

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
ROBERT PEÑA
RANDY SCHAFER

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, OCTOBER 5, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/89160266022>.

Agenda

Call to Order

Approval of the [September 21, 2022 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Financial Services – Presentation of the Audit and Financial Statements for 2021 (*Please Bring the Annual Financial Comprehensive Report Previously Distributed*)
2. Prosecuting Attorney's Office – Resolution to Accept the 2018 [SAKI Grant](#) with the Michigan State Police and to Authorize a Subcontract with the Jackson County Prosecutor's Office and the Blackman Leoni Township Department of Public Safety
3. Circuit Court – Resolution to Authorize a Contract Increase for Jill Rhode, CPA to Continue Providing Essential [Bookkeeper Services](#) for 30th Circuit Court, General Trial Division
4. Controller's Office – Resolution to Extend the Agreement for Temporary Jail Medical Services with [Advanced Correctional Healthcare, Inc.](#), through December 31, 2022
5. Law & Courts Committee – Resolution Authorizing 2023 Agreements for [Juvenile Justice Community Agencies](#)
6. 9-1-1 Central Dispatch Center – Resolution to Authorize [Language Interpretation Services](#) Agreements for the 9-1-1 Center
7. Circuit Court – Family Division – Resolution to Authorize a Three-Year Contract with [Ingham Intermediate School District](#) for Educational Instruction at the Ingham Academy
8. Health Department
 - a. Resolution to Authorize a 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of [Family Planning Services](#)
 - b. Resolution to Extend the Lease Agreement with [CAMA O, Properties LLC](#)
 - c. Resolution to Renew a Provider Agreement with [Ingham Health Plan Corporation](#)

9. Register of Deeds Office
 - a. Resolution to Authorize the Purchase of [ScanPro 3000 Digital Microfilm Reader](#)
 - b. Resolution to Extend the Agreement for the Records Management Software for the Register of Deeds Office with [Fidlar Technologies](#)

10. Human Resources Department
 - a. Resolution to Accept the Recommendation of the Ingham County [Health Care Coalition](#) for Employee Benefits for 2023 and Authorizing Letters of Agreement with Bargaining Units
 - b. Resolution to Waive the Public Act 152 [Health Care Requirements](#) for 2023
 - c. Resolution to Approve UAW TOPS Unit [Reclassification](#) Requests

11. Board of Commissioners Office – Resolution Entering into an Agreement with [Granicus](#) for a FOIA Management Program

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
September 21, 2022
Draft Minutes

Members Present: Grebner, Peña, Polsdofer, Schafer, and Stivers.

Members Absent: Crenshaw, and Tennis.

Others Present: Clerk Barb Byrum, Scott LeRoy, Mike Cheltenham, Brian Collins, Cindy Wagner, Michael Townsend, Kylie Rhoades, and others.

The meeting was called to order by Chairperson Grebner at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/89160266022>.

Approval of the September 14, 2022 Minutes

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, MINUTES OF THE SEPTEMBER 14, 2022 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Crenshaw and Tennis.

Additions to the Agenda

3. Circuit Court – Family Division
 - d. Resolution to Accept the Child and Parent Legal Representation Grant from the Michigan Department of Health and Human Services
 - e. Resolution to Accept the Raise the Age Grant from the Michigan Department of Health and Human Services

14. Resolution to Provide Funding to Meridian Township to Hire a Crossing Guard for the Okemos Public Montessori School Impacted by the Okemos Road Construction

Limited Public Comment

None.

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

2. Prosecuting Attorney’s Office – Resolution to Authorize an Agreement Between the Michigan Department of Health and Human Services and the Ingham County Prosecutors Office Under the 2023FY Stop Violence Against Women Grant

3. Circuit Court – Family Division
 - a. Resolution to Authorize a Contract with Peckham for Vocational Services at the Ingham Academy and an Adjustment to the 2023 Budget

- c. Resolution to Authorize an Amendment to the 2022 Contract with Ingham Intermediate School District for Educational Instruction at the Ingham Academy
 - d. Resolution to Accept the Child and Parent Legal Representation Grant from the Michigan Department of Health and Human Services
 - e. Resolution to Accept the Raise the Age Grant from the Michigan Department of Health and Human Services
4. 9-1-1 Dispatch Center
- a. Resolution to Authorize the Purchase of Pre-Employment Testing Services from Select Advantage
 - b. Resolution to Authorize the Renewal of Quality Performance Review with Priority Dispatch for the Ingham County 9-1-1 Center
5. Sheriff's Office – Resolution to Authorize a Contract with Smart Communication to Provide Inmate Communication Technology within the Ingham County Correctional Facility
6. Potter Park Zoo – Resolution to Authorize Converting Position #692030 from .5 FTE Level 300 to 1.0 FTE Level I
7. Parks Department
- a. Resolution to Authorize a Purchase Order to Bowman Contracting and Concrete for Concrete Disc Golf Tee Pads at Lake Lansing North County Park
 - b. Resolution to Authorize a Contract with Crawford Door Company Inc. for Supplying and Installing a Garage Door at Hawk Island County Park
 - c. Resolution to Authorize the Acceptance of the Project Agreement for a Michigan Natural Resources Trust Fund Grant #TF21-0118
 - d. Resolution to Authorize the Acceptance of the Project Agreement for a Michigan Natural Resources Trust Fund Grant #TF21-0057
 - e. Resolution to Authorize an Amendment to the Contract with Laux Construction, LLC for Lake Lansing Boat Launch Fencing
 - f. Resolution to Authorize a Contract with Northern Michigan Spray Foam for Supplying and Installing Spray Insulation at Hawk Island County Park
8. Health Department
- a. Resolution to Authorize an Agreement with Ascension Pharmacy for Participation in the 340B Drug Discount Program
 - b. Resolution to Authorize an Agreement with Atlas Meds Pharmacy Inc. for Participation in the 340B Drug Discount Program
 - c. Resolution to Authorize an Agreement with Central Pharmacy for Participation in the 340B Drug Discount Program
 - d. Resolution to Amend Resolution #22-102 Authorizing an Agreement with the Michigan Department of Labor and Economic Opportunity
 - e. Resolution to Renew a Representational Agreement with Daudi & Kroll P.C. for Kamar Alnerabieh
 - f. Resolution to Amend Resolution #22-028 Authorizing an Agreement with Dignified Aging Project

- g. Resolution to Authorize COVID-19 Regional Health Equity Council Backbone Organization Grant Sub-Agreements with the Capital Area Health Alliance and TCB Consulting, LLC
 - h. Resolution to Authorize an Increase of Position #601181 (Dentist) from 0.5 FTE to 0.75 FTE
 - i. Resolution to Authorize Amendment #4 to the 2021-2022 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
 - j. Resolution to Authorize an Agreement with Kulik Strategic Advisers for the Development of a Health Department Strategic Plan
 - k. Resolution to Convert a WIC Health Program Assistant Position to a Community Health Representative II Position
 - l. Resolution to Authorize an Agreement with AB Staffing Solutions
9. Financial Services Department – Resolution to Approve the Reorganization of Financial Services Department
10. Innovation and Technology Department
- a. Resolution to Approve the Purchase of Consulting Hours from Sentinel to Help Implement Microsoft Teams
 - b. Resolution to Approve Renewal of PACC/PAAM Licensing and Support
 - c. Resolution to Approve the Renewal of DarkTrace
11. Facilities Department
- a. Resolution to Authorize a Purchase Order to Hopkins Mechanical Services, LLC., for Repairs to the Hydronic Heating System at the Hilliard Building
 - b. Resolution to Authorize a Purchase Order to Myers Plumbing & Heating Inc., to Rebuild the Boiler Pump and Valve Replacement at the Human Services Building
 - c. Resolution to Authorize a Purchase Order to Seelye Group Ltd., to Replace the Cafeteria Flooring at the Ingham County Family Center
 - d. Resolution to Authorize a Purchase Order for Probate Court First Floor Offices Carpet Replacement at the Veterans Memorial Courthouse
 - e. Resolution to Authorize a Purchase Order for the Replacement Tractor at the Veterans Memorial Courthouse and Grady Porter Building
12. Road Department – Resolution to Authorize a Second-Party Agreement with the Michigan Department of Transportation and a Third-Party Agreement with Meridian Township for the MSU to Lake Lansing Connector Trail, Phase 1 Project
13. Human Resources Department – Resolution to Approve Modifications to the 2022-2024 Managerial and Confidential Employee Personnel Manual

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

1. Clerk's Office – Resolution to Create a Deputy Elections Director Position in the Clerk's Office

MOVED BY COMM. STIVERS, SUPPORTED BY COMM. PEÑA, TO APPROVE THE RESOLUTION.

Commissioner Schafer asked for clarification on why the request for the position had not been included in the Controller's Recommended Budget.

Chairperson Grebner stated that Commissioner Schafer should have read the County Services Committee meeting minutes, as that exact question had been addressed during that meeting. He further stated that the request for the position had been presented after the Controller's Recommended Budget had been before the Committees.

Commissioner Schafer stated that he would like a good explanation, as other departments might try to make requests after the Controller's Recommended Budget was finished as well.

Clerk Barb Byrum, Ingham County Clerk, stated that the memo requesting the position had been sent on August 23, 2022. She further stated that her Office was in desperate need of additional staffing and could not wait until January 1, 2023.

