

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES OF [NOVEMBER 25, 2014](#)
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING THE CREATION OF [LANSING INDUSTRIAL DEVELOPMENTAL DISTRICT \(IDD-2-14\)](#)
 2. NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING AN [INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE \(IFT-4-14\)](#)
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 3. COUNTY SERVICES COMMITTEE – RESOLUTION AUTHORIZING A [PROCUREMENT POLICY](#) FOR FEDERAL GRANT AWARDS
 4. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE THE [SPECIAL AND ROUTINE PERMITS](#) FOR THE INGHAM COUNTY ROAD DEPARTMENT
 5. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING DR.

MARTIN LUTHER KING, JR.

6. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO TRANSFER ALL **UNSOLD TAX REVERTED PROPERTIES** REJECTED BY LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY
7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING SUBMISSION OF A JOINT CONTRACT OF TREASURER OFFICE AND ECONOMIC DEVELOPMENT WITH HOMETOWN HOUSING PARTNERSHIP d/b/a/ CAPITOL AREA HOUSING PARTNERSHIP AS **THIRD PARTY ADMINISTRATOR** FOR THE COUNTY HOMEOWNER AND RENTAL REHAB PROGRAM
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING INGHAM COUNTY’S PARTICIPATION IN THE LANSING REGIONAL **BROWNFIELD COALITION** FOR THE PURPOSE OF SUBMITTING AN APPLICATION TO THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY FOR A BROWNFIELD ASSESSMENT GRANT
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING A CONTRACT WITH BORNOR RESTORATION, INC. TO PROVIDE **EXTERIOR MASONRY** REPAIRS ON THE WINDOWS AT THE GRADY PORTER BUILDING
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH **LANDSCAPE ARCHITECTS & PLANNERS, INC.** (LAP) TO PROVIDE ARCHITECTURAL AND ENGINEERING (A&E) SERVICES FOR RENOVATIONS TO THE MOOSE AND BISON EXHIBIT AT POTTER PARK ZOO
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING A CONTRACT WITH THE **POTTER PARK ZOOLOGICAL SOCIETY** FOR SERVICES AT THE POTTER PARK ZOO
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY HEALTH CARE COALITION FOR EMPLOYEE **DENTAL BENEFITS** FOR 2015 AND AUTHORIZING LETTERS OF AGREEMENT WITH BARGAINING UNITS
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT 2015

WAGE REOPENER WITH THE INGHAM COUNTY EMPLOYEES'
ASSOCIATION – [PARK RANGERS](#)

14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING THE 2015 WAGE REOPENER AND CLARIFYING PENSION BENEFITS FOR TEAMSTERS LOCAL 580 – [911 SUPERVISORY UNIT T](#)
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING MODIFICATIONS TO THE [2015 MANAGERIAL](#) AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING ANNUAL 2015 COMPENSATION FOR NON-JUDICIAL [COUNTY-WIDE ELECTED OFFICIALS](#).
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING [COMMISSIONER COMPENSATION](#) FOR 2015 AND 2016
18. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE [YEAR END](#) BUDGET ADJUSTMENTS
19. FINANCE COMMITTEE - RESOLUTION TO AUTHORIZE ENTERING INTO AN [AGREEMENT](#) WITH CURTIS HERTEL, JR. FOR CONSULTING SERVICES
20. HUMAN SERVICES COMMITTEE - RESOLUTION MAKING AN APPOINTMENT TO THE [COMMUNITY HEALTH CENTER BOARD](#)
21. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO CREATE THE NEW CLASSIFICATION OF VETERANS SUPPORT SPECIALIST AND TO AUTHORIZE THE RECLASSIFICATION OF A [VETERANS CLERK/TRUST FUND](#) AGENT TO A VETERANS SUPPORT SPECIALIST IN THE DEPARTMENT OF INGHAM COUNTY VETERAN AFFAIRS
22. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MIDLAND COUNTY EDUCATIONAL SERVICES AGENCY FOR SERVICES ASSOCIATED WITH THE [GREAT START](#) TO QUALITY RESOURCE CENTER

23. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES
-RESOLUTION TO ELIMINATE THE PUBLIC HEALTH EMERGENCY
AND [BIOTERRORISM COORDINATOR POSITION](#), CREATE AN
EMERGENCY COORDINATOR POSITION, AND RECLASSIFY THE
HEALTH EDUCATOR II-EMERGENCY PREPAREDNESS POSITION TO
AN EMERGENCY PREPAREDNESS COORDINATOR

24. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES
- RESOLUTION TO AUTHORIZE THE CONVERSION OF VACANT
[NURSE ASSESSOR POSITION](#) TO A HEALTH CENTER NURSE

25. HUMAN SERVICES AND FINANCE COMMITTEES- RESOLUTION TO
ACCEPT U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
[HEALTH RESOURCES](#) AND SERVICES ADMINISTRATION HEALTH
CENTER CLUSTER PROGRAM FUNDS FOR FISCAL YEAR 2015

26. HUMAN SERVICES AND FINANCE COMMITTEES- RESOLUTION TO
AUTHORIZE THE DISTRIBUTION OF COUNTY URBAN
[REDEVELOPMENT FUNDS](#)

27. HUMAN SERVICES AND FINANCE COMMITTEES- RESOLUTION TO
EXTEND LEASE AGREEMENT FOR THE [WILLOW HEALTH CENTER](#)

28. LAW & COURTS COMMITTEE- RESOLUTION HONORING SALLY
[HENSCHEL](#) OF THE 30TH JUDICIAL CIRCUIT COURT CLERK'S
OFFICE

29. LAW & COURTS COMMITTEE- RESOLUTION TO ALLOW THE
INGHAM COUNTY SHERIFF'S OFFICE TO ENTER INTO
MEMORANDUM OF UNDERSTANDINGS WITH THE INGHAM
INTERMEDIATE SCHOOL DISTRICT, HASLETT, OKEMOS,
WEBBERVILLE, WILLIAMSTON AND HOLT PUBLIC SCHOOLS SO
THEY CAN APPLY FOR THE MICHIGAN STATE POLICE 2015
COMPETITIVE [SCHOOL SAFETY PROGRAM](#) GRANT

30. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES-
RESOLUTION APPROVING A UNITED AUTO WORKERS LETTER OF
UNDERSTANDING WITH REGARD TO [ON-CALL ANIMAL CONTROL](#)

EMPLOYEES

31. LAW & COURTS AND COUNTY SERVICES COMMITTEES- RESOLUTION AUTHORIZING THE NEW CLASSIFICATION FOR THE POSITION TITLED **VETERINARIAN TECHNICIAN** – ANIMAL CONTROL DEPARTMENT

32. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION TO AUTHORIZE THE MICHIGAN STATE UNIVERSITY SCHOOL OF HUMAN RESOURCES AND **LABOR RELATIONS** TO CONDUCT AN ORGANIZATIONAL ASSESSMENT OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER

33. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION TO ACCEPT A MICHIGAN **MUNICIPAL RISK MANAGEMENT** ASSOCIATION RAP GRANT FOR THE INGHAM COUNTY SHERIFF’S OFFICE TO PURCHASE NINE (9) BODY CAMERAS

34. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF’S OFFICE TO ENTER INTO AN INTERLOCAL AGREEMENT WITH DELHI TOWNSHIP AND THE **CITY OF EAST LANSING** FOR THE 2014 - 2018 MICHIGAN DEPARTMENT OF TREASURY COMPETITIVE GRANT ASSISTANCE PROGRAM

35. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION TO ENTER INTO A SUBCONTRACT WITH **SENTINEL OFFENDER SERVICES, LLC** FOR ELECTRONIC MONITORING SERVICES FOR THE FY 2015 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT

36. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION TO ENTER INTO A SERVICE AGREEMENT WITH LINGUISTICA INTERNATIONAL FOR **FOREIGN LANGUAGE** INTERPRETATION AND DOCUMENT TRANSLATION SERVICES FOR THE 30TH CIRCUIT COURT

37. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION

APPROVING THE APPOINTMENT OF [KRISTA L. KRAUSE](#) AS
ATTORNEY MAGISTRATE OF THE 55TH DISTRICT COURT

38. LAW & COURTS AND FINANCE COMMITTEES- RESOLUTION
AUTHORIZING ENTERING INTO A CONTRACT WITH THE CITY OF
LANSING FOR AN ALLOCATION OF FUNDS TO INGHAM
COUNTY/CITY OF [LANSING COMMUNITY CORRECTIONS](#) FOR THE
CITY 2014-2015 FISCAL YEAR

- XII. SPECIAL ORDERS OF THE DAY
- XIII. PUBLIC COMMENT
- XIV. COMMISSIONER ANNOUNCEMENTS
- XV. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XVI. ADJOURNMENT

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, 517-676-7200.

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

FULL BOARD PACKETS ARE AVAILABLE AT: www.ingham.org

NOVEMBER 25, 2014 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason – 6:30 p.m.
November 25, 2014

CALL TO ORDER:

Chairperson Celentino called the November 25, 2014 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Anthony, Bahar-Cook, Celentino, Crenshaw, Holman, Hope, Koenig, Maiville, McGrain, Nolan, Schafer, Tennis, Tsernoglou, and Vickers.

Member Absent: None.

A quorum was present.

PLEDGE OF ALLEGIANCE:

Chairperson Celentino asked Willis Bennett, Parks Department Director, to lead the Board in the Pledge of Allegiance.

MEDITATION:

Chairperson Celentino asked those present to remain standing for a moment of silence or prayer.

APPROVAL OF MINUTES OF NOVEMBER 12, 2014:

Commissioner Vickers moved to approve the minutes of the November 12, 2014 meeting. Commissioner McGrain seconded the motion.

The motion carried unanimously.

ADDITIONS TO THE AGENDA:

None.

PETITIONS AND COMMUNICATIONS:

2013 Annual Health Report from the Ingham County Health Department. Accepted and placed on file.

LIMITED PUBLIC COMMENT:

Sherrie Graham, Potter Park Zoo Director, stated that she brought tickets to the Zoo's Wonderland of Lights and Winter Wine and Stein events to tonight's meeting.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS:

None.

CONSIDERATION OF CONSENT AGENDA:

Commissioner Maiville moved to adopt a consent agenda consisting of all action items on the agenda except Agenda Item No. 2, 9, and 11. Commissioner Vickers seconded the motion.

The motion carried unanimously.

The items on the consent agenda were adopted by unanimous roll call vote.

Items voted on separately are so noted in the minutes.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING WILLIS BENNETT

RESOLUTION # 14 - 480

WHEREAS, Willis Bennett began his 33 year career in 1982 as a Park Ranger I and was promoted to a Park Ranger II-Mechanic in 1985; and

WHEREAS, throughout his early career he was responsible for routine building maintenance along with more complex maintenance responsibilities such as plumbing, electrical work, carpentry, equipment maintenance, and acting as the departmental mechanic within the park system; and

WHEREAS, in 1990 Willis was promoted to Park Manager and was responsible for managing Lake Lansing Park-South, Lake Lansing Park-North, and the Lake Lansing Boat Launch, along with many aspects of the winter sports operations for the Ingham County Parks as a whole; and

WHEREAS, as the Lake Lansing Park-South Park Manager Willis worked extensively with community members to successfully fundraise and construct both the large community built playground and the community band shell; and

WHEREAS, Willis indicated a desire to be involved in the construction of Hawk Island County Park and acted as the field liaison with the construction management firm and contractors throughout the development of the park; and

WHEREAS, in 2002 Willis became the Hawk Island Park Manager and subsequently oversaw the development and management of the Hope Soccer Complex and the Soldan Dog Park, along with the construction of the community built playground and the Splash Pad®; and

WHEREAS, with this promotion came the additional responsibility of ensuring the new park operated at the level of the existing parks and overseeing customer service to the level that visitation grew from several hundred thousand visitors to over half a million since Hawk Island County Park opened in 2002; and

WHEREAS, in 2008 Willis was promoted to Ingham County Parks Director where during his tenure he worked cooperatively with Meridian Township to add 120 acres to Lake Lansing Park-North; with the City of Lansing to construct and manage the Soldan Dog Park and the Hope Soccer Complex, and oversaw the addition and development of the new Hawk Island Snowpark; and

WHEREAS, in addition to providing exceptional customer service to park visitors in 2011 he also extended this to other citizens of Ingham County by accepting the responsibility from the Clerk's office to process U.S. Passports; and

NOVEMBER 25, 2014 REGULAR MEETING

WHEREAS, during his career Willis was professional, dedicated, knowledgeable and loyal to the Parks Department mission to provide quality outdoor recreation opportunities and facilities for all segments of our population and to enhance the quality of life for park visitors and county residents through active citizen involvement, planned acquisition, preservation, and professional management of park lands.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 11/18/14**

Commissioner Holman moved the resolution. Commissioner Schafer seconded the motion.

The motion carried unanimously.

Commissioner Holman thanked Mr. Bennett for his 33 years of service to the County. She further stated that our park system had blossomed due to Mr. Bennett's efforts. Commissioner Holman provided an overview of the roles Mr. Bennett had filled in the Parks Department. She further stated that Mr. Bennett had successfully overseen the integration of the Potter Park Zoo into the County.

Commissioner Koenig stated that Mr. Bennett had been great to work with and always answered the questions of commissioners and the public.

Commissioner Tsernoglou thanked Mr. Bennett for his dedication and our excellent park system.

