

CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM
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, JUNE 7, 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 [May 17, 2023](#) Minutes
Additions to the Agenda
Limited Public Comment

1. [Circuit Court](#) – Resolution to Reclassify the Full-Time Mental Health Court [Case Coordination Specialist](#) Position to Part-Time
2. [9-1-1 Dispatch Center](#) – Resolution to Authorize Payment of the [Inform CAD Training](#) and Test Systems Maintenance and Support for August of 2023 to August of 2024
3. [Potter Park Zoo](#) – Resolution to Authorize an Agreement with [Michigan Paving & Materials Co.](#) for Asphalt Replacement at Potter Park Zoo
4. [Parks Department](#) – Resolution to Authorize a Contract with [Natural Community Services, LLC](#) for a Five-Year Stewardship Management Plan for the Ingham County Parks Department
5. [Health Department](#)
 - a. Resolution to Authorize Creating an AmeriCorps [Public Health Coordinator](#) Position
 - b. Resolution to Authorize an Agreement with [Stephens Consulting Services, P.C.](#) and Spicer Group, Inc.
 - c. Resolution to Authorize an Agreement with [Apex Septic and Excavating](#) and Esper Excavating
 - d. Resolution to Authorize an Agreement with [Maurer and Parks Well Drilling](#) and Jandernoa Well Drilling
 - e. Resolution to Authorize an Agreement with [Consult Me, LLC](#)
 - f. Resolution to Authorize Agreements for the Region 7 [Perinatal Quality Collaborative](#)
 - g. Resolution to Authorize an Agreement with [Andrea Collier](#) for a Storytelling Project
 - h. Resolution to Authorize an Agreement with [Edge Partnerships](#) for a Social Marketing Vaccine Uptake Campaign
 - i. Resolution to Accept FY 2023 Public Health AmeriCorps [Planning Grant](#)
 - j. Resolution to Accept FY 2023-2024 Public Health AmeriCorps [Grant](#)
 - k. Resolution to Authorize an Agreement with [Epividian](#)

- l. Resolution to Authorize an Agreement with [Edge Partnerships](#) for a Marijuana Public Education Campaign
 - m. Resolution to Authorize an Agreement with [Michigan Public Health Institute](#)
 - n. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY 2023-2024 AmeriCorps [Vista Grant](#) Funding
6. Innovation & Technology Department – Resolution to Approve the Purchase of Firewall Hardware/Licensing Renewal from [Sentinel Technologies](#)
7. Diversity, Equity, and Inclusion Office – Resolution to Accept [Sponsorship Donations](#) for Unity in the Community on an Ongoing Basis
8. Road Department
 - a. Resolution to Authorize the Purchase of Reflective Sign Faces, Complete Signs, Aluminum Sheet Sign Panels, and [Sign Posts](#)
 - b. Resolution to Authorize an Agreement with the Michigan Department of Transportation for Preliminary Engineering Activities on the [Columbia Road](#) and Eifert Road Project
 - c. Resolution to Authorize Agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2023 [Pavement Marking Program](#)
 - d. Resolution to Authorize an Associate Member Service Agreement with Michigan County Road Commission [Self-Insurance Pool](#)
9. Human Resources Department
 - a. Resolution to Approve an Agreement for the [Employee Assistance Program](#)
 - b. Resolution to Approve UAW TOPS and MC [Reclassification](#) Requests
 - c. Resolution to Authorize a Letter of Agreement with the CCLP [Corrections](#) Unit Regarding Rehire of Retired Corrections Deputies
 - d. Resolution to Authorize a Letter of Agreement with the CCLP [Law Enforcement](#) Unit Regarding Rehire of Retired Law Enforcement Officers
10. Controller/Administrator
 - a. Resolution to Authorize [Adjustments](#) to the 2023 Ingham County Budget
 - b. Consideration of Purchase or Lease of Real Property Pursuant to MCL 15.268 (d) (*Closed Session*)

Announcements
Public Comment
Adjournment

PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

FINANCE COMMITTEE
May 17, 2023
Draft Minutes

Members Present: Grebner, Maiville, Morgan, Peña, Johnson, Sebolt, and Tennis.

Members Absent: Polsdofer.

Others Present: Robert Boerkoel, Darin Southworth, Michael Townsend, Madison Hughes, Deanna LaBrenz, and others.

The meeting was called to order by Chairperson Morgan at 6:30 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 May 3, 2023 Minutes

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. JOHNSON, TO APPROVE THE MINUTES FROM THE MAY 3, 2023 FINANCE COMMITTEE MEETING.

Chairperson Morgan proposed to amend the minutes as follows:

Chairperson Morgan noted that the agenda items below were referred to the budget process by the County Services Committee on May 2, 2023 ~~and~~ **but would still be on the Finance Committees agenda, so the blue sheet** was for information only.

This was considered a friendly amendment.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

Additions to the Agenda

Removed -

7. Health Department
 - a. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY 2023-2024 Americorps Vista Grant Funding

Substitutes -

6. Community Agencies – Resolution Approving Criteria for Evaluating 2024 Applications for Community Agency Funding

9. Road Department – Resolution to Authorize an Amended Agreement with the Michigan Department of Environment, Great Lakes, and Energy for a Scrap Tire Market Development Grant and to Subcontract with Michigan State University for Required Testing, Monitoring, and Reporting

Limited Public Comment

None.

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

1. Clerk’s Office
 - a. Resolution to Add Non-CPL Fingerprinting Services to the Ingham County Clerk’s Office
 - b. Resolution to Authorize the Ingham County Clerk to Purchase a Tabulator for Ingham County Election Administration
3. Homeland Security and Emergency Management – Resolution to Authorize an Equipment Purchase Agreement with Innovare to Upgrade Emergency Operations Center Seating
4. Circuit Court – Resolution to Approve the Reorganization of the 30th Circuit Court General Trial Division
5. Community Corrections – Resolution to Authorize the Submission of a Grant Application and to Contract with the Michigan Department of Corrections for Ingham County/ City of Lansing Community Corrections and Program Subcontracts for FY 2023-2024
6. Community Agencies – Resolution Approving Criteria for Evaluating 2024 Applications for Community Agency Funding
7. Health Department
 - b. Resolution to Authorize an Agreement with Michigan Public Health Institute for Provision of the MIPathways Data Management System
 - c. Resolution to Accept State and Federal Funds through Michigan Primary Care Association for a Vaccine Clinic
 - d. Resolution to Authorize an Agreement with Language Line for Interpretation Services
 - e. Resolution to Renew an Agreement with Nextgen® Mobile Service to Allow Providers to Engage the Electronic Health Record (EHR) on a Mobile Device
8. Equalization Department – Resolution to Approve a Grant with the Michigan Department of Licensing and Regulatory Affairs for the 2023 Remonumentation Project

9. Road Department – Resolution to Authorize an Amended Agreement with the Michigan Department of Environment, Great Lakes, and Energy for a Scrap Tire Market Development Grant and to Subcontract with Michigan State University for Required Testing, Monitoring, and Reporting

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

2. Sheriff's Office – Resolution to Authorize a Contract with PJ's Towing Service for Ingham County Sheriff's Office Vehicles and Seized Property or Evidence

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

Commissioner Grebner asked for further information regarding the towing service. He further stated he believed there must be more towing charges.

Darin Southworth, Ingham County Chief Deputy Sheriff, stated there was a need to tow that was not new and there had been a Request for Proposals (RFP). He further stated bids were received and PJ's Towing was not the cheapest option but their accessibility, size of fleets, and response times were important factors to mitigate other public safety concerns.

Commissioner Grebner stated there must be more tows. He further stated \$3,000 would only cover approximately 20 tows.

Chief Deputy Southworth explained that this was specifically for patrol vehicles.

Commissioner Grebner asked if this amount was only used for towing Sheriff's Office vehicles.

Chief Deputy Southworth stated confirmation.

Commissioner Grebner asked for clarification that this was not for other cars that needed to be towed from a scene.

Chief Deputy Southworth stated confirmation. He further stated those towing services were often paid by the insurance or the owner of the vehicle.

Commissioner Grebner stated this was specifically for County-owned vehicles.

Chief Deputy Southworth stated confirmation.

Commissioner Grebner asked if the Sheriff's Office also called a tow truck if there was no responsible party present.

Chief Deputy Southworth stated confirmation.

Commissioner Grebner asked what towing company would be called in that instance.

Chief Deputy Southworth stated they would call the next available company with responsibility in that area.

Robert Boerkoel, Ingham County EOC Sergeant, stated they would contact the next available company in the rotation that was on file with the 9-1-1 Dispatch Center. He further stated the registered owner of the vehicle would still be responsible for the costs.

Commissioner Grebner asked if the 9-1-1 Dispatch Center administered the no preference list.

Sergeant Boerkoel confirmed the 9-1-1 Dispatch Center maintained that list and they know who would be next in rotation.

Commissioner Grebner stated the Sheriff's Office never specified a towing company, other than PJ's Towing for their own vehicles.

Sergeant Boerkoel stated confirmation.

Commissioner Grebner explained he had these questions because towing was obviously a source of public corruption and administrative problems. He further stated it was mainly because the person calling a tow truck would not pay for it and there was no governmental interest to lower the cost.

Commissioner Grebner stated a company could have a relationship with someone and receive all of the calls, which could end poorly. He further stated that was his concern, but the answer was that the 9-1-1 Dispatch Center provided this, not the Sheriff's Office.

Chief Deputy Southworth stated 9-1-1 Dispatch Center handled that list. He further stated the standard line when requesting the service would be no preference reference.

Commissioner Grebner asked if they had an idea how often that happened.

Sergeant Boerkoel stated no preference towing might average to once a day, if not more, and was very common. He further stated that most owners know what towing company they would want and that would be requested.

Commissioner Grebner stated the Sheriff's Office did not show any preference on the towing company when it was needed, other than PJ's Towing.

Commissioner Peña stated, in light of Commissioner Grebner's comments, he had used PJ's Towing over the past 20 years. He further stated sometimes, cars break down and he did not wish to show favoritism.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

10. Human Resources Department – Resolution to Approve UAW TOPS, OPEIU TCU, and ICEA County Professional Unit Reclassification Requests

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

Commissioner Sebolt disclosed that the UAW TOPS and OPEIU TCU was affiliated with his employer, the American Federation of Labor and Congress of Industrial Organizations (AFL-CIO).

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Polsdofer.

Announcements

Chairperson Morgan stated he preferred H&H Mobil Towing, Fuels, and Service. He further stated they were strong supporters of East Lansing.

Commissioner Johnson wished those present a happy 517 Day.

Public Comment

None.

Adjournment

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

**JUNE 7, 2023 FINANCE AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

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

1. **Circuit Court** – *Resolution to Reclassify the Full-Time Mental Health Court Case Coordination Specialist Position to Part-Time*

This resolution reclassifies the current full-time Mental Health Court Case Coordination Specialist to a part-time position based on current need.

See memo for details.

2. **9-1-1 Dispatch Center** – *Resolution to Authorize Payment of the Inform CAD Training and Test Systems Maintenance and Support for August of 2023 to August of 2024*

This resolution authorizes payment for the Inform CAD Training and Test Systems maintenance and support for a one-year period from August 2023 to August 2024. These training and test systems are critical to allow the changing of configurations, updates, and other changes to the system to be tested and vetted to make sure they work prior to putting them into the training and production systems.

See memo for details.

3. **Potter Park Zoo** – *Resolution to Authorize an Agreement with Michigan Paving & Materials Co. for Asphalt Replacement at Potter Park Zoo*

This resolution authorizes an agreement with Michigan Paving & Materials Co. for construction services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$1,415,680. Funds for this project are available in the Zoo's 2023 budget.

4. **Parks Department** – *Resolution to Authorize a Contract with Natural Community Services, LLC for a Five-Year Stewardship Management Plan for the Ingham County Parks Department*

This resolution authorizes a contract with Natural Community Services, LLC for the base bid of \$38,000 for a total contract amount not to exceed \$38,000 for a five-year stewardship management plan. The resolution also authorizes a contingency not to exceed \$5,000 to cover any additional work items. Funds for this project are available through the Parks' fund balance.

- 5a. **Health Department** - *Resolution to Authorize Creating an AmeriCorps Public Health Coordinator Position*

This resolution authorizes creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

5b. Health Department - *Resolution to Authorize an Agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc.*

This resolution authorizes entering into an agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026. Funding for these agreements is available through American Rescue Plan Act of 2021 funds previously allocated by the Board of Commissioners.

5c. Health Department - *Resolution to Authorize an Agreement with Apex Septic and Excavating and Esper Excavating*

This resolution authorizes entering into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supplying and installing private wastewater systems effective upon approval through December 31, 2026.

5d. Health Department - *Resolution to Authorize an Agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling*

This resolution contract with Maurer and Parks Well Drilling and Jandernoa Well Drilling is for providing as-needed construction services, effective upon approval through December 31, 2026.

5e. Health Department - *Resolution to Authorize an Agreement with Consult Me, LLC*

This resolution authorizes entering into an agreement with Consult Me, LLC to conduct three implicit bias training trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000. Funds for this agreement are available in the Health Department's budget.

5f. Health Department - *Resolution to Authorize Agreements for the Region 7 Perinatal Quality Collaborative*

This resolution authorizes agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD), effective October 1, 2022 through September 30, 2023, in an amount not to exceed \$18,000.

5g. Health Department - *Resolution to Authorize an Agreement with Andrea Collier for a Storytelling Project*

This resolution authorizes an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project, effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500. Funds for this agreement are included in the Health Department's budget.

5h. Health Department - *Resolution to Authorize an Agreement with Edge Partnerships for a Social Marketing Vaccine Uptake Campaign*

This resolution authorizes entering into an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase vaccination uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations, effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$119,000. Funding for this agreement is available from various sources within the Health Department budget.

5i. Health Department -Resolution to Accept FY 2023 Public Health AmeriCorps Planning Grant

This resolution authorizes the Public Health AmeriCorps 2023 Grant effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

5j. Health Department -Resolution to Accept FY 2023-2024 Public Health AmeriCorps Grant

This resolution authorizes accepting the FY 2023-2024 Public Health AmeriCorps Grant effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

5k. Health Department -Resolution to Authorize an Agreement with Epividian

This resolution agreement with Epividian for the provision of data and analytics services specific to HIV disease management, effective July 1, 2023 through September 30, 2024, in an amount not to exceed \$18,066. Funding for this agreement is available in the Health Department's budget.