Clerk Byrum stated that her Office had been inundated with conspiracy callers who held her staff on the phone for upwards of an hour. She further stated that there had also been an increase in Freedom of Information Act (FOIA) requests, which were unlike normal requests, as the requests looked for election files.

Clerk Byrum stated that she had to work closely with the County Attorney, Secretary of State, and the FOIA Coordinator, Director Becky Bennett, to ensure that the information released could not be compared to the pollbook and potentially show how an individual voted. She further stated that a lot of work went into each FOIA request.

Clerk Byrum stated that the upcoming Midterm election would be the perfect opportunity to bring the new individual on, so that they had experience with a busy election. She further stated that it would lead up to the Presidential election in two years.

Clerk Byrum stated that her Office has several projects that have not received attention due to the high demands. She further stated that the FOIA requests were a direct attempt to deny service, as they are using resources that could otherwise be used to program for the election, order ballots, and assemble precinct kits.

Clerk Byrum stated that her Office has taken a more active role with the local clerks, and have previously provided a consolidated AV Counting Board and will work with a local township to retrain their precinct workers in hopes that their election would run smoother. She further stated that there was a strong potential that the Promote the Vote proposal would pass, to which she

expected some local clerks might contract with Ingham County to assist with the nine days of early voting.

Commissioner Schafer stated that he would vote in support of the resolution.

Chairperson Grebner stated that it would have been great if the request for the position had been presented several months earlier. He further stated that it would be fascinating to see Clerk Byrum hire an individual and have them on board before the November election.

Chairperson Grebner stated that he believed that the Promote the Vote proposal would pass, and that voting would change in dramatic ways. He further stated that he suspected that the Clerk's Office would have a lot more responsibilities as a result.

Chairperson Grebner stated that it should be noted that the Finance Committee would not encourage any department to throw a proposal in after the budget had been set.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

3. Circuit Court – Family Division

- b. Resolution to Authorize a Contract with Highfields for Behavioral Support Services at the Ingham Academy and an Adjustment to the 2023 Budget

MOVED BY COMM. PEÑA, SUPPORTED BY COMM. SCHAFFER, TO APPROVE THE RESOLUTION.

Commissioner Peña stated that approximately 20 years ago, he had become a big brother to two young men who had come from a troubled home with a father in the penitentiary. He further stated that the two young men were problematic at the age of twelve and had participated in vandalism, as well as petty theft.

Commissioner Peña stated that the two young men had benefited from the Highfields program that had been active at the time, and had grown up to be productive members of society. He further stated that he personally was not equipped to assist them as well as he could have been, but believed that their experience at Highfields had enabled them to be better members of society.

Commissioner Peña stated that the individuals at Highfields did good work.

Chairperson Grebner stated that Commissioner Peña's comments had been directed at Highfields in general and not the program mentioned in the resolution.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

14. Resolution to Provide Funding to Meridian Township to Hire a Crossing Guard for the Okemos Public Montessori School Impacted by the Okemos Road Construction

MOVED BY COMM. PEÑA, SUPPORTED BY COMM. STIVERS, TO APPROVE THE RESOLUTION.

Commissioner Schafer asked for an explanation, as it was a unique situation.

Chairperson Grebner stated that there had been a nice explanation at the County Services Committee meeting the night before. He further stated that there was a need for a crossing guard as the Okemos Road project restricted access to safe sidewalks.

Chairperson Grebner stated that the question of who should pay for the crossing guard had been discussed. He further stated that the Road Department had spent down their Contingency Fund for the project and had backed themselves into a corner.

Commissioner Polsdofer stated that the four-point intersection had closed the day before school started, and that the northbound traffic had been redirected to use the new southbound bridge. He further stated that in addition, the storm and sewer lines from the school property were being tied into the drain connection east of the traffic.

Commissioner Polsdofer stated that the construction had disrupted the flow of traffic that came and went from the school. He further stated that the Okemos Montessori School did not have a bus system, so students either walked or were dropped off by parents.

Commissioner Polsdofer stated that in the timeframe of 30 minutes, there were over 200 cars that had to come and drop students off. He further stated that when everything was functioning, there were buttons to regulate pedestrian crossing.

Commissioner Polsdofer stated that until all of the drain and utility relocation were complete, there would not be a functional pedestrian crossing. He further stated that the resolution would provide a crossing guard from now until the end of the project's completion in December 2022.

Commissioner Schafer asked if there had been a change in specifications to the project.

Commissioner Polsdofer stated that the Drain Commission had originally planned to have plastic piping, and the Drain Commission had since reached out to the Road Department and decided to have heavy-duty concrete. He further stated that the connection point between the storm runoff and the drain was below the northbound traffic.

Chairperson Grebner stated that he had previously remarked that perhaps the Drain Commissioner had not been qualified to make such decision, and had added six figures to the project.

Commissioner Polsdofer stated that there needed to be an identified, safe, crossing location for pedestrians. He further stated that they were trying to get additional barriers to prevent individuals from crossing through the construction zone.

Commissioner Schafer asked what the crossing guard would be wearing.

Commissioner Polsdofer stated that the crossing guard would wear the usual vest and have the stop sign.

Commissioner Schafer asked when the project was expected to be complete.

Commissioner Polsdofer stated that the project would be complete in December 2022.

Commissioner Schafer stated that this was a large safety issue.

Chairperson Grebner stated that it was wonderful to have an individual who both served on the Board of Commissioners and worked for Michigan Department of Transportation (MDOT). He further stated that if the request had been made years ago, the Board of Commissioners would have directed the Road Department to just find the money themselves.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:23 p.m.

OCTOBER 5, 2022 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

2. **Prosecuting Attorney's Office** - *Resolution to Accept the 2018 SAKI Grant with the Michigan State Police and to Authorize a Subcontract with the Jackson County Prosecutor's Office and the Blackman Leoni Township Department of Public Safety*

This resolution will authorize the Ingham County Prosecutor's Office (ICPO) to enter into an amended contract in the amount of \$273,441 with Michigan State Police and a subcontract with Jackson County Prosecutor's Office and Blackman-Leoni Township Department of Public Safety through September 30, 2023. The grant provides funds to assist local prosecutors with investigation, prosecution, and notification of victims for cases arising out of previously untested rape kits. ICPO has received funding since 2015 and utilizes one assistant prosecutor and one dedicated Ingham County Sheriff's Office Detective to investigate these unresolved cases. In 2020, additional funds were approved to add subcontracts for an investigator from Jackson County to work cooperatively with the current SAKI investigator. The 2018 SAKI grant continues the subcontracts and Jackson investigator.

See memo for details.

3. **Circuit Court** – *Resolution to Authorize a Contract Increase with Jill Rhode, CPA to Continue Providing Essential Bookkeeper Services for the 30th Circuit Court, General Trial Division*

This resolution will authorize an increase in Ms. Jill Rhode's contractual compensation from \$380.00 per month to \$400.00 per month effective July 1, 2022, to \$420.00 per month effective July 1, 2023, and to \$441.00 per month effective July 1, 2024 for the purpose of reconciling five General Trial Division bank accounts on a monthly basis.

Since July 2020, the Circuit Court has contracted with Ms. Rhode to provide bookkeeping services at a compensation rate of \$380.00 per month. The Circuit Court recognizes that these services are essential to maintaining the stated goal of having balanced bank accounts within 30 days of month end and are integral to preparing the Circuit Court General Trial Division's books for audit. To maintain continuity and excellence in bookkeeping services, it is necessary to compensate Ms. Rhode appropriately.

See memo for details.

4. **Controller's Office** – *Resolution to Extend the Agreement for Temporary Jail Medical Services with Advanced Correctional Healthcare, Inc., through December 31, 2022*

This resolution will authorize an extension to the agreement with Advanced Correctional Healthcare, Inc., for temporary Jail Medical Services through December 31, 2022. The County entered into a 90-day agreement for Temporary Jail Medical Services with Advanced Correctional Healthcare, Inc., (ACH) on May 25, 2022, as authorized by Resolution #22-222. The agreement allowed for two additional 30-day periods ending October 21, 2022, which have been exercised. The process for selection of a provider for permanent medical services at the Jail is underway, but will not be completed by October 21, making this contract extension necessary.

See memo for details.

5. **Law & Courts Committee** – *Resolution Authorizing 2023 Agreements for Juvenile Justice Community Agencies*

This resolution will authorize contracts for the 2023 Juvenile Justice Community Agency Process. The Board of Commissioners previously reserved \$185,000 of the Juvenile Justice Millage (JJM) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth consistent with the provisions of the millage.

The Law & Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners. For 2023 the individual agency requests for funds are:

Child and Family Charities – Juvenile Screening & Assessment Program	\$ 49,048
Child and Family Charities - Teen Court	\$ 33,462
Resolution Services Center of Central Michigan – Restorative Justice	\$ 67,000
Small Talk Children’s Advocacy Center - Healthy Boundaries/Mental Health Therapy	\$ 30,000
NEW Eastside Community Action Center – Off the Street Program	<u>\$ 50,000</u>
	\$ 229,510

Note that the County Attorney’s Office has determined that the application from the Eastside Community Action Center (ECAC), as currently presented, does not meet eligibility requirements for funding from the Juvenile Justice Millage, therefore funding for this request is not currently recommended. ECAC may bring an amended request back for consideration by the Board of Commissioners at a later date.

