

WHEREAS, Resolution #20-320 authorized Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) to enter into a lease agreement with ANC Holdings, LLC for 4,188 square foot of space to operate a health center co-located with the Allen Neighborhood Center (ANC) at 1611 E. Michigan Ave, Lansing, MI; and

WHEREAS, Resolution #20-518 authorized a second security deposit of \$4,188 to ANC Holdings by January 15th, 2021 to continue the lease agreement with ANC Holdings, LLC effective August 1, 2020 through July 31, 2030, for 4,188 square foot of space to operate a health center at 1611 E. Michigan Ave, Lansing, MI and to establish a health center co-located with ANC; and

WHEREAS, the current lease agreement includes the option to finance the necessary improvements to the facility at a five percent (5%) interest rate amortized over the first seven years of rent; and

WHEREAS, utilizing ARP funding to pay for the improvements will eliminate the need to finance the project; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes allocating \$750,000 in funding from the American Rescue Plan (ARP) for the development of a Federally Qualified Health Center (FQHC) and Pharmacy to be located on the Eastside neighborhood of Lansing within the Allen Place Complex.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes funding from Ingham County's allocation from the American Rescue Plan (ARP) in an amount not to exceed \$750,000 for the development of a Federally Qualified Health Center (FQHC) and Pharmacy to be located on the Eastside neighborhood of Lansing within the Allen Place Complex.

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

Agenda Item 7a

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 6, 2021

RE: Resolution to Authorize an Agreement with Granger Waste Services, Inc. for Waste and Recycling Services for Multiple Ingham County Buildings and Locations

For the meeting agendas of: April 20 & 21

BACKGROUND

The agreement for waste removal and recycling services is set to expire on April 30, 2021. The departments covered by the agreement include Facilities, Fair, Road, Parks, and Potter Park Zoo. An RFP was issued and only one proposal was received. Granger Waste Services, Inc. submitted a responsible proposal of \$92,733 annually for waste removal and recycling pick up at 19 different locations for the next three years with a two-year renewal option.

ALTERNATIVES

The alternative would be to eliminate recycling services, which would allow other waste management companies to submit a proposal.

FINANCIAL IMPACT

Funds are available in the appropriate contractual line items.

OTHER CONSIDERATIONS

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

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Granger Waste Services, Inc. for waste removal and recycling services at several county buildings and locations.

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: March 16, 2021

CC: Timothy Morgan, Parks Director
 Lindsey Mckeever, Fairgrounds Events Director, Fair Office
 Tom Gamez, Director of Operations, Road Department

RE: Memorandum of Performance for RFP No. 38-21 Waste and Recycling Services

Per your request, the Purchasing Department sought proposals for countywide waste and recycling services for a period of three years with an option to renew for an additional two-year period.

Locations include:

Facilities Hilliard (Mason), Jail (Mason), Human Services (Lansing), Youth Center (Lansing), Family Center (Lansing), VMC/GPB (Lansing), 911 Dispatch Center (Lansing) and McLaren (ICCHC) (Lansing)

Fair Fairgrounds (Mason)

Parks Burchfield Park (Holt), Lake Lansing Park (Haslett), Hawk Island (Lansing), Potter Park Zoo (Lansing)

Road Mason Location (Brush Street), Metro (Aurelius Rd), Williamston Location

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	13	3
Vendors responding	1	1

A summary of the vendors' costs:

Vendor Name	Local Preference	Annual Cost
Granger Waste Services Inc.	Yes, Lansing MI	\$92,733.00

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

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRANGER WASTE SERVICES INC.
FOR WASTE AND RECYCLING SERVICES FOR MULTIPLE INGHAM COUNTY
BUILDINGS AND LOCATIONS**

WHEREAS, the current agreement for waste and recycling services is set to expire on April 30, 2021; and

WHEREAS, the departments included are Facilities, Fair, Road, Parks, and Potter Park Zoo for a total of 19 locations; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Granger Waste Services Inc., who submitted a responsive and responsible proposal of \$92,733 annually for waste removal and recycling services for the next three years with a two-year renewal option; and

WHEREAS, funds are available in the appropriate contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Granger Waste Services Inc., 16980 Wood Road, Lansing, Michigan 48906, for waste and recycling services for an annual cost of \$92,733 for the next three years with a two-year renewal option.

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

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 6, 2021

RE: Resolution to Authorize an Agreement with LJ Trumble Group for the Gymnasium Ceiling Tile Replacement at the Ingham County Youth Center

For the meeting agendas of: April 20 & 21

BACKGROUND

The ceiling tiles in the Youth Center’s gymnasium are falling and have become a safety hazard to staff and juvenile detainees. LJ Trumble Group, a local vendor, submitted the lowest responsive and responsible quote of \$44,300 to replace the ceiling tiles.

The fire suppression system will need to have the sprinkler heads replaced. Boynton Fire Safety Service, who we hold a contract with, quoted the replacements at a cost of \$1,500. A purchase order will need to be issued to Boynton.

We are requesting a contingency of \$4,700 for any unforeseen circumstances for a grand total not to exceed \$50,500.

ALTERNATIVES

The alternative would be to postpone the project risking the chance of increase in costs and leaving it in an unsafe condition.

FINANCIAL IMPACT

The 2020 approved CIP line item #264-66400-976000-20F08 with a balance of \$25,000 does not have enough funding for the project. We are requesting a transfer of \$25,500 from the approved 2018 CIP line item #245-66299-931000-8F05, a previous Youth Center tuck-pointing project that has a balance of \$29,615.00.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Balance
264-66400-976000-20F08	\$25,000.00	\$25,000.00	\$25,000.00	\$0
Juvenile Justice Millage				
245-66299-931000-8F05	\$85,000.00	\$29,615.00	\$25,500.00	\$4,115.00
Public Improvements Fund				

OTHER CONSIDERATIONS

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

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an Agreement with LJ Trumble Group for the Youth Center ceiling tile replacement and a purchase order to Boynton Fire Safety Service to replace the sprinkler heads.

Agenda Item 7b

TO: Rick Terrill, Facilities Director
FROM: James Hudgins, Director of Purchasing
DATE: March 18, 2021
RE: Memorandum of Performance for RFP No. 14-21 Ceiling Tile Replacement

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors for providing and installing new tectum ceiling tiles in the Ingham County Youth Center’s Gymnasium.

