INGHAM COUNTY BOARD OF COMMISSIONERS **AUGUST 23, 2022**
REGULAR MEETING – 6:30 P.M.
COMMISSIONERS ROOM, COURTHOUSE
341 SOUTH JEFFERSON, MASON, MICHIGAN 48854
PUBLIC PARTICIPATION OFFERED VIA ZOOM
AT: HTTPS://INGHAM.ZOOM.US/J/86246962326

**AGENDA**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. TIME FOR MEDITATION

V. APPROVAL OF THE MINUTES FROM **JULY 26, 2022**

VI. ADDITIONS TO THE AGENDA

VII. PETITIONS AND COMMUNICATIONS

1. COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED DECEMBER 31, 2021.

2. A LETTER FROM INGHAM COUNTY HEALTH DIRECTOR LINDA S. VAIL ANNOUNCING HER RETIREMENT.

3. A NOTICE OF INTENT TO UPDATE A MASTER PLAN FROM THE EATON COUNTY PLANNING COMMISSION.

4. A NOTICE OF INTENT TO UPDATE A MASTER PLAN FROM THE HAMLIN TOWNSHIP PLANNING COMMISSION.

5. A NOTICE OF INTENT TO CONDUCT MASTER PLANNING FROM THE MERIDIAN TOWNSHIP PLANNING COMMISSION.

6. RESOLUTION 2022-10 FROM THE CLINTON COUNTY BOARD OF COMMISSIONERS OPPOSING HB 4730 TO REQUIRE TREASURERS TO PROVIDE DATA TO CORPORATIONS AT TAXPAYERS EXPENSE.

7. RESOLUTION 2022-11 FROM THE CLINTON COUNTY BOARD OF COMMISSIONERS ESTABLISHING A TASKFORCE TO GUIDE THE EXPANSION OF BROADBAND INFRASTRUCTURE WITHIN CLINTON COUNTY.

8. AUTO INSURANCE REFORM RESOLUTION FROM THE VAN BUREN COUNTY BOARD OF COMMISSIONERS.

VIII. LIMITED PUBLIC COMMENT

IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

X. CONSIDERATION OF CONSENT AGENDA

XI. COMMITTEE REPORTS AND RESOLUTIONS

9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION DEFINING THE TERMS OF THE MONTGOMERY DRAIN AMERICAN RESCUE PLAN ACT FUNDING ALLOCATION

10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT EXTENSION WITH TEACHOUT SECURITY FOR UNARMED SECURITY GUARD SERVICES AT MULTIPLE INGHAM COUNTY FACILITIES AND RESCIND RESOLUTION #22-254

11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT FOR PROPANE SUPPLIED AND DELIVERED TO THE INGHAM COUNTY ROAD DEPARTMENT

12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT FOR LIQUID DE-ICING CORROSION INHIBITED SOLUTION

13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT FOR DUST CONTROL SOLUTIONS AND SERVICES

14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING WITH THE ICEA COUNTY PROFESSIONALS UNIT AND MICHIGAN NURSES ASSOCIATION UNIT REGARDING JAIL MEDICAL NURSES

15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION CERTIFYING REPRESENTATIVES FOR THE MERS 2022 RETIREMENT CONFERENCE

16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE $2,000,000 FROM THE HOUSING TRUST FUND FOR INGHAM COUNTY LAND BANK MATCHING FUNDS FOR ROW HOUSE CONSTRUCTION

17. HUMAN SERVICES COMMITTEE – RESOLUTION MODIFYING THE ORDINANCE TO ADOPT RULES AND REGULATIONS FOR THE PARKS AND ZOO UNDER THE JURISDICTION OF INGHAM COUNTY, MICHIGAN, AND TO ESTABLISH PENALTIES FOR VIOLATIONS

18. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT THE 2023 COUNTY VETERAN SERVICE FUND GRANT

19. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE INGHAM COUNTY DEPARTMENT OF VETERANS AFFAIRS TO ACCEPT THE 2023 COUNTY VETERAN SERVICE FUND GRANT ON BEHALF OF CLINTON COUNTY

20. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES –RESOLUTION TO AMEND THE STATUS OF POSITION #601541 (CHW–FOREST) FROM PART-TIME TO FULL-TIME

21. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE CREATION OF A GRANT-TERM LIMITED MOBILE HEALTH UNIT COORDINATOR POSITION

22. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A NEW 1.0 FTE WORKFORCE DEVELOPMENT COORDINATOR POSITION FOR INGHAM COUNTY HEALTH DEPARTMENT

23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE NINTH AMENDMENT TO THE AGREEMENT WITH THE CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH DECEMBER 31, 2025

24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WOLVERINE ENGINEERING & SURVEYORS INC. FOR ASPHALT REPLACEMENT AT POTTER PARK ZOO

25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A TRANSFER OF FUNDS FROM THE LAKE LANSING NORTH STORAGE BUILDING CAPITAL IMPROVEMENT PROJECT TO THE HAWK ISLAND SNOW TUBE STORAGE BUILDING PROJECT

26. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH FD HAYES ELECTRIC COMPANY FOR ELECTRICAL WORK AT HAWK ISLAND COUNTY PARK

27. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH PENCHURA RECREATION PRODUCTS AND SERVICES FOR REPLACEMENTS OF A PORTION OF THE LAKE LANSING SOUTH COUNTY PARK PLAYGROUND

28. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #21 – 270 AUTHORIZING AN AGREEMENT WITH LOCAL HEALTH DEPARTMENT ACADEMY OF SCIENCE

29. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #22-322 FOR THE COVID-19 REGIONAL HEALTH EQUITY COUNCIL BACKBONE ORGANIZATION GRANT

30. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A 2022-2023 EMERGING THREATS MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT

31. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR 2022-2023 AMERICORPS VISTA GRANT FUNDING

32. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO EXTEND THE AGREEMENT WITH MSU HEALTH CARE INC. FOR INFECTIOUS DISEASE PHYSICIAN SERVICES

33. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION AMENDING RESOLUTION #22-266 TO INCLUDE VARIOUS FEES FOR SERVICES PROVIDED AT THE POTTER PARK ZOO

34. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HOLY CROSS SERVICES FOR THE NEW HOPE COMMUNITY CENTER EMERGENCY SHELTER PROGRAM

35. LAW & COURTS COMMITTEE – RESOLUTION TO DISBAND THE INGHAM COUNTY INDIGENT DEFENSE COLLABORATIVE COMMITTEE AND TO RESCIND RESOLUTION #17-075

36. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A GRANT BETWEEN THE STATE OF MICHIGAN, MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC), DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, AND INGHAM COUNTY TO PROVIDE FUNDING TO ASSIST THE COUNTY IN COMPLYING WITH THE COMPLIANCE PLAN AND COST ANALYSIS APPROVED BY MIDC AND CREATING ONE NEW GRANT FUNDED POSITION

37. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING BETWEEN THE COUNTY OF INGHAM AND THE CAPITAL CITY LABOR PROGRAM TO CREATE A SECOND LEAD ANIMAL CARE SPECIALIST

38. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE ADDITIONAL JUSTICE MILLAGE PROGRAMMING FUNDS FOR INDIGENT ELECTRONIC MONITORING USERS TO MAINTAIN SERVICES THROUGH DECEMBER 31, 2022 AND TO PROVIDE NOTICE TO JUDICIAL SERVICES GROUP, LTD. THAT ADDITIONAL FUNDS ARE AVAILABLE

39. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE INGHAM COUNTY ANIMAL CONTROL AND SHELTER TO ACCEPT DONATIONS

40. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE PURCHASE OF FEDERAL COMMUNICATIONS COMMISSION LICENSE MODIFICATION FEES

XII. SPECIAL ORDERS OF THE DAY

XIII. PUBLIC COMMENT

XIV. COMMISSIONER ANNOUNCEMENTS

XV. CONSIDERATION AND ALLOWANCE OF CLAIMS

XVI. ADJOURN

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**

# JULY 26, 2022 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.
Remote Participation offered via Zoom at: https://zoom.us/j/86246962326
July 26, 2022

## CALL TO ORDER

Chairperson Crenshaw called the July 26, 2022 Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Cahill, Celentino, Grebner, Peña, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, Trubac, and Crenshaw.

Members Absent: Maiville and Naeyaert.

A quorum was present.

## PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Roxanne Case, Land Bank Executive Director and Grant Manager, to lead the Board of Commissioners in the Pledge of Allegiance.

## TIME FOR MEDITATION

Chairperson Crenshaw asked those present for a moment of silence, prayer and meditation. He further asked those present to keep the family of Tyler Blakeslee, a distinguished Eastern High School teacher, in their thoughts and prayers.

## APPROVAL OF THE MINUTES

Commissioner Slaughter moved to approve the minutes of the June 28, 2022 meeting. Commissioner Tennis supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioners Maiville and Naeyaert.

## ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that, without objection, the following substitute resolution would be added:

23. RESOLUTION TO AUTHORIZE ADDITIONAL CONTRACTS FOR TRAILS AND PARKS 7TH ROUND MILLAGE APPLICATIONS AND TO AUTHORIZE A PLAN FOR THE FUTURE TRAILS AND PARKS MILLAGE

Chairperson Crenshaw stated that Board rules state resolutions will ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Sebolt moved to consider the following resolution:

RESOLUTION OF SUPPORT FOR THE 20% CONSTRUCTION MATCH FOR THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) BRIDGE IMPROVEMENT PROGRAM

Commissioner Schafer supported the motion.

The motion to allow the resolution to be considered immediately carried unanimously. Absent: Commissioners Maiville and Naeyaert.

Chairperson Crenshaw stated that the resolution would be added as Agenda Item No. 46.

## PETITIONS AND COMMUNICATIONS

LETTER FROM DERRICK MCCREE, MDHHS JUVENILE JUSTICE PROGRAM DIRECTOR, REGARDING AN INCREASE IN PER DIEM RATES FOR THE BAY PINES CENTER. Chairperson Crenshaw stated that the matter would be referred to the Law and Courts Committee.

NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING THE APPROVAL OF BROWNFIELD PLAN #81 – NEOGEN EXPANSION BROWNFIELD REDEVELOPMENT PROJECT. Chairperson Crenshaw stated that the matter would be placed on file.

NOTICE OF PUBLIC HEARING FROM DELHI CHARTER TOWNSHIP REGARDING THE APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE BY MOLDED PLASTICS INDUSTRIES, LLC. Chairperson Crenshaw stated that the matter would be placed on file.

RESOLUTION FROM THE ALLEGAN COUNTY BOARD OF COMMISSIONERS SUPPORTING AMENDMENT TO THE MICHIGAN AUTO INSURANCE REFORM ACT. Chairperson Crenshaw stated that the matter would be placed on file.

MEMO FROM KELLY R. JONES REGARDING PROPOSED RESOLUTION OF SUPPORT FOR THE 20% CONSTRUCTION MATCH FOR THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) BRIDGE IMPROVEMENT PROGRAM. Chairperson Crenshaw stated that the matter would be placed on file.

## LIMITED PUBLIC COMMENT

Belinda Fitzpatrick, Ingham County Resident, stated that NPR had an article that explained why the Monarch butterfly had recently been listed as endangered. She further stated that the article helped explain why her yard was so chaotic.

Ms. Fitzpatrick shared her Wildlife Habitat certificate from the National Wildlife Federation with the Board of Commissioners. She further stated that the certificate read “because of the owner’s conscientious planning, landscaping, and sustainable gardening, wildlife will find quality habitat here- food, water, cover, and places to raise their young.”

Ms. Fitzpatrick’s Wildlife Habitat Certificate has been included in the minutes as attachment A.

Ms. Fitzpatrick stated that her mother had been a teacher and educated her on how Monarch butterflies grow. She further stated that she noticed the milkweed pods in her yard had formed and that she would try to share as much of it as possible.

Ms. Fitzpatrick stated that people needed to be reprogrammed, and understand why this type of landscaping needed to be in the city. She further stated that it was a good thing to have a natural lawn that was not mowed.

## CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

## CONSIDERATION OF CONSENT AGENDA

Commissioner Schafer moved to adopt a consent agenda consisting of all action items, with the exception of Agenda Item Nos. 18, 20, and 41. Commissioner Peña supported the motion.

The motion carried unanimously. Absent: Commissioners Maiville and Naeyaert.

Those agenda items that were on the consent agenda were approved by unanimous roll call vote. Absent: Commissioners Maiville and Naeyaert.

Items voted on separately are so noted in the minutes.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 5**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CONGRATULATING HARRY'S PLACE ON THE EVENT OF THEIR 100TH ANNIVERSARY**

**RESOLUTION #22 – 334**

WHEREAS, Harry Andros, a Greek immigrant, first opened the Star Cafe in 1922 on Verlinden Street in Lansing, Michigan across the road from the Durant Motors factory; and

WHEREAS, the Star Cafe was named for one of the three signature Durant automobile brands, the restaurant was renamed to Harry's Place in 1934 following the halt in operations at the Verlinden factory site; and

WHEREAS, Harry's Place would serve the autoworkers of GM's Fisher Body division from 1935 until the plant's closing in 2005; and

WHEREAS, Art Arvanites, nephew of Harry Andros by marriage, bought and ran the business in 1965 until 2006 when his daughter Harea Bates and her family took over operations; and

WHEREAS, Harry's Place has become an unofficial gathering place for residents of the Westside Neighborhood, hosting events such as Westside Wednesdays, an impromptu celebration of Marriage Equality, and many other life events and milestones; and

WHEREAS, many local charities and school sports teams are graciously hosted by Harry's for their fund raising events; and

WHEREAS, in 2014 Harry's Place made MLive's list of Top Ten of Best Neighborhood Bars out of more than forty establishments considered for the title state-wide; and

WHEREAS, the official celebration of Harry's Place 100th Anniversary will be held on July 30th, 2022; and

WHEREAS, Harry's Place truly lives up to its motto: "Come in as a customer, leave as a friend."

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates Harry's Place on the event of their 100th Anniversary and extends its sincere appreciation to their ongoing commitment to the community.

BE IT FURTHER RESOLVED, that the Board wishes them continued success for their business and in their future endeavors.