5l. Health Department -Resolution to Authorize an Agreement with Edge Partnerships for a Marijuana Public Education Campaign

This resolution authorizes a grant agreement with Edge Partnerships for the promotion of a public education campaign regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marihuana Act, effective June 15, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

5m. Health Department - Resolution to Authorize an Agreement with Michigan Public Health Institute

This resolution authorizes entering into an agreement with Michigan Public Health Institute (MPHI) to continue serving as the external program evaluator for the Strong Start Healthy Start program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558. Funding for this agreement is available through grant funds from HRSA.

5n. Health Department -Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY 2023-2024 AmeriCorps Vista Grant Funding

This resolution authorizes entering into an agreement with the Corporation for National and Community Services (CNCS) to accept FY 2023-2024 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

6. Innovation & Technology Department – Resolution to Approve the Purchase of Firewall Hardware/Licensing Renewal from Sentinel Technologies

This resolution approves the purchase of firewall hardware/licensing renewal from Sentinel Technologies. This will replace an older firewall that is nearing end of life. The funding for the \$481,200 total for the hardware, implementation services and training will come from the \$2,000,000 recommended second tranche ARPA funds for the IT infrastructure project.

See memo for details.

7. **Diversity, Equity and Inclusion Office** – *Resolution to Accept Sponsorship Donations for Unity in the Community on an Ongoing Basis*

This resolution allows the DEI Office to accept sponsorship donations for the annual Unity in the Community event to be held this year on August 25th at Hawk Island Park.

Sponsorship levels are as follows:

- **Platinum Sponsor:** \$10,000 toward the facility, operations, and promotion, including logo on all promotional materials
- **Gold Sponsor:** \$7,500 toward the facility and operations, including logo on social media and printed materials
- **Silver Sponsor:** \$5,000 toward the facility and operations, including logo on social media and printed banner
- **Bronze Sponsor:** \$2,500 toward the facility and operations, including logo on social media
- **Contributor:** \$500 or less toward donation of raffle prizes, meeting materials, or general giveaways

See memo for details.

8a. **Road Department** – *Resolution to Authorize the Purchase of Reflective Sign Faces, Complete Signs, Aluminum Sheet Sign Panels, and Sign Posts*

This resolution authorizes the purchase of reflective sign faces, complete signs, aluminum sheet sign panels, and sign posts through Rathco Safety Supply, Inc., which provided the lowest bid at \$25,037.

The cost to purchase signs and posts are included in the 2023 Road Fund Budget.

See memo for details.

8b. **Road Department** – *Resolution to Authorize an Agreement with the Michigan Department of Transportation for Preliminary Engineering Activities on the Columbia Road and Eifert Road Project*

This resolution authorizes an agreement with the Michigan Department of Transportation (MDOT) for preliminary engineering activities for a roundabout and road approaches at the Columbia Road/Eifert Road intersection.

The estimated costs for the preliminary engineering phase of the project are as follows:

Highway Safety Improvement Program (HSIP) Funding Award:	\$ 73,000
<u>HSIP Funding Participation (50%):</u>	<u>\$ 36,500</u>
Road Department Responsibility:	\$ 36,500

These costs are included in the 2023 Road Fund Budget.

See memo for details.

8c. Road Department – Resolution to Authorize Agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2023 Pavement Marking Program

This resolution authorizes agreements with the Cities of Leslie, Mason, Williamston, and the Village of Webberville for the 2023 Pavement Marking Program.

Per Board Resolution #22-167, an agreement was authorized with Michigan Pavement Markings, LLC. Per Board Resolution #22-594, the agreement was extended at the same unit prices for the 2023 season. The estimated 2023 pavement marking costs for the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,191.20
City of Mason:	\$5,104.56
City of Williamston:	\$2,813.40
Village of Webberville:	\$2,187.00

See memo for details.

8d. Road Department – Resolution to Authorize an Associate Member Service Agreement with Michigan County Road Commission Self-Insurance Pool

This resolution authorizes the Road Department to be an associate member of the Michigan County Road Commission Self-Insurance Pool (MCRCSIP). The benefits for road departments becoming MCRCSIP associate members include building inspections, building appraisals, training programs, loss recovery assistance, and historical knowledge of similar issues being experienced at other road agencies.

The annual membership cost is \$21,283 for the Ingham County Road Department. The cost for this associate membership will come out of the 2023 and 2024 Road Fund Budgets.

See memo for details.

9a. Human Resources – Resolution to Approve an Agreement for the Employee Assistance Program

This resolution approves an agreement with Encompass/AllOne Health Co. for Employee Assistance Program (EAP) services. EAP assists employees and members of their household with personal problems and/or work-related problems that may impact their job performance, health, mental and emotional well-being.

Costs for the following services will come for the Employee Benefit Fund for three contract years (2023-2026):

- EAP Services per Employee per Month Fixed Fee (as needed sessions per issue per year): \$1.70 Per Member/Per Month
- On-site Critical Incident Stress Management Debriefing: \$350.00 Per Hour/Per Counselor
- On-site Orientation(s): \$0.00 Per Hour/Per Trainer

See memo for details.

9b. Human Resources – Resolution to Approve UAW TOPS and MC Reclassification Requests

This resolution approves reclasses for one UAW TOPS position – Clerk, Public Defender’s Office from a UAW D to a UAW F and on MC position – Community Health Center Manager from an MC 11 to MC 12. Financial Impact is:

<u>Position Title</u>	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	<u>Difference</u>
Clerk – PDO	UAW D: 44,058.77	UAW F: 49,652.19	5,593.42
CHC Manager	MC 11: 92,321.60	MC 12: 99,121.01	6,799.41
TOTAL:			12,392.83

See memo for details.

9c. Human Resources – Resolution to Authorize a Letter of Agreement with the CCLP Corrections Unit Regarding Rehire of Retired Corrections Deputies

This resolution authorizes a Letter of Agreement with CCLP Corrections to enable the Sheriff’s Office to re-hire retired corrections officers. Due to difficulties in hiring corrections officers, this will be a benefit to the Sheriff’s Office as well as a benefit to the retired officers.

See memo for details.

9d. Human Resources – Resolution to Authorize a Letter of Agreement with the CCLP Law Enforcement Unit Regarding Rehire of Retired Law Enforcement Officers

This resolution authorizes a Letter of Agreement with CCLP Law Enforcement to enable the Sheriff’s Office to re-hire retired law enforcement officers. Due to difficulties in hiring law enforcement officers, this will be a benefit to the Sheriff’s Office as well as a benefit to the retired officers.

See memo for details.

10a. Controller/Administrator - Resolution Authorizing Adjustments to the 2023 Ingham County Budget

This resolution authorizes adjustments to the Ingham County budget for the first quarter of fiscal year 2023. The total increase to the General Fund is \$84,715. The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2022. Some of the larger Human Services related projects are as follows:

- Parks Playground Safety - \$110,430
- Parks Spicer, Crannie and Johnson Contracts - \$121,159
- DHHS Carpet Replacement - \$214,350
- CMHA Renovations - \$200,000
- Retaining Wall Lake Lansing Project - \$624,243

The Controller’s Office, on behalf of Environmental Affairs Commission, is requesting \$68,500 be rolled over from 2022.

PRESENTATION/DISCUSSION/OTHER ITEM:

10b. Controller/Administrator - Consideration of Purchase or Lease of Real Property Pursuant to MCL 15.268 (d) (Closed Session)

Agenda Item 1

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Nicholas J. Hefty, Deputy Court Administrator - GTD
DATE: May 5, 2023
SUBJECT: Resolution to reclassify the full-time Mental Health Case Coordination Specialist position to part time
For the meetings of June 1 and June 7, 2023

BACKGROUND

In 2018, the full-time position of Mental Health Court Case Coordination Specialist was created to: 1. Establish, implement and monitor case plans for Mental Health Court (MHC) participants; 2. Coordinate court services to MHC participants; 3. Assist the MHC Services Coordinator in the collection and management of MHC program data.

In the beginning of 2020, at the request of the Mental Health Court Case Coordination Specialist, the position was decreased to be utilized part-time. In December of 2020, the Mental Health Case Coordination Specialist resigned from her role and the position was never re-hired.

Currently, the need for the Mental Health Court Case Coordination Specialist is present and MHC is looking to fill said position, however, the position has been determined to be needed on a part-time basis, as opposed to full-time. As such, MHC is requesting permission from the Board of Commissioner's to re-classify the position of Mental Health Court Case Coordination Specialist from full-time, to part-time.

ALTERNATIVES

If this request was not granted, the Mental Health Court Case Coordination Specialist could remain classified as a full-time position though the need for it to be full-time is not present.

FINANCIAL IMPACT

The Mental Health Court Case Coordination Specialist position is exclusively funded by the MHC Grant received by the State Court Administrators Office (SCAO). Funds for said position are already allocated for the current fiscal year and re-classifying the position to part-time would allow additional funds allocated for this position to be full-time to be utilized for treatment costs for MHC participants.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend approval of the resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RECLASSIFY THE FULL-TIME MENTAL HEALTH COURT
CASE COORDINATION SPECIALIST POSITION TO PART-TIME**

WHEREAS, in 2018, the full-time position of Mental Health Court Case Coordination Specialist was created to: 1. Establish, implement, and monitor case plans for Mental Health Court (MHC) participants; 2. Coordinate court services to MHC participants; 3. Assist the MHC Services Coordinator in the collection and management of MHC program data; and

WHEREAS, in the beginning of 2020, the position was decreased to be utilized part-time, then in December of 2020, the Mental Health Case Coordination Specialist resigned and the position was never re-hired; and

WHEREAS, currently, the need for the Mental Health Court Case Coordination Specialist is present and MHC is looking to fill said position, however, the position has been determined to be needed on a part-time basis, as opposed to full-time; and

WHEREAS, MHC is requesting permission from the Board of Commissioner's to reclassify the position of Mental Health Court Case Coordination Specialist from full-time to part-time; and

WHEREAS, the Mental Health Court Case Coordination Specialist position is exclusively funded by the MHC Grant received by the State Court Administrators Office (SCAO); and

WHEREAS, funds for said position are already allocated for the current fiscal year and reclassifying the position to part-time would allow additional funds allocated for this position to be utilized for treatment costs for MHC participants.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the position of Mental Health Court Case Coordination Specialist to be classified from full-time to part-time

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.

Agenda Item 2

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: May 23, 2023
SUBJECT: Maintenance and support of CAD/Mobile Test and Training Systems

For the meeting agenda of Law & Courts- June 1, 2023, and Finance- June 7, 2023

BACKGROUND

The Center submitted a 2018 CIP project to purchase a test and training system for our CAD (Computer-Aided Dispatch) system and our Mobile, in-vehicle computer system that is used by Dispatch, all police, and some fire agencies in the County. This was approved.

We do a great deal of training with the hiring of staff as well as training of current staff. Having a training environment that mimics our live environment and can be used while accomplishing this goal while not interfering with our live CAD environment has been very useful.

Adding the test system has allowed the changing of configurations, updates, and other changes to the system to be tested and vetted to make sure they work prior to putting them into the training and production systems.

As far as the Mobile system, there was no training system in place. When the addition of this test and training environment occurred, it allowed us to test between the two systems which rely on each other to ensure that work on one system does not cause issues with the other. If needed this test Mobile system may also be used for training.

These additions have had nothing but positive effects on our operation and we wish to continue their use.

ALTERNATIVES

We could discontinue their use but will then lose their benefits.

FINANCIAL IMPACT

\$5,082. The term of this support and maintenance coverage is August 13, 2023 to August 12, 2024.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize payment for the support and maintenance of our Central Square Test and Training systems.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PAYMENT OF THE INFORM CAD TRAINING AND TEST SYSTEMS MAINTENANCE AND SUPPORT FOR AUGUST OF 2023 TO AUGUST OF 2024

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Computer Aided Dispatch (CAD)/Mobile systems through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a TriTech CAD System for the Ingham County 9-1-1 Center under Resolution #14-081; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a TriTech Inform CAD/Mobile Test and Training system for the Ingham County 9-1-1 Center under Resolution #18-404; and

WHEREAS, Trittech has since merged with two other companies to become Central Square Technologies; and

WHEREAS, the 9-1-1 Center acquired an Inform CAD & Mobile Test and Training Systems, to assist in the configuration changes, upgrades, and enhancement of the Central Square CAD/Mobile software in use by the Ingham County 9-1-1 Center and public safety agencies with their in-vehicle mobile computer systems; and

WHEREAS, the Ingham County 9-1-1 Center was invoiced for maintenance fees and support starting on August 13, 2023 to August 12, 2024 in the amount of \$5,082.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the payment of the maintenance and support fees to Central Square Technologies for the Inform CAD & Mobile Test and Training Systems at a cost not to exceed \$5,082.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract/documents or purchase order, 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: May 23, 2023
SUBJECT: Agreement with Michigan Paving & Materials Co. for Asphalt Replacement at Potter Park Zoo
For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

The Potter Park Zoo pathways are in disrepair and need complete replacement to provide a safe and American Disabilities Act (ADA) compliant experience for zoo guests. A capital improvement project (CIP) budget of \$500,000 in the 2022 and \$1,000,000 in the 2023 was approved for asphalt replacement.

Following a bid process, Wolverine Engineers & Surveyors Inc. was selected for the architectural and engineering services. Once the architectural and engineering series were completed, the Purchasing Department issued a Request for Proposals (RFP) for construction services for the reconstruction of approximately 13,000 linear feet of asphalt walkways and services roads at Potter Park Zoo. Michigan Paving & Materials Co. was the only vendor to submit a bid for a phased approach, which is required to allow the zoo to stay open to guests.

ALTERNATIVES

The alternative would be to not move forward with the project or move forward with a closed zoo approach that would require the zoo to be closed to guests for up to 10 weeks.

FINANCIAL IMPACT

Michigan Paving & Materials Co. submitted the most responsive and responsible bid of \$1,286,680.20 for phased asphalt replacement at Potter Park Zoo. A contingency of \$129,000 is requested for any undiscovered conditions for a total cost of \$1,415,680.20. Wolverine Engineers & Surveyors total cost with contingency was \$148,300 for a total project cost of \$1,563,980.20.

Funds are available in the 2023 CIP line item #25869900 931000 31000 to cover \$1,351,700 and funds are available in the Zoo Fund Balance to cover the remaining \$63,980.20.