Mr. Bennett thanked the Board of Commissioners. He stated that it was an honor to work for the County.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO COMMEMORATE THE 150TH ANNIVERSARY
OF THE FIRST PRESBYTERIAN CHURCH OF HOLT**

RESOLUTION # 14 - 481

WHEREAS, the First Presbyterian Church of Holt was established in Delhi Township in 1865, by 17 Scottish settlers; and

WHEREAS, in 1869, the first wood-frame sanctuary was constructed on Cedar Street at a cost of \$2,000; and

WHEREAS, a brick structure replaced the original building in 1900, that structure was razed in 1963; and

WHEREAS, the congregation's current home, at the intersection of Aurelius and Holt Roads in Delhi Township, was dedicated in 1964; and

WHEREAS, descendants of the church's founders are among the congregation's 320 current members; and

WHEREAS, the church improves its community both locally and internationally: the church feeds the hungry, cares for the sick, and welcomes refugees to Greater Lansing, and it has reached out globally with its ministries in Mexico and Uganda; and

WHEREAS, the First Presbyterian Church of Holt will commemorate its 150th anniversary on April 5, 2015.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners congratulates the First Presbyterian Church of Holt, its leaders, and its congregants, on this tremendous milestone, and thanks the church for its past, current, and future service to our community.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville

Nays: None **Absent:** Nolan **Approved 11/18/14**

Adopted as part of the consent agenda.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

RESOLUTION # 14 - 482

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated November 5, 2014 as submitted.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 11/18/14**

Adopted as part of the consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING PARTICIPATION IN THE 2015 TRI-COUNTY REGIONAL
PLANNING COMMISSION CONTRACT FOR THE PURCHASE OF DIGITAL AERIAL IMAGERY**

RESOLUTION # 14 - 483

WHEREAS, the Tri-County Regional Planning Commission is coordinating a regional flight of Ingham, Eaton, and Clinton counties in order to produce aerial imagery; and

WHEREAS, Clinton and Eaton counties have agreed to participate; and

WHEREAS, participation in this regional project would supply Ingham County and participating local jurisdictions with 12'' pixel, true color, leaf off digital orthoimagery; and

WHEREAS, users of this imagery include, but are not limited to, the Equalization/Tax Mapping Department, Environmental Health, 911 Emergency Operations, Economic Development, the Road Department, and the Drain Commissioner's Office; and

WHEREAS, the State of Michigan is coordinating this project through Tri-County Regional Planning which lowers the cost significantly.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes participation in the 2015 Tri-County Regional Planning Commission digital aerial imagery project, and authorizes the transfer of \$15,000 from the Contingency Fund to fund Ingham County's portion of the project costs.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the necessary agreements with Tri-County Regional Planning Commission and the State of Michigan, after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the County Controller is authorized to make the budget adjustments and transfers contemplated by the resolution.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville

Nays: None **Absent:** Nolan **Approved 11/18/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO PROVIDE THE INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY WITH CAPACITY BUILDING FUNDING**

RESOLUTION # 14 - 484

WHEREAS, the incidence of tax foreclosure caused by lingering economic turmoil and hardship through 2014 is expected to be significant; and

WHEREAS, in 2005 the County, County Treasurer and the Michigan Land Bank Fast Track Authority entered into an agreement to establish an Ingham County Land Bank; and

WHEREAS, the Land Bank has grown to be a significant economic development tool in Ingham County and is the major public responder to the plight of property thrown into tax foreclosure; and

WHEREAS, the need exists for capacity at the Land Bank to deal with the growing inventory of property and the housing initiatives through HUD's Neighborhood Stabilization Program and the Federal Home Loan Bank of Indianapolis; and

WHEREAS, the increased incidence of tax delinquency, forfeiture and foreclosure while increasing the responsibilities placed upon the Land Bank is also increasing the revenue to the County Treasurer's Delinquent Tax Revolving Fund for tax years through 2014; and

WHEREAS, the Land Bank has significant physical assets with value to unlock and redeploy in the future, but faces property management and disposition challenges currently.

THEREFORE BE IT RESOLVED, that the County Board authorizes annual funding of \$400,000 to the Ingham County Land Bank from the Delinquent Tax Revolving Fund for tax years 2015 through 2017.

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

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 11/18/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers
Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY LAND BANK'S
MEMBERSHIP IN THE INGHAM COUNTY HEALTH CARE COALITION
FOR THE PURCHASE OF HEALTH INSURANCE COVERAGE
FOR LAND BANK EMPLOYEES EFFECTIVE JANUARY 1, 2015**

RESOLUTION # 14 - 485

WHEREAS, Ingham County has established the Ingham County Health Care Coalition, through which County-affiliated entities may purchase group health insurance coverage for their employees; and

WHEREAS, the Ingham County Land Bank Fast Track Authority desires to become a member of the Ingham County Health Care Coalition in order to purchase health insurance coverage for its employees, effective January 1, 2015; and

WHEREAS, the Land Bank Board has adopted a resolution approving the Land Bank's membership in the Health Care Coalition and requesting that the Board of Commissioners authorize the same.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Land Bank Fast Track Authority's membership in the Ingham County Health Care Coalition to enable the purchase of health insurance coverage for its employees effective January 1, 2015.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Celentino, Maiville

Nays: None **Absent:** Nolan, Koenig **Approved 11/18/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A REORGANIZATION
OF THE ZOO KEEPERS AT POTTER PARK ZOO**

RESOLUTION # 14 - 486

WHEREAS, Potter Park Zoo, a fully accredited facility, desires to operate based on philosophies and practices considered by the Association of Zoos and Aquariums (AZA) as being *modern best practices* of the profession, meet or exceed all AZA accreditation standards, adhere to all AZA policies and meet all aspects of the definition of a zoological park; and

WHEREAS, increased accountability and reporting is demanded regarding operations protocol, enrichments plans, animal training programs, recommended exposure times, animal handling policies, oversight of the exhibits and the welfare of the animal collection; and

WHEREAS, the animal care department currently functions with five animal areas and includes two Level 600 Zoo Keeper and twelve Level 400 Zoo Keepers; and

WHEREAS, to improve animal husbandry management is rearranging the species of animals into three animal areas instead of five which will require the facilitation of better oversight and communication between all animal care staff; and

WHEREAS, this reorganization will NOT eliminate any positions or cause any demotion of current Zoo Keepers, but will create more opportunities for upward mobility within the Keeper staff; and

WHEREAS, Human Resources has created a new classification titled Zoo Keeper 500, and after analysis, the classification has a community of interest with the Zoo – UAW and is appropriately compensated at a Zoo – UAW 500 salary range (\$37,434 - \$46,009); and

WHEREAS, Human Resources has updated the job descriptions of the Zoo Keeper 400 and Zoo Keeper 600 positions, and the salary range for both will remain the same; and

WHEREAS, the Zoo - UAW has been notified and they support the classification, updated job descriptions and salary placement; and

WHEREAS, there will be an additional \$14,418.80 impact to the 2015 budget for which \$15,000 has been built into the 2015 budget to accommodate/cover this reorganization.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the reorganization of the Zoo Keepers at Potter Park Zoo.

BE IT FURTHER RESOLVED, that Potter Park Zoo will *maintain* ten Level 400 Zoo Keeper positions.

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BE IT FURTHER RESOLVED, that Potter Park Zoo will *create* three Level 500 Zoo Keeper positions to work in each of the three animal areas and be responsible for communication among the 400 Level Zoo Keepers in their assigned animal areas.

BE IT FURTHER RESOLVED, that Potter Park Zoo will *reduce* the two Level 600 Zoo Keeper positions to one who will provide oversight of the three Level 500 Zoo Keepers, as well as the interns and seasonal animal care staff.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Potter Park Zoo Position Allocation List in accordance with this resolution.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Celentino, Maiville

Nays: None **Absent:** Nolan, Koenig **Approved 11/18/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE 2014 APPORTIONMENT REPORT AND
THE 2015 APPROPRIATIONS RESOLUTION**

RESOLUTION # 14 - 487

WHEREAS, the 2014 Apportionment Report was approved by Resolution #14-410 on October 14, 2014; and

WHEREAS, the 2015 Appropriations Resolution was approved by Resolution #14-440 on October 28, 2014; and

WHEREAS, as a result of the election held on November 4, 2014 it is necessary to amend the Apportionment Report and the Appropriations Resolution.

THEREFORE BE IT RESOLVED, that Resolution #14-410 is amended by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2014.

BE IT FURTHER RESOLVED, that Resolution #14-440 is amended by adding to the county's authorized levies the Trails and Parks millage of 0.5 mills as passed on November 4, 2014.

BE IT FURTHER RESOLVED, that the following tax levies are hereby authorized for the 2014 tax year/2015 budget year for a total county levy of 10.6963 mills, including authorized levies for General Fund operations, special purpose, and Airport Authority millage:

2014/15 Millage Summary

<u>Purpose</u>	<u>Millage</u>
General Operations	6.3512
General Operations – Indigent Veterans Support	.0330
Special Purpose - Emergency Telephone Services	.8431
Special Purpose - County-wide Transportation	.4800
Special Purpose - County-wide Transportation	.1200
Special Purpose - Juvenile Justice	.6000
Special Purpose - Potter Park Zoo and Potter Park	.4100
Special Purpose – Farmland/Open Space Preservation	.1400
Special Purpose – Health Care Services	.5200
Special Purpose – Trails and Parks	.5000
Trust & Agency - Capital Region Airport Authority	.6990

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Commissioner Koenig moved the resolution. Commissioner Crenshaw seconded the motion.

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Commissioner Koenig stated that this resolution needed to be voted on by roll call.

The motion carried unanimously by roll call vote.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2015 BUDGET YEAR

RESOLUTION # 14 - 488

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

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

WHEREAS, funding for these contracts has been included within the 2015 Adopted Budget; and

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

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

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

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

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

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LAW AND COURTS COMMITTEE										
Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2014 COST	2015 PROJECTED	Proj. Increase over 2014	% Increase over 2014	Funding Source
1	Circuit Court	TEL/Thalner	Techonology support for the Courtrooms (excluding Courtrooms 1 and 2)	01/01/15	12/31/15	\$23,000	\$23,000	\$0	0%	General Fund
2	Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists	10/01/14	09/30/15	\$646,825	\$656,732	\$9,907	1.5%	50% JJM/50% State of MI
3	Family Court	Ingham Intermediate	Day Treatment Program - teachers & para-professionals	10/01/14	09/30/15	\$434,932	\$434,932	\$0	0%	50% JJM/50% State of MI
4	Family Court	Four Attorneys: Skinner, Mertens, Staake, Fish	Guardian-Ad-Litem contracts to represent children in abuse and neglect hearings	01/01/15	12/31/15	\$200,000	\$200,000	\$0	0%	General Fund
5	Family Court	Peckham, Inc. Footprints Group Home	Short Term Female Residential	10/01/14	09/30/15	\$447,319	\$447,319	\$0	0%	50% JJM/50% State of MI
6	Family Court	Peckham, Inc. Crossroads	Educational and vocational program for delinquent youth	10/01/14	09/30/15	\$319,542	\$319,542	\$0	0%	50% JJM/50% State of MI
7	Family Court	House Arrest Services	Home Detention including tethers, reduce out of home care	10/01/14	09/30/15	\$30,000	\$30,000	\$0	0%	General Fund
8	Probate Court	Michael Staake & William Metros	Legal representation for mental illness respondents.	01/01/15	12/31/15	\$10,000	\$10,000	\$0	0%	General Fund
9	Probate Court	Robert Refior & Louis Kafantaris	Attorney Services agreement for general matters w/ Robert Refior & Louis Kafantaris	01/01/15	12/31/15	\$17,000	\$17,000	\$0	0%	General Fund
10	Probate Court	Robert Refior & Louis Kafantaris	Guardian ad litem services for general Probate matters	01/01/15	12/31/15	\$48,000	\$48,000	\$0	0%	General Fund
11	Prosecuting Attorney	Safe Records	Storage of Records	01/01/15	12/31/15	\$5,827	\$5,827	\$0	0%	General Fund
12	Sheriff	Lansing-Mason Ambulance	Inmate Ambulance Service	01/01/15	12/31/15	\$22,500	\$22,500	\$0	0%	General Fund
13	Sheriff	Morphotrust	Software in Jail - Main/LiveScan	01/01/15	12/31/15	\$7,000	\$7,000	\$0	0%	General Fund
14	Ingham County	Legal Services of South Central Michigan	income residents of Ingham County	01/01/15	12/31/15	\$20,000	\$20,000	\$0	0%	General Fund

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REVENUE CONTRACTS									
	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2014 REV	2015 PROJECTED	Proj. Increase	% Increase over 2014
1	Community Corrections	City of Lansing	Annual Grant for CCAB Administration	07/07/14	06/30/15	\$12,500	\$12,500	\$0	0%
2	Prosecuting Attorney	State of Michigan	Anti-Drug Abuse Program	10/01/14	09/30/15	\$22,036	\$21,166	-\$870	-4%
3	Prosecuting Attorney	State of Michigan	VOCA Crime Victim Assistant Grant	10/01/14	09/30/15	\$65,000	\$70,278	\$5,278	8%
4	Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Grant	10/01/14	09/30/15	\$704,036	\$724,277	\$20,241	3%
5	Prosecuting Attorney	State of Michigan	Victims Rights Grant	10/01/14	09/30/15	\$225,000	\$229,600	\$4,600	2%
6	Sheriff	State of Michigan	Anti-Drug Abuse Program	10/01/14	09/30/15	\$22,036	\$21,166	-\$870	-4%
7	Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	10/01/14	09/30/15	\$248,002	\$248,002	\$0	0%
8	Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	10/01/14	09/30/15	\$3,402	\$3,402	\$0	0%
9	Sheriff	State of Michigan	Annual Grant for Emergency Management	10/01/14	09/30/15	\$45,582	\$45,582	\$0	0%
10	Family Court	State of Michigan	Annual Child Care Agreement	10/01/14	09/30/15	\$6,336,861	\$6,247,836	-\$89,025	-1%
11	FOC	State of Michigan	Annual Access and Visitation Grant	10/01/14	09/30/15	\$6,300	\$4,200	-\$2,100	-33%
12	FOC	State of Michigan	Cooperative Reimbursement Grant	10/01/14	09/30/15	\$2,928,449	\$3,007,173	\$78,724	3%
13	Work Study	Cooley Law School, Detroit College of Law, Michigan	Annual Work Study Grants	Continuing	Continuing	\$54,331	\$54,883	\$552	1%
14	Ingham County	Tri-County Metro Narcotics Squad	Annual Grant for Drug Assets Forfeiture Program	10/01/14	09/30/15	\$271,805	\$257,803	-\$14,002	-5%

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HUMAN SERVICES COMMITTEE										
Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2014 COST	2015 PROJECTED	Proj. Increase over 2014	% Increase over 2014	Funding Source
1	Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/15	12/31/15	\$ 45,750	\$ 45,750	\$0	0%	General Fund
2	Health Department	Volunteers of America	Homeless Day Center	10/01/14	09/30/15	\$ 30,000	\$ 30,000	\$0	0%	General Fund
3	Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Rd	10/01/14	09/30/15	\$ 7,200	\$ 7,200	\$0	0%	General Fund
Revenue Contracts										
Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2014 COST	2015 PROJECTED	Proj. Increase over 2014	% Increase over 2014	
1	VA	Michigan Veterans Trust Fund	Services Provided for Ingham County Trust Fund	10/01/14	09/30/15	\$ 7,800	\$ 7,800	\$0	0%	
2	VA	Michigan Veterans Trust Fund	Services Provided for Ingham Clinton County Trust Fund	10/01/14	09/30/15	\$ 1,700	\$ 1,700	\$0	0%	
3	VA	Clinton County	Services Provided to Clinton County	01/01/15	12/31/15	\$ 34,466	\$ 31,111	-\$3,355	-10%	