The scope of work includes, but is not limited to, removing and disposing of existing tiles, repairing and/or replacing any existing damaged ceiling grid, providing and installing new crossbars to allow for the installation of new tectum tiles, and repairing any damaged or compromised grid supporting wires.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	49	15
Vendors responding	2	2

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

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department’s participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Bid Bond	Providing and installing 2' x 4' tectum ceiling tile, replace existing grid, and install hold down clips
			Total Bid
L.J. Trumble Group	Yes, Lansing MI	Yes	\$44,300.00
Walker Commercial Interiors	Yes, Okemos MI	Yes	\$44,600.00
DSI Acoustical Company	Yes, Lansing MI	No Bid Bond Non-responsive submission	

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LJ TRUMBLE GROUP FOR THE GYMNASIUM CEILING TILE REPLACEMENT AT THE INGHAM COUNTY YOUTH CENTER

WHEREAS, the ceiling tiles in the Youth Center's gymnasium are falling and have become a safety hazard to staff and juvenile detainees; and

WHEREAS, the fire suppression system will need to have the sprinkler heads replaced; and

WHEREAS, a purchase order will be issued to Boynton Fire Safety Service, who we hold a contract with, for \$1,500 to replace the sprinkler heads; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with LJ Trumble Group, a local vendor, who submitted the lowest responsive and responsible proposal of \$44,300 to replace the gymnasium ceiling tiles at the Youth Center; and

WHEREAS, the Facilities Department is requesting a contingency of \$4,700 to cover any unforeseen circumstances; and

WHEREAS, funds in the approved 2020 CIP line item #264-66400-976000-20F08 with a balance of \$25,000 are not sufficient, therefore the Facilities Department is requesting a transfer of \$25,500 from the approved 2018 CIP line item #245-66299-931000-8F05, a previous Youth Center tuck-pointing project that has a balance of \$29,615.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with LJ Trumble Group, 6850 Aurelius Road, Lansing, Michigan 48911, for the replacement of the gymnasium ceiling tile at the Ingham County Youth Center for a total not to exceed \$49,000 which includes a \$4,700 contingency.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to Boynton Fire Safety Service, 1031 Northcrest Road, Lansing, MI, 48906, for the replacement of the sprinkler heads for a cost of \$1,500.

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

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

Agenda Item 7c

TO: Board of Commissioners, Human Services, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 6, 2021

RE: Resolution to Authorize an Agreement with Reith-Riley Construction Company Inc., for the East Side Asphalt Replacement at the Ingham County Fair Grounds

For the meeting agendas of: April 19, 20 & 21

BACKGROUND

The asphalt surface on the east side of the horse arena is structurally failing and beyond repairs. An additional pathway along the east side of the horse arena will be added that will be utilized for events and camping. Reith-Riley Construction Co., a local vendor, submitted the lowest responsive and responsible proposal of \$200,441.75 for the asphalt replacement. We are requesting a contingency of \$8,000.00 for any unforeseen circumstances for a grand total not to exceed \$208,441.75.

ALTERNATIVES

The alternative would be to postpone the project risking the chance for an increase in costs.

FINANCIAL IMPACT

Funds are available in the Hotel/Motel Fund line item #561-76900-974000.

The funds for this project have been saved for multiple years, so the funding will not fall short to complete the needed asphalt replacement.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Balance
561-76900-974000	\$321,475.00	\$292,475.00	\$208,441.75 Includes contingency	\$84,033.25
Hotel/Motel Fund				

OTHER CONSIDERATIONS

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

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Reith-Riley Construction Co., for the east side asphalt replacement and additional pathway at the Ingham County Fair Grounds.

TO: Rick Terrill, Facilities Director
FROM: James Hudgins, Director of Purchasing
DATE: March 29, 2021
RE: Memorandum of Performance for RFP No. 51-21 Asphalt Pavement Improvements

Per your request, the Purchasing Department sought proposals from qualified and experienced asphalt contractors for replacing designated roadways and parking lots at the Ingham County Fairgrounds, in accordance with the specifications and drawings prepared by the County’s consultant, Wolverine Engineers & Surveyors, Inc.

The scope of work includes, but is not limited to, all pulverizing excavation, filling and compaction and other sub-base preparation for bringing the new pavement areas to designated levels, together with the placing of hot mix asphalt leveling and hot mix asphalt wearing course, and all other construction shown on the plans and described on the Proposal.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	42	10
Vendors responding	4	3

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

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department’s participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Total Amount of Bid
TomCo Asphalt Inc.	Yes, Mason MI	\$256,088.00
Rieth-Riley Construction Co.	Yes, Mason MI	\$200,441.75
Leavitt & Stark Excavating Inc.	No, Lansing MI	\$224,548.55
America Asphalt Inc.	Yes, Lansing MI	\$224,480.00

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH REITH-RILEY CONSTRUCTION COMPANY, INC. FOR THE EAST SIDE ASPHALT REPLACEMENT AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the asphalt surface on the east side of the horse arena is structurally failing and beyond repair; and

WHEREAS, an additional pathway along the east side of the horse arena will be added; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Reith-Riley Construction Company, Inc., a local vendor, who submitted the lowest responsive and responsible proposal of \$200,441.75 for the asphalt replacement at the Ingham County Fairgrounds; and

WHEREAS, the Facilities Department is requesting a contingency of \$8,000.00 for any unforeseen circumstances; and

WHEREAS, funds are available in the Hotel/Motel Fund line item #561-76900-974000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Reith-Riley Construction Company, Inc., 4150 South Creyts Road, Lansing, Michigan 48917, for the asphalt replacement at the Ingham County Fairgrounds for a grand total not to exceed \$208,441.75 which includes an \$8,000.00 contingency.