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 6**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN INGHAM COUNTY IT SECURITY POLICY**

**RESOLUTION #22 – 335**

WHEREAS, the Ingham County IT Department recognizes the importance of maintaining a safe and secure County Network; and

WHEREAS, the Ingham County IT Department, in cooperation with the Ingham County Policy Review Committee recommend the attached Ingham County IT Security Policy; and

WHEREAS, the policy will aim to ensure:

- The provision of uninterrupted IT services
- The integrity and validity of data
- An ability to recover effectively and efficiently from disruption
- The protection of all Ingham County IT Department assets, data, networks, software, and hardware
- Defined security standards for users, IT Department staff, and vendors
- Compliance with identified items required by HIPAA, LEIN, or other state or federal agencies; and

WHEREAS, all computer and communications security measures should be simple and easy to use, administer, and audit within the constraints of industry-standard security practices.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves the attached Ingham County IT Security Policy, which shall take effect upon approval of this resolution.

BE IT FURTHER RESOLVED, that this policy shall be applicable to all departments of Ingham County.

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

Adopted as part of the consent agenda.

| General Administrative, Management and Operations Policy No. |
| --- |
| |

# Information Technology Security Policy

1. Approved:
**Resolution No.**

## A. Introduction

### 1. Aim of the Policy

The Ingham County security policy covers computer services and associated devices, networks, and communications facilities; this supplements the existing Ingham County resource policy (Use of County Resources, Resolution No. 01-200). This document means to provide more detail concerning the security of Ingham County resources.

This policy states the conditions of use of Ingham County resources and facilities, the rights and responsibilities of users and administrators, and the methods used to implement the policy.

This policy aims to ensure:

- The provision of uninterrupted IT services.
- The integrity and validity of data.
- An ability to recover effectively and efficiently from disruption.
- The protection of all Ingham County ITD assets, data, networks, software, and hardware.
- Defined security standards for users, Innovation & Technology Department (ITD) staff, and vendors.
- Compliance with identified items required by HIPAA, LEIN, or other state or federal agencies.

All computer and communications security measures should be simple and easy to use, administer, and audit within the constraints of industry-standard security practices.

### 2. Scope of the Policy

Security generally gets defined as “the state of being free from unacceptable risk.” Risk for the Ingham County ITDD concerns the following categories of losses:

- Confidentiality of Information/ Personally Identifiable Information (PII)
- Data integrity
- Assets
- Efficient and Appropriate Use
- System/Network Availability

Confidentiality refers to private County information or electronic private health information.

Integrity refers to the accuracy of data. Loss of data integrity may be gross and evident, as when a computer disk fails, or subtle, as when a character in a file gets altered inappropriately.

The assets that require protection include:

- Computer and Peripheral Equipment.
- Communications Equipment.
- Computing and Communications Hardware, Computer Programs, and Documentation.
- Application Computer Programs and Documentation, Information Data (HIPAA, LEIN, and other data resources protected by local, state, and federal statute.)
- Supplies and Data Storage Media.

Efficient and appropriate use ensures that Ingham County ITD resources get used for the purposes they were intended, in a manner that does not interfere with the rights of others.

Availability is concerned with the full functionality of a system (e.g., finance or payroll) and its components or the networks used to provide these systems.

The term for the potential causes of these losses is "threats." These threats may be human or non-human, natural, accidental, or deliberate.

**3. Risk Assessment**

Periodically Ingham County ITDD or an approved third-party vendor shall carry out a risk assessment. Such an assessment aims to estimate Ingham County ITDD's potential vulnerability, to ensure that current security measures are sufficient to reduce the risk to acceptable levels and determine the costs associated with achieving an appropriate level of security.

The potential risks include:

- Users with higher than necessary levels of access.
- Unsupervised end-user devices that are left logged in.
- Shared user-ids and passwords.
- Errors.
- Disaffected employees.
- Lack of security awareness.
- Unauthorized access.
- Viruses/Malware/Ransomware
- Any form of access.
- Lack of control over changes made to services or data.
- Legal consequences of security breaches.
- Fire.
- Water.
- Sabotage.
- Public embarrassment.

**4. Dependent Facilities**

Some of the facilities that are dependent on the Ingham County ITD Department, directly and indirectly, provided technical resources that relate to IT security are:

- Mason West: Sheriff/Jail, District Court, Animal Control, Parks Department, Drain Commission, and Delhi office
- Mason East: Courthouse, Fair Board, Hilliard Building
- Human Services Building and remote clinics.
- 9-1-1 Dispatch Center
- Consolidated Court Facility and campuses: Veteran's Memorial Court House, Grady Porter Building, Youth Center, Family Center, Public Defenders Office.
- Non-county facilities: Ingham County Housing Commission, Mason Police, Land Bank, and others to a lesser degree
- General Public: Board of Commissioners, elected officials, other groups requiring access to authorized Ingham County network resources.

**B. Definitions**

Terms and phrases used throughout this policy are defined as follows.

**1.** Account – the login identifier and associated resources for a computer system or application system. Note that in implementations, an account may be used by a person for a particular purpose even if the person has not gone through the login process.

**2.** Computer System – any device that utilizes a central processing unit and the operating system associated with that device. This includes computer networking and remote management equipment as well as traditional computer services.

**3.** CIO – the Chief Information Officer of the Information Technology Department an agent of the CIO.

**4.** DMZ – short for Demilitarized Zone, a computer or small subnetwork that sits between a trusted internal network, such as a corporate private LAN and an untrusted external network, such as the public internet.

**5.** DNS – Domain Name System (or Service), an internet service that translates domain names into IP addresses.

**6.** External User – a user who is not an Ingham County Employee.

**7.** Filter – a logical or physical device used to selectively permit or deny communications between particular computer services.

**8.** Firewall – a device interconnecting computer services or networks to provide the capability to filter network traffic between those computer services or networks.

**9.** FTP – File Transfer Protocol, the protocol used on the internet for exchanging files.

**10.** General Access – the availability of a resource to any user.

**11.** General Purpose Computer System – any computer system made available for the use of the general Ingham County Information Technology Department community for an approved activity

**12.** HTTP – Hyper Text Transfer Protocol, the underlying protocol used by the World Wide Web. HTTP defines how messages are formatted and transmitted, and what action web servers and browsers should take in response to various commands.

**13.** Login – the act of accessing a computer system or its associated application services.

**14.** Login Directory – the directory owned by an account on a computer system for initial access immediately following the login procedure to access that computer system.

**15.** PCI Data – Payment Card Industry Data, any information that contains partial or complete data from the front or back of any bank/debit/credit card.

**16.** PII – Personal Identifiable Information, any information that contains names, phone numbers, partial or full social security numbers, or any other type of information that could be used to identify an individual.

**17.** Privileged Account – an account that is capable of carrying out operations that affect the working environment of other accounts. It is normally authorized for use by a restricted group of people who are responsible for computer system administration.

**18.** Resource – any computer system, associated networking infrastructure, or service offered by these.

**19.** Security Breach – any incident that results in unauthorized access of data, applications, services, networks, and/or devices by bypassing their underlying security mechanisms.

**20.** SMTP – Simple Mail Transfer Protocol, a protocol for sending email messages between servers.

**21.** System Administrator – any person who is authorized as being responsible for the configuration, maintenance, and operation of a computer system.

**22.** Threat – an event or outcome that may potentially occur as a result of the configuration, maintenance, and operation of a computer system.

**23.** User – a person using a computer system. A user is normally the account holder of the account being used, but not necessarily so. A person using an account that they are not a holder of and without authority is still classed as a user of the computer system.

**24.** User Account – an unprivileged account provided for the use of one authorized person to access a computer system.

**25.** VPN – Virtual Private Network, a private data network that makes use of a public network, such as the internet, by encrypting data at one node and using security procedures that provide a “tunnel” through which the data can pass to another code.

## C. IT Security Procedures

### 1. Physical Security

Access to secure areas, including computer rooms and MDFs, shall be restricted to authorized

staff using passwords, locks, and/or access-control devices. Visitors to these areas shall be permitted only under ITD supervision and as authorized by ITD staff. ITD keeps a log of all visitors, including name, time in, time out, and reason for entry.

During non-working hours, secure areas shall be protected against intrusion by appropriate building surveillance services or security staff.

When the Facilities Department or contractors enter an area for repair and building maintenance, the Facilities Department will escort contractors when required, log all work done, time and date, and the people who performed the maintenance.

### 2. Environmental Security

Protecting mission-critical services from the effect of electrical power outages and fluctuations shall be done by installing an uninterrupted power supply (UPS), Power Generator, and/or surge protection devices. IT facilities shall have adequate protection against fire and water damage.

The following standards of physical security of strategic platforms are required:

- Premises must be physically strong and free from unacceptable risk from flooding, vibration, dust, etc.
- Keep air temperature and humidity within acceptable limits.

### 3. Data Security

Using ITD computer equipment supplies users with information about the computer system and about Ingham County ITDD. This information is essentially private to Ingham County ITDD and, in some cases, essential for users to know to carry out their work. Therefore, a trust relationship exists between authorized users and Ingham County ITDD.

A user will not attempt to gain unauthorized access to any information. No user has the authorization to use a computer system or otherwise attempt to access any file or device to disclose information that they are not authorized to possess.

It is the responsibility of Ingham County ITDD to manage county network resources. Therefore, Ingham County ITDD must have full access to all application/system data. ITD has both an ethical and professional responsibility not to access, view, distribute, or use any data not required to complete an assigned job function.

All administrative privileges go to designated Ingham County ITDD staff. Any others who seek elevated privileges shall have their request evaluated on a case-by-case basis with approval only to those whom ITD has determined are both trained and unable to fulfill their duties without such rights.

**4. Internet Security**

The Internet represents an insecure channel for exchanging information leading to a high risk of intrusion or fraud, such as phishing. Ingham County treats the Internet as a hostile environment. To protect Ingham County resources and data:

- Installed firewall(s) to control all data packets and connection requests.
- Only explicitly permitted traffic is allowed by the firewall.
- All traffic that passes through the firewall will get logged and audited.
- Implemented packet filtering with rules keeps the risk to a minimum.
- Access by outside users will be restricted.
- Any publicly available computing devices accessible to internet traffic (Web (HTTP) servers, FTP servers, SMTP (email) servers, and DNS servers); are located within an established demilitarized zone (DMZ) - a computer or small subnetwork that sits between a trusted internal network, such as a corporate private LAN, and an untrusted external network, such as the public Internet).

**5. Intrusion Detection**

Intrusion protection within the boundaries of the Ingham County Network is required to prevent:

- Unauthorized individuals from indiscriminately connecting any computing devices into any access point of the network.
- Unauthorized access of staff and external hostile threats to the Ingham County Technology Resources.

Only devices belonging to Ingham County or managed by Ingham County are permitted to function when connected to the Ingham County Network. Visiting personnel wishing to access the network must have authorization from the ITD CIO and must apply to ITD for temporary access rights; other than predefined public PCs.

**6. Remote Access & VPN**

Employees approved for Alternate Work Site (AWS) and other approved employees may remotely connect to Ingham County Network resources through a Virtual Private Network (VPN). The VPN will provide an encrypted tunnel over a public network. Information transmitted through the VPN to Ingham County systems is not easily accessible by unauthorized parties.

VPN is accessed using multi-factor authentication methods consisting of username and password, followed by verification through the multi-factor authentication system.

The VPN gateway is set up and managed by the Ingham County ITD department.

Unauthorized individuals and equipment are not allowed to connect to the VPN.

VPN software installed on an employee's assigned equipment is required to connect to Ingham County resources.

Only Ingham County ITD-approved computers and mobile devices can have the VPN software installed.

If a vendor requires remote access, they will use the approved remote access service provided by Ingham County ITD.

Ingham County ITD will monitor all activity while users are signed into the VPN remote access service. These logs include but are not limited to log-on, log-off, time connected, user information, equipment connected, software used, websites visited, and any activity that transpires across the VPN or remote access service while connected.
Employees and vendors are responsible for ensuring that their computers are running current anti-virus protection on any computing device before establishing a remote access connection to Ingham County technology resources. The IT Department will enforce this by using Network Access Control. Network Access Control (NAC), also called Network Admission Control, is a method of bolstering the security of a proprietary network by restricting the availability of network resources to endpoint devices that comply with a defined security policy.

The use of remote access applications requires Ingham County ITD approval, a VPN connection, and a strong password. The application shall only be active when needed and terminated upon disconnection. Furthermore, the County employee responsible for the PC running the remote connection software shall not leave any remote access connection running unattended.

Unless the prior approval of Ingham County ITD is obtained, employees may not establish wireless, internet, or other external network connections that could allow access to Ingham County technology resources.

Any deviations to the remote access policy must be approved by and are at the discretion of the Ingham County CIO.

Unauthorized use of the VPN will result in disciplinary action, up to and including termination of employment.

**7. Endpoint Protection**

Endpoint protection is a policy-based approach to network security that requires endpoint devices to comply with specific criteria before getting access to network resources.

To protect County resources:

- Any computing device internal/external connecting to the county network will have current Anti-Virus protection.
- Only ITD or an approved vendor will install approved software.
- If end-users suspect an active virus, they shall immediately disconnect and shut down their device

and contact the Helpdesk.

- End-users will immediately delete any suspicious emails, and if appropriate, request that the sender resend the message again.
- All inbound and outbound email messages will be scanned and quarantined if suspicious.

**8. Wireless Networking**

All wireless infrastructure devices that intend to connect to an Ingham County secured network or provide access to information classified as Ingham County Confidential or above must:

- Abide by the standards specified by ITD.
- Be installed, supported, and maintained by ITD.
- Use ITD approved authentication protocols and infrastructure.
- Use ITD approved encryption protocols.
- Maintain a hardware address (MAC address) that can be registered and tracked.

**D. Users**

**1. Conduct and Acceptable Use**

All persons authorized to access Ingham County information assets will comply with applicable laws, regulations, and standards of conduct when using Ingham County information systems. A user intentionally violating IT policy will be subject to County disciplinary action and, if warranted, legal action.