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COUNTY SERVICES COMMITTEE										
Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2014 COST	2015 PROJECTED	Proj. Increase over 2014	% Increase over 2014	Funding Source
1	Board of Commissioners	Granicus	Recording Software maintenance Monthly Manage Service	01/01/15	12/31/15	\$5,500	\$5,500	\$0	0%	General Fund
2	Financial Services	Eagle Claims Management	Workers' Comp Third Party Administrator	01/01/15	12/31/15	\$ 27,500	\$ 27,500	\$0	0%	Workers Comp
3	Financial Services	Infinisource	Employees' Flexible Spending Account Administrator	01/01/15	12/31/15	\$ 17,500	\$ 17,500	\$0	0%	Employee Benefit
4	Ingham County	Tri-County Regional Planning	Cooperative Effort in resolving problems, policies and plans	01/01/15	12/31/15	\$ 104,960	\$ 104,960	\$0	0%	General fund
5	Road Department	Granger Container	Solid Waste Disposal	01/01/15	12/31/15	\$ 4,600	\$ 4,600	\$0	0%	Road Fund
6	Road Department	Bentley Systems	Engineering Software Licenses	01/01/15	12/31/15	\$ 7,535	\$ 7,535	\$0	0%	Road Fund
7	Road Department	Precision Systems	Accounting Software Licenses	01/01/15	12/31/15	\$ 14,655	\$ 14,655	\$0	0%	Road Fund
8	Road Department	Midwestern Consulting	Traffic Signal Database Support	01/01/15	12/31/15	\$ 1,200	\$ 1,200	\$0	0%	Road Fund
9	IT	Granicus	Granicus Maintenance	07/01/14	06/30/15	\$ 11,692	\$ 11,692	\$0	0%	Network Fund
REVENUE CONTRACTS										
	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2014 REV	2015 PROJECTED	Proj. Increase over 2014	% Increase over 2014	
1	Equalization	State of Michigan	Annual Grant for Remonumentation Program	01/01/15	12/31/15	\$107,551	\$85,000	-\$22,551	-21%	
2	Human Resources	Tri-County Office on Aging	For HR consulting services Annual renewal since 2006	01/01/15	12/31/15	\$40,028	\$40,028	\$0	0%	

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JANE NOICE MARWEDE

RESOLUTION # 14 - 489

WHEREAS, Jane Noice Marwede began her career with Ingham County in October of 1996 as the Administrative Assistant to the Director of the Purchasing and Properties Department; and

WHEREAS, in 1998 Jane began serving as the Executive Assistant to Health Officer Bruce Bragg, since that time she has served as Executive Assistant for three additional Health Officers, Dr. Dean Sienko, Dr. Renee Canady and currently Linda Vail; and

WHEREAS, Jane provided support to the Ingham County Medical Examiner's Office until Dr. Sienko's retirement; and

WHEREAS, Jane has been a very valuable employee and a tremendous asset to Ingham County, one of her most significant strengths is her history with the County and her knowledge and interpretation of the administrative and legal policies and procedures; and

WHEREAS, during her years of service with the County, Jane was always willing to go above and beyond the call of duty, lending a helping hand to her fellow employees, touching the lives of many along the way; and

WHEREAS, Jane proved to be of great assistance to the Board of Commissioners and Board Coordinator taking and transcribing Liaison Committee minutes when requested; and

WHEREAS, after eighteen years of service, Jane is retiring from her position with the Health Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Jane Noice Marwede for her 18 years of devotion and dedicated service to the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Board sincerely appreciates the contributions she has made and for making a difference in County government.

BE IT FURTHER RESOLVED, that the Board extends its best wishes to Jane and hopes for continued success in all of her future endeavors.

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 11/17/14**

Commissioner Nolan moved the resolution. Commissioner Crenshaw seconded the motion.

The motion carried unanimously.

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Commissioner Nolan stated that Jane Noice Marwede had worked as the Executive Assistant at the Health Department for the most immediate part of her 18-year career at the County. Commissioner Nolan further stated that Ms. Marwede had worked under four Health Officers and one Acting Health Officer. Commissioner Nolan stated that Ms. Marwede would be missed.

Commissioner Tennis stated that Ms. Marwede was the glue that kept the executive team at the Health Department together. He thanked Ms. Marwede for her service to the Health Department and the County.

Ms. Marwede thanked the Board of Commissioners. She stated that she was happy to have been a part of the best Health Department she knew.

Chairperson Celentino thanked Ms. Marwede for her service to the County. He wished Ms. Marwede success in her future endeavors.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR SERVICES BETWEEN INGHAM
HEALTH PLAN CORPORATION AND INGHAM COUNTY HEALTH DEPARTMENT**

RESOLUTION # 14 - 490

WHEREAS, Ingham Health Plan Corporation (IHP) is a Michigan nonprofit corporation, exempt from federal income tax under Section 501(a) of the Internal Revenue Code (“Code”) as an organization described under Code Section 501(c)(3); and

WHEREAS, the Centers for Medicare and Medicaid Services entered into a contract with the Michigan Public Health Institute (MPHI) to implement the Michigan Pathways to Better Health initiative, for the purposes of achieving better health, better health care and lower health care costs; and

WHEREAS, MPHI entered into an agreement with IHP to develop processes, protocols, referral mechanisms and tracking tools for Ingham Pathways to Better Health for capital area residents (Pathways); and

WHEREAS, Pathways is a free program for Medicare and Medicaid beneficiaries who have two or more chronic health conditions and have social service needs; and

WHEREAS, Pathways’ objectives are to enhance communications and coordination of services between healthcare providers through trained Community Health Workers (CHW) who connect eligible Medicare and Medicaid beneficiaries with community services (such as housing, transportation, food and clothing) as well as primary care and preventive health care services; and

WHEREAS, IHP also entered into a subcontract with the Health Department to serve as the Pathways Community Hub (a referral and tracking center) and coordinator of CHW services in Ingham County; and

WHEREAS, the Health Department and IHP desire that ICHD participate in and provide certain services to Pathways through the Ingham Community Health Centers; and

WHEREAS, the Ingham Community Health Center Board of Directors supports the Health Department’s participation in and provision of services to Pathways; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes ICHD to enter into this agreement with IHP.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Health Department to enter into an agreement with IHP to participate and provide the following services:

1. Provide physicians, case managers and other health care workers, as mutually agreed upon by the Health Department and IHP, to participate on Pathways’ Community Linkages Planning Team; and

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2. Assist IHP in meeting the objectives of Pathways providing the services, and carrying out the functions and assuming the responsibilities set forth in Attachment A, as they pertain to the Pathways' Community Linkages Planning Team duties.

BE IT FURTHER RESOLVED, IHP agrees to pay the Health Department an hourly rate of \$75.00 not to exceed a total amount of \$1,500.00 for services set forth in Attachment A, as they pertain to the Pathways' Community Linkages Planning Team duties.

BE IT FURTHER RESOLVED, that the term of this Agreement shall be March 1, 2014 through June 30, 2015, and shall remain in effect for an additional, successive one year term, provided that the parties execute a written amendment providing for such renewal prior to the expiration of the then-current term.

BE IT FURTHER RESOLVED, that this agreement may be terminated mutually in writing by the parties or by either party, upon at least a thirty day written notice of termination to the other party.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 11/17/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers
Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

ATTACHMENT A

Grantee Agency	Ingham Health Plan Corp	Grant Program Title	Oct 1, 2014 – June 30, 2015
Project Title	Community Linkages Pilot		

Narrative

Project Synopsis	This project will focus on enhancing the communication and coordination of services between healthcare providers and Ingham Pathways to Better Health in an effort to connect patients with two or more chronic conditions
Project Target Area	Ingham County patients with two or more chronic conditions; special emphasis on patients with Hypertension

I. Objective	Improve communication and coordination of services between healthcare practices and Ingham Pathways to Better Health
I. A. Activity	Develop electronic tool(s) to access records for tracking progress made and
Responsible Staff	IHP and Planning Team
From/To Date	October 2014
Expected Outcome	Healthcare practices receive information in a timely manner regarding patient participation in Ingham Pathways to Better Health
Measurement	Reporting mechanism and/or data systems enhanced

II. Objective	Implement (Pilot) processes and protocols
II. A. Activity	Clinically-based care managers/care coordinators and appropriate staff will refer patients to the Ingham Pathways to Better Health for CHW assistance with social concerns
Responsible Staff	IHP; Planning Team; participating healthcare practices*
From/To Date	October 2014
Expected Outcome	Patients will be identified and referred to Pathways – 20 per site
Measurement	60 new referrals received from participating healthcare practices

II. Objective	Implement (Pilot) processes and protocols
II. B. Activity	Track baseline measurement of participating patient’s blood pressure
Responsible Staff	IHP; participating healthcare practices
From/To Date	October 2014
Expected Outcome	Patient’s blood pressure will be recorded when medical records are Received
Measurement	Baseline blood pressure readings received

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II. Objective	Implement (Pilot) processes and protocols
II. C. Activity	Develop process improvement plan based on feedback of healthcare practice
Responsible Staff	IHP; Planning Team; participating healthcare practices
From/To Date	October 2014
Expected Outcome	Tools modified as needed
Measurement	Protocol and procedural manual developed

III. Objective	Develop sustainability plan
III. A. Activity	Gather 2 nd data point of blood pressure for participating patients 3-6 months
Responsible Staff	IHP; participating healthcare practices
From/To Date	Dec 2014
Expected Outcome	Receive blood pressure readings of participating patients
Measurement	Blood Pressure readings

III. Objective	Develop sustainability plan
III. B. Activity	Replicate project with additional healthcare practices
Responsible Staff	IHP
From/To Date	Dec 2014 – June 2015
Expected Outcome	At least three additional healthcare practices will adopt processes and protocols
Measurement	Increased referrals from healthcare practices

*Participating Health Care providers now include:

- ICHD/Community Health Center
 - McLaren Multi Specialty Group
 - McLaren PO
 - Sparrow PHN
 - Sparrow Medical Group
 - Health Team
- { Original MIPCT:
 { New MSU

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ACCEPTANCE OF A MICHIGAN DRUG COURT GRANT FOR
THE INGHAM COUNTY FAMILY DEPENDENCY TREATMENT COURT**

RESOLUTION # 14 - 491

WHEREAS, the Michigan Drug Court Grant program, administered by the State Court Administrative Office, has awarded a grant in the amount of \$72,000 to the Ingham County Circuit Court's Family Dependency Treatment Court for purposes of eliminating barriers to treatment as well as continuing funding a position; and

WHEREAS, the Family Dependency Treatment Court handles cases involving parents of children petitioned to the Court for abuse and or neglect and the parent's primary issue is substance abuse; and

WHEREAS, the barriers affected with this grant will include supervision, transportation, rewards and incentives, trauma-informed parenting training, substance testing, cognitive behavioral therapy, relapse prevention intervention, in-patient treatment, risk assessment, psychiatric/pain management consultation and assessment; and

WHEREAS, the grant award also includes money to continue the funding of a Special Part-time Family Dependency Treatment Court Program Assistant who will work with the Coordinator and Case Managers of the program to ensure the specialty court participants attend testing and treatment, receive incentives and rewards, have additional professional contacts when needed and assist in data collection and input; and

WHEREAS, the grant also included the funding of 2 additional Special Part-time Program Assistants to provide supervision, testing, and transportation of participants after traditional work hours and on weekends; and

WHEREAS, the FDTC Program Assistant position has been determined by Ingham County's Human Resource Department to be a Special Part Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant which ends September 30, 2015; and

WHEREAS, the grant award will pay for up to three employees to attend the annual Michigan Association of Drug Court Professionals conference in 2015; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Family Dependency Treatment Court.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes accepting a grant from the Michigan Drug Court Grant Program to the Ingham County Circuit Court's Family Dependency Treatment Court for the sum of \$72,000 for the purposes of eliminating barriers to treatment, providing rewards and incentives, participation in the annual Drug Court conference and continued employment of one Special Part Time Family Dependency Treatment Court Program Assistant as well as 2 new grant funded Special Part

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Time positions at a UAW B pay grade, without benefits, for the time period of October 1, 2014 through September 30, 2015.

BE IT FURTHER RESOLVED, that a grant subcontract with Dr. Kathleen Burns Jager, PH.D., LMFT, LLP is authorized to provide Trauma Informed Parenting education and therapy at a cost of \$63.00/hour in office and \$73.00/hour in home, not to exceed \$4,700 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with the National Council on Alcoholism is authorized to provide cognitive behavioral therapy at \$35/session and relapse prevention at a cost of \$37.50 per session, not to exceed \$5,000 for the duration of this grant period; and to provide in-patient treatment services not to exceed a total of \$500 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with House Arrest Services is authorized to provide substance abuse monitoring at a cost of \$25.00 activation & \$9.50/day for SCRAM alcohol tether, \$7.00/day for the MEMS3000 in home PBT machine, \$5.75/day for the Soberlink portable PBT device, and \$5.50/day for the house arrest tether, not to exceed \$15,000 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with the Forensic Fluids Laboratories is authorized to provide mouth swab substance abuse testing at costs not exceeding \$15.00 5-panel tests, \$18.00 10-panel tests, \$18.00 EtG tests; and \$22.00 special request tests (i.e. synthetic marijuana); the total costs not to exceed \$6,000 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with Dr. Norman Miller, MD, JD, PLLC is authorized to provide psychiatric evaluation, pain management assessment, and case consultation at a cost of \$300.00/hour; the total cost not to exceed \$5,000 for the duration of this grant period.

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.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2014 and 2015 Circuit Court Family Division budget and Position Allocation List.

LAW & COURTS: Yeas: Bahar-Cook, Hope, Crenshaw, Celentino, Tsernoglou, Schafer, Maiville

Nays: None **Absent:** None **Approved 11/13/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INGHAM COUNTY 55TH DISTRICT COURT TO ACCEPT A GRANT AWARD FROM THE MICHIGAN SUPREME COURT STATE COURT ADMINISTRATIVE OFFICE - COURT PERFORMANCE INNOVATION GRANT PROGRAM (SCAO-CPIFG)

RESOLUTION # 14 - 492

WHEREAS, the United States Constitution requires indigent criminal defendants have counsel available at every critical phase of a criminal proceeding; and

WHEREAS, Public Act 93 of 2013 creates the Michigan Indigent Defense Commission (MIDC) and charges the MIDC with establishment of minimum standards, rules, and procedures for provision of indigent defense services - See MCL 780.991(2)(d); and

WHEREAS, the Michigan State Court Administrative Office has identified the need for establishing and testing procedures for implementation of Public Act 93 of 2014 through its Court Performance Innovation Fund Grant (CPIFG); and

WHEREAS, the 55th District Court has identified provision of counsel to indigent defendants at first appearance in a criminal case as a need within our community; and

WHEREAS, the 55th District Court has developed a plan to implement the provision of counsel to indigent defendants at first appearance in a criminal case with cooperation of existing court appointed counsel relationships; and

WHEREAS, CPIFG grant funding does not obligate the County to provide matching funds; and

WHEREAS, the Ingham County Board of Commissioners accepted a FY 2014 Court Performance Grant from the State Court Administrative Office to provide legal counsel for defendants at their first appearance in court and the acceptance of this FY 2015 grant from the State Court Administrative Office would be a continuation of the grant program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State Court Administrative Office - Court Performance Innovation Fund Grant Program for a total budget not to exceed \$60,600 for the time period of October 1, 2014, through March 31, 2015.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2014 and 2015 55th District Court budgets to add up to \$60,600 in grant funds for court appointed counsel.

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

LAW & COURTS: Yeas: Bahar-Cook, Hope, Crenshaw, Celentino, Tsernoglou, Schafer, Maiville

Nays: None **Absent:** None **Approved 11/13/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers

Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT A SECOND GRANT FROM TWO SEVEN OH INC.