Project	Beginning Balance	Current Balance	Requested Amount	Additional Funds Needed
25869900 931000 31000	\$1,500,000	\$ 1,351,700	\$1,415,680 Includes contingency	\$63,980.20 Zoo Fund Balance

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Michigan Paving & Materials Co. for construction services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$1,415,680.

Agenda Item 3

TO: Cynthia Wagner, Director, Potter Park Zoo

CC: Brian Fisher, Maintenance Manager/Deputy Director, Potter Park Zoo

FROM: James Hudgins, Director of Purchasing

DATE: April 26, 2023

RE: Memorandum of Performance for RFP No.89 -23 Asphalt Replacement & Improvements at Potter Park Zoo

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to enter into a contract for the purpose of replacing the pathways and service roads at Potter Park Zoo (PPZ) per the plans and specifications prepared by the County Consultant’s, Wolverine Engineers & Surveyors, Inc.

The work includes, but is not limited to, pavement removal, installation of sanitary, storm and water piping, machine grading, adjustment of existing manholes/gate valves, concrete curb and gutter, drive approaches and sidewalk, repaving, restoration, and other miscellaneous items.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	73	24
Vendors attending pre-bid/proposal meeting	8	3
Vendors responding	2	1

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

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Base Bid #1	Base Bid #2 - Section B
		Estimated Construction Total Phases 1-12	Closed Facility Construction Total
Michigan Paving & Materials Co.	No, Lansing (Clinton County) MI	\$ 2,266,789.75	\$ 2,097,655.00
Post-Bid Addendum		\$ 1,286,680.20	
Rieth-Riley Construction Co., Inc.	Yes, Mason MI	No Bid	\$ 2,244,625.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PAVING & MATERIALS CO. FOR ASPHALT REPLACEMENT AT POTTER PARK ZOO

WHEREAS, the Potter Park Zoo asphalt pathways need replacement to maintain a safe and Americans with Disabilities Act (ADA) compliant experience for zoo guests; and

WHEREAS, a capital improvement project (CIP) in the amount of \$500,000 in 2022 and \$1,000,000 in 2023 was requested and approved for asphalt replacement; and

WHEREAS, the Purchasing Department issued a Request for Proposals for professional construction services for the replacement of approximately 13,000 linear feet of asphalt walkways and services roads at Potter Park Zoo; and

WHEREAS, Michigan Paving & Materials Co. submitted the most responsive and responsible bid of \$1,286,680.20 for phased asphalt replacement at Potter Park Zoo; and

WHEREAS, the Zoo is requesting a contingency of \$129,000 for any undiscovered conditions; and

WHEREAS, funds of \$1,351,700 are available in Zoo CIP line item #25869900 931000 31000; and

WHEREAS, funds are available in the zoo fund balance for the remaining \$63,980.20.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Michigan Paving & Materials Co. for construction services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$1,286,680.20.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$129,000 (10%) to cover any additional work items, as mutually agreed upon in writing and executed in the form of a change order between the Department Head (or designee) and Michigan Paving & Materials Co. and approved as to form by the County Attorney as a condition precedent to the initiation of any work on such additional work items.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$63,980.20 from the Zoo fund balance to CIP line item #25869900 931000 31000.

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.

Agenda Item 4

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: May 23, 2023
SUBJECT: Contract with Natural Community Services, LLC for the development of a five-year Stewardship Management Plan
For the meeting agenda of June 5, 2023 Human Services and June 7, 2023 Finance

BACKGROUND

The Parks Department requested the Purchasing Department solicit proposals from qualified and experienced vendors to develop a five-year Stewardship Management Plan for several of its park properties. The plan will be utilized by the Parks Department for both planning and to develop future bids for the actual management and management techniques listed in the plan.

The scope of work includes, but is not limited to: 1) performing a natural inventory study of endangered, threatened, and special concern plants and invasive plant species only; 2) providing a survey and management plan only including natural and naturalized zones at each park including water bodies with the exception of the Grand River; 3) developing a year-by-year Strategic Management Plan for next five (5) years that identifies priority areas for invasive management and endangered, threatened, and special concern flora management; 4) locating suitable locations for restoration efforts such as prairie or edge zone restoration in each of the three parks; and, 5) including methods to be used for elimination, control, and management of invasive species. The five-year Stewardship Management Plan development is to be completed in 2023.

ALTERNATIVES

Failure to address these needs could result in detriment to the land and habitat.

FINANCIAL IMPACT

The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Natural Community Services, LLC for the base bid in the amount of \$38,000 and a contingency not to exceed \$5,000 for a total not to exceed \$43,000.

We are requesting funding from the Parks Department 208 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) of the Action Plan - Maintain and improve existing parkland, facilities, and natural features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their May 8, 2023 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing the Ingham County Parks Department enter into a contract with Natural Community Services, LLC.

Agenda Item 4

TO: Timothy Morgan, Director, Parks Department
FROM: James Hudgins, Director of Purchasing
DATE: March 2, 2023
RE: Memorandum of Performance for RFP No. 7-23 Five-Year Stewardship Plan for the Ingham County Parks Department

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to develop a five-year Stewardship Plan for several of its Park properties. The plan will be utilized by the Parks Department for both planning and to develop future bids for the actual management and management techniques listed in the plan.

The scope of work includes, but is not limited to: 1) performing a natural inventory study of endangered, threatened, and special concern plants and invasive plant species only; 2) providing a survey and management plan only including natural and naturalized zones at each park including water bodies with the exception of the Grand River; 3) developing a year-by-year Strategic Management Plan for next five (5) years that identifies priority areas for invasive management and endangered, threatened, and special concern flora management; 6) locating suitable locations for restoration efforts such as prairie or edge zone restoration in each of the three parks; and, 7) including methods to be used for elimination, control, and management of invasive species. The Five-Year Stewardship Plan Development is to be completed in 2023.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	55	15
Vendors responding	6	3

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	Costs	Costs	Costs	Costs
wildtype native plants - ecological services	Yes, Mason MI	Option 1: one (1) site survey \$14,350	Option 2: two (2) site survey \$20,350		
Natural Community Services, LLC	No, W. Bloomfield MI	Total: \$38,000			
ECT Inc.	Yes, Lansing MI	Total: \$48,507			
FISHBECK	Yes, Lansing MI	Total: \$54,000			
SWCA Environmental Consultants	No, Phoenix AZ	Total: \$71,000			
OHM Advisors	No, Livonia MI	Phase 1 Total: \$271,300	Phase 2 Total: \$11,300.00	Phase 3 Total: \$29,100	Other Services: \$13,600

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH NATURAL COMMUNITY SERVICES, LLC
FOR A FIVE-YEAR STEWARDSHIP MANAGEMENT PLAN FOR THE INGHAM COUNTY
PARKS DEPARTMENT**

WHEREAS, the Ingham County Parks Department has determined the need to develop a forest stewardship management plan; and

WHEREAS, a forest stewardship management plan would positively impact the health and wellbeing of woodlands within the Ingham County Parks system by attracting more wildlife; creating more trails for hiking; protecting water quality and soil productivity; and protecting trees from fire, insects, and diseases; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced vendors to develop a five-year Stewardship Management Plan for several of its park properties; and

WHEREAS, the plan will be utilized by the Parks Department for both planning and to develop future bids for the actual management and management techniques listed in the plan; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Natural Community Services, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Natural Community Services, LLC for the base bid of \$38,000 for a total contract amount not to exceed \$38,000 for a five-year stewardship management plan.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$5,000 to cover any additional work items to be completed by staff in-house and/or expenditure by Natural Community Services, LLC of which must be mutually agreed upon in writing between the Parks Director (or designee) and Natural Community Services, LLC before work on such work items is begun.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer up to \$43,000 from the Ingham County Parks 208 fund balance into a newly created line item with a project code.

BE IT FURTHER RESOLVED, that any unused funds that are transferred from the Parks fund balance for this project shall be deposited back into the Parks fund balance.

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: Human Services, County Services, and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: May 17, 2023
SUBJECT: Authorization to Create an AmeriCorps Public Health Coordinator Position
For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to create a third AmeriCorps Coordinator position to support a newly funded 2023 AmeriCorps Public Health program effective July 24, 2023. The ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the FY 2023-2024 program year in the amount of up to \$287,571, plus an additional \$24,462 to be used for planning prior to the start of program year. Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways. From July 24, 2023 through September 30, 2023, planning work is needed so that the program may launch on October 1, 2023. As a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch on October 1, 2023, and the ten (10) AmeriCorps members in organizations working to advance local public health efforts. Continued annual funding and project renewal is anticipated.

ALTERNATIVES

A full-time program coordinator is a condition of the grant funding. Without a coordinator, ICHD would be forced to decline the grant funding.

FINANCIAL IMPACT

Upon the October 1, 2023 program start date, ICHD AmeriCorps program will be funded 98% via grants, host site fees and in-kind contributions, with an annual cost to ICHD’s general fund up to \$9,000 annually. General funds already allocated to ICHD will cover this one-time expense, up to \$200 to aid in onboarding this staff member.

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 creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CREATING AN AMERICORPS PUBLIC HEALTH
COORDINATOR POSITION**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a third AmeriCorps Coordinator position to support a newly funded AmeriCorps Public Health program effective July 24, 2023 and to be ongoing based upon continued funding; and

WHEREAS, the ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the FY 23-24 program year, October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571, plus an additional planning grant, July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462; and

WHEREAS, Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways; and

WHEREAS, from July 24, 2023 through September 30, 2023, planning work is needed so that the program may launch on October 1, 2023; and

WHEREAS, as a condition of this funding, a full-time coordinator is required to oversee the planning of the project, the project launch on October 1, 2023, and the ten (10) AmeriCorps members in organizations working to advance local public health efforts; and

WHEREAS, continued annual funding and project renewal is anticipated; and

WHEREAS, without a coordinator, ICHD would be forced to decline the grant funding; and

WHEREAS, upon the October 1, 2023 program start date, ICHD AmeriCorps program will be funded 98% via grants, host site fees, and in-kind contributions, with an annual cost to ICHD's general fund up to \$9,000; and

WHEREAS, general funds already allocated to ICHD will cover this one-time expense, up to \$200, to aid in onboarding this staff member; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

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

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

TO: Board of Commissioners Human Services and Finance Committees

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

DATE: May 15, 2023

SUBJECT: Authorization to Enter Into an Agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc.

For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to enter into an agreement with Stephens Consulting Services, P.C. and Spicer Group Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026. ICHD’s Environmental Health (EH) Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems through December 31, 2026. Private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment. Currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County. Failing wastewater treatment systems are a critical threat to public health. The cost of designing, permitting, and replacing a failed private wastewater treatment system can range from approximately \$8,000 up to \$25,000. These high costs can create financial burdens for Ingham County households. The cost per each individual project is determined by the attached pricing sheets provided in the Requests for Proposals accepted by Ingham County’s Purchasing Department and laid out as follows: for Stephen’s Consulting Services, P.C. Year One Unit Cost is \$3,000, Year Two Unit Cost is \$3,025, and Year Three Unit Cost is \$3,050. For Spicer’s Consulting Services, Year One Unit Costs is \$3,800, Year Two Unit Cost is \$4,105, and Year Three Unit Cost is \$4,400. The total amount for all three related Engineering, Septic and Well agreements is not to exceed \$1,000,000. EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL). The use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden.

ALTERNATIVES

Choosing not to enter into this agreement would forfeit the use of ARPA funds designed to repair or replace failing private wells and onsite wastewater systems.

FINANCIAL IMPACT

ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan (ARPA) funds to repair or replace failing private wells and onsite wastewater systems through December 31, 2026. This program will not use general funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize entering into an agreement with a Stephens Consulting Services, P.C. and Spicer Group, Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
STEPHENS CONSULTING SERVICES, P.C. AND SPICER GROUP, INC.**

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to enter into an agreement with Stephens Consulting Services, P.C. and Spicer Group Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026; and

WHEREAS, Ingham County Health Department's (ICHD) Environmental Health (EH) Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems through December 31, 2026; and

WHEREAS, private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment; and

WHEREAS, currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County; and

WHEREAS, failing wastewater treatment systems are a threat to public health; and

WHEREAS, the cost of designing, permitting, and replacing a failed private wastewater treatment system can range from approximately \$8,000 up to \$25,000; and

WHEREAS, the cost per each individual project is determined by the pricing sheets provided in the Requests for Proposals accepted by Ingham County's Purchasing Department and laid out as follows: for Stephen's Consulting Services, P.C. Year One Unit Cost is \$3,000, Year Two Unit Cost is \$3,025, and Year Three Unit Cost is \$3,050; and

WHEREAS, for Spicer's Consulting Services, Year One Unit Costs is \$3,800, Year Two Unit Cost is \$4,105, and Year Three Unit Cost is \$4,400; and

WHEREAS, the total amount for all three related Engineering, Septic, and Well agreements is not to exceed \$1,000,000; and

WHEREAS, these high costs can create financial burdens for Ingham County households; and

WHEREAS, the use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden; and

WHEREAS, EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL); and

WHEREAS, this project was competitively bid according to Ingham County's Request for Proposal (RFP) policy; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc. effective upon approval through December 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc. effective upon approval through December 31, 2026.

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

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

TO: Board of Commissioners Human Services and Finance Committees

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

DATE: May 17, 2023

SUBJECT: Authorization to Enter Into an Agreement with Apex Septic and Excavating and Esper Excavating For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to enter into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supply and installing private wastewater systems effective upon approval through December 31, 2026. ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems. Private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment. Currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County and failing wastewater treatment systems are a threat to public health. The cost of designing, permitting, and replacing a failed private wastewater treatment system may range from approximately \$8,000 up to \$25,000 and can create financial burdens for Ingham County households. The cost per each individual project is determined by the attached “Summary of Vendor Costs” pricing sheets provided in the Requests for Proposals accepted by Ingham County’s Purchasing Department. The total amount for all three related Engineering, Septic and Well agreements is not to exceed \$1,000,000. EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL). The use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden.

ALTERNATIVES

Choosing not to enter into this agreement would forfeit the use of ARPA funds designed to repair or replace failing private wells and onsite wastewater systems.