County systems should provide a display banner upon logon requiring authorized users to accept the terms displayed before allowing access. The displayed banner should cover privacy, acceptable use, standards of conduct, the potential for activity monitoring, and user acceptance of the terms.

All use of email must be consistent with Ingham County policies and procedures of ethical conduct, safety, compliance with applicable laws, and proper business practices. Ingham County email accounts are used for Ingham County-related business only. Creating dating, shopping, or another personal account with an Ingham County email address is strictly prohibited. Social Media accounts shall only be created once authorization is obtained through the process defined in the Social Media Policy.

The critical components of Ingham County information security infrastructure must not be disabled, bypassed, turned off, or disconnected without prior approval from ITD management. A risk assessment is required for all production information systems to ensure that critical systems have received at minimum a rudimentary level of security attention. Periodic reviews of these measures by ITD would affirm an acceptable level of risk.

Information is a vital asset, and all access to, uses of, and processing of Ingham County information must be consistent with policies, standards, and guidelines. Information is defined as an Ingham County asset and must be protected. Ingham County information is considered both a

product and a resource that is time-intensive to recreate. It, therefore, constitutes a financial investment on the part of Ingham County.

Only management authorized business purposes are allowed with Ingham County information. All non-approved uses of Ingham County information are prohibited. For example, an employee may want to use his employer's customer database for a non-approved announcement. To prevent secondary dissemination problems, marking sensitive information is advised. Users shall take steps to ensure that dissemination of Ingham County information is done so within acceptable avenues. For example, per LEIN rules, encryption must be used when sharing CJIS data, and recipients of said data must be authorized recipients.

Authorized users must not use Ingham County resources to engage in hacking activities. Including gaining unauthorized access, doing damage to, altering, or disrupting the operations of any other information systems, and capturing or otherwise obtaining passwords, encryption keys, or any other access control mechanism that could permit unauthorized access.

Management not enforcing any policy requirement does not constitute its consent, nor does it mean out-of-compliance conditions will continue.

## 2. Responsibilities

Users' responsibilities include:

- Ensuring that confidentiality and privacy of data are maintained.
- Ensuring that electronic Private Health Information is only on devices listed by Ingham County ITD to be acceptable to contain electronic Private Health Information.
- Safekeeping of their user-id and password by not providing to anyone, including ITD and Management.
- Ensuring the security of their computer by logging off or locking it when it is left unattended. All ITD controlled workstation screens will lock after 20 minutes of inactivity.
- Compliance with all relevant Local, State, and Federal laws and regulations, such as HIPAA, LEIN, or other regulatory statutes.
- Compliance with the provisions of this policy, Ingham County Resource policy, and other Ingham County policies and procedures.

## 3. Confidentiality and non-disclosure Statement

Before performing any work on County IT equipment or the County Network, vendors must sign the Confidentiality and Non-disclosure agreement. Vendors must ensure that all personnel involved with any project get advised of the confidential nature of the information contained within Ingham County Network resources.

Vendors must have a Business Associate Agreement before they are allowed to work on hardware or software that may contain Private Health Information (ePHI).

## 4. Password Management

Passwords are a primary defense mechanism on many computer services. Careful selection of passwords improves security. Individual users are responsible for the robustness and maintenance of their passwords. To change a password, the user can call the ITD Helpdesk or use the self-help web app. Individual users are responsible for the defense of any accounts held by them. The following rules for use of passwords shall apply:

- Passwords must follow the ITD password policy.
- Newly issued passwords are to be changed as soon as possible after issuance.
- Passwords must not be displayed next to the computer, under the keyboard, or any other place other than stored in a secure, locked area.
- Users when logging on must not permit anyone to see their password.
- Password disclosure is not allowed, including giving a password to ITD or management.
- Users will not save passwords electronically within applications. Ingham County ITD authorized software password safes are an exception to this rule.
- A user who realizes that their password is compromised shall change the password, if possible. Users must report all details of a breach to ITD support staff upon discovery.
- Changing system-level passwords require updating the global password list held by the ITD administration.
- The use of automatic logins is not permitted

## 5. Account Security

Department heads are required to notify ITD as soon as feasible via the Personnel Action Request (PAR) or Security Action Request (SAR) process when a user account or security profile needs to be disabled or deleted. User accounts will be disabled immediately when an employee leaves or in situations where the employee will be gone for an extended time.

Accounts of employees who have left will be deleted 30 days from the date the account is disabled. Deleted accounts are irretrievable.

User accounts or security profiles are not to be shared. If an employee leaves or a temporary employee needs access to the County Network, a supervisor will notify ITD via the PAR process for an account to be created or deleted. All temporary employee accounts expire on the date provided by the department.

Creating email rules to forward Ingham County email to any non-County, outside email address is strictly prohibited.

Department heads should use the Security Access Request (SAR) system to notify ITD to implement any security changes for employees in their department.

### 6. Data Backup

ITD performs regular backups of data stored on the servers and databases. This data is also replicated to our secondary data center to ensure data redundancy.

Data on each user's workstation is not part of the backup. Users should save all valuable information to their provided network storage area on the servers as part of the Backup Policy.

### 7. Disciplinary Actions

County resources generally, and specifically IT resources, may be provided to employees exclusively to assist in the efficient and effective day-to-day operations of offices, departments, and agencies. Misuse of County resources may result in discipline, up to and including immediate discharge and, where appropriate, civil and(or) criminal liability.

## E. Alternate Work Site (AWS)/Remote Work

### 1. Remote Access Requirements

All remote connections to Ingham County require approved ITD controlled access points.

All AWS employees must lock their computers when they are not in the line of sight. All AWS employees must disconnect from VPN and log out or shut down their computers when they will be away for any length of time greater than 30 minutes.

Display screens require positioning in a way that cannot be easily read by unauthorized persons through a window, over the shoulder, or similar means.

AWS employees must not share any electronic devices that access Ingham County resources in any way, including computers, computer peripherals, access cards, identification, or keys. Family members or friends are not permitted to use any equipment that has access to County resources.

AWS employees must follow all current software licensing restrictions already in place in Ingham County. No software installed on work machines can be removed or installed on home computers. Unapproved software is not allowed on work computers.

AWS employees must follow all Ingham County policies at remote work locations, including Use of Social Media and Use of County Resources.

Employees are responsible for purchasing any required items to do their work remotely. This includes, cross-cut shredders, locking furniture, safes, privacy screens, etc.

Only Ingham County ITD provided or approved computer and networking equipment can connect to the VPN for remote access.

AWS employees must not use personal mobile, computer, computer peripheral, or computer software for Ingham County-related remote work without prior authorization from their supervisor and the IT department.

All systems that access the Ingham County Network for remote work must have up-to-date, ITD approved malware protection software.

All systems that access the Ingham County Network remotely must have an Ingham County ITD approved endpoint protection software package installed.

Whenever possible, remote work should be in a separate room or workspace that is secure from the rest of the house or co-working space.

Any County equipment should be located and protected to reduce the risk of environmental hazards and opportunities for unauthorized access or theft.

**2. Data Protection**

All computers used for remote work (including portables, laptops, notebooks, mobile devices, and any other transportable computing devices) which contain Ingham County proprietary information must use ITD approved data encryption and password protection.

AWS employees that make local backups must store them in a secure location. AWS employees cannot keep backups of sensitive Ingham County data at their remote location unless otherwise required. Backups contained on any removable media must be encrypted, password-protected, and marked appropriately.

**3. Information Disposal**

All reasonable precautions are required to protect Ingham County hardware, software, and information from damage, theft, or misuse at alternate work sites.

AWS employees requiring secret or confidential Ingham County information at their homes to do their work must have lockable heavy furniture or safes.

AWS employees must have a shredder to appropriately dispose of printed versions of sensitive information. Shredders that make strips of paper are not acceptable for the disposal of Ingham County's sensitive information. Shredders must make cross-cut confetti or smaller particles.

AWS employees must not throw away Ingham County's sensitive information in wastebaskets or other accessible trash containers. All sensitive information must be shredded or securely retained until the user has access to proper disposal methods.

**4. Remote Systems Management**

On Ingham County supplied computer hardware, AWS employees must not make any changes to the operating system or install new software. Any changes require ITD technicians on-site or using remote system software.

AWS employees are not allowed to alter Ingham County supplied hardware in any way without prior knowledge and authorization from the Ingham County ITD.

### 5. System Ownership and Return

Any Ingham County supplied hardware, software, information, or other materials, must be returned when an employee separates from Ingham County; or when requested by the ITD or the employee's supervisor.

Ingham County assumes no risk of loss or damage to supplied hardware, software, information, or other materials required to perform work remotely. Ingham County expressly disclaims any responsibility for loss or damage to persons or property caused by or arising out of the usage of such items.

### 6. Violations

Any violation of this policy may result in disciplinary action, up to and including termination or prosecution. Ingham County reserves the right to notify law enforcement of any unlawful activity conducted with Ingham County equipment or information.

## F. Security Management

Security events commonly occur within an IT environment and require day-to-day management to detect potential problems before becoming cyber incidents. The overall responsibility for managing the security of data and systems rests with the CIO. As part of security procedures, all applications required by law or business necessity shall require an audit trail. Ingham County ITD negating or minimizing any potential or actual security breaches is in the interest of all account holders. Specific personnel get assigned responsibilities for the administration of information security policy so that procedures get implemented and monitored while still guaranteeing that the overall security of Ingham County ITD computing facilities and systems are not compromised.

To that effect, Ingham County ITDD may disable an account without notice, regardless of suspected misuse. Ingham County ITDD decides the nature and period of account suspension.

Mission-critical applications should require additional user authentication and provide intruder lockout after failed login attempts.

Department heads shall review any application with electronic Protected Health Information (ePHI) and the level of security assigned to their employees.

### 1. Security Breaches

When appropriate, Ingham County ITDD will refer any incident involving a possible breach to State, Federal or International law enforcement for investigation. Ingham County ITDD will give that authority all reasonable assistance requested.

If a security breach occurs and a person or organization external to Ingham County ITDD is a potential victim, Ingham County ITDD will refer details specific to that party.

If a security breach involves facilities strictly internal to Ingham County ITDD, Ingham County ITDD may follow the appropriate Ingham County ITDD disciplinary procedures.

**a. Security Incident Reviews**

The person who carries out the technical investigation of a security breach shall submit a report to the CIO outlining the following details (where possible):

- The general nature of the security breach.
- The general classification of people involved in the security breach (such as external clients, privileged staff members).
- The computer services involved in the security breach.
- The details of the security breach.
- The impact of the security breach.
- Unrealized potential consequences of the security breach.
- Possible courses of action to prevent a repetition of the security breach.
- Side-effects of those courses of action.

Remedial action should be taken, based on this report, when appropriate.

**2. Security Audits**

Regular auditing procedures shall be carried out on all computer services to check for policy conformance and to satisfy the requirements of Ingham County ITDD internal and external auditors.

Audit procedures, of any level, may be carried out on any computer system at the discretion of Ingham County ITDD.

In the course of the auditing procedure, Ingham County ITDD may delete or otherwise modify any data on any computer system that promotes an infringement of this policy or the host configuration guidelines covered by the ITD system standards to re-establish system security.

Routine access logs checks get performed to look for unusual events that may indicate security breaches.

**3. Disaster Recovery**

A disaster recovery plan, which accounts for the risk assessment, Ingham County ITD needs, and vulnerabilities, will be implemented. The disaster recovery plan will get documented and tested periodically.

**4. Review and Amendment of Security Policy**

This policy shall be reviewed periodically and may get amended as required by the ITD. All former copies of the policy get replaced by a copy of the new, amended policy.

### 5. Training

The level of security that can be implemented within Ingham County ITD depends to a large extent on the understanding and cooperation of all staff. The key to good security is based on staff awareness and training.

Personnel who have been granted access to computer services have a responsibility for the safekeeping of data within their area of work. Users must be aware of how the security of data can be enhanced.

To assist staff to gain an understanding of how system security can be enhanced it is necessary to:

- Define personnel policies and procedures.
- Provide education and appropriate supervision.
- Ensure an understanding of confidentiality requirements.

A copy of the Ingham County Resource Policy and this Information Security Policy shall be provided to new employees at the time of their new employee orientation. Each employee, on commencement of employment, should be made aware that they must not divulge any information that they may have access to in the normal course of their employment. Staff must also be made aware that they should not seek access to data that is not required as part of their normal duties.

## G. Asset Management

Asset management involves receiving, tagging, documenting, and disposing of equipment. Maintaining up-to-date inventory and asset control ensures computer equipment locations and dispositions are known. Non-ITD controlled hardware and software present a substantial risk to the integrity and security of the entire Ingham County network, the devices on it, and the data those devices contain. Lost or stolen assets store sensitive, proprietary data; proper asset management procedures provide documentation that aids in maintenance, recovery, replacement, criminal prosecution, and insurance activities.

This policy provides procedures and protocols that support effective asset management and focuses specifically on electronic devices and software that ITD supports and maintains.

ITD will not be responsible for supporting and maintaining any hardware, equipment, or software purchased outside of the ITD. Any hardware or software purchased without the ITD will not be allowed access to the Ingham County Network or contain any proprietary Ingham County data.

### 1. Hardware

The following asset classes are subject to tracking and asset tagging (this list is not an exhaustive list and can adapt over time):

- Desktop workstations

- Laptop computers
- Tablet devices
- Printers, copiers, fax machines, and multifunction print devices
- Scanners
- Server equipment
- Network appliances (routers, switches, UPS, storage, etc.)
- PBX, VOIP telephony systems and components
- IP enabled video and security devices

Certain assets like cables, adapters, keyboards, mice, empty USB flash drives, other inexpensive electronics that do not have network access, etc., are generally not tracked.

**a. Asset Tracking Requirements**

The following procedures and protocols apply to asset management activities:

- All assets must have an asset number assigned and mapped to the device serial number
- An asset tracking database. It includes the purchase and device information as well as:
    - Date of purchase
    - PO number
    - Type of asset
    - Make, model
    - Serial number
    - Location
    - Department
    - User (if applicable)

Before deployment, ITD staff shall assign an Ingham County ID tag to the asset and enter the required information into the database.