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

Agenda Item 8

TO: Board of Commissioners, County Services Committee and Finance Committee

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: April 6, 2021

SUBJECT: Proposed Resolution to Amend a Second Party Agreement between the Michigan Department of Transportation (MDOT) and Ingham County in Relation to a State and Federally Funded Project on Bellevue Road from Onondaga Road to Hull Road

For the meeting agendas on April 20, 21 and 27

BACKGROUND

The Ingham County Road Department received state Transportation Economic Development Fund, Category “D” (TEDD) funding and federal Surface Transportation Program (STP) funding to rehabilitate Bellevue Road from Onondaga Road to Hull Road in Sections 21-28 of Onondaga Township and Sections 19-21 & 28-30 of Leslie Township. The scope of work includes full depth pavement recycling and rehabilitation work including hot mix asphalt resurfacing, aggregate shoulders, traffic signal installation, and other necessary related work. The project has been designed pursuant to applicable federal, state, and local design specifications. A second party agreement between MDOT and Ingham County was executed on March 16, 2021, which defined the Road Department’s administration and financial responsibilities for the project. The Board of Commissioners adopted Resolution #21-117 on March 9, 2021 authorizing the execution of the above referenced MDOT Contract (Contract #21-5023).

Recently, the Tri-County Regional Planning Commission (TCRPC) updated the funding amounts available for several of the STP funding sources allocated for this project, requiring a contract amendment to be executed (MDOT Contract #21-5163). The benefit of this amendment is that the Road Department will save over \$100,000 in project expenditures in the 2021 fiscal year.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The STP funding is not capped and pays for 80% of the construction costs, the TEDD funding pays for construction costs up to the capped amount of \$136,557 and can be used as a portion of the Local Agency’s match for the STP funds, with the remaining construction costs being the responsibility of the Local Agency. This project is also utilizing advance construction STP funds from the 2022 and 2023 fiscal years in the amount of \$777,263. The Road Department is required to make a deposit in the amount of \$388,631.50 for use of these advance construction funds, which can be reimbursed as early as the 2022 MDOT fiscal year.

Per Exhibit 1 of the associated MDOT Contracts, the estimated cost for the project is as follows:

	Contract #21-5023	Contract #21-5163	Difference
TEDD:	\$ 136,557	\$ 136,557	\$ 0
2021 STP:	\$ 1,403,000	\$ 1,674,702	\$ + 271,702
2022-2023 STP:	\$ 1,049,682	\$ 777,263	\$ - 272,419
Local Participation:	<u>\$ 1,033,561</u>	<u>\$ 1,034,278</u>	<u>\$ - 717</u>
	\$ 3,622,800	\$ 3,622,800	\$ 0
2022-23 STP Deposit:	\$ 500,000	\$ 388,631.50	\$ - 111,368.50

The Road Department would be responsible for the estimated local participation costs of \$1,034,278 shown above, plus the \$388,631.50 deposit to use advance construction STP Funds for a total anticipated 2021 expense of \$1,422,909.50. The local costs as described above have been included in the 2021 Road Budget.

As noted in the above comparison of contract costs, the 2021 STP funding is increasing by \$271,702 and the 2022-2023 STP funding is reduced by \$272,419. The benefit in reducing the 2022-2023 STP funds is that the STP Deposit required to be paid by the Road Department in 2021 is reduced by \$111,368.50, thus reducing the amount of money expended in the 2021 budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to amend the second party agreement with MDOT as described in Contract 21-5163.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND A SECOND PARTY AGREEMENT BETWEEN
THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT)
AND INGHAM COUNTY IN RELATION TO A STATE AND FEDERALLY FUNDED PROJECT ON
BELLEVUE ROAD FROM ONONDAGA ROAD TO HULL ROAD**

WHEREAS, the Ingham County Road Department received state Transportation Economic Development Fund, Category “D” (TEDD) funding and federal Surface Transportation Program (STP) funding to rehabilitate Bellevue Road from Onondaga Road to Hull Road in Sections 21-28 of Onondaga Township and Sections 19-21 & 28-30 of Leslie Township; and

WHEREAS, Ingham County, on behalf of the Road Department, entered into a second party agreement (Contract #21-5023) with the Michigan Department of Transportation (MDOT) on March 16, 2021, consistent with state and federal funding requirements; and

WHEREAS, the Board of Commissioners adopted Resolution #21-117 on March 9, 2021 authorizing the execution of MDOT Contract #21-5023; and

WHEREAS, the Tri-County Regional Planning Commission revised the funding amounts allocated to the STP program in 2021, 2022, and 2023 which required an amended second party agreement (Contract #21-5163) to be executed between the County and MDOT; and

WHEREAS, the amended MDOT Contract #21-5163 states the STP funding pays for 80% of the actual construction costs and the TEDD funding pays up to the capped amount of \$136,557, with the remaining funding being the responsibility of the Road Department; and

WHEREAS, the project is utilizing advance construction STP funds from the 2022 and 2023 fiscal years in the amount of \$777,263, requiring a deposit from the Road Department in the amount of \$388,631.50, which shall be eligible for reimbursement from STP funds in the 2022-2023 fiscal years; and

WHEREAS, per Exhibit 1 of the associated MDOT Contracts, the estimated cost for the project is as follows:

	Contract #21-5023	Contract #21-5163	Difference
TEDD:	\$ 136,557	\$ 136,557	\$ 0
2021 STP:	\$ 1,403,000	\$ 1,674,702	\$ + 271,702
2022-2023 STP:	\$ 1,049,682	\$ 777,263	\$ - 272,419
Local Participation:	<u>\$ 1,033,561</u>	<u>\$ 1,034,278</u>	<u>\$ - 717</u>
	\$ 3,622,800	\$ 3,622,800	\$ 0
2022-23 STP Deposit:	\$ 500,000	\$ 388,631.50	\$ - 111,368.50; and

WHEREAS, the anticipated local participation for the construction costs and the STP advance construction deposit are included in the 2021 Road Budget; and

WHEREAS, the project will be undertaken pursuant to a contract between MDOT and the Contractor; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated second party agreement with MDOT consistent with state and federal funding requirements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the second party agreement with the Michigan Department of Transportation as detailed in Contract #21-5163 for the rehabilitation of Bellevue Road from Onondaga Road to Hull Road in Sections 21-28 of Onondaga Township and Sections 19-21 & 28-30 of Leslie Township, for a total estimated cost of \$3,622,800, consisting of a capped amount of \$136,557 in Transportation Economic Development Fund Category "D" funding, \$1,674,702 in 2021 Surface Transportation Program funding, \$777,263 in 2022-2023 Surface Transportation Program funding, and \$1,034,278 in Ingham County Road Department funds, which has been included in the 2021 Road Budget.