FINANCIAL IMPACT

ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan (ARPA) funds to repair or replace failing private wells and onsite wastewater systems. This program will not use general funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize entering into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supplying and installing private wastewater systems effective upon approval through December 31, 2026.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH APEX SEPTIC AND EXCAVATING
AND ESPER EXCAVATING**

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to enter into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supply and installing private wastewater systems effective upon approval through December 31, 2026; and

WHEREAS, ICHD's EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems; and

WHEREAS, private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment; and

WHEREAS, currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County and failing wastewater treatment systems are a threat to public health; and

WHEREAS, the cost of designing, permitting, and replacing a failed private wastewater treatment system may range from approximately \$8,000 up to \$25,000 and can be a financial burden for Ingham County households; and

WHEREAS, the cost per each individual project is determined by the by the "Summary of Vendor Costs" pricing sheets provided in the Requests for Proposals accepted by Ingham County's Purchasing Department; and

WHEREAS, the total amount for all three related Engineering, Septic, and Well agreements is not to exceed \$1,000,000, and

WHEREAS, EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL); and

WHEREAS, the use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden; and

WHEREAS, this project was competitively bid according to Ingham County's Request for Proposal (RFP) policy; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Apex Septic and Excavating and Esper Excavating effective upon approval through December 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Apex Septic and Excavating and Esper Excavating effective upon approval through December 31, 2026.

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

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

TO: Board of Commissioners Human Services and Finance Committees

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

DATE: May 15, 2023

SUBJECT: Authorization to Enter Into an Agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling
For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to enter into an agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling for providing as-needed construction services for providing and installing private wells effective upon approval through December 31, 2026. ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells through December 31, 2026. Private Wells are recognized as community infrastructure because of their potential impact to the environment. Currently in Ingham County, there are an unknown number of failing private wells which are a threat to public health. The cost of permitting and installing a new well is approximately \$7,500 and this high cost can create a financial burden for Ingham County households. The cost per each individual project is determined by the attached “Summary of Vendor Costs” pricing sheets provided in the Requests for Proposals accepted by Ingham County’s Purchasing Department. The total amount for all three related Engineering, Septic and Well agreements is not to exceed \$1,000,000. EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL). The use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden.

ALTERNATIVES

Choosing not to enter into this agreement would forfeit the use of ARPA funds designed to repair or replace failing private wells and onsite wastewater systems.

FINANCIAL IMPACT

ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in ARPA funds to repair or replace failing private wells and onsite wastewater systems. This program will not use general funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into contract with Maurer and Parks Well Drilling and Jandernoa Well Drilling for providing as-needed construction services, effective upon approval through December 31, 2026.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MAURER AND PARKS
WELL DRILLING AND JANDERNOA WELL DRILLING**

WHEREAS, Ingham County Health Department's (ICHHD's) Environmental Health Division (EH) wishes to enter into an agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling for providing as-needed construction services for providing and installing private wells effective upon approval through December 31, 2026; and

WHEREAS, ICHHD's EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells through December 31, 2026; and

WHEREAS, private wells are recognized as community infrastructure because of their potential impact to the environment; and

WHEREAS, currently in Ingham County, there are an unknown number of failing private wells which are a threat to public health; and

WHEREAS, the cost of permitting and installing a new well is approximately \$7,500 and this high cost can create a financial burden for Ingham County households; and

WHEREAS, the cost per each individual project is determined by the "Summary of Vendor Costs" pricing sheets provided in the Requests for Proposals accepted by Ingham County's Purchasing Department; and

WHEREAS, the total amount for all three related Engineering, Septic, and Well agreements is not to exceed \$1,000,000; and

WHEREAS, EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL); and

WHEREAS, the use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden; and

WHEREAS, this project was competitively bid according to Ingham County's Request for Proposal (RFP) policy; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Maurer and Parks Well Drilling, and Jandernoa Well Drilling effective upon approval through December 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling, effective upon approval through December 31, 2026.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: May 16, 2023
SUBJECT: Authorization for an Agreement with Consult Me, LLC
For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Consult Me, LLC to conduct three implicit bias trainings (one overview session and two half day sessions) for the entire Maternal and Child Health Division effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000. This training is needed to increase the skill set of our approximately 70-member staff which will benefit the Maternal and Child Health community that is served by ICHHD within Ingham County. This is especially needed for the large number of new staff that have joined the Maternal and Child Health Division who have not had prior exposure to this type of training.

ALTERNATIVES

Choosing not to enter into this agreement could result in staff not being properly trained for the services ICHHD provides through the Maternal & Child Health Division.

FINANCIAL IMPACT

All costs associated with this agreement have been included in the FY22-23 General 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 approval of the attached resolution to authorize entering into an agreement with Consult Me, LLC to conduct three implicit bias training trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CONSULT ME, LLC

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Consult Me, LLC to conduct three implicit bias trainings (one overview session and two half day sessions) for the entire Maternal and Child Health Division effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000; and

WHEREAS, this training is needed to increase the skill set of our approximately 70-member staff which will benefit the Maternal and Child Health community that is served by ICHD within Ingham County; and

WHEREAS, this implicit bias training is especially needed for the large number of new staff that have joined our Division who have not had prior exposure to this type of coaching; and

WHEREAS, all costs associated with this agreement have been included in the FY22-23 General Operating budget; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Consult Me, LLC to conduct three implicit bias trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Consult Me, LLC to conduct three implicit bias trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon 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: May 16, 2023
SUBJECT: Authorization for the Region 7 Perinatal Quality Collaborative Agreements
For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD) to enable these counties to participate, attend, and travel for Region 7 Perinatal Quality Collaborative efforts, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000. ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative. Through this agreement, \$10,000 will be allocated to BEDHD, and \$8,000 will be allocated to MMDHD. This regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton counties. In order to fund this collaborative work, MDHHS has given ICHD \$157,000 through the FY 22-23 Comprehensive Agreement authorized through Resolution #22-358.

ALTERNATIVES

Choosing not to enter into this agreement could result in a gap in critical services provided through this funding.

FINANCIAL IMPACT

All costs associated with this agreement have been included in the FY22-23 General 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 approval of the attached resolution to authorize agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD), effective October 1, 2022 through September 30, 2023, in an amount not to exceed \$18,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS FOR THE
REGION 7 PERINATAL QUALITY COLLABORATIVE**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into agreements with Barry-Eaton District Health Department and Mid-Michigan District Health Department (MMDHD) to enable these counties to participate, attend, and travel for Region 7 Perinatal Quality Collaborative efforts, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000; and

WHEREAS, ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative; and

WHEREAS, through this agreement, \$10,000 will be allocated to BEDHD, and \$8,000 will be allocated to MMDHD; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton counties; and

WHEREAS, to fund this collaborative work, MDHHS has given ICHD \$157,000 through the FY 22-23 Comprehensive Agreement authorized in Resolution #22-358; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into agreements with BEDHD and MMDHD for the Region 7 Perinatal Quality Collaborative, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with BEDHD and MMDHD for the Region 7 Perinatal Quality Collaborative, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon 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: May 16, 2023
SUBJECT: Authorization to Enter Into an Agreement with Andrea Collier
For the Meeting Agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500. The storytelling project will be comprised of 40 group and individual interviews using a combination of video, audio, and photography on behalf of the Region 7 Perinatal Quality Collaborative. ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative. This regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton Counties. Through the FY 22-23 Comprehensive Agreement authorized by Resolution #22-358, MDHHS awarded ICHD \$157,000 in order to fund this collaborative work.

ALTERNATIVES

Choosing not to enter into this agreement could result in a gap in critical services that address infant and maternal mortality rates, provided through this funding.

FINANCIAL IMPACT

All costs associated with this agreement have been included in the FY22-23 General 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 approval of the attached resolution to authorize an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project, effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ANDREA COLLIER
FOR A STORYTELLING PROJECT**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500; and

WHEREAS, the storytelling project will be comprised of 40 group and individual interviews using a combination of video, audio, and photography on behalf of the Region 7 Perinatal Quality Collaborative; and

WHEREAS, ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton counties; and

WHEREAS, through the FY 22-23 Comprehensive Agreement authorized by Resolution #22-358, MDHHS awarded ICHD \$157,000 in order to fund this collaborative work; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPA, Medical Health Officer
DATE: May 12, 2023
SUBJECT: Authorization to Enter Into an Agreement with Edge Partnerships for Vaccine Uptake Campaign
For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships for a Social Marketing Vaccination Campaign effective June 1, 2023, through September 30, 2023, in an amount not to exceed \$119,000. This Marketing Campaign will be designed to engage target populations in vaccine education, connect people in Clinton, Eaton, and Ingham counties to vaccination providers as well as reliable information, and increase vaccine uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations. Funding is sourced from the Michigan Department of Health and Human Services (MDHHS) Regional 7 Perinatal Care grant in an amount not to exceed \$35,000, from the Children’s Special Health Care Services Vaccine Initiative grant in an amount not to exceed \$21,000, and from the COVID-19 Immunization Grant in an amount not to exceed \$63,000. ICHD partnered with Edge to develop the vaccine uptake social marketing campaign in 2022. Funding for this campaign totaling \$119,000 will allow ICHD to expand and continue the campaign with Edge using tactics including but not limited to, the production of videos, billboard advertisements, radio scripts, social media messages, and print materials related to vaccine awareness and education.

ALTERNATIVES

Choosing not to accept this funding would forfeit the opportunity to increase vaccination awareness and education within Clinton, Eaton, and Ingham County’s most vulnerable perinatal and adult populations.

FINANCIAL IMPACT

All costs for this agreement will be covered by the project budget developed from the identified combined funding sources.

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 an agreement with Edge Partnerships to increase vaccination uptake among Clinton, Eaton, and Ingham Perinatal and other vulnerable adult populations, effective June 1, 2023, through September 30, 2023, in an amount not to exceed \$119,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDGE PARTNERSHIPS
FOR A SOCIAL MARKETING VACCINE UPTAKE CAMPAIGN**

WHEREAS Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships for a Social Marketing Vaccination Campaign effective June 1, 2023, through September 30, 2023, in an amount not to exceed \$119,000; and

WHEREAS, this Marketing Campaign will be designed to engage target populations in vaccine education, connect people in Clinton, Eaton, and Ingham counties to vaccination providers as well as reliable information, and increase vaccine uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations; and

WHEREAS, funding is sourced from the Michigan Department of Health and Human Services (MDHHS) Regional 7 Perinatal Care grant in an amount not to exceed \$35,000, from the Children's Special Health Care Services Vaccine Initiative grant in an amount not to exceed \$21,000, and from the COVID-19 Immunization Grant in an amount not to exceed \$63,000; and

WHEREAS, ICHD partnered with Edge to develop the vaccine uptake social marketing campaign in 2022; and

WHEREAS, funding for this campaign totaling \$119,000 will allow ICHD to expand and continue the campaign with Edge using tactics including, but not limited to, the production of videos, billboard advertisements, radio scripts, social media messages, and print materials related to vaccine awareness and education; and

WHEREAS, all costs for this agreement will be covered by the project budget developed from the identified combined funding sources; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase all vaccination uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations, effective June 1, 2023, through September 30, 2023 in an amount not to exceed \$119,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase vaccination uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations, effective June 1, 2023, through September 30, 2023 in an amount not to exceed \$119,000.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon 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: May 17, 2023
SUBJECT: Authorization to Accept FY 2023 Public Health AmeriCorps Grant
For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to accept the Michigan Community Service Commission's via the Michigan Department of Labor and Economic Opportunity (MDLEO) 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462. The ICHHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the 2023-24 program year in the amount of up to \$287,571, plus an additional \$24,462 to be used for planning prior to the start of program year. Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways and will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts. From July 24 through September 30, 2023, planning work is needed so that the program may launch on October 1, 2023. As a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch, and to manage the 10 AmeriCorps members. Continued annual funding and project renewal is anticipated.

ALTERNATIVES

A full-time program coordinator is a condition of the grant funding. Without a coordinator, ICHHD would be forced to decline the grant funding. Declining this funding would result in a loss of participation in the AmeriCorps program.

FINANCIAL IMPACT

General funds already allocated to ICHHD will cover this one-time expense, up to \$200 to aid in onboarding this staff member.

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 the Public Health AmeriCorps 2023 Grant effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FY 2023 PUBLIC HEALTH AMERICORPS PLANNING GRANT

WHEREAS, Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commission's via the Michigan Department of Labor and Economic Opportunity (MDLEO) 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462; and

WHEREAS, the ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the 2023-2024 program year in the amount of up to \$287,571, plus an additional \$24,462 to be used for planning prior to the start of program year; and

WHEREAS, Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways; and

WHEREAS, this program will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts; and

WHEREAS, from July 10-September 30, 2023 planning work is needed so that the program may launch on October 1, 2023; and

WHEREAS, as a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch, and to manage the 10 AmeriCorps members; and

WHEREAS, continued annual funding and project renewal is anticipated; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting the 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the tentative agreement and electronically approve the Memorandum of Agreement (MOA).

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the MOA is final.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is 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: May 17, 2023
SUBJECT: Authorization to Accept a FY 23-24 Public Health AmeriCorps Grant
For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commission’s via the Michigan Department of Labor and Economic Opportunity (MDLEO) FY 23-24 Public Health AmeriCorps grant effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571. The ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the 2023-24 program year in the amount of up to \$287,571. The program will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts to specifically address local public health needs and create public health-related career pathways within Ingham County. ICHD has offered community-centered AmeriCorps programming, via its State and VISTA programs, since 2006.

ALTERNATIVES

As ICHD has offered community-centered Vista and State AmeriCorps programming since 2006, declining this funding would result in a critical loss of participation in the AmeriCorps program.

FINANCIAL IMPACT

Upon the October 1, 2023 program start date, ICHD AmeriCorps program will be funded 98% via grants, host site fees, and in-kind contributions, with an annual cost to the County up to \$9,000 annually. The funding for this agreement is included in ICHD’s FY 23-24 General 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 accepting the FY 23-24 Public Health AmeriCorps Grant effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FY 23-24 PUBLIC HEALTH AMERICORPS GRANT

WHEREAS, Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commissions via the Michigan Department of Labor and Economic Opportunity (MDLEO) FY 23-24 Public Health AmeriCorps grant funding effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571; and

WHEREAS, the ICHD FY 23-24 Public Health AmeriCorps Program has been approved by the AmeriCorps agency in an amount not to exceed \$287,571; and

WHEREAS, Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways; and

WHEREAS, the program will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts; and

WHEREAS, ICHD has offered community-centered AmeriCorps programming, via its State and VISTA programs, since 2006; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting the FY 23-24 Public Health AmeriCorps Grant funding effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the FY 23-24 Public Health AmeriCorps State Grant funding effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the tentative agreement and electronically approve the Memorandum of Agreement (MOA).

