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RANDY MAIVILLE

FINANCE COMMITTEE
THOMAS MORGAN, CHAIR
MARK GREBNER
TODD TENNIS
RYAN SEBOLT
MARK POLSDOFER
ROBERT PEÑA
MYLES JOHNSON
RANDY MAIVILLE

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, DECEMBER 6, 2023 AT 6:30 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 [November 22, 2023](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Racial Equity Task Force – Resolution to Create an [Annual Report](#) on Criminal Justice Data for Ingham County
2. Circuit Court
 - a. Resolution to Authorize a Contract for [Representation of Indigent Parties](#) Facing Contempt Charges in Personal Protection Order Cases, Emergency Risk Protection Order Cases, and Certain Friend of the Court Matters
 - b. Resolution to Authorize Agreement with [Equivant](#) to be in Compliance with MCL 712A.18t
3. Probate Court – Resolution to Approve Ingham County Probate Court Contract Renewal with [Thomson Reuters](#) Regarding Print Legal Books
4. Tri-County Office on Aging – Resolution to Authorize a Contract Amendment with Tri County Office on Aging for [Elder Services Millage](#) Eligible Services
5. Community Agencies – Resolution to Authorize 2024 Agreements for [Community Agencies](#)
6. Health Services Millage – Resolution to Authorize a Health Services Millage Contract with the [Ingham Health Plan Corporation](#)
7. Fairgrounds – Resolution to Authorize a Contract with [WTA Architects](#) for the Design and Construction Management of a New Grandstand at the Ingham County Fairgrounds
8. Parks Department – Resolution to Authorize an Amendment to the Contract with [Spicer Group, Inc.](#)
9. Potter Park Zoo
 - a. Resolution to Authorize a Contract with [Shane's Camels](#)
 - b. Resolution to Authorize Potter Park Zoo as a [Polling Location](#)

10. Health Department
 - a. Resolution to Authorize a Michigan Agriculture Environmental Assurance Program [Clean Sweep](#) Agreement with the Michigan Department of Agriculture and Rural Development
 - b. Resolution to Authorize [Amendment #1](#) to the 2023 – 2024 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
 - c. Resolution to Amend the Nextgen Healthcare Information Systems Agreement to Purchase the [Nextgen](#) Diagnostic Hub Service
 - d. Resolution to Authorize an Agreement with [InstaMed](#) as a Credit/Debit Card Processing Agent for Ingham County Health Department and Ingham Community Health Centers
 - e. Resolution to Create a Permanent 1.0 FTE [Project Specialist](#) Community Action Network Coordinator
 - f. Resolution to Authorize an Extension of the Agreement with the [Michigan Primary Care Association](#) for Encounter Comparison & Reconciliation Support Services
 - g. Resolution to Authorize the Renewal of the Agreement with [Dr. Saif Fatteh](#) for Dermatology Services
 - h. Resolution to Authorize the Renewal of the Agreement with [MSU Health Care, Inc.](#) for Pediatric Physician Services
 - i. Resolution to Authorize a Renewal of the Agreement with [Intelligent Medical Objects, Inc.](#)
11. Sheriff's Office
 - a. Resolution to Authorize a Contract with [It Takes a Village, LLC](#) for Restorative Justice Programming
 - b. Resolution to Authorize a Contract with [Life Launch Institute, LLC](#) for Parenting Program
12. Treasurer's Office – Resolution to Set Policy for Certain [Delinquent Tax Payments](#)
13. Drain Commissioner
 - a. Resolution Pledging Full Faith and Credit to 2024 [Drainage District Notes](#)
 - b. Resolution Approving Relinquishment of Jurisdiction and Control Over a Portion of the [Bolter Drain](#) to the City of Lansing
14. Innovation & Technology Department
 - a. Resolution to Approve the Purchase of Additional Multibrige Licenses from [Core Technology](#)
 - b. Resolution to Approve the Acceptance of the State and Local [Cybersecurity Grant](#) Program
 - c. Resolution to Approve Fiber Engineering and Construction from [Western Tel-Com](#)
15. Facilities Department
 - a. Resolution to Authorize an Agreement with [Hedrick Associates](#) for the Maintenance of the Uninterrupted Power Supply at the 9-1-1 Center
 - b. Resolution to Authorize an Agreement with [Boling Janitorial Services, Inc.](#), for the Janitorial Services at Multiple County Locations

16. Road Department – Resolution to Extend an Agreement with [Michigan Pavement Markings, LLC](#) for the 2024 Countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program
17. Human Resources Department – Resolution to Approve UAW TOPS, ICEA Court Professional, Teamsters Local 243 Zoo, and Managerial & Confidential [Reclassification](#) Requests
18. Controller/Administrator Office
 - a. Resolution Authorizing [Adjustments](#) to the 2023 Ingham County Budget
 - b. Resolution Approving Various [Contracts](#) for the 2024 Budget Year
19. Board Referral – Notice of Public Information Meeting from the [City of East Lansing](#) Regarding Projects Completed and Future Plans in the Downtown Development Authority (DDA) District

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
November 22, 2023
Draft Minutes

Members Present: Grebner, Maiville, Peña, Polsdofer, Tennis, and Sebolt.

Members Absent: Johnson and Morgan.

Others Present: Da’Neese Wells, Jared Cypher, Madison Hughes, Courtney Johnson, and others.

The meeting was called to order by Vice-Chairperson Grebner at 6:33 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 November 8, 2023 Minutes

VICE-CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, THE MINUTES OF THE NOVEMBER 8, 2023 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Morgan and Johnson.

Removed from the Agenda

6. Community Agencies – Resolution to Authorize 2024 Agreements for Community Agencies

Substitute –

13. Controller/Administrator Office – Resolution to Approve a Purchase Agreement for 426 S. Walnut Street, Lansing

Limited Public Comment

None.

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

1. Sheriff’s Office – Resolution to Reauthorize a Contract for Psychological Services with Dr. Richard Janka of Frontline Consulting, for Employment Related Psychological Services as Needed with the Ingham County Sheriff’s Office
2. Circuit Court – Resolution to Accept the FY 2024 Michigan Mental Health Court Program Grant, Continue the Grant Funded Full-Time Mental Health Court-Court Services Coordinator Position, and Authorize Subcontracts with CMHA/CEI; Averhealth; JSG; MDOC; Northwest Initiative; PATS; and Rise

3. Probate Court
 - a. Resolution to Transfer Funds Budgeted for Transcripts from the Probate Court Budget to the Circuit Court General Trial Division Budget
 - b. Resolution to Approve 2024 Ingham County Probate Court Contracts for Guardian Ad Litem, Court-Appointed Attorney, and Guardianship Review Investigation Services

4. 55th District Court
 - a. Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court State Court Administrative Office - Michigan Mental Health Court Grant Program, Continue a Probation Officer Position, and Authorize Subcontracts
 - b. Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court's State Court Administrative Office - Michigan Drug Court Grant Program and the Office of Highway Safety Planning and Authorize Subcontracts

5. Homeland Security and Emergency Management – Resolution to Authorize a Contract with the State of Michigan Accepting the FY 2023 Homeland Security Grant Program Funds and Make Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1

7. Fairgrounds – Resolution to Authorize a Contract with Freedom Construction and Consulting, Inc. to Deconstruct the Hoop House at the Ingham County Fairgrounds

8. Health Department
 - a. Resolution to Authorize an Agreement with Advance Peace Formerly Named Safe Passages
 - b. Resolution to Authorize an Agreement with the Michigan Department of Environment, Great Lakes, and Energy for FY 2023-2024
 - c. Resolution to Authorize the Purchase of Individual Gift Cards for AmeriCorps FY 2023-2024 Members
 - d. Resolution to Authorize an Agreement with Michigan Public Health Institute to Provide a Year Two Evaluation of the Lansing/Ingham Peace Maker Fellowship® and to Provide Year Two Fiduciary Services for Peacemaker Fellowship® LifeMAP
 - e. Resolution to Accept Department of Justice Byrne Grant Funds from Michigan Public Health Institute for Local Implementation of the Lansing/Ingham Peacemaker Fellowship®

9. Innovation & Technology Department
 - a. Resolution to Approve the Renewal of the Hyland OnBase Annual Support
 - b. Resolution to Approve the Invoice for Renewing CourtView Support Services
 - c. Resolution to Approve Renewal of PACC/PAAM Licensing and Support
 - d. Resolution to Approve Renewal of Pluralsight Staff Training from CDWG

10. Facilities Department
 - a. Resolution to Authorize an Agreement with Trane U.S. Inc., for Upgrading the Temperature Controls and Software at the 9-1-1 Center
 - b. Resolution to Authorize an Agreement with Moore Trosper Construction Co., for the Renovations to the Michigan Department of Health and Human Services Space at the Human Services Building

11. Road Department
 - a. Resolution to Authorize a Purchase Order for Helically Corrugated Steel Pipe
 - b. Resolution to Authorize a Purchase Order for Bulk Fuel Delivery

- c. Resolution to Authorize Contracts for 2024-2025 As-Needed Engineering Design Services
 - d. Resolution to Authorize Contracts for 2024-2025 As-Needed Material Testing and/or Fabrication Inspection Services
12. Human Resources Department
- b. Resolution to Authorize Renewing a Subscription with Governmentjobs.com, Inc. DBA NEOGOV for Human Resources Software
 - c. Resolution to Authorize a Statement of Work Agreement with Compass, a Division of Encompass EAP, for a Cultural Assessment of the Road Department
13. Controller/Administrator Office – Resolution to Approve a Purchase Agreement for 426 S. Walnut Street, Lansing

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Morgan and Johnson.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Morgan and Johnson.

12. Human Resources Department
- a. Resolution to Approve UAW TOPS and Managerial & Confidential Reclassification Requests and an ICEA County Professional Job Title Change

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

Commissioner Sebolt disclosed that the UAW TOPS was a local Union that was affiliated with an International Union that was affiliated with their employer, the Michigan American Federation of Labor and Congress of Industrial Organizations (AFL-CIO).

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioners Morgan and Johnson.

Announcements

Commissioner Maiville stated that the Sobriety Court Graduation was held on November 22, 2023. Commissioner Maiville further stated that they wanted to recognize Da'Neese Wells, Ingham County 55th District Court Chief Probation Officer, as that was their last graduation.

Wells stated, depending on how timing worked out, it would probably be their last graduation.

Commissioner Maiville thanked Wells for their service. Commissioner Maiville further stated that they had been to several graduations and Wells was always there.

Commissioner Maiville stated that they were great events and the graduation on November 22, 2023 was no exception. Commissioner Maiville further thanked Wells.

Wells stated that they appreciated the support.

Commissioner Maiville stated that there were seven Commissioners, and Bryan Crenshaw, former County Commissioner and Chairperson, present at the graduation.

Commissioner Peña stated that they had heard comments from people that were relatives of the graduates that were talking about their experiences in other states and other counties. Commissioner Peña further stated that those relatives stated that by far Ingham County had one of the premier programs, for not just following procedures, but looked at every individual and catered reintegration into society.

Commissioner Peña stated that it was awesome work what Wells, the Honorable Donald L. Allen Jr., 55th District Court Chief Judge, and Judge Allen's Court staff did. Commissioner Peña further thanked Wells.

Wells thanked Commissioner Peña and further reiterated they could not have done it without the support of the Commissioners or without the support of a commission like the Ingham County Board of Commissioners. Wells further explained that all other counties had County Commissions, but they did not necessarily have progressive Commissioners who believed in products like Ingham County Commissioners did.

Wells stated that even neighboring counties might have Commissioners who were more inclined to punish people and hold them accountable rather than supporting and providing them the treatment that they needed. Wells further stated that it was kind of crazy when one considered things like addiction being a medical problem rather than a character defect.

Wells stated that they did not know why one would hold people accountable for their addiction any more than what they would with their diabetes or heart disease. Wells further stated that they could deal with their actions, but it was not something to be held accountable for.

Wells stated that it was only because the Ingham County Commissioners understood that and continued to support their mission that they were able to continue it.

Commissioner Peña stated that the Women's Center of Greater Lansing would be holding a fundraiser on May 18, 2024 and it would be something that had never been done before. Commissioner Peña further stated that they were asking for candidates to raise money for the endeavor, which would involve rappelling down the Boji Tower.

Commissioner Peña stated that it was a \$1,000 raise to be eligible to participate and further stated that there would be 78 candidates. Commissioner Peña further stated that, if they raised more than \$1,000, that would be welcomed.

Commissioner Peña stated to save the date for May 18, 2024.

Commissioner Sebolt stated, on behalf of Commissioner Morgan who was having car troubles, they apologized for their absence.

Vice-Chairperson Grebner stated that they told Chairperson Morgan that they need not appear and that they had been able to manage without them.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:40 p.m.

DECEMBER 6, 2023 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

1. **Racial Equity Taskforce** – *Resolution to Create an Annual Report on Criminal Justice Data for Ingham County*

This resolution authorizes a request for proposals from third-party entities to create and operate a criminal justice monitoring system that will cover district and circuit courts operating in Ingham County and track prosecution and sentencing outcomes based on defendant demographic data including, but not limited to, race, gender, age, and income level.

See memo for details.

2a. **Circuit Court** – *Resolution to Authorize a Contract for Representation of Indigent Parties Facing Contempt Charges in Personal Protection Order Cases, Emergency Risk Protection Order Cases, and Certain Friend of the Court Matters*

This resolution authorizes a contract with attorney Reid S. Felsing to provide representation of indigent parties for Personal Protection Order contempt cases, Emergency Risk Protection Order (ERPO) contempt cases, and certain Friend of the Court contempt matters, in the amount of \$14,000 per year and an additional \$250 flat rate to handle an entire contempt proceeding from initial consultation to final conclusion of an ERPO contempt hearing.

Funding is available in the General Trial and Friend of Court Division budgets.

See memo for details.

2b. **Circuit Court** – *Resolution to Authorize Agreement with Equivant to be in Compliance with MCL 712a.18t*

This resolution authorizes an agreement with Equivant Courtview to automate the Circuit Court's Case Management System to be in compliance with MCL 712A.18t, which requires courts to automatically set aside all but certain ineligible offenses two years after termination of court supervision or when the juvenile turns 18 years of age, whichever occurs later.

Funding is available through the Juvenile Justice Millage.

See memo for details.

3. **Probate Court** – *Resolution to Approve Ingham County Probate Court Contract Renewal with Thomson Reuters Regarding Print Legal Books*

This resolution approves a five-year agreement with Thomson Reuters for print legal books. The agreement will run from January 1, 2024 – December 31, 2028 with a 4% yearly increase on a starting \$206.39/month rate. Funding for the five-year life of the \$13,500 contract will be paid from the Law Library Fund.

See memo for details.

4. **Tri-County Office on Aging** – *Resolution to Authorize a Contract Amendment with Tri County Office On Aging for Elder Services Millage Eligible Services*

This resolution authorizes an amendment to the 2023 contract with Tri County Office on Aging (TCOA) for millage services, to continue to provide 7 meals for Ingham County residents that are assessed to need 7 meals per week. See the attached memorandum for further details. The contract amendment will not exceed \$127,542 from the Elder Services Millage, and sufficient funds are available from the Elder Services Millage fund balance. An additional 17,400 meals are requested, at a cost of \$7.33 per meal.

5. **Community Agencies** – *Resolution to Authorize 2024 Agreements for Community Agencies*

Attached is the resolution approving community agency funding for FY 2024. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners Resolution #23-236. For 2024, seventy (70) applications were received, requesting a total of \$1,783,446; and \$365,000 is included in the 2024 budget for community agency funding. This resolution includes 4 options.

1. The original staff recommendation.
2. A recommendation that spreads funding more equitably, and includes all agencies funded in 2023.
3. A recommendation that reflects the philosophy of option #2, but awards more funding to agencies directly fulfilling the requirement “meeting basic needs”.
4. A recommendation that reflects the philosophy of option #2, except agencies with multiple applications may see funding reduced for at least one of them.

If the resolution is approved, additional funds beyond what is included in the budget could be utilized from the 2024 contingency fund.

6. **Health Services Millage** – *Resolution to Authorize a Health Services Millage Contract with the Ingham Health Plan Corporation*

This resolution authorizes a 2024 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services. The county will also reimburse IHPC for administrative expenses (further details in financial impact section below) including third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc. The contract will not exceed \$2,188,156 from the Health Services Millage, and funds are included in the 2024 budget. The administrative rate remains 15% in 2024. The funding should be sufficient to cover all of IHPC’s projected 1,800 members in 2024.

7. **Fairgrounds** – *Resolution to Authorize a Contract with WTA Architects for the Design and Construction Management of a New Grandstand at the Ingham County Fairgrounds*

This resolution authorizes a contract with WTA Architects to design and manage the construction of a new grandstand at the Ingham County Fairgrounds in an amount not to exceed \$183,270. Funds for this contract are available in the Fairgrounds CIP fund balance.

8. Parks Department - Resolution to Authorize an Amendment to the Contract with Spicer Group, Inc.

This resolution authorizes an amendment to the contract with Spicer Group. For 2023, Spicer Group, Inc. has exceeded the contract amount of \$108,553.04, plus the carry forward of \$16,637.29 from 2022 through the end of August 2023. Spicer Group, Inc., overage is due to additional services completed for the County in the absence of the Trails & Parks Coordinator for five (5) months, additional grant work, designing the new park signs, working on the wayfinding corrections, assisting with the interviewing of the new coordinator and additional park trail mapping, (as shown on attached document). The financial impact from this request will be an additional not to exceed \$40,000 from Trails and Parks Millage Fund balance.

9a. Potter Park Zoo - Resolution to Authorize a Contract with Shane's Camels

This resolution authorizes a contract with Shane's Camels for camel ride services at Potter Park Zoo. This vendor has operated these services for the past five seasons. The contract with Shane's Camels would provide an additional revenue source for Potter Park Zoo. Potter Park Zoo will receive 25% of the gross revenue from camel rides. Potter Park Zoo recognized \$23,511.75 in revenue in 2023 for camel ride services.

9b. Potter Park Zoo - Resolution to Authorize Potter Park Zoo as a Polling Location

This resolution authorizes Potter Park Zoo as a polling location for the City of Lansing.

10a. Health Department - Resolution to Authorize a Michigan Agriculture Environmental Assurance Program Clean Sweep Agreement with the Michigan Department of Agriculture and Rural Development

This resolution accepts a grant from the Michigan Department of Agriculture and Rural Development (MDARD) under the Clean Sweep agreement effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000. EH operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal. This program is open to all Ingham county residents free of charge. Annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding that covers costs of the disposal of pesticides and herbicides collected throughout the year.

10b. Health Department - Resolution to Authorize Amendment #1 to the 2023 – 2024 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement

This resolution amends the FY24 Master Agreement (Resolution #23-339) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000. The financial impact of this increased support will increase the FY24 original grant agreement from \$6,982,051 to \$7,267,051, for an increase of \$285,000. The revised resolution makes the following specific changes to the budget:

- Child and Adolescent Health Center Program – East Lansing: increase of \$275,000 from \$0.00 to \$275,000.
- Community Blood Lead Testing: increase of \$10,000 from \$0 to \$10,000.

10c. Health Department - Resolution to Amend the Nextgen Healthcare Information Systems Agreement to Purchase the Nextgen Diagnostic Hub Service

This resolution amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to include the purchase of the NextGen® Diagnostic Hub service for an amount not to exceed \$600, effective upon approval.

10d. Health Department - Resolution to Authorize an Agreement with InstaMed as a Credit/Debit Card Processing Agent for Ingham County Health Department and Ingham Community Health Centers

This resolution authorizes an agreement with InstaMed for credit/debit card processing services within the CHCs, effective January 1, 2024 through December 31, 2024. The costs for purchasing the credit/debit card swipe devices are \$105 per device and ICHD requests to purchase up to 20 machines. Other costs include a maintenance fee of \$5 per month per device and a processing fee per transaction of \$0.25 cents per credit card swipe plus 2.69 to 3.29 % of transaction value depending on the credit/debit card used. The cost to purchase the credit/debit card devices and payment of transaction related fee will be paid from existing operating costs and the expected increase in payments from patients for services.

10e. Health Department - Resolution to Create a Permanent 1.0 FTE Project Specialist Community Action Network Coordinator

This resolution creates a permanent 1.0 FTE Project Specialist Community Action Network (CAN) Coordinator, effective upon approval. The Project Specialist CAN Coordinator role is essential to ICHD's Maternal and Child Health (MCH) Division operations and ensures that our Infant Mortality Coalition is successful and sustainable. This new position will allow health department staff to propose and implement projects that can lead to healthier birth outcomes and lower infant mortality rates across the county. Creating this new position will allow extra capacity and staffing hours to further develop the Infant Mortality Coalition and will provide coordination for the Fetal Infant Mortality Review program. The financial impact for creating this permanent 1.0 FTE Project Specialist CAN Coordinator position will be \$115,319. All costs for this agreement will be covered by the Strong Start Healthy Start grant H4924118.

10f. Health Department - Resolution to Authorize an Extension of the Agreement with the Michigan Primary Care Association for Encounter Comparison & Reconciliation Support Services

This resolution authorizes extending the agreement with MPCA to provide Encounter Comparison & Reconciliation Support Services and technical training, effective January 1, 2024 through December 31, 2027 in an amount not to exceed \$75,000. Funding for this agreement will come from additional revenue through the Medicaid reconciliation process.

10g. Health Department - Resolution to Authorize the Renewal of the Agreement with Dr. Saif Fatteh for Dermatology Services

This resolution authorizes renewing the agreement with Dr. Saif Fatteh to provide dermatology services, and to provide up to 300 square feet of clinical space at Willow CHC, effective December 1, 2023 through May 31, 2024, in an amount not to exceed \$11,700. Funding for this agreement is included in the 2024 budget.