**b. Asset assignment**
Each additional device on the network increases the risk of data loss or intrusion. Therefore, every employee will be allowed one asset unless additional devices are required to complete their work and are expressly authorized by their supervisor and ITD.

**c. Data destruction**
ITD staff shall determine whether data destruction is required before repurposing an asset. Assets about to be removed from service shall have all data destroyed according to the current data destruction requirements. Data destruction shall be performed by ITD or a 3rd party that adheres to the data destruction protocols required.

## 2. Software

All materials associated with any computer system, including software and printed materials not in the public domain, must be treated following applicable copyright agreements and restrictions.

Such material must be licensed (if required) appropriately and may be obtained only from a legal source. ITD shall maintain an inventory of all licensed software and periodically informs departmental managers of any licensing violations.

ITD shall be involved in all software systems purchases that will interact with Ingham County systems or infrastructure to ensure the compatibility and security of the desired software and that it meets specified County requirements. The installation of software that has not been approved by ITD on Ingham County computers is strictly prohibited.

Users will not use the facilities of any computer system for storing, accessing, or otherwise using any material which in any way infringes a copyright agreement. Users are prohibited from installing personal software on Ingham County computer systems.

End-of-life software should be removed from computers and destroyed.

## H. PCI/PII Data Protection Policy

Securing sensitive personal data is paramount in ensuring compliance and protecting against data breaches. It is, therefore, the policy of Ingham County to protect Personally Identifiable Information (PII) and Payment Card Industry (PCI) data. This policy will be in addition to any Local, State, or Federal policies a department already follows. ITD must be involved in the collection, storage, and transport of any PCI/PII data.

### 1. Storage

Any portable computing device (laptop, phone, etc.) that stores PII or PCI data must have its storage drive(s) encrypted, and login must be password protected. Any transportable storage medium (USB drive, CD, DVD, Blu-ray, etc.) must have all stored data encrypted and password protected. Only Ingham County ITD approved cloud storage solutions can store PCI and PII data. Physically securing paper copies in locking heavy furniture or safes is required. Users cannot store PCI/PII data of any kind, including but not limited to any payment card information, personal user data, website login info, or passwords used to sign in to any online or local services, in any unencrypted file format.

### 2. Transport & Electronic Transmission

Any medium (paper, USB drive, CD, DVD, Blu-ray, etc.) that requires transport will be done only by authorized personnel. PCI and PII data require encryption in transit. Any email or message that contains PCI or PII data will be encrypted. Transmission over SMS, messaging apps like Facebook, Twitter, Signal, etc., is not allowed. Under no circumstance can PCI and PII data be posted on forums, comment sites, Pastebin, or any other form of data sharing site.

### 3. Disposal & Destruction

All PCI and PII data require secure erasure from a reusable storage medium (USB drives, portable hard drives, etc.) or computing devices when the data is no longer needed. Physical media such as CDs, DVDs, Blu-rays, etc., must be irrevocably destroyed. Use of a cross-cut shredder is required to destroy paper copies.

**APPENDIX A**

Computer Virus Prevention and Response

Tips to avoid being infected through email:

1. DO NOT open attachments from anyone, unless it is normal and typical for you to receive this particular type of attachment from the sender and it is not unusual timing.
2. If you are unsure about an attachment, contact the listed sender and verify that they intentionally sent you the file.
3. As a last resort, you can ask ITD to scan the file for viruses. Just call the helpdesk (676-7385)

Please understand that, like a flu vaccine, there is no 100% effective method for preventing virus infections. Any questions that you might have can be answered by calling the ITD helpdesk at 676-7385.

Remember, the single most important step that you can take to prevent virus infections is: **DO NOT open attachments from anyone, unless it is normal and typical for you to receive this particular type of attachment from the sender and it is not unusual timing.**

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PERMANENT ABSENT VOTER BALLOT APPLICATION LIST MAILER FOR 2022**

**RESOLUTION #22 – 336**

WHEREAS, voters in Michigan passed proposal 2018-03, allowing for the creation of a Permanent Absent Voter Ballot Application List; and

WHEREAS, voting by absent voter ballot was essential to providing a safe and secure way for voters to exercise their right to vote during the COVID-19 pandemic; and

WHEREAS, all 21 jurisdictions in Ingham County have a Permanent Absent Voter Ballot Application List; and

WHEREAS, a voter's enrollment in the Permanent Absent Voter Ballot Application list does not follow that voter when they move between jurisdictions; and

WHEREAS, voters may not be aware of how to join their local clerk's Permanent Absent Voter Ballot Application List; and

WHEREAS, Clerk Byrum believes that every qualified, registered voter should be empowered to vote in any way that they choose; and

WHEREAS, Clerk Byrum wishes to make signing up for the Permanent Absent Voter Ballot Application List as easy as possible for qualified, registered voters in Ingham County; and

WHEREAS, Clerk Byrum solicited bids to print and mail a sign-up form to send to all qualified, registered voters not already on the Permanent Absent Voter Ballot Application List through RFP #149-22; and

WHEREAS, several bids were received and considered to complete that work.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Clerk Byrum to enter into a contract with Detroit Legal News Co., D/B/A: Inland Press in an amount not to exceed $35,000.

BE IT FURTHER RESOLVED, that this agreement shall be funded by the Ingham County Clerk's Elections Supplies line item (101-19100-726010) and the Ingham County Clerk's Election postage line item (101-19100-729000).

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

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RENEW INTERNET AND VOICE SERVICE PROVIDED BY EVERSTREAM**

**RESOLUTION #22 – 337**

WHEREAS, Ingham County relies heavily on our connectivity - be it internet, connectivity between sites, or main voice services; and

WHEREAS, our contract with Everstream expired on June 30th and needs to be renewed to continue receiving service; and

WHEREAS, the requested annual contract amount is in the 2022 budget; and

WHEREAS, the Innovation & Technology Department has utilized the State of Michigan MiDeal contract to obtain the most cost-effective pricing.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes renewing our internet and voice services from Everstream in an amount not to exceed $120,000 per year for three years with the option to add additional years.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Communication Fund Telephone account (636-26600-921050).

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

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A THREE-YEAR CONTRACT EXTENSION WITH CAPITOL WALK PARKING LLC. FOR THE PARKING SPACES LOCATED AT LENAWEE AND CHESTNUT IN LANSING**

**RESOLUTION #22 – 338**

WHEREAS, Ingham County currently leases 111 parking spaces located at the corner of Lenawee and Chestnut in Lansing; and

WHEREAS, parking spaces are needed for Ingham County employees who work at the Grady Porter Building and Veterans Memorial Courthouse; and

WHEREAS, the Facilities Department would like to exercise a three-year contract extension with Capitol Walk Parking LLC, through June of 2025; and

WHEREAS, Capitol Walk Parking LLC, has agreed to hold their current monthly bill rate of $6,660; and

WHEREAS, funds are available in the appropriate 861001 parking lot line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year contract extension with Capitol Walk Parking LLC., 2152 Commons Parkway, Okemos, Michigan 48864 for the 111 parking spaces located at Lenawee and Chestnut in Lansing at a cost not to exceed $6,660 per month.

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:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SAFETY SYSTEMS INC., FOR BUILDING ALARM, HOLD UP BUTTONS, AND MONITORING AT THE 30TH CIRCUIT COURT ANNEX BUILDING**

**RESOLUTION #22 – 339**

WHEREAS, the 30th Circuit Court Annex Building located at 426 Walnut Street in Lansing will be used for the visiting judge; and

WHEREAS, the building needs an alarm and hold up buttons for safety; and

WHEREAS, the Facilities Department recommends entering into an agreement with Safety Systems Inc., for equipment and installation for $2,791 and $660 per year for three years for annual monitoring at the 30th Circuit Court Annex building; and

WHEREAS, funds are available in the American Rescue Plan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Safety Systems Inc., 2075 Glenn Street, Lansing, Michigan 48906, for equipment and installation for $2,791 and $660 per year for three years for annual monitoring at the 30th Circuit Court Annex building.

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:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SEELYE GROUP LTD, TO REPLACE THE CARPET IN THE COMMON AREAS AND FINANCIAL SERVICES AT THE HILLIARD BUILDING**

**RESOLUTION #22 – 340**

WHEREAS, the carpets in the common areas and Financial Services in the Hilliard Building are worn, faded, and have outlived their life expectancy; and

WHEREAS, the carpets need to be replaced; and

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

WHEREAS, Seelye Group is on the MiDeals contract; and

WHEREAS, the Facilities Department recommends an agreement with Seelye Group LTD, who submitted a proposal of $32,071.04 for the common areas and $26,156.11 for Financial services at the Hilliard Building for a total of $58,227.15; and

WHEREAS, the Facilities Department is requesting a contingency of $2,000 for any uncovered conditions; and

WHEREAS, funds for Financial Services carpet in the 2022 approved CIP General Fund line item #245-66299-931000-22F24 has a balance of $12,569, which falls short by $13,587.11; and

WHEREAS, the Facilities Department is requesting the short fall amount come from the common areas carpet line item #245-90210-76000-22F17; and

WHEREAS, funds for the common areas are available in the approved 2022 CIP General Fund line item #245-90210-976000-22F17, which has a current balance of $50,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Seelye Group LTD, 1411 Lake Lansing Road, Lansing, Michigan 48912, to replace the carpet in the common areas and Financial Services at the Hilliard Building for an amount not to exceed $60,277.15 which includes a $2,000 contingency.

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LEROY TOWNSHIP AND TO AMEND AN AGREEMENT WITH BUNKERHILL TOWNSHIP FOR THE 2022 LOCAL ROAD PROGRAM**

**RESOLUTION #22 – 341**

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by sources other than the Road Department, such as by township, millage, or special assessment district; and

WHEREAS, a portion of the Road Department's budget is annually allocated toward the capped 50% match with each township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department coordinated with each township to determine the priority of road projects included in the annual Local Road Program; and

WHEREAS, Leroy Township and Bunkerhill Township have coordinated with the Road Department to schedule work for the 2022 construction season, as detailed in the attached table; and

WHEREAS, the 2022 Local Road Program Agreement approved for Bunkerhill Township per Board Resolution #22-255 needs to be amended due to outdated information included in the original resolution, which has been updated in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2022 construction season; and

WHEREAS, the Road Department shall provide labor without charge on the projects performed by Road Department staff, and will pay 50% of the project costs up to the capped allocation for each township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the township; and

WHEREAS, the Road Department's capped match contribution in the total amount of $66,600 for these two Townships is included in the adopted 2022 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Leroy Township and amending the agreement with Bunkerhill Township for the 2022 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the township projects up to the capped allocation amount of $66,600 as shown in the attached table.

BE IT FURTHER RESOLVED, that the Road Department shall invoice Leroy Township and Bunkerhill Township for their portion of the project costs at the conclusion of the construction season.

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

| 2022 Local Road Program (LRP) | | | | | | | |
|---|---|---|---|---|---|---|---|
| Township | Match Balance Thru 2021 | 2022 ICRD Match Allocation | Total 2022 Match Available | Proposed 2022 Local Road Projects | Estimated Total LRP Cost | Estimated Township Cost | ICRD LRP Contribution |
| Bunkerhill | $0.00 | $33,300.00 | $33,300.00 | Skip paving of Hayes Rd (Catholic Church Rd to Fitchburg Rd) | $109,312.50 | $76,012.50 | $33,300.00 |
| Leroy | $0.00 | $33,300.00 | $33,300.00 | Asphalt wedging and overlay of Frost Rd (M-52 to House Rd) and Noble Rd (Meech Rd to M-52) | $98,073.00 | $64,773.00 | $33,300.00 |

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LETTERS OF UNDERSTANDING FOR ONSITE EMPLOYEES DURING AN ALTERNATE WORK SITE DIRECTIVE**

**RESOLUTION #22 – 342**

WHEREAS, there are occasions where conditions may necessitate directing employees who are able to work from an alternate work site to do so, as opposed to utilizing the current County Suspension of Operations Policy; and

WHEREAS, in these circumstances, there are other employees who are unable to work remotely due to the nature of their onsite work as essential employees; and

WHEREAS, Ingham County and Union representatives wish to recognize the contributions of these onsite essential employees in such situations and to promote retention of these employees by compensating these employees for working onsite based upon the Suspension of Operations Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into letters of understanding with Ingham County collective bargaining units to provide for compensating employees working onsite during an alternate work site directive based upon the Suspension of Operations Policy.

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE $1.5 MILLION OF HOUSING TRUST FUND DOLLARS FOR THE WALTER FRENCH RESIDENTIAL RENOVATION**

**RESOLUTION #22 – 343**

WHEREAS, the Ingham County Board of Commissioners, through Resolution #22-211, allocated $9 million in American Rescue Plan funds for affordable housing opportunities through the Ingham County Housing Trust Fund; and

WHEREAS, one of the purposes identified by the Board of Commissioners in that allocation is to "create partnerships to construct energy-efficient, affordable housing options including: medium-density housing, such as row houses and small apartment buildings, single-family homes, and duplexes"; and

WHEREAS, the Capital Area Housing Partnership (CAHP) has acquired the former Walter French Academy building and has developed plans to renovate the building for a mix of commercial, office, community, and residential purposes; and

WHEREAS, CAHP's plans include 76 affordable housing units, many of which will be set aside for particularly vulnerable residents at risk of homelessness; and

WHEREAS, CAHP is joined in this project by a wide variety of community partners, including the City of Lansing, Community Mental Health, Sparrow Health, the REO Town Commercial Association, and the Baker/Donora Neighborhood Association; and

WHEREAS, CAHP has secured all but $1,772,846 of the funding for the $31,747,281 project including Low-Income Housing Tax Credits, Housing Tax Credits, Michigan State Housing Development Authority (MSHDA) funding, City of Lansing funding, Michigan Economic Development Corporation (MEDC) Revitalization and Placemaking (RAP) grant funding, and other sources; and

WHEREAS, at the June 14, 2022Housing Trust Fund Committee, the Committee voted unanimously to request $1.5 million in Housing Trust Fund dollars to go toward the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves $1,500,000 of Housing Trust Fund dollars to help construct the 76 housing units planned by CAHP for the Walter French renovation.