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the MOA is final.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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, including budget amendments.

TO: Board of Commissioners Human Services and Finance Committees

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

DATE: April 27, 2023

SUBJECT: Authorization to Enter Into an Agreement with Evidian

For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to enter into an agreement with Evidian for the provision of data and analytics services specific to HIV disease management, effective July 1, 2023 through September 30, 2024, in an amount not to exceed \$18,066. The current agreement allows Evidian to integrate data from the internal electronic health record to the federal electronic health record for patients in the Ryan White Program. This service is called the Ryan White Data Service (RWDS). ICHD's CHCs administer the Ryan White Program. Prior to the original agreement, a medical assistant was allocated for 0.50 FTE of the re-entry of information from one EHR to another EHR. In the Ryan White Part D audit in 2018, ICHD was cited for this manual data entry process. Health Resources and Services Administration (HRSA) recommended that ICHD pursue an electronic interface or integration to directly transfer data between information systems. ICHD seeks to continue Evidian's RWDS and to increase the number of services to include the data analytic service CHORUS. CHORUS exports EHR data, interprets and classifies medical data in the EHR to deliver disease management to HIV providers, and delivers population reporting and more. Evidian continues to help ICHD improve data accuracy, patient care delivery, and reduce clerical errors.

ALTERNATIVES

Choosing not to update to the CHORUS platform could result in non-compliance with Ryan White specifications and a further waste of valuable staff time with data re-entry.

FINANCIAL IMPACT

Currently, Evidian is paid by HIV Care Coordination. The RWDS costs \$1.50 per patient per month. Thus, ICHD will continue to pay a total of \$1,231.50 per month for 821 patients. ICHD will also pay a maximum total of \$225 for the CHORUS retention in care and quality metric gap functions. These products are only charged when a patient meets the condition and/or ICHD fails to resolve the loss to care/quality gap. Therefore, ICHD estimates a maximum increase for these services as \$225 for a maximum monthly cost of \$1,505.50 and a yearly cost of \$18,066 yearly.

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 Evidian effective July 1, 2023 through September 30, 2024 in an amount not to exceed \$18,066.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EPIVIDIAN

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) seeks to enter into an agreement with Epividian for the provision of data and analytics service specific to HIV disease management, effective July 1, 2023 through September 30, 2024, in an amount not to exceed \$18,066; and

WHEREAS, the current agreement allows Epividian to integrate data from the internal electronic health record to the federal electronic health record for patients in the Ryan White Program; and

WHEREAS, this service is called the Ryan White Data Service (RWDS); and

WHEREAS, ICHD's CHCs administers the Ryan White Program; and

WHEREAS, prior to the original agreement, a medical assistant was allocated for 0.50 FTE of the re-entry of information from one Electronic Health Record (EHR) to another EHR; and

WHEREAS, in the Ryan White Part D audit in 2018, ICHD was cited for this manual data entry process and Health Resources and Services Administration (HRSA) recommended that ICHD pursue an electronic interface or integration to directly transfer data between information systems; and

WHEREAS, ICHD seeks to continue Epividian's RWDS and to increase the number of services to include the data analytic service CHORUS; and

WHEREAS, CHORUS exports EHR data, interprets and classifies medical data in the EHR to deliver disease management to HIV providers, and delivers population reporting and more; and

WHEREAS, Epividian continues to help ICHD improve data accuracy, patient care delivery, and reduce clerical errors; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Epividian, effective July 1, 2023 through September 30, 2024 in an amount not to exceed \$18,066.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Epividian, effective July 1, 2023 through September 30, 2024 in an amount not to exceed \$18,066.

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

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

TO: Board of Commissioner’s Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPA, Medical Health Officer
DATE: May 10, 2023
SUBJECT: Resolution Authorizing an Agreement with Edge Partnerships for a Marijuana Education Campaign
For the meeting agendas of June 5, and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships to place advertisements for marijuana education effective June 1, 2023 through September 15, 2023 in an amount not to exceed \$13,735. This agreement will be for creating advertisements to educate the public on the safe storage of marijuana, the dangers of driving while under the influence of marijuana, the risk of marijuana use during pregnancy and breastfeeding, and the risks associated with adolescent marijuana use. ICHD was awarded a grant from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) for education, communication, and outreach regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective January 1, 2023 through September 15, 2023 in an amount not to exceed \$27,285. Public Act 87 of 2021 Section 901, directs funds appropriate for grants in the Michigan Medical Marijuana Act, MCL 333.26426 to counties for education, communication, and outreach relating to the Michigan Medical Marijuana Program. The grant proposal includes a budget that allots \$13,735 to be spent on creative development and advertising. ICHD has run this advertising campaign in 2019, 2020, 2021, and 2022.

ALTERNATIVES

This grant includes specifications for a portion of the budget to be specifically allocated to Marijuana Education.

FINANCIAL IMPACT

Total advertising expenditures will not exceed \$13,735. These funds will come from the LARA grant. (Account #221-60030-01119)

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize an agreement with Edge Partnerships, effective June 1, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDGE PARTNERSHIPS
FOR A MARIJUANA PUBLIC EDUCATION CAMPAIGN**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships to place advertisements for marijuana education effective June 1, 2023 through September 15, 2023 in an amount not to exceed \$13,735; and

WHEREAS, this agreement will be for creating advertisements to educate the public on the safe storage of marijuana, the dangers of driving while under the influence of marijuana, the risk of marijuana use during pregnancy and breastfeeding, and the risks associated with adolescent marijuana use; and

WHEREAS, ICHD was awarded a grant from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) for education, communication, and outreach regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective January 1, 2023 through September 15, 2023 in an amount not to exceed \$27,285; and

WHEREAS, Public Act 87 of 2021 Section 901, directs funds appropriate for grants in the Michigan Medical Marijuana Act, MCL 333.26426 to counties for education, communication, and outreach relating to the Michigan Medical Marijuana Program; and

WHEREAS, the grant proposal included a budget that allotted \$13,735 to be spent on creative development and advertising; and

WHEREAS, ICHD has run this advertising campaign in 2019, 2020, 2021, and 2022; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize a grant agreement with Edge Partnerships for the promotion of a public education campaign regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective June 15, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with Edge Partnerships for the promotion of a public education campaign regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective June 15, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract agreements consistent with this resolution upon 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: May 17, 2023
SUBJECT: Authorization to Enter Into an Agreement with Michigan Public Health Institute
For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to renew an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558. MPHI will guide all program evaluation activities including support to improve SSHS data quality, provide data analysis, monitor the liaison between Health Resources and Services Administration’s (HRSA’s) data team and ICHHD, and provide support to HRSA reporting. Additionally, MPHI will oversee contract management, will provide support to coordinate a Fetal Infant Mortality Review team which will include the abstraction of cases for review, and will serve as liaison to the Community Action Team.

ALTERNATIVES

Choosing another organization to serve as the external program evaluators for SSHS, as contract manager and as coordinators of a Fetal Infant Mortality Review team, would involve additional time while creating a gap in support services, and would forfeit the existing relationship with MPHI.

FINANCIAL IMPACT

All costs of this agreement will be covered by funds from HRSA, grant number H49MC24118 authorized through Resolution #19-194.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize the renewal of an agreement with MPHI effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, Ingham County Health Department (ICHHD) wishes to renew an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558; and

WHEREAS, MPHI will guide all program evaluation activities including support to improve SSHS data quality, provide data analysis, monitor the liaison between Health Resources and Services Administration's (HRSA's) data team and ICHHD, and provide support to HRSA reporting; and

WHEREAS, additionally, MPHI will oversee contract management, will provide support to coordinate a Fetal Infant Mortality Review team which will include the abstraction of cases for review, and will serve as liaison to the Community Action Team; and

WHEREAS, all costs of this agreement will be covered by funds from HRSA, grant number H49MC24118 authorized through Resolution #19-194; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with MPHI to continue serving as the external program evaluator for the SSHS program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI to continue serving as the external program evaluator for the SSHS program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved 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: May 1, 2023
SUBJECT: Authorization for the FY 2023-2024 AmeriCorps Vista Grant Funding
For the meeting agendas of June 5 and June 7, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a tenth year of funding in support of the FY 2023-2024 AmeriCorps VISTA Project effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000. ICHD was the recipient of grant funds for the AmeriCorps VISTA Program funding cycle in the FY 22-23, which was authorized through Resolution #22-398. CNCS has provided Ingham County a tenth year of funding for the FY 23-24 to support up to thirteen (13) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems.

ALTERNATIVES

Choosing not to accept this funding would result in forfeiting the AmeriCorps VISTA program which supports critical efforts to eliminate poverty and poverty-related human, social and environmental problems within Ingham County.

FINANCIAL IMPACT

The grant, of \$31,000, will aid in the operational costs of the FY 23-24 AmeriCorps VISTA program.

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 the CNCS to accept FY23-24 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR FY 2023-2024 AMERICORPS VISTA GRANT FUNDING

WHEREAS, the Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a tenth year of funding in support of the FY 2023-2024 AmeriCorps VISTA Project effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000; and

WHEREAS, ICHHD was the recipient of grant funds for the AmeriCorps VISTA Program funding cycle in the FY 22-23, which was authorized through Resolution #22-398; and

WHEREAS, CNCS has provided Ingham County a tenth year of funding for the FY 23-24 to support up to thirteen (13) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems; and

WHEREAS, out of a total of 13 FTE AmeriCorps VISTA members, 12 FTE will be placed in host sites selected through an application process, and 1 FTE AmeriCorps VISTA Leader will be placed with the ICHD AmeriCorps VISTA program; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with CNCS to accept FY 23-24 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with CNCS to accept FY 23-24 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

BE IT FURTHER RESOLVED, that the Medical Health Officer, or her designee, is authorized to submit the FY 23-24 budget electronically through the CNCS eGrants system, tentatively electronically approve the Memorandum of Agreement, and any eGrants system updates or amendments.

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the Memorandum of Agreement (MOA) is final.

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

Agenda Item 6

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

FROM: Deb Fett, CIO

DATE: May 22, 2023

SUBJECT: Resolution –Firewall Hardware/Licensing Renewal
For the meeting dates of June 6th, June 7th, and June 13th, 2023

BACKGROUND

In 2017, Ingham County had a cybersecurity incident that started with a single infected computer and rapidly spread throughout many others before it was contained. A next generation firewall was purchased that year to help prevent further incidents of that magnitude or greater. It has now reached the age where it is nearing end of life and the licensing is costly to renew.

ITD has been working to find a solution that will best protect the County’s resources at the most cost-effective price. As a result of that research and testing, we have found that replacing the hardware with smaller and more efficient firewalls will not only give us a better response time, it will reduce future licensing costs thus saving the County approximately a total of \$100,000 over the next 5 years in just licensing costs alone while giving us new hardware as well which normally costs over \$200,000.

ALTERNATIVES

We could continue licensing our current models for another two years before the end of support while paying for licensing at the higher rate. There are also a couple of other brands that do provide similar features but with either a very substantial increase in price or at the expense of throughput and performance. These were ruled out as unsuitable to our needs.

FINANCIAL IMPACT

The funding, for a total of \$481,200, includes the hardware, implementation services, and training, which will come from the \$2,000,000 recommended second Tranche ARP funds for the IT infrastructure project.

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

In accordance with our purchasing requirements, this solution was put together from the 1 Government Procurement Association (1GPA) contract with Sentinel Technologies. Sentinel will be able to provide for our needs with hardware, implementation services, and training.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution for Firewall Hardware/Licensing Renewal from Sentinel Technologies.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF FIREWALL HARDWARE/LICENSING
RENEWAL FROM SENTINEL TECHNOLOGIES**

WHEREAS, Ingham County needs to protect our data and our network from cyber threats; and

WHEREAS, our current firewall solution is reaching end of life with expensive license renewals; and

WHEREAS, it is possible to replace our current solution with a robust, affordable, top-rated edge and interior security products, including licensing, for less than 5 years of licensing renewals; and

WHEREAS, the purchase price of said appliances, installation, and training will be \$481,200 from Sentinel Technologies under the 1 Government Procurement Association (1GPA) contract.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the Firewall Hardware/Licensing Renewal from Sentinel Technologies in the amount not to exceed \$481,200.

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 7

TO: Board of Commissioners County Services and Finance Committees
FROM: Feliz E. Rodriguez, Diversity, Equity & Inclusion Director
DATE: May 24, 2023
SUBJECT: Resolution Authorizing the Office of Diversity, Equity and Inclusion to accept sponsorship donations for Unity in the Community on an ongoing basis

For the meetings of June 6th and 7th

BACKGROUND

The Diversity, Equity, and Inclusion Office is requesting ongoing authorization to receive sponsorship and/or donation funds from community partners for the annual Unity in the Community event with the amounts received to go directly toward maintaining a free family-friendly event for Ingham County residents and employees. The purpose of Unity in the Community is to provide a free event in collaboration with our community partners to share our community resources and highlight the diversity in our region.

ALTERNATIVES

None.

FINANCIAL IMPACT

None.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT SPONSORSHIP DONATIONS FOR
UNITY IN THE COMMUNITY ON AN ONGOING BASIS**

WHEREAS, Ingham County Diversity, Equity, and Inclusion hosts an annual Unity in the Community event in the summer/fall; and

WHEREAS, this event is free to all Ingham County residents; and

WHEREAS, free food and entertainment will be provided for all attendees; and

WHEREAS, to host this event, it will exceed the maximum budget allotted; and

WHEREAS, to help offset the cost of the event, sponsorships in the following amounts will be accepted:

- **Platinum Sponsor:** \$10,000 toward the facility, operations, and promotion, including logo on all promotional materials
- **Gold Sponsor:** \$7,500 toward the facility and operations, including logo on social media and printed materials
- **Silver Sponsor:** \$5,000 toward the facility and operations, including logo on social media and printed banner
- **Bronze Sponsor:** \$2,500 toward the facility and operations, including logo on social media
- **Contributor:** \$500 or less toward donation of raffle prizes, meeting materials, or general giveaways; and

WHEREAS, each sponsorship or donation will not exceed \$10,000 per organization; and

WHEREAS, Ingham County Office of Diversity, Equity, and Inclusion seeks Board of Commissioners authorization to accept these sponsorships and/or donations on an ongoing basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners grants the Ingham County Office of Diversity, Equity, and Inclusion ongoing authorization to receive sponsorship and/or donation funds from community partners for the annual Unity in the Community event with the amounts received to go directly towards maintaining a free, family-friendly event for Ingham County residents and employees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer sponsorship donations specified in this resolution to line item 101-22300-960080 for the Unity in the Community annual event and to make other necessary budget adjustments as needed, consistent with this resolution.