10h. Health Department - Resolution to Authorize the Renewal of the Agreement with MSU Health Care, Inc. for Pediatric Physician Services

This resolution renews the agreement with MSU Health Care, Inc. for Pediatric Physician Services for an annual amount not to exceed \$2,600,000, effective January 1, 2024 through December 31, 2024, and shall renew automatically on an annual basis. MSU Health Care, Inc. will provide 3.5 FTEs to support ICHD's CHCs' children and adolescences health centers. The current agreement is set to expire on December 31, 2023. Costs of this agreement are covered by billable services.

10i. Health Department -Resolution to Authorize a Renewal of the Agreement with Intelligent Medical Objects, Inc.

This resolution renews an agreement with Intelligent Medical Objects, Inc. (IMO) to provide the Core service, effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02. Funding for this agreement is available in the CHC operating budget.

11a. Sheriff's Office - Resolution to Authorize a Contract with It Takes a Village, LLC for Restorative Justice Programming

This resolution authorizes a three year contract with It Takes a Village, LLC for Restorative Justice Programming. It Takes a Village has been providing this program within the Ingham County Correctional Facility for over 5 years. The program is well received by the participants as they start to choose to avoid and deescalate arguments, violence, or breaking rules/laws, improving the overall culture and safety of the facility as well the community at large.

11b. Sheriff's Office -Resolution to Authorize a Contract with Life Launch Institute, LLC for Parenting Program

This resolution authorizes a three year contract with Life Launch Institute, LLC for Parenting Programming. Life Launch Institute has been providing this program within the Ingham County Correctional Facility for several years. Approximately, 10 million children nationwide have a parent who has been incarcerated. 2.3 million of those children, or roughly one child out of every 30, currently has a parent in state or federal prison. Research has shown that these children generally do not fare well. Many experience poverty and the effects of substance abuse and/or illegal activities and family instability prior to the parent's incarceration. One step to helping incarcerated parents is to help their families by offering parents the skills to help their children stay connected and learn to lead healthy and productive lives after jail.

12. Treasurer's Office – Resolution to Set Policy for Certain Delinquent Tax Payments

This resolution sets the policy for certain delinquent tax payments for the County Treasurer to use provisions of Section 211.59(3) for the 2023 tax year.

13a. Drain Commissioner – Resolution Pledging Full Faith and Credit to 2024 Drainage District Notes

This resolution pledges the full faith and credit of the County behind \$15,000,000 in 2024 Drainage District Notes. While, historically, the full faith and credit of a county has not been required for a drain commissioner to borrow against drain project assessments, recent banking issues have resulted in the lack of lending willingness from banks without the full faith and credit.

See memo for details.

13b. Drain Commissioner – Resolution Approving Relinquishment of Jurisdiction and Control Over a Portion of the Bolter Drain to the City of Lansing

This resolution approves the relinquishment and jurisdiction of the portion of the Bolter Drain that lies within in the City of Lansing to the City of Lansing. The City of Lansing has already approved the relinquishment through Resolution 2023-197. The remaining 7,180 feet of Bolter Drain would remain under the jurisdiction of the Drain Commissioner.

See memo for details.

14a. Innovation & Technology Department – *Resolution to Approve the Purchase of Additional Multibrige Licenses from Core Technology Resolution*

This resolution approves the purchase of additional Multibrige licenses from Core Technology. The Sheriff's Office utilizes this software to access critical LEIN data and is currently maxing out the use, causing delays in obtaining valuable information.

Funding for the \$10,400 purchase is available in the IT LOFT Fund.

See memo for details.

14b. Innovation & Technology Department – *Resolution to Approve the Acceptance of the State and Local Cybersecurity Grant Program*

This resolution approves the acceptance of up to \$30,000 in state cybersecurity grant funding with no local match. The funds, if received, would be used for endpoint protection, cyber assessments, and Statewide Incident Response training.

See memo for details.

14c. Innovation & Technology Department – *Resolution to Approve Fiber Engineering and Construction from Western Tel-Com*

This resolution approves an amendment to the agreement with Western Tel-Com via Resolution #23-460 for engineering and construction for fiber broadband. The original approval of \$350,000 did not include the mandatory Davis-Bacon labor requirements, so an additional \$65K is being requested, which brings the total to \$415,000.

Funding is available through ARPA.

See memo for details.

15a. Facilities Department – *Resolution to Authorize an Agreement with Hedrick Associates for the Maintenance of the Uninterrupted Power supply at the 9-1-1 Center*

This resolution authorizes an agreement with Hedrick Associates for the maintenance of the UPS at the 9-1-1 Center. The UPS ensures continuation of equipment operation in the case of a power outage, switching over to generator back-up without an interruption to the power.

Funding is available in the Facilities equipment maintenance budget.

See memo for details.

15b. Facilities Department – *Resolution to Authorize an Agreement with Boling Janitorial Services, Inc., for the Janitorial Services at Multiple County Locations*

This resolution authorizes an agreement with Boling Janitorial Services, Inc. for janitorial services at multiple County facilities. Bids were solicited with six bidders submitting proposals. Boling was the lowest responsible bidder and a local bidder.

Funding for the three year contract of \$2,985,549.52 is available in the Facilities Department maintenance contractual budgets.

See memo for details.

16. Road Department – *Resolution to Extend an Agreement with Michigan Pavement Markings, LLC for the 2024 Countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program*

This resolution approves an extension with Michigan Pavement Markings, LLC for the 2024 countywide pavement marking program. Michigan Pavement Markings, LLC has agreed to extend the 2022 pricing through 2024.

Funding is available in the 2024 Road Fund budget.

See memo for details.

17. Human Resources – *Resolution to Approve UAW TOPS, ICEA Court Professional, Teamsters Local 243 Zoo, and Managerial & Confidential Reclassification Requests*

This resolution approves various UAW TOPS, ICEA Court Professional, Teamsters Local 243 Zoo and MC reclasses.

See memo for details.

18a. Controller's Office – *Resolution Authorizing Adjustments to the 2023 Ingham County Budget*

This resolution authorizes year end budget adjustments to the 2023 GF budget.

See memo for details.

18b. Controller's Office – *Resolution Approving Various Contracts for the 2024 Budget Year*

This resolution approves various, yearly repeating contracts for 2024. The contract amounts were approved in the 2024 budget.

See memo for details.

PRESENTATION/DISCUSSION/OTHER ITEM:

19. Board of Commissioners Office – Board Referral – *Notice of Public Information Meeting from the City of East Lansing Regarding Projects Completed and Future Plans in the Downtown Development Authority (DDA) District*

Agenda Item 1

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

FROM: Feliz E. Rodriguez, Diversity, Equity & Inclusion Director

DATE: November 4, 2023

SUBJECT: Resolution adopting the creation of an annual report on criminal justice data for Ingham County

For the meetings of November 16th & 28th

BACKGROUND

The Ingham County Board of Commissioners established the Ingham County Racial Equity Taskforce, per Resolution #20-271 a broadly representative advisory board made up of Ingham County leaders, employees, and the community to achieve community-centered solutions to address the legacy of racial injustices.

The Ingham County Racial Equity Taskforce is seeking a request for proposal for a third-party to create and operate a criminal justice monitory system that will cover district and circuit courts operating in Ingham County and track prosecution and sentencing outcomes based on defendant demographic data, including but not limited to race, gender, age and income level.

ALTERNATIVES

None.

FINANCIAL IMPACT

The cost will be determined via the RFP process.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend approval of the resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CREATE AN ANNUAL REPORT ON CRIMINAL JUSTICE DATA
FOR INGHAM COUNTY**

WHEREAS, the Ingham County Board of Commissioners created the Racial Equity Taskforce for the purpose of making recommendations to the County Board on policies that will promote racial equity in Ingham County; and

WHEREAS, the Racial Equity Taskforce has made, as one of its key goals, addressing disparities in the criminal justice system; and

WHEREAS, the Racial Equity Taskforce has recommended changes to promote transparency and public awareness of prosecutorial and sentencing decisions categorized by demographic data such as race, gender, age and income levels; and

WHEREAS, collection of such data will increase awareness of latent biases that could be causing inequity in the justice system and potentially cause a reexamination of practices in the criminal justice system.

THEREFORE BE IT RESOLVED, that Ingham County will prepare a request for proposal for third-party entities to create and operate a criminal justice monitoring system that will cover district and circuit courts operating in Ingham County and track prosecution and sentencing outcomes based on defendant demographic data including, but not limited to, race, gender, age, and income level.

BE IT FURTHER RESOLVED, that the successful bidder will release a report no less than annually describing the data collected both in aggregate and individually for each judge and prosecutor in Ingham County.

BE IT FURTHER RESOLVED, that the data tracking will be prospective and only cover sentencing and prosecutorial data subsequent to the implementation of the program.

Agenda Item 2a

TO: Law & Courts and Finance Committees
FROM: Nicholas Hefty, Deputy Circuit Court Administrator – General Trial Division
DATE: November 16, 2023
SUBJECT: Resolution To Authorize Entering Into A Contract For Representation Of Indigent Parties Facing Contempt Charges In Personal Protection Order Cases, Emergency Risk Protection Order Cases And Certain Friend Of The Court Matters

For the meeting agendas of Law and Courts Committee November 30th and Finance Committee December 6th, 2023

BACKGROUND

The resolution attached with this memorandum requests authorization for the 30th Circuit Court General Trial and Friend of the Court Divisions to enter into a contract for legal representation of indigent parties facing contempt charges in Personal Protection Order (PPO) cases, Emergency Risk Protections Order (ERPO) cases, and certain Friend of the Court contempt matters.

For years, the Circuit Court maintained a robust roster of over 20 attorneys who agreed to handle these matters on a voucher basis. At the end of 2022, only two attorneys remained on said roster. As such, for fiscal year 2023, the Circuit Court sought the interest of local attorneys to provide legal representation for indigent parties facing contempt charges for the aforementioned matters. Applicants were asked to submit a letter of interest and resume to the Court and interviews were conducted. Ultimately, Attorney Reid Felsing was selected and entered into a one year contract with the Circuit Court General Trial Division and Friend of the Court.

In anticipation of Mr. Felsing's contract with the Circuit Court expiring on December 31, 2023, coupled with the absence of any renewal clauses, the Circuit Court duplicated the application process from 2023, and again sought the interest of local attorneys to provide legal representation for indigent parties facing contempt charges in PPO cases, and certain Friend of the Court contempt matters. Additionally, legal representation for indigent parties facing contempt charges in ERPO cases was added to the contract due to the newly enacted statute. Ultimately, Mr. Felsing was selected again to provide this contractual service for the Circuit Court for an initial period effective January 1, 2024 through December 31, 2024 followed by two, one (1) year renewal periods not to exceed December 31, 2026.

ALTERNATIVES

To resolve this problem and to ensure indigent parties are provided with legal representation on a timely basis, the General Trial and Friend of the Court Divisions believe that contracting with attorneys is necessary. Further, the attorneys chosen to fulfill the contract will be responsible for arranging hearing coverage.

FINANCIAL IMPACT

The proposed contract amount of \$14,000 is allocated within the 2024 General Trial and Friend of the Court Division budgets. The General Trial Division will be responsible to fund \$9,000 through the Contractual Services line item as well as a \$250 flat rate to handle an entire contempt proceeding from initial consultation to final conclusion of an ERPO contempt hearing. The Friend of the Court will be responsible to fund the remaining \$5,000 from its budget.

STRATEGIC PLANNING IMPACT

Authorizing a contract for legal representation of indigent parties facing contempt charges in PPO cases, ERPO cases, and certain Friend of the Court contempt matters supports Ingham County's values as identified in the Strategic Plan. Further, it supports Strategic Plan goals including Services to Residents, Communication, Management, Finance and Governance.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Through the enclosed Resolution and based on the information presented, I respectfully recommend approval of the attached resolution to authorize entering into a contract for legal representation of indigent parties facing charges in PPO cases, ERPO cases, and certain Friend of the Court contempt matters.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR REPRESENTATION OF INDIGENT PARTIES FACING CONTEMPT CHARGES IN PERSONAL PROTECTION ORDER CASES, EMERGENCY RISK PROTECTION ORDER CASES, AND CERTAIN FRIEND OF THE COURT MATTERS

WHEREAS, the 30th Circuit Court's General Trial and Friend of the Court Divisions must provide legal counsel to indigent parties facing contempt charges in certain matters; and

WHEREAS, historically, the Circuit Court has maintained a roster that identifies attorneys who are available to provide legal representation and compensates them on a voucher basis; and

WHEREAS, at this time, the roster has been depleted as the majority of attorneys who provided legal services have since taken positions that offer consistent work and known compensation elsewhere; and

WHEREAS, the Circuit Court's General Trial and Friend of the Court Divisions, to ensure legal counsel is available and to provide fair compensation, seek to enter into a contract with individual attorneys; and

WHEREAS, the attorneys are selected by the judiciary based on meeting qualifications including good standing with the State Bar of Michigan, familiarity with relevant law, and the ability to provide sound representation for their clients; and

WHEREAS, Attorney Reid S. Felsing currently provides such representation for the General Trial and Friend of the Court Divisions; and

WHEREAS, if authorized, the Circuit Court would compensate Attorney Reid S. Felsing for providing legal representation for indigent parties in Personal Protection Order contempt cases, Emergency Risk Protection Order contempt cases and certain Friend of the Court contempt matters, effective January 1, 2024 through December 31, 2024 in the amount of \$14,000 per year, with \$9,000 of the total paid by the General Trial Division and the remaining \$5,000 paid by the Friend of the Court; and

WHEREAS, if authorized, the Circuit Court General Trial Division would compensate Attorney Reid S. Felsing a \$250 flat rate to handle an entire contempt proceeding from initial consultation to final conclusion of an ERPO contempt hearing; and

WHEREAS, the 2024 General Trial and Friend of the Court Division budgets approved by the Board of Commissioners are sufficient to fund such a contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Circuit Court to enter into a contract with Attorney Reid S. Felsing to provide representation of indigent parties for Personal Protection Order contempt cases, Emergency Risk Protection Order contempt cases, and certain Friend of the Court contempt matters, in the amount of \$14,000 per year and an additional \$250 flat rate to handle an entire contempt proceeding from initial consultation to final conclusion of an ERPO contempt hearing for an

initial period effective January 1, 2024 through December 31, 2024 followed by two, one (1) year renewal periods not to exceed December 31, 2026.

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

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

TO: Law & Courts and Finance Committees
FROM: Scott LeRoy, Circuit Court Administrator
DATE: November 16, 2023
SUBJECT: Resolution to Authorize Agreement with Equivant to be in Compliance with Clean Slate legislation
For the meeting agendas of Law and Courts Committee November 30 and Finance Committee December 5, 2023

BACKGROUND

Public Act 361 of 2020, part of the package of bills referred to as “Clean Slate” legislation, amends MCL 712A.18t to automatically sets aside all but certain ineligible offenses two years after termination of juvenile court supervision or when the juvenile turns 18 years of age, whichever occurs later. There are no limitations on the number of offenses that can be set aside. Once the offense is determined to be set aside, courts are required to notify the arresting law enforcement agency and the Michigan State Police (MSP). Attached to this memo is a list of offenses not eligible for automatic set aside.

The Circuit Court Juvenile Division has been working with Case Management System (CMS) provider – Equivant/Courtview – in order to program the CMS to automatically identify and set aside eligible offenses. The cost to enact the changes is split between four courts currently using Courtview. Ingham County’s portion of the project is \$18,232.00. Per the County Controller, this expense is eligible to be paid for out of the Juvenile Justice Millage Fund balance.

ALTERNATIVES

The Circuit Court will be moving to the state Case Management System – JIS – at some point in 2024. Unfortunately, the legislation goes into effect on December 30, 2023 and the court must be in compliance with the aforementioned.

FINANCIAL IMPACT

The modification to the Circuit Court’s Case Management System – Courtview – will cost the Court \$18,232. The funds for this project are available in the Juvenile Justice Millage fund balance.

STRATEGIC PLANNING IMPACT

Provide fair and efficient judicial processing.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Make modifications to the Circuit Court’s Case Management System at the quoted amount.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENT WITH EQUIVANT TO BE IN COMPLIANCE WITH MCL 712A.18t

WHEREAS, Public Act 361 of 2020 amends MCL 712A.18t to automatically set aside all but certain ineligible offense two years after termination of court supervision or when the juvenile turns 18 years of age, whichever occurs later; and

WHEREAS, there are no limitations on the number of offenses that can be set aside; and

WHEREAS, courts are required to notify the arresting law enforcement agency and the Michigan State Police upon the setting aside of an adjudication; and

WHEREAS, for the past two decades, the Circuit Court has used Equivant Courtview as their Case Management System; and

WHEREAS, Equivant Courtview has provided a quote to automate the Case Management System to be in compliance with MCL 712.18t; and

WHEREAS, funds are available to support this project in the Juvenile Justice Millage fund balance 26466400.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into an agreement with Equivant Courtview to automate the Case Management System to be in compliance with MCL 712A.18t at a cost not to exceed \$18,232.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budget transfers from the Juvenile Justice Millage fund balance to the 2024 Juvenile Division budget.

TO: Law & Courts and Finance Committees
Ingham County Board of Commissioners

FROM: Ryan J. Buck
Court Administrator/Probate Register
Ingham County Probate Court

DATE: November 16, 2023

RE: Resolution to Approve Ingham County Probate Court Contract Renewal with Thomson Reuters regarding Print Legal Books

BACKGROUND

The Probate Court seeks to renew an existing contract for print legal books with Thomson Reuters. The existing contract provided known pricing for three years, including any increases. Therefore, the Court was able to estimate costs when submitting budget requests to the Board of Commissioners.

For 2023, the cost of the existing contract is \$2,540.16.

To renew the existing contract for five years (2024-2028), Thomson Reuters has quoted a starting monthly rate of \$206.39 with a 4% year over year increase. Below, please find a table of the year over year rates:

Year	Monthly	Annual
2024	\$206.39	\$2,476.68
2025	\$214.65	\$2,575.75
2026	\$223.23	\$2,678.78
2027	\$232.16	\$2,785.93
2028	\$241.45	\$2,897.37
Total for Entire Contract		\$13,414.50

Therefore, the Court recommends the Board of Commissioners approve a 5-year contract with Thomson Reuters for the purposes stated above in an amount not to exceed \$13,500 for the entire contract term (2024-2028).

ALTERNATIVES

In lieu of a contract, the Court could purchase print legal books as needed to keep the existing collection current. Cost would be unpredictable and uncontrollable.

FINANCIAL IMPACT

The proposed contract renewal is funded in Court’s component of the 2024 Adopted Budget, and it would be considered when the Court submits its budget requests during the 2025-2028 budget development cycles.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing Judges and employees with resources to provide quality and efficient services.

RECOMMENDATION

I recommend approval.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE INGHAM COUNTY PROBATE COURT CONTRACT RENEWAL
WITH THOMSON REUTERS REGARDING PRINT LEGAL BOOKS**

WHEREAS, pursuant to Resolution #20-583, the Ingham County Probate Court and Ingham County have a contract with Thomson Reuters for print legal books; and

WHEREAS, the contract is scheduled to expire after December 31, 2023; and

WHEREAS, the Court desires to renew the contract for a five-year term of January 1, 2024 through December 31, 2028; and

WHEREAS, the Court has secured a favorable quote to renew the contract at a monthly rate of \$206.39 in 2024 with a 4% year over year increase; and

WHEREAS, the Court has funds budgeted for contract renewal in its 2024 Budget, which was approved by the Ingham County Board of Commissioners; and

WHEREAS, the Court would request funding for this contract for the 2025-2028 budget years; and

WHEREAS, the Court recommends that the Ingham County Board of Commissioners approve a 5-year contract with Thomson Reuters for the purposes stated above in an amount not to exceed \$13,500 for the entire contract term (2024-2028).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Thomson Reuters for print legal books for a term of January 1, 2024 through December 31, 2028 in an amount not to exceed \$13,500 for the entire term to be paid from the Law Library Fund (line item 269-13100-782000).

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

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

Agenda Item 4

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: November 21, 2023
SUBJECT: Resolution Authorizing an Amendment to the Elder Services Millage Contract with TCOA
For the meeting agendas of December 4 and December 6

BACKGROUND

This resolution authorizes an amendment to the 2023 contract with Tri County Office on Aging (TCOA) for millage services, to continue to provide 7 meals for Ingham County residents that are assessed to need 7 meals per week. See the attached memorandum for further details.

ALTERNATIVES

Not fund the additional meals and wait until the 2024 contract to do it.

FINANCIAL IMPACT

The contract amendment will not exceed \$127,542 from the Elder Services Millage, and sufficient funds are available from the Elder Services Millage fund balance. An additional 17,400 meals are requested, at a cost of \$7.33 per meal.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term goals of Promoting Accessible Healthcare and Meeting Basic Needs.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support an Elder Services Millage contract amendment with TCOA.

Agenda Item 4

November 1, 2023

To: Jared Cypher, Deputy Controller

From: Andrea Radel, MBA, Executive Director

Re: 2023 Ingham County Elder Services Millage Contract and Scope of Services Amendments

Tri-County Office on Aging is responsible for managing and operating Home Delivered Meals (commonly known as Meals on Wheels) and Congregate Dining Sites through the Ingham County Elder Services Millage.

As reflected in the 2023 contract scope of services, Home Delivered Meals and Congregate Dining Sites are currently limited to providing 50,000 meals funded by the millage.

As of September 30, 2023, the Ingham County Elder Services Millage has funded 39,060 meals, leaving only 10,940 meals for the remainder of 2023.