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

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Celentino, Peña, Maiville, Naeyaert
**Nays**: Grebner **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH ICMA TV TO FEATURE INGHAM COUNTY AS A FEATURED COUNTY FOR THE 2022 ICMA ANNUAL CONFERENCE**

**RESOLUTION #22 – 344**

WHEREAS, the International City/County Management Association (ICMA) Annual Conference is the world's largest gathering of local government management professionals and brings this community together for unparalleled leadership and professional development, networking, and best-in-class programming; and

WHEREAS, the 2022 ICMA Annual Conference will be held in Columbus, OH September 17-21, 2022; and

WHEREAS, ICMA TV annually highlights select counties and cities that are at the cutting-edge of county administration and offer them a unique opportunity to profile their key developments, initiatives, and best practices in the form of a five-minute documentary featured at the Annual Conference; and

WHEREAS, Ingham County has been selected as a featured county for the 2022 ICMA Annual Conference with a filming and production fee of $24,300 which includes the five-minute documentary piece which will be available at the conference and on YouTube, a 15-second social media blast, and up to two hours of content that the County will own, which could be used for other marketing initiatives; and

WHEREAS, the Greater Lansing Convention and Visitors Bureau (GLCVB) has expressed a willingness to participate in the funding for the project; and

WHEREAS, the Contingency Fund balance of $17,892 is not sufficient to cover the $24,300 cost of this project; and

WHEREAS, two Contingency Fund expenditures relating to Jail Medical in the amount of $133,100 may be funded by Jail Medical attrition thereby increasing the Contingency Fund balance to $150,992.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an agreement with ICMA TV for $24,300 from the Contingency Fund for the filming and production of Ingham County as a featured county for the ICMA Annual Conference.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves a budget amendment to transfer $133,100 from Jail Medical attrition savings to the Contingency account.

BE IT FURTHER RESOLVED, that any participating funds received from GLCVB will be deposited in the Contingency Fund.

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

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CREATE A HOUSING TRUST FUND COORDINATOR IN THE TREASURER'S OFFICE**

**RESOLUTION #22 – 345**

WHEREAS, the Ingham County Board of Commissioners has identified affordable housing as a barrier to home ownership for many residents of Ingham County; and

WHEREAS, Resolution #21-398 created the Housing Trust Fund Committee to develop policies and procedures for the implementation of a housing trust fund to ensure fair and equitable access to funding; and

WHEREAS, the Housing Trust Fund Committee has adopted a Strategic Plan to address a variety of housing quality and affordability issues within Ingham County; and

WHEREAS, Resolution #22-211 allocated $9 million in American Rescue Plan funds to the Ingham County Housing Trust Fund; and

WHEREAS, expenditure of these funds would be enhanced by dedicating a staff member to administering programs, seeking additional funds from other sources, and enhancing communication among the many nonprofit organizations, government agencies, and for-profit businesses working to improve the quality and supply of affordable housing in Ingham County; and

WHEREAS, the Housing Trust Fund Committee has, by resolution, requested creation of this position; and

WHEREAS, the Housing Trust Fund Coordinator position will be classified as an ICEA PRO Level 07 (salary range $58,458.33 to $70,195.50); and

WHEREAS; the Housing Trust Fund Coordinator position will be funded through funds allocated to the Housing Trust Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the creation of a Housing Trust Fund Coordinator position under the direction of the County Treasurer.

BE IT FURTHER RESOLVED, that the Controller/Administrator will ensure that the position is eligible for American Rescue Plan funding.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget transfers and changes to the Approved Position List as authorized by this resolution.

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ATTESTING TO THE EXISTENCE OF MATCHING FUNDS THROUGH MERIDIAN CHARTER TOWNSHIP AND COMMITTING TO ONGOING MAINTENANCE FOR THE MSU TO LAKE LANSING CONNECTOR TRAIL, PHASE I TAP GRANT PROJECT FUNDED BY THE TRANSPORTATION ALTERNATIVES PROGRAM GRANT #2016025 MDOT JN 205121**

**RESOLUTION #22 – 346**

WHEREAS, the Transportation Alternatives Program is a federally funded program administered in Michigan by the Michigan Department of Transportation (MDOT); and

WHEREAS, the Ingham County Road Department has received a conditional commitment through MDOT from the Transportation Alternatives Program to construct the MSU to Lake Lansing Connector Trail, Phase I (the "Project"), MDOT JN 205121, an off-road trail lying parallel with the Red Cedar River and the CN Railroad between Hagadorn Road and M-43 (Grand River Avenue); and

WHEREAS, the Ingham County Road Department, as an Act 51 Agency, is acting on behalf of the Charter Township of Meridian as authorized in Resolution #22-235 previously adopted by the Board of Commissioners in support of the Project; and

WHEREAS, the Transportation Alternatives Program requires additional details in order to certify funding for the Project; and

WHEREAS, Resolution #17-109 commits $950,000 from the Trails and Parks Millage to be used as matching funds to the Project; and

WHEREAS, the Charter Township of Meridian has dedicated funding for the Project included in their approved 2022 Budget and will pass a dedicated resolution at the July 26, 2022 Township Board meeting; and

WHEREAS, said Charter Township of Meridian Board Resolution commits $350,000 in matching funds to the project, as well as all additional funds necessary to carry out the project, including costs related to engineering, permits, administration, and any cost overruns; and

WHEREAS, said Charter Township of Meridian Board resolution commits the Charter Township of Meridian to the ownership, operation, and maintenance of the Project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, on behalf of the Ingham County Road Department, supports the construction of the MSU to Lake Lansing Connector Trail, Phase I (the "Project").

BE IT FURTHER RESOLVED, that the Board of Commissioners attests and commits that the necessary funds are available through the Ingham County Trails and Parks Millage and the Charter Township of Meridian to carry out the Project, including engineering for construction, permit fees, administration costs, cost overruns, and the required matching funds for the overall Project cost.

BE IT FURTHER RESOLVED, that Ingham County commits to owning, operating, funding, and implementing a maintenance program through the Charter Township of Meridian over the design life of the Project constructed with Transportation Alternatives Program funding.

BE IT FURTHER RESOLVED, that Board Chairperson Bryan Crenshaw is hereby authorized to act as the applicant's agent during the Project development, and to sign the Project Interagency Agreement after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 18**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENTS FOR 2022 BASED ON THE ANNUAL EVALUATION OF THE COUNTY'S FINANCIAL RESERVE POLICY RESOLUTION**

**RESOLUTION #22 – 347**

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the Ingham County government; its taxpayers, and its residents to maintain sufficient financial reserves to provide for the stable operation of the county government; to assure that the County's financial obligations will be met; and to assure continuance of a strong credit rating; and

WHEREAS, the Board of Commissioners, through Resolution #02-17 has adopted a Financial Reserve Policy to guide decisions regarding the maintenance of sufficient financial reserves; and

WHEREAS, the Financial Reserve Policy and the status of county reserves is to be reviewed on an annual basis; and

WHEREAS, such a review has been done by the Controller's Office, based on 2021 year end balances, and a report with recommendations has been given to the Finance Committee.

THEREFORE BE IT RESOLVED, that the 2022 budget be amended to authorize a transfers totaling $800,000 from the General Fund unassigned balance to the Public Improvements Fund in the amount of $800,000 in order to provide adequate funds for infrastructure maintenance and improvements and meet minimum targets.

BE IT FURTHER RESOLVED, that the Controller is authorized to make the necessary budget adjustments and transfers.

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Commissioner Grebner moved to adopt the resolution. Commissioner Celentino supported the motion.

The motion to adopt the resolution carried unanimously via roll call vote. Absent: Commissioners Maiville and Naeyaert.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 19**

Introduced by the Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #21-500 AUTHORIZING THE RAISE THE AGE GRANT FROM THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**RESOLUTION #22 – 348**

WHEREAS, on July 21, 2021, the Michigan Department of Health and Human Services informed the 30th Judicial Circuit Court Juvenile Division that they were awarded an allocation of $143,927.00 through the Raise the Age Grant for Fiscal Year 2022 which was authorized through Resolution #21-500; and

WHEREAS, funds from the grant are used to reimburse the Juvenile Division for non-eligible Child Care Fund expenses related to Raise the Age; and

WHEREAS, the calculation for this grant amount was based on expected Raise the Age eligible youth as well as past expenses; and

WHEREAS, the Juvenile Division is eligible to receive an additional $37,000.00 in funding from the Michigan Department of Health and Human Services Raise the Age grant as the actual numbers of both Raise the Age eligible youth and general fund expenses are higher than expected.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes amending Resolution #21-500 to increase the grant award from the Michigan Department of Health and Human Services Raise the Age Grant for an additional $37,000 for a total sum of $180,927.00 for the time period of October 1, 2021 through September 30, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 Juvenile Division budget.

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

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 20**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION IN SUPPORT OF REPRODUCTIVE RIGHTS**

**RESOLUTION #22 – 349**

WHEREAS, the Ingham County Board of Commissioners supports the reproductive rights of all people; and

WHEREAS, access to safe and legal abortion is a critical component of such reproductive rights; and

WHEREAS, the State of Michigan, via Act 328 of 1931, banned abortions, but this law was previously held unconstitutional until a United States Supreme Court decision on June 24, 2022, in *Dobbs v. Jackson* overturned *Roe v. Wade*; and

WHEREAS, as it relates to the State of Michigan's 1931 ban on abortion, a Michigan Court of Claims Judge has issued an injunction on enforcement, which remains in effect at this time; and

WHEREAS, some prosecutors in the state, including Ingham County Prosecutor Carol Siemon and Attorney General Dana Nessel have indicated that they will not take steps to enforce the abortion ban should the injunction be lifted; and

WHEREAS, Governor Gretchen Whitmer issued Executive Directive 2022-5, which instructed state departments not to cooperate with or assist authorities of any state in any investigation or proceeding against anyone for obtaining, providing, or assisting someone else to obtain or provide reproductive healthcare that is legal where the health care is provided; and

WHEREAS, Lansing Mayor Andy Schor issued Executive Directive 2022-02, which instructed the Lansing Police Department, consistent with Governor Whitmer's Executive Directive 2022-5 and the decision of the Michigan courts to temporarily prevent the law from taking effect, to not interfere with anyone obtaining, providing, or assisting with reproductive healthcare until further notice; and

WHEREAS, the Ingham County Board of Commissioners is dedicated to the health and wellbeing of all residents.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners strongly urges the State Legislature to repeal the 1931 abortion ban in the State of Michigan.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners supports efforts of other elected officials to announce and support the reproductive rights and freedoms of all individuals.

BE IT FURTHER RESOLVED, that the Ingham County Clerk transmit a copy of this Resolution to the Ingham County delegation to the State Legislature and the Governor's Office upon adoption by the Ingham County Board of Commissioners.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter
**Nays**: Naeyaert **Absent:** Trubac **Approved 07/18/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Peña
**Nays**: Celentino, Maiville, Naeyaert **Absent:** None **Approved 07/19/2022**

Commissioner Trubac moved to adopt the resolution. Commissioner Slaughter supported the motion.

Commissioner Trubac stated that it was an important resolution, and had he been present at the Human Services Committee meeting he would have enthusiastically supported it.

The motion carried. **Yeas:** Cahill, Grebner, Peña, Polsdofer, Sebolt, Slaughter, Stivers, Tennis, Trubac, Crenshaw **Nays:** Celentino, Schafer **Absent:** Maiville, Naeyaert

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 21**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CONVERSION OF THE VACANT HEALTH ANALYST-HEALTHY COMMUNITIES POSITION TO A HEALTH ANALYST POSITION**

**RESOLUTION #22 – 350**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert vacant position #601022 from "Health Analyst-Healthy Communities" to a "Health Analyst" position; and

WHEREAS, the Health Analyst position description, being more general, will allow for greater flexibility within the position and will be in closer alignment to the needs of the Community Health Assessment team; and

WHEREAS, the Health Analyst-Healthy Communities" and "Health Analyst" positions are both part of the Ingham County Employees' Association (ICEA) Professional Employees bargaining unit, Grade 7 ($58,458.33-$70,195.50) positions, making the change budget neutral; and

WHEREAS, the current title also does not describe the totality of the functions performed in this role; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes a resolution to convert vacant position #601022 from "Health Analyst-Healthy Communities" to a "Health Analyst" position effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of vacant position #601022, ICEA Pro Grade 7 ($58,458.33-$70,195.50), from "Health Analyst-Healthy Communities" to a "Health Analyst" position effective upon approval.

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.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2022 SERVICE AGREEMENT WITH CLINTON COUNTY**

**RESOLUTION #22 – 351**

WHEREAS, the Veterans Affairs Department is committed to working diligently to serve veterans and is driven by an earnest belief in our mission, fulfilling both individual and organizational responsibilities; and

WHEREAS, Clinton County does not have a Veterans Affairs Department to render certain essential services to its residents who are veterans and/or their dependents; and

WHEREAS, the Ingham County Veterans Affairs Department is willing to have its department perform such services for such residents of Clinton County; and

WHEREAS, Clinton County desires the Ingham County Veterans Affairs Department to perform such services for its residents who are veterans and/or their dependents; and

WHEREAS, the Ingham County Veterans Affairs Department shall commence performance of the services and obligations required of it on the 1st day of January 2022 and unless said agreement is terminated, continue to provide said services and obligations through the 31st day of December 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Veterans Affairs Department to enter into a 2022 Service Agreement with Clinton County.

BE IT FURTHER RESOLVED, that Clinton County shall pay Ingham County the sum of twenty seven thousand seven hundred thirty-eight and 34/100 dollars ($27,738.34).