BE IT FURTHER RESOLVED, that the Ingham County Road Department will provide the Michigan Department of Transportation (MDOT) with a \$388,631.50 deposit for use of advance construction funds from the 2022-2023 Surface Transportation Program, with the deposit being eligible for reimbursement during the 2022-2023 MDOT fiscal years.

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

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPOINT THE EQUALIZATION SUBCOMMITTEE ON AN
“AS NEEDED” BASIS**

WHEREAS, each year the Finance Committee appoints an Equalization Subcommittee to review the Equalization Report prior to consideration by the Finance Committee; and

WHEREAS, it is not necessary to appoint an Equalization Subcommittee each year, but only in the event of an appeal or discrepancy of some component of the Equalization Report.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby determines that the Equalization Report will be submitted directly to the Finance Committee for consideration on an annual basis and the Equalization Subcommittee will only be appointed, as needed, in the event of an appeal or discrepancy of the report.

TO: Board of Commissioners County Services and Finance Committees

FROM: Gregg Todd, Controller

DATE: April 8, 2021

SUBJECT: RESOLUTION TO AUTHORIZE A CONTRACT WITH LEAP FOR AN AMERICAN RESCUE PLAN FUNDED SMALL BUSINESS RESCUE GRANT PROGRAM
For the meeting agendas of April 20 and 21, 2021

BACKGROUND

Per previous guidance from the County Services Committee, this resolution authorizes a contract with Lansing Area Economic Partnership (LEAP) for a Small Business Rescue Grant program funded through the American Rescue Plan (ARP) funds. This program would fit the eligibility requirements of the bill, specifically:

To respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.

ALTERNATIVES

LEAP is the best organization to partner with on this program as they have the necessary experience and contacts in the Ingham County business community. We are not staffed to do this type of program at the County.

The \$11 million amount is per the LEAP proposal request (see attached) but this program could be funded at a lesser amount.

FINANCIAL IMPACT

As this funding will be entirely through the First Tranche Amount of ARP funds, there will be no impact on the County General Fund.

OTHER CONSIDERATIONS

This program appears to be eligible for ARP funding although there are currently no established regulations.

RECOMMENDATION

Respectfully recommend that County Services approve the resolution.

Short-term

Small Business Rescue Grant Program

\$11M

GOAL Use LEAP's pandemic-response grant administration expertise to deliver:

Equitable + Objective + Efficacious

financial support to small businesses in Ingham County that experienced financial hardship due to COVID-19



Short-term relief for long-term economic stabilization

Short-term

Small Business Rescue Grant Program

Program Design

Use Michigan Small Business Restart Grant Model

- Multi-stage / multi-entity review process to minimize bias and ensure geographic equity
- Focused outreach effort to garner a diverse pool of applicants through contracting with multiple diversity, equity and inclusion service providers (minimum 30% of awards to underrepresented business owners)
- Three grant categories identified along with specific application scoring criteria:
- Microbusiness (1-9 paid employees/workers)
- Traditional Small Business (10-50 paid employees/workers)
- Nonprofit (1-50 paid employees)
- Grant awards distributed by June 30th

Short-term

Small Business Rescue Grant Program

2020 Restart Impact

293

Ingham County Awardees

\$3,735,000

Funds Awarded to Ingham County Applicants

Ingham County Award Demographics

Women-owned	65%
Minority-owned	64%
Veteran-owned	8%
Persons with disabilities-owned	4%

Proposed Ingham County Program Impact, Summer 2021

\$3,735,000

2020 Ingham County Restart Funds Awarded



\$11,000,000

Proposed 2021 Ingham County Funds Awarded



3x Impact

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH LEAP FOR AN AMERICAN RESCUE PLAN FUNDED SMALL BUSINESS RESCUE GRANT PROGRAM

WHEREAS, H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021 became law on March, 11, 2021; and

WHEREAS, *Subtitle M – Coronavirus State and Local Fiscal Recovery Funds* of the American Rescue Plan provides funding to metropolitan cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID–19); and

WHEREAS, eligible uses of the American Rescue Plan funds include:

- (A) to respond to the public health emergency with respect to COVID–19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- (B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency;
- (D) to make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, Ingham County is projected to receive \$56,710,344 in American Rescue Plan funds in two separate tranches of \$28,355,172, the First Tranche Amount to be received within 60 days of bill enactment and the Second Tranche Amount not earlier than 12 months after the first tranche payment is received; and

WHEREAS, the Ingham County Board of Commissioners desires to utilize the First Tranche Amount to swiftly and effectively provide aid to those Ingham County residents and businesses most affected by COVID-19; and

WHEREAS, the Ingham County Board of Commissioners recognizes the adverse economic impact COVID-19 has had on Ingham County businesses; and

WHEREAS, Ingham County has an economic services contract with the Lansing Economic Area Partnership (LEAP); and

WHEREAS, LEAP has proposed to manage the distribution of small business rescue grants utilizing the Michigan Small Business Restart Grant Model which incorporates multi-stage/multi-entity review process to minimize bias and ensure geographic equity and a focused outreach effort to garner a diverse pool of applicants through contracting with multiple diversity, equity, and inclusion service providers; and

WHEREAS, LEAP will devise and further propose a variety of appropriate grant categories that will ensure diversity, equity, and inclusion distribution similar to the Re-Start Grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners contracts with LEAP to utilize up to \$11 million of the First Tranche Amount for the Ingham County Small Business Rescue Grant program.

BE IT FURTHER RESOLVED, that the Controller's Office work with LEAP to develop the contract parameters, reporting requirements, and to ensure the program is eligible for American Rescue Plan funding.

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

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

TO: Board of Commissioners County Services and Finance Committees

FROM: Gregg Todd, Controller

DATE: April 8, 2021

SUBJECT: RESOLUTION TO UTILIZE AMERICAN RESCUE PLAN FUNDS TO REIMBURSE THE GREATER LANSING CONVENTION AND VISITOR'S BUREAU FOR COVID-19 RELATED LOST REVENUE

For the meeting agendas of April 20 and 21, 2021

BACKGROUND

Per previous guidance from the County Services Committee, this resolution authorizes reimbursing the Greater Lansing Convention and Visitor's Bureau (GLCVB) \$1.4 million in lost revenue (Ingham County accommodations tax portion of their revenue budget). This program would fit the eligibility requirements of the bill in two separate categories:

- *To respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;*
- *For the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency.*

ALTERNATIVES

No revenue reimbursement, but it would negatively affect GLCVB's ability to promote Ingham County's tourism and hospitality businesses.