RESOLUTION # 14 - 493

WHEREAS, Ingham County Animal Control is interested in receiving a grant from Two Seven Oh Inc.; and

WHEREAS, the purpose of this grant is to purchase supplies which will be used to promote Senior Pets for Senior People; and

WHEREAS, the award amount of this grant is \$3,920.00 with no match required, for a total project cost of \$3,920.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of a second grant from Two Seven Oh Inc. in the amount of \$3,920.00 for fiscal year 2014/2015, with no match requirement for a total project cost of \$3,920.00.

BE IT FURTHER RESOLVED, 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.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.

LAW & COURTS: Yeas: Bahar-Cook, Hope, Crenshaw, Celentino, Tsernoglou, Schafer, Maiville
Nays: None **Absent:** None **Approved 11/13/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers
Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A FULL-TIME ENFORCEMENT OFFICER POSITION FOR THE
PURPOSE OF COLLECTING DELINQUENT FINES AND COSTS IN THE DISTRICT COURT**

RESOLUTION # 14 - 494

WHEREAS, prior to 2010 the 55th District Court did not have a formal program in place for the collection of delinquent monies owed to the Court/County; and

WHEREAS, the Ingham County Board of Commissioners created a full-time Court/Enforcement Officer position (#137030) in 2010 to allow for the implementation of a formal collection program and provide for additional court security; and

WHEREAS, the Court/Enforcement Officer position was designed to split 20 hours/week on collecting monies owed to the court and 20/week providing court security services; and

WHEREAS, since the implementation of the collection program, the program directly accounted for the collection of \$580,000 in delinquent fines and costs in the first full year of operation (2011) and the collection of \$685,000 of delinquent fines and costs in 2012, and the collection of \$780,000 of delinquent fines and costs in 2013; and has collected \$536,093 thus far this year; and

WHEREAS, Resolution #14-039 authorized a one year pilot project changing the Enforcement/Court Officer position from a part-time position to a full-time Enforcement Officer position; and

WHEREAS, the court currently has outstanding receivables totaling approximately \$5,500,000; and

WHEREAS, \$4,200,000 of the outstanding receivables is aged seven years or less; and

WHEREAS, the enforcement and collection of delinquent monies owed to the court assists in effective case management practices; and

WHEREAS, the enforcement and collection of delinquent monies owed to the court ensures the disbursement of monies due to Ingham County, other receiving agencies and victims of crime; and

WHEREAS, the enforcement and collection of delinquent monies owed to the court enhances the credibility of the court, its orders and the judges; and

WHEREAS, if the position is not funded as a full-time position and the position reverts back to a part-time collection officer (20 hours/week), the employee in the position will not be readily available to meet with defendants owing money. Those defendants will be told to return to court another day; and

NOVEMBER 25, 2014 REGULAR MEETING

WHEREAS, if the position is not funded as a full-time position and the position reverts back to a part-time collection officer (20 hours/week), the employee in the position will not engage in collection activity while assigned to court security detail like it was done prior to the creation of the full-time position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the continuation of the full-time Enforcement Officer position for the sole purpose of enforcing and collecting monies owed to the court.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the continuation of a 0.5 FTE court officer position to assume the court security duties of the former Court/Enforcement Officer position so that the Enforcement Officer can remain as a full-time position.

BE IT FURTHER RESOLVED, that the personnel costs for the 0.5 FTE Court Officer position for FY 2015 is projected at \$33,876.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$33,876 from the 2015 Ingham County Contingency Fund to the 55th District Court budget for this purpose.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustments to the 55th District Court's budget and Position Allocation List.

LAW & COURTS: Yeas: Bahar-Cook, Hope, Crenshaw, Celentino, Tsernoglou, Schafer, Maiville
Nays: None **Absent:** None **Approved 11/13/14**

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 11/18/14**

FINANCE: Yeas: Koenig, Anthony, McGrain, Vickers
Nays: None **Absent:** Tennis, Bahar-Cook, Schafer **Approved 11/19/14**

Adopted as part of the consent agenda.

SPECIAL ORDERS OF THE DAY:

Commissioner Anthony moved to reappoint Saturnino Rodriquez to the Board of Health.

The motion carried unanimously.

Commissioner Anthony moved to appoint Kim Coleman to the Department of Human Services Board. Commissioner Nolan seconded the motion.

The motion carried unanimously.

PUBLIC COMMENT:

None.

COMMISSIONER ANNOUNCEMENTS:

Commissioner Nolan invited commissioners to read the 2013 Annual Health Report from the Health Department. She further stated that the Health Department employees did a wonderful job helping our residents become healthier. Commissioner Nolan stated that the Report would be an excellent reference tool that commissioners could use to answer constituent inquiries.

Commissioner Maiville stated that with the holiday season coming, the Old Newsboys Day was scheduled for Thursday, December 4. He further stated that he and Commissioner Hope supported the sponsoring organization, the Old Newsboys Association. Commissioner Maiville invited all to donate shoes, boots, and socks during the event. He further stated that donations would benefit needy area children.

CONSIDERATION AND ALLOWANCE OF THE CLAIMS:

Commissioner Antony moved to approve payment of the claims submitted by the County Clerk and Financial Services Department in the amount of \$39,440,315.16. Commissioner McGrain seconded the motion.

The motion carried unanimously.

ADJOURNMENT:

There being no further business, the meeting was adjourned at approximately 6:46 p.m.

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Virg Bernero, Mayor

**City of Lansing
Notice of Public Hearing**

The City Council of the City of Lansing will hold a public hearing on Monday, December 8, 2014, at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, Michigan, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing and other interested persons to appear and be heard on the creation of Lansing Industrial Development District (IDD-2-14) as requested by the applicant for the location indicated below:

Applicant: Neogen Corporation
By: James Houthoofd
IDD Location: 728 E. Shiawassee, Lansing, MI

Legally described as:

LOT 5, ASSESSORS PLOT NO 5, Tax ID 33-01-01-15-151-261.

Creation of IDD-2-14 as requested by Neogen Corporation will make certain property investment (real and personal property) within the District eligible to be included in applications for tax abatements and/or exemptions. Further information regarding this application may be obtained from Mr. Karl Dorshimer, Lansing Economic Area Partnership, 1000 South Washington Ave., Ste. 201, Lansing, Michigan, 48910, (517) 702-3387.

RECEIVED
DEC 01 2014



Virg Bernero, Mayor

**City of Lansing
Notice of Public Hearing**

The City Council of the City of Lansing will hold a public hearing on Monday, December 8, 2014, at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, Michigan, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing and other interested persons to appear and be heard on the application of Neogen Corporation for an Industrial Facilities Exemption Certificate (IFT-4-14) pursuant to Public Act 198 of 1974, as amended, as requested by the applicant for the location indicated below:

Applicant: Niowave Corporation
By: James Houthoofd
IFT Location: 728 E. Shiawassee, Lansing, MI

Legally described as:

LOT 5, ASSESSORS PLOT NO 5, Tax ID 33-01-01-15-151-261.

Approval of IFT-4-14 as requested by Neogen Corporation will make certain new property investment (real and personal property) eligible for tax abatements and/or exemptions. Further information regarding this application may be obtained from Mr. Karl Dorshimer, Lansing Economic Area Partnership, 1000 South Washington Ave., Ste. 201, Lansing, Michigan, 48910, (517) 702-3387.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A PROCUREMENT POLICY FOR FEDERAL GRANT AWARDS

RESOLUTION # 1

WHEREAS, the County applies for and receives millions of dollars annually from the Federal Government; and

WHEREAS, the Office of Management and Budget issued new federal grant award reform rules, widely known as the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards - 2 CFR Chapter I, Chapter II, Part 200, et al.; and

WHEREAS, these new rules detail the procedures non-federal entities must follow when procuring property, goods, and services under a federal award; and

WHEREAS, the Ingham County Board of Commissioners recognizes the need to have a clear and concise procurement policy with respect to federal grant awards; and

WHEREAS, with assistance and guidance from legal counsel, the Purchasing Department compiled a procurement policy for federal grant awards.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby adopts the attached Procurement Policy for Federal Grant Awards.

BE IT FURTHER RESOLVED, that this policy shall serve as the foundation for purchases of all property, goods and services with federal grant funds, and that any County policy in direct conflict is hereby rescinded.

BE IT FURTHER RESOLVED, that this policy shall be reviewed and amended from time to time as deemed necessary by the Purchasing Director in compliance with federal guidelines.

BE IT FURTHER RESOLVED, that upon effective passage of this resolution, the Board of Commissioners directs the Purchasing Department to issue to all County departments and offices a copy of said policy.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

County of Ingham



Procurement Policy for Federal Grant Awards

Last Revised: Friday, November 20, 2014

1.0 Purpose

The purpose of this policy is to ensure that goods and services purchased for the performance of a federal grant award are obtained in a cost-effective manner and in compliance with federal regulations.

2.0 Scope

This policy applies to any employees authorized to initiate and/or approve purchases paid with federal grant funds.

3.0 General Procurement Standards

3.1 Code of Conduct

As representatives of Ingham County (herein "County"), all employees are expected to conduct themselves in a professional and ethical manner, maintaining high standards of integrity and the use of good judgment. Employees are expected to be principled in their business interactions and act in good faith with individuals both inside and outside the County.

The following *Code of Conduct* shall govern the performance, behavior and actions of the County, including employees, directors, appointed or elected officials, volunteers, or agents who are engaged in any aspect of procurement, including, but not limited to, purchasing goods and services, awarding contracts and grants, and the administration and supervision of contracts:

- a) No employee, director, appointed or elected official, volunteer, or agent of the County shall participate in the selection, award, or administration of contracts supported by a federal award if a conflict of interest is real or apparent to a reasonable person.
- b) Conflicts of interest may arise when any employee, officer, or agent of the County, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a real or apparent financial or other interest in or a tangible personal benefit from a firm considered for the contract.
- c) No employee, director, appointed or elected official, volunteer, or agent of the County shall do business with, award contracts to, or show favoritism toward a member of his or her immediate family, spouse's family or to any company, vendor, or contractor or parties to subcontractors who either employs or has any relationship to a family member; or award a contract or bid which violates the spirit or intent of federal, state and local procurement laws and policies established to maximize free and open competition among qualified vendors.
- d) The County's employees, directors, appointed or elected officials, volunteers, or agents shall neither solicit nor accept gratuities, favors, gifts, consulting fees, trips, or anything having a monetary value in excess of twenty-five dollars (\$25.00) from a vendor, potential vendor, from the family or employees of a vendor, contractors or parties to subcontracts.
- e) All employees, officers and agents of the County shall adhere to the County's Ethics Policies and the Code of Conduct for Ingham County Employees.
- f) Disciplinary measures for violations of the *Code of Conduct* by employees, directors, appointed or elected officials, volunteers, or agents who are engaged in any aspect of procurement, including, but not

limited to, purchasing goods and services, awarding contracts and grants, and the administration and supervision of contracts could lead to disciplinary measures, up to and including possible termination of employment.

- 3.2 Proper oversight must be maintained to ensure that contractors perform in accordance with the terms, conditions, and specifications of the County's contracts or purchase orders.
- 3.3 Acquisition of unnecessary or duplicative items must be avoided. Consideration should be given to consolidating or dividing procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- 3.4 To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services, the County shall enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
- 3.5 Procuring federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs shall be utilized.
- 3.6 Value engineering clauses may be used in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- 3.7 Contracts shall only be awarded to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- 3.8 Records will be maintained sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. The Purchasing Department will be the repository for said records and shall be maintained for a period of not less than seven (7) years.
- 3.9 Time and material type contracts (open-ended) may be used only after a determination that no other contract is suitable. Time and material type contract means a contract where the cost to the County is the sum of the actual cost of materials and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit. Each time and material contract will set a ceiling price that the contractor exceeds at its own risk. A higher degree of oversight is required in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- 3.10 The County alone will be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the County of any contractual responsibilities under its contracts. The federal awarding agency will not substitute its judgment for that of the County unless the matter is primarily a federal concern. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

4.0 Competition

4.1 All procurement transactions must be conducted in a manner providing full and open competition. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals will be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- a) Placing unreasonable requirements on firms in order for them to qualify to do business;
- b) Requiring unnecessary experience and excessive bonding;
- c) Noncompetitive pricing practices between firms or between affiliated companies;
- d) Noncompetitive contracts to consultants that are on retainer contracts;
- e) Organizational conflicts of interest;
- f) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
- g) Any arbitrary action in the procurement process.

4.2 Procurements shall be conducted in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

4.3 All solicitations will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated.

4.4 Bids and proposals shall identify all the requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

4.5 All prequalified lists of persons, firms, or products which are used in acquiring goods and services must be current and include enough qualified sources to ensure maximum open and free competition. Also, potential bidders shall not be precluded from qualifying during the solicitation period.

5.0 Methods of Procurement

One of the following procurement methods shall be used:

5.1 Procurement by Micro-purchases

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed \$3,000 (or \$2,000 in the case of acquisitions for construction subject to the Davis-Bacon Act). To the extent practicable, micro-purchases will be distributed equitably among qualified suppliers. Micro-

purchases may be awarded without soliciting competitive quotations if the Purchasing Director considers the price to be reasonable.

5.2 Procurement by Small Purchase Procedures

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold (\$150,000). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

5.3 Procurement by Sealed Bids (formal advertising)

Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the following conditions apply:

- a) A complete, adequate, and realistic specification or purchase description is available;
- b) Two or more responsible bidders are willing and able to compete effectively for the business; and,
- c) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements shall apply:

- a) The invitation for bids will be publicly advertised and bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids;
- b) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- c) All bids will be publicly opened at the time and place prescribed in the invitation for bids;
- d) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and,
- e) Any or all bids may be rejected if there is a sound documented reason.

5.4 Procurement by Competitive Proposals

The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- a) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- b) Proposals must be solicited from an adequate number of qualified sources;

- c) The following method for conducting technical evaluations of the proposals received and for selecting recipients shall be used:
1. After all proposals are opened and recorded, the Purchasing Department shall determine if the proposals are responsive. A responsive proposal conforms in all material respects to the RFP.
 2. Select the Evaluation Committee members. At a minimum, members should consist of purchasing staff and an end user with decision making authority.
 3. Create a scoring matrix with weighted factors based on the evaluation criteria stated in the RFP.
 4. Provide members with copies of the proposals and the scoring matrix.
 5. Members individually review and score all proposals based on the criteria in the RFP. Include written justification for each scoring category.
 6. Members submit scoring matrices and comments for each responsive proposal to the Purchasing Department.
 7. The Purchasing Department compiles all the members' matrices to arrive at final scorings.
 8. A meeting is scheduled with all members to discuss all aspects of the proposals and final scorings.
 9. The members short-list the top candidates.
 10. Schedule interviews, if necessary with top candidates.
 11. Ask for Best and Final offers from top candidates (optional).
 12. All members make a joint written recommendation. All scoring sheets, justification and rationale for the recommendation and any other variables that may have been considered are sent to the Purchasing Department.
- d) Any response that takes exception to any mandatory items in this proposal process may be rejected and not considered;
- e) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and,
- f) Competitive proposal procedures may be used for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

5.5 Procurement by Noncompetitive Proposals

Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

- a) The item is available only from a single source;
- b) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-federal entity; or
- d) After solicitation of a number of sources, competition is determined inadequate.