6. **9-1-1 Central Dispatch Center** – *Resolution to Authorize Language Interpretation Services Agreements for the 9-1-1 Center*

This resolution will authorize agreements for language interpretation services for the 9-1-1 Dispatch Center with TeleLanguage and Language Line in a total amount not exceeding \$10,000 per year for a one year period beginning upon execution of the agreements. The Center currently uses Language Line for language interpretation services. The Center wishes to add an agreement with TeleLanguage, which offers these services at a lower cost. Since redundancy in the 9-1-1 Center is important, they wish to continue the Language Line agreement as a backup but use TeleLanguage as their primary interpretation service provider.

See memo for details.

7. **Circuit Court – Family Division** – *Resolution to Authorize a Three-Year Contract with Ingham Intermediate School District for Educational Instruction at the Ingham Academy*

This resolution will authorize entering into an agreement between the 30th Circuit Court Juvenile Division and Ingham Intermediate School District (IISD) for educational instruction at the Ingham Academy for the time period of October 1, 2022 through September 30, 2025, at a cost not to exceed \$1,033,407 for year one, \$1,022,580 for year two, and \$1,038,300 for year three.

Funds for this contract are included in the Juvenile Division’s 2023 budget in the amount of \$549,436. The budget was developed prior to the conclusion of the RFP process. In their proposal, IISD submitted a budget of \$1,077,487, an amount far exceeding the budget. The Court management and IISD discussed the increase and agreed on an amount acceptable to both parties for the three years. The contract amounts for the three years are as follows: \$1,033,407 (year 1), \$1,022,580 (year 2), and \$1,038,300 (year 3). However, the cost of services

will likely be less than the budgeted amount as the Intermediate School District only bills the actual costs incurred after they have received funding through the State School Aid Act. The funds for this contract come from the Juvenile Justice Millage, and are matched minimally at 50% by the State Child Care Fund.

See memo for details.

8a. Health Department - Resolution to Authorize a 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of Family Planning Services

This resolution authorizes entering into an agreement with MDHHS for the delivery of family planning services, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$261,887. This grant is included in the 2023 budget.

8b. Health Department - Resolution to Extend the Lease Agreement with CAMAO, Properties LLC

This resolution authorizes extending the lease agreement with CAMAO, Properties LLC, for the location at 1115 S. Pennsylvania Avenue (Willow Community Health Center) an additional three years, effective October 1, 2022 through September 30, 2025.

8c. Health Department - Resolution to Renew a Provider Agreement with Ingham Health Plan Corporation

This resolution authorizes the renewal of the provider agreement with Ingham Health Plan Corporation (IHPC), effective October 1, 2022 through September 30, 2023. The provider agreement will allow IHPC to continue paying, on a fee-for-services basis, for primary care services provided to IHPC members assigned to the community health centers.

9a. Register of Deeds Office – Resolution to Authorize the Purchase of ScanPro 3000 Digital Microfilm Reader

This resolution authorizes the purchase of a new ScanPro 3000 digital microfilm reader for the Register of Deeds Office. They currently have two, one of which has not worked in five years.

Cost for a new ScanPro 3000 is \$10,265; they are getting \$1,000 on trade-in for both existing units for a total cost of \$9,265. Funding is available in the Register of Deeds Automation/Technology Fund.

See memo for details.

9b. Register of Deeds Office – Resolution to Extend the Agreement for the Records Management Software with Fidlar Technologies

This resolution extends the existing agreement with Fidlar Technologies for records management software. The agreement extension will be effective from September 1, 2022 through August 31, 2025.

Funding will come from the Register of Deeds Automation Fund.

2022-2025 Annual LifeCycle Payment (AVID)	\$91,560/year
2022-2025 Direct Search – county website index search portal	\$6,000/year

See memo for details.

10a. Human Resources Department – Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2023 and Authorizing Letters of Agreement with Bargaining Units

This resolution approves the recommended changes to the 2023 healthcare benefits based on the Health Care Coalition’s recommendations, which include:

- No change to base plan with slight increases to PHP High and Standard Plans
- Increase in HSA contributions to \$750 single/\$1,500 2-person/family
- Increase in waiver or +/--\$30 per group (full family, two-person, single)
- Upgraded vision plan to VSP Enhanced Plan (lowers co-pay on lens enhancements)
- Removal of six-month waiting period for newly hired employees to have vision and dental plan coverage

See memo for details.

10b. Human Resources Department – Resolution to Waive the Public Act 152 Health Care Requirements for 2023

This resolution waives the County from complying with Public Health Act 152, which requires the employer cost be no more than 80% of the cost or no more than a certain dollar amount detailed in the law (hard caps). The County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost. The uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements.

See memo for details.

10c. Human Resources Department – Resolution to Approve UAW TOPS Unit Reclassification Requests

This resolution approves the UAW TOPS unit reclassification requests per the following:

<u>Position Number</u>	<u>Position Title</u>	<u>Action</u>
130053	Pretrial Services Bindover Specialist – Cir. Ct.	Move from UAW D to UAW J
142054	Court Records Coordinator	Move from UAW G to UAW H
142033	Enforcement Specialist – FOC	Move from UAW G to UAW I
142030	Enforcement Specialist – FOC	Move from UAW G to UAW I
142043	Enforcement Specialist – FOC	Move from UAW G to UAW I
142036	Enforcement Specialist – FOC	Move from UAW G to UAW I
142038	Enforcement Specialist – FOC	Move from UAW G to UAW I
142031	Enforcement Specialist – FOC	Move from UAW G to UAW I
142040	Enforcement Specialist – FOC	Move from UAW G to UAW I
142034	Enforcement Specialist – FOC	Move from UAW G to UAW I
142037	Enforcement Specialist – FOC	Move from UAW G to UAW I
601179	Dental Assistant	Move from UAW D to UAW G
601172	Dental Assistant	Move from UAW D to UAW G
601171	Dental Assistant	Move from UAW D to UAW G
601180	Dental Assistant	Move from UAW D to UAW G
601182	Dental Assistant	Move from UAW D to UAW G

601060

Program Spec. to Program Coordinator
reclass in #21 – 518 omitted title change)

Title Change Only (previously approved

The financial impact associated with the proposed reclassifications is as follows:

<u>Position Title</u>	<u>2022 Current Grade, Step 5</u>	<u>2022 Proposed Grade, Step 5</u>	<u>Difference</u>
Pre-Tr. Svc. Bindover Spec.	UAW D: 43,194.87	UAW J: 61,041.63	17,846.76
Ct. Records Coord.	UAW G: 51,501.53	UAW H: 54,513.63	3,012.10
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
TOTAL:			109,718.91

See memo for details.

11. Board Office – Resolution to Enter into an Agreement with Granicus for FOIA Software

This resolution approves an agreement with Granicus (formerly WebQA) for a three-year agreement for a web-based FOIA management program.

Funding for the following costs will be through the Board of Commissioners budget:

- 2022 Contract Amount \$21,382
- 2023 Contract Amount \$22,879
- 2024 Contract Amount \$24,480
- 2025 Contract Amount \$26,194

PRESENTATION/DISCUSSION/OTHER ITEM:

- 1. Financial Services – Presentation of the Audit and Financial Statements for 2021 (Please Bring the Annual Financial Comprehensive Report Previously Distributed)**

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: September 20, 2022

SUBJECT: Resolution to Accept the 2018 MSP SAKI Grant for 2023FY and Authorize Subcontracts for Jackson County Investigator
For the work session agendas of September 29 and October 5, 2022.

BACKGROUND

Our office has received a grant from the Michigan Department of State Police (MSP) for the 2018 Sexual Assault Kit Initiative (SAKI). This grant is an extension of the 2015 SAKI project. It provides funds for the 2023 state fiscal year to assist local prosecutors with investigation, prosecution, and notification of victims for cases arising out of previously untested rape kits. The Ingham County Prosecutor’s Office (ICPO) has received funding since 2015 and utilizes one assistant prosecutor and one dedicated Ingham County Sheriff’s Office Detective to investigate these unresolved cases. In 2020, additional funds were approved to add subcontracts for an investigator from Jackson County to work cooperatively with our current SAKI investigator. The 2018 SAKI grant continues the subcontracts and Jackson investigator.

ALTERNATIVES

None at this time. The funding was awarded to address the need for an additional investigator for Ingham County and to address the significant number of unresolved kits in Jackson County.

FINANCIAL IMPACT

There is no financial impact since MSP will continue to provide re-imbusement funding for the Ingham County SAKI investigator and has agreed to provide re-imbusement funding for the Jackson County SAKI investigator.

The total award is \$273,441. This amount includes equipment, supplies, rent, travel costs, and cell phone expenses. The total salary and benefits for the Ingham investigator would be \$126,445. The total salary and benefits for the Jackson investigator would be \$117,396. The period of this award is to September 30, 2023.