FINANCIAL IMPACT

As this funding will be entirely through the First Tranche Amount of ARP funds, there will be no impact on the County General Fund.

OTHER CONSIDERATIONS

This program appears to be eligible for ARP funding although there are currently no established regulations.

RECOMMENDATION

Respectfully recommend that County Services approve the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO UTILIZE AMERICAN RESCUE PLAN FUNDS TO REIMBURSE
THE GREATER LANSING CONVENTION AND VISITOR'S BUREAU FOR
COVID-19 RELATED LOST REVENUE**

WHEREAS, H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021 became law on March, 11, 2021; and

WHEREAS, *Subtitle M – Coronavirus State and Local Fiscal Recovery Funds* of the American Rescue Plan provides funding to metropolitan cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

WHEREAS, eligible uses of the American Rescue Plan funds include:

- (A) to respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- (B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency;
- (D) to make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, Ingham County is projected to receive \$56,710,344 in American Rescue Plan funds in two separate tranches of \$28,355,172, the First Tranche Amount to be received within 60 days of bill enactment and the Second Tranche Amount not earlier than 12 months after the first tranche payment is received; and

WHEREAS, the Ingham County Board of Commissioners desires to utilize the First Tranche Amount to swiftly and effectively provide aid to those Ingham County residents and businesses most affected by COVID-19; and

WHEREAS, the Greater Lansing Convention and Visitor's Bureau (GLCVB) is the third largest convention and visitors bureau in the state with a focus on bringing visitors to Ingham, Clinton and Eaton County; and

WHEREAS, the Michigan Act 263 of 1974 (PA 263) permits counties to impose and collect an excise tax on persons engaged in the business of providing rooms for dwelling, lodging, or sleeping purposes to transient guests; to provide for the disposition of the revenues thereof; and to prescribe penalties; and

WHEREAS, GLCVB receives 80% of the PA 263 revenue collected by Ingham County; and

WHEREAS, due to travel restrictions, social distancing, indoor dining restrictions and other tourism related impacts of COVID-19, PA 263 revenues were down significantly resulting in a \$1,400,000 loss in revenue for GLCVB in 2020; and

WHEREAS, this revenue loss resulted in GLCVB staff layoffs and a dramatic reduction in tourism related promotion; and

WHEREAS, utilizing American Rescue Plan funds to reimburse lost revenue would enable GLCVB to maintain staffing, engage in tourism-related targeted marketing campaigns, promote businesses that make up Ingham County's visitor economy, and encourage residents and visitors to explore Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners provides GLCVB \$1,400,000 of the First Tranche Amount to reimburse for lost revenue.

BE IT FURTHER RESOLVED, that the Controller's Office work with GLCVB to ensure reporting requirements are met and to ensure the program is eligible for American Rescue Plan funding.

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

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

TO: Law & Courts and Finance Committees

FROM: Jill Bauer, Analyst

DATE: April 6, 2021

SUBJECT: 2022 Update of County Fees

When the Board of Commissioners adopted Resolution #02-155 setting various fees for county services, the Controller's Office was directed to annually review the fees and to recommend adjustments. We consulted with the Board of Commissioners' Finance Committee in March 2021 and will be doing a rotation for fees starting with the Law & Courts Departments in 2021 for Fiscal Year 2022. We will review Human Services next year and County Services will be the year after that. They will be on a three year rotation. We have completed our review for fiscal year 2022 consistent with this standing directive and offer a few adjustments for your consideration. This information will appear as a discussion item on the current round of Law & Courts and Finance meetings. We anticipate presentation of a resolution at the next round of meetings to recommend increases to certain fees.

Attached spreadsheets provide details of recommended fee adjustments to be effective for the Friend of the Court on October 1, 2021 and for all other departments on January 1, 2022.

The first attachment (Attachment A) offers analysis of proposed fees for 2022. The annual average United States' consumer price index was used to do the calculation. This rate of 1.4% was also used by the State of Michigan for the inflation rate multiplier.

The following information is included for each fee:

1. Location of Service
2. Fee Description
3. The 2021 cost as calculated in last year's fee update process
4. The 2022 cost, which was calculated by multiplying the 2021 cost by the consumer price index
5. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution #02-155. For other fees added after the passage of Resolution #02-155, in most cases, it was assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.
6. The 2022 calculated fee is based on the 2021 cost multiplied by the target percent.

7. Although many fees were proposed to remain unchanged in 2022, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount and, in the case of some larger fees, rounded to the lower \$5 or \$10 increment. In some cases the cost multiplied by the target percent is much greater than the current fee, so only an incremental increase was proposed in anticipation of further upward adjustments over several years. Fees that are proposed to increase are presented in **bold type**.
8. Units. This variable was used to calculate anticipated revenue generated by a proposed fee. Initial information was provided in the Maximus study, and in some cases has been updated by the departments.
9. Department/Controller Recommendation. Department heads agreed with the initial proposed fees in most cases. Where there was disagreement, the department head was asked to provide supporting information such as a memorandum of explanation. In all cases, the Controller agreed with recommendations of the department head as follows:
 - a. Animal Control agrees with all proposed fees.
 - b. The District Court does not recommend any fee increase for 2022.
 - c. The Circuit Court General Trial and Family Division agree with all proposed fee increases.
 - d. The Friend of the Court does not want to increase the bench warrant fee. Ingham County already has by far the highest fees in the State, and accounts for approximately half of all Bench Warrant Fees collected in Michigan. Approximately $\frac{3}{4}$ of all FOC offices do not collect a Bench Warrant Fee.
 - e. The Prosecutor's Office agrees with all proposed fee increases.
 - f. The Sheriff's Office agrees with all fee increases except Line 44 Fingerprinting. They would like to increase this to \$20.00. This fee hasn't increased in several years.
10. Additional revenue is projected from the department head/Controller recommended increase in fees multiplied by the units.