6.0 Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area (a place of high unemployment) Firms

6.1 All necessary affirmative steps will be taken to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:

- a) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- b) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- c) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- d) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- e) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and,
- f) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (a) through (e) of this section.

7.0 Procurement of Recovered Materials

A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

8.0 Contract Cost and Price

8.1 A cost or price analysis shall be performed in connection with every procurement action in excess of the Simplified Acquisition Threshold (\$150,000) including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, independent estimates shall be made prior to receiving bids or proposals.

8.2 Profit shall be negotiated as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

8.3 Costs or prices based on estimated costs for contracts under the federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the County under Subpart E—Cost Principles of Part 200 – Uniform Administrative Requirements, Cost Principles, and

Audit Requirements for Federal Awards. The County may reference its own cost principles that comply with the federal cost principles.

8.4 The cost plus a percentage of cost and percentage of construction cost methods of contracting shall not be used.

9.0 Federal Awarding Agency or Pass-through Entity Review

9.1 The County shall make available, upon request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the County desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

9.2 The County will make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

- a) Procurement procedures or operation fails to comply with the procurement standards in this part;
- b) The procurement is expected to exceed the Simplified Acquisition Threshold (\$150,000) and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
- c) The procurement, which is expected to exceed the Simplified Acquisition Threshold (\$150,000), specifies a "brand name" product;
- d) The proposed contract is more than the Simplified Acquisition Threshold (\$150,000) and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
- e) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold (\$150,000).

9.3 The County is exempt from the pre-procurement review in paragraph (9.2) of this section if the federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

- a) The County may request that its procurement system be reviewed by the federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;
- b) The County may self-certify its procurement system. Such self-certification must not limit the federal awarding agency's right to survey the system. Under a self-certification procedure, the federal awarding agency may rely on written assurances from the County that it is complying with these standards. The County must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

10.0 Bonding Requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold (\$150,000), the federal awarding agency or pass-through entity may accept the bonding policy and requirements of the County provided that the federal awarding agency or pass-through entity has made a determination that the federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- a) A bid guarantee from each bidder equivalent to five percent (5%) of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified;
- b) A performance bond on the part of the contractor for 100 percent (100%) of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract; and,
- c) A payment bond on the part of the contractor for 100 percent (100%) of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

11.0 Contract Provisions

Contracts and solicitations must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

11.1 Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “Federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts

Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

(I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), “Debarment and Suspension.” The Excluded Parties List System in SAM contains the names of parties

debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(K) See §200.322 Procurement of recovered materials.

**DECEMBER 9, 2014
AGENDA ITEM NO.4**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

RESOLUTION # 2

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated November 19, 2014 as submitted.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DR. MARTIN LUTHER KING, JR.

RESOLUTION # 3

WHEREAS, Dr. Martin Luther King, Jr., a Baptist minister and passionate fighter for civil rights through non-violent action, was a vital personality of the modern era, his lectures and remarks stirred the concern and sparked the conscience of a generation; and

WHEREAS, the movements and marches led by Dr. Martin Luther King, Jr. brought significant changes in the fabric of American life; and

WHEREAS, his courageous and selfless devotion gave people of color and the disenfranchised people direction to thirteen years of civil rights activities, his charismatic leadership inspired men and women, young and old, in the nation and abroad; and

WHEREAS, Dr. King's concept of somebodiness gave black and poor people a new sense of worth and dignity, his philosophy of nonviolent direct action, and his strategies for rational and non-destructive social change, galvanized the conscience of this nation and reordered its priorities; and

WHEREAS, his wisdom, his words, his actions, his commitment, and his dreams for a new cast of life, are intertwined with the American experience; and

WHEREAS, few have had as much impact upon the American consciousness as Dr. Martin Luther King, Jr.; and

WHEREAS, the 19th of January, 2015 has been designated a national holiday in honor of the birthday of the late Dr. Martin Luther King, Jr.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Dr. Martin Luther King, Jr. in appreciation of the many accomplishments he made towards improving the quality of life for the citizens throughout the country, particularly those in Ingham County.

BE IT FURTHER RESOLVED, that the citizens of Ingham County are encouraged to celebrate this holiday and join the Board of Commissioners in the celebration of this notable holiday in honoring this great American hero and role model.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER ALL UNSOLD TAX REVERTED PROPERTIES
REJECTED BY LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST
TRACK AUTHORITY**

RESOLUTION # 4

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, (“the Act”) establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Ingham County Treasurer, with the Ingham County Board of Commissioners’ approval, has entered into an intergovernmental agreement with the State Land Bank Fast Track Authority under the Act to form an Ingham County Land Bank Fast Track Authority; and

WHEREAS, tax reverted property not previously sold by the Ingham County Treasurer, acting as the foreclosing governmental unit (FGU), shall be transferred to the city, village, or township in which the property is located, except those parcels of property to which the city, village or township has objected to in accordance with 1999 PA 123, MCL 211.78M(6); and

WHEREAS, parcels rejected by a city, village or township become the property of Ingham County; and

WHEREAS, the Land Bank was established to assist in the strategic disposition of tax reverted property; and

WHEREAS, local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes the Controller/Administrator to take appropriate action to transfer all rejected property to the Land Bank.

BE IT FURTHER RESOLVED, that this resolution shall be renewed annually.

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

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville

Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers

Nays: None **Absent:** None **Approved 12/03/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING SUBMISSION OF A JOINT CONTRACT OF
TREASURER OFFICE AND ECONOMIC DEVELOPMENT WITH HOMETOWN
HOUSING PARTNERSHIP d/b/a/ CAPITOL AREA HOUSING PARTNERSHIP AS
THIRD PARTY ADMINISTRATOR FOR THE COUNTY HOMEOWNER AND
RENTAL REHAB PROGRAM**

RESOLUTION # 5

WHEREAS, Ingham County government has long term objectives to foster economic well-being and assist their citizens in meeting basic needs; and

WHEREAS, Ingham County has been invited by the Michigan State Housing Development Authority to apply for a Housing Resource Fund grant designed to provide financial assistance to communities to make physical improvements to residential neighborhoods through the Homeowner and Rental Rehab program; and

WHEREAS, Hometown Housing Partner d/b/a Capitol Area Housing Partnership as third party administrator will apply to Michigan State Housing Development for the maximum funds to administrator these programs; and

WHEREAS, Hometown Housing Partner d/b/a Capitol Area Housing Partnership compensation will be included in the administrative cost in the award grant funds, there will be no cost to the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Hometown Housing Partner d/b/a Capitol Area Housing Partnership to administrate the Homeowner and Rental Rehab program.

BE IT FURTHER RESOLVED, that the funding for this service will come from the award grants funds.

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 form by the County Attorney.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING INGHAM COUNTY'S PARTICIPATION IN THE
LANSING REGIONAL BROWNFIELD COALITION FOR THE PURPOSE OF
SUBMITTING AN APPLICATION TO THE UNITED STATES ENVIRONMENTAL
PROTECTION AGENCY FOR A BROWNFIELD ASSESSMENT GRANT**

RESOLUTION # 6

WHEREAS, the Ingham County Board of Commissioners has established a Brownfield Redevelopment Authority whose charge is to support the cleanup and redevelopment of environmentally contaminated and previously used development sites that promote Economic Development in Ingham County; and

WHEREAS, the Ingham County Board of Commissioners and the Ingham County Brownfield Redevelopment Authority have determined a need to continue to identify, assess and implement the cleanup and redevelopment or reuse of brownfield sites in our region in order to encourage economic development; and

WHEREAS, the cleanup and revitalization of brownfield sites can provide many other community benefits including protection of public health and environment, neighborhood improvements, opportunities for creation of parks and community spaces and elimination of blight and dangerous structures; and

WHEREAS, Ingham County faces the challenge of many brownfield sites throughout the community such as former industrial sites, closed gas stations, dumps and other contaminated properties; and

WHEREAS, the Lansing region, which includes the City of Lansing, the City of East Lansing, Clinton County, Eaton County, and Ingham County, seeks to collaborate to revitalize brownfield sites and secure more resources for redevelopment of these sites for both the individual communities and the broader region; and

WHEREAS, these five local governments desire together to form the Lansing Regional Brownfield Coalition (Coalition); and

WHEREAS, the Lansing Economic Area Partnership (LEAP), a non-profit economic development entity with members that include Ingham County and the other governmental entities who will be part of the Coalition, will seek, administer and implement new funding to support the Coalition and its local government participants; and

WHEREAS, the U.S. Environmental Protection Agency (EPA) is now soliciting applications for grants in its Brownfield Assessment program and allows for coalitions to seek funding in the amount of \$600,000 to be used for assessment and reuse planning of brownfield sites.

THEREFORE BE IT RESOLVED, that Ingham County is a collaborative partner in the Lansing Regional Brownfield Coalition and supports the development and submission of an application to the Environmental Protection Agency Brownfield Assessment Grant Program in the amount of \$600,000 by LEAP on behalf of the Lansing Regional Brownfield Coalition.

BE IT FURTHER RESOLVED, that Ingham County designates the Economic Development Coordinator to work in collaboration with LEAP and the other Coalition members on the development, submission and implementation of an EPA Brownfield Assessment Grant and appoints two interested persons, Sandy Gower and Bruce Moore, to participate in the Lansing Regional Brownfield Coalition Task Force, a group of stakeholders meant to advance the region's brownfield revitalization objectives

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville

Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers

Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH
BORNOR RESTORATION, INC. TO PROVIDE EXTERIOR MASONRY
REPAIRS ON THE WINDOWS AT THE GRADY PORTER BUILDING**

RESOLUTION # 7

WHEREAS, the existing windows are old and in need of repair because they leak badly when it rains; and

WHEREAS, after careful review of the bids, the Purchasing and Facilities Departments both agree that a contract be awarded to Bornor Restoration, Inc. who submitted the lowest responsive and responsible bid in the amount of \$8,514.00 to provide exterior masonry repairs on the windows at the Grady Porter Building; and

WHEREAS, to complete this project the Facilities Department is requesting a line item transfer in the amount of \$8,514.00 from the Annex Building Repairs line item 245-90110-931000-4FC09, which has a balance of \$58,154.24, into the Grady Porter Window Glazing line item 245-26710-931000-4FC29.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Bornor Restoration, Inc., 525 Filley Street, Lansing, Michigan 48906, to provide exterior masonry repairs on the windows at the Grady Porter Building for a total cost not to exceed \$8,514.00.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to transfer \$8,514.00 from the Annex Building Repair line item 245-90110-931000-4FC09 into the Grady Porter Window Glazing line item 245-26710-931000-4FC29.

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

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT
WITH LANDSCAPE ARCHITECTS & PLANNERS, INC. (LAP) TO PROVIDE
ARCHITECTURAL AND ENGINEERING (A&E) SERVICES FOR RENOVATIONS TO
THE MOOSE AND BISON EXHIBIT AT POTTER PARK ZOO**

RESOLUTION # 8

WHEREAS, an amendment to the original agreement to provide A&E services for renovations to the Moose and Bison exhibit is necessary due to the City of Lansing's plan review; and

WHEREAS, the amended design of services will address the City's specific issues with the current storm management system within the Moose and Bison exhibit; and

WHEREAS, the original Resolution #13-118 was approved for \$39,095.00; and

WHEREAS, an additional \$13,780.00 is required for LAP to prepare a new design to improve the current storm water management system within the proposed exhibit; and

WHEREAS, funds for this project are available in the Potter Park Zoo Millage #258-69900-977000-1210Z which has a balance of \$499,708.83.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes an amendment to the agreement with Landscape Architects & Planners, Inc., 809 Center Street, Suite 1, Lansing, Michigan 48906, to provide A&E services for specific issues with the current storm management system, identified by the City of Lansing, for an additional amount not to exceed \$13,780.00 bringing the total cost of the Moose and Bison exhibit project to \$52,875.00.

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

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH THE POTTER PARK
ZOOLOGICAL SOCIETY FOR SERVICES AT THE POTTER PARK ZOO**

RESOLUTION # 9

WHEREAS, the electorate of Ingham County approved the millage to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society, a 501(c)(3) organization including staff and volunteers, has demonstrated sound fiscal responsibility and raised the quality and success of public relations, marketing and educational programs, all while fostering team partnership with, and providing additional assistance to Ingham County to achieve a Zoo experience that meets the goals of both parties; and

WHEREAS, the Potter Park Zoological Society and the County wish to enter into an agreement; and

WHEREAS, the Potter Park Zoological Society is able to provide services at the Zoo to operate and maintain all food concessions, pony rides, camel rides, education programs, enrichment programs, volunteer and docent activities, special events, communications, public relations and fundraising, web and press releases, souvenir operations, and certain facility rentals; and

WHEREAS, the County and Potter Park Zoological Society shall continue to employ a mutually agreed upon Zoo Director in process that will be formalized through the proposed contract between the Ingham County Board of Commissioners and the Potter Park Zoological Society; and

WHEREAS, the Zoo Director will continue the operational and supervisory duties currently held and will represent the Zoo at the necessary Potter Park Zoo Board and Liaison Committee meetings of the Board of Commissioners; and

WHEREAS, the County Controller or his or her designee shall recommend annual funding to the Potter Park Zoological Society at any time, after January 1st of each year the contract is in effect. Final approval, the amount and distribution for such funding shall occur pursuant to the County's budget approval process on or about October of each year, which requires the County's Board of Commissioners' approval. Payment to the society shall occur in an amount determined by the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a contract with the Potter Park Zoological Society for services at the Potter Park Zoo, under mutually agreeable terms and conditions to both parties, effective upon execution of the contract, for a 5 year term, unless terminated earlier.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the County Attorney to prepare the necessary documents.

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.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY
HEALTH CARE COALITION FOR EMPLOYEE DENTAL BENEFITS FOR 2015 AND
AUTHORIZING LETTERS OF AGREEMENT WITH BARGAINING UNITS**

RESOLUTION # 10

WHEREAS, the Ingham County Health Care Coalition investigated various plan designs and options for the County's dental insurance plan for 2015; and

WHEREAS, dental benefits have not changed in more than 15 years; and

WHEREAS, after finishing its review the Health Care Coalition does not recommend changing the dental insurance provider for 2015, but the group does recommend increasing the annual limit on what the plan pays from \$800 per year to \$1,000; increase coverage for restorative services, preventative services and surgical or repair needs to 100%; and increase coverage for other basic services, prosthodontic services and implants to 75%; and

WHEREAS, the estimated annual cost of providing improved dental services totals \$155,450.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Letters of Understandings regarding the recommendations of the Health Care Coalition for 2015 dental insurance options.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to sign said Letters of Understanding on behalf of Ingham County, contingent upon final approval of the bargaining units.

BE IT FURTHER RESOLVED, that the County will provide the recommended dental insurance benefits to the Managerial and Confidential Employees effective January 1, 2015, and that the Managerial/Confidential Personnel Manual shall be amended as necessary.