During the month of September 2023, 18,805 meals were provided in Ingham County (using Millage funds and other allowable funding sources).

In order to continue to serve meals in Ingham County at the same level, the millage would need to fund 17,400 additional meals through December 31, 2023. Increasing the original budget of 50,000 meals to 67,400.

We are seeking support to eliminate the cap of 50,000 meals from the scope of services to allow Tri-County Office on Aging to adequately meet the evolving needs of the most vulnerable seniors in Ingham County. Without this change, a reduction in the number of meals new participants could receive would be necessary.

A revised scope of service has been included with this request.

We appreciate your time and support. Please let us know if there is anything additional needed from us.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT AMENDMENT WITH TRI COUNTY OFFICE ON AGING FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES

WHEREAS, Resolution #22 – 605 authorized a contract with Tri County Office on Aging (TCOA) for services provided to Ingham County residents, funded by the elder services millage; and

WHEREAS, TCOA is responsible for managing and operating Home Delivered Meals (commonly known as Meals on Wheels) and Congregate Dining Sites through the Ingham County Elder Services Millage; and

WHEREAS, the 2023 contract scope of services, Home Delivered Meals and Congregate Dining Sites are currently limited to providing 50,000 meals funded by the millage; and

WHEREAS, as of September 30, 2023, the Ingham County Elder Services Millage has funded 39,060 meals, leaving only 10,940 meals for the remainder of 2023; and

WHEREAS, in order to continue to serve meals in Ingham County at the same level, the millage would need to fund 17,400 additional meals through December 31, 2023, increasing the original budget of 50,000 meals to 67,400; and

WHEREAS, TCOA is requesting an additional \$127,542 to address these increased service demands in 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract amendment not to exceed an additional \$127,542 with Tri-County Office on Aging (TCOA) to provide up to 17,400 additional Home Delivered Meals and Congregate Dining Meals to Ingham County residents for the period of January 1, 2023 through December 31, 2023.

BE IT FURTHER RESOLVED, that funds for this contract with TCOA will come from the Elder Services Millage.

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 County after approval as to form by the County Attorney.

TO: Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: November 27, 2023
SUBJECT: Resolution Authorizing 2024 Agreements for Community Agencies

For the meeting agendas of December 4 and December 6

BACKGROUND

Attached is the resolution approving community agency funding for FY 2024. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners Resolution #23-236.

ALTERNATIVES

If these agencies did not receive funding from the County they would be forced to identify alternative sources of funding for these programs. This may prove difficult in times of greater need during the pandemic.

FINANCIAL IMPACT

For 2024, seventy (70) applications were received, requesting a total of \$1,783,446; and \$365,000 is included in the 2024 budget for community agency funding. This resolution includes 4 options.

5. The original staff recommendation.
6. A recommendation that spreads funding more equitably, and includes all agencies funded in 2023.
7. A recommendation that reflects the philosophy of option #2, but awards more funding to agencies directly fulfilling the requirement “meeting basic needs”.
8. A recommendation that reflects the philosophy of option #2, except agencies with multiple applications may see funding reduced for at least one of them.

If the resolution is approved, additional funds beyond what is included in the budget could be utilized from the 2024 contingency fund.

An email containing the applications of each agency has been previously sent to you. Please review those prior to the meeting, as they will provide helpful information for your discussions.

STRATEGIC PLANNING IMPACT

This resolution addresses the County’s overarching long-term objective of “Meeting Basic Needs”, such as food, clothing, and shelter.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE 2024 AGREEMENTS FOR COMMUNITY AGENCIES

WHEREAS, the 2024 Ingham County Budget has been approved by the Board of Commissioners; and

WHEREAS, under the Community Agency Program a number of agencies have been allocated funds to provide important services that are consistent with the County's Strategic Planning objective to Ingham County residents; and

WHEREAS, the 2024 budget includes \$365,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #23-236.

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, 2024 through December 31, 2024, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$_____ from the 2024 contingency fund to the community agency fund.

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

REVIEW	Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Recommendation 1	Funding Recommendation 2	Funding Recommendation 3	Funding Recommendation 4
x	Advent House Ministries, Inc.	provides food, shelter, and advocacy services to those who struggle with homelessness and poverty in our community	\$18,750.00	\$18,750.00	\$0.00	\$18,250.00	\$5,000.00	\$18,250.00
x	Big Brothers Big Sisters Michigan Capital Region	Provides mentors to youth age 5-17, including wellness checks and access to basic needs for involved families	\$9,375.00	\$23,750.00	\$0.00	\$9,375.00	\$5,000.00	\$9,375.00
x	Boys & Girls Club of Lansing	Provides lunch during summer to youth age 6-18 and after-school snacks during the school year	\$5,200.00	\$5,200.00	\$0.00	\$5,200.00	\$5,000.00	\$5,200.00
x	Capital Area Housing Partnership - Homeless Families Supportive Services	providing decent affordable housing, revitalizing neighborhoods, and, most recently, providing housing with services most likely to keep large formerly homeless families permanently housed	N/A	\$5,000.00	\$0.00	\$2,500.00	\$5,000.00	\$2,500.00
x	Cardboard Prophets	Provides clothing, shoes, personal items, and nonperishable food to those in need as well as diapers, wipes, and incontinence supplies in tandem with various other organizations	\$12,500.00	\$30,000.00	\$18,250.00	\$12,500.00	\$18,250.00	\$12,500.00
x	CASA for Kids, Inc. Barry, Eaton, and Ingham County	advocate for the well-being and best interest of children in foster care	N/A	\$25,000.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00
x	Child & Family Charities - Gateway Youth Services	provides food, clothing, shelter and hygiene products; crisis intervention; individual, group and family counseling; and independent living skills training to homeless, runaway, at-risk and street youth ages 12 to 24 in Ingham County	\$19,125.00	\$25,000.00	\$0.00	\$19,125.00	\$5,000.00	\$19,125.00
x	Cristo Rey Community Center - Food Access Programs	Provides Food Pantry monthly by appointment for community members in need, Open Distribution of fresh fruits, vegetables, and dairy twice monthly, and daily access to a Bread Rack for those in need	\$9,000.00	\$13,250.00	\$0.00	\$9,000.00	\$5,000.00	\$5,000.00
x	Cristo Rey Community Center - Prescription Assistance	Provides bilingual assistance to individuals in navigating complex application processes for access to discounted and free prescriptions by pharmaceutical companies	\$6,750.00	\$6,750.00	\$0.00	\$6,750.00	\$5,000.00	\$5,000.00
x	Epicenter of Worship Church	1. Through culturally appropriate mentorship and tutoring, and supported parent involvement, improve academic performance in reading and math for economically disadvantaged elementary-school-aged BIPOC students in the Lansing School District.	N/A	\$18,510.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00

REVIEW	Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Recommendation 1	Funding Recommendation 2	Funding Recommendation 3	Funding Recommendation 4
x	EVE, Inc.	EVE serves survivors of domestic and sexual violence through the provision of safe, emergency shelter and housing; crisis intervention; mental health services; and advocacy to support the client-survivor to empower them, promote their safety, and help them begin their journey of healing after the trauma they have experienced	\$9,300.00	\$30,000.00	\$0.00	\$9,300.00	\$5,000.00	\$9,300.00
x	Greater Lansing Food Bank - Garden Project	Provides access to land, how-to gardening education, seeds, plants starts, tools, and other resources for low-to moderate-income families	\$14,375.00	\$10,000.00	\$0.00	\$10,000.00	\$5,000.00	\$10,000.00
x	Grit Glam and Guts	The grant funds will assist is supporting student-led project and professional fees for faculty and staff and ensure adequate staffing with a 1:8 teacher-student ratio, and facility cost.	N/A	\$7,600.00	\$0.00	\$3,350.00	\$5,000.00	\$3,350.00
x	Habitat for Humanity Capital Region	Habitat for Humanity Capital Region provides housing services to low- to moderate-income families in Ingham and Eaton Counties.	\$15,312.00	\$25,500.00	\$18,250.00	\$15,312.00	\$18,250.00	\$15,312.00
x	Haven House	provides emergency homeless shelter for families	\$15,000.00	\$20,000.00	\$18,250.00	\$15,000.00	\$18,250.00	\$15,000.00
x	Helping Women Period	provide traditional products (pads, tampons, and liners) as well as alternative products (menstrual cups and period underwear) through a charity partner model which leverages pre-existing connections to resources	N/A	\$60,000.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00
x	Holy Cross Services New Hope Community Center	providing clean and safe shelter; 2) providing emergency overnight shelter to prevent individuals from exposure to extreme weather; 3) providing support services and referrals for individuals experiencing homelessness	\$15,000.00	\$50,000.00	\$18,250.00	\$15,000.00	\$18,250.00	\$15,000.00
x	ICHANGE	provide an evidence-based client centered and unique open-minded approach to foster a more cohesive community, and promote a sustainable well-being for individuals, youth, and families	N/A	\$12,600.00	\$12,600.00	\$6,100.00	\$12,600.00	\$6,100.00
x	Lansing Area AIDS Network	Provides funding for housing, utilities, food, and other basic needs where State funding is unable to do so	\$6,250.00	\$8,000.00	\$8,000.00	\$6,250.00	\$8,000.00	\$6,250.00
x	Larry Mitchell Trice Community Outreach Services	Provides food, with a healthy and cultural focus, for Cuban, Middle Eastern, Black, Hispanic, and other international populations in need during evening hours when most other food banks are closed	N/A	\$91,250.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00

REVIEW	Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Recommendation 1	Funding Recommendation 2	Funding Recommendation 3	Funding Recommendation 4
x	Loads of Love	Provides free services such as food, toiletries, clothing, and HR and counseling resources for those in need	N/A	\$2,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,000.00
x	Michigan Crossroads Council, Boy Scouts of America	provide youth with extended opportunities for high-quality enrichment programming that uses a positive youth development approach to guide its delivery	N/A	\$7,500.00	\$0.00	\$3,250.00	\$5,000.00	\$3,250.00
x	Northwest Initiative	Provides returning citizens with basic needs such as assistance with government documents, clothing, food, health coverage, transportation resume and career advice, housing, family reunification, etc.	\$6,250.00	\$10,000.00	\$0.00	\$6,250.00	\$5,000.00	\$6,250.00
x	Pilgrim Congregational United Church - Meals to Go	Provides "Meals to Go" for neighborhood and community	N/A	\$9,000.00	\$0.00	\$4,500.00	\$5,000.00	\$4,500.00
x	Refugee Development Center - BRIDGES: Basic Needs to Self Sufficiency	Provides food, clothing, and essential household items to families in need	\$15,312.50	\$20,000.00	\$0.00	\$15,312.00	\$5,000.00	\$15,312.00
x	Retired & Senior Volunteer Programs of Ingham, Clinton, & Eaton Counties (RSVP)	Provides medial driving to seniors and individuals with disabilities for no cost as well as social calls for seniors living alone	\$6,250.00	\$10,000.00	\$10,000.00	\$6,250.00	\$10,000.00	\$6,250.00
x	Rural Family Services	Provides rental assistance to help keep families in homes	\$9,000.00	\$14,000.00	\$14,000.00	\$9,000.00	\$14,000.00	\$9,000.00
x	Sleep in Heavenly Peace, Inc.	Provides lumber, materials, mattress, bedding, and pillows for children without beds	N/A	\$10,000.00	\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00
x	South Lansing Ministries Inc	Provides healthy and nutritious food pantry for those in need as well as personal need items	N/A	\$10,000.00	\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00
x	Southside Community Coalition	Provides snacks to children in after school program every day	N/A	\$6,500.00	\$6,500.00	\$3,250.00	\$6,500.00	\$3,250.00
x	Southside Community Kitchen	Provides healthy and nutritious meals to low-income and South Lansing people in need	\$1,000.00	\$5,000.00	\$5,000.00	\$1,000.00	\$5,000.00	\$1,000.00
x	St. Vincent Catholic Charities	Provides refugee families with one month's rent or utility assistance when in crisis	\$5,000.00	\$15,000.00	\$15,000.00	\$5,000.00	\$15,000.00	\$5,000.00
x	Stockbridge Community Outreach Association, Inc	Provides Milk Bucks to Stockbridge families without access to regular grocery stores & unable to pay inflated local access prices	\$5,625.00	\$7,346.00	\$7,346.00	\$5,625.00	\$7,346.00	\$5,625.00
x	The Salvation Army - Lansing Capital Area Center for Service	provides essential food items to homeless and residential individuals through our Food Pantry, Monday through Friday	N/A	\$15,000.00	\$15,000.00	\$5,000.00	\$15,000.00	\$5,000.00

REVIEW	Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Recommendation 1	Funding Recommendation 2	Funding Recommendation 3	Funding Recommendation 4
	Community Mental Health	Provides services for recovery, wellness, trauma-informed care, and physical-behavioral health care integration for adults and children	N/A	\$30,000.00	\$18,250.00	\$0.00	\$0.00	\$0.00
	Cristo Rey Community Center - Community Kitchen	Provides two hot and nutritious meals Monday through Friday to those in need	\$4,250.00	\$10,000.00	\$0.00	\$4,250.00	\$4,520.00	\$10,270.00
	DAP Service & Resources	DAP Services & Resources was founded to be a resource to address the social determinants of health in aging such as access to resources, education, and cultural incompetence. We aim to do this through education, mentorship and advocacy	N/A	\$13,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Eastside Community Action Center	Provides food and other necessities for individuals and families in the community	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Footprints of Michigan, Inc.	provide shoe gear for anyone in need	N/A	\$20,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Greater Lansing Food Bank - Care Kits	Provides kits of nutritious food for homeless individuals	N/A	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00	\$2,500.00
	Holt Community Food Bank (HCFB)	also provide fresh produce, meats, dairy, bread products and personal needs items depending upon availability	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Lansing School District	We are proposing to utilize the Community Action Grant to support two programs providing tangible goods and services to our school community through the expansion of our BIPOC Care Closet and the creation of a Family Support Center within the Office of School Culture (OSC).	N/A	\$249,080.00	\$0.00	\$0.00	\$0.00	\$0.00
	Leslie Outreach	Provides personal needs items (such as toiletries) for economically challenged residents of the Leslie school district	\$1,750.00	\$5,000.00	\$0.00	\$1,750.00	\$1,750.00	\$1,750.00
	Mason Community Services INC	Provides food resources; clothing and diapers; home furnishing, repair and rent assistance; transportation; laundry assistance; tax assistance; and education classes with ICHD & Dental Dental	\$18,750.00	\$24,000.00	\$18,250.00	\$18,250.00	\$18,250.00	\$18,250.00
	Michigan State University Safe Place	provides free services to those victimized by domestic violence and stalking, and their minor aged children. Services include counseling, safety planning, advocacy services and shelter.	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
	One Love Global	Provides mentorship, education, and resources to Black youth	N/A	\$15,060.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00

REVIEW	Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Recommendation 1	Funding Recommendation 2	Funding Recommendation 3	Funding Recommendation 4
	Open Arms Link	Open Arms Link (OAL) provides permanent and safe Adult Foster Care (AFC) housing and care services for those with mental and physical developmental disabilities.	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Our Savior Lutheran Church & School	Dispense food with extras of meat and personal care,* Community Outreach – available to clients: -Information about the Ingham County Health Department. -Information and referrals to clients. -Clothing and household items. -Birthday packs if available. -Back to School Backpack Drive. -Homemade cards given on holidays if available. -Gifts at Christmas if available	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Peckham, Inc	Provides employment and social support services for Region 7 such as housing applications, hygiene and personal care items, and shoes and clothing to individuals on parole and probation in the tri-county area	N/A	\$30,000.00	\$18,250.00	\$0.00	\$0.00	\$0.00
	Pilgrim Congregational United Church - Love Layette Program	Provides new clothing, bibs, sleepers, diapers, wipes, and other baby care items for those in need	N/A	\$300.00	\$0.00	\$300.00	\$300.00	\$600.00
	Pilgrim Congregational United Church - Small Children's Closet	Provides free of charge new and used clothing and other baby supplies to low-income families	N/A	\$300.00	\$0.00	\$300.00	\$300.00	\$0.00
	Punks with Lunch Lansing	provide food, hygiene items, clothing (socks & underwear), camping items (tents & sleeping bags), and harm reduction to those in need.	N/A	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	Refugee Development Center - Newcomer Health & Housing Navigation	Provides cultural and linguistic accessible services for health and housing navigation	N/A	\$15,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	St. Vincent de Paul	Provides emergency assistance including rent, utilities, medical bills, etc. and food services including food pantries and meal delivery programs	N/A	\$246,025.00	\$0.00	\$0.00	\$0.00	\$0.00
	The Listening Ear Crisis Intervention Center	provide crisis intervention, emotional support and information referrals for all individuals who contact them	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00

REVIEW	Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Recommendation 1	Funding Recommendation 2	Funding Recommendation 3	Funding Recommendation 4
	TWIGS Inc	Provides care for cancer patients from underprivileged or income-restricted individuals such as rides to appointments, yard care, errands, and house cleaning	N/A	\$150,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	United Way of South Central Michigan - Power of We	Provides access to service and care coordination among Ingham County agencies for referral sources, established services in the county, and collaboration on ways to improve coordination practices	N/A	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00	\$2,500.00
	WAI-IAM - RISE Recovery Community	Provides a community for addiction-struggling individuals and gives them resources and support	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$5,000.00
	Women's Center of Greater	Provides counseling, personal hygiene supplies, resume & career help, and professional clothing for low-income women	N/A	\$15,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
	YMCA of Metropolitan Lansing	Provides fresh fruits and vegetables to families in need	\$2,500.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00
	TOTAL			\$1,778,446.00	\$369,071.00	\$430,049.00	\$504,441.00	\$430,049.00

Agenda Item 6

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: November 17, 2023
SUBJECT: Resolution Authorizing a Health Services Millage Contract with IHPC
For the meeting agendas of December 4 and December 6

BACKGROUND

This resolution authorizes a 2024 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services. The county will also reimburse IHPC for administrative expenses (further details in financial impact section below) including third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

ALTERNATIVES

The Ingham Health Plan Corporation requested \$2,188,156 for FY 2024, which would cover all IHPC membership. The Board of Commissioners could opt to not fund the IHPC request. Not funding the IHPC request would likely result in an increase in uncompensated care in the County's network of Community Health Centers.

FINANCIAL IMPACT

The contract will not exceed \$2,188,156 from the Health Services Millage, and funds are included in the 2024 budget. The administrative rate remains 15% in 2024. The funding should be sufficient to cover all of IHPC's projected 1,800 members in 2024.

STRATEGIC PLANNING IMPACT

This resolution supports the long term goal of Promoting Accessible Healthcare.

OTHER CONSIDERATIONS

Prior to implementation of the Affordable Care Act (ACA), IHPC had roughly 12,000 members in Ingham County. Currently, millage eligible membership is roughly 1,300 members. However, the uncertain future of the ACA may bring about unforeseen changes to the number of millage eligible Ingham County residents needing IHPC services.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a Health Services Millage contract with IHPC.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A HEALTH SERVICES MILLAGE CONTRACT WITH THE
INGHAM HEALTH PLAN CORPORATION**

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services and essential care such as preventive testing and treatment for cancer, diabetes, heart disease and other serious illnesses; and

WHEREAS, IHPC provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with IHPC which authorizes the County to pay IHPC an amount not to exceed \$2,188,156 annually for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage.

BE IT FURTHER RESOLVED, that the millage will be used to support Ingham County residents whose household income is at or below 250% of federal poverty guidelines.

BE IT FURTHER RESOLVED, that for the time period January 1, 2024 through December 31, 2024 the County shall reimburse IHPC by monthly invoice for medical, pharmacy, dental, and behavioral health services as set forth in the attached list of covered services.

BE IT FURTHER RESOLVED, that the annual not to exceed amount of \$2,188,156 includes administrative costs, which will be capped at 15% of medical expenses paid to IHPC, with the administrative costs requested to be reimbursed by the County listed clearly on each monthly invoice.

BE IT FURTHER RESOLVED, that administrative costs include, but are not limited to third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

BE IT FURTHER RESOLVED, that IHPC invoices will be submitted in a consistent format that is agreed upon by both the IHPC and the Ingham County Controller/Administrator.

BE IT FURTHER RESOLVED, that any additional services that IHPC wishes to be reimbursed for beyond what is in the attached scope of services must be approved by the Ingham County Board of Commissioners as an amendment to the contract.

BE IT FURTHER RESOLVED, that the Ingham Health Plan Corporation shall appoint a representative put forth by the Ingham County Board of Commissioners to its Board of Directors.

BE IT FURTHER RESOLVED, that Ingham County reserves the right to make requests of IHPC for data that includes enrollment figures, financial reports, and other information and IHPC is obligated to provide the requested data in a timely manner.

BE IT FURTHER RESOLVED, that the Ingham Health Plan Corporation may be subject to review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language.

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 approval as to form by the County Attorney.

MEDICAL COVERAGE

Physician, Physician Assistant, and Nurse Practitioner Services Office visit

Copay: \$5.00

Covered when provided by the member's Primary Care Provider (PCP) or by a specialty medical provider to whom the enrollee is appropriately referred for medically necessary services. Services must be provided in an office or outpatient setting. Medicaid covered CPT's only.