A summary of proposed fee increases for 2022 is presented in the final spreadsheet (Attachment B). The spreadsheet simply lists the 2021 fee, department head and Controller recommendations, and projected revenue for each fee where an increase was proposed.

Fee increases recommended by the Controller's Office would generate approximately \$85,765 in additional revenue in 2022.

Please do not hesitate to contact me if you have any questions regarding this information.

Attachments

2022 County Fees Analysis
Law and Courts Committee

ATTACHMENT A

FEES PROPOSED TO CHANGE ARE IN BOLD

Location of Service	Fee Description	2021 Cost	2022 Cost Increase Factor	2022 Cost	Target Percent	2021 Fee	2022 Calc. Fee	2022 Initial Prop. Fee	Units	Controller/ Department Recommend.	Additional Revenue
1	Animal Control	Enforcement/Dog License Fees									
2	Animal Control	Sterilized	1.4%	\$65.54	25.0%	\$15.00	\$16.62	\$16.00	15,000	\$16.00	\$15,000
3	Animal Control	Sterilized - Delinquent	1.4%	\$211.41	25.0%	\$30.00	\$53.59	\$31.00	3,916	\$31.00	\$3,916
4	Animal Control	Sterilized - 3 year License	1.4%	\$149.49	25.0%	\$35.00	\$37.90	\$36.00	3,000	\$36.00	\$3,000
5	Animal Control	Un-Sterilized	1.4%	\$206.97	75.0%	\$45.00	\$157.40	\$46.00	6,311	\$46.00	\$6,311
6	Animal Control	Un-Sterilized - Delinquent	1.4%	\$413.95	75.0%	\$90.00	\$314.81	\$91.00	805	\$91.00	\$805
7	Animal Control	Un-Sterilized - 3 year License	1.4%	\$498.29	75.0%	\$130.00	\$378.95	\$135.00	320	\$135.00	\$1,600
8	Animal Control	Boarding Fee-Dangerous Animals	1.4%	\$101.19	100.0%	\$78.00	\$102.60	\$80.00	300	\$80.00	\$600
9	Animal Control	Boarding Fee per day-others	1.4%	\$49.83	75.0%	\$36.00	\$37.90	\$37.00	1,900	\$37.00	\$1,900
10	Animal Control	Adoption Fee									
11	Animal Control	Dogs(under six years of age)	1.4%	\$106.78	75.0%	\$76.00	\$81.21	\$77.00	550	\$77.00	\$550
12	Animal Control	Dogs(six years or older)	1.4%	\$27.60	75.0%	\$20.00	\$20.99	\$20.00	100	\$20.00	\$0
13	Animal Control	Puppies(age four months or less)	1.4%	\$160.17	75.0%	\$115.00	\$121.81	\$120.00	190	\$120.00	\$950
14	Animal Control	Cats(under six years of age)	1.4%	\$91.99	75.0%	\$65.00	\$69.96	\$66.00	450	\$66.00	\$450
15	Animal Control	Cats(six years or older)	1.4%	\$36.80	75.0%	\$26.00	\$27.98	\$27.00	50	\$27.00	\$50
16	Animal Control	Animal Redemption									
17	Animal Control	Animal Redemption - 1st offense	1.4%	\$45.91	60.0%	\$27.00	\$27.93	\$27.00	350	\$27.00	\$0
18	Animal Control	Animal Redemption - 2nd offense	1.4%	\$55.19	100.0%	\$53.00	\$55.97	\$54.00	50	\$54.00	\$50
19	Animal Control	Animal Redemption - 3rd offense	1.4%	\$105.70	100.0%	\$105.00	\$107.18	\$105.00	20	\$105.00	\$0
20	Animal Control	Animal Redemption - after 3rd offense	1.4%	\$165.58	100.0%	\$165.00	\$167.90	\$165.00	3	\$165.00	\$0
21	Animal Control	Euthanasia Fee	1.4%	\$196.76	100.0%	\$145.00	\$199.52	\$150.00	50	\$150.00	\$250
22	Animal Control	Ten Dog Kennel Inspection Fee	1.4%	\$168.65	100.0%	\$165.00	\$171.01	\$170.00	10	\$170.00	\$50
23	Animal Control	Over Ten Dog Kennel Inspection Fee	1.4%	\$196.76	100.0%	\$195.00	\$199.52	\$195.00	10	\$195.00	\$0
24	Animal Control	Owner Surrender	1.4%	\$49.83	100.0%	\$47.00	\$50.53	\$48.00	1,100	\$48.00	\$1,100
25	Animal Control	Owner Pick-up Fee	1.4%	\$49.83	100.0%	\$48.00	\$50.53	\$49.00	40	\$49.00	\$40
26	Animal Control	Rabies Decap	1.4%	\$50.88	100.0%	\$50.00	\$51.59	\$51.00	20	\$51.00	\$20
27	Animal Control	Tranq. At-Large Fee	1.4%	\$49.83	100.0%	\$48.00	\$50.53	\$49.00	40	\$49.00	\$40
28	Animal Control	Rabies vaccination on redeemed dogs	1.4%	\$22.49	100.0%	\$22.00	\$22.80	\$22.00	350	\$22.00	\$0
29	Animal Control	Bordatella Vaccination-redeemed dogs	1.4%	\$21.24	100.0%	\$21.00	\$21.54	\$21.00	490	\$21.00	\$0
30	Animal Control	Spay/neuter deposit-Owners redeeming pet	1.4%	\$87.78	100.0%	\$83.00	\$89.01	\$84.00	212	\$84.00	\$212
31	Animal Control	Spay & Neuter Program Fees - Vouchers									
32	Animal Control	Dogs-Male	1.4%	\$55.00	100.0%	\$55.00	\$55.77	\$55.00	0	\$55.00	\$0
33	Animal Control	Dogs-Female	1.4%	\$60.00	100.0%	\$60.00	\$60.84	\$60.00	0	\$60.00	\$0
34	Animal Control	Cats-Male	1.4%	\$30.00	100.0%	\$30.00	\$30.42	\$30.00	0	\$30.00	\$0
35	Animal Control	Cats-Female	1.4%	\$40.00	100.0%	\$40.00	\$40.56	\$40.00	0	\$40.00	\$0
36	Pros Atty	Diversion - Initial Interview	1.4%	\$76.80	50.0%	\$38.00	\$38.94	\$38.00	450	\$38.00	\$0
37	Pros Atty	Diversion - Misdemeanor Offender	1.4%	\$1,003.39	50.0%	\$485.00	\$508.72	\$490.00	488	\$490.00	\$2,440
38	Pros Atty	Diversion - Felony Offender	1.4%	\$1,806.11	50.0%	\$840.00	\$915.70	\$850.00	112	\$850.00	\$1,120
39	Pros Atty	Costs-eligible convictions - Guilty Plea	1.4%	\$158.75	75.0%	\$115.00	\$120.73	\$120.00	600	\$120.00	\$3,000
40	Pros Atty	Costs for eligible convictions - Trial	1.4%	\$2,540.24	10.0%	\$250.00	\$257.58	\$255.00	11	\$255.00	\$55
41	Jail	Day Rate (1)	1.4%	\$58.78	100.0%	\$8.00	\$59.60	\$9.00	20,112	\$9.00	\$20,112
42	Sheriff	Accident/Incident Report *	1.4%	\$5.51	100.0%	\$5.58	\$5.58	\$5.00	670	\$5.00	\$0
43	Sheriff	OWI arrest resulting in conviction	1.4%	\$271.82	100.0%	varies by arrest	\$275.63	varies by arrest	80	varies by arrest	\$0
44	Sheriff	Fingerprinting and/or Palm Printing	1.4%	\$17.24	100.0%	\$16.00	\$17.49	\$17.00	711	\$20.00	\$2,844
45	Sheriff	Public Notary Fee for gun permits (2)	1.4%	\$10.82	100.0%	\$10.00	\$10.97	\$10.00	421	\$10.00	\$0
46	Sheriff	Costs for Command per hour	1.4%	\$69.89	100.0%	\$68.58	\$70.86	\$70.86	0	\$70.86	\$0