OTHER CONSIDERATIONS

Regionalized investigation with a multi-county approach has enhanced the quality of these complex criminal sexual conduct investigations.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE 2018 SAKI GRANT WITH THE MICHIGAN STATE POLICE AND TO AUTHORIZE A SUBCONTRACT WITH THE JACKSON COUNTY PROSECUTOR'S OFFICE AND THE BLACKMAN LEONI TOWNSHIP DEPARTMENT OF PUBLIC SAFETY

WHEREAS, the Department of the Michigan State Police (MSP) provides funds for investigators to review and investigate cases arising from previously untested sexual assault kits through the 2018 Sexual Assault Kit Initiative (SAKI); and

WHEREAS, the MSP has awarded the Ingham County Prosecutor's Office (ICPO) a 2018 SAKI Grant in the amount of \$273,441, through September 30, 2023, and these funds are for an additional investigator position in Jackson County to work cooperatively with the Ingham County SAKI investigator; and

WHEREAS, the Ingham County investigator will be paid by funds from the grant including, but not limited to, salary and fringe benefits totaling \$140,213; and

WHEREAS, the Jackson County investigator, provided by the Blackman-Leoni Department of Public Safety (Blackman-Leoni DPS), will be paid by funds from the grant including, but not limited to, salary and fringe benefits totaling \$133,228; and

WHEREAS, the ICPO is authorized to enter into a subcontract with Jackson County Prosecutor's Office to utilize a Blackman-Leoni DPS investigator to review and investigate SAKI cases with MSP funding totaling \$15,851; and

WHEREAS, the award includes \$13,758 to the Ingham County Prosecutor's Office for other expenses including, but not limited to, supplies and travel costs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Prosecutor's Office to enter into an amended contract in the amount of \$273,441 through September 30, 2023, with Michigan State Police and a subcontract with Jackson County Prosecutor's Office and Blackman Leoni Township Department of Public Safety consistent with this resolution.

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

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

Agenda Item 3

To: Board of Commissioners Law & Courts and Finance Committees

From: Janice M. Dooley, Deputy Court Administrator, General Trial Division

Date: September 8, 2022

Re: Resolution to Authorize a Contract Increase with Jill Rhode, CPA to Continue Providing Essential Bookkeeper Services for the 30th Circuit Court, General Trial Division

The 30th Circuit Court, General Trial Division has five unique bank accounts that must be reconciled each month. The accounts are Restitution, Jury, Bond, Mediation, and General Clearing.

Effective July 2020, the Circuit Court contracted with Ms. Jill Rhode, CPA to provide bookkeeping services, for which she is compensated \$380.00 per month. As the former Ingham County Financial Services Director, she is uniquely qualified to perform this service.

In 2020, Ms. Rhode agreed to balance all Circuit Court bank reconciliations on a monthly basis for a flat fee of \$380.00 per month, and guaranteed to complete the work within 30 days of month end.

Since the contract's inception, Ms. Rhode has fulfilled her commitment to balance the five accounts well within her stated timeline.

The Circuit Court recognizes that Ms. Rhode's services are essential to maintaining the stated goal of having balanced bank accounts within 30 days of month end. Her services are also integral to preparing the Circuit Court General Trial Division's books for audit. To maintain continuity and excellence in bookkeeping services, it is necessary to compensate Ms. Rhode appropriately.

Through the enclosed resolution, the 30th Circuit Court requests that the Board of Commissioners authorize an increase in Ms. Rhode's monthly compensation to reflect a 5% increase over each of the next three years: \$400.00 per month from July 1, 2022 to June 30, 2023; \$420.00 per month from July 1, 2023 to June 30, 2024; and \$441.00 per month from July 1, 2024 to June 30, 2025.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT INCREASE FOR JILL RHODE, CPA
TO CONTINUE PROVIDING ESSENTIAL BOOKKEEPER SERVICES FOR
30TH CIRCUIT COURT, GENERAL TRIAL DIVISION**

WHEREAS, Resolution #20-584 of the Ingham County Board of Commissioners authorized a contract with Ms. Jill Rhode, CPA for the purpose of reconciling five unique General Trial Division bank accounts, including Restitution, Jury, Bond, Mediation, and General Clearing, on a monthly basis; and

WHEREAS, the 30th Circuit Court has benefitted from bookkeeping services provided by Ms. Jill Rhode, CPA, Accounting and Consulting since July 1, 2020; and

WHEREAS, the need to continue the use of a part-time bookkeeper is to ensure separation of duties, proper internal controls, and monthly reconciliations for each account; and

WHEREAS, Ms. Rhode has provided services to include reconciling all five General Trial Division bank accounts monthly for a flat fee of \$380.00 per month with no benefits on a contract basis; and

WHEREAS, Ms. Rhode's wage has not increased since it was established in July 2020; and

WHEREAS, to ensure continuation of expert services provided by Ms. Rhode, it is requested that her contract rate be increased by 5% for each of the next three years.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an increase in Ms. Jill Rhode's compensation from \$380.00 per month to \$400.00 per month effective July 1, 2022, to \$420.00 per month effective July 1, 2023, and to \$441.00 per month effective July 1, 2024 for the purpose of reconciling five General Trial Division bank accounts on a monthly basis and to utilize funds from the Contractual Services line item 101-13001-818000.

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

Agenda Item 4

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Gregg Todd, Controller
DATE: September 9, 2022
SUBJECT: Resolution to Extend the Agreement for Temporary Jail Medical Services with Advanced Correctional Healthcare, Inc., through December 31, 2022
For the meeting agendas of September 29 and October 5

BACKGROUND

The County entered into a 90-day agreement for Temporary Jail Medical Services with Advanced Correctional Healthcare, Inc., (ACH) on May 25, 2022, which was authorized by County Resolution #22-222. The agreement allowed for two additional 30-day periods ending October 21, 2022. The County, with the consent of legal counsel, has exercised both options.

ACH was one of three responsive bidders for permanent Jail Medical Services and one of two being interviewed for permanent medical services at the Jail. This process will take the next 30-60 days so a contract extension through the end of 2022 is required.

ALTERNATIVES

N/A

FINANCIAL IMPACT

There is remaining funding in the 2022 Jail Medical line item, but it is projected, based on current provider rates, to be insufficient to cover the expected costs so an adjustment will be made as part of the 2022 year-end budget adjustment process.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend approval of the resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO EXTEND THE AGREEMENT FOR TEMPORARY JAIL MEDICAL SERVICES WITH ADVANCED CORRECTIONAL HEALTHCARE, INC., THROUGH DECEMBER 31, 2022

WHEREAS, the Ingham County Board of Commissioners entered into a 90-day agreement with Advanced Correctional Healthcare, Inc., on May 25th, 2022 for temporary medical services at the Ingham County Jail; and

WHEREAS, the agreement allowed for two 30-day extensions to October 21, 2022, which have both been exercised; and

WHEREAS, the permanent Jail Medical Services proposals have been received and staff is reviewing and interviewing firms, but a new agreement will not be in place prior to October 21, 2022; and

WHEREAS, an extension of the agreement with Advanced Correctional Healthcare, Inc., through December 31, 2022 is recommended.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an extension to the agreement with Advanced Correctional Healthcare, Inc., for temporary Jail Medical Services through December 31, 2022.

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 5

TO: Law & Courts and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: September 20, 2022
SUBJECT: Resolution Authorizing 2023 Agreements for Juvenile Justice Community Agencies

For the meeting agendas of September 29 and October 5

BACKGROUND

This resolution would authorize contracts for the 2023 Juvenile Justice Community Agency Process. The Board of Commissioners has reserved \$185,000 in Juvenile Justice Millage (JJM) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth consistent with the provisions of the millage.

The Law & Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

Copies of the JJM Community Agencies Applications, Resolution #22-373 “Resolution to Adopt the 2023 Juvenile Justice Community Agency Process Calendar” and other background material will be distributed to the Board of Commissioners prior to the September 29 Law & Courts Committee meeting.

The current 2022 allocation is as follows:

Child and Family Charities – Juvenile Screening & Assessment	\$ 46,712.60
Child and Family Charities – Teen Court	\$ 31,869.60
Resolution Services Center of Central Michigan – Restorative Justice*	\$ 42,472.60
Resolution Services Center of Central Michigan – Youth Diversion*	\$ 24,472.60
Small Talk – Healthy Boundaries/Mental Health Therapy	<u>\$ 29,472.60</u>
	\$ 175,000.00

*Note: Resolution #22-272 approved a transfer of funds from Resolution Services Center’s Youth Diversion Program to its Restorative Justice Program, as requested by the agency, which is reflected in the 2023 request.

FINANCIAL IMPACT

For 2023, \$185,000 is available for this purpose.

For 2023 the individual agency requests for funds are:

Child and Family Charities – Juvenile Screening & Assessment Program	\$ 49,048
Child and Family Charities - Teen Court	\$ 33,462
Resolution Services Center of Central Michigan – Restorative Justice	\$ 67,000
Small Talk Children’s Advocacy Center - Healthy Boundaries/Mental Health Therapy	\$ 30,000
NEW Eastside Community Action Center – Off the Street Program	<u>\$ 50,000</u>
	\$ 229,510

The requests total \$44,510 more than the \$185,000 available for this purpose.

OTHER CONSIDERATIONS

The County Attorney’s Office has determined that the application from the Eastside Community Action Center (ECAC), as currently presented, does not meet eligibility requirements for funding from the Juvenile Justice Millage. The program as described allows for broad participation by community youth and does not demonstrate how it will service “delinquent and disturbed youth,” as required by the millage language.