- Office visits
- Annual physical exams, including breast exams, pap smears, and screening tests
- Immunizations
- Administration of allergy extract
- Anesthesia services
- Injectable medications (limited benefit – see additional information)
- Diagnostic and treatment services
- Oral Surgery (Medical services only. Dental related services covered per Delta EPO)
- Ophthalmology services provided by an Ophthalmologist or Optometrist (must be related acute or chronic medical condition)
- Physical or Occupational therapy- maximum of 20 visits per calendar year
- Podiatry services
- Preventive Services
- Surgery
- Behavioral Health Services (limited benefit)

Outpatient Hospital Services

Copay: \$0.00

Covered when ordered by the member's PCP or specialty provider to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

- Physical or Occupational therapy- maximum of 20 visits per calendar year
- Radiation therapy
- Colonoscopies and sigmoidoscopies
- Diagnostic and treatment services (limited benefit)
- Surgeries

Urgent Care Services Copay: \$5.00

Covered for after-hours, non-emergency medical conditions that need to be treated before a PCP appointment can be scheduled. Medicaid covered CPT's only.

- Urgent care visits
- Immunizations
- Injectable medications and administration.

Laboratory Services

Copay: \$0.00

Covered when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only. Genetic testing requires review for medical necessity and prior authorization.

Radiology Services

Copay: \$0.00

Covered for diagnosis and treatment purposes when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

- Diagnostic X-rays
- CT scans
- Mammograms (women over 40 should be referred to authorized Title XV BCCCP program)
- MRI scans
- PET scans

Ambulatory Surgical Center Services

Copay: \$0.00

Covered when services ordered by the member's PCP or specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

Practitioner charges for diagnostic and treatment services

Practitioner charges for surgery

Medical Supplies

Copay: \$0.00

Covered with a valid prescription when ordered by the member's PCP or specialist physician and medically necessary.

- Blood Glucose Meters (CONTOUR NEXT Blood Glucose Monitoring System) Available through Ascensia Diabetes Care only. Call Ascensia at (800) 348-8100
- CPAP machine and supplies
- Medical supplies other than gradient surgical garments, formulas and feeding supplies, oxygen and related supplies, incontinence supplies, and supplies related to any non-covered durable medical equipment item
- Syringes, test strips, and lancets – Available through member's Pharmacy Benefit. (See Section 17 for details). Any pharmacy that participates with IHP can fill these prescriptions
- Limited knee and wrist orthotics

Injectable Medications

Copay: \$0.00

Injection administration is a covered benefit which does not require a prior authorization. However, not all injectable medications are a covered benefit. The purpose of the benefit is to cover common, routine injectable medicine given in the office or outpatient surgery setting. Providers should contact the Plan to verify coverage prior to administration with any questions.

- Infusion therapy is a covered benefit which **requires prior authorization**. The medication administered by infusion **also requires prior authorization**, and **may not be covered** by the Plan.
- Chemotherapy is not a covered benefit.
- Medicaid payable Vaccines and TB skin testing, as indicated by the CDC, are a covered benefit. Children should qualify for the Vaccines for Children (VFC) program

PHARMACY

Office Visit Copay: \$5.00 (Generic)/\$10.00 (Brand)

- IHP Formulary medications filled at an IHP participating pharmacy
- Diabetic supplies (insulin syringes, lancets, and test strips)

DENTAL COVERAGE (Provided by Delta Dental of Michigan – EPO Network only)

Office Visit Copay: \$0.00 for Cleanings, Preventative Exams, and X-rays. See member copayment schedule for copayment amounts for other services.

- Cleanings
- Preventative Exams
- X-rays
- Fillings
- Crowns
- Root Canals
- Bridges & Dentures

Agenda Item 7

TO: Board of Commissioners Human Services and Finance Committees

FROM: Lindsey McKeever, Fairgrounds Events Director

DATE: November 2, 2023

SUBJECT: Resolution to Authorize a Contract with WTA Architects for the Design and Construction Management of a New Grandstand at the Ingham County Fairgrounds

BACKGROUND

The Fairgrounds is the recipient of a Federal HUD Grant totaling \$2,500,000 to construct a new grandstand. The grandstand was demolished in 2016 after it was determined to be structurally unsafe. Since then, the Fairgrounds has rented portable bleacher systems during Fair week. An RFP was issued by the Purchasing Department to find an engineering company to design and manage the construction of the new grandstand. WTA Architects was both the most expensive and most qualified bidder. WTA Architects provided ample examples of experience with constructing stadium seating which is why they were selected to manage this project.

ALTERNATIVES

The alternative is to choose Driven Design Studio/Classic Engineering.

FINANCIAL IMPACT

The Fairgrounds is the recipient of \$2,500,000 federal grant. The costs of the design and construction management are eligible for reimbursement under the grant. Additionally, the funding is available in the Fair CIP (Hotel/Motel) fund balance.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations at this time.

RECOMMENDATION

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

Agenda Item 7

TO: Lindsey McKeever, Fairgrounds Events Director
FROM: James Hudgins, Director of Purchasing
DATE: October 11, 2023
RE: Memorandum of Performance for RFP No.176-23 Architectural, Engineering, and Construction Management Services for a New Grandstand at the Ingham County Fairgrounds

Per your request, the Purchasing Department sought written proposals from qualified and experienced vendors for the purpose of entering into a contract to provide architectural, engineering, and construction management services for a new grandstand at the Ingham County Fairgrounds.

The scope of work includes, but is not limited to, preliminary evaluations, programming and designing services in addition to construction administration services associated with all aspects of the grandstand such as seating, storage, concessions, plumbing, HVAC, lighting, electrical, ADA, press box and any other necessary elements needed for the construction of a grandstand at the Ingham County Fairgrounds.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	138	39
Vendors responding	2	0

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Phase I Not-To-Exceed	Phase II Not-To-Exceed	GRAND TOTAL Not-To-Exceed
Driven Design Studio / Classic Engineering	No, Battle Creek MI	\$ 30,640.00	\$ 68,070.00	\$ 98,710.00
WTA Architects	No, Saginaw MI	\$ 52,620.00	\$ 130,650.00	\$ 183,270.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH WTA ARCHITECTS FOR THE DESIGN AND CONSTRUCTION MANAGEMENT OF A NEW GRANDSTAND AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the original grandstands at the Fairgrounds were demolished in 2016 due to structural deficiencies; and

WHEREAS, the construction of a new grandstand is vital to the success of the Fairgrounds; and

WHEREAS, the Fairgrounds submitted an application for \$2,500,000 to Representative Elissa Slotkin's Community Project Funding program to construct a new grandstand; and

WHEREAS, the application to construct a new grandstand was funded at \$2,500,000 in the Transportation, Housing and Urban Development, and related agencies (THUD) appropriations bill; and

WHEREAS, after careful review of the bids, the Fairgrounds Events Director and the Fair Board both concur that a contract be awarded to WTA Architects who submitted the most qualified bid in the amount of \$52,620 for the design and \$130,650 to oversee construction for a total not to exceed \$183,270; and

WHEREAS, the funding for this contract is available in the Fair CIP (Hotel/Motel) fund balance; and

WHEREAS, this is eligible for reimbursement from the Community Project Funding program grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with WTA Architects to design and manage the construction of a new grandstand at the Ingham County Fairgrounds in an amount not to exceed \$183,270.

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

Agenda Item 8

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: November 16, 2023
SUBJECT: Amendment to the Contract with Spicer Group, Inc.
For the meeting agenda of 12/4/23 Human Services and 12/6/23 Finance

BACKGROUND

The Board of Commissioners passed Resolution #20-560 to authorize a three-year contract (Years 2021, 2022 & 2023) with Spicer Group Inc., for the purpose of providing consulting services and assisting the Ingham County Parks staff with the delivery of millage related items. For 2023, Spicer Group, Inc. has exceeded the contract amount of \$108,553.04, plus the carry forward of \$16,637.29 from 2022 through the end of August 2023. Spicer Group, Inc., overage is due to additional services completed for the County in the absence of the Trails & Parks Coordinator for five (5) months, additional grant work, designing the new park signs, working on the wayfinding corrections, assisting with the interviewing of the new coordinator and additional park trail mapping, (as shown on attached document).

ALTERNATIVES

Ingham County Park staff does not have the engineering expertise that the consultant is be able to provide any other alternatives.

FINANCIAL IMPACT

The financial impact from this request will be an additional not to exceed \$40,000 from Trails and Parks Millage Fund balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1 (g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural, and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution unanimously with the passage of a resolution at their November 13, 2023 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend the resolution authorizing an amendment to the contract with Spicer Group, Inc. be approved.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE
CONTRACT WITH SPICER GROUP, INC.**

WHEREAS, the Board of Commissioners passed Resolution #20-560 to authorize a three-year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff of millage related items; and

WHEREAS, an additional not to exceed \$40,000 may be necessary to complete additional tasks within the current contract scope for the balance of the 2023 year; and

WHEREAS, after careful review and evaluation it is recommended that additional funds are made available for the continuation of services with Spicer Group, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes additional funds not to exceed \$40,000 for an amendment to the contract with Spicer Group, Inc. to provide consulting services.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$40,000 from the 228 Millage fund balance to line item 228-62800-802000.

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 approval as to form by the County Attorney.

TO: Board of Commissioners, Human Services and Finance Committees
FROM: Cynthia Wagner, Potter Park Zoo Director
DATE: November 16, 2023
SUBJECT: Potter Park Zoo Camel Ride Services
For the meeting agendas of December 4 and 6, 2023

BACKGROUND

The agreement between the County and the Zoological Society, Resolution #17-069, transferred operations of encounters, including camel rides, to the County. Shane’s Camels has operated camel ride services at Potter Park Zoo for the past five seasons through the County’s competitive bid process. The County purchasing department issued RFP #193-23, inviting seven camel ride vendors to respond, and Shane’s Camels was the only vendor to submit a proposal.

ALTERNATIVES

The alternative is to cease camel ride services at Potter Park Zoo.

FINANCIAL IMPACT

The contract with Shane’s Camels would provide an additional revenue source for Potter Park Zoo. Potter Park Zoo will receive 25% of the gross revenue from camel rides. Potter Park Zoo recognized \$23,511.75 in revenue in 2023 for camel ride services.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective, specifically section, A.1 (f) (Maintain and improve existing parkland facilities and features) and B.1 (a) (Promote key services through the local media) of the Ingham County Action Plan. Through amusement services such as camel rides, the Zoo is able to improve visitor experience and promote key services and opportunities at the Zoo through the local media.

OTHER CONSIDERATIONS

Shane’s Camels has operated the camel ride services at Potter Park Zoo since 2019, providing quality guest experiences without incident.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into a contract with Shane’s Camels.

Agenda Item 9a

TO: Cynthia Wagner, Director Potter Park Zoo
FROM: James Hudgins, Director of Purchasing
DATE: November 6, 2023
RE: Memorandum of Performance for RFP No. 193-23 - Amusement Services (Camel Rides) for Potter Park Zoo

Per your request, the Purchasing Department sought proposals from experienced and qualified camel ride vendors for the purpose of entering into a three-year contract to provide, operate, and manage camel riding services at Potter Park Zoo.

The scope of services includes, but is not limited to, providing one (1) outdoor camel ride operation, animal handling staff, equipment, merchandise, security, permits, safety protocols, insurance and all other items normally required with this type of business.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	7	1
Vendors responding	1	0

Summary of the vendor's cost:

Vendor Name	Local Preference	Souvenir, Photo and Merchandise Revenue	Revenue Share Percentage of Gross Revenue
Shane's Camels	No, Sheridan, MI	\$0.00	25%

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

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

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH SHANE'S CAMELS

WHEREAS, the agreement between the County and the Zoological Society, Resolution #17-069, transferred operations of encounters including camel rides to the County; and

WHEREAS, the Purchasing Department issued RFP #193-23 and Shane's Camels was the only bid submitted; and

WHEREAS, the Zoo Director and Purchasing Director reviewed the bid submitted by Shane's Camels and found it to meet the criteria necessary for camel rides at Potter Park Zoo; and

WHEREAS, Shane's Camels has provided services at Potter Park Zoo since 2019 without incident; and

WHEREAS, the camel ride experience enhances guest experience by offering diversity in activities at the Zoo for visitors; and

WHEREAS, this contract will be a revenue contract with the Zoo receiving 25% of the gross revenue from the camel ride services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract for three years with an additional two year extension option, to Shane's Camels for the camel ride services at Potter Park Zoo.

BE IT FURTHER RESOLVED, that Potter Park Zoo will receive 25% of the gross revenue from the camel ride services.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County attorney.

TO: Board of Commissioners, Human Services and Finance Committees
FROM: Cynthia Wagner, Potter Park Zoo Director
DATE: November 16, 2023
SUBJECT: Potter Park Zoo as a Polling Location for the City of Lansing
For the meeting agendas of December 4 and 6, 2023

BACKGROUND

The City of Lansing contacted the Potter Park Zoo Director regarding the Zoo becoming a polling location for the City of Lansing. Per the Ingham County attorneys, the Discovery Center on Potter Park Zoo grounds is a publicly owned or controlled building and is eligible as a polling place under MCL 168.662, so long as it is accessible to the elderly and disabled. Additionally, the City of Lansing owns the Zoo and the agreement between the County and the City does not prohibit the use of the Zoo as a polling location.

The Zoo Director met on site with the City Clerk and determined the site is sufficient to meet the election requirements. Potter Park Zoo is able to meet all of the stated requirements in the City of Lansing polling location guidelines, including providing storage space and zoo public safety staff on site to permit access to required spaces for the duration of the election.

ALTERNATIVES

The City of Lansing could find an alternate polling site.

FINANCIAL IMPACT

Individuals voting at the Potter Park Zoo polling location would not pay parking or admissions fees the day of the election. In 2024 there will be four election dates. Two of the dates are during the winter season when parking fees are not charged, and winter admission rates are in effect. All election dates are on Tuesdays which is typically the day of the week with the lowest Zoo attendance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective, specifically B.1 (a) (Promote key services through the local media) of the Ingham County Action Plan.

OTHER CONSIDERATIONS

This is an opportunity to provide a resource to the community around Potter Park Zoo and has the potential to bring in guests that may not otherwise visit the Zoo. The Potter Park Zoo Advisory Board is in support of Potter Park Zoo becoming a polling location for the City of Lansing.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize Potter Park Zoo as a polling location for the City of Lansing.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE POTTER PARK ZOO AS A POLLING LOCATION

WHEREAS, the City of Lansing requested Potter Park Zoo become a polling location; and

WHEREAS, Potter Park Zoo is able to meet the requirements in the City of Lansing polling location guidelines; and

WHEREAS, the Potter Park Zoo Advisory Board is in support of the Zoo as a polling location.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes Potter Park Zoo as a polling location for the City of Lansing.

BE IT FURTHER RESOLVED, that admission and parking fees will not be charged to individuals visiting the zoo to vote on election dates.

BE IT FURTHER RESOLVED, that the City of Lansing can use the space designated by Potter Park Zoo to store election equipment in the week prior to and following the election.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: November 14, 2023
SUBJECT: Authorization for an Agreement with Michigan Department of Agriculture and Rural Development
For the meeting agendas of December 4th and December 6th, 2023

BACKGROUND

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to accept a grant from the Michigan Department of Agriculture and Rural Development (MDARD) under the Clean Sweep agreement effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000. EH operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal. This program is open to all Ingham county residents free of charge. Annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding that covers costs of the disposal of pesticides and herbicides collected throughout the year. MDARD has proposed to provide ICHD with up to \$24,000 in funding for FY 2024 to be used for the disposal of pesticides and herbicides.

ALTERNATIVES

Not entering into this agreement would result in a loss of ICHD’s Household Hazardous Waste program provided free of charge to Ingham County residents.

FINANCIAL IMPACT

The MDARD grant funding of up to \$24,000 was anticipated and has been included in the proposed FY 2024 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Promoting service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly. k. Provide for collection and proper disposal of household hazardous waste through the Health Department Environmental Health Division.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into a Clean Sweep agreement with MDARD effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$24,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM CLEAN SWEEP AGREEMENT WITH THE MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to accept a grant from the Michigan Department of Agriculture and Rural Development (MDARD) under the Clean Sweep agreement effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000; and

WHEREAS, EH operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal; and

WHEREAS, this program is open to all Ingham county residents free of charge; and

WHEREAS, annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding to cover costs of the disposal of pesticides and herbicides collected throughout the year; and

WHEREAS, MDARD has proposed to provide ICHD with up to \$24,000 in funding for FY 2024 to be used for the disposal of pesticides and herbicides; and

WHEREAS, this funding was anticipated and included in the FY 23 budget; and

WHEREAS, the Medical Health Officer recommends that the Board of Commissioners authorize a Michigan Agriculture Environmental Assurance Program (MAEAP) Clean Sweep Program agreement with MDARD effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an MAEAP Clean Sweep Program agreement with MDARD effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000.

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 approval as to form by the County Attorney.

TO: Board of Commissioner’s Human Services and Finance Committees

FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer

DATE: November 13, 2023

SUBJECT: FY24 State of Michigan Master Agreement Amendment #1

For the Meeting Agendas of December 4, and December 6, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend the FY24 Master Agreement (Resolution #23-339) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000. ICHHD currently receives funding from the Michigan Department of Health and Human Services (MDHHS) via the Master Agreement. The Master Agreement is the annual process whereby MDHHS transmits State and Federal funds to Ingham County to support public health programs. The Board of Commissioners wishes to amend Resolution #23-339 with MDHHS to increase the funding by \$285,000.

ALTERNATIVES

Not accepting this amendment would result in a loss of critical funding used for programming to protect the health of Ingham County residents.

FINANCIAL IMPACT

The financial impact of this increased support will increase the FY '24 original grant agreement from \$6,982,051 to \$7,267,051, for an increase of \$285,000. The revised resolution makes the following specific changes to the budget:

- Child and Adolescent Health Center Program – East Lansing: increase of \$275,000 from \$0.00 to \$275,000.
- Community Blood Lead Testing: increase of \$10,000 from \$0 to \$10,000.

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 approval of the attached resolution to authorize amending Resolution #23-339 MDHHS effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2023 – 2024 AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT

WHEREAS, the responsibility from protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health and Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD entered into a 2023-2024 Master Agreement authorized through Resolution #23-339; and

WHEREAS, MDHHS has proposed Amendment #1 to adjust grant funding levels and clarify agreement procedures; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #23-339 with MDHHS for the delivery of public health services under the Master Agreement Process, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #23-339 with MDHHS for the delivery of public health services under the Master Agreement Process effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

Child & Adolescent Health Center Program – East Lansing: increase of \$275,000 from \$0.00 to \$275,000.
Community Blood Lead Testing: increase of \$10,000 from \$0 to \$10,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2024 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED that the Medical Health Officer, Dr. Adenike Shoyinka or her designee, is authorized to submit the 2023-2024 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

TO: Board of Commissioner’s Human Services and Finance Committees

FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer

DATE: November 13, 2023

SUBJECT: Authorization to Amend the NextGen® Healthcare Information Systems, Inc. Agreement to Purchase the NextGen Diagnostic Hub Service
For the Meeting Agendas of December 4, and December 6, 2023

BACKGROUND

Ingham County Health Department’s (ICHHD) Community Health Centers (CHCs) wish to amend Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to include the NextGen® Diagnostic Hub service, for an annual amount not to exceed \$600, effective upon approval. NextGen® Diagnostic Hub is a service enabling a connection to a network of laboratories to order diagnostic tests and receive test results from connected laboratories. It is a shared network of lab vendors that provide testing services to connected care providers.

ALTERNATIVES

NextGen is the sole vendor for our Electronic Health Record and is therefore the exclusive provider of NextGen® Diagnostic Hub.

FINANCIAL IMPACT

The annual cost for this service will not exceed \$600 and will be covered by the CHC Operating Budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to include the purchase of the NextGen® Diagnostic Hub service for an amount not to exceed \$600, effective upon approval.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE NEXTGEN HEALTHCARE INFORMATION SYSTEMS
AGREEMENT TO PURCHASE THE NEXTGEN DIAGNOSTIC HUB SERVICE**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to amend Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to include the NextGen® Diagnostic Hub service, for an annual amount not to exceed \$600, effective upon approval; and

WHEREAS, NextGen® Diagnostic Hub is a service enabling a connection to a network of laboratories to order diagnostic tests and receive test results from connected laboratories; and

WHEREAS, it is a shared network of lab vendors that provide testing services to connected care providers; and

WHEREAS, the annual cost for this service will not exceed \$600 and will be covered by the CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to purchase the NextGen® Diagnostic Hub service effective upon approval for an amount not to exceed \$600.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to purchase the NextGen® Diagnostic Hub service.

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 Commissioner’s Human Services and Finance Committees

FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer

DATE: November 13, 2023

SUBJECT: Authorization for an Agreement with InstaMed

For the Meeting Agendas of December 4th and December 6th, 2023

BACKGROUND

Ingham County Health Department (ICHHD) and ICHHD’s Community Health Centers (CHCs) wish to enter into an agreement with InstaMed for credit/debit card processing services within the CHCs, effective January 1, 2024 through December 31, 2024. ICHHD and ICHCs receive Health Resource and Services administration (HRSA) funding for the operation of its Federally Qualified Health Centers (FQHC). HRSA encourages FQHCs to allow payment for services via credit/debit card to maximize patient revenue. ICHHD currently has an agreement with Transfirst (since 2016), to provide this service that requires a software platform upgrade. ICHHD analyzed credit/debit card processing in order to find a platform containing the ability to interface with ICHHD’s Electronic Health Records.

ALTERNATIVES

Choosing not to enter into this agreement would result in ICHHD not being able to effectively accept credit/debit card payments from patients in the most economical manner.

FINANCIAL IMPACT

The costs for purchasing the credit/debit card swipe devices are \$105 per device and ICHHD requests to purchase up to 20 machines. Other costs include a maintenance fee of \$5 per month per device and a processing fee per transaction of \$0.25 cents per credit card swipe plus 2.69 to 3.29 % of transaction value depending on the credit/debit card used. The cost to purchase the credit/debit card devices and payment of transaction related fee will be paid from existing operating costs and the expected increase in payments from patients for services.