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

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
2015 WAGE REOPENER WITH THE
INGHAM COUNTY EMPLOYEES' ASSOCIATION – PARK RANGERS**

RESOLUTION # 11

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the Ingham County Employees' Association – Park Rangers for the period January 1, 2012 through December 31, 2015; and

WHEREAS, the agreement included a wage reopener for 2015; and

WHEREAS, an agreement regarding the 2015 wage reopener has been reached between representatives of Ingham County and the Ingham County Employees' Association – Park Rangers; and

WHEREAS, the wage reopener agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the wage reopener agreement have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2015 wage reopener agreement between Ingham County and the Ingham County Employees' Association – Park Rangers.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2015 wage reopener, subject to the approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2015 WAGE REOPENER AND CLARIFYING
PENSION BENEFITS FOR TEAMSTERS LOCAL 580 – 911 SUPERVISORY UNIT**

RESOLUTION # 12

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Teamsters Local 580 for the period March 26, 2013 through December 31, 2015; and

WHEREAS, the agreement included a wage reopener for 2015; and

WHEREAS, an agreement regarding the 2015 wage reopener has been reached between representatives and ratified by the employees within the bargaining unit; and

WHEREAS, Teamsters Local 580 brought to the attention of Ingham County the existence of an unintentional omission in the language of the collective bargaining agreement; and

WHEREAS, the parties wish to amend Article 34.4, Retiree Health Care, to correct and clarify the retiree health care benefit for employees hired on or before December 31, 2012; and

WHEREAS, the County Attorney and the Human Resources Department have discussed with Teamsters Local 580 the change needed to correct and clarify the issue and have prepared the attached Letter of Agreement between Ingham County and Teamsters Local 580, 911 Supervisory Unit; and

WHEREAS, the provisions of the 2015 wage reopener agreement and Letter of Agreement have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2015 wage reopener and authorizes the attached Letter of Agreement correcting and clarifying the retiree health care language for the Teamsters Local 580, 911 Supervisory Unit.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Agreement on behalf of the County, subject to prior approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers

Nays: None

Absent: None

Approved 12/03/14

LETTER OF AGREEMENT

BETWEEN INGHAM COUNTY (Employer) TEAMSTERS LOCAL 580, 911 SUPERVISORS DIVISION (Union)

WHEREAS, the Employer and the Union have entered a collective bargaining agreement (“CBA”) with a term running from March 26, 2013, through December 31, 2015;

WHEREAS, the Union has brought to the Employer’s attention the existence of an unintentional omission in the language of the CBA. Specifically, Article 34.4 Retiree HealthCare currently provides:

Employees hired on or after January 1, 2013, shall receive Employer paid contributions to single subscriber retiree health insurance at the age of 60 years as follows:

- 34.4.1 After 10 years of service 50% of annual premium cost
- After 15 years of service 75% of annual premium cost
- 20 years of service or more 100% of annual premium cost

WHEREAS, the Parties are desirous of clarifying and correcting this omission.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. Article 34.4 of the CBA is amended to provide the additional language (in bold):

34.4 Retiree HealthCare: Employees hired on or before December 31, 2012 who retire after January 1, 2013, have met the vesting requirements with Ingham County, and who are immediately eligible for retirement benefits shall be provided single subscriber health and hospitalization coverage.

34.4.1 Employees hired on or after January 1, 2013, shall receive Employer paid contributions to single subscriber retiree health insurance at the age of 60 years as follows:

- After 10 years of service 50% of annual premium cost
- After 15 years of service 75% of annual premium cost
- 20 years of service or more 100% of annual premium cost

2. It is hereby agreed between the Employer and the Union that the provisions of this Letter of Agreement shall be effective from and after March 26, 2013 through December 31, 2015 and, the provision of this letter agreement will be incorporated in the next collective bargaining agreement between the parties.

COUNTY OF INGHAM

TEAMSTERS LOCAL 580

Victor Celentino, Chairperson
Board of Commissioners

Kim Miller, Steward

APPROVED AS TO FORM:
COHL, STOKER & TOSKEY, P.C.

Richard McNulty

Mike Parker,
Secretary Treasurer/Principal Officer

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING MODIFICATIONS TO THE
2015 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL**

RESOLUTION # 13

WHEREAS, the Managerial and Confidential Employee/Elected Officials Steering Committee discussed changes to the 2015 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, after careful consideration, the Steering Committee recommended changes for the 2015 Managerial/Confidential Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following recommendations, as proposed by the Managerial and Confidential Employee/Elected Officials Steering Committee, to the 2015 Managerial and Confidential Employee Personnel Manual:

1. Change in language under section E. Health Insurance Program: Subject to annual modification for plan year 2015.
2. Change in language under section F. Ingham County Dental Insurance: Subject to annual modification for plan year 2015.
3. Change in language under section L. Retirement: Employees in the classification of Court Officer/Research Clerk, hired prior to January 1, 2015 will be covered by the Municipal Employees' Retirement System's C-1 Plan: V-10; FAC5 (Final Average Compensation). Effective the first full pay period following January 1, 2015, employees in this plan shall contribute 1.2% of gross wages.
4. Change in language under section O. Vacation Bonus Days: Vacation bonus shall be earned on a pro-rata basis. Employees who do not remain employed for all twelve (12) months of any year shall have any vacation bonus paid, deducted from their last paycheck pro-rata, based upon the total number of months worked, excluding employees who retire during this time and are immediately eligible and receive their retirement benefit.
5. Change in language under section Q. Travel Allowance: For any employee who is paid by the County to attend a conference, training or workshop, etc., and is voluntarily no longer employed by the County within six (6) months of attending such conference, training or workshop, etc., the employee shall repay the County the costs attributed to the conference, training or workshop, etc., by payroll deduction.

6. Change in language under section V. Definition of Employees: *Temporary Employees* – (additional language - Temporary employees shall be scheduled to work twenty nine (29) hours or less per week.)
7. Change in Appendix C – Position Listing Managerial & Confidential Pay Grades to include the addition of the following confidential classification: Court Officer/Research Clerk.
8. Change in Appendix D - Compensation Levels: Effective January 1, 2015, the wages will be increased by 2.5%.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual will be effective the date of adoption of this resolution and shall expire on December 31, 2015.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING ANNUAL 2015 COMPENSATION FOR
NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS**

RESOLUTION # 14

WHEREAS, certain benefit and compensation modifications to the Managerial/Confidential Personnel Manual are being recommended including a 2.5 percent wage increase for 2015; and

WHEREAS, with Ingham County's rapidly changing economic projections, salary levels for 2016 will be reviewed at a later date for the non-Judicial County-Wide Elected Officials.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials; County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2015 salary as listed below (reflects a 2.5 percent increase):

Elected Official	2014	2015
County Clerk	\$88,590	\$90,805
Drain Commissioner	\$82,812	\$84,882
Prosecuting Attorney	\$127,578	\$130,767
Register of Deeds	\$82,812	\$84,882
Sheriff	\$119,486	\$122,473
Treasurer	\$95,448	\$97,834

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

BE IT FURTHER RESOLVED, non-Judicial County-Wide Elected Officials taking office after January 1, 2013 shall not be eligible for single retiree health insurance coverage until after they reach 60 years of age, subject to the scale based on years of service. Retirees that purchase dental and vision insurance at group rates and subsequently choose to discontinue the coverage, may not re-enroll.

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

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

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING COMMISSIONER COMPENSATION
FOR 2015 AND 2016**

RESOLUTION # 15

WHEREAS, the Board of Commissioners is authorized to establish the compensation for the Board of Commissioners; and

WHEREAS, the Board of Commissioners cannot make changes in compensation which affect the Board during the current term, but can make changes to be effective for the next term; and

WHEREAS, the Board of Commissioners wishes to establish the Commissioners' Compensation for the period of January 1, 2015 through 2016 with a 2.5% increase for 2015 and a 1% increase for 2016.

THEREFORE BE IT RESOLVED, that effective on the date indicated, the salaries for the Ingham County Board of Commissioners shall be as follows:

	Current Compensation	January 1, 2015	January 1, 2016
Board Chair	\$16,832	\$17,253	\$17,425
Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs	\$12,271	\$12,578	\$12,704
Other Commissioners	\$11,250	\$11,531	\$11,647

BE IT FURTHER RESOLVED, that each Commissioner shall continue to be paid a \$60.00 per diem for attending each officially called Standing Committee and Board Meeting of which the Commissioner is a member, including Committee of the Whole and Board Leadership to a maximum of eighty (80) per year, provided, however, that a Commissioner shall not be entitled to a payment for more than two (2) meetings per day; and provided further that Commissioners shall not be eligible for payment for a committee meeting which occurs on the same day as a board meeting.

BE IT FURTHER RESOLVED, that the Board of Commissioners' Chairperson, and Vice-Chairperson as Ex-Officio of all Committees, shall be paid a per diem subject to a maximum of 100 per year.

BE IT FURTHER RESOLVED, that the above-stated salaries for Ingham County Commissioners shall not preclude a Commissioner from receiving a per diem payment when he/she is appointed to a statutory board and/or agency by the County Board of Commissioners. Commissioners shall receive the same per diem as non-Commissioner members appointed by the Board of Commissioners to statutory boards and/or agencies, in addition to the above stated salary, provided that a per diem Commissioner payment is not prohibited by the specific statute in question.

BE IT FURTHER RESOLVED, that the Board Coordinator shall be responsible for periodically preparing appropriate vouchers for the payment of per diem for each Commissioner, based on the approved minutes of each Standing Committee, Committee of the Whole, and Board Leadership meeting, and that said voucher shall be approved and signed by the individual Commissioners prior to its submission for payment.

BE IT FURTHER RESOLVED, that each Commissioner may, at his/her own expense, purchase health insurance, including dental and vision, as now or in the future provided by the County to its Managers.

BE IT FURTHER RESOLVED, that the retirement benefit for Commissioners who began serving prior to January 1, 2013 shall be MERS plan C-2 with B-1 base, 55F with 15 years; V6, FAC5, with Commissioners paying 4.76% of salary; which includes a 1.2% increase in Commissioner contributions, provided, however, that each Commissioner at the beginning of his/her term has the option of choosing to participate in the retirement plan.

BE IT FURTHER RESOLVED, effective January 1, 2013 Commissioners shall be covered under a MERS Hybrid Plan.

BE IT FURTHER RESOLVED, that Commissioners shall receive reimbursement for travel outside Ingham County only for actual miles traveled on county business, at the rate established by the Internal Revenue Service, provided, however, that said mileage reimbursement is not more than that set for State Officers as determined by the State Officers Compensation Commission. In the event that the above stated mileage reimbursement exceeds the mileage rate established by the State Officers Compensation Commission, then under such circumstances that rate established by the State Officers Compensation Commission shall supersede the above stated rates. This paragraph shall apply to out-of-county travel only. Commissioners shall not receive mileage reimbursement for intra-county travel, except when in the process of traveling in the County as stated above and as otherwise provided hereunder.

BE IT FURTHER RESOLVED, that the reimbursement for expenses associated with conferences and conventions shall continue to be provided for Commissioners in the attached Travel Policy and Procedures for Ingham County Commissioners.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Celentino
Nays: Koenig, Maiville **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: Koenig **Absent:** None **Approved 12/03/14**

**TRAVEL POLICY AND PROCEDURES
FOR INGHAM COUNTY COMMISSIONERS**

1. Each Commissioner may be reimbursed up to \$1,500 annually for costs of transportation, meals and lodging associated with attending conferences or conventions in his/her capacity as a County Commissioner. Expenses for incidental travel and alcoholic beverages while at such conferences and conventions will not be reimbursed. Expenses must be reimbursed in the year in which they are incurred.
2. The cost of registration not exceeding \$1,000 per Commissioner for in-state and out-of state conferences or conventions may be paid from the Board of Commissioners budget and will not be counted as part of the Commissioners annual \$1,500 travel reimbursement allowance.
3. In the event that a Commissioner is appointed or elected to an office by a state or national association, the Board may, by resolution, recognize the position and allocate up to an additional \$1,500 annually within the County's fiscal year to cover increased expenses of attending necessary functions associated with the office.
4. Expenses incurred by a Commissioner in excess of the above limits which are billed to the County will be recovered through payroll deduction unless reimbursed by the Commissioner within 10 working days of receipt of the statement by the Board Office.
5. Original receipts or credit card records must be submitted to obtain reimbursement for travel and lodging expenses.
6. Any funds authorized pursuant to this policy, but unexpended within the fiscal year, cannot be carried over for use in succeeding fiscal years.
7. A Commissioner shall not be reimbursed more than \$3,000 for travel expenses within the County's fiscal year, excluding registration fees.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE YEAR END
BUDGET ADJUSTMENTS**

RESOLUTION # 16

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; and

WHEREAS, the Board of Commissioners annually authorizes the Controller to make necessary year end transfers to comply with state statute; and

WHEREAS, the Road Department has received an additional \$287,000 in unbudgeted funds from the State of Michigan Motor Vehicle Highway (MVH) fund, and these funds will be used to purchase additional equipment and to decrease the budgeted use of fund balance.

THEREFORE BE IT RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2014 Ingham County General Fund budget at \$80,159,830.

BE IT FURTHER RESOLVED, that the Road Department budget is amended to recognize \$287,000 in additional MVH funds, to increase capital outlay expenditure by \$115,000 for road equipment and \$50,000 for engineering equipment, and to decrease the budgeted use of fund balance from \$615,000 to \$493,000.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH CURTIS
HERTEL, JR. FOR CONSULTING SERVICES**

RESOLUTION # 17

WHEREAS, Curtis Hertel, Jr. will be leaving his position as Register of Deeds for Ingham County on January 1, 2015; and

WHEREAS, a replacement has not yet been selected or appointed; and

WHEREAS, in order to ensure a smooth transition and to minimize any disruption or gap in service for the citizens of Ingham County, it is necessary to contract with Mr. Hertel, as an independent contractor, to assist the new Register of Deeds in fulfilling their constitutional duties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Curtis Hertel, Jr. for consultation and transition assistance for the incoming Register of Deeds for an amount not to exceed \$2,500 for the period of January 1, 2015 through June 30, 2015, with funds to be taken from the Register of Deeds budget.

BE IT FURTHER RESOLVED, if upon further research it is determined that this agreement violates any existing Senate Rules, Rules of Ethics, or is deemed a conflict of interest by the County Attorney, this agreement would then be null and void.

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

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

**DECEMBER 9, 2014
AGENDA ITEM NO. 20**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING AN APPOINTMENT TO THE
COMMUNITY HEALTH CENTER BOARD**

RESOLUTION # 18

WHEREAS, the Community Health Center Board has several vacancies; and

WHEREAS, upon the recommendation of the Community Health Center Board, the Human Services Committee interviewed applicant Jon Villasurda.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints

Jon Villasurda, 125 W. Grand River Avenue, Apt. 1, Lansing, 48906

to the Community Health Center Board to a term expiring December 31, 2016.