Eliminating this \$50,000 request would provide for continuation funding for the four other programs requesting funding, with a remaining balance of \$5,490.

Child and Family Charities – Juvenile Screening & Assessment Program	\$ 49,048
Child and Family Charities - Teen Court	\$ 33,462
Resolution Services Center of Central Michigan – Restorative Justice	\$ 67,000
Small Talk Children’s Advocacy Center - Health Boundaries/Mental Health Therapy	<u>\$ 30,000</u>
	\$ 179,510

The Controller’s Office has offered to work with ECAC on refining their request in order to meet eligibility requirements. They may bring the request back for consideration by the Board of Commissioners at a later date.

Attached is some additional historical background information on the last three years of JJM funding.

RECOMMENDATION

Funding for these agencies consistent with the provisions of the millage is at the discretion of the Board of Commissioners.

Organization	2020		2021		2022	
	Requested	Granted	Requested	Granted	Requested	Granted
Child & Family Charities Screening & Assessment	\$40,024.00	\$40,024.00	\$40,024.00	\$40,024.00	\$42,400.00	\$46,712.60
Child & Family Charities Teen Court	\$26,547.00	\$26,547.00	\$26,547.00	\$26,547.00	\$27,397.00	\$31,869.60
Resolution Services Center of Central Michigan - Restorative Justice	\$37,500.00	\$37,500.00	\$38,000.00	\$38,000.00	\$38,000.00	\$42,472.60
Resolution Services Center of Central Michigan - Youth Diversion	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$24,472.60
Small Talk Children's Advocacy Center	\$19,000.00	\$19,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$29,472.60
Total	\$143,071.00	\$143,071.00	\$149,571.00	\$149,571.00	\$152,637.00	\$175,000.00

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING 2023 AGREEMENTS
FOR JUVENILE JUSTICE COMMUNITY AGENCIES**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002, then renewed in 2006, 2012, 2016, and 2022 for the purpose of funding an increase to Ingham County’s capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners established a Juvenile Justice Community Agency Process, through Resolution #22-397, reserving a pool of \$185,000 in Juvenile Justice Millage funds, to seek and fund proposals from qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth which the County believes to be consistent with the provisions of the millage proposal approved by the voters; and

WHEREAS, the County has received applications for the 2023 Juvenile Justice Community Agency process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2023 through December 31, 2023, for each Community Agency listed below in accordance with the dollar amounts allocated in the 2023 Budget as stated below, and for the services to Ingham County residents previously approved by the Law & Courts Committee:

- Child & Family Charities – Juvenile Screening & Assessment Program \$ _____
- Child and Family Charities – Teen Court \$ _____
- Resolution Services Center of Central Michigan – Restorative Justice \$ _____
- Small Talk – Health Boundaries/Mental Health Therapy \$ _____

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 6

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: September 19, 2022
SUBJECT: Resolution authorizing interpretation services with TeleLanguage and Language Line
For the meeting agenda of Law & Courts Sept. 29, 2022, and Finance Oct. 5, 2022

BACKGROUND

9-1-1 Center staff requires the use of language interpretation services to process calls from non-English speaking people that call for assistance. Currently, we use Language Line for this service at a cost of several dollars per minute for their interpretations. While attending a conference, we were able to gather information on other interpretation services present at the conference and then speak to other 9-1-1 Centers using them. We got positive feedback about TeleLanguage. They also offered us a free trial. The feedback from the staff has been very positive. They discussed with us the ease of use and quick connection times with the interpreter.

Redundancy in the 9-1-1 Center is important. Because of this, we would like to continue with Language Line as a backup but use TeleLanguage as our primary interpretation service provider.

ALTERNATIVES

We could abandon this program and continue to look for other options. We did evaluate three other companies during this process. We have also discontinued service with another provider after concerns from the staff were raised.

FINANCIAL IMPACT

We should see savings in our interpretation costs. TeleLanguage is committing to flat rates which are approximately 60% lower than Language Line.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to contract interpretation services with TeleLanguage and Language Line not to exceed \$10,000 per year.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE LANGUAGE INTERPRETATION SERVICES
AGREEMENTS FOR THE 9-1-1 CENTER**

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County 9-1-1 staff use language interpretation services to assist in understanding the needs of our non-English speaking customers; and

WHEREAS, the 9-1-1 Center currently uses Language Line for these services; and

WHEREAS, the 9-1-1 Director has identified a new company, TeleLanguage, to provide these services with substantial cost savings to the county; and

WHEREAS, the 9-1-1 Center requires these services and the Director wishes to enter into an agreement with TeleLanguage to supply language interpretation, in addition to Language Line, as a service provider.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes agreements for language interpretation services for the 9-1-1 Dispatch Center with TeleLanguage and Language Line in a total amount not exceeding \$10,000 per year for a one-year period beginning upon execution of the agreements.

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

Agenda Item 7

TO: Law and Courts and Finance Committees
FROM: Sara Deprez, Juvenile Programs Director
DATE: September 22, 2022
SUBJECT: Resolution to Authorize a Three-Year Contract with the Ingham Intermediate School District For the Meeting Agendas of September 29 and October 5, 2022

BACKGROUND

The resolution attached with this memo is requesting authorization for the Circuit Court Juvenile Division to enter into a three-year contract with Ingham Intermediate School District (IISD) to provide educational services to youth ordered to Ingham Academy. If approved, the contract will be October 1, 2022 to September 30, 2025.

The Juvenile Division contracts with three partner agencies for programming at the Ingham Academy. In July, 2022, the Purchasing Department sought proposals to enter into a three-year contract with a qualified and experienced vendor to provide educational services at the Ingham Academy, the Court's day treatment program. In addition to providing a general education curriculum, the Court requested that the vendor provide services for students who have an Individuated Education Plan (IEP) based on a special education certification.

The amount requested from IISD far surpassed the current contracted amount. There are several factors that account for the increase and are enumerated below:

1. IISD historically has not included indirect costs in previous budgets, though they are entitled to them. This oversight was discovered and the proposed budget includes a 15% line item for indirect costs. In year one, the indirect costs amount to \$202,960.
2. Initially, the RFP requested a proposal for services for up to 80 youth; however, the program has not been at capacity and, as such, the Juvenile Division reduced the number to 60 program participants. This reduction impacts the cost of the contract both negatively and positively. IISD reduced staff from 6 teachers to 5, 5 para-professionals to 4, and reduced the support staff time to .5 (from .75). While these staff reductions had a positive effect on the budget, the reduction of pupils effects the potential state revenue. With 20 less youth, state revenue for pupil accounting is now an offset of \$494,100, which is down from the \$658,800 revenue of having 80 students – this is a difference of \$164,700.
3. With the request of providing special education services made in the RFP, this also increased the cost. The budget accounts for a part-time special education teacher and special education ancillary support. These services and staff will cost up to \$159,590 for year one.

ALTERNATIVES

If the resolution is not approved, there will not be educational programming provided to the youth assigned to the Ingham Academy

FINANCIAL IMPACT

Funds for this contract have been approved in the Juvenile Division’s 2023 budget. However, the amount approved was \$549,436. This amount was recommended prior to the conclusion on the RFP process. In their proposal, IISD submitted a budget of \$1,077,487, an amount far exceeding the current budgeted (FY 22) amount, as well as the requested amount for FY 23. The Court management and IISD discussed the increase and agreed on an amount acceptable to both parties for the three years. The contract amounts for the three years are as follows: \$1,033,407 (year 1), \$1,022,580 (year 2), and \$1,038,300 (year 3). However, the cost of services will likely be less than the budgeted amount as the Intermediate School District only bills the actual costs incurred after they have received funding through the State School Aid Act.

The funds for this contract come from the Juvenile Justice Millage, and are matched minimally at 50% by the State Child Care Fund.

STRATEGIC PLANNING IMPACT

This supports the overarching long-term objective of providing appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

OTHER CONSIDERATIONS

None

RECOMMENDATION

The County enter into a three year agreement with Ingham Intermediate School District for educational services at Ingham Academy. Further, that the contract amounts for the three years are as follows:

Year One -	\$1,033,407
Year Two -	\$1,022,580
Year Three -	\$1,038,300

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A THREE-YEAR CONTRACT WITH INGHAM INTERMEDIATE SCHOOL DISTRICT FOR EDUCATIONAL INSTRUCTION AT THE INGHAM ACADEMY

WHEREAS, the Ingham Academy is a partnership between the Circuit Court Juvenile Division, Highfields Inc., Peckham Inc., and Ingham Intermediate School District; and

WHEREAS, Ingham County made a Request for Proposals in July of 2022, seeking a vendor to enter into a three-year contract to provide educational services at the Ingham Academy, the Court's day treatment program; and

WHEREAS, the Circuit Court Juvenile Division has utilized Ingham Intermediate School District to provide educational instruction at the Ingham Academy since September of 2007 and they submitted a proposal in response to the County's request; and

WHEREAS, given the County has a longstanding relationship working collaboratively with Ingham Intermediate School District, they were the vendor selected; and

WHEREAS, Ingham Intermediate School District will provide educational services for the youth assigned to Ingham Academy, at a cost of \$1,033,407 for year one, \$1,022,580 for year two, and \$1,038,300 for year three; and

WHEREAS, the funding for Ingham Academy comes from the Juvenile Justice Millage and is reimbursed minimally at 50% by the State's Child Care Fund; and

WHEREAS, \$549,436 was requested for this contract in the 2023 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement between the 30th Circuit Court Juvenile Division and Ingham Intermediate School District for the time period of October 1, 2022 through September 30, 2025, at a cost not to exceed \$1,033,407 for year one, \$1,022,580 for year two, and \$1,038,300 for year three.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary 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 budget amendment/contract documents as prepared by or approved as to form by the County Attorney consistent with this resolution.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: September 13, 2022
SUBJECT: FY 23 Family Planning Services Agreement with the Michigan Department of Health and Human Services
For the meeting agendas of October 3 and October 5, 2022

BACKGROUND

Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter into an agreement with Michigan Department of Health and Human Services (MDHHS) for the delivery of family planning services effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$261,887. ICHHD's CHCs currently receive family planning services funding from MDHHS through the Comprehensive Agreement via Resolution #21-420.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The grant amount, detailed in the agreement, is included in the FY 23 CHC Operating budget.