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL CONTRACTS FOR TRAILS AND PARKS 7TH ROUND MILLAGE APPLICATIONS AND TO AUTHORIZE A PLAN FOR THE FUTURE TRAILS AND PARKS MILLAGE**

**RESOLUTION #22 – 352**

WHEREAS, Resolution #22-115 approved entering into contracts for the seventh round of trails and parks millage applications; and

WHEREAS, 22 applications were received from Alaiedon Township (1), City of Lansing (5), City of Leslie (3), Ingham County (3), Charter Township of Lansing (1), Leroy Township (1), Leslie Township (1), City of Mason (3), Meridian Township (1), Village of Stockbridge (1), Vevay Township (1), and City of Williamston (1); and

WHEREAS, a total of $2,749,346 was awarded to 11 communities per Resolution #22-115; and

WHEREAS, an additional $315,000 was awarded per Resolution #22-265; and

WHEREAS, six (6) applications were not funded and one (1) was partially funded totaling the amount of $3,596,660; and

WHEREAS, the Park Commission recommends funding the following entities designated within the below Table A that were not previously recommended for funding:

**Table A:**

| **Applicant** | **Project** | **Amount Requested** | **Fund (Yes or No)** | **Grant Award Amount** |
|---|---|---|---|---|
| City of Mason | Columbia Street Bridge - Protected Walkway Construction | $162,000 | Yes | $162,000 |
| Ingham County | Hawk Island Boardwalk Replacement Phase 3 | $327,700 | Yes | $327,700 |
| City of Leslie | Leslie Shared Use Path - Middle School to Russell Park *(Original application request $486,600 - $265,000 partially funded by Resolution #22-115) | $221,600* | Yes | $221,600 |
| City of Leslie | Leslie Shared Use Path - Russell Park to Woodlawn Cemetery | $551,960 | No | --- |

| | | | | |
|---|---|---|---|---|
| Ingham County | Lake Lansing Park North Boardwalk Replacement Phase 3 | $471,400 | No | --- |
| City of Lansing | Montgomery Drain - Ranney & Red Cedar Park Pathways | Revised request: $995,000 | Yes | $995,000 |
| City of Lansing | Corporate Research Park Pathway | $867,000 | No | --- |

; and

WHEREAS, the decision to fund or not fund a project is reserved to the Board of Commissioners; and

WHEREAS, the Park Commission recommends setting aside $1,069,866.32 for existing round 1-7 projects to cover potential future cost overruns; and

WHEREAS, the Park Commission recommends holding an application round in 2023 and 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners directs staff to hold an application round in 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs staff to hold an application round in 2025 in anticipation of putting a renewal of the present Trails and Parks Millage on the March 2026 ballot.

BE IT FURTHER RESOLVED, that the application forms and scoring criteria will be reviewed and approved by the Board of Commissioners prior to the application rounds.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into contracts with the following entities designated within the below Table A:

**Table A:**

| **Applicant** | **Project** | **Amount Requested** | **Fund (Yes or No)** | **Grant Award Amount** |
|---|---|---|---|---|
| City of Mason | Columbia Street Bridge - Protected Walkway Construction | $162,000 | Yes | $162,000 |
| Ingham County | Hawk Island Boardwalk Replacement Phase 3 | $327,700 | Yes | $327,700 |
| City of Leslie | Leslie Shared Use Path - Middle School to Russell Park *(Original application request $486,600 - $265,000 partially funded by Resolution #22-115) | $221,600* | Yes | $221,600 |
| City of Leslie | Leslie Shared Use Path - Russell Park to Woodlawn Cemetery | $551,960 | No | --- |

| | | | | |
|---|---|---|---|---|
| Ingham County | Lake Lansing Park North Boardwalk Replacement Phase 3 | $471,400 | No | --- |
| City of Lansing | Montgomery Drain - Ranney & Red Cedar Park Pathways | Revised request: $995,000 | Yes | $995,000 |
| City of Lansing | Corporate Research Park Pathway | $867,000 | No | --- |

BE IT FURTHER RESOLVED, that the 70% limitation on allocation of projected future millage revenue imposed by Resolution #17-275 is hereby rescinded.

BE IT FURTHER RESOLVED, that 25% of each grant will be disbursed up front to the communities for their trails and parks projects.

BE IT FURTHER RESOLVED, that all work will be completed within three years from the date the contracts are executed.

BE IT FURTHER RESOLVED, that granting of millage dollars to municipalities may be subject to the acquisition of local or grant match funding awarded when included in the original proposal.

BE IT FURTHER RESOLVED, that entities will be required to display a temporary millage recognition sign during the construction phase and a permanent sign provided by the County to remain on the site in perpetuity post completion of the project, as well as wayfinding signage provided by the County if applicable.

BE IT FURTHER RESOLVED, the role of the Park Commission is to receive, evaluate, and rate all proposals, and to forward recommendations of funding for consideration to the Board of Commissioners, including for each proposal a description of its primary strengths and weaknesses.

BE IT FURTHER RESOLVED, the decision to fund or not fund a project is reserved to the Board of Commissioners.

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

BE IT FURTHER RESOLVED, that the Chairperson of the 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.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONSOLIDATING DELHI TOWNSHIP PROJECTS TR063 AND TR070**

**RESOLUTION #22 – 353**

WHEREAS, through Resolutions #19-093, #19-047, #19-284, and #20-028, the Ingham County Board of Commissioners authorized entering into contracts with Delhi Township to fund the below projects:

| Contract Title | Line Item # | Contract Amount | Upfront Payment Issued |
|---|---|---|---|
| Holt to Mason Trail, Phase 1 | TR063 | $1,000,000 | $500,000 |
| Holt to Mason Trail, Phase 2 | TR070 | $2,542,890 | $1,271,445 |

; and

WHEREAS, a line item transfer is necessary to consolidate the projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to consolidate Delhi Township's two projects TR063 & TR070 into one contract under Project Number TR070.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer $500,000 from line item 228-62800-967000-TR063 to line item 228-62800-967000-TR070.

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.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE COLLABORATIVE AGREEMENT WITH THE CAPITAL AREA UNITED WAY**

**RESOLUTION #22 – 354**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #21-458 to extend the agreement with Capital Area United Way (CAUW), effective October 1, 2021 through September 30, 2022, in an amount not to exceed $28,166.85; and

WHEREAS, the Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures multiple health indicators and quality of life indices, including chronic diseases, tobacco use, alcohol use, obesity, physical activity, and neighborhood safety; and

WHEREAS, data from the Capital Area BRFS is essential to the Healthy! Capital Counties Community Health Assessment (CHA) composed in collaboration with two neighboring health departments and three local hospitals in the region; and

WHEREAS, this collaborative agreement was originally authorized through Resolution #05-148 and amended through Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-16, #14-226, #15-176, #16-405, #17-325, #18-028, #19-196, #20-355, and #21-458; and

WHEREAS, under this agreement the CAUW has coordinated funding from Barry-Eaton District Health Department (BEDHD), Mid-Michigan District Health Department (MMDHD), and ICHD to administer the Capital Area BRFS; and

WHEREAS, Capital Area BRFS collaborative activities have continued since this agreement's inception; and

WHEREAS, these funds are included in ICHD's 2022 budget, including $3,000 of the costs paid for with funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) as authorized through resolution #22-143; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes an amendment to Resolution #21-458 with CAUW to coordinate the Capital Area BRFS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed $28,166.85.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #21-458 with CAUW to coordinate the Capital Area BRFS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed $28,166.85.

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 26**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE AGREEMENT WITH DRUG AND LAB DISPOSAL FOR HAZARDOUS WASTE HAULING**

**RESOLUTION #22 – 355**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the agreement with Drug and Laboratory Disposal (DLD) effective August 1, 2022 through July 31, 2024 in an amount not to exceed $12,000; and

WHEREAS, DLD has requested a ten percent increase in Household Hazardous Waste (HHW) disposal fees, as the cost of disposing hazardous wastes has increased significantly due to the COVID-19 pandemic; and

WHEREAS, DLD has met and exceeded expectations as a vendor for the last two years; and

WHEREAS, the proposed increase would cost Ingham County approximately $12,000 over the next two years; and

WHEREAS, the HHW program is funded by general funds with revenues collected through the Solid Waste Plan; and

WHEREAS, ICHD has adequate funds budgeted to accommodate the increase; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes amending the agreement with DLD effective August 1, 2022 through July 31, 2024 in an amount not to exceed $12,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the agreement with DLD effective August 1, 2022 through July 31, 2024 in an amount not to exceed $12,000.

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 27**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY**

**RESOLUTION #22 – 356**

WHEREAS, Ingham County Health Department's (ICHD) Maternal and Child Health Division (MCHD) wishes to enter into an agreement with Michigan State University (MSU) to serve as a consultant and to share data with the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed $18,000; and

WHEREAS, this project has been funded for three years by the U.S. Department of Housing and Urban Development; and

WHEREAS, ICHD's MCHD Lead Program will receive $6,000 per year for three years, to serve as a consultant and will collaborate with Masako Morishita, who will serve as the Principal Investigator at MSU and who will collaborate with leadership of ICHD's Lead Program; and

WHEREAS, there is no cost to this agreement; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes entering into an agreement with MSU to serve as a consultant and to share data for the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed $18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Michigan State University to serve as a consultant and to share data for the project entitled "Reducing Lead Dust Exposure and Childhood Blood Lead Levels in Older Housing in Michigan," effective July 26, 2022 through July 25, 2025 in an amount not to exceed $18,000.

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

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 28**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2021-2022 AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT**

**RESOLUTION #22 – 357**

WHEREAS, Ingham County Health Department (ICHD) wishes to authorize Amendment #3 to the FY 21-22 Master Agreement with Michigan Department of Health & Human Services (MDHHS), effective October 1, 2021 through September 30, 2022 in an amount not to exceed $79,173; and

WHEREAS, MDHHS and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, ICHD currently receives funding from MDHHS via the Master Agreement; and

WHEREAS, the Master Agreement is the annual process whereby MDHHS transmits State & Federal Funds to Ingham County to support public health programs; and

WHEREAS, MDHHS and ICHD have entered into a 2021-2022 Master Agreement authorized in Resolution #21-420 and Amendment #1 in Resolution #21-587 and Amendment #2 in Resolution #22-185; and

WHEREAS, MDHHS has proposed Amendment #3 to adjust grant funding levels and clarify agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorizes Amendment #3 to the FY 21-22 Master Agreement with MDHHS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed $79,173.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 to the FY 21-22 Master Agreement with MDHHS, effective October 1, 2021 through September 30, 2022 in an amount not to exceed $79,173.

BE IT FURTHER RESOLVED, that the total amount of the Master Agreement funding shall increase from $6,873,244 to $6,952,417, an increase of $79,173.

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

Tuberculosis (TB) Control: increase of $1,900 from $5,440 to $7,340
HIV Prevention – Forest Community Health: increase of $10,000 from $0 to $10,000
Oral Health – Kindergarten Assessment: increase of $67,273 from $0 to $67,273

BE IT FURTHER RESOLVED, that ICHD is authorized to receive additional funds for the following services, in a total amount not to exceed $850,000:

| | |
|---|---|
| Body Art Fixed Fee | CSHC Medicaid Outreach |
| CSHCS Medicaid Elevated Blood Lead Case Mgt. | Medicaid Outreach |
| Fetal Infant Mortality Review (FIMR) Case Abstraction | FIMR Interviews |

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2022 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2021-2022 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 29**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

**RESOLUTION #22 – 358**

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

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

WHEREAS, the MDHHS and Ingham County has proposed a 2022 – 2023 Agreement for the delivery of public health services under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2022 – 2023 Agreement with the Michigan Department of Health and Human Services for the delivery of public health services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include essential local public health services, and several categorical public health programs identified in the attachments to the agreement.

BE IT FURTHER RESOLVED, that approximately $6.5 million of state/federal funds will be made available to Ingham County through the Comprehensive Agreement, and that the Ingham County contribution to expenditures associated with the agreement and budget shall not exceed levels appropriated in the County's 2023 Budget for these purposes.

BE IT FURTHER RESOLVED, that the Health Department is authorized to receive additional funds for the following services, in a total amount not to exceed $850,000:

| | |
|---|---|
| Body Art Fixed Fee | CSHC Medicaid Outreach |
| CSHCS Medicaid Elevated Blood Lead Case Mgt. | Medicaid Outreach |
| Fetal Infant Mortality Review (FIMR) Case Abstraction | FIMR Interviews |

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes Memorandums of Understanding and/or subcontracts for the period of October 1, 2022 – September 30, 2023 with specialty physicians, laboratories, and health care institutions and other service providers necessary to implement the Breast and Cervical Cancer Control Navigation Programs in Clinton, Gratiot, Ingham, Ionia, Jackson, Livingston, Washtenaw, Genesee, Lapeer, and Shiawassee counties, which is a program included in the Master Agreement.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a subcontract for the period of October 1, 2022 – September 30, 2023 with the Nurse Family Partnership to provide technical support, training, and materials specific to the Nurse Family Partnership model which is a program included in the Master Agreement.

BE IT FURTHER RESOLVED, that service contracts are authorized with the providers named below to support outreach activities to potential and current Medicaid beneficiaries in the following categories:

Medical Outreach and Public Awareness
Facilitating Medicaid Eligibility Determination
Program Planning, Policy Development and Interagency Coordination Related to Medicaid Svcs
Referral, Coordination and Monitoring of Medicaid Services
Medicaid-Specific Training on Outreach Eligibility and Services
Arranging for Medicaid-related Transportation and Provision for Medicaid-related Translation

BE IT FURTHER RESOLVED, that these service contracts braid together requirements and funds from multiple sources including the County and Medicaid Administration (Federal Share).

BE IT FURTHER RESOLVED, that the braided contracts shall be authorized up to the amounts identified below for the period of October 1, 2022 – September 30, 2023:

- Allen Neighborhood Center $53,782
- Northwest Initiative $53,782
- South Side Community Coalition $46,075
- Child & Family Charities $37,010
- Cristo Rey $58,663

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2022-2023 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Board Chairperson in authorized to sign contracts and subcontracts associated with the Comprehensive Agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 30**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2021-2022 EMERGING THREATS MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

**RESOLUTION #22 – 359**

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

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

WHEREAS, the MDHHS and Ingham County has entered into a 2021 – 2022 Emerging Threats Agreement authorized in Resolution #21-419 and Amendment #1 in Resolution #21-586 and Amendment #2 in Resolution #22-184; and

WHEREAS, MDHHS has proposed Amendment #3 to adjust grant funding levels and clarify agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the revised agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a revised 2021 – 2022 Emerging Threats Agreement with the Michigan Department of Health and Human Services for the delivery of emerging threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2021 through September 30, 2022.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include emerging threats in Ingham County.