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

Agenda Item 8a

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

FROM: Neal Galehouse, Director of Engineering
Road Department

DATE: May 22, 2023

SUBJECT: Proposed Resolution to Authorize the Purchase of Reflective Sign Faces, Complete Signs, Aluminum Sheet Sign Panels & Sign Posts

For the Meeting Agendas of June 6, 7, and 13

BACKGROUND

The Road Department annually purchases hundreds of signs and posts to replace damaged or outdated signs throughout the county. The purpose of this resolution is to purchase signing materials for the 2023 fiscal year.

The Purchasing Department solicited bids from experienced and qualified vendors for the purpose of furnishing reflective sign faces, complete signs, aluminum sheet sign panels, and sign posts. Three vendors provided bids for Packet #112-23, as shown in the bid opening results provided by the Purchasing Department. Both Purchasing and Road Department staff reviewed the bids for adherence to county purchasing requirements, and selected the lowest responsive and most responsible bidder.

ALTERNATIVES

N/A

FINANCIAL IMPACT

Rathco Safety Supply, Inc. provided the lowest bid in the amount of \$25,027. The order will include approximately 470 signs and 350 posts. The cost to purchase signs and posts are included in the 2023 Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to purchase the necessary signs and posts.

Agenda Item 8a

TO: Andrew Dunn, Director of Operations, Ingham County Road Department

FROM: James Hudgins, Director of Purchasing

DATE: May 1, 2023

RE: Memorandum of Performance for IFB No. 112-23 Reflective Sign Faces, Complete Signs, Aluminum Sheet Sign Panels & Sign Posts

Per your request, the Purchasing Department sought bids from experienced and qualified vendors for the purpose of furnishing reflective sign faces, complete signs, aluminum sheet sign panels & sign posts for the Ingham County Road Department, for a period of one (1) year with an option for a one-year renewal. Prices will remain constant with no price increases for the initial one-year term of the contract.

The scope of work includes, but is not limited to, meeting the Michigan Department of Transportation’s 2020 Standard Specifications ensuring that all materials used for the construction of reflective sign faces are 3M brand or approved equal and certifying that sign panel hole punching conforms to the Ingham County Road Department specifications. Additionally, all sign posts are to conform to the Ingham County Road Department’s specifications and any post not conforming will be rejected.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	28	2
Vendors responding	3	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 IFB; 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	Initial Order Total Cost
Rathco Safety Supply Inc.	No, Portage MI	\$25,027.00
Vulcan Inc.	No, Alabama	\$29,632.60
MD Solutions	No, Ohio	See Packet - Initial order not provided

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF REFLECTIVE SIGN FACES,
COMPLETE SIGNS, ALUMINUM SHEET SIGN PANELS, AND SIGN POSTS**

WHEREAS, the Road Department annually purchases hundreds of signs and posts of various sizes and specifications to replace damaged or outdated signs throughout Ingham County; and

WHEREAS, the Purchasing Department solicited bids per Packet #112-23 from experienced and qualified vendors for the purpose of furnishing reflective sign faces, complete signs, aluminum sheet sign panels, and sign posts, receiving three bids; and

WHEREAS, the Purchasing Department and Road Department staff reviewed the bids for adherence to County purchasing requirements, selecting the lowest responsive and most responsible bidder; and

WHEREAS, the Road Department's adopted 2023 budget includes funding for this and other material purchases in controllable expenditures; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize a purchase order with Rathco Safety Supply, Inc. in the not to exceed amount of \$25,027 for the annual purchase of signs and posts.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bids and authorizes a purchase order with Rathco Safety Supply, Inc. of 6742 Lovers Lane, Portage, MI 49002 to furnish reflective sign faces, complete signs, aluminum sheet sign panels, and sign posts for the 2023 fiscal year at the rates detailed in the proposal in response to Request for Proposal #112-23, for a not to exceed amount of \$25,027.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Rathco Safety Supply, Inc. on behalf of the Road Department.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreements that are consistent with the 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: May 23, 2023

SUBJECT: Proposed Resolution to Authorize an Agreement with the Michigan Department of Transportation for Preliminary Engineering Activities on the Columbia Road and Eifert Road Project

For the Meeting Agendas of June 6, 7 and 13

BACKGROUND

The Ingham County Road Department has received federal funding for the design and construction of the safety improvement project located at Columbia Road and Eifert Road. The scope of work includes installing a roundabout and improving the road approaches at the intersection.

The design phase of the project requires an agreement (Contract #23-5245) between the Michigan Department of Transportation (MDOT) and Ingham County, on behalf of the Road Department. The estimated costs eligible for the preliminary engineering phase of the project is \$73,000, of which the federal participation ratio is 50%, resulting in \$36,500 in federal aid and \$36,500 in Road Department costs. This agreement between MDOT and Ingham County is required to define the Road Department’s responsibilities and obligations for the federal funding.

The construction phase of the project will require an MDOT agreement at a later date.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The estimated costs for the preliminary engineering phase of the project are as follows:

Highway Safety Improvement Program (HSIP) Funding Award:	\$ 73,000
HSIP Funding Participation (50%):	\$ 36,500
Road Department Responsibility:	\$ 36,500

These costs are included in the 2023 Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to enter into an agreement with MDOT as described in Contract #23-5245.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR PRELIMINARY ENGINEERING ACTIVITIES ON THE COLUMBIA ROAD AND EIFERT ROAD PROJECT

WHEREAS, the Road Department received federal funding for the design and construction of a safety improvement project at the Columbia Road and Eifert Road intersection; and

WHEREAS, both the design phase and the construction phase of the project will require individual contracts with the Michigan Department of Transportation (MDOT); and

WHEREAS, the MDOT contract for the construction phase of the project is anticipated in early 2024; and

WHEREAS, the design phase of the project requires the execution of MDOT Contract #23-5245 to define the Road Department's responsibilities and obligations to utilize federal funding for preliminary engineering activities on the project; and

WHEREAS, the County, on behalf of the Road Department, must enter into an agreement with MDOT consistent with state and federal funding requirements; and

WHEREAS, the estimated funding costs for the preliminary engineering activities are as follows, with the local costs being the responsibility of the Road Department:

Highway Safety Improvement Program (HSIP) Funding Award:	\$ 73,000
<u>HSIP Funding Participation (50%):</u>	<u>\$ 36,500</u>
Local Costs, Road Department Responsibility:	\$ 36,500; and

WHEREAS, the local costs for preliminary engineering activities are included in the 2023 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Contract #23-5245 with the Michigan Department of Transportation for the preliminary engineering activities related to the safety improvement project located at Columbia Road and Eifert Road, for a total funding award of \$73,000 consisting of \$36,500 in federal Highway Safety Improvement Program funds and \$36,500 in Road Department funds, which have been included in the 2023 Road Fund Budget.

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 Committee and Finance Committee

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: May 23, 2023

SUBJECT: Proposed Resolution to Authorize Agreements with the City of Leslie, City of Mason, City of Williamston and the Village of Webberville for the 2023 Pavement Marking Program

For the meeting agendas on June 6, 7 and 13

BACKGROUND

This memo contains a recommendation for the Board of Commissioners to approve individual agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2023 Waterborne Pavement Marking Program.

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 were in agreement 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. Per Board Resolution #22-594, the agreement was extended at the same unit prices for the 2023 season.

Annually, the Road Department invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the pavement marking program, for which they pay for the work performed on the roads within their jurisdiction. The estimated 2023 pavement marking costs for the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,191.20
City of Mason:	\$5,104.56
City of Williamston:	\$2,813.40
Village of Webberville:	\$2,187.00

ALTERNATIVES

The cities and villages can enter individual agreements with their own pavement marking contractors, but their unit prices would be much higher than those received through the Road Department contract. Historically, the Road Department has offered this option to all of the cities and villages within Ingham County, but only Leslie, Mason, Williamston, and Webberville have participated in the program.

FINANCIAL IMPACT

There is no financial impact to the Road Department, as each of the agencies are invoiced actual costs for work performed within their jurisdiction through the countywide Pavement Marking Program.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to enter into agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2023 Pavement Marking Program.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS
WITH THE CITY OF LESLIE, CITY OF MASON,
CITY OF WILLIAMSTON, AND THE VILLAGE OF WEBBERVILLE
FOR THE 2023 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 #33-22; 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 Program; and

WHEREAS, the agreement for the 2022 Pavement Marking Program contained 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 agreed to the agreement extension for the 2023 Pavement Marking Program, holding 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 for the 2023 Pavement Marking Program; and

WHEREAS, the Road Department annually invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the Pavement Marking Program as an economical solution to place pavement markings on roads within their jurisdiction; and

WHEREAS, the estimated 2023 pavement marking costs for the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,191.20
City of Mason:	\$5,104.56
City of Williamston:	\$2,813.40
Village of Webberville:	\$2,187.00; and

WHEREAS, the Road Department will invoice the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for all costs for work performed on the roads within their jurisdictions, at no additional cost to the Road Department budget; and

WHEREAS, the County on behalf of the Road Department, will enter into individual agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into individual agreements with the City of Leslie for an estimated cost of \$3,191.20, the City of Mason for an estimated cost of \$5,104.56, the City of Williamston for an estimated cost of \$2,813.40, and the Village of Webberville for an estimated cost of \$2,187 for the 2023 Pavement Marking Program and at no additional cost to the Road Department.

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.

Agenda Item 8d

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: May 23, 2023

SUBJECT: Proposed Resolution to Authorize an Associate Member Service Agreement with Michigan County Road Commission Self-Insurance Pool

For the Meeting Agendas of June 6, 7 and 13

BACKGROUND

When the Ingham County Road Department (ICRD) ceased being a Road Commission in 2012, the ICRD lost the advantages of being a longtime member of the Michigan County Road Commission Self-Insurance Pool (MCRCSIP). While road departments are not allowed to be a full member of MCRCSIP, an option has recently been offered for an associate membership. The benefits for road departments becoming MCRCSIP associate members include building inspections, building appraisals, training programs, loss recovery assistance, and historical knowledge of similar issues being experienced at other road agencies. Some of these options are available from other vendors, such as training, but they are typically more expensive and not directly applicable to a road agency's responsibilities.

The associate membership will not provide pooled insurance or profit-sharing opportunities available through the full membership available to road commissions.

ALTERNATIVES

The Road Department can continue to seek training or services from outside vendors, but these costs are more expensive and less applicable than those provided through MCRCSIP.

FINANCIAL IMPACT

The annual membership cost is \$21,283 for the Ingham County Road Department. The cost for this associate membership will come out of the 2023 and 2024 Road Fund Budgets.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to authorize an associate membership with MCRCSIP for a one-year term commencing on the date of the fully executed agreement.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN ASSOCIATE MEMBER SERVICE AGREEMENT WITH MICHIGAN COUNTY ROAD COMMISSION SELF-INSURANCE POOL

WHEREAS, when the Road Commission was dissolved in 2012 per Resolution #12-123, the services provided as a full member of the Michigan County Road Commission Self-Insurance Pool were eliminated; and

WHEREAS, the Michigan County Road Commission Self-Insurance Pool recently made available an option for road departments to become associate members, regaining some of the benefits previously received through full membership; and

WHEREAS, the County, on behalf of the Road Department, must enter into an agreement with the Michigan County Road Commission Self-Insurance Pool to define the responsibilities of each party related to the associate membership; and

WHEREAS, as an associate member, the Road Department would be able to take advantage of specialized training and services directly related to road agency responsibilities; and

WHEREAS, the term of the contract is for one year, commencing on the date the agreement is fully executed, at an annual cost of \$21,283; and

WHEREAS, the cost for the associate membership is included in the 2023 and 2024 Road Fund Budgets.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Michigan County Road Commission Self-Insurance Pool, located at 417 Seymour Ave #2, Lansing, MI 48933, for a contract amount of \$21,283 with a contract term of one-year, commencing on the date the agreement is fully executed.

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: May 16, 2023
SUBJECT: Resolution to Approve an Agreement for the Employee Assistance Program
For the meeting agendas of June 6 and June 7

BACKGROUND

The objective of an Employee Assistance Program (EAP) is to assist employees and members of their household with personal problems and/or work-related problems that may impact their job performance, health, mental, and emotional well-being. Counselors may also work in a consultative role with managers and supervisors to address employee and organizational challenges and needs. The scope of desired work includes, but is not limited to, the following:

1. *Assessment, Treatment, and Referrals:* Provide access 24 hours a day, 7 days a week to experienced mental health or other medical professionals on an as needed basis without limitation to a pre-determined number of visits.
2. *EAP Development & Ongoing Consultation:* Offer program development, supervisory consultation, and employee/supervisory training and education.
3. *Job Performance Issue Referrals:* Provide assessment, counseling, and appropriate referrals for employees experiencing job performance issues.
4. *Educational Materials:* Provide wellness-related educational materials for distribution to County employees.
5. *Critical Incident Stress Debrief (CISD):* Conduct CISD for Ingham County should extraordinary or abnormal situations occur, provide materials designed to address normal responses to such events, and identify those individuals needing referral for counseling or more specialized care.
6. *Reporting:* Provide quarterly and annual utilization reports to Ingham County.

RFP #207-22 was issued, to which 10 vendor responses were received.

ALTERNATIVES

The current EAP offered through Lincoln Life, EmployeeConnect, provides only employee assessment, treatment, and referrals with no reporting capability. EmployeeConnect also doesn't offer other needed services such as ongoing consultation, job performance issue referrals, wellness educational referrals, CISD, and reporting. Continued use of this more limited program could result in detrimental impact to employee job performance, health, and mental and emotional well-being.

FINANCIAL IMPACT

The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Human Resources Department staff, to award the contract to Encompass/AllOne Health Co. for the following:

- EAP Services per Employee per Month Fixed Fee (as needed sessions per issue per year): \$1.70 Per Member/Per Month
- On-site Critical Incident Stress Management Debriefing: \$350.00 Per Hour/Per Counselor
- On-site Orientation(s): \$0.00 Per Hour/Per Trainer

We are requesting funding from the Employee Benefit Fund for three contract years (2023 – 2026). We are also requesting an option for a two-year renewal.

STRATEGIC PLANNING IMPACT

Providing comprehensive EAP benefits supports the County’s goal of attracting and retaining exceptional employees who value public service.