STRATEGIC PLANNING IMPACT

This resolution supports the 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.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with MDHHS for the delivery of family planning services effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$261,887.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2022-2023 AGREEMENT WITH THE
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
FOR THE DELIVERY OF FAMILY PLANNING SERVICES**

WHEREAS, Ingham County Health Department (ICHD) Community Health Centers (CHCs) wish to enter into an agreement with Michigan Department of Health and Human Services (MDHHS) for the delivery of family planning services effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$261,887; and

WHEREAS, ICHD's CHCs currently receive family planning services funding from MDHHS through the Comprehensive Agreement via Resolution #21-420; and

WHEREAS, the grant amount, detailed in the agreement, is included in the 2023 budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Health Officer support entering into an agreement with Michigan Department of Health and Human Services (MDHHS) for the delivery of family planning services effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$261,887.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Michigan Department of Health and Human Services (MDHHS) for the delivery of family planning services effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$261,887.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2022-2023 Family Planning Agreement electronically through the Mi-E Grants system after 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: September 13, 2022
SUBJECT: Authorization to Extend the Lease Agreement with CAMAO, Properties LLC

For the meeting agendas of October 3 and October 5, 2022

BACKGROUND

Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to extend the lease agreement with CAMAO, Properties LLC, for the location at 1115 S. Pennsylvania Avenue for an additional three years effective October 1, 2022 through September 30, 2025. The Willow Community Health Center is currently located in this facility which offers 10,316 square feet of space for patient care. Per Resolution #19-356, the current lease agreement is set to expire on September 30, 2022.

ALTERNATIVES

Not renewing this lease would result in a loss of needed Community Health Center space which serves Ingham County residents within this region.

FINANCIAL IMPACT

Currently, the rent for the location at 1115 S. Pennsylvania Ave. is \$167,944.48 a year. With the amended agreement, the cost will increase by a total of \$10,212.84 over the three-year period. Please see the rent break out below for the square footage.

Period	Rent/Sq. Ft.	Monthly Rental	Period Rental
10/1/2022 - 9/30/2023	\$16.50	\$14,184.50	\$170,214.00
10/1/2023 – 9/30/2024	\$16.85	\$14,485.38	\$173,824.60
10/1/2024 – 9/30/2025	\$17.27	\$14,846.44	\$178,157.32

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 authorize extending the lease agreement with CAMAO, Properties LLC, for the location at 1115 S. Pennsylvania Avenue an additional three years effective October 1, 2022 through September 30, 2025.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO EXTEND THE LEASE AGREEMENT WITH CAMAO, PROPERTIES LLC

WHEREAS, Ingham County Health Department’s (ICHHD) Community Health Centers (CHCs) wish to extend the lease agreement with CAMAO, Properties LLC, for the location at 1115 S. Pennsylvania Avenue an additional three years effective October 1, 2022 through September 30, 2025; and

WHEREAS, the Willow CHC is currently located in this facility which offers 10,316 square feet of space for patient care; and

WHEREAS, per Resolution #19-356, the current lease agreement is set to expire on September 30, 2022; and

WHEREAS, currently the rent for the location at 1115 S. Pennsylvania Avenue is \$167,944.48 a year; and

WHEREAS, with the amended agreement, the cost will increase by a total of \$10,212.84 over the three-year period; and

WHEREAS, the square footage cost is as follows:

Period	Rent/Sq. Ft.	Monthly Rental	Period Rental
10/1/2022 - 9/30/2023	\$16.50	\$14,184.50	\$170,214.00
10/1/2023 – 9/30/2024	\$16.85	\$14,485.38	\$173,824.60
10/1/2024 – 9/30/2025	\$17.27	\$14,846.44	\$178,157.32

; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize extending the lease agreement for the location at 1115 S. Pennsylvania Avenue an additional three years, effective October 1, 2022 through September 30, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the lease agreement with CAMAO, Properties LLC for 1115 S. Pennsylvania Avenue an additional three years, effective October 1, 2022 through September 30, 2025.

BE IT FURTHER RESOLVED, the square footage cost is as follows:

Period	Rent/Sq. Ft.	Monthly Rental	Period Rental
10/1/2022 - 9/30/2023	\$16.50	\$14,184.50	\$170,214.00
10/1/2023 – 9/30/2024	\$16.85	\$14,485.38	\$173,824.60
10/1/2024 – 9/30/2025	\$17.27	\$14,846.44	\$178,157.32

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 Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 13, 2022
SUBJECT: Authorization to Renew a Provider Agreement with Ingham Health Plan Corporation.

For the meeting agendas of October 3 and October 5, 2022

BACKGROUND

Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to renew the provider agreement with Ingham Health Plan Corporation (IHPC) effective October 1, 2022 through September 30, 2023. IHPC has historically contracted with ICHD’s CHCs to provide members of the Ingham Health Plan with services from physicians and other professional healthcare providers, and to provide funding for healthcare services to support low-income populations in Ingham County. Per Resolution #21-469, the current provider agreement is set to expire on September 30, 2022.

ALTERNATIVES

If the provider agreement is not renewed, low-income residents of Ingham County, who are presently IHPC members, will lose access to primary care services.

FINANCIAL IMPACT

The provider agreement will allow IHPC to continue paying, on a fee-for-services basis, for primary care services provided to IHPC members assigned to ICHD’s CHCs. ICHD’s CHCs will continue to receive the same fee-for-service payment as other IHPC medical providers, whereby the reimbursement amount will be no less than Medicaid reimbursement rates, minus co-payments, deductibles, and other similar amounts.

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 authorize the renewal of the provider agreement with Ingham Health Plan Corporation, effective October 1, 2022 through September 30, 2023.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RENEW A PROVIDER AGREEMENT WITH
INGHAM HEALTH PLAN CORPORATION**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew the provider agreement with Ingham Health Plan Corporation (IHPC) effective October 1, 2022 through September 30, 2023; and

WHEREAS, IHPC has historically contracted with ICHD's CHCs to provide members of the Ingham Health Plan with services from physicians and other professional healthcare providers, and to provide funding for healthcare services to support low-income populations in Ingham County; and

WHEREAS, per Resolution #21-469, the current provider agreement is set to expire on September 30, 2022; and

WHEREAS, the provider agreement will allow IHPC to continue paying, on a fee-for-services basis, for primary care services provided to IHPC members assigned to ICHD's CHCs; and

WHEREAS, ICHD's CHCs will continue to receive the same fee-for-service payment as other IHPC medical providers, whereby the reimbursement amount will be no less than Medicaid reimbursement rates, minus co-payments, deductibles, and other similar amounts; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the provider agreement with Ingham Health Plan Corporation effective October 1, 2022 through September 30, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of the provider agreement with Ingham Health Plan Corporation effective October 1, 2022 through September 30, 2023.

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

TO: County Services and Finance Committees
FROM: Derrick Quinney, Register of Deeds
DATE: September 15, 2022
SUBJECT: Resolution to Authorize the Purchase of ScanPro 3000 Digital Microfilm Reader
For the meeting agendas of October 4, 2022 & October 5, 2022

BACKGROUND

As custodian of all of the County’s land records, the Ingham County Register of Deeds Office is statutorily required to provide proper space and equipment for the inspection and reproduction of all recorded documents. While all documents recorded between 1960 and today are available digitally, all documents recorded prior to 1960 can only be reproduced from microfilm rolls and microfiche. The Office is currently in possession of two (2) ProScan 2000 readers that were purchased in 2009. One (1) reader does not work and has not been used in at least five (5) years. The other reader is used frequently, no longer provides clean reproductions of requested documents found on microfilm and fiche, and has damaged and scratched film. It is important to note, the State Archives only recognizes microfilm for permanent, long-term storage.

ALTERNATIVES

Denying or non-approval of the resolution request could place the Register of Deeds Office in violation of its statutory requirement to provide proper equipment for the view and reproduction of the non-digitized documents. This could also delay the issuance of title insurance policies for the sale of properties in the County, as well as delay construction projects. Many entities rely on being able to obtain the vital information found in the Office.

FINANCIAL IMPACT

ScanPro 3000 Digital Microfilm Scanner/Reader	\$10,265
<i>Trade-in Allowance for two (2) ScanPro 2000 machines</i>	<u>-1,000</u>
Total Investment	\$9,265

The funding for the project will come from the Register of Deeds Automation/Technology Fund 25626800-616010.