BE IT FURTHER RESOLVED, that the total amount of the Emerging Threats Comprehensive Agreement shall increase from $4.237,335 to $4,396,242, an increase of $158,907.

BE IT FURTHER RESOLVED, that the increase in funds consist of the following specific change to program budgets:

COVID Workforce Development: increase of 158,907 from $0.00 to $158,907

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2022 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2021-2022 Emerging Threats Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 31**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE LEASE AGREEMENT WITH ANC HOLDINGS, LLC**

**RESOLUTION #22 – 360**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to amend the lease agreement with ANC Holdings, LLC (ANC), authorized though Resolutions #20-230, #20-256, and #21-326, to pay for a build-out of the CHC project in an amount not to exceed $148,553.81 effective upon approval; and

WHEREAS, the most recent agreement, per Resolution #21-326, authorized $750,000 to capitalize build-out of the health center project; and

WHEREAS, this amendment would allow for an additional $148,553.81 in funding to complete the project; and

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

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize an amendment to the lease agreement with ANC Holdings, LLC to pay for a build-out of the CHC in an amount not to exceed $148,553.81 effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the lease agreement with ANC Holdings, LLC to pay for a build-out of the CHC project in an amount not to exceed $148,553.81 effective upon approval.

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

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 32**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TAMMY AYERS, NURSE PRACTITIONER FOR MEDICATION ASSISTED TREATMENT SERVICES**

**RESOLUTION #22 – 361**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to enter into a service agreement with Tammy Ayers, Nurse Practitioner, to provide Medicated Assisted Treatment (MAT) services effective August 1, 2022 through July 1, 2023 for an amount not to exceed $45,000; and

WHEREAS, Tammy Ayers will provide MAT services up to 8 hours per week, or .20 FTE, at New Hope and Birch CHC locations; and

WHEREAS, MAT services were previously provided by Hope Network, who cancelled its contract with ICHD's CHCs in May 2022; and

WHEREAS, the total cost of this agreement will be covered by funding authorized through Resolution #21-240; and

WHEREAS, the Ingham County Health Center Board of Directors and Health Officer recommend that the Ingham County Board of Commissioners authorize a service agreement with Tammy Ayers, Nurse Practitioner, to provide MAT services effective August 1, 2022 through July 1, 2023 for an amount not to exceed $45,000.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a service agreement with Tammy Ayers, Nurse Practitioner, to provide MAT services effective August 1, 2022 through July 1, 2023 for an amount not to exceed $45,000.

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 33**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

## RESOLUTION TO RENEW AN AGREEMENT WITH TEMPDEV INC. FOR PROFESSIONAL CONSULTING SERVICES

## RESOLUTION #22 – 362

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew the agreement with TempDev Inc. for Professional Consulting Services to implement family planning annual report 2.0 (FPAC 2.0) reporting functionality in the Electronic Health Record (EHR), and to include general support assistance pre/post implementation effective upon execution through June 30, 2023 in an amount not to exceed $18,000; and

WHEREAS, TempDev Inc. services will include project management, gap analysis, recommendations for Title X template modifications, and assistance with policies and procedures for up to 120 hours; and

WHEREAS, this implementation is required to ensure that the EHR platform is able to support FPAC 2.0 reporting requirements for Title X program compliance; and

WHEREAS, this one-time cost will be covered by funding from the CHC American Rescue Plan funds, authorized through Resolution #21-240; and

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorizes renewing the agreement with TempDev Inc. for Professional Consulting Services to implement Title X and FPAC 2.0 reporting functionality in the EHR, and to include general support assistance effective upon execution through June 30, 2023 in an amount not to exceed $18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing the agreement with TempDev Inc. for Professional Consulting Services to implement Title X and FPAC 2.0 reporting functionality in the Electronic Health Record, and to include general support assistance effective upon execution through June 30, 2023 in an amount not to exceed $18,000.

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

**HUMAN SERVICES: Yeas:** Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** Trubac **Approved 07/18/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 34**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING LESLIE FOX**

**RESOLUTION #22 – 363**

WHEREAS, Leslie Fox began her employment with Ingham County in January of 2008 as a Court Reporter for 30th Circuit Court Judge Janelle Lawless, serving with the Judge until January of 2019; and

WHEREAS, Ms. Fox has gone on to serve as Court Reporter for 30th Circuit Court Judge Wanda Stokes, and it is from this service she is now retiring; and

WHEREAS, in 1987 Ms. Fox graduated from Lansing Community College with a degree in Court and Conference Reporting; and

WHEREAS, from 1987 to 2000, Ms. Fox was a self-employed Court Reporter; and

WHEREAS, from 2000 to 2008 she worked for Bienenstock Court Reporting; and

WHEREAS, from 2004 to 2005 Ms. Fox also assisted Spectrum Health Systems as a Medical Transcriptionist; and

WHEREAS, Ms. Fox has served as a Court Reporter for 35 years, over 20 of those employing the Real Time reporting platform that enables stenographic notes to be converted in real time into text, thereby giving attorneys and the court immediate written access to live testimony; and

WHEREAS, Ms. Fox is a Certified Shorthand Reporter and a Registered Professional Reporter (Written Knowledge Test, Q&A, and Jury Charge); and

WHEREAS, during her time with Ingham County, Ms. Fox has provided valuable service to the 30th Circuit Court and to those parties, attorneys, and citizens who have used the court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Leslie Fox for over 14 years of dedicated service to the County of Ingham.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes her continued success in all of her future endeavors.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 35**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH FISHBECK FOR ARCHITECTURAL AND ENGINEERING SERVICES TO ASSESS THE INGHAM COUNTY YOUTH CENTER**

**RESOLUTION #22 – 364**

WHEREAS, the Ingham County Youth Center building was built in 1986 and is not meeting operational requirements; and

WHEREAS, an assessment of the building is needed to determine whether the County should invest in renovating or building a new one; and

WHEREAS, the Facilities Department recommends entering into an agreement with Fishbeck, a local vendor with youth center experience, for $24,950 for architectural and engineering services to assess the Ingham County Youth Center; and

WHEREAS, funds are available in the approved 2022 CIP Juvenile Justice Millage Fund line item #264-66400-802000-22F22 which has a current balance of $50,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Fishbeck, 5913 Executive Drive, Suite 100, Lansing, Michigan 48911, for architectural and engineering services to assess the Ingham County Youth Center for an amount not to exceed $24,950.

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.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 36**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RECLASSIFY THE VACANT INGHAM COUNTY PROSECUTOR'S OFFICE VICTIM/WITNESS ASSISTANT (COURTROOM DOG HANDLER) POSITION NO. 229059 UAW H TO VICTIM/WITNESS ASSISTANT UAW G**

**RESOLUTION #22 – 365**

WHEREAS, Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) is currently vacant; and

WHEREAS, the Ingham County Prosecutor's Office (ICPO) no longer has a courtroom support dog; and

WHEREAS, ICPO seeks to convert Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H ($45,704.24-$54,513.63) to a Victim/Witness Assistant UAW G ($43,185.09-$51,50.53) to better address operational needs; and

WHEREAS, the Human Resources Department is aware of ICPO's request and suggested the resolution process as the proper mechanism to fill the vacant position without a support dog; and

WHEREAS, the UAW Union has been notified and supports the reclassification; and

WHEREAS, the reclassification would have no financial impact as Position No. 229059 is funded through the Crime Victim Rights Act Grant which covers both salary and fringe benefits for the position; and

WHEREAS, ICPO recommends that the Board of Commissioners authorize the proposed reclassification of vacant Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H ($45,704.24-$54,513.63) to Victim/Witness Assistant UAW G ($43,185.09-$51,501.53).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the conversion of vacant Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H ($45,704.24-$54,513.63) to Victim/Witness Assistant UAW G ($43,185.09-$51,50.53).

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville, Naeyaert
**Nays**: None **Absent:** None **Approved 07/19/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 37**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACTUAL AGREEMENT WITH AXON ENTERPRISE, INC. TO PURCHASE TASER CARTRIDGES**

**RESOLUTION #22 – 366**

WHEREAS, the Ingham County Sheriff's Office is responsible for implementing an Integrated Critical Skills grant; and

WHEREAS, the initial grant proposal outlined what equipment was to be purchased, including Taser cartridges; and

WHEREAS, the Ingham County Board of Commissioners accepted the grant funds as outlined in Resolution #21-642; and

WHEREAS, a grant adjustment was requested and accepted based on other agencies attendance and based on which model Taser they carry; and

WHEREAS, the grant adjustment did not affect the overall grant award or the in-kind match; and

WHEREAS, the Taser cartridges will be a beneficial training tool and help deliver the training; and

WHEREAS, AXON Enterprise, Inc. is a sole source company for this equipment; and

WHEREAS, the total expenditure for this proposal is not to exceed $10,193.49.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase 265 Taser training cartridges and 18 Taser inert cartridges from AXON Enterprise, Inc. in an amount not to exceed $10,193.49.

BE IT FURTHER RESOLVED, that Ingham County recognizes AXON Enterprise, Inc. as a sole source vendor for this equipment and training.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 Sheriff's Office budget.

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 38**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH GUARDIAN RFID SYSTEM FOR THE INGHAM COUNTY SHERIFF'S OFFICE**

**RESOLUTION #22 – 367**

WHEREAS, the Ingham County Sheriff's Office currently uses several systems and processes to fulfill all inmate needs and movement; and

WHEREAS, these multiple systems and processes involve many staff and work groups which breed inefficiency, are susceptible to human error, and thus inferior to new technologies; and

WHEREAS, the Sheriff's Office has identified, through experience, networking, and an RFP, a leading industry product and system to address these correctional environment realities; and

WHEREAS, modern, environment-focused development systems can dramatically improve accountability and enhance exceptional performance that reinforces the Mission of the Sheriff's Office while reducing risk; and

WHEREAS, Guardian RFID System is a premier inmate and corrections operations tracking system; and

WHEREAS, Guardian RFID has the ability to track all inmate movement and all inmate specific care, custody, and management information and tasks; and

WHEREAS, the Ingham County Building Authority has approved the purchase of the Guardian RFID system; and

WHEREAS, the Building Authority has approved the use of Justice Millage funds to purchase the initial three-year term with Guardian RFID, including equipment purchase, implementation, and support; and

WHEREAS, after the initial term, yearly renewal fees will be budgeted as part of the Sheriff's Office operating budget; and

WHEREAS, Guardian has offered a guaranteed rate of $29,195 each year for maintenance and support for three years following the initial term.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Sheriff's Office recommendation and authorizes a contract with Guardian RFID System in the amount of $140,996.75 for purchase, implementation, and support for a three year term beginning upon execution of the contract, to be funded by the proceeds of the Justice Millage.

BE IT FURTHER RESOLVED, that the contract will include an additional three years of maintenance and support at a guaranteed annual rate of $29,195, to be funded from the Sheriff's operating budget.

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.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 39**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A NEW CONTRACT WITH MGT OF AMERICA CONSULTING LLC, FOR THE PREPARATION OF THE FRIEND OF THE COURT AND PROSECUTING ATTORNEY TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM APPLICATION AND OTHER SERVICES**

**RESOLUTION #22 – 368**

WHEREAS, the Ingham County Friend of the Court and Ingham County Prosecuting Attorney receive Title IV-D (IV-D) funding to administer the child support program; and

WHEREAS, the application for IV-D funding, and the billing for IV-D funding, is complex and requires specialized knowledge; and

WHEREAS, since 2010 MGT of America Consulting LLC (MGT) has provided accurate and timely services to the Ingham County Friend of the Court and the Ingham County Prosecuting Attorney for the application and billing of IV-D funding; and

WHEREAS, for fiscal years 2020, 2021, and 2022, MGT charged $6,800 to the Friend of the Court and $6,800 for the Ingham County Prosecuting Attorney to prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly billing invoices, and the capitalization schedule for equipment purchased in excess of $5,000; and

WHEREAS, for fiscal year 2023, 2024, and 2025, MGT provided a yearly quote of $7,200 for the Friend of the Court and $7,200 for the Ingham County Prosecuting Attorney to prepare the Title IV-D CRP application, the monthly billing invoices, and the capitalization schedule for equipment purchased in excess of $5,000; and

WHEREAS, for fiscal year 2023, 2024, and 2025, MGT provided a quote of $1.40 per timesheet processed (at a cost not to exceed $7,500) for the Friend of the Court automatic time log processing service to assist in compiling and providing the information necessary for the monthly CRP billing, which is the same rate which has been charged for these services since 2015.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves contracts with MGT for services from October 1, 2022 until September 30, 2025, from funds within the Ingham County Friend of the Court and Ingham County Prosecuting Attorney budgets to:

(1) Prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of $5,000 for CRP billing at a cost of $7,200 per year for the Friend of the Court and $7,200 per year for the Ingham County Prosecuting Attorney or $14,400 per year in total, for fiscal year 2023, 2024 and 2025.

(2) Provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly Friend of the Court CRP billing at a cost of $1.40 per timesheet, at a cost not to exceed $7,500 per year.

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 40**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE CITY OF LANSING FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS FOR THE 2022-2023 CITY FISCAL YEAR**

**RESOLUTION #22 – 369**

WHEREAS, the Community Corrections Advisory Board requests authorization for a contract between the County and the City of Lansing for an allocation of funds to support Community Corrections administration for the City 2022-2023 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 $15,000 for FY 2022-2023 to be used to assist with CCAB administration, including supporting 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 a contract with the City of Lansing for $15,000 for the time period of July 1, 2022 through June 30, 2023.

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.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 41**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A CHARITABLE DONATION FROM THE ESTATE OF KATHY L. ALEXANDER FOR THE INGHAM COUNTY ANIMAL SHELTER**

**RESOLUTION #22 – 370**

WHEREAS, the estate of Kathy L. Alexander provides for a distribution of up to $10,000 beneficiary named the Ingham County Animal Shelter.