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 entering into an agreement with InstaMed, to provide credit/debit card processing services, effective January 1, 2024 through December 31, 2024.

Introduced by the Human Services and Finance Committees

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH INSTAMED AS A CREDIT/DEBIT CARD PROCESSING AGENT FOR INGHAM COUNTY HEALTH DEPARTMENT AND INGHAM COMMUNITY HEALTH CENTERS

WHEREAS, Ingham County Health Department (ICHD) and ICHD's Community Health Centers (CHCs) wish to enter into an agreement with InstaMed for credit/debit card processing services within the CHCs, effective January 1, 2024 through December 31, 2024; and

WHEREAS, ICHD and ICHCs receive Health Resource and Services administration (HRSA) funding for the operation of its Federally Qualified Health Centers (FQHC), and

WHEREAS, HRSA encourages FQHCs to allow payment for services via credit/debit card to maximize patient revenue; and

WHEREAS, ICHD currently has an agreement with Transfirst since 2016, to provide this service that requires a software platform upgrade; and

WHEREAS, ICHD analyzed credit/debit card processing in order to find a platform containing with the ability to interface with ICHD's Electronic Health Records; and

WHEREAS, ICHD wishes to enter into an agreement with InstaMed for processing credit/debit card payments effective January 1, 2024 through December 31, 2024; and

WHEREAS, the costs for purchasing the credit/debit card swipe devices are \$105 per device and ICHD/CHC requests to purchase up to 20 machines; and

WHEREAS, other costs include a maintenance fee of \$5 per month per device and a processing fee per transaction of \$0.25 cents per credit card swipe, plus 2.69 to 3.29 % of transaction value depending on the credit/debit card used; and

WHEREAS, the cost to purchase the credit/debit card devices and payment of transaction related fees will be paid from existing operating costs and the expected increase in payments from patients for services, and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with InstaMed effective January 1, 2024 through December 31, 2024 to provide credit/debit card processing services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with InstaMed effective January 1, 2024 through December 31, 2024 to provide credit/debit card processing services.

BE IT FURTHER RESOLVED, that the costs for purchasing the credit/debit card swipe devices are \$105 per device and ICHD requests to purchase up to 20 machines.

BE IT FURTHER RESOLVED, that other costs will include a maintenance fee of \$5 per month per device and a processing fee per transaction of \$0.25 cents per credit card swipe plus 2.69 to 3.29 % of transaction value depending on the credit/debit card used.

BE IT FURTHER RESOLVED, that the cost to purchase the credit/debit card devices and payment of transaction related fees will be paid from existing operating costs and the expected increase in payments from patients for services.

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

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

Agenda Item 10e

TO: Board of Commissioners Human Services, County Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: November 15, 2023
SUBJECT: Authorization to Create a Permanent 1.0 FTE Project Specialist Community Action Network (CAN) Coordinator
For the Meeting Agendas of December 4, December 5, and December 6, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to create a permanent 1.0 FTE Project Specialist Community Action Network (CAN) Coordinator, effective upon approval in an amount not to exceed \$115,319. The Project Specialist CAN Coordinator role is essential to ICHHD’s Maternal and Child Health (MCH) Division operations and ensures that our Infant Mortality Coalition is successful and sustainable. This new position will allow health department staff to propose and implement projects that can lead to healthier birth outcomes and lower infant mortality rates across the county. Creating this new position will allow extra capacity and staffing hours to further develop the Infant Mortality Coalition and will provide coordination for the Fetal Infant Mortality Review program.

ALTERNATIVES

Choosing not to create this new position could jeopardize ICHHD’s continuing efforts to ensure best practices and the highest standards of care.

FINANCIAL IMPACT

The financial impact for creating this permanent 1.0 FTE Project Specialist CAN Coordinator position will be \$115,319. All costs for this agreement will be covered by the Strong Start Healthy Start grant H4924118.

FY2023

**ICEA CO Prof Grade 5/ Step 5
1 FTE**

<u>Salary</u>	<u>\$60,395</u>
Unemployment	302
FICA	4,620
Health Insurance	21,879
Dental Insurance	936
Vision Insurance	134
Retiree Chargeback	3,585
Retiree Trust	2,718
Separation Buyout	1,208
Retirement	18,445
Retirement – hybrid	604
Worker’s Comp	296
Disability	79
Life	120
Total Fringe	54,925

Total Salaries and Fringe

115,319

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 creating a 1.0 FTE Project Specialist CAN Coordinator position, effective upon approval in an amount not to exceed \$115,319.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CREATE A PERMANENT 1.0 FTE PROJECT SPECIALIST
COMMUNITY ACTION NETWORK COORDINATOR**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a permanent 1.0 FTE Project Specialist Community Action Network (CAN) Coordinator position, effective upon approval, in an amount not to exceed \$115,319; and

WHEREAS, the Project Specialist CAN Coordinator is an essential role to ICHD's Maternal and Child Health (MCH) Division operations and ensures that our Infant Mortality Coalition is successful and sustainable; and

WHEREAS, this new position will allow ICHD staff to propose and implement projects that can lead to healthier birth outcomes and lower infant mortality rates across the county; and

WHEREAS, creating this new position will allow extra capacity and staffing hours to further develop the Infant Mortality Coalition, and will provide coordination for the Fetal Infant Mortality Review program; and

WHEREAS, the financial impact for creating this permanent 1.0 FTE Project Specialist CAN Coordinator position will be \$115,319; and

WHEREAS, all costs for this agreement will be covered by the Strong Start Healthy Start grant H4924118; and

WHEREAS, the Medical Health Officer recommends that Ingham County Board of Commissioners authorize creating a 1.0 FTE Project Specialist CAN Coordinator, effective upon approval in an amount not to exceed \$115,319.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creating a 1.0 FTE Project Specialist CAN Coordinator, effective upon approval in an amount not to exceed \$115,319.

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

TO: Board of Commissioner’s Human Services and Finance Committees

FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer

DATE: November 6, 2023

SUBJECT: Authorization to Extend an Agreement with the Michigan Primary Care Association for Encounter Comparison & Reconciliation Support Services.

For the Meeting Agendas of December 4, and December 6, 2023

BACKGROUND

Ingham County Health Department’s (ICHD) Community Health Centers wish to extend the agreement with Michigan Primary Care Association (MPCA) for Encounter Comparison & Reconciliation Support Services and technical training, effective January 1, 2024 through December 31, 2027, in an amount not to exceed \$75,000. This agreement will aid in efficiently and effectively reconciling filed provider service claims with the State of Michigan Community Health Automated Medicaid Processing System (CHAMPS) with tools developed by MPCA. This agreement will also provide technical training to aid in the Medicaid Reconciliation process. The current agreement, per Resolution 22-612, is set to expire on December 31, 2023.

ALTERNATIVES

Choosing not to extend this agreement would forfeit additional revenue owed to ICHD’s CHCs, thereby jeopardizing its financial solvency.

FINANCIAL IMPACT

The cost of this agreement in an amount not to exceed \$75,000 and will be covered by additional revenue recovered from the Medicaid Reconciliation process.

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 agreement with MPCA to provide Encounter Comparison & Reconciliation Support Services and technical training, effective January 1, 2024 through December 31, 2027 in an amount not to exceed \$75,000.

Introduced by the Human Services and Finance Committees

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH THE MICHIGAN PRIMARY CARE ASSOCIATION FOR ENCOUNTER COMPARISON & RECONCILIATION SUPPORT SERVICES

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to extend the agreement with Michigan Primary Care Association (MPCA) for Encounter Comparison & Reconciliation Support Services and technical training, effective January 1, 2024 through December 31, 2027, in an amount not to exceed \$75,000; and

WHEREAS, this agreement will aid in efficiently and effectively reconciling filed provider service claims with the State of Michigan Community Health Automated Medicaid Processing System (CHAMPS) with tools developed by MPCA; and

WHEREAS, this agreement will also provide technical training to aid in the Medicaid Reconciliation process; and

WHEREAS, the current agreement, per Resolution #22-612, is set to expire on December 31, 2023; and

WHEREAS, the cost of this agreement in an amount not to exceed \$75,000 and will be covered by additional revenue recovered from the Medicaid Reconciliation process; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize extending the agreement with the MPCA for Encounter Comparison & Reconciliation Support Services and training effective January 1, 2024 through December 31, 2027, in an amount not to exceed \$75,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with MPCA for Encounter Comparison & Reconciliation Support Services and training effective January 1, 2024 through December 31, 2027 in an amount not to exceed \$75,000.

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

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

Agenda Item 10g

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: October 5, 2023
SUBJECT: Authorization to Renew Agreement with Dr. Saif Fatteh for Dermatology Services
For the Meeting Agendas of November 6, and November 8, 2023

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew the agreement with Dr. Saif Fatteh to provide dermatology services effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700. Dr. Saif Fatteh will provide dermatology services to ICHD's CHC patients six (6) hours per week. ICHD's CHCs will provide Internet access and up to 300 square feet of clinical space at Willow CHC, located at 1115 S. Pennsylvania Avenue, for the provision of dermatology services to the community. The previous agreement expired on October 31, 2023.

ALTERNATIVES

If this agreement is not renewed, patients will lose access to affordable dermatology services.

FINANCIAL IMPACT

The total cost of retaining Dr. Saif Fatteh's services will not exceed \$11,700 and will be covered by the FY24 CHC Operating Budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A1(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 renewing the agreement with Dr. Saif Fatteh to provide dermatology services, and to provide up to 300 square feet of clinical space at Willow CHC, effective December 1, 2023 through May 31, 2024, in an amount not to exceed \$11,700.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH DR. SAIF FATTEH FOR DERMATOLOGY SERVICES

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to renew the agreement with Dr. Saif Fatteh to provide dermatology services effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700; and

WHEREAS, Dr. Saif Fatteh will provide dermatology services to ICHHD's CHCs' patients, six (6) hours per week; and

WHEREAS, ICHHD's CHCs will provide Internet access and up to 300 square feet of clinical space at 1115 S. Pennsylvania Avenue for the provision of dermatology services to the community; and

WHEREAS, the previous agreement expired on October 31, 2023; and

WHEREAS, the total cost of retaining Dr. Saif Fatteh's services will not exceed \$11,700 and will be covered by the FY24 CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the agreement with Dr. Saif Fatteh to provide dermatology services, including Internet access and up to 300 square feet of clinical space at Willow CHC, effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with Dr. Saif Fatteh to provide dermatology services, including Internet access and up to 300 square feet of clinical space at Willow CHC, effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700.

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.

Agenda Item 10h

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: November 13, 2023
SUBJECT: Authorization to Renew Agreement with MSU Health Care, Inc. for Pediatric Physician Services.
For the meeting agendas of December 4, and December 6, 2023

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew the agreement with MSU Health Care, Inc. for Pediatric Physician Services for an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024 with an option to renew for one year. MSU Health Care, Inc. will provide 3.5 FTEs to support ICHD's CHCs' children and adolescences health centers. The current agreement is set to expire on December 31, 2023.

ALTERNATIVES

If the agreement is not renewed, Ingham County children and adolescents will lose access to affordable, accessible healthcare services.

FINANCIAL IMPACT

The total financial impact of this agreement will not exceed \$2,600,000, assuming the option to renew is exercised, and will be covered by billable services.

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 renewing the agreement with MSU Health Care, Inc. for Pediatric Physician Services in an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024 with an option to renew for one year.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH
MSU HEALTH CARE, INC. FOR PEDIATRIC PHYSICIAN SERVICES**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew the agreement with MSU Health Care, Inc. for Pediatric Physician Services for an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024 with an option to renew for one year; and

WHEREAS, MSU Health Care, Inc. will provide 3.5 FTEs to support ICHD's CHCs' children and adolescences health centers; and

WHEREAS, the current agreement is set to expire on December 31, 2023; and

WHEREAS, the total financial impact of this agreement will not exceed \$2,600,000, assuming the option to renew is exercised, and will be covered by billable services; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the agreement with MSU Health Care, Inc. for Pediatric Physician Services in an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024 with an option to renew for one year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing the agreement with MSU Health Care, Inc. for Pediatric Physician Services in an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024 with an option to renew for one year.

BE IT FURTHER RESOLVED, that the agreement period shall be January 1, 2024 through December 31, 2024, with an option to renew for one year.

BE IT FURTHER RESOLVED, the cost of this agreement will not exceed \$1,300,000 through December 31, 2024 or \$2,600,000 if the option to renew is exercised.

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: Adenike Shoyinka, MD, MPH, Medical Health Officer

DATE: November 15, 2023

SUBJECT: Authorization to Renew Agreement with Intelligent Medical Objects, Inc. (IMO)

For the meeting agendas of December 4 and December 6, 2023

BACKGROUND

Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to renew an agreement with Intelligent Medical Objects, Inc. (IMO) to provide the Core service, effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02. IMO’s Core service offers enhancements to its advanced, user-friendly term search functionality to assist providers and clinicians in identifying terminology for documenting patient diagnosis and histories within NextGen. IMO’s Core service enhances the efficiency of the diagnostic code search function, to ensure quality patient care. The current agreement per Resolution #21-042, is set to expire on January 31, 2024.

ALTERNATIVES

Intelligent Medical Objects, Inc. (IMO) is one of only two vendors that provide the integrated Problem IT Terminology with NextGen. The existing functionality within NextGen which provides a similar service is substandard and would cause provider documentation challenges. Therefore, the alternatives are not sufficient at this time.

FINANCIAL IMPACT

The total cost of the IMO Core service, which includes access to IMO Core for up to 100 providers, is \$82,110.02 and will be covered by the CHC Operating Budget.

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 renewing the agreement with IMO to provide the Core service, effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH
INTELLIGENT MEDICAL OBJECTS, INC.**

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to renew an agreement with Intelligent Medical Objects, Inc. (IMO) to provide the Core service, effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02; and

WHEREAS, IMO's Core service offers enhancements to its advanced, user-friendly term search functionality to assist providers and clinicians in identifying terminology for documenting patient diagnosis and histories within NextGen; and

WHEREAS, IMO's Core service enhances the efficiency of the diagnostic code search function to ensure quality patient care; and

WHEREAS, the current agreement per Resolution #21-042, is set to expire on January 31, 2024; and

WHEREAS, the total cost of the IMO Core service which will provide for up to 100 providers is \$82,110.02, and will be covered by the CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the agreement with IMO, Inc. effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing the agreement with IMO, Inc. effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02.

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, Law & Courts and Finance Committee
FROM: Captain Robert Earle, Jail Administrator
DATE: November 27, 2023
SUBJECT: Resolution to authorize contract for Restorative Justice Program
For the meeting agenda of

BACKGROUND

As part of the Ingham County Justice Complex Millage, the Correctional Facility provides programming opportunities to individuals within the Correctional Facility. The previous contract to provide this program with *It Takes a Village, LLC* expires December 31, 2023. The Sheriff’s Office worked with the Purchasing Department on a request for proposals from vendors to continue this program. *It Takes a Village, LLC* submitted the only proposal. Restorative Justice is an evolving practice that emerged from indigenous peoples’ concept of belonging and being responsible to one’s community and actively repairing the harm that is caused by conflict or crime within the community.

ALTERNATIVES

Elimination of this program will result in limiting programming opportunities to individuals incarcerated at the Ingham County Jail, and subsequently could impact and increase recidivism.

FINANCIAL IMPACT

Funds to provide this programming are provided through the Justice Millage. Cost of the program for year one is proposed at \$22,500 with 3% cost increases for each year of the contract through year three of the contract. Optional year four and five are available if mutually agreeable between the County and vendor.

OTHER CONSIDERATIONS

It Takes a Village has been providing this program within the Ingham County Correctional Facility for over 5 years. The program is well received by the participants as they start to choose to avoid and deescalate arguments, violence, or breaking rules/laws, improving the overall culture and safety of the facility as well the community at large.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a contract with It Takes a Village, LLC to provide this program.

Agenda Item 11a

TO: Capt. Robert Earle, Corrections Captain, Sheriff's Office
FROM: James Hudgins, Director of Purchasing
DATE: October 13, 2023
RE: Memorandum of Performance for RFP #211-23 Restorative Justice Training Services

The Purchasing Department sought proposals from qualified and experienced firms to submit proposals for restorative justice training services. These services will be provided for Ingham County Courts and agencies, as well as for Courts and agencies outside Ingham County in cases where the referred clients live or work in Ingham County.

The Contractor or contractor's employee – who is trained in mediation, conflict resolution, and problem solving using restorative justice practices and facilitation – will directly facilitate all classes. Classes will be held 2-times per week, 1-class per gender, for a total of 50 weeks unless changes are approved by the Jail Program Director. The facilitator of each class shall keep a master list of attendees with information that would be beneficial in tracking the requirement for completing a basic certificate in the 15-week timeframe. The Contractor must provide a report mid-year with information regarding achievements and effectiveness of the program.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	25	8
Vendors responding	1	1

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

Vendor Name	Local Preference	Fee / Hour	Total Projected Cost
It Takes a Village Educational Consulting	Yes, Lansing MI	\$225.00	\$22,500.00

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

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH
IT TAKES A VILLAGE, LLC FOR RESTORATIVE JUSTICE PROGRAMMING**

WHEREAS, on August 7, 2018 the electorate of Ingham County approved the Justice Millage; and

WHEREAS, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, the following provider has been selected after a Purchasing Department Request for Proposal response review to provide Restorative Justice Program in the Ingham County Correctional Facility:

Restorative Justice Program provided It Takes a Village, LLC
Greta McHaney-Trice: mchaneyt@yahoo.com (517) 974-7772
County vendor # 42500

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year (3) contract not to exceed \$26,000/year with It Takes a Village, LLC for these services for the period of January 1, 2024 through December 31, 2026.

BE IT FURTHER RESOLVED, that the contract will automatically renew for two (2) one-year extensions if desired by the county and agreed upon by the vendor.

BE IT FURTHER RESOLVED, that the funds for these contracts will come from the Justice Millage.

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

TO: Board of Commissioners, Law & Courts and Finance Committee
FROM: Captain Robert Earle, Jail Administrator
DATE: November 27, 2023
SUBJECT: Resolution to authorize contract for Parenting Program
For the meeting agenda of

BACKGROUND

As part of the Ingham County Justice Complex Millage, the Correctional Facility provides programming opportunities to individuals within the Correctional Facility. The previous contract to provide this program with Life Launch Institute, LLC expires December 31, 2023. The Sheriff’s Office worked with the Purchasing Department on a request for proposals from vendors to continue this program. After a review of proposals submitted, The Sheriff’s Office recommended continuing the services with Life Launch Institute for the Parenting Program.

ALTERNATIVES

Elimination of this program will result in limiting programming opportunities to individuals incarcerated at the Ingham County Jail, and subsequently could negatively impact family relationships as individuals return to our community after a period of incarceration.

FINANCIAL IMPACT

Funds to provide this programming are provided through the Justice Millage. Cost of the program for year one through three are proposed at \$22,433.00. Optional year four and five are recommended at \$25,000 if mutually agreeable between the County and vendor.

OTHER CONSIDERATIONS

Life Launch Institute has been providing this program within the Ingham County Correctional Facility for several years. Approximately, 10 million children nationwide have a parent who has been incarcerated. 2.3 million of those children, or roughly one child out of every 30, currently has a parent in state or federal prison. Research has shown that these children generally do not fare well. Many experience poverty and the effects of substance abuse and/or illegal activities and family instability prior to the parent’s incarceration. One step to helping incarcerated parents is to help their families by offering parents the skills to help their children stay connected and learn to lead healthy and productive lives after jail.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a contract with Life Launch Institute to provide this program.

Agenda Item 11b

TO: Robert Earle, Corrections Captain, Sheriff's Office
FROM: James Hudgins, Director of Purchasing
DATE: November 13, 2023
RE: Memorandum of Performance for RFP No. 239-23-Parenting Program Services

Per your request, the Purchasing Department sought proposals from qualified and experienced firms to submit proposals for the purpose of entering into a contract to provide parenting classes for inmates of the Ingham County Jail. Inmates admitted into this program will be referred from the Ingham County Jail Program Coordinator, 30th Judicial Circuit Court, Ingham County Adult Probation, Swift and Sure Sanctions Probation Program, Mental Health Court, and the Family Division.

The scope of work includes, but is not limited to, providing classes two times per week, one class per gender for a total of 50 weeks unless changed by the Ingham County Jail Program Coordinator. The facilitator of each class will keep a master list of attendees, track requirements and certification, report progress, and provide a quantitative and qualitative mid-year report.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	24	15
Vendors responding	2	2

Summary of the vendors' costs:

Vendor Name	Local Preference	Total Expenditure 50 weeks
Life Launch Institute LLC	Yes, Lansing MI	\$ 22,433.00
Child and Family Charities	Yes, Lansing MI	\$ 80,760.00

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

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH
LIFE LAUNCH INSTITUTE, LLC FOR PARENTING PROGRAM**

WHEREAS, on August 7, 2018 the electorate of Ingham County approved the Justice Millage; and

WHEREAS, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, the following provider has been selected after a Purchasing Department Request for Proposal response review to provide Parenting Program in the Ingham County Correctional Facility:

Parenting Program provided by Life Launch Institute, LLC
Lori Haney: lorihaney.lli@gmail.com (619) 726-5257
County vendor # 44451

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year (3) contract not to exceed \$25,000/year with Life Launch Institute, LLC for these services for the period of January 1, 2024 through December 31, 2026.

BE IT FURTHER RESOLVED, that the contract will automatically renew for two (2) one-year extensions if desired by the county and agreed upon by the vendor.