OTHER CONSIDERATIONS

Approving the purchase of this equipment will allow the Register of Deeds Office to continue to fulfill its statutory responsibility to provide clear images of documents found on microfilm and fiche, as well as help prevent extensive damage to regularly used microfilm and fiche.

RECOMMENDATION

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
SCANPRO 3000 DIGITAL MICROFILM READER**

WHEREAS, the Register of Deeds Office is the custodian of the County's land records; and

WHEREAS, the Register of Deeds Office is statutorily required to provide proper space and equipment for the inspection and reproduction of all recorded documents; and

WHEREAS, all documents recorded prior to 1960 are not available digitally, and thus are only able to be viewed and reproduced from microfilm or microfiche; and

WHEREAS, the current microfilm reader had been purchased in 2009, has damaged and scratched film; and

WHEREAS, the readers being replaced were purchased from Michigan Office Solutions, now known as Smith Imaging Solutions; and

WHEREAS, Smith Imaging Solutions was the only vendor to contact the Register of Deeds Office regarding the purchase of the new reader and trade-in of the outdated scanners.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amount not to exceed \$10,000, with the final amount to be paid from the Register of Deeds Automation Fund 25626800-616010.

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

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

TO: County Services and Finance Committees

FROM: Derrick Quinney, Register of Deeds

DATE: September 15, 2022

SUBJECT: Resolution to Extend the Agreement for the Records Management Software for the Register of Deeds Office with Fidlar Technologies

For the meeting agendas of October 4, 2022 & October 5, 2022

BACKGROUND

The Register of Deeds had entered into a five (5) year agreement for a new records management software system in 2011, as authorized in Resolution #11-179. In 2016, an extension of that agreement had been authorized in Resolution #16-389 for three (3) years. The agreement was authorized for extension again in 2019 in Resolution #19-444 through August 31, 2022.

The software provided by Fidlar Technologies, currently used by the Register of Deeds Office, provides us with a more efficient and accurate process for the recordation of the County’s land records. As part of the agreement, Fidlar Technologies provides continuous support, maintenance, and multiple back-ups of the County’s digitized recorded land records. We are able to provide revenue to the County through Fidlar’s Laredo product. Laredo is a subscription-based product that provides access to our digitized recorded land records by monthly subscriptions, and is used by many title companies, abstract companies, law firms, financial institutions, etc. Through our partnership with Fidlar Technologies, we are able to provide the County’s land owners with a Property Fraud Alert (PFA) service as part of our annual LifeCycle payment.

ALTERNATIVES

None.

FINANCIAL IMPACT

2022-2025 Annual LifeCycle Payment	\$91,560/year
2022-2025 Direct Search – county website index search portal	\$6,000/year

The annual LifeCycle payment includes: receipting (cashiering) and indexing functions, acceptance of electronic recordings, Property Fraud Alert (PFA) service, training on current and new features (internal & public), any State mandated or regulatory updates, system upgrades, support, as well as other various services.

The agreement extension will be effective from September 1, 2022 through August 31, 2025. Funding will come from the Register of Deeds Automation Fund.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO EXTEND THE AGREEMENT FOR THE RECORDS MANAGEMENT SOFTWARE FOR THE REGISTER OF DEEDS OFFICE WITH FIDLAR TECHNOLOGIES

WHEREAS, in 2011, the Register of Deeds determined a new records management software system was needed to improve the accuracy and efficiency of the office workflow, ensure the protection of recorded documents available for purchase online and help protect citizens from property fraud; and

WHEREAS, a five (5) year agreement with Fidlar Technologies was authorized by Resolution #11-179 in 2011; and

WHEREAS, a three (3) year extension of the agreement had been authorized in 2016 by Resolution #16-389; and

WHEREAS, the most recent three (3) year extension of the agreement with Fidlar had been authorized through August 31, 2022 by Resolution #19-444; and

WHEREAS, that records management software program is called AVID; and

WHEREAS, the Register of Deeds is recommending a three (3) year extension of the agreement through August 31, 2025.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a three (3) year extension of the agreement with Fidlar Technologies from the Automation Fund for the records management software system currently used by the Register of Deeds Office, effective September 1, 2022 through August 31, 2025.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an amount not to exceed \$91,560 annually for the AVID program and an amount not to exceed \$6,000 annually for the Direct Search module.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign the agreement after it has been approved as to form by the County Attorney.

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: September 20, 2022
SUBJECT: Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2023 and Authorizing Letters of Agreement with Bargaining Units

For the meeting agendas of October 4 and October 5

BACKGROUND

On October 28, 2014 the Board of Commissioners approved Resolution #14-436 which resolved, in part, to dedicate 50 percent of any net savings in health care costs to reduction of the employee premium cost share, applied to all employee groups that agree to implement a comprehensive healthcare management program.

The Ingham County Health Care Coalition has investigated options for the County’s 2023 health care plan and has agreed to changes in the premium sharing agreement for 2023. It has also been determined by the Health Care Coalition that employer contributions to employee health savings accounts (HSAs) in the amount of \$750 single/\$1,500 2-Person/Full Family coverage (prorated on a per pay basis) be made for employees enrolled in the base health insurance option.

It has also been determined by the Health Care Coalition that the premium rates should be calculated with the same methodology as for 2022 premium rates and be established as shown on the attached sheet and that the health insurance waiver rates should be increased over 2022 rates as follows:

		<u>2022/mo.</u>	<u>2023/mo.</u>
Full Family	=	\$249.66	\$280.00
2-Person	=	\$222.22	\$250.00
Single	=	\$131.22	\$160.00

In addition, it has also been determined by the Health Care Coalition that the 2023 vision plan be upgraded to the VSP Enhanced Plan. Finally, it has been determined by the Health Care Coalition that the six-month waiting period for newly hired employees to have vision and dental plan coverage be eliminated.

ALTERNATIVES

The Board of Commissioners may elect to approve or not approve the Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2023 and Authorizing Letters of Agreement with Bargaining Units.

FINANCIAL IMPACT

The financial impact will vary dependent upon actual experience during 2023 based upon employee election of benefits.

STRATEGIC PLAN CONSIDERATIONS

The recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2023 is in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2023 and Authorizing Letters of Agreement with Bargaining Units.

2023 RATES ACTIVE EMPLOYEES

Benefit Plan	Employee Monthly	Employee Per Pay	Employer Monthly	TOTAL
<u>PHP BASE</u>				
Single FT, TQ, PT, ST	\$0.00	\$0.00	\$630.69	\$630.69
2 Person FT, TQ	\$0.00	\$0.00	\$1,513.64	\$1,513.64
Family FT	\$0.00	\$0.00	\$1,844.31	\$1,844.31
Family TQ	\$330.67	\$165.34	\$1,513.64	\$1,844.31
2 Person PT, ST	\$882.95	\$441.48	\$630.69	\$1,513.64
Family PT, ST	\$1,213.62	\$606.81	\$630.69	\$1,844.31
<u>PHP STANDARD</u>				
Single FT, TQ, PT, ST	\$108.65	\$54.33	\$724.36	\$833.01
2 Person FT, TQ	\$347.70	\$173.85	\$1,738.49	\$2,086.19
Family FT	\$434.62	\$217.31	\$2,173.08	\$2,607.70
Family TQ	\$434.62	\$217.31	\$1,738.49	\$2,173.11
2 Person PT, ST	\$1,014.15	\$507.08	\$724.36	\$1,738.51
Family PT, ST	\$1,448.75	\$724.38	\$724.36	\$2,173.11
<u>PHP HIGH</u>				
Single FT, TQ, PT, ST	\$255.70	\$127.85	\$852.33	\$1,108.03
2 Person FT, TQ	\$613.68	\$306.84	\$2,045.61	\$2,659.29
Family FT	\$767.09	\$383.55	\$2,556.98	\$3,324.07
Family TQ	\$767.09	\$383.55	\$2,045.61	\$2,812.70
2 Person PT, ST	\$1,397.85	\$698.93	\$852.33	\$2,250.18
Family PT, ST	\$1,960.37	\$980.19	\$852.33	\$2,812.70
FT= Full Time TQ= 3/4 Time PT= Part Time ST= Shared Time				
<u>WAIVER:</u>				
	2023			
Single	\$160.00			
Two Person	\$250.00			
Family	\$280.00			

Introduced by the County Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY HEALTH CARE COALITION FOR EMPLOYEE BENEFITS FOR 2023 AND AUTHORIZING LETTERS OF AGREEMENT WITH BARGAINING UNITS

WHEREAS, the Ingham County Health Care Coalition investigated options for the County’s health care plan and has agreed to changes in the premium sharing agreement for 2023; and

WHEREAS, on October 28, 2014 the Board of Commissioners approved Resolution #14-436 which resolved, in part, to dedicate 50 percent of any net savings in health care costs to reduction of the employee premium cost share, applied to all employee groups that agree to implement the comprehensive healthcare management program; and

WHEREAS, the Ingham County Health Care Coalition has investigated options for the County’s 2023 health care plan and has agreed to changes in the premium sharing agreement for 2023; and

WHEREAS, it has also been determined by the Health Care Coalition that employer contributions to employee health savings accounts (HSAs) in the amount of \$750 single/\$1,500 2-Person/Full Family coverage (prorated on a per pay basis) be made for employees enrolled in the base health insurance option; and

WHEREAS, it was determined by the Health Care Coalition that the premium rates should be calculated and established as shown on the attached sheet; and

WHEREAS, it was also determined by the Health Care Coalition that the health insurance waiver rates should be increased over 2022 rates as follows:

		<u>2022/mo.</u>	<u>2023/mo.</u>
Full Family	=	\$249.66	\$280.00
2-Person	=	\$222.22	\$250.00
Single	=	\$131.22	\$160.00

;and

WHEREAS, it has also been determined by the Health Care Coalition that the 2023 vision plan be upgraded to the VSP Enhanced Plan; and

WHEREAS, it has also been determined by the Health Care Coalition that the six-month waiting period for newly hired employees to have vision and dental plan coverage be eliminated.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the recommendations of the Health Care Coalition and authorizes employer contributions to employee health savings accounts (HSAs) in the amount of \$750 single/\$1,500 2-Person/Full Family coverage (prorated on a per pay basis) be made for employees enrolled in the base health insurance option.