Location of Service	Fee Description	2021 Cost	2022 Cost Increase Factor	2022 Cost	Target Percent	2021 Fee	2022 Calc. Fee	2022 Initial Prop. Fee	Units	Controller/ Department Recommend.	Additional Revenue
47 Sheriff	Costs for Deputy per hour	\$62.68	1.4%	\$63.56	100.0%	\$61.51	\$63.56	\$63.56	0	\$63.56	\$0
48 Sheriff	Pistol Entry database verification (3)	\$1.09	1.4%	\$1.10	100.0%	\$1.00	\$1.10	\$1.00	0	\$1.00	\$0
49 Sheriff	Cert. of Reg for Precious Metal/Gem Dealer License (5)	\$58.52	1.4%	\$59.34	100.0%	\$50.00	\$59.34	\$50.00	1	\$50.00	\$0
49 Sheriff	Road Bonds per Warrant	\$10.43	1.4%	\$10.58	100.0%	\$10.00	\$10.58	\$10.00	65	\$10.00	\$0
51 Sheriff	False Alarm Fee- third offense	\$46.82	1.4%	\$47.47	100.0%	\$45.00	\$47.47	\$47.00	0	\$47.00	\$0
52 Sheriff/Em Mgt.	Cost Recovery Fee flat rate per indiv.	\$33.39	1.4%	\$33.86	100.0%	\$32.00	\$33.86	\$33.00	0	\$33.00	\$0
53 Sheriff/Em Mgt.	Cost Recov. Fee flat rate per/hr per vehicle	\$307.82	1.4%	\$312.13	100.0%	\$300.00	\$312.13	\$305.00	0	\$305.00	\$0
54 Sheriff	False Alarm Fee-fourth offense & subsequent/each yr	\$117.04	1.4%	\$118.68	100.0%	\$110.00	\$118.68	\$115.00	0	\$115.00	\$0
55 All Courts	Work Release (4)	\$56.72	1.4%	\$57.51	50.0%	\$25.00	\$28.75	\$25.00	5,250	\$25.00	\$0
56 District Court	Civil **	\$125.26	1.4%	\$127.01	50.0%	varies	\$63.51	varies	4,264	varies	\$0
57 District Court	Pre-Sentence Reports	\$242.87	1.4%	\$246.27	100.0%	\$110.00	\$246.27	\$115.00	75	\$110.00	\$0
58 District Court	Probation Oversight (per month)	\$127.90	1.4%	\$129.69	100.0%	\$36.00	\$129.69	\$36.00	5,220	\$36.00	\$0
59 District Court	Criminal ***	\$295.61	1.4%	\$299.75	100.0%	\$275.00	\$299.75	\$280.00	1,579	\$275.00	\$0
60 District Court	Traffic ****	\$284.45	1.4%	\$288.43	50.0%	Varies	\$144.21	Varies	17,861	Varies	\$0
61 Circuit Court	Copies	\$4.14	1.4%	\$4.20	36.0%	\$1.50	\$1.51	\$1.50	25,000	\$1.50	\$0
62 Circuit Court	Felony Case Costs	\$807.89	1.4%	\$819.20	100.0%	\$1,470.00	\$819.20	\$1,470.00	650	\$1,470.00	\$0
63 Circuit Court	Show Cause - Probation	\$509.41	1.4%	\$516.54	100.0%	\$200.00	\$516.54	\$210.00	130	\$210.00	\$1,300
64 Circuit Court	GTD Bench Warrants	\$161.73	1.4%	\$163.99	100.0%	\$160.00	\$163.99	\$160.00	50	\$160.00	\$0
65 Family Division	Delinquency Court Costs	\$444.45	1.4%	\$450.67	100.0%	\$310.00	\$450.67	\$320.00	1,725	\$320.00	\$17,250
66 Family Division	Truancy Court Cost	\$104.35	1.4%	\$105.81	100.0%	\$100.00	\$105.81	\$105.00	79	\$105.00	\$395
67 Family Division	Residential Placement (7)	\$0.00	1.4%	\$0.00	0.0%	sliding scale	\$0.00	sliding scale	6,092	sliding scale	\$0
68 Family Division	Youth Center (7)	\$0.00	1.4%	\$0.00	0.0%	sliding scale	\$0.00	sliding scale	9,192	sliding scale	\$0
69 Family Division	In-Home Detention (7)	\$43.45	1.4%	\$44.06	0.0%	sliding scale	\$0.00	sliding scale	17,657	sliding scale	\$0
70 Family Division	Intensive Probation	\$1,027.62	1.4%	\$1,042.00	0.0%	\$0.00	\$0.00	\$0.00	970	\$0.00	\$0
71 Family Division	Regular Probation	\$170.24	1.4%	\$172.63	0.0%	\$0.00	\$0.00	\$0.00	5,292	\$0.00	\$0
72 Family Division	Tether (7)	\$0.00	1.4%	\$0.00	0.0%	sliding scale	\$0.00	sliding scale	2,625	sliding scale	\$0
73 Family Division	Traffic	\$243.50	1.4%	\$246.91	50.0%	Ticket fee schedule	\$123.45	Ticket fee schedule	1,775	Ticket fee schedule	\$0
74 Family Division	Traffic - Fail to Appear	\$114.52	1.4%	\$116.12	25.0%	\$28.00	\$29.03	\$29.00	355	\$29.00	\$355
75 FOC	FOC Bench Warrants	\$735.37	1.4%	\$745.67	100.0%	\$275.00	\$745.67	\$280.00	1,000	\$275.00	\$0
TOTALS											\$85,765