BE IT FURTHER RESOLVED, that the funds for these contracts will come from the Justice Millage.

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SET POLICY FOR CERTAIN DELINQUENT TAX PAYMENTS

WHEREAS, the General Property Tax Act (act 206 of 1893) governs procedures for the collection of delinquent property taxes; and

WHEREAS, the Treasurer is presenting this resolution in continuance of prior policy of the County; and

WHEREAS, the fiscal impact is minimal; and

WHEREAS, at Section 211.59 (3) it specifically states that 'For taxes levied before January 1, 1999 and for taxes levied after December 31, 1998, a county board of commissioners, by resolution, may provide all of the following for taxes paid before May 1 in the first year of delinquency for the principal residence of a senior citizen, paraplegic, hemiplegic, quadriplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled person, or blind person, as those persons are defined in chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if either a claim is made before February 15 for the credit provided by chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if that claimant presents a copy of the form filed for that credit to the county treasurer, and if that claimant has not received the credit before March 1: or if a claim was made in the immediately preceding tax year for the credit provided by chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, and if that claimant resides at the same principal residence as claimed in the immediately preceding tax year:

- (a) Any interest, fee, or penalty in excess of the interest, fee, or penalty that would have been added if the tax had been paid before February 15 is waived.
- (b) Interest paid under subsection (1), or section 89(1)(a) is waived unless the interest is pledged to the repayment of delinquent tax revolving fund notes or payable to the county delinquent tax revolving fund, in which case the interest shall be refunded from the general fund of the county.
- (c) The county property tax administration fee is waived.; and

WHEREAS, the utilization of Section 211.59(3), is in the public interest.

THEREFORE BE IT RESOLVED, that the County Treasurer is authorized to use the provisions of Section 211.59(3) for 2024.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to all local taxing authorities in Ingham County.

TO: Board Of Commissioners County Services And Finance Committees

FROM: Patrick E. Lindemann, Drain Commissioner

DATE: November 16, 2023

SUBJECT: Full Faith and Credit Resolution in Support of 2024 County Drain Notes
For the meeting agendas of December 5, 2023 (County Services) and December 6, 2023
(Finance)

BACKGROUND

Ingham County (the “County”) has hundreds of legally established drainage districts under Act 40, Public Acts of Michigan, 1956, as amended (the “Drain Code”). When petitions are filed and a project is found necessary by a board of determination, the drainage district is required to proceed to design, acquire, and construct a project as petitioned (a “Petition Project”). Once construction bids are received by the drainage district for the project, the drainage district often issues a bond for the long term financing of the project. Prior to the issuance of the bonds, however, the drainage districts must expend funds for the design of the Petition Projects and other preliminary expenses. In addition, the Drain Code requires that drainage districts undertake regular inspection, repair, and maintenance of the drains under their jurisdiction (the “Maintenance Projects”).

Section 434 of the Drain Code gives drainage districts the power to borrow funds through the issuance of notes by which the proceeds may be used to pay the preliminary costs of a Petition Project, such as engineering fees, legal expenses, and the costs of acquiring property and easements. These notes would ultimately be paid from the proceeds of bonds issued for the Petition Project. In addition, Section 434 of the Drain Code gives the drainage districts the power to borrow funds to pay the costs of the Maintenance Projects. These notes are ultimately paid from funds raised by the levy of maintenance assessments by the drainage districts against benefitted properties and public corporations in the drainage districts for the maintenance of the drains. Under Section 434, a county board of commissioners, by a two-thirds vote, may pledge the full faith and credit of the County to the payment of the principal of and interest on notes issued for Petition Projects and Maintenance Projects and other legal purposes of the drainage districts (together, the “Projects”). This pledge provides backup security to the holders of the notes.

While in the past it has been common for drainage districts to issue notes without the full faith and credit of the County, the failures of Silicon Valley Bank and Signature Bank in the spring of 2023 have resulted in banks being unwilling to purchase these notes without the full faith and credit of the County being pledged as backup security for the payment of the notes (e.g., a note without the County’s full faith and credit pledge are illiquid should the bank need to sell it in the secondary market). The current situation in the banking sector makes it necessary to obtain the full faith and credit of the County in order for drainage districts to continue to implement Petition Projects and Maintenance Projects.

In order to continue to pay the preliminary costs of the Petition Projects and to implement the Maintenance Projects in 2024, the drainage districts will need to issue notes for these expenses. The Drain Office estimates that the drainage districts will need to issue notes in the approximate amount of \$15,000,000 in 2024. These notes will be paid from the proceeds of bonds (which have historically had the County’s full faith and credit pledged) that will be issued for the permanent financing of the Petition Projects and from special assessments levied for the Maintenance Projects.

By adopting this resolution pledging the County's full faith and credit up to a certain dollar amount for calendar year 2024, it will not be necessary to bring an individual resolution to the Board of Commissioners for each note that is issued throughout the year. The Drain Office will continue to present individual resolutions to the Board of Commissioners for the pledge of full faith and credit to each long term bond issue that is issued for permanent financing of Petition Projects.

ALTERNATIVES

The drainage districts are legally obligated to undertake the Petition Projects and the Maintenance Projects. If the County does not adopt the resolution pledging full faith and credit, the placement agent for the drainage districts reasonably believes that there is a high likelihood that the drainage districts will not be able to find a purchaser for their notes. If that were to happen, the drainage districts would not have the necessary funds to design and construct the Petition Projects and to implement the Maintenance Projects, and this critical work may not be able to proceed, exposing the drainage districts (and possibly the County) to liability and or default. As an alternative to pledging its full faith and credit, Ingham County could loan the funds needed for the Projects to the drainage districts from available funds of the County. This could be accomplished by the County increasing funding for the Revolving Drain Fund (Fund 802). The additional funds added to Fund 802 would be loaned to the drainage districts with interest at a rate determined by the County. This approach was taken by the County previously but is not currently being used by the County. The County could also provide funds to the drainage district by acquiring their notes directly, instead of the drainage districts selling them to a bank. This is authorized by Section 434 of the Drain Code with specifically authorizes drainage districts to borrow money from a public corporation such as the County.

FINANCIAL IMPACT

Based on analysis provided in Other Considerations below, the drainage districts have the ability to issue bonds for the Petition Projects in an amount sufficient to pay the principal of and interest on notes of the drainage districts, and in the event the Petition Projects do not move forward to completion there is significant value in the drainage districts which is sufficient to support the payment of assessments for the drainage districts' notes. Furthermore, the drainage districts also have the legal power to levy special assessments for the inspection, repair, and maintenance of the drains against benefitted properties and public corporations. Therefore, the likelihood the County would have to make payment on the notes as a result of the full faith and credit pledge is remote. In the worst case scenario, were the County to have to make a payment on a note, the payment would likely be recouped by special assessments levied to cover the principal of and interest on the note in a relatively short period of time.

STRATEGIC PLANNING IMPACT

The County's strategic plan calls for the provision of quality roads and drains in the County and these Projects further the goal of providing quality drains.

OTHER CONSIDERATIONS

The Drain Code provides significant powers to drainage districts and counties to assure that funds are available to pay notes issued by drainage districts.

a) The Drain Code provides drainage districts with the power to specially assess the costs of drain projects against benefitted properties and public corporations. Section 275 of the Drain Code further provides the drainage districts with the power to issue bonds for their Petition Projects in anticipation of these special assessments. Notes issued by drainage districts for interim costs of a Petition Project are intended to be paid from the proceeds of bonds issued to provide the permanent financing for the project. Since the drainage districts have broad powers to issue bonds for Petition Projects, there is sufficient power under the Drain Code to issue the bonds needed to pay for the costs of Petition Projects, including the payment of notes for preliminary costs.

- b) In rare circumstances, a Petition Project for which notes have been issued to pay for preliminary expenses does not move forward and bonds are not issued for the Petition Project. In such circumstances, Section 306 of the Drain Code provides the County Board of Commissioners with the power to authorize the drain commissioner to assess the amount of the preliminary expenditures to the drainage district. This power gives the County and the Drain Commissioner the ability to raise the funds needed to pay an interim note in such circumstances.
- c) Section 196 of the Drain Code provides the drain commissioner with the power to levy special assessments for the inspection, repair, and maintenance of the drains under the drain commissioner's jurisdiction. This power provides the source of revenue to the drainage districts to fund the costs of Maintenance Projects, including the payment of the principal of and interest on the notes of the drainage districts.
- d) The County has never made a payment pursuant to a resolution pledging full faith and credit for drainage district debt issued by a drainage district during my 30-year tenure as drain commissioner.**
- e) Based on this analysis, there are significant resources available to support the payment of the notes, leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these notes.

RECOMMENDATIONS

Based on the information presented, I respectfully recommend approval of the attached Resolution Pledging Full Faith and Credit to 2024 Drainage District Notes.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
2024 DRAINAGE DISTRICT NOTES

Resolution # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the County on December 12, 2024, at 6:30 p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner _____:

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act") to establish drainage districts in the County of Ingham (the "County"); and

WHEREAS, in certain drainage districts petitions have been filed with the Drain Commissioner for the making of certain improvements to the drains located in the drainage districts (the "Petition Projects"), which are being undertaken by the drainage district having jurisdiction over the drain; and

WHEREAS, the drainage districts are obligated to inspect, repair, and maintain the drains under their jurisdiction (the "Maintenance Projects"); and

WHEREAS, the Petition Projects and the Maintenance Projects (together, the "Projects") are necessary for the protection of the public health; and

WHEREAS, in order to provide funds to pay preliminary costs of the Petition Projects, to pay all or a portion of the costs of the Maintenance Projects, and to refinance notes previously issued to provide funds to pay costs of the Projects, it is necessary for the drainage districts to issue notes from time to time pursuant to Section 434 of the Act; and

WHEREAS, the principal of and interest on notes issued for Petition Projects will be payable from bonds to be issued by the drainage districts constructing the Petition Projects to provide the permanent financing for the Petition Projects (the "Bonds"); and

WHEREAS, the principal of and interest on notes issued for Maintenance Projects will be payable from special assessments levied against benefitted properties and public corporations for the maintenance of the drains; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Petition Projects and informed the County that the drainage districts' ability to issue the Bonds and their ability to levy special assessments for the payment of interim costs of the Petition Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Petition Projects; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Maintenance Projects and informed the County that the drainage districts' ability to levy special assessments for the payment of the costs of the Maintenance Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Maintenance Projects; and

WHEREAS, the Drain Commissioner deems it advisable and necessary to request that this Ingham County Board of Commissioners (the "Board") adopt a resolution pledging the limited tax full faith and credit of the County on notes that may be issued by drainage districts in calendar year 2024; and

WHEREAS, the Board may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued pursuant to Section 434 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the notes is necessary to enable the drainage districts to continue to design, acquire and construct the Petition Projects and to pay the costs of the Maintenance Projects; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued in calendar year 2024 in an amount not to exceed \$15,000,000.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on any notes issued by County drainage districts pursuant to Section 434 of the Act in calendar year 2024 in the aggregate principal amount of not to exceed \$15,000,000, and on notes issued thereafter to refinance these notes (the "Notes"). In the event that Bonds are not issued on or before the date on which the principal of and interest on the Notes are due or in the event that moneys are not available to the drainage districts on the date the principal of and interest on Notes are due, the County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Notes when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Notes when due. The ability of the County to levy taxes to pay the principal of and interest on the Notes shall be subject to constitutional and statutory limitations on the taxing power of the County. The Notes may be issued in one or more Note issues.

2. In the event that, pursuant to said pledge of full faith and credit, the County advances County funds to pay any part of the principal of and interest due on a Note, the County shall take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer, the County Finance Director, and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Notes and to execute any documents or certificates necessary to complete the issuance of the Notes, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates or other documents relating to federal or state securities laws, rules, or regulations and to sign such documents and give any approvals necessary therefor.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: _____

Nays: _____ **Absent:** _____ **Approved:** _____

FINANCE:

Yeas: _____

Nays: _____ **Absent:** _____ **Approved:** _____

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on December 12, 2024, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: December 12, 2024

Barb Byrum, Clerk
County of Ingham

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

FROM: Patrick E. Lindemann, Ingham County Drain Commissioner

DATE: November 16, 2023

SUBJECT: Resolution Approving Relinquishment of Jurisdiction and Control Over a Portion of the Bolter Drain to the City of Lansing

For the Committee Meeting Agendas of December 5 and 6

BACKGROUND

The Bolter Drain was established in 1907 serving portions of Sections 3, 4, 9, 10, 15, and 16 of Delhi Charter Township. Historically, the Bolter Drain was an open ditch that served primarily agricultural and residential property. The character of the Bolter Drain has changed over time with the establishment of the Interstate 96 (“I-96”) corridor and adjacent commercial development, including township lands annexed by the City of Lansing north of I-96 to become the Edgewood Towne Center near Cedar Street and Edgewood Boulevard. As a result, the Bolter Drain has been enclosed and relocated to accommodate expansion of the commercial area in the City of Lansing. Because not all of this was constructed according to the Michigan Drain Code, 1956 P.A. 40, as amended (the “Drain Code”), there have been ongoing jurisdictional and operational questions for the portion of the Bolter Drain within the City of Lansing. These jurisdictional and operational questions have created difficulties for the Ingham County Drain Commissioner (“Drain Commissioner”) in managing the stormwater in this area and have also created difficulties for the City of Lansing in moving forward with proposed development and redevelopment in this important commercial area.

Since about 2006, the Drain Commissioner’s office and the City of Lansing’s Public Service Department have been working on ways to resolve many of these outstanding issues. After much deliberation, the Drain Commissioner and the City of Lansing propose to transfer jurisdiction of the part of the Bolter Drain beginning at the Michigan Department of Transportation right of way line north of I-96 to the City. This will better serve public and private interests, including health, convenience, and welfare, and will ensure effective management of stormwater within the watershed through efficiency and cost savings. If this transfer is approved, the part of the Bolter Drain route and course south of the I-96 right-of-way that will remain under the jurisdiction of the Drain Commissioner is 7,180 feet. The part of the Bolter Drain route and course that would be relinquished is 9,061 feet. If the relinquishment is approved, the lands served by the Bolter Drain remaining under the jurisdiction of the Drain Commissioner would be reduced from 622 acres to 194 acres, approximately. This change to the Drainage District would have to be formalized through a separate process in accordance with the Drain Code.

Section 395 of the Drain Code sets forth the requirements and procedures for transferring jurisdiction of all or a part of a county drain to a municipality. Specifically, the following requirements contained in Section 395 must be met:

- The part of the drain to be relinquished and the area that the part of the drain services is wholly located within the boundaries of the city that is to accept jurisdiction and control of the part of the drain;

- The city approves the relinquishment of the part of the drain;
- The relinquishment is approved by a majority of the members of the county board of commissioners;
and
- The Drainage District has no outstanding indebtedness or contract liability. Indebtedness or contract liability that will be paid in full when jurisdiction and control is relinquished is not considered to be outstanding.

The Drain Commissioner is confirming all requirements have been met, with the exception of the Board Commissioners' approval of the relinquishment. The City of Lansing's adopted Resolution #2023-197 requesting relinquishment is included with the attached proposed Resolution for the Board Commissioners.

ALTERNATIVES

Not approve the relinquishment of jurisdiction and control of that portion of the Bolter Drain to the City of Lansing, leaving jurisdiction and control over the entire Bolter Drain system with the Drain Commissioner.

Please note that the Drain Commissioner has a valid petition for improvements to the Bolter Drain found necessary by the statutory Board of Determination and will be obligated, in accordance with the Rules of the Ingham County Drain Commissioner and statutory mandates, to improve the existing portion, including that portion remaining in the City of Lansing.

FINANCIAL IMPACT

If the relinquishment is approved, the cost of the drain improvements of the portion of the Bolter Drain to be relinquished to the City of Lansing would no longer be part of the improvement project and future maintenance; and also no longer an obligation of the at-large corporations (including Ingham County) and property owners within the Drainage District.

RECOMMENDATION

I respectfully recommend and request approval of the attached resolution to authorize the relinquishment of jurisdiction and control of that portion of the Bolter Drain north of the right-of-way of I-96 in the City of Lansing from the Drain Commissioner to the City of Lansing. It is my understanding that a representative of the City of Lansing will join me at your meetings on December 5 and 6.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RELINQUISHMENT OF JURISDICTION AND CONTROL
OVER A PORTION OF THE BOLTER DRAIN TO THE CITY OF LANSING**

WHEREAS, the Bolter Drain (the “Drain”) is a county drain originally established on or about November 26, 1907, and is under the jurisdiction of the Ingham County Drain Commissioner (“Drain Commissioner”); and

WHEREAS, the Drain is located in the City of Lansing and the Charter Township of Delhi, as depicted in Exhibit A; and

WHEREAS, the City of Lansing and the Drain Commissioner discussed relinquishing a portion of the Drain within the City of Lansing north of the right-of-way of I-96 that will best serve the operation, maintenance, and jurisdiction over that portion of the Drain; and

WHEREAS, pursuant to Section 395 of the Michigan Drain Code, 1956 P.A. 40, as amended, (the “Drain Code”), the Drain Commissioner may relinquish jurisdiction and control to a municipality of all or any portion of a drain that is wholly located within the municipality where there is no outstanding indebtedness or contract liability of the drainage district, if the municipality approves the relinquishment by a duly adopted resolution by its governing body and a majority of the members of the county board of commissioners approve the relinquishment; and

WHEREAS, on March 13, 2023, the Drain Commissioner issued an Order, attached hereto as Exhibit B, stating his intent to relinquish jurisdiction and control of that portion of the Drain north of the right-of-way of I-96, to the City of Lansing; and

WHEREAS, on August 14, 2023, the City of Lansing adopted Resolution #2023-197, attached hereto as Exhibit C, approving the relinquishment of jurisdiction, and showing that portion of the Drain to be relinquished in the City of Lansing; and

WHEREAS, the Drain Commissioner has confirmed that any outstanding indebtedness on that portion of the Drain in the City of Lansing, if any, will be paid in full when jurisdiction and control is relinquished; and

WHEREAS, the relinquishment will better serve public and private interests, including continued and proper operation, efficiency of administration, cost savings, and maintenance of the Drain, to provide stormwater services for future development, health, convenience, welfare, and effective management of stormwater, and other practical considerations.

THEREFORE BE IT RESOLVED, that pursuant to Section 395 of the Drain Code, MCL 280.395, the Ingham County Board of Commissioners does hereby approve the relinquishment of jurisdiction and control of that portion of the Bolter Drain north of the right-of-way of I-96 in the City of Lansing from the Drain Commissioner to the City of Lansing.