BE IT FURTHER RESOLVED, that any funds remaining of the 50 percent net savings from 2020 and prior years after distribution to health savings accounts shall be held in reserve for future employee premium cost share reduction initiatives as recommended by the Ingham County Health Care Coalition.

BE IT FURTHER RESOLVED that, beginning on January 1, 2023 the health insurance waiver rates for all eligible employees shall be increased over 2022 rates as follows:

Full Family	=	\$280.00
2-Person	=	\$250.00
Single	=	\$160.00

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 Board Chairperson is authorized to sign the applicable bargaining unit letters of agreement and any other appropriate documents after review and approval as to form by the County Attorney.

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: September 20, 2022
SUBJECT: Resolution to Waive the Public Act 152 Health Care Requirements for 2023
For the agendas of October 4 and October 5

BACKGROUND

Public Act 152 of 2011 places limits on public employers' contributions toward their employees' health benefits and requires that the employer cost be no more than 80% of the cost or no more than a certain dollar amount detailed in the law (hard caps). The requirements of the act can be waived with a 2/3 vote of the governing body prior to the beginning of a medical benefit plan coverage year.

Commencing January 1, 2023, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost. As the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements, the County administration is recommending that Ingham County Board of Commissioners exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2023 as permitted by MCL 15.568.

ALTERNATIVES

The Board of Commissioners may elect to waive or not waive the Public Act 152 health care requirements for 2023.

FINANCIAL IMPACT

The financial impact will vary dependent upon actual experience during 2023.

STRATEGIC PLAN CONSIDERATIONS

The recommendation to waive the Public Act 152 Health Care Requirements for 2023 are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Waive the Public Act 152 Health Care Requirements for 2023.

Introduced by the County Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO WAIVE THE PUBLIC ACT 152 HEALTH CARE REQUIREMENTS FOR 2023

WHEREAS, Public Act 152 of 2011 places limits on public employers' contributions toward their employees' health benefits and requires that the employer cost be no more than 80% of the cost or no more than a certain dollar amount detailed in the law (hard caps); and

WHEREAS, the requirements of the act can be waived with a 2/3 vote of the governing body prior to the beginning of a medical benefit plan coverage year; and

WHEREAS, commencing January 1, 2023, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost; and

WHEREAS, the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements and therefore the County administration is recommending that Ingham County Board of Commissioners exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2023 as permitted by MCL 15.568.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby exempts Ingham County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2023 as permitted by MCL 15.568.

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: September 20, 2022
SUBJECT: Resolution to Approve Reclassification Requests

For the meeting agendas of October 4 and October 5

BACKGROUND

Agreements have been reached between Ingham County and collective bargaining units effective January 1, 2022 through December 31, 2024 for collective bargaining agreements which include a process for submission of reclassification requests. The Human Resources Department has executed the process for reclassification requests for employees in these units. The reclassification requests were processed in a manner consistent with each of the collective bargaining agreements and the Human Resources Department and representatives of the collective bargaining units have completed their review and agree upon the proposed results. Accordingly, it is proposed that the Ingham County Board of Commissioners approve the changes as set forth in the attached resolution.

ALTERNATIVES

None.

FINANCIAL IMPACT

The financial impact associated with the proposed reclassifications is as reflected in the attached resolution.

STRATEGIC PLAN CONSIDERATIONS

Compensation reclassification supports the county's goal of attracting and retaining exceptional employees who are committed to the community.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Approve Reclassification Requests.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE UAW TOPS UNIT RECLASSIFICATION REQUESTS

WHEREAS, agreements have been reached between Ingham County and its collective bargaining units for collective bargaining agreements effective January 1, 2022 through December 31, 2024, which include a process for submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the process for reclassification requests with the units; and

WHEREAS, the reclassification requests were processed in a manner consistent with the collective bargaining agreements; and

WHEREAS, the Human Resources Department and representatives of the collective bargaining units have completed their review and agree upon the proposed results.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position Number</u>	<u>Position Title</u>	<u>Action</u>
130053	Pretrial Services Bindover Specialist – Cir. Ct.	Move from UAW D to UAW J
142054	Court Records Coordinator	Move from UAW G to UAW H
142033	Enforcement Specialist – FOC	Move from UAW G to UAW I
142030	Enforcement Specialist – FOC	Move from UAW G to UAW I
142043	Enforcement Specialist – FOC	Move from UAW G to UAW I
142036	Enforcement Specialist – FOC	Move from UAW G to UAW I
142038	Enforcement Specialist – FOC	Move from UAW G to UAW I
142031	Enforcement Specialist – FOC	Move from UAW G to UAW I
142040	Enforcement Specialist – FOC	Move from UAW G to UAW I
142034	Enforcement Specialist – FOC	Move from UAW G to UAW I
142037	Enforcement Specialist – FOC	Move from UAW G to UAW I
601179	Dental Assistant	Move from UAW D to UAW G
601172	Dental Assistant	Move from UAW D to UAW G
601171	Dental Assistant	Move from UAW D to UAW G
601180	Dental Assistant	Move from UAW D to UAW G
601182	Dental Assistant	Move from UAW D to UAW G
601060	Program Spec. to Program Coordinator	Title Change Only (previously approved reclass in #21 – 518 omitted title change)

The financial impact associated with the proposed reclassifications is as follows:

<u>Position Title</u>	2022		<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Pre-Tr. Svc. Bindover Spec.	UAW D: 43,194.87	UAW J: 61,041.63	17,846.76
Ct. Records Coord.	UAW G: 51,501.53	UAW H: 54,513.63	3,012.10
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Enforcement Spec.	UAW G: 51,501.53	UAW I: 57,683.02	6,181.49
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
Dental Assistant	UAW D: 43,194.87	UAW G: 51,501.53	8,306.66
TOTAL:			109,718.91

BE IT FURTHER RESOLVED, that the reclassifications are effective the first full pay period following the date of submission to the Human Resources Department.

Agenda Item 11

TO: County Services and Finance Committees
FROM: Becky Bennett, Director, Board of Commissioners' Office
DATE: September 26, 2022
SUBJECT: RESOLUTION ENTERING INTO AN AGREEMENT WITH GRANICUS
FOR A FOIA MANAGEMENT PROGRAM

October 4, 2022 County Services and October 5, 2022 Finance Committee meetings

BACKGROUND

Due to changes in the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976 in 2015 and the volume of FOIA requests received by Ingham County, it was necessary to purchase a FOIA Management Program. Resolution #15-461 entered into a contract, renewed on an annual basis, with GovQA (now known as Granicus) for a web-based FOIA Management Program to provide a more efficient and manageable process to receive, complete, manage, and track FOIA requests.

ALTERNATIVES

None

FINANCIAL IMPACT

2022 Contract Amount	\$21,382
2023 Contract Amount	\$22,879
2024 Contract Amount	\$24,480
2025 Contract Amount	\$26,194

The period of the agreement will be January 1, 2023 through December 31, 2025.

OTHER CONSIDERATIONS

None

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ENTERING INTO AN AGREEMENT WITH GRANICUS
FOR A FOIA MANAGEMENT PROGRAM**

WHEREAS, due to changes in the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976 in 2015 and the volume of FOIA requests received by Ingham County, it was necessary to purchase a FOIA Management Program; and

WHEREAS, Resolution #15-461 authorized entering into an agreement with WebQA for a web-based FOIA Management Program to provide a more efficient and manageable process to receive, complete, manage, and track FOIA requests; and

WHEREAS, this application serves as a resource for citizens to submit FOIA requests and inquire about the status of their requests on a web-based program; and

WHEREAS, the agreement expires December 31, 2022 and it is necessary to renew the agreement for 2023 through 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a three (3) year agreement with Granicus (formerly GovQA), 408 Saint Peter Street, Suite 600, St. Paul, Minnesota, 55102, for the continuation of a web-based FOIA Management program at a cost of \$22,878.74 for the period of January 1, 2023 through December 31, 2023, \$24,480.25 for the period of January 1, 2024 through December 31, 2024 and \$26,193.87 for the period of January 1, 2025 through December 31, 2025.

BE IT FURTHER RESOLVED, that the funds will be appropriated from the Board of Commissioners' Budget.

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.