* - Part of FOIA varies - \$5.00 per page for first two pages, \$1.00 per additional page after the first two pages (this includes Accident & Incident Reports, Proof of Incarceration, and Background Checks)

** Civil Fees are set by various State statutes

*** Criminal Court costs set at \$275/case (MCL 769.1k for authority to assess court costs)

**** Traffic Court costs cannot exceed \$100 (MCL 257.907)

(1) The Prisoner Reimbursement to the County Act was increased from a maximum of \$30 per day, to \$60 per day, as currently set forth in MCL 801.83. The reimbursement rate for the contracted beds with the Michigan Department of Corrections is currently set at \$36.00.

(2) As stated in MCL 55.285, the fee charged for performing a notarial act shall not be more than \$10.00 for an individual transaction or notarial act.

(3) As stated in MCL 28.422a, a local police or sheriff may charge up to \$1.00 for the cost of providing, to the owner, a copy of information that was entered in the pistol entry database.

(4) Courts ordering work release are encouraged to recognize that the cost of administering work release at the jail has been calculated at \$50.00 per day, but is charged at 50% of that amount, \$25/day, if paid in certain time. Sometimes, the Judge will order a different amount.

(5) As stated in MCL 445.483 (4) the fee cannot exceed \$50.00

(7) Cost based on US Dept of Health and Human Services Federal Poverty Guidelines for 2015

2022 County Fees Analysis
Law and Courts Committee

ATTACHMENT B

Location of Service	Fee Description	2021 Fee	Controller/ Department Recommend.	Additional Revenue
Animal Control	Sterilized	\$15.00	\$16.00	\$15,000
Animal Control	Sterilized - Delinquent	\$30.00	\$31.00	\$3,916
Animal Control	Sterilized - 3 year License	\$35.00	\$36.00	\$3,000
Animal Control	Un-Sterilized	\$45.00	\$46.00	\$6,311
Animal Control	Un-Sterilized - Delinquent	\$90.00	\$91.00	\$805
Animal Control	Un-Sterilized - 3 year License	\$130.00	\$135.00	\$1,600
Animal Control	Boarding Fee-Dangerous Animals	\$78.00	\$80.00	\$600
Animal Control	Boarding Fee per day-others	\$36.00	\$37.00	\$1,900
Animal Control	Adoption Fee			
Animal Control	Dogs(under six years of age)	\$76.00	\$77.00	\$550
Animal Control	Puppies(age-four months or less)	\$115.00	\$120.00	\$950
Animal Control	Cats(under six years of age)	\$65.00	\$66.00	\$450
Animal Control	Cats(six years or older)	\$26.00	\$27.00	\$50
Animal Control	Animal Redemption - 2nd offense	\$53.00	\$54.00	\$50
Animal Control	Euthanasia Fee	\$145.00	\$150.00	\$250
Animal Control	Ten Dog Kennel Inspection Fee	\$165.00	\$170.00	\$50
Animal Control	Over Ten Dog Kennel Inspection Fee	\$195.00	\$195.00	\$0
Animal Control	Owner Surrender	\$47.00	\$48.00	\$1,100
Animal Control	Owner Pick-up Fee	\$48.00	\$49.00	\$40
Animal Control	Rabies Decap	\$50.00	\$51.00	\$20
Animal Control	Tranq. At-Large Fee	\$48.00	\$49.00	\$40
Animal Control	Spay/neuter deposit-Owners redeeming pet	\$83.00	\$84.00	\$212
Pros Atty	Diversion - Misdemeanor Offender	\$485.00	\$490.00	\$2,440
Pros Atty	Diversion - Felony Offender	\$840.00	\$850.00	\$1,120
Pros Atty	Costs-eligible convictions - Guilty Plea	\$115.00	\$120.00	\$3,000
Pros Atty	Costs for eligible convictions - Trial	\$250.00	\$255.00	\$55
Jail	Day Rate (1)	\$8.00	\$9.00	\$20,112
Sheriff	Fingerprinting and/or Palm Printing	\$16.00	\$20.00	\$2,844
Sheriff	Costs for Command per hour	\$68.58	\$70.86	\$0
Sheriff	Costs for Deputy per hour	\$61.51	\$63.56	\$0
Sheriff	False Alarm Fee- third offense	\$45.00	\$47.00	\$0
Sheriff/Em Mgt.	Cost Recovery Fee flat rate per indiv.	\$32.00	\$33.00	\$0
Sheriff/Em Mgt.	Cost Recov. Fee flat rate per/hr per vehicle	\$300.00	\$305.00	\$0
Sheriff	False Alarm Fee-fourth offense & subsequent/each yr	\$110.00	\$115.00	\$0
Circuit Court	Show Cause - Probation	\$200.00	\$210.00	\$1,300
Family Division	Delinquency Court Costs	\$310.00	\$320.00	\$17,250
Family Division	Truancy Court Cost	\$100.00	\$105.00	\$395
Family Division	Traffic - Fail to Appear	\$28.00	\$29.00	\$355