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.21**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CREATE THE NEW CLASSIFICATION OF VETERANS SUPPORT
SPECIALIST AND TO AUTHORIZE THE RECLASSIFICATION OF A VETERANS
CLERK/TRUST FUND AGENT TO A VETERANS SUPPORT SPECIALIST
IN THE DEPARTMENT OF INGHAM COUNTY VETERAN AFFAIRS**

RESOLUTION # 19

WHEREAS, the Ingham County Board of Commissioners has approved funding for the reclassification of a position in the Ingham County Department of Veteran Affairs for Budget Year 2015; and

WHEREAS, the costs associated with this reclassification are within the amount approved by the Ingham County Board of Commissioners; and

WHEREAS, Human Resources has developed the classification of a Benefits Support Specialist, at the UAW/E level; and

WHEREAS, the UAW has reviewed the position and supports the reclassification; and

WHEREAS, this reclassification will allow the Ingham County Department of Veteran Affairs to address veterans needs and concerns in a more timely, efficient and professional manner.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the creation of the new classification of Veterans Support Specialist (UAW/E).

BE IT FURTHER RESOLVED, that the .75 Veterans Clerk/Trust Fund Agent (UAW/D), Position #682007, shall be reclassified to a 1.0 Benefits Support Specialist (UAW/E), effective January 1, 2015.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.22**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MIDLAND COUNTY
EDUCATIONAL SERVICES AGENCY FOR SERVICES ASSOCIATED WITH THE
GREAT START TO QUALITY RESOURCE CENTER**

RESOLUTION # 20

WHEREAS, since 2009 an agreement was authorized with Midland County Educational Services Agency (MCESA) to develop the Great Start Central Region Child Care Quality Implementation Plan (the Plan); and

WHEREAS, MCESA has proposed a new agreement to continue the administration of the Central Region and the work of the GREAT START TO QUALITY RESOURCE CENTER; and

WHEREAS, to adhere to the scope of work provided by the ECIC the Ingham County Health Department will initiate a contracted Quality Improvement Consultant for up to \$25,000; and

WHEREAS, the Early Childhood Consultant (position #601122), currently a 0.75 FTE employee, will receive a temporary status change to 1.0 FTE effective for the period of December 1, 2014 through September 30, 2015; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes an agreement with Midland County Educational Services Agency (MCESA) for the period October 1, 2014 – September 30, 2015.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Midland County Educational Services Agency (MCESA) to administer the Central Region Great Start to Quality Work Plan for the period of October 1, 2014 through September 30, 2015.

BE IT FURTHER RESOLVED, that MCESA shall reimburse Ingham County up to \$455,000 for these services.

BE IT FURTHER RESOLVED, that the .75 Early Childhood Consultant, position #601122, shall receive a temporary status change to 1.0 for the period of December 1, 2014 through September 30, 2015.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the Health Department's budget and Position Allocation List consistent with this resolution.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.23**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ELIMINATE THE PUBLIC HEALTH EMERGENCY AND
BIOTERRORISM COORDINATOR POSITION, CREATE AN EMERGENCY
COORDINATOR POSITION, AND RECLASSIFY THE HEALTH EDUCATOR II-
EMERGENCY PREPAREDNESS POSITION TO AN EMERGENCY PREPAREDNESS
COORDINATOR**

RESOLUTION # 21

WHEREAS, the Public Health Emergency and Bioterrorism Preparedness Coordinator position is vacant due to the retirement of Susan McIntosh-McPhail; and

WHEREAS, the Health Department will eliminate this position and transfer the necessary duties to a newly created classification, an Emergency Preparedness Coordinator; and

WHEREAS, the current Health Educator II–Emergency Preparedness position will be reclassified as an Emergency Preparedness Coordinator. The Emergency Preparedness Coordinator position retains the 1.0 FTE emergency preparedness position with the essential functions as required by the Comprehensive Planning, Budgeting, and Contracting Agreement (CPBC) with MDCH; and

WHEREAS, the ICEA/ PRO Chairperson supports the elimination of the Public Health Emergency and Bioterrorism Preparedness Coordinator as well as the reclassification of the Health Educator II – Emergency Preparedness position to an Emergency Preparedness Coordinator; and

WHEREAS, the Ingham County Human Resources Department has prepared a Memo of Analysis in support of this personnel change; and

WHEREAS, this resolution will realign the Emergency Preparedness unit of the Health Department, and will bring the number of employees into alignment with the current funding for emergency preparedness from the Michigan Department of Community Health (MDCH) and reduce the use of general fund allocations from Ingham County; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize these personnel changes in the Emergency Preparedness Unit of the Health Department.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the creation of the Emergency Preparedness Coordinator position to be compensated at an ICEA/PRO/8 (\$53,827 - \$64,618).

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the elimination of the Public Health Emergency and Bioterrorism Preparedness Coordinator Position #601045 (ICEA/PRO/9), and the reclassification of the Health Educator II-Emergency Preparedness Position #601393 to an Emergency Preparedness Coordinator.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CONVERSION OF VACANT NURSE
ASSESSOR POSITION TO A HEALTH CENTER NURSE**

RESOLUTION # 22

WHEREAS, position #601277, a Nurse Assessor (MNA 2) with a salary range of \$49,860 to \$59,853 for the Ingham Community Health Centers is currently vacant; and

WHEREAS, a Health Center Nurse (MNA 1) position, with a salary range of \$47,715 to \$57,271, would better meet the operational needs of the Ingham Community Health Centers; and

WHEREAS, the Health Department wishes to convert the vacant Nurse Assessor (MNA 2) position to a Health Center Nurse (MNA 1); and

WHEREAS, Human Resources has participated in and analyzed the proposed position conversion; and

WHEREAS, the Michigan Nurses Association supports the conversion of the position; and

WHEREAS, the Budget Office confirms a cost savings (\$3,025) through the conversion of the position to a Health Center Nurse (MNA 1); and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports the conversion of the Nurse Assessor (MNA 2) position to a Health Center Nurse (MNA 1); and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the conversion of the Nurse Assessor (MNA 2) position to a Health Center Nurse (MNA 1).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes that the vacant Nurse Assessor (MNA 2), position #601277, be converted to a Health Center Nurse (MNA 1).

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT U.S. DEPARTMENT OF HEALTH AND HUMAN
SERVICES
HEALTH RESOURCES AND SERVICES ADMINISTRATION HEALTH CENTER
CLUSTER
PROGRAM FUNDS FOR FISCAL YEAR 2015**

RESOLUTION # 23

WHEREAS, in Resolution #11-316, the Health Department's Community Health Centers accepted five years of Health Center Cluster Program funds through the U.S. Department of Health and Human Services Health Resource and Services for the grant period of November 1, 2010 through October 31, 2015; and

WHEREAS, the Ingham County Health Department uses this federal assistance to support primary care, dental, mental health, substance abuse, and supportive services for Ingham County's low-income, uninsured and medically underserved through the Ingham Community Health Centers; and

WHEREAS, the annual base funding award through this initial Notice of Award was for \$904,751; and

WHEREAS, the Health Department has received a Notice of Award for the annual base award for the budget period of November 1, 2014 through October 31, 2015 in the amount of \$1,218,983; and

WHEREAS, this base award includes base funding increases for Patient Centered Medical Home Recognition, and Outreach and Enrollment; and

WHEREAS, the Ingham County Community Health Center Board has reviewed and recommends the acceptance of the increased annual base funding award; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the acceptance of the increased Health Center Cluster Program base funding award in the amount up to \$1,218,983 through HRSA.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of the increased Health Center Cluster Program base funding award in the amount up to

\$1,218,983 through HRSA for the budget period of November 1, 2014 through October 31, 2015.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE DISTRIBUTION OF
COUNTY URBAN REDEVELOPMENT FUNDS**

RESOLUTION # 24

WHEREAS, the Ingham County Health Department is responsible for implementing activities that support the County priority to “Promote Environmental Protection and Smart Growth”; and

WHEREAS, a county allocation in the amount of \$35,000 from the Board of Commissioners is intended to expand or enhance opportunities for urban redevelopment through engagement and mobilization of residents (Resolutions #06-120, #07-105, #08-116, #09-122, #10-116, #11-052, #12-18); and

WHEREAS, the purpose of the funds are to strengthen urban cores, revitalize Lansing’s neighborhoods, and curb resident movement into less developed areas, thereby preserving open land and reducing long-term negative impacts on our ecosystem; and

WHEREAS, after a competitive RFP process overseen by the Community Assets Alignment Committee of the Power of We Consortium it is recommended that the Urban Redevelopment Funds be allocated to Allen Neighborhood Center (ANC) in the amount of \$35,000; and

WHEREAS, the 2015 Urban Redevelopment funds will be utilized to establish a full line grocery store in a vacant storefront on Lansing’s Eastside to ensure access to healthy food while simultaneously strengthening the economic and social fabric of the community; and

WHEREAS, the funds will be used to develop an ELFCO satellite store next door to ANC’s main service center and physically connected to Allen Market Place; and

WHEREAS, the Health Department, in partnership with the Power of We Consortium, has determined that greater impact can be made with the 2015 grant funds by allocating the aforementioned amount to this organization to extend its initiatives.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement between the Ingham County Health Department and Allen Neighborhood Center in the amount of \$35,000 for the period of December 1, 2014 through September 30, 2015.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND LEASE AGREEMENT
FOR THE WILLOW HEALTH CENTER**

RESOLUTION # 25

WHEREAS, in Resolution #10-207, the County entered into a lease agreement for the property located at 306 W. Willow Street, Lansing for the operation of Willow Health Center; and

WHEREAS, the current terms of the lease agreement are at the rate of \$6.05 per square foot for 7,500 square feet and \$2.90 per square foot for 400 square feet of storage; and

WHEREAS, this lease agreement, as amended through Resolutions #11-025 and #12-373, will expire on December 31, 2014; and

WHEREAS, the Health Department and lessor agree to extend the lease agreement through December 31, 2019, at \$8.50 per square foot for 7,500 square feet and \$2.90 per square foot for 400 square feet of storage with a two-year option to renew with an escalation not to exceed 10% and the addition of a liquidated damages clause; and

WHEREAS, all other terms of the current lease agreement shall remain the same; and

WHEREAS, the Ingham Community Health Center Board of Directors supports this lease agreement extension for Willow Health Center located at 306 W. Willow Street, Lansing; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize this lease agreement extension for the Willow Health Center located at 306 W. Willow Street, Lansing.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the extension to the lease agreement between Ingham County and Nick Yono, with offices at 2304 Carriage Way, Milford, Michigan 48381, for the property located at 306 W. Willow Street, Lansing.

BE IT FURTHER RESOLVED, the terms of the lease agreements shall be extended through December 31, 2019.

BE IT FURTHER RESOLVED, that the lease terms shall be \$8.50 per square foot for 7,500 square feet and \$2.90 per square foot for 400 square feet of storage with a two-year option to renew with an escalation not to exceed 10% and the addition of a liquidated damages clause.

BE IT FURTHER RESOLVED, that all other terms of the current lease agreement shall remain the same with the exception of Section III Rent, Subsection C.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, Holman, McGrain, Hope, Anthony, Vickers
Nays: None **Absent:** None **Approved 12/01/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING SALLY HENSCHEL
OF THE 30TH JUDICIAL CIRCUIT COURT CLERK'S OFFICE**

RESOLUTION # 26

WHEREAS, Sally Henschel began her years of dedicated service to Ingham County and its residents as a temporary employee in the 30th Judicial Circuit Court Clerk's Office in April 1999; and

WHEREAS, Sally Henschel was hired as a Deputy Clerk I in November 1999 and over time, was promoted to Deputy Clerk II and then later, Deputy Clerk III; and

WHEREAS, throughout her years of service, Sally Henschel has been a dedicated employee and well respected by the Court, judges, attorneys, litigants and their families, and most of all, her peers; and

WHEREAS, throughout her years of service, Sally Henschel moved the lives of countless individuals and families forward with her tireless dedication to her work; and

WHEREAS, throughout her years of service, Sally Henschel maintained the professional atmosphere of the 30th Judicial Circuit Court Clerk's Office; and

WHEREAS, throughout her years of service, Sally Henschel supplied an irreplaceable wealth of institutional knowledge that has helped guide the 30th Judicial Circuit Court Clerk's Office; and

WHEREAS, throughout her years of service, Sally Henschel showed a dedication to her work that was unmatched; and

WHEREAS, after more than 15 years of dedicated service to Ingham County and its residents, Sally Henschel is retiring on December 12, 2014 from her current position as Deputy Clerk III.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby honors Sally Henschel for her years of dedicated service to Ingham County and its residents and wishes her continued success in all of her future endeavors.

The Law & Courts Committee will meet 12/04/14

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ALLOW THE INGHAM COUNTY SHERIFF'S OFFICE TO ENTER INTO MEMORANDUM OF UNDERSTANDINGS WITH THE INGHAM INTERMEDIATE SCHOOL DISTRICT, HASLETT, OKEMOS, WEBBERVILLE, WILLIAMSTON AND HOLT PUBLIC SCHOOLS SO THEY CAN APPLY FOR THE MICHIGAN STATE POLICE 2015 COMPETITIVE SCHOOL SAFETY PROGRAM GRANT

RESOLUTION # 27

WHEREAS, the Ingham County Sheriff's Office has been a leader in working with School Districts in the county for emergency operations and safety programs; and

WHEREAS, the Ingham County Sheriff's Office Emergency Management Unit has worked every year with local school districts in updating school emergency operations plans, training and review of safety protocols; and

WHEREAS, the Michigan State Police is offering a 4.5 million dollar Competitive School Safety Program grant through their Grants and Community Services Division; and

WHEREAS, Ingham Intermediate School District, Haslett Public Schools, Okemos Public Schools, Webberville Public Schools, Williamston Public Schools and Holt Public Schools have requested the Sheriff's Office enter into a partnership to secure funding from the 2015 Competitive School Safety Grant; and

WHEREAS, a requirement of this grant is the local Sheriff's Office has to enter into a Memorandum of Understanding (MOU) with each school district to submit the application; and

WHEREAS, the Ingham County Sheriff's Office, as part of the MOU and as a requirement of the grant, will be required to review each school Districts Emergency Operations Plans to see that they are up to date and meet state statute requirements; and

WHEREAS, once the Sheriff's Office conducts the review of each District's Emergency Operations Plan, the Sheriff's Office will meet with each District to make suggestions on safety upgrades that are needed and provided by the grant; and

WHEREAS, each school district is responsible for writing and submitting the grant requests.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to enter into Memorandum of Understanding agreements with Ingham Intermediate School District, Haslett, Okemos, Webberville, Williamston and Holt Public Schools as required by the 2015 Michigan State Police Competitive School Safety Grant.