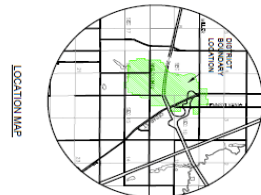
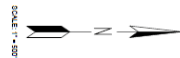
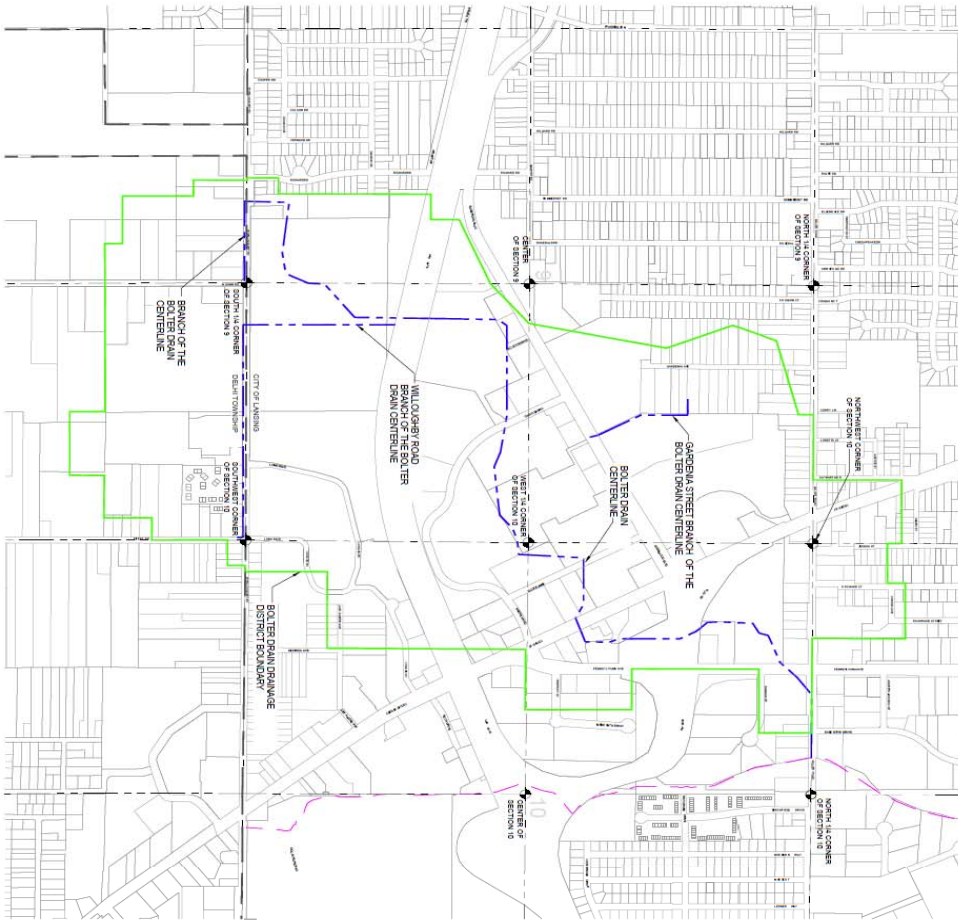
BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

EXHIBIT A

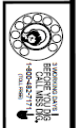
EXHIBIT A



PATRICK E. LINDEMANN
INGHAM COUNTY DRAIN COMMISSIONER
BOLTER DRAIN
 PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN
 PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN



- LEGEND**
- SECTION CENTER
 - SECTION NUMBER
 - SECTION LINE
 - ROAD RIGHT-OF-WAY / PROPOSED LINES
 - CITY OF LANSING COMPONENT LIMITS
 - PAVING/SEWER CENTERLINE
 - BOLTER DRAIN CENTERLINE
 - 1987 BOLTER DRAIN DRAINAGE DISTRICT BOUNDARY (02/23/87)



NO.	REVISIONS	DATE	BY

Eng.
 Engineering & Surveying
 www.engdot.com

4863 Grand Oak Drive Suite A108
 Lansing, MI 48917
 517.282.1100

18930 Robbins Road Suite 145
 Grand Haven, MI 49424
 616.743.7070

2311 East Beltline Avenue, Suite 201
 Grand Haven, MI 49428
 616.743.5020

PATRICK E. LINDEMANN
INGHAM COUNTY DRAIN COMMISSIONER
BOLTER DRAIN ROUTE & COURSE
 PART OF SECTIONS 9, 10, 15 & 16, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN
 PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

PROJECT NO. **22009**

SHEET NO. **1** OF **1**

EXHIBIT A

EXHIBIT B

STATE OF MICHIGAN
OFFICE OF THE INGHAM COUNTY DRAIN COMMISSIONER

In the Matter of:

Bolter Drain

**ORDER STATING INTENT TO RELINQUISH PORTION OF THE BOLTER DRAIN
AND TRANSFER JURISDICTION AND CONTROL TO THE CITY OF LANSING**

WHEREAS, the Bolter Drain (the “Drain”) is a county drain originally established on or about November 26, 1907, in accordance with the provisions of Chapter 4 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.71 *et seq.*, (the “Drain Code”) and is under the jurisdiction of the Ingham County Drain Commissioner (“Drain Commissioner”); and,

WHEREAS, the Drain is located in the City of Lansing and the Charter Township of Delhi, as further depicted in **Exhibit A**; and,

WHEREAS, in order to service and accommodate development, the City of Lansing has constructed storm water management systems and infrastructure within areas that are likewise serviced by the Drain; and,

WHEREAS, in order to avoid confusion as to jurisdiction and control, to ensure continued and proper operation, efficiency of administration, and maintenance of the Drain, to provide storm water services for future development, and other practical considerations, the Drain Commissioner desires to relinquish and transfer jurisdiction and control of the portion of the Drain depicted in **Exhibit B** to the City of Lansing; and,

WHEREAS, in so doing will better serve public and private interests, including health, convenience, and welfare, and will ensure effective management of stormwater within the watershed through efficiency and cost savings and,

WHEREAS, pursuant to Section 395 of the Drain Code, MCL 280.395, the Drain Commissioner may relinquish jurisdiction and control over all or any portion of a drain at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the city in

which all or the portion of the drain is wholly located, if the city approves the relinquishment and accepts jurisdiction and control by a duly adopted resolution by its governing body; and,

IT IS THEREFORE ORDERED THAT, it being the intention of the Drain Commissioner to relinquish and transfer jurisdiction and control of the portion of the Bolter Drain depicted in **Exhibit B** to the City of Lansing, the Drain Commissioner shall take all steps necessary to effectuate the same, including assigning all drain easements and/or rights-of-way, including drainage structures and related appurtenances to the City of Lansing, executing all necessary contracts with the City of Lansing, and all other steps proscribed in Section 395 of the Drain Code.


Patrick E. Lindemann
Ingham County Drain Commissioner

Dated: 3-13-23

And filed in the Office of the Ingham County Drain Commissioner

EXHIBIT C

Resolution #2023-197
By the Committee on City Operations
Resolved by the City Council of the City of Lansing

RESOLUTION APPROVING THE INGHAM COUNTY DRAIN COMMISSIONER'S
RELINQUISHMENT OF A PORTION OF THE BOLTER DRAIN AND ACCEPTING
JURISDICTION AND CONTROL

WHEREAS, the Bolter Drain (the "Drain") is a county drain originally established on or about November 26, 1907, in accordance with the provisions of Chapter 4 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.71 *et seq.*, (the "Drain Code") and is under the jurisdiction of the Ingham County Drain Commissioner ("Drain Commissioner"); and

WHEREAS, the Drain is located in the City of Lansing and the Charter Township of ^Delhi, as further described by the route and course description set forth in Exhibit A to this Resolution; and

WHEREAS, pursuant to Section 395 of the Drain Code, MCL 280.395, the Drain Commissioner may relinquish jurisdiction and control over all or any portion of a drain at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the city in which all or a portion of the drain is wholly located if the city approves the relinquishment and accepts jurisdiction and control of all or any portion of the drain by a duly adopted resolution by its governing body; and

WHEREAS, on March 13, 2023, the Drain Commissioner issued an Order stating the intent of the Drain Commissioner to relinquish the portion of the Drain described and depicted in Exhibit B and to transfer jurisdiction and control to the City of Lansing; and

WHEREAS, in so doing will better serve public and private interests, including continued and proper operation, efficiency of administration, cost savings, and maintenance of the Drain, to provide storm water services for future development, health, convenience, welfare, and effective management of stormwater within the watershed, and other practical considerations.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 395 of the Drain Code, MCL 280.395, the City of Lansing hereby approves the relinquishment of the portion of the Bolter Drain and accepts jurisdiction and control from the Drain Commissioner to the City of Lansing of that portion of the Bolter Drain described and depicted in Exhibit B.

BE IT FURTHER RESOLVED that the City of Lansing will accept for assignment from the Drain Commissioner to the City of Lansing all drain easements and/or rights-of-way, including drainage structures and related appurtenances.

BE IT FINALLY RESOLVED that the Mayor is authorized to execute all necessary contracts and documents to effectuate the transfer of jurisdiction and control of the portion

of the Bolter Drain and acceptance for assignment from the Drain Commissioner to the City of Lansing all drain easements and/or rights-of-way, including drainage structures and related appurtenances, subject to prior approval as to content and form by the City Attorney.



Chris Swope, CMMC/MMC
Lansing City Clerk

I hereby certify that the foregoing is true
and is a complete copy of the action
adopted by the Lansing City Council.

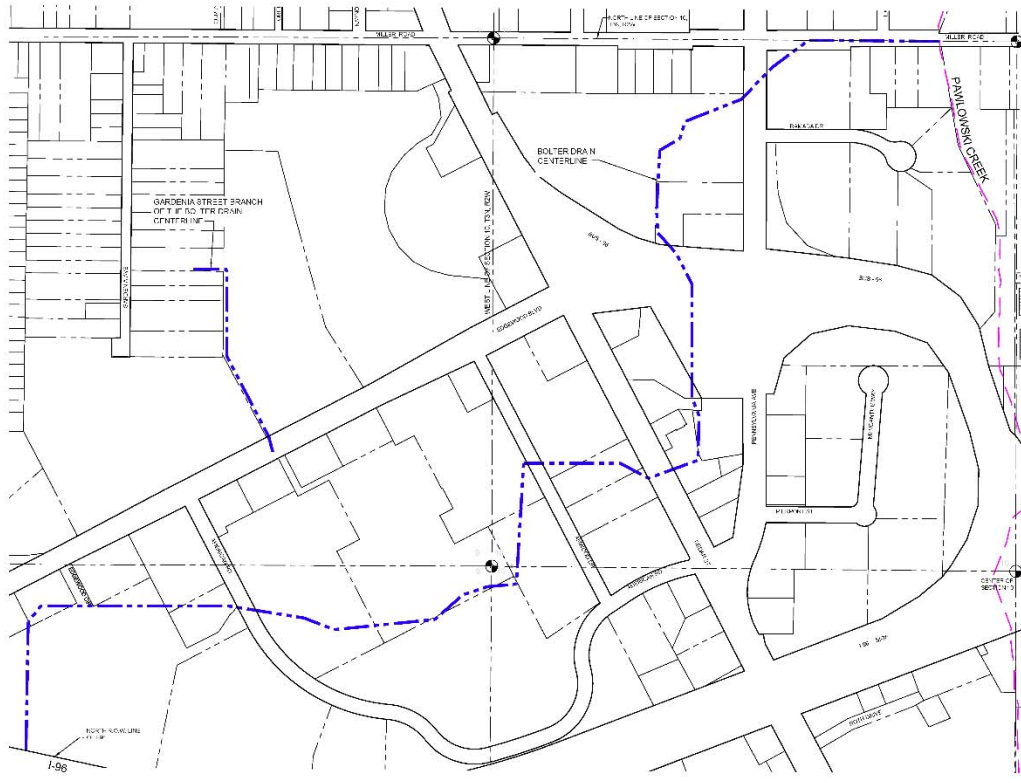


PATRICK E. LINDEMANN
INGHAM COUNTY DRAIN COMMISSIONER
BOLTER DRAIN

PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN
 PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN



- LEGEND**
- SECTION CORNER
 - ▭ PARCEL LINE
 - EASE RIGHT-OF-WAY
 - DATA CORRECTED CENTERLINE
 - - - - - DATA UNCORRECTED CENTERLINE TO BE FIELD-GAUGED



<p>Eng. Engineering & Surveying www.engageinc.com</p>	<p>PATRICK E. LINDEMANN INGHAM COUNTY DRAIN COMMISSIONER</p>
<p>PROJECT NO. 22009</p>	<p>SHEET NO. 1 of 1</p>

EXHIBIT B

TO: Board of Commissioners, County Services, & Finance Committees
FROM: Deb Fett, CIO
DATE: November 16, 2023
SUBJECT: Additional Multibridge Licenses
For the meeting agendas of December 5th, 6th, and 11th, 2023

BACKGROUND

Ingham County currently uses Multibridge and Talon software from Core Technology in our Sheriff’s Office and patrol cars. This software has been in use for many years and provides critical access to LEIN data for our officers. This request is to order additional concurrent licenses as many times the application runs out of licenses and users must wait for someone to get out in order to access it. More users have needed access over the years without additional licenses being purchased. This was fine when their use was sporadic and not time critical, but our Sheriff Office deputies are needing more real-time access than before, which has them bumping into others who are using it as well.

ALTERNATIVES

We could choose not to add the licenses and continue as we are currently.

FINANCIAL IMPACT

The funding for the \$10,400 is budgeted and will come from the County’s Innovation and Technology Department’s LOFT Fund #636-25820-932050.

STRATEGIC PLANNING IMPACT

This authorization supports Goal D – Information Technology – Enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the quote for Multibridge additional licenses from Core Technology in the amount not to exceed \$10,400.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF ADDITIONAL MULTIBRIDGE LICENSES
FROM CORE TECHNOLOGY**

WHEREAS, Core Technology is the company that provides support for the MultiBridge and Talon software used by our Sheriff's Office and patrol cars; and

WHEREAS, the application has limits on the concurrent users that can access the application; and

WHEREAS, this lack of access could potentially hinder law enforcement; and

WHEREAS, the funds are available in the current budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize the purchase of additional Multibridge licenses from Core Technology in the amount not to exceed \$10,400.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050).

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: Board of Commissioners, County Services, & Finance Committees

FROM: Deb Fett, CIO

DATE: November 19, 2023

SUBJECT: Acceptance of State and Local Cybersecurity Grant Program (SLCGP) Funds
For the meeting agendas of December 5th, 6th, and 12th, 2023

BACKGROUND

Ingham County has been participating in the planning for the State and Local Cybersecurity Grant Program (SLCGP) with the State of Michigan. As part of that planning, we were required to submit a survey of our interests. Now that the State has compiled those results, they are looking for our consent to receive the grant pass-through funds on our behalf. The amount of those funds is dependent on how many entities participate and what services are requested but have no matching funds requirement. These funds are to be used for endpoint protection, cyber assessments, and Statewide Incident Response training in which we would be able to participate.

ALTERNATIVES

Ingham County is not required to accept the funds.

FINANCIAL IMPACT

The grant funding amount is yet to be determined but could be up to \$30,000 and would require no funds from Ingham County for this first year.

STRATEGIC PLANNING IMPACT

This Resolutions supports Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to accept the allocated SLCGP funds from the State of Michigan when they are released.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE ACCEPTANCE OF THE STATE AND LOCAL
CYBERSECURITY GRANT PROGRAM**

WHEREAS, Ingham County has participated in the planning for the State and Local Cybersecurity Grant Program; and

WHEREAS, an acceptance form is required to receive funding when it is allocated; and

WHEREAS, the amount of the funding could be up to \$30,000 depending on the number of participants and services requested by each entity; and

WHEREAS, the acceptance of funds does not require matching funds from Ingham County.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize acceptance of the State and Local Cybersecurity Grant in an amount yet to be determined.

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

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

TO: Board of Commissioners, Law & Courts Committee, and Finance Committee

FROM: Deb Fett, CIO

DATE: November 21, 2023

SUBJECT: Fiber Construction Amendment from Western Tel-com
For the Agendas of December 5th, December 6th, and December 12th

BACKGROUND

Ingham County is working on strengthening our County network in accordance with the American Rescue Plan (ARP) funding requirements. Innovation & Technology has been working with Western Tel-com (#43137) under the State of Michigan MiDeal contract.

This request is for a change order to Resolution #23-460 which was just approved for engineering and construction for fiber broadband installation in the amount not to exceed \$350,000. In order to use the ARPA funds, or any Federal funds, we must use the guidelines by the US Secretary of Labor pursuant to the “Davis-Bacon Act” regarding prevailing wages. This requirement adds extra cost to the construction that were not included in the previous quote.

ALTERNATIVES

We could choose not to install the fiber and leave things as they are.

FINANCIAL IMPACT

The funding for the revised \$415,000 total if approved will come from the \$2,000,000 recommended second Traunch ARP funds. MiDeal contract #071B3200106.

STRATEGIC PLANNING IMPACT

This authorization supports Goal B – Communication: Improve service by enhancing the quality of external and internal communication as well as Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, we respectfully recommend approval of the attached resolution for fiber installation from Western Tel-com in the amount not to exceed \$415,000.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE FIBER ENGINEERING AND CONSTRUCTION
FROM WESTERN TEL-COM**

WHEREAS, Ingham County is working on strengthening our County network in accordance with the American Rescue Plan (ARP) funding requirements; and

WHEREAS, this third round includes engineering and construction for fiber broadband installation to additional Ingham County locations currently served by subpar connections which are directly serving the public; and

WHEREAS, utilizing Federal grant money requires guidelines by the US Secretary of Labor pursuant to the “Davis-Bacon Act” regarding prevailing wages which were not included in the original request; and

WHEREAS, the funds have been recommended to be allocated from the American Rescue Plan funds received in the budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize amending Resolution #23-460 for the purchase of fiber installation from Western Tel-com in the amount not to exceed \$415,000 total.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the American Rescue Plan funds.

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.

Agenda Item 15a

TO: Board of Commissioners, County Services & Finance Committees
FROM: Glenn Canning, Facilities Director
DATE: November 16, 2023
RE: Resolution to Authorize an Agreement with Hedrick Associates for the Maintenance of the Uninterrupted Power Supply at the 9-1-1 Center

For the meeting agendas of: December 5 & 6

BACKGROUND

The uninterrupted power supply (UPS) at the 9-1-1 Center is a critical component to ensure the operations of the equipment in the case of a power outage, switching over to generator back-up without an interruption to the power.

Hedrick Associates who is on the MiDeals co-operative agreement therefore three quotes are not required per the Ingham County Purchasing Policy, submitted a proposal of \$9,657.89.

ALTERNATIVES

The alternative would be to not approve leaving the potential for the UPS to fail when a power outage occurs causing the systems at the 9-1-1 Center to go down until the generator comes online.

FINANCIAL IMPACT

Funds are available in equipment maintenance line item #261-32500-932000.

OTHER CONSIDERATIONS

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

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a purchase order to Hedrick Associates for the maintenance of the UPS at the 9-1-1 Center.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HEDRICK ASSOCIATES FOR THE MAINTENANCE OF THE UNINTERRUPTED POWER SUPPLY AT THE 9-1-1 CENTER

WHEREAS, the uninterrupted power supply (UPS) at the 9-1-1 Center is a critical component that ensures the operations of the equipment in the case of a power outage, switching over to generator back-up without an interruption to the power; and

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

WHEREAS, Hedrick Associates, is on the MiDeals contract; and

WHEREAS, the Facilities Department recommends an agreement with Hedrick Associates, who submitted the proposal of \$9,657.89 for the maintenance of the UPS at the 9-1-1 Center; and

WHEREAS, funds are available in the equipment maintenance line item #261-32500-932000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Hedrick Associates, 2360 Industrial Drive NE, Grand Rapids, Michigan 49505, for the maintenance of the uninterrupted power supply at the 9-1-1 Center for an amount not to exceed \$9,657.89.

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 15b

TO: Board of Commissioners, County Services & Finance Committees
FROM: Glenn Canning, Facilities Director
DATE: November 17, 2023
RE: Resolution to Authorize an Agreement with Boling Janitorial Service, Inc., for the Janitorial Services at Multiple County Locations

For the meeting agendas of: December 5 & 6

BACKGROUND

The current agreement for janitorial services has expired. The Purchasing Department put out a request for proposals from qualified, experienced vendors.

Boling Janitorial Service, Inc., a local vendor, submitted the lowest responsive and responsible proposal of \$2,985,549.52 for three years of janitorial services with an optional two (2) year renewal.

ALTERNATIVES

The alternative would be to not approve, continue with the current company and keep paying more.

FINANCIAL IMPACT

Funds are available in maintenance contractual 931100 and 818000 line items.

OTHER CONSIDERATIONS

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

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Boling Janitorial Services, Inc., for janitorial services at multiple County locations.

Agenda Item 15b

TO: Glenn Canning, Facilities Director
FROM: James Hudgins, Director of Purchasing
DATE: September 29, 2023
RE: Memorandum of Performance for RFP No. #34-23 Janitorial Services

Per your request, the Purchasing Department sought proposals from interested and qualified vendors experienced with cleaning commercial office buildings and medical facilities for the purpose of entering into a three (3)-year agreement to provide janitorial services at various facilities.

The facilities include the Human Services Building (HSB), Veterans Memorial Courthouse (VMC), Grady Porter Building (GPB), Ingham County Family Center (ICFC), Forest Community Health Center (FCHC), 9-1-1 Dispatch Center, New Hope Clinic, Ingham County Road Department (ICRD) (the ICRD has three (3) locations and five (5) buildings), Ingham County Animal Shelter, Ingham County Drain Commission, Allen Street Clinic, and 30th Circuit Court Annex.

The scope of work includes, but is not limited to, maintaining an adequate number of properly-trained and vetted cleaning personnel along with a sufficient and competent number of supervisors in order to provide satisfactory cleaning services at all times. The contractor at their expense will provide the necessary supplies and industrial equipment required to perform the work specified in the request for proposal.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	46	21
Vendors responding	6	2

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Total Cost	Total Cost	Total Cost	Grand Total
		Year #1	Year #2	Year #3	Years 1-3
Boling Janitorial Services, Inc.	Yes, Lansing MI	\$ 965,916.01	\$ 994,893.21	\$ 1,024,740.30	\$ 2,985,549.52
Du-All Cleaning Inc.	No, Sterling Heights MI	\$ 1,093,263.72	\$ 1,115,128.99	\$ 1,137,431.57	\$ 3,345,824.28
CD West Michigan, LLC d/b/a: DetailXPerts	No, Detroit MI	\$ 1,093,628.00	\$ 1,115,500.00	\$ 1,137,811.00	\$ 3,346,939.00
Facilities 360	No, Wayne MI	\$ 1,175,703.00	\$ 1,159,330.00	\$ 1,171,841.00	\$ 3,506,874.00
Romanow Building Services	Yes, Lansing MI	\$ 1,457,544.09	\$ 1,486,248.59	\$ 1,515,814.19	\$ 4,459,606.87
Grand Rapids Building Services, Inc.	No, Grand Rapids MI	\$ 1,689,255.00	\$ 1,689,255.00	\$ 1,689,255.00	\$ 5,067,765.00

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH BOLING JANITORIAL SERVICES, INC., FOR THE JANITORIAL SERVICES AT MULTIPLE COUNTY LOCATIONS

WHEREAS, the current agreement for janitorial services has expired; and

WHEREAS, proposals from qualified vendors were solicited by the Purchasing Department; and

WHEREAS, the Facilities Department recommends an agreement with Boling Janitorial Services, Inc., a local vendor, who submitted the lowest responsive and responsible proposal of \$2,985,549.52 for the janitorial services for multiple county locations; and

WHEREAS, funds for the maintenance contractual 931100 and 818000 line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Boling Janitorial Service, Inc., 450 Lentz Court, Lansing, MI 48917, for janitorial series at multiple County locations for an amount of \$2,985,549.52 for a three-year term with a two-year renewal option.

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

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: November 16, 2023

SUBJECT: Proposed Resolution to Extend an Agreement with Michigan Pavement Markings, LLC for the 2024 Countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program

For the meeting agendas on December 5, 6 and 12

BACKGROUND

The Road Department annually solicits bids from experienced and qualified vendors for the purpose of entering into a contract to provide pavement markings for the countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program. The scope of work for the Waterborne Pavement Marking Program consists of installing retro-reflective white and yellow longitudinal pavement markings to define roadway lane lines. The scope of work for the Cold Plastic Pavement Marking Program consists of installing retro-reflective white cold plastic pavement markings such as text, arrows, school symbols, crosswalks, and stop bars.