OTHER CONSIDERATIONS

Encompass/AllOne Health Co. is the only responding vendor with a local office in Lansing, MI.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing the Human Resources Department to enter into a contract with Encompass/AllOne Health Co.

Agenda Item 9a

TO: Sue Graham, Director, Human Resources
FROM: James Hudgins, Director of Purchasing
DATE: December 6, 2022
RE: Memorandum of Performance for RFP No. 207-22 Employee Assistance Program (EAP)

Per your request, the Purchasing Department sought proposals to enter into a contract with a qualified and experienced State of Michigan licensed vendors to provide an Employee Assistance Program to the employees of Ingham County and members of their household with personal problems and/or work-related problems that may impact their job performance, health, mental, and emotional well-being.

The scope of work includes, but is not limited to, providing 24/7 as-needed confidential assessments, treatments, and referrals for employees and their families combined with distributing educational materials, addressing job performance issues, organizing training, utilizing reporting, and implementing policies and procedures.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	21	0
Vendors responding	10	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 Pref	Item #1	Item #2	Item #3
		EAP Services per Employee per Month, (PEPM) fixed fee / As needed sessions per issue per year	Additional Fees for On-site Services / On-site Critical Incident Stress	On-site Orientations(s)
		Cost PEPM	Cost - Per Hour Per Counselor Management Debriefing	Cost - Per Hour Per Trainer
Northstar EAP	No, Marquette, MI	\$3.75 for 3 annual sessions / \$4.00 for 5 annual sessions (See Packet)	\$400.00 - Onsite critical and \$200.00 virtual	\$100.00 + Travel Time Onsite/ \$50.00 Virtual
ComPsych Corporation	No, Chicago IL	\$1.79 (See Packet)	\$265.00 (See Packet)	\$215.00 (See Packet)
Henry Ford Health	No, Detroit MI	\$1.75	\$150.00	Included
Encompass / AllOne Health Co.	No, Grand Rapids MI	\$1.70	\$350.00	-0-
Care of SE MI	No, Fraser MI	\$1.95	Included	Included
Health Management Systems of America	No, Detroit MI	\$2.50	\$300.00	2 hours onsite included; additional \$400/ Hour
Spring Health / Spring Care Inc.	No, NY NY	\$12.24 + 0.18 (12 Session Bundle)	Varies \$195.00 - \$275.00 on timing + 25.00 admin fee for Virtual Support and \$165.00 in-person travel fee (See Packet)	Included
Employee Network Inc.	No, Durham NC	\$1.40 for 8 sessions	12 hours included thereafter \$375/hour, \$850/Hour DOT-SAP Mgmt./Mediation \$350/Hour (See Packet)	-0-
Ulliance Inc.	No, Troy MI	\$1.75	CISD Hours are included within the Resolution EAP Model / 10 Hours included, \$300 each additional hour for the fixed 1-5 visit model	Included
CuraLink Healthcare	No, Chicago IL	\$1.47 - \$2.41 depending on number of sessions (See Packet)	4 Hours Included, \$245.00 thereafter.	4 Hours Included, \$245.00 thereafter.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN AGREEMENT FOR THE EMPLOYEE ASSISTANCE PROGRAM

WHEREAS, Ingham County collective bargaining agreements require the County to provide an Employee Assistance Program (EAP) for all employees; and

WHEREAS, the goal of providing the EAP is to help employees navigate difficult life issues, which ultimately assists with attracting and retaining employees; and

WHEREAS, the current EAP available through Lincoln Life, EmployeeConnect, provides only employee assessment, treatment and referrals with no reporting capability; and

WHEREAS, additional needs for ongoing consultation, job performance issue referrals, wellness educational referrals, critical incident stress debrief (CISD), and reporting are essential components of a comprehensive EAP promoting employee job performance, health, and mental and emotional well-being; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced State of Michigan licensed vendors to provide a comprehensive EAP; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Encompass/AllOne Health Co.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize entering into a three-year agreement with Encompass/AllOne Health Co for the EAP with an option to extend for an additional two years in the amount not to exceed: EAP Services per Employee per Month Fixed Fee (as needed sessions per issue per year): \$1.70; Per Member/Per Month On-site Critical Incident Stress Management Debriefing: \$350.00 Per Hour/Per Counselor; and On-site Orientation(s): \$0.00 Per Hour/Per Trainer.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Employee Benefit Fund.

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

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: May 23, 2023
SUBJECT: Resolution to Approve UAW TOPS and MC Reclassification Requests

For the meeting agendas of June 6 and June 7

BACKGROUND

The UAW Technical, Office, Paraprofessional & Service Employees collective bargaining agreement, and the Managerial and Confidential Personnel Group Manual are effective January 1, 2022 through December 31, 2024. Each includes a process for employee submission of reclassification requests. The Human Resources Department has executed the process for reclassification requests for employees in these groups. These reclassification requests were processed in a manner consistent with the approved process by the Human Resources Department. 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 AND MC RECLASSIFICATION REQUESTS

WHEREAS, the UAW Technical, Office, Paraprofessional & Service Employees collective bargaining agreement and the Managerial and Confidential Personnel Group Manual are effective January 1, 2022 through December 31, 2024 and each includes a process for employee submission of reclassification requests; and

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

WHEREAS, these reclassification requests were processed in a manner consistent with the approved process by the Human Resources Department.

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>
144055	Clerk – Public Defenders Office	Move from UAW D to UAW F
601376	Community Health Center Manager	Move from MC 11 to MC 12

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

<u>Position Title</u>	2023		<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Clerk – PDO	UAW D: 44,058.77	UAW F: 49,652.19	5,593.42
CHC Manager	MC 11: 92,321.60	MC 12: 99,121.01	6,799.41
TOTAL:			12,392.83

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.

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: May 23, 2023
SUBJECT: Resolution Authorizing a Letter of Agreement with the CCLP Corrections Unit Regarding Rehire of Retired Corrections Deputies
For the meeting agendas of June 6 and 7

BACKGROUND

The Ingham County Board of Commissioners and the Ingham County Sheriff (the “Employer”) and the Capitol City Labor Program, Inc., Ingham County Corrections Unit (the “Union”) are parties to a collective bargaining agreement with a term running from January 1, 2022 through December 31, 2024 (the “CBA”). The CBA contains Article 7, C. which states that an employee shall lose his/her status as an employee and seniority if he/she retires from employment. In that the Employer needs experienced corrections deputies and is willing to re-hire employees who have recently retired from employment with the County, the parties are agreeable to allow the Employer to re-hire employees under certain following terms and are requesting authorization to enter into a Letter of Agreement specifying those terms as set forth in the attached proposed Letter of Agreement.

ALTERNATIVES

If the Board of Commissioners declines to approve the proposed resolution, the Employer likely will not benefit from the services of experienced corrections deputies as it would if the proposed resolution is approved.

FINANCIAL IMPACT

The financial impact on Ingham County will continue as is in the present, due to the continuation of current CBA provisions regarding employee wages and benefits.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize a Letter of Agreement with the CCLP Corrections Unit regarding rehire of retired corrections deputies.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A LETTER OF AGREEMENT WITH THE CCLP
CORRECTIONS UNIT REGARDING REHIRE OF RETIRED CORRECTIONS DEPUTIES**

WHEREAS, the Ingham County Board of Commissioners and the Ingham County Sheriff (the “Employer”) and the Capitol City Labor Program, Inc., Ingham County Corrections Unit (the “Union”) are parties to a collective bargaining agreement with a term running from January 1, 2022 through December 31, 2024 (the “CBA”); and

WHEREAS, the CBA contains Article 7, C. which states that an employee shall lose his/her status as an employee and seniority if he/she retires from employment; and

WHEREAS, the Employer needs experienced corrections deputies and is willing to re-hire employees who have recently retired from employment with the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the attached Letter of Agreement with the CCLP Corrections Unit regarding rehire of retired corrections deputies.

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.

**LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM
SHERIFF OF INGHAM COUNTY
-AND-
CAPITOL CITY LABOR PROGRAM
Corrections Division**

WHEREAS, the INGHAM COUNTY BOARD OF COMMISSIONERS and the INGHAM COUNTY SHERIFF (the “Employer”) and the CAPITOL CITY LABOR PROGRAM, INC., INGHAM COUNTY CORRECTIONS UNIT (the “Union”) are parties to a collective bargaining agreement with a term running from January 1, 2022 through December 31, 2024 (the “CBA”); and

WHEREAS, the CBA contains Article 7, C. which states that an employee shall lose his/her status as an employee and seniority if he/she retires from employment; and

WHEREAS, the Employer is in need of experienced corrections deputies and is willing to re-hire employees who have recently retired from employment with the County; and

WHEREAS, the parties are agreeable to allow the Employer to re-hire employees under the following terms.

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

1. The Employer shall be entitled to re-hire employees to work regular full-time hours who have retired from this bargaining unit at the Ingham County Sheriff’s Office and compensate them at the top step rate found in the parties’ CBA, Article 23, Section 1.
2. Employees re-hired by the Sheriff’s Office must be eligible for re-employment under applicable Michigan Municipal Employees’ Retirement System (MERS) rules regarding returning to work post-retirement. To be eligible for re-hire, an employee must have retired from the Ingham County Sheriff’s Office in good standing. For the purposes of this Agreement, retirement shall be defined as termination of employment or service pursuant to and in accordance with the employee’s MERS retirement plan insofar as the participant’s age and/or accrued service credit qualify them to immediately collect an unreduced retirement benefit.
3. Employees shall receive fringe benefits such as healthcare coverage, vision and dental pursuant to the provisions of the CBA as if they were a regular employee. Employees will transition to retiree health, dental and vision upon separation of their employment under this LOU.
4. Employees hired back under this Agreement will accrue vacation time at the Ten through Fourteen Year rate found in Article 30, Section 1, A. of the parties’ CBA, which is 5.846 hours earned each payroll period with a total of 152 annually. Payout of accrued time will be pursuant to the applicable provisions of the CBA.
5. Employees will not keep their seniority status that they held prior to their retirement but rather will be placed on the seniority list as a newly hired employee into the bargaining unit. Re-hired employees shall not be considered probationary nor shall they be subject to any probationary period or provisions as required by Article 16 of the CBA.
6. Employees shall be hired back for two (2) years with the option for one (1) additional year at the Sheriff’s discretion. Duration of hire is subject to this Agreement’s duration based on MERS work hour limitations as outlined in paragraph 8 below.

7. Employees hired back will not be eligible to accrue additional MERS service credits.
8. This Agreement shall remain in place until December 31, 2027, which is the current expiration of MERS waiving the requirement that caps the numbers of hours a retiree can work in a year to 1000 hours or at any point prior upon mutual agreement of the parties.
9. Re-hired employees shall not be eligible for promotion. Additionally, they shall not be eligible for special assignment(s) unless they held the assignment at the time of their retirement or no other eligible bargaining unit member(s) express interest in the assignment.
10. The Employer shall not utilize any re-hired employees while any regular, full-time bargaining unit employees are on layoff.
11. If, during the duration of this Agreement, MERS or any other regulatory or legislative agency or body promulgate rules or statutes which substantively and substantially affect any term of this Agreement, the parties shall collectively bargain at a reasonable time and place within fourteen (14) calendar days of the date of delivery of a written request invoking this provision.
12. All other terms of the collective bargaining agreement between the Employer and the Union shall govern the terms and conditions of employment for the employees. It is expressly understood that this agreement shall be without precedent or prejudice for any future circumstances.

INGHAM COUNTY:

CAPITOL CITY LABOR PROGRAM:

Ryan Sebolt
Chairperson, Board of Commissioners

Ben DeRosa
Bargaining Unit President

Scott Wriggelsworth
Sheriff

Bradley Richman
Director, CCLP

APPROVED AS TO FORM FOR
COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

By: /s/ Gordon J. Love

Agenda Item 9d

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: May 23, 2023
SUBJECT: Resolution Authorizing a Letter of Agreement with the CCLP Law Enforcement Unit Regarding
Rehire of Retired Law Enforcement Officers
For the meeting agendas of June 6 and 7

BACKGROUND

The Ingham County Board of Commissioners and the Ingham County Sheriff (the “Employer”) and the Capitol City Labor Program, Inc., Ingham County Law Enforcement Unit (the “Union”) are parties to a collective bargaining agreement with a term running from January 1, 2022 through December 31, 2024 (the “CBA”). The CBA contains Article 7, C. which states that an employee shall lose his/her status as an employee and seniority if he/she retires from employment. In that the Employer needs experienced law enforcement officers and is willing to re-hire employees who have recently retired from employment with the County, the parties are agreeable to allow the Employer to re-hire employees under certain following terms and are requesting authorization to enter into a Letter of Agreement specifying those terms as set forth in the attached proposed Letter of Agreement.

ALTERNATIVES

If the Board of Commissioners declines to approve the proposed resolution, the Employer likely will not benefit from the services of experienced law enforcement officers as it would if the proposed resolution is approved.

FINANCIAL IMPACT

The financial impact on Ingham County will continue as is in the present, due to the continuation of current CBA provisions regarding employee wages and benefits.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize a Letter of Agreement with the CCLP Law Enforcement Unit regarding rehire of retired law enforcement officers.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A LETTER OF AGREEMENT WITH THE CCLP LAW ENFORCEMENT UNIT REGARDING REHIRE OF RETIRED LAW ENFORCEMENT OFFICERS

WHEREAS, the Ingham County Board of Commissioners and the Ingham County Sheriff (the “Employer”) and the Capitol City Labor Program, Inc., Ingham County Law Enforcement Unit (the “Union”) are parties to a collective bargaining agreement with a term running from January 1, 2022 through December 31, 2024 (the “CBA”); and

WHEREAS, the CBA contains Article 7, C. which states that an employee shall lose his/her status as an employee and seniority if he/she retires from employment; and

WHEREAS, the Employer needs experienced law enforcement officers and is willing to re-hire employees who have recently retired from employment with the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the attached Letter of Agreement with the CCLP Law Enforcement Unit regarding rehire of retired law enforcement officers.

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.