The Law & Courts Committee will meet 12/04/14.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A UNITED AUTO WORKERS LETTER OF
UNDERSTANDING
WITH REGARD TO ON-CALL ANIMAL CONTROL EMPLOYEES**

RESOLUTION # 28

WHEREAS, an agreement was reached between representatives of Ingham County and the United Auto Workers (UAW) for the Technical, Office, Paraprofessional and Service (TOPS) employees unit for the period January 1, 2012 through December 31, 2014; and

WHEREAS, the parties wish to amend the Agreement; and

WHEREAS, the Human Resources Department and the Animal Control Department have discussed with the United Auto Workers the changes to on-call for classifications within the Animal Control Department and have prepared the attached Letter of Understanding between Ingham County and the United Auto Workers – Technical, Office, Paraprofessional and Service unit; and

WHEREAS, the provisions of the Letter of Understanding have been approved by Law and Courts, County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding with respect to On-Call Animal Control employees between Ingham County and the United Auto Workers.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

The Law & Courts Committee will meet 12/04/14.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

LETTER OF UNDERSTANDING

On-Call: Animal Control Employees

WHEREAS, the COUNTY OF INGHAM, a municipal body corporate of the State of Michigan (hereinafter referred to as the "Employer") and the UNITED AUTO WORKERS (hereinafter referred to as the "Union") have agreed to a collective bargaining agreement for the Technical, Office, Paraprofessional and Service (TOPS) employees unit from January 1, 2012, through December 31, 2014; and

WHEREAS, the Parties wish to supplement the contract regarding on-call time for Employees in Animal Control, only.

NOW, THEREFORE, IT IS HEREBY AGREED by the Parties as follows:

1. Standby/On-Call lists will be established annually for all non-probationary, full-time employees within the Office Coordinator, Redemption Clerk/Dispatcher, and Volunteer Assistant classifications. Upon entering this Letter of Understanding, there will be established a Standby/On-Call list for these classifications. Employees within these classifications will sign up for such lists annually, provided however, the list must have one (1) employee sign up in each on-call slot. If less than the prescribed number of employees sign up for the Standby/On-Call slots, an additional employee will be added by the Employer based on the employee with least amount of overtime worked from employees in the eligible classifications so there is an employee in each on-call slot.
2. The list will be arranged by seniority, beginning with the person with the highest seniority in the first position on the list and descending from there. Employees on the list will select a week for Standby/On-Call assignment from the initial weeks available. Thereafter, Standby/On-Call assignments will rotate by week for on-call duty, with the order initially selected repeating itself. However, by mutual agreement of employees involved and with the manager's approval, the employees may exchange their on-call day(s) with another employee from the list
3. Each standby/on-call week assignment will run for seven (7) consecutive days.
4. In the event that an employee assigned to Standby/On-Call has called into work as sick, then the Employer shall attempt to fill that Standby/On-Call assignment from volunteers. If the assignment remains unfilled, the least senior eligible employee on the list will be assigned the Standby/On-Call. In the event that an employee assigned to Standby/On-Call is anticipated to be off work for a pay period or more, or if an employee on the list leaves County employment, the Employer will first seek volunteers to fill that employee's Standby/On-Call assignments from those eligible employees. If the assignments remain unfilled, eligible employees will be assigned to the Standby/On-Call assignments on a rotating basis.

5. Employees who are on Standby/On-Call shall carry a cell phone or other communication device issued by the Employer, shall remain within its range, and be able to return to the Building within one (1) hour after being called in to work.

6. Animal Control employees on Standby/On-Call for each week shall be paid for Standby/On-Call time at the rate of twenty dollars (\$20.00) for each weekday and twenty-five dollars (\$25.00) for each weekend day, for a weekly total of one hundred fifty dollars (\$150.00).

7. Employees on the Standby/On-Call lists shall also be entitled to a minimum of three (3) hours pay, if called in to work per the Parties' labor contract's callback provision (Article 11, Section 5). This shall be in addition to Standby/On-Call pay.

8. All the other terms and condition specified in the parties' collective bargaining agreement shall remain in full force and effect, except as stated above.

This Letter of Understanding shall be reviewed by both parties on, at least, an annual basis to ensure that it meets the needs of both parties. Any modification of this Agreement must be in writing and signed by the parties hereto.

COUNTY OF INGHAM

UNITED AUTO WORKERS

Victor Celentino, Chairperson
Board of Commissioners

Sally Auer, Chairperson

Barb Byrum, County Clerk

Andrew Seltz, Animal Control Director

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE NEW CLASSIFICATION FOR THE POSITION TITLED
VETERINARIAN TECHNICIAN – ANIMAL CONTROL DEPARTMENT**

RESOLUTION # 29

WHEREAS, the Ingham County Animal Control (ICAC) Department is dedicated to providing medical care to the animals at the shelter; and

WHEREAS, ICAC has determined that adding a full time Veterinarian Technician (Vet Tech) position will greatly enhance the department and increase efficiencies; and

WHEREAS, the Board of Commissioners approved the position during the 2015 budget process; and

WHEREAS, Human Resources analyzed the position and created a comprehensive job description; and

WHEREAS, the total annual cost of the new position at entry level, including wages and fringes, will be \$62,985; and

WHEREAS, \$62,985 has been approved in the 2015 budget; and

WHEREAS, the amount of \$62,985 is in the 2015 budget to fully fund the new classification and job description of Ingham County Animal Control Veterinarian Technician.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners establishes a new classification for the position titled Ingham County Animal Control Veterinarian Technician (FOP AC Grade 2) in the Fraternal Order of Police Contract (\$33,575 - \$43,964).

BE IT FURTHER RESOLVED, that funds are available within the Animal Control 2015 Budget and the Controller/Administrator is authorized to make any necessary budget and Position Allocation List adjustments consistent with this resolution.

The Law & Courts Committee will meet 12/04/14.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Koenig, Celentino, Maiville
Nays: None **Absent:** Nolan **Approved 12/02/14**

**DECEMBER 9, 2014
AGENDA ITEM NO.32**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE MICHIGAN STATE UNIVERSITY SCHOOL OF HUMAN RESOURCES AND LABOR RELATIONS TO CONDUCT AN ORGANIZATIONAL ASSESSMENT OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER

RESOLUTION # 30

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

WHEREAS, after more than two years of operations at the consolidated 9-1-1 Center staffing and overtime issues have hampered labor management operations at the 9-1-1 Center; and

WHEREAS, it has been determined it would be advantageous to bring in an independent outside organization to conduct an organizational assessment of the Ingham County 9-1-1 Central Dispatch Center with a proposed outcome to include a detailed assessment of the nature and root cause(s) of the problem(s) experienced internally to the 9-1-1 Center organization; and

WHEREAS, the organizational assessment will include the desired state of affairs and a report with recommendations will be prepared proposing best practices, a path forward and expected results; and

WHEREAS, the Ingham County Controller's Office and FOP Local 141 are jointly recommending that the Ingham County Board of Commissioners authorize an Organizational Assessment of the Ingham County 9-1-1 Central Dispatch Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with the Michigan State University School of Human Resources and Labor Relations to conduct an Organizational Assessment of the Ingham County 9-1-1 Central Dispatch Center for a cost not to exceed \$54,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$54,000 from the 2014 Ingham County Contingency Fund to the Controller's budget for this purpose.

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

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vlickers
Nays: None **Absent:** None **Approved 12/03/14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A MICHIGAN MUNICIPAL RISK MANAGEMENT ASSOCIATION
RAP GRANT FOR THE INGHAM COUNTY SHERIFF'S OFFICE
TO PURCHASE NINE (9) BODY CAMERAS**

RESOLUTION # 31

WHEREAS, Michigan Municipal Risk Management Association (MMRMA) is the county's insurance carrier;
and

WHEREAS, the Ingham County Sheriff's Office Corrections Division wishes to purchase body cameras for their Corrections Command to utilized in the County Jail to capture on video, high risk, high liability encounters; and

WHEREAS, MMRMA offers Risk Avoidance Program (RAP) grants to assist their members in paying for this technology; and

WHEREAS, the Ingham County Sheriff's Office submitted an MMRMA RAP grant to pay for 50% of the purchase of nine (9) body cameras; and

WHEREAS, MMRMA awarded the Ingham County Sheriff's Office a RAP Grant in the amount of \$1,327.00 to pay for 50% of the cost of obtaining the nine (9) body cameras; and

WHEREAS, the Ingham County Sheriff's Office will utilize the 2014 Inmate Commissary fund to cover the other 50% of the cost of the purchase of body cameras.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the Ingham County Sheriff's Office MMRMA RAP grant for \$1,327.00.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of nine (9) body cameras for Corrections Command at a total cost of up to \$2,654.00 with \$ 1,327.00 to come from the Inmate Commissary fund.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham County Sheriff's Office 2014 budget.

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

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers

Nays: None **Absent:** None **Approved 12/03/14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF'S OFFICE TO ENTER INTO AN INTERLOCAL AGREEMENT WITH DELHI TOWNSHIP AND THE CITY OF EAST LANSING FOR THE 2014 - 2018 MICHIGAN DEPARTMENT OF TREASURY COMPETITIVE GRANT ASSISTANCE PROGRAM

RESOLUTION # 32

WHEREAS, after recent active shooter violence incidents across America the last few years, local fire officials in the Tri-County Area looked for ways to establish a quicker response to assist those injured in these violent encounters; and

WHEREAS, the Lansing Fire Department, East Lansing Fire Department, Delhi Fire Department, Meridian Township Fire Department, and Lansing Township Fire Department formed several first responder committees to look into changing the paradigms of Fire Department medical responses to active shooter incidents; and

WHEREAS, these committees involved all first responders from Police to 911 Dispatchers to Fire EMS; and

WHEREAS, the City of East Lansing Fire Department, on behalf of the above fire agencies secured a 2014 Michigan Department of Treasury Competitive Grant Assistance Program for \$793,167.00 for equipment and training; and

WHEREAS, the Sheriff's Office may provide some training for this program and will be reimbursed for overtime costs; and

WHEREAS, part of the total award is for \$300,000.00 to pay for training between the above fire agencies and local police; and

WHEREAS, part of the acceptance process to receive this funding from the 2014 Michigan Department of Treasury Competitive Grant Assistance Program is all participating police agencies must enter into a Interlocal Agreement with the City of East Lansing, the grant recipient; and

WHEREAS, the Ingham County Sheriff's Office has been a leader in providing Active Shooter Violence training to local law enforcement by securing MCOLES grants every other year; and

WHEREAS, the Ingham County Sheriff's Office has been active throughout 2014 with this innovative concept of fire medical first response to violent encounters and proposes to participate in upcoming grant funded training; and

WHEREAS, the grant period is from October 1, 2014 through September 20, 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an Interlocal Agreement between Ingham County, the City of East Lansing and Delhi Township to participate in fire department training provided by this grant.

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

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers

Nays: None **Absent:** None **Approved 12/03/14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO A SUBCONTRACT WITH SENTINEL OFFENDER SERVICES,
LLC FOR ELECTRONIC MONITORING SERVICES FOR THE FY 2015 SWIFT AND SURE
SANCTIONS PROBATION PROGRAM GRANT**

RESOLUTION # 33

WHEREAS, the 30th Circuit Court had been approved to receive grant funds in the amount of \$257,813 from the Swift and Sure Sanctions Probation Program (SSSPP) Grant administered by the State Court Administrative Office for the fiscal year of October 1, 2014 through September 30, 2015; and

WHEREAS, the Ingham County Board of Commissioners had accepted the grant award, continued the three-quarter time SSSPP Case Management Coordinator and Special Part Time Prosecuting Attorney positions, and authorized entering into subcontracts for the 2014-2015 grant period via Resolution #14-397; and

WHEREAS, the program had added electronic monitoring services to be provided by Sentinel Offender Services, LLC to SSSPP participants for FY 2014-2015 in an amount not to exceed \$22,200; and

WHEREAS, Resolution #14-397 did not list Sentinel Offender Services, LLC as one of the vendors that we plan on entering into a subcontract with; and

WHEREAS, Sentinel Offender Services, LLC is willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract for the 2015 SCAO Swift and Sure Sanctions Probation Program Grant from October 1, 2014 – September 30, 2015 with Sentinel Offender Services, LLC not to exceed \$22,200.

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

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO A SERVICE AGREEMENT WITH LINGUISTICA
INTERNATIONAL FOR FOREIGN LANGUAGE INTERPRETATION AND DOCUMENT
TRANSLATION SERVICES FOR THE 30TH CIRCUIT COURT**

RESOLUTION # 34

WHEREAS, to ensure that persons with limited English proficiency have valid access to Michigan courts, the Michigan Supreme Court has adopted Administrative Order 2013-8, requiring all courts to adopt a language access plan; and

WHEREAS, the State Court Administrative Office (SCAO) has approved Local Administrative Order 2013-04, which sets forth the language access plan for the 30th Circuit Court; and

WHEREAS, Local Administrative Order 2013-4 provides for telephonic foreign language interpreter services; and

WHEREAS, Linguistica International is an SCAO-qualified interpreter service, pursuant to Michigan Court Rule 1.111 "Foreign Language Interpreters"; and

WHEREAS, Linguistica International has contracted with the State of Michigan for remote telephonic foreign language interpreter and document translation services, at a rate of \$0.68/minute for Spanish interpretation and \$0.75/minute for any language other than Spanish, and a rate of \$37.50 per page or \$0.15 per word for document translation; and

WHEREAS, the Linguistica International contract with the State of Michigan is also available to local units of government via the MiDEAL Extended Purchasing Program, in which the Ingham County Purchasing Department is a participant.

THEREFORE BE IT RESOLVED, that the 30th Circuit Court, in conjunction with the Ingham County Purchasing Department, is authorized to enter into a service agreement with Linguistica International via the MiDEAL State of Michigan contract #071B3200150, "Oral Language Interpretation and Document Translation Services", in order to provide foreign language interpretation services for the 30th Circuit Court.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts or service agreements consistent with this resolution, and approved as to form by the County Attorney.

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
Nays: None **Absent:** None **Approved 12/03/14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE APPOINTMENT OF KRISTA L. KRAUSE AS
ATTORNEY MAGISTRATE OF THE 55TH DISTRICT COURT**

RESOLUTION # 35

WHEREAS, Michigan Compiled Law 600.8501 authorizes the Judges of District Court to appoint a Magistrate to carry out duties as set forth by statute; and

WHEREAS, Michigan Compiled Law 600.8501 also requires that the appointment of a Magistrate to the District Court be approved by the county Board of Commissioners prior to the Magistrate taking office; and

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

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

WHEREAS, Krista L. Krause previously served as a per diem Magistrate for the 55th District Court between 2006 and 2009; and

WHEREAS, the 55th District Court intends to appoint Krista L. Krause as a per diem Magistrate and the appointment is contingent upon the approval the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve the appointment of Krista L. Krause as a per diem Magistrate for the 55th District Court.

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers

Nays: None **Absent:** None **Approved 12/03/14**

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE CITY OF LANSING
FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING
COMMUNITY CORRECTIONS FOR THE CITY 2014-2015 FISCAL YEAR**

RESOLUTION # 36

WHEREAS, the Community Corrections Advisory Board requests authorization for a contract to be entered between the County and the City of Lansing for an allocation of funds to Community Corrections for the City 2014-2015 fiscal year; and

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

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with the City of Lansing for \$12,500 for the time period of July 1, 2014 through June 30, 2015.

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

The Law & Courts Committee will meet 12/04/14.

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Vickers
Nays: None **Absent:** Schafer **Approved 12/03/14**