In 2022, the Road Department solicited and received bids in accordance with Ingham County Purchasing policies for this project per Bid Packet 36-22. The bids were reviewed by the Purchasing and Road Departments, and both Departments agreed that the bidders' proposals met all necessary qualifications, specifications, and requirements. Per Board Resolution #22-167, an agreement was authorized with Michigan Pavement Markings, LLC for the 2022 calendar year and later extended for the 2023 calendar year per Board Resolution #22-594.

The current contract has been requested by Michigan Pavement Markings, LLC to be extended for the 2024 calendar year with prices remaining the same as stated in the original contract for the 2022 pavement marking program. As the vendor has met all of the contract deadlines and completed all of the work expected in the annual program, the Road Department and Purchasing Department are both supportive of the request.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The vendor has agreed to hold pricing as provided in the original bid packet, which was incorporated into the 2022 and 2023 pavement marking agreements. Therefore, the anticipated cost for the unit price contract, using the same quantities as the initial bid packet, and including the same 10% contingency as approved in Resolutions #22-167 and #22-594, would be \$636,857.10. This cost has been included in the 2024 Road Fund Budget.

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to extend the agreement with Michigan Pavement Markings, LLC for the 2024 Countywide Waterborne Pavement Marking Program & the Cold Plastic Common Text & Symbol Pavement Marking Program.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT
WITH MICHIGAN PAVEMENT MARKINGS, LLC FOR THE
2024 COUNTYWIDE WATERBORNE PAVEMENT MARKING PROGRAM AND THE
COLD PLASTIC COMMON TEXT & SYMBOL PAVEMENT MARKING PROGRAM**

WHEREAS, the Road Department annually solicits bids from experienced and qualified vendors for the purpose of entering into a contract to provide pavement markings for the countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program; and

WHEREAS, in 2022, the Purchasing Department solicited and received bids in accordance with Ingham County Purchasing policies for this project per Bid Packet 36-22; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #22-167 authorizing an agreement with Michigan Pavement Markings, LLC for the 2022 pavement marking programs; and

WHEREAS, near the conclusion of the 2022 contract term, Michigan Pavement Markings, LLC requested an agreement extension for the 2023 pavement marking programs, offering to hold their prices at the original unit prices contained in the 2022 agreement; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #22-594 authorizing an extension of the agreement with Michigan Pavement Markings, LLC for the 2023 pavement marking programs; and

WHEREAS, the current agreement for the pavement marking programs expires at the end of 2023; and

WHEREAS, the agreement contains a provision to extend the contract for an additional one-year term, at the same unit prices as the original agreement, provided both parties agree; and

WHEREAS, Michigan Pavement Markings, LLC has agreed to the agreement extension for the 2024 programs, holding their prices at the original unit prices contained in the 2022 agreement; and

WHEREAS, the Road Department recommends that the Board of Commissioners extends the agreement with Michigan Pavement Markings, LLC for the 2024 pavement marking programs as described above, maintaining all other terms of the original agreement; and

WHEREAS, these programs are funded by the Road Department and are included in the 2024 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with Michigan Pavement Markings, LCC of Byron Center, MI for the 2024 Countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program, holding the unit prices at the rates included in the 2022 agreement, as adopted in Resolutions #22-167 and #22-594.

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: November 20, 2023
SUBJECT: Resolution to Approve UAW TOPS, ICEA Court Professional, Teamsters Local 243 Zoo, and Managerial & Confidential Reclassification Requests

For the meeting agendas of December 5 and December 6

BACKGROUND

The UAW TOPS, ICEA Court Professional, and Teamsters Local 243 Zoo units' collective bargaining agreements and the Managerial & Confidential Employee Personnel Manual are effective January 1, 2022 through December 31, 2024. These documents include a process for employee submission of reclassification requests. The Human Resources Department has executed the approved process for reclassification requests for employees in these groups. 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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE UAW TOPS, ICEA COURT PROFESSIONAL, TEAMSTERS LOCAL 243 ZOO, AND MANAGERIAL & CONFIDENTIAL RECLASSIFICATION REQUESTS

WHEREAS, The UAW TOPS, ICEA Court Professional, and Teamsters Local 243 Zoo units’ collective bargaining agreements and the Managerial & Confidential Employee Personnel Manual are effective January 1, 2022 through December 31, 2024; and

WHEREAS, these documents include a process for employee submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the approved process for reclassification requests for employees in these groups.

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

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
142032	Receptionist – FOC	Move from UAW C to UAW D
142057	Account Clerk II – FOC	Move from UAW D to UAW E
142047	Account Clerk III – FOC	Move from UAW E to UAW F
142049	Account Clerk III – FOC	Move from UAW E to UAW F
142063	Account Clerk III – FOC	Move from UAW E to UAW F
301199	Records Clerk – Sheriff’s Office	Move from UAW D to UAW E
301203	Records Clerk – Sheriff’s Office	Move from UAW D to UAW E
301204	Records Clerk – Sheriff’s Office	Move from UAW D to UAW E
301205	Records Clerk – Sheriff’s Office	Move from UAW D to UAW E
301206	Records Clerk – Sheriff’s Office	Move from UAW D to UAW E
301209	Records Clerk – Sheriff’s Office	Move from UAW D to UAW E
301223	Account Clerk – Sherriff’s Office	Move from UAW E to UAW F
142021	Sr. Case Examiner to Senior Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
142022	Sr. Case Examiner to Sr. Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
142023	Sr. Case Examiner to Sr. Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
142070	Sr. Case Examiner to Sr. Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
692002	Dir. of Animal Health	Move from T243 0139 to T243 0139 Level 2
130040	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130041	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10

130042	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130043	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130044	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130045	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130046	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
148015	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
148019	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
233002	Facilities Manager	Move from MC 10 to MC 11
233003	Facilities Manager	Move from MC 10 to MC 11

<u>Position Title</u>	2023	2023	<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Receptionist – FOC	UAW C: 41,315.71	UAW D: 44,058.77	2,743.06
Account Clerk II – FOC	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Account Clerk III – FOC	UAW E: 46,971.90	UAW F: 49,652.19	2,680.29
Account Clerk III – FOC	UAW E: 46,971.90	UAW F: 49,652.19	2,680.29
Account Clerk III – FOC	UAW E: 46,971.90	UAW F: 49,652.19	2,680.29
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Records Clerk - SO	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Account Clerk – SO	UAW E: 46,971.90	UAW F: 49,652.19	2,680.29
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Dir. of Animal Health	T0139: 92,350.49	T0139 L2: 124,960.34	32,609.85
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Facilities Manager	MC 10: 85,484.68	MC 11: 92,321.60	6,836.92

Facilities Manager	MC 10: 85,484.68	MC 11: 92,321.60	6,836.92
TOTAL:			255,213.71

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

MEMORANDUM

November 16, 2023

TO: Finance and Liaison Committees

FROM: Michael A. Townsend, Budget Director

RE: Fourth Quarter 2023 Budget Adjustments, Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the fourth quarter of fiscal year 2023. The total increase to the General Fund is \$0.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2023 Budget.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$42,010. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$351,000.

Should you require any additional information or have questions regarding this process, please don't hesitate to contact me.

2023 CONTINGENCY

Adopted Contingency Amount	\$351,000
R22-485: Funding for Environmental Sustainability Manger Position	-\$60,414
R22-560: Additional funding for Community Agency	-\$4,750
R23-066: Additional funding for service contract Mobile Communications America	-\$17,500
R23-137: Additional funding for Vehicle for Sheriff Office	-\$41,726
R23-077: Funding for Justice Complex Scissor Lifts	-\$29,600
R23-153: Funding for Accounting Services	-\$75,000
R23-324 Racial Equity Taskforce additional funds	-\$10,000
R23-326 Accounting Services additional funds Maner Costerisan	-\$60,000
R23-507 Additional funding for the Veterans' Relief Fund	-\$10,000
Current Contingency Amount	\$42,010

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2023 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2023 Budget on October 25, 2022 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

BE IT FURTHER RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2023 Ingham County General Fund budget at \$96,128,364.

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2023 BUDGET 11/13/23</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$96,128,364	0	\$96,128,364

GENERAL FUND REVENUES

	<u>2023 Budget –</u> <u>11/13/23</u>	<u>Proposed</u> <u>Changes</u>	<u>2023 Proposed</u> <u>Budget</u>
Tax Revenues			
County Property Tax	60,787,850	0	60,787,850
Property Tax Adjustments	(150,000)	0	(150,000)
IFT/CFT	275,000	0	275,000
Trailer Fee Tax/Other	200,500	0	200,500
Intergovernmental Transfers			
State Revenue Sharing	6,882,844	0	6,882,844
Convention/Tourism Tax - Liquor	1,429,381	0	1,429,381
Cigarette/Marijuana/SPP Tax	2,025,000	0	2,025,000
Court Equity Funding	1,250,000	0	1,250,000
Personal Property Tax Replacement	575,000	0	575,000
Use of Fund Balance – Uncommitted	1,462,899	0	1,462,899
Department Generated Revenue			
Animal Control	1,461,035	0	1,461,035
Circuit Court - Family Division	1,423,064	0	1,423,064
Circuit Court - Friend of the Court	804,104	0	804,104
Circuit Court - General Trial	1,761,751	0	1,761,751
Controller	0	0	0
Cooperative Extension	2,500	0	2,500
County Clerk	925,075	0	925,075
District Court	1,594,948	0	1,594,948
Drain Commissioner/Drain Tax	495,500	0	495,500
Economic Development	46,650	0	46,650
Elections	77,100	0	77,100
Homeland Security/Emergency Ops	56,000	0	56,000
Equalization /Tax Mapping	10,100	0	10,100
Facilities	0	0	0
Financial Services	75,285	0	75,285
Health Department	0	0	0
Human Resources	56,249	0	56,249
Probate Court	432,877	0	432,877
Prosecuting Attorney	826,665	0	826,665
Register of Deeds	2,950,200	0	2,950,200
Remonumentation Grant	85,000	0	85,000
Sheriff	4,814,800	0	4,814,800

Treasurer	2,634,565	0	2,634,565
Tri-County Regional Planning	60,555	0	60,555
Veteran Affairs	795,867	0	795,867
Total General Fund Revenues	96,128,364	0	96,128,364

GENERAL FUND EXPENDITURES

	<u>2023 Budget – 11/13/23</u>	<u>Proposed Changes</u>	<u>2023 Proposed Budget</u>
Board of Commissioners	769,635	0	769,635
Circuit Court - General Trial	8,310,439	0	8,310,439
District Court	3,756,421	0	3,756,421
Circuit Court - Friend of the Court	1,992,335	0	1,992,335
Jury Board	1,190	0	1,190
Probate Court	2,281,533	0	2,281,533
Circuit Court - Family Division	6,791,901	0	6,791,901
Jury Selection	192,763	0	192,763
Elections	523,276	0	523,276
Financial Services	1,403,335	0	1,403,335
County Attorney	510,749	0	510,749
County Clerk	1,489,177	0	1,489,177
Controller	1,556,298	0	1,556,298
Equalization/Tax Services	865,556	0	865,556
Human Resources	1,588,705	0	1,588,705
Prosecuting Attorney	9,241,119	0	9,241,119
Public Defender	890,347	0	890,347
Purchasing	402,364	0	402,364
Facilities	2,393,952	0	2,393,952
Register of Deeds	1,083,803	0	1,083,803
Remonumentation Grant	85,000	0	85,000
Treasurer	1,158,716	0	1,158,716
Drain Commissioner	1,293,291	0	1,293,291
Economic Development	105,000	0	105,000
Community Agencies	295,375	0	295,375
Ingham Conservation District Court	10,000	0	10,000
Equal Opportunity Committee	500	0	500
Women’s Commission	500	0	500
Historical Commission	500	0	500
Tri-County Regional Planning	107,446	0	107,446
Jail Maintenance	256,864	0	256,864
Sheriff	27,581,089	0	27,581,089
Metro Squad	31,057	0	31,057

Community Corrections	110,391	0	110,391
Animal Control	3,131,055	0	3,131,055
Emergency Operations	386,679	0	386,679
Board of Public Works	300	0	300
Drain Tax at Large	856,030	0	856,030
Health Department	7,269,830	0	7,269,830
CHC	4,225,149	0	4,225,149
Jail Medical	0	0	0
Medical Examiner	779,091	0	779,091
Substance Abuse	717,936	0	717,936
Community Mental Health	2,297,035	0	2,297,035
Department of Human Services	1,642,566	0	1,642,566
Tri-County Aging	73,833	0	73,833
Veterans Affairs	1,167,601	0	1,167,601
Cooperative Extension	473,419	0	473,419
Parks and Recreation	1,960,594	0	1,960,594
Contingency Reserves	42,010	0	42,010
Attrition	-4,768,816		-4,768,816
Legal Aid	20,000	0	20,000
Environmental Affairs	169,000	0	169,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth	34,375	0	34,375
Capital Improvements	2,066,340	0	2,066,340
American Rescue Funds	-3,500,000	0	-3,500,000
Total General Fund Expenditures	96,128,364	0	96,128,364

Agenda Item 18b

DATE: November 17, 2023
TO: Finance and Liaison Committees
FROM: Ryan Chesney, Budget Analyst
RE: Resolution Approving Various Contracts for the 2024 Budget Year

This resolution will approve the attached list of contracts for the 2024 budget year. The list consists only of contracts that are included in the 2024 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

The county contract approval process, as amended by Resolution #09-095 provides that any contract over \$5,000 must be approved by the Board of Commissioners. This resolution includes various routine contract renewals in order to reduce the number of separate resolutions needed to approve contracts. The liaison committees may decide that there are some contracts included on this list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before the passage by the Board of Commissioners and will be brought back before the Board as separate resolutions at a later date.

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2024 increase of 5.1% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2024 BUDGET YEAR

WHEREAS, county policy requires that all contracts over \$5,000 be approved by the Board of Commissioners; and

WHEREAS, numerous contracts are approved by the Board of Commissioners each year, many of which are routine continuations of existing contracts; and

WHEREAS, funding for these contracts has been included within the 2024 Adopted Budget; and

WHEREAS, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign agreements, contracts, and/or other documents related to grant programs and other county appropriations which are contained in the adopted budget, as listed in the attached document, subject to review by the County Attorney as to form and to certification by the Controller that 1) the total amount of revenues and expenditures and the net obligation to the County is not greater than what is budgeted; and 2) there is no change in employee status and no additional employees other than as authorized in the adopted budget.

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

BE IT FURTHER RESOLVED, that all contracts over \$5,000 that are not included in this resolution shall be approved by the Board of Commissioners by separate resolution.

LAW AND COURTS COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
Family Court	CMH-CEI	Contract for Psychiatric Prescreening at the Youth Center	10/01/23	09/30/24	\$ 8,010	\$ 8,010	\$0	0.00%	JJM
Family Court	Peckham Inc., Footprints Group Home	Educational and vocational program for delinquent youth attending the Ingham Academy	10/01/23	09/30/24	\$625,289	\$640,921	\$15,632	2.50%	JJM
Family Court	House Arrest	Home Detention including tethers	10/01/23	9/31/2024	\$ 40,000	\$ 40,000	\$0	0.00%	50% General Fund/50% State of MI
Family Court	Robert Ochodnický	Attorney contract to represent delinquent youth in DL Judge Garcia	01/01/24	12/31/24	\$ 15,711	\$ 16,025	\$314	2.00%	JJM

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	TYPE OF CONTRACT	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 REVENUE	2024 PROJECTED	2020 PROJECTED	Proj. Increase over 2023	% Increase over 2023
Sheriff	Byrne Jag Grant (BYRNE JAG)		Tri-County Metro Narcotics	10/01/23	09/30/24	\$27,930	\$28,000	\$89,306	\$70	0.25%
Sheriff	State of Michigan		State Homeland Security Program Projects / Terrorism Prevention	10/01/23	09/30/24	\$143,800	\$91,500	\$89,306	-\$52,300	-36.37%
Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	Annual Grant for Secondary Road Patrol	10/01/23	09/30/24	\$202,356	\$323,500	\$89,306	\$121,144	59.87%
Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	Annual Grant for Marine Safety Programs	10/01/23	09/30/24	\$7,000	\$6,600	\$89,306	-\$400	-5.71%
Sheriff	State of Michigan	Annual Grant for Emergency Management	Annual Grant for Emergency Management	10/01/23	09/30/24	\$70,000	\$68,500	\$89,306	-\$1,500	-2.14%
FOC	State of Michigan		Annual Access and Visitation Grant	10/01/23	09/30/24	\$10,000	\$8,500	\$89,306	-\$1,500	-15.00%
FOC	State of Michigan		Cooperative Reimbursement Grant	10/01/23	09/30/24	\$4,871,762	\$4,862,771	\$89,306	-\$8,991	-0.18%

HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/24	12/31/24	\$45,750	\$45,750	\$0	0.00%	General Fund
Ingham County	Legal Services of South Central Michigan	Provide legal services to low-income residents of Ingham County	01/01/24	12/31/24	\$ 20,000	\$ 19,000	-\$1,000	-5.00%	General Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
Board of Commissioners	CAPCOG	Agreement w/Lansing Chamber	01/01/24	12/31/24	\$ 5,000	\$ 5,000	\$ 0	0.00%	General Fund
Financial Services	MGT of America, LLC	Annual Cost Plan (Indirect Costs)	01/01/24	12/31/24	\$ 12,000	\$ 12,000	\$ 0	0.00%	General Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/24	12/31/24	\$ 14,425	\$ 15,161	\$ 736	5.10%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/23	08/29/24	\$ 2,453	\$ 2,578	\$ 125	5.10%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/31/23	03/31/24	\$ 1,904	\$ 2,001	\$ 97	5.10%	Network Fund
IT	Wavecrest	Web Reporting Software	02/20/23	02/20/24	\$ 9,888	\$ 10,392	\$ 504	5.10%	Network Fund
IT	CDWG	Backup Software	04/30/23	04/30/24	\$ 20,000	\$ 21,020	\$ 1,020	5.10%	Network Fund
IT	CDWG	VMWare Renewal	03/31/23	03/31/24	\$ 38,019	\$ 39,958	\$ 1,939	5.10%	Network Fund
IT	Sentinel	Redsky e911 software support renewal	05/28/23	05/27/24	\$ 3,478	\$ 3,655	\$ 177	5.10%	Network Fund
IT	CDWG	Network Monitoring Software	10/01/23	09/30/24	\$ 2,902	\$ 3,050	\$ 148	5.10%	Network Fund
IT	ESRI	Annual Maintenance for ArcView & ArcGIS Server	10/01/23	09/30/24	\$ 4,164	\$ 4,376	\$ 212	5.10%	Network Fund
IT	Zayo	Dark Fiber & equipment	01/01/23	12/31/24	\$ 6,560	\$ 6,895	\$ 335	5.10%	Network Fund
IT	Revize	Website Licensing/Support	06/01/23	05/31/24	\$ 10,404	\$ 10,935	\$ 531	5.10%	Network Fund
IT	KnightWatch	Ocularis Renewal for cameras	01/04/23	01/04/24	\$ 19,018	\$ 19,988	\$ 970	5.10%	Network Fund
IT	CDWG	Remote Access Software	01/01/24	12/31/24	\$ 18,391	\$ 19,329	\$ 938	5.10%	Network Fund
IT	CDWG	Multifactor Authentication Software	10/01/23	09/30/24	\$ 55,141	\$ 57,953	\$ 2,812	5.10%	Network Fund
IT	CDWG	Asset Monitoring Software	05/01/23	04/30/24	\$ 3,355	\$ 3,526	\$ 171	5.10%	Network Fund
IT	CDWG	Network Security Tool	10/01/23	09/30/24	\$ 2,184	\$ 2,296	\$ 111	5.10%	Network Fund
IT	CDWG	Zoom	03/31/23	03/31/24	\$ 14,790	\$ 15,544	\$ 754	5.10%	Network Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
IT	Toshiba	Xmedius Fax Solution	05/01/23	04/30/24	\$ 7,650	\$ 8,040	\$390	5.10%	Network Fund
IT	I.D. Networks	Finger Roll Livescan System	01/01/23	01/01/24	\$ 8,457	\$ 8,888	\$431	5.10%	Network Fund
IT	CDWG	Password Reset Software	01/01/24	12/31/24	\$ 2,601	\$ 2,734	\$133	5.10%	Network Fund



CITY OF EAST LANSING
The Home of Michigan State University

AGENDA ITEM# 19

November 3, 2023

Mr. Ryan Sebolt
Chairperson
Ingham County Board of Commissioners
PO. Box 319
Mason, MI 48854

Notice of Public Information Meeting

Dear Mr. Sebolt:

Pursuant to Public Act 57 of 2018, the purpose of this letter is to inform you that the East Lansing Downtown Development Authority (DDA) will hold an Informational Meeting on Thursday, November 16, 2023, at 12:00 p.m. at the 325 E. Grand River Ave., Room 300, East Lansing, MI 48823.

If entering from Grand River Ave: Take the elevator to Floor 3 of City Center.

If entering from the parking garage: Take the elevator to Floor 2 and the skywalk leads you to Floor 3 of City Center. **YOU ARE HERE** on the attached map. Turn right to arrive at The 300 Room.

This meeting will be to share projects completed over the last fiscal year and discuss future plans in the DDA district. More information is available at <https://www.cityofeastlansing.com/370/Downtown-Development-Authority>

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

Sincerely,

Heather L. Pope
Community & Economic Development Administrator
(517) 319-6877
hpope@cityofeastlansing.com

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Welcome to Floor 3 MSU Innovation Center

300 Room

301 East Lansing TIC

325 Intern Office

345 The Hatch

350 MSU Technologies

355 Spartan Innovations

375 MSU Business-CONNECT