**LETTER OF UNDERSTANDING
COUNTY OF INGHAM SHERIFF OF
INGHAM COUNTY AND
CAPITOL CITY LABOR PROGRAM
Ingham County Division**

WHEREAS, the INGHAM COUNTY BOARD OF COMMISSIONERS and the INGHAM COUNTY SHERIFF (the “Employer”) and the CAPITOL CITY LABOR PROGRAM, INC., INGHAM COUNTY DIVISION LAW ENFORCEMENT UNIT (the “Union”) are parties to a collective bargaining agreement with a term running from January 1, 2022 through December 31, 2024 (the “CBA”); and

WHEREAS, the CBA contains Article 7, C. which states that an employee shall lose his/her status as an employee and seniority if he/she retires from employment; and

WHEREAS, the Employer is in need of experienced law enforcement officers, particularly in courts and transports, and is willing to re-hire employees who have recently retired from employment with the County; and

WHEREAS, the parties are agreeable to allow the Employer to re-hire employees under the following terms.

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

1. The Employer shall be entitled to re-hire employees to work regular full-time hours who have retired from this bargaining unit at the Ingham County Sheriff’s Office and compensate them at the top step rate found in the parties’ CBA, Article 23.
2. Employees re-hired by the Sheriff’s Office must be eligible for re-employment under applicable Michigan Municipal Employees’ Retirement System (MERS) rules regarding returning to work post-retirement. To be eligible for re-hire, an employee must have retired from the Ingham County Sheriff’s Office in good standing and, in the time since their retirement, maintained an active Michigan Commission on Law Enforcement Standards (MCOLES) license. For the purposes of this Agreement, retirement shall be defined as termination of employment or service pursuant to and in accordance with the employee’s MERS retirement plan insofar as the participant’s age and/or accrued service credit qualify them to immediately collect an unreduced retirement benefit.
3. Employees shall receive fringe benefits such as healthcare coverage, vision and dental pursuant to the provisions of the CBA as if they were a regular employee. Employees will transition to retiree health, dental and vision upon separation of their employment under this LOU.
4. Employees hired back under this Agreement will accrue vacation time at the Ten through Fourteen Year rate found in Article 29, Section 1, A. of the parties’ CBA, which is 5.846 hours earned each payroll period with a total of 152 annually. Payout of accrued time will be pursuant to the applicable provisions of the CBA.
5. Employees will not keep their seniority status that they held prior to their retirement but rather will be placed on the seniority list as a newly hired employee into the bargaining unit. Re-hired employees shall not be considered probationary nor shall they be subject to any probationary period or provisions as required by Article 16 of the CBA.

6. Employees shall be hired back for two (2) years with the option for one (1) additional year at the Sheriff's discretion. Duration of hire is subject to this Agreement's duration based on MERS work hour limitations as outlined in paragraph 8 below.
7. Employees hired back will not be eligible to accrue additional MERS service credits.
8. This Agreement shall remain in place until December 31, 2027, which is the current expiration of MERS waiving the requirement that caps the number of hours a retiree can work in a year to 1000 hours or at any point prior upon mutual agreement of the parties.
9. Re-hired employees shall not be eligible for promotion. Additionally, they shall not be eligible for special assignment(s) unless they held the assignment at the time of their retirement or no other eligible bargaining unit member(s) express interest in the assignment.
10. The Employer shall not utilize any re-hired employee(s) while any regular, full- time bargaining unit employees are on layoff.
11. If, during the duration of this Agreement, MERS or any other regulatory or legislative agency or body promulgate rules or statutes which substantively and substantially affect any term of this Agreement, the parties shall collectively bargain at a reasonable time and place within fourteen (14) calendar days of the date of delivery of a written request invoking this provision.
12. All other terms of the collective bargaining agreement between the Employer and the Union shall govern the terms and conditions of employment for the employees. It is expressly understood that this agreement shall be without precedent or prejudice for any future circumstances.

INGHAM COUNTY:

CAPITOL CITY LABOR PROGRAM:

Ryan Sebolt
Chairperson, Board of Commissioners

Ryan Cramer
Bargaining Unit President

Scott Wriggelsworth
Sheriff

Bradley Richman
Director, CCLP

APPROVED AS TO FORM FOR
COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

By: /s/ Gordon J. Love

Agenda Item 10a

TO: Finance and Liaison Committees
FROM: Michael A. Townsend, Budget Director
RE: First Quarter 2023 Budget Adjustments, Contingency Fund Update
DATE: May 8, 2023

Enclosed please find the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2023. The total increase to the General Fund is \$84,715.

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.

The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2022. Some of the larger projects are as follows:

- Parks Playground Safety - \$110,430
- Parks Spicer, Crannie and Johnson Contracts - \$121,159
- Circuit Court Courtroom Technology - \$255,375
- Circuit Court Imaging/Scanning Project - \$330,281
- Probate Court Imaging/Scanning Project - \$121,268
- Clerk Imaging/Scanning Project - \$236,432
- DHHS Carpet Replacement - \$214,350
- CMHA Renovations - \$200,000
- IT Department Network Design - \$219,000
- IT Department Consulting - \$130,000
- IT Department Other Projects - \$225,000
- Retaining Wall Lake Lansing Project - \$624,243

In the General Fund, \$9,015 is re-appropriated for Cultural Diversity, Equity, and Inclusion funds not spent in 2022. The Controller's Office, on behalf of Environmental Affairs Commission, is requesting \$68,500 be rolled over from 2022, and 55th District Court is requesting that \$7,200 for storage fees not budgeted in 2023. The use of fund balance uncommitted will be increased to balance these changes.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$122,010. 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.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE 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:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2023 BUDGET 04/11/23</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$95,353,682	84,715	\$95,438,397
208	Parks	\$2,914,590	352,604	\$3,267,194
215	Friend of Court	\$7,282,505	32,730	\$7,315,235
228	Trails & Parks Millage	\$1,211,712	845,873	\$2,057,585
245	Public Improvements	\$584,500	1,199,219	\$1,783,719
264	Juvenile Justice Millage	\$5,873,820	555,000	\$6,428,820
595	Jail Commissary Fund	\$586,691	26,465	\$613,156
631	Building Authority Operating	\$2,698,634	433,477	\$3,132,111
636	Innovation & Technology	\$6,246,877	931,700	\$7,178,577
639	Drain Revolving	\$2,387,234	144,000	\$2,531,234
664	Mach. & Equip. Revolving	\$1,477,343	1,094,141	\$2,571,484

GENERAL FUND REVENUES

	<u>2023 Budget –</u> <u>04/11/23</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	2,600,000	0	2,600,000
Court Equity Funding	1,250,000	0	1,250,000
Personal Property Tax Replacement	575,000	0	575,000
Use of Fund Balance – Uncommitted	803,922	84,715	888,637
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	1,646,046	0	1,646,046
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	95,353,682	84,715	95,438,397

GENERAL FUND EXPENDITURES

	<u>2023 Budget –</u> <u>04/11/23</u>	<u>Proposed</u> <u>Changes</u>	<u>2023 Proposed</u> <u>Budget</u>
Board of Commissioners	769,635	0	769,635
Circuit Court - General Trial	8,194,734	0	8,194,734
District Court	3,749,221	7,200	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	1,268,335	0	1,268,335
County Attorney	510,749	0	510,749
County Clerk	1,489,177	0	1,489,177
Controller	1,530,283	16,015	1,546,298
Equalization/Tax Services	865,556	0	865,556
Human Resources	1,595,705	-7,000	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	227,264	0	227,264
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	1,157,601	0	1,157,601
Cooperative Extension	473,419	0	473,419
Parks and Recreation	1,960,594	0	1,960,594
Contingency Reserves	226,610	0	226,610
Attrition	-3,931,898		-3,931,898
Legal Aid	20,000	0	20,000
Environmental Affairs	100,500	68,500	169,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth	34,375	0	34,375
Capital Improvements	1,066,340	0	1,066,340
American Rescue Funds	-3,500,000	0	-3,500,000
Total General Fund Expenditures	95,353,682	84,715	95,438,397

General Fund Revenues

Use of Fund Balance Increase to offset shortages of \$84,715.

General Fund Expenditures

Board of Commissioners Re-appropriate Cultural Diversity, Equity, and Inclusion funds of \$9,015.

Controller Re-appropriate funds for Cultural Diversity, Equity, and Inclusion funds of \$7,000 from Human Resources Department to Controller's budget.

Environmental Affairs	Re-appropriate funds designed for the energy audit and re-designated them for energy efficiency improvements and saving projects (\$68,500).
55 th District Court	To appropriate \$7,200 for storage fees not budget in District Court.
Human Resources	Re-appropriate funds for Cultural Diversity, Equity, and Inclusion funds \$7,000 from Human Resources Department to Controller's budget.

Non-General Fund Adjustments

Parks (F208)	Re-appropriate funds for the following 2019 CIP projects: LL Roofs, Revenue Management System (\$5,202) and 2020 CIP projects: Hawk Island Fence (\$7,529), and 2021 CIP project: Burchfield Dirt School (\$30,713), 2022 CIP projects: Burchfield Pineknoll Roof (\$9,700), LL Tree and Branch Removal (\$2,700), HI Dog Park Dock (\$34,228), HI Snow Gun (\$3,650), Rental Equipment (\$37,346), Bunker Road Landing R21-379 (\$104,898), Playground Safety R22-242 (\$110,430), LL Disc Golf Course (\$6,208).
Friend of Court (F215)	Re-appropriate funds for the following CIP projects; Reinforcement of Doors (\$12,730) for CIP 2018 and Vehicle (\$20,000) from 2019.
Trails & Parks Millage (F228)	Re-appropriate remaining funds for Trails & Parks projects Re-appropriate funds for 2019 CIP projects, Crack Seal Lake Lansing (\$7,185), Retaining Wall Lake Lansing South (\$624,243), Lake Lansing South Topographic Survey (\$11,970), and CIP 2020 projects: Hawk Island Snowcat Building (\$8,253), Lake Lansing North Maintenance Facility (\$27,769), and CIP 2021 projects: Lake Lansing Boat Launch Improvements (\$45,294) Re-appropriate funds for 2022 Spicer, Crannie and Johnson Contracts (\$121,159).
Public Improvement (F245)	Re-appropriate funds for gravel road maintenance Lake Lansing South (\$7,000) and Burchfield (\$7,000). Concrete Replacement Mason (\$48,000). Re-appropriate funds for 2020 CIP: VMC Gate (\$35,000), Mason Courthouse Door Refinishing (\$18,000), Mason Fountain Replacement (\$40,000), and Mason Courthouse Swing Gates (\$5,000). Re-appropriate funds for 2021

CIP: HSB CMHA Renovations (\$200,000), Ingham County Family Center Fire Panel Assessment (\$8,000). Re-appropriate 2022 CIP Projects: CC Pretrial Services Officer Reconfiguration (\$65,569), CC Jury Assembly Room Improvements (\$75,000), VMC/GPB Parking Lot Replacement (\$175,000), VMC/Probate Carpet Replacement (\$30,000), FCHC RTU#4,#7,#9 Replacement (\$170,000), ICFC Domestic Hot Water Replacement (\$45,000), ICFC RTU MAU Replacements (\$210,650), BMS Tracer Summit Upgrade (\$60,000)

Juvenile Justice Millage
(F264)

Change funding for the Family Court 2022 Imaging
Re-appropriate funds for following CIP 2022 projects: Circuit Court Juvenile Parking Lot ICFC (\$330,000), CC Juvenile Parking Lot (\$225,000)

Jail Commissary Fund
(F595)

Re-appropriate funds for the following projects for Circuit Court; Floor Key Card Access, Court Room Gates, and Main Interior Security Door (\$6,465). Re-appropriate funds for the following project for Jail; Kitchen Tray Conveyor Replacement (\$20,000).

Bldg. Authority Operating
(F631)

Re-appropriate funds for the following projects at HSB; Replace Entrance Door (\$13,215) from CIP 2016, Concrete Repairs (\$20,074), Parking Lot Repairs (\$91,709), Door Replacement (\$21,685), New Blower Shaft (\$10,019), Drinking Fountain Replacement (\$5,975), Carpet Replacement (\$25,000), DHHS Carpet Replacement (\$214,350) from 2019 CIP. Re-appropriate funds from 2022 CIP projects: 22 HSB Server Liebert (\$31,450)

Innovation & Technology
(F636)

Re-appropriate remaining funds for the following projects: Probate Court scanning project (\$121,268) approved by 2014 capital budget and Resolution 11-120 and Clerk imaging project (\$236,432) approved by the 2014 – 2017 CIP and Resolution 13-199. Re-appropriate unspent network funds for the following projects budgeted but not completed in 2022; Network Redesign (\$219,000), Microsoft Licensing (\$80,000), Maintenance (\$125,000), Consulting (\$130,000), and Wiring Project (\$20,000).

Drain Office
(F639)

Re-appropriate remaining funds for the following projects:
Computer Replacement (\$20,000), Drain Camera (\$20,000), Hydro
Hoe (\$33,215), Overhead Garage Door (\$17,000), Community
Security Cameras (\$16,000), Garage Walls (\$13,785) from 2020
CIP. Tractor and Wheel Kit (\$24,000)

Mach./Equip. Revolving
(F664)

Re-appropriate Circuit Court's imaging/scanning project
(\$330,281), and E-filing software (\$10,000) from CIP 2014 and
R18-190, courtroom tech replacements (\$10,923), and phonic ear
(\$750) from 2017. Courtroom Technology Replacements
(\$255,375), Document Management System (\$50,000), Projectors
Jury Room (\$6,860) from 2019. Equalization's Software for
Online Mapping (\$4,118) District Court's Backup Audio System
(\$7,210) from 2019. FOC Scanner (\$7,500) from 2019. Probate
Court E Filing Case (\$30,000), Courtroom Updates (\$48,160),
2020 CIP Courtroom Gates (\$10,000), and Clerk's Electric
Document System (\$30,000), To re-appropriate (\$44,798) for
scanners Re-appropriate 2019 CIP: County Wide Fall Protection
(\$25,000), Mason Courthouse Client Room Tables (\$8,000), and
Veterans Affairs Transportation Vehicle (\$17,115). Re-appropriate
2020 CIP Projects: VMC/GPB Tracer Upgrades (\$15,000), VMC
Exterior Cameras (\$20,000), Re-appropriate 2021 CIP Projects:
District Court Ballistic Vest (\$3,625), Re-appropriate 2022 CIP
Projects: CC Pretrial Services Officer Reconfiguration (\$34,431),
Drain Scanner (\$15,000), AC Security Cameras (\$42,460), 55th DC
FTR Upgrade (\$19,565), HSB Server Liebert (\$5,550), Tractor
Replacement VMC (\$3,521), 2 Tractors Replacement (\$4,299),
Plow Salt Truck (\$28,600), Cube Truck HSB (\$6,000)