WHEREAS, there may be further disbursements from this estate, some of which may be gifted to the Ingham County Animal Shelter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts this bequest on behalf of the Kathy L. Alexander estate in the amount of up to $10,000 for the Ingham County Animal Shelter.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners accepts additional bequests from the estate of Kathy L. Alexander.

BE IT FURTHER RESOLVED, that the charitable donation will be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals.

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.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners and Ingham County Animal Control and Shelter extend their sincere gratitude for this generous gift.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Commissioner Slaughter moved to adopt the resolution. Commissioner Sebolt support the motion.

Chairperson Crenshaw passed the gavel to Vice Chairperson Celentino. Vice Chairperson Celentino began presiding over the meeting.

Commissioner Crenshaw stated that Kathy was the Executive Secretary at Michigan District of Kiwanis for many years. He further stated that she had unexpectedly passed away earlier this year, and wanted to take a moment to honor the life of Kathy and the charitable donation made to the Ingham County Animal Shelter.

The motion carried unanimously. Absent: Commissioners Maiville and Naeyaert.

Vice Chairperson Celentino passed the gavel to Commissioner Crenshaw. Chairperson Crenshaw began presiding over the meeting.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 42**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A CHARITABLE DONATION FROM THE PEGGY LINN WELTON AND TIMOTHY LEON WELTON TRUST BEQUEST FOR THE INGHAM COUNTY ANIMAL SHELTER**

**RESOLUTION #22 – 371**

WHEREAS, the Peggy Linn Welton and Timothy Leon Welton Trust provides for a distribution of $100,000 beneficiary named the Ingham County Animal Shelter; and

WHEREAS, the intent of this charitable gift is to be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals; and

WHEREAS, there will be further disbursements of this trust before the end of 2022, some of which may be gifted to the Ingham County Animal Shelter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts this bequest on behalf of the Peggy Linn Welton and Timothy Leon Welton Trust in the amount of $100,000 for the Ingham County Animal Shelter.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners accepts additional bequests from the Peggy Linn Welton and Timothy Leon Welton Trust.

BE IT FURTHER RESOLVED, that the charitable donation will be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals.

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.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners and Ingham County Animal Control and Shelter extend their sincere gratitude for this generous gift.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer

**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 43**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PAYMENT OF THE INFORM CAD TRAINING AND TEST SYSTEMS MAINTENANCE AND SUPPORT FOR AUGUST OF 2022 TO AUGUST OF 2023**

**RESOLUTION #22 – 372**

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

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

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

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

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

WHEREAS, the Ingham County 9-1-1 Center was invoiced for maintenance fees and support starting on August 13, 2022 to August 12, 2023 in the amount of $4,620.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the payment of the maintenance and support fees to Central Square Technologies for the Inform CAD & Mobile Test and Training Systems at a cost not to exceed $4,620.

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 44**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2023 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR**

**RESOLUTION #22 – 373**

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

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a resolution to establish the 2023 Juvenile Justice Community Agency Process and to reserve Juvenile Justice Millage funds in the amount of $185,000 for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached 2023 Juvenile Justice Community Agency Process Calendar to establish time lines for the process.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

## 2023 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR

| | |
|---|---|
| July 26, 2022 | The Board of Commissioners adopts the 2023 Juvenile Justice Community Agency Process Calendar Resolution. |
| July 27, 2022 | A press release is prepared announcing the availability of Juvenile Justice Community Agency funds and invites community organizations to submit an application. The application deadline is August 17, 2022 at 5:00pm. |
| August 19, 2022 | The Controller's Office prepares a summary of the Juvenile Justice Community Agency applicants and forwards the summary to the County Attorney's Office to ensure that the agency's proposed purposes are legal under Michigan Law and comply with the intent of the Juvenile Justice Millage. |
| September 27, 2022 | A Juvenile Justice Community Agency notebook is prepared by the Controller/Administrator's Office. The notebook includes all agencies who submitted applications for review by the Law & Courts Committee. (Notebook is distributed at the September 27, 2022 Board of Commissioners' Meeting) |
| September 29, 2022 | The Law & Courts Committee reviews the Juvenile Justice Community Agency applications and makes recommendations for funding. Juvenile Justice Community Agency applicants are invited to attend the Law & Courts Committee meeting. The Law & Courts Committee makes their recommendations by resolution to the Finance Committee. |
| October 5, 2022 | The Finance Committee approves the resolution for Juvenile Justice Community Agency funding to the Board of Commissioners. |
| October 11, 2022 | The Board of Commissioners authorizes a resolution for the 2023 Juvenile Justice Community Agency grant awards. |
| October 14, 2022 | The Juvenile Justice Community Agency applications are sent to the County Attorney's Office for contract preparation. |
| October 14, 2022 | Juvenile Justice Community Agencies are notified of the County grant award and that a County contract will be forthcoming in December. |
| December 2022 | Contracts are received from the County Attorney's Office and mailed to the Juvenile Justice Community Agencies for appropriate signatures. When the contracts are mailed, a request is made to agencies to mail their Certificate of Insurances and a Revised Scope of Services if the grant award is different than the original requested amount. |
| January 2023 | Fifty percent of the grant award is sent to the Juvenile Justice Community Agency upon receipt of the agency's signed contract and the appropriate documentation as listed above. |
| July 7, 2023 | The Juvenile Justice Community Agencies send in their first six month report to the Controller's Office and upon review by staff, a check for the remaining portion of the grant is sent to the agency. |

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 45**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES TO PROVIDE TEMPORARY PSYCHIATRIC SERVICES TO INMATE-PATIENTS**

**RESOLUTION #22 – 374**

WHEREAS, the Ingham County Sheriff's Office, hereafter Sheriff, operates a correctional environment necessitating the facilitation of behavioral health care for inmates; and

WHEREAS, the Sheriff and the Health Department have partnered to facilitate behavioral health care, to include contracted psychiatric services; and

WHEREAS, a recent contract for psychiatric services expired June 30, 2022 leaving the County with an unfavorable, piecemeal approach to providing psychiatry visits only for highly prioritized cases; and

WHEREAS, the preferred system in this transitional period of correctional health care is to ensure Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) can minimally extend psychiatric services to their inmate-clients and high priority cases; and

WHEREAS, the Sheriff and Health Department desire to establish a formal compensation arrangement with CMH from July 15, 2022 through December 31, 2022, specifically for psychiatry; and

WHEREAS, the County has funds available through residual psychiatric services contracts or justice millage programming salary residual to cover up to $15,000 worth of psychiatric services; and

WHEREAS, CMH is an established vendor providing behavioral health related services to the County, making this a sensible and easy temporary solution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the allocation of funds and entering into an agreement on behalf of the Ingham County Sheriff's Office and Ingham County Health Department for psychiatric services to be provided by Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for the time period of July 15, 2022 through December 31, 2022, as needed, in an amount not to exceed $15,000.

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 Health Department or Justice Millage budgets.

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.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Maiville
**Nays**: None A**bsent:** Schafer **Approved 07/14/2022**

**FINANCE: Yeas:** Grebner, Crenshaw, Peña, Schafer
**Nays:** None **Absent:** Tennis, Polsdofer, Stivers **Approved 07/20/2022**

Adopted as part of the consent agenda.

**ADOPTED - JULY 26, 2022**
**AGENDA ITEM NO. 46**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF SUPPORT FOR THE 20% CONSTRUCTION MATCH FOR THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) BRIDGE IMPROVEMENT PROGRAM**

**RESOLUTION #22 – 375**

WHEREAS, the county road agencies of Michigan are responsible for 75% of the state's roads and 52% of the bridges, all of which are vital to Michigan's economic welfare and the safety of its residents and visitors; and

WHEREAS, more than 3,300 bridges under county road agency control are in poor or fair condition; and

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA) provides funding for bridge replacement, rehabilitation, preservation, protection and construction as part of the IIJA Bridge Improvement Program to modernize bridges and make them safer for all users; and

WHEREAS, the Michigan Department of Transportation (MDOT) is submitting a funding application to the IIJA Bridge Improvement Program for eligible bridge projects on behalf of all counties, cities and villages, requiring a resolution of funding support from each road agency; and

WHEREAS, the bridge projects will be administered by MDOT, providing funding for 80% of the construction costs and 100% of the engineering related costs; and

WHEREAS, the Road Department will be responsible for the local match for the remaining 20% of construction costs, which will be included in a future year Road Fund Budget; and

WHEREAS, the Ingham County Road Department has three bridges on the eligibility list as provided below:

1. Hagadorn Road over Mud Creek, Alaiedon Township (SN 3876)
2. Noble Road over Deer Creek, Wheatfield Township (SN 3921)
3. Dennis Road over West Cedar Drain (SN 3898).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners supports the Michigan Department of Transportation to submit a funding application to the Infrastructure Investment and Jobs Act Bridge Improvement Program on behalf of the Road Department for the bridges located on Hagadorn Road over Mud Creek (SN 3876), Noble Road over Deer Creek (SN 3921), and Dennis Road over West Cedar Drain (SN 3898), which would provide funding for 80% of the construction costs and 100% of the engineering related costs for these projects.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Road Department to provide the 20% match for construction costs for these three bridge projects, which will be included in a future year Road Fund Budget.

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.

Adopted as part of the consent agenda.

## SPECIAL ORDERS OF THE DAY

Commissioner Cahill moved to reappoint Controller Gregg Todd to the Joint Building Authority. Commissioner Slaughter supported the motion.

The motion carried unanimously. Absent: Commissioners Maiville and Naeyaert.

## PUBLIC COMMENT

None.

## COMMISSIONER ANNOUNCEMENTS

Commissioner Peña invited those present to attend the Ingham County Fair.

Commissioner Sebolt stated the Board of Commissioners passed a resolution in honor of Harry's Place 100 year Anniversary. He further invited those present to attend the celebration on July 30, 2022 from 11:00 a.m. to 11:00 p.m.

Commissioner Cahill stated that the recent storm did not produce much rain but it did have strong winds. She reminded those present to care for their trees and shrubs.

## CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Tennis moved to pay the claims in the amount of $40,144,897.16. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioners Maiville and Naeyaert.

## ADJOURNMENT

The meeting was adjourned at 6:44 p.m.

**Attachment A – Ms. Fitzpatrick's Wildlife Habitat certificate**

AGENDA ITEM# 2

Ingham County
Health Department

Linda S. Vail, MPA, Health Officer

August 16, 2022

Chair Crenshaw,

I have so many mixed emotions as I write to you confirming my intent to retire in 2023. When we spoke about this a few months ago, I did not have a specific date in mind other than sometime in 2023. With this communication I am informing you that I intend to retire on February 17, 2023.

I have had strong feelings about not leaving our health department team, the Ingham County community, and the Board of Commissioners until I felt I had done everything I could to continue to provide leadership during this challenging and unprecedented time. I am feeling confident at this time that we will have navigated our way through the brunt of the COVID-19 pandemic by the time I retire.

My other goal was to stay here for the new leaders who have joined the department in 2021 and 2022. As you know, all our Deputy Health Officer positions turned over in that time. I felt personally obligated to be here for them until they felt grounded in their new positions. I am confident in the executive team and their ability to carry forward with the exemplary leadership we have come to expect in our Ingham County Health Department.

I have thoroughly enjoyed every moment of my time with Ingham County—yes, even the last three years. A once in a lifetime pandemic was certainly not how I anticipated I would finish out my career in public health. With an abundance of pride, I can tell you that we have risen to every challenge, and obviously there were some extremely difficult times and situations. Despite the stress and tremendously difficult circumstances that arose nearly constantly, successfully resolving those big problems has personally been extraordinarily rewarding. It is without a doubt quite the capstone to place on the end of what will be a 20+ year career in public health, 16 years as a Health Officer, and nine amazing years here at Ingham County.

There are not sufficient words to express my gratitude to you, as well as the rest of the Board, for the confidence you have had in me, the constant support I feel from all of you, and for the opportunity to hold this leadership position at the best health department in the State of Michigan. I am sincerely grateful to have been given the opportunity to be your Health Officer. It is hard to believe it has been nine years. Time flies when you have the resources and support to do great things with a great team every single day.

In closing, I am available and willing to help you in any way I can as you search for and select a new Health Officer. Please let me know how I can be of assistance.

Respectfully,

Linda S. Vail, MPA

AGENDA ITEM# 3

**EATON COUNTY COMMUNITY DEVELOPMENT & HOUSING DEPARTMENT**
*1045 INDEPENDENCE BLVD.*
*CHARLOTTE, MI 48813*
*(517) 543-3689 Fax: (517) 543-9924*

RECEIVED
JUL 29 2022
By

**NOTICE OF INTENT TO UPDATE**
**A MASTER PLAN**
**EATON COUNTY, MICHIGAN**

In accordance with the Michigan Planning Enabling Act, this is to notify our neighboring local governments, agencies, utilities and others that Eaton County is initiating the process to update its Master Plan.

In the coming months, the Eaton County Planning Commission will be working on this update. Once a draft has been prepared, a copy will be sent to you for your community/agency review and comment. Once the plan is adopted, a final copy will also be sent. It is our intention to provide all documents in digital format. If you would prefer a paper copy of the draft and/or final plan instead, please contact the county with the information provided below.

Eaton County is very interested in actively cooperating with you to begin this process and therefore invites you to participate and comment with any concerns during all of our efforts to amend the Plan. It is our desire to achieve a plan which harmonizes with all adjoining and overlapping jurisdictions. Your comments and recommendations are important to the Eaton County Planning Commission and will be given full consideration prior to any action of adoption of the amended Plan.

Planning assistance is being provided by ROWE Professional Services Company. Questions may be directed Jason Ball from ROWE at (810) 341-7500 or to Eaton County Community Development Staff at (517) 543-3689.

Additionally, questions or comments may be addressed to Eaton County Planning Commission c/o Community Development Department, 1045 Independence Boulevard, Charlotte, Michigan 48813, (517)-543-3689 or by e-mail to commdev@eatoncounty.org.

Sincerely,

Brian Ross, Chair
Eaton County Planning Commission

AGENDA ITEM# 4

6463 S. Clinton Trail

# Hamlin Township

Eaton Rapids, MI 48827

RECEIVED
AUG 16 2022
By

August 8, 2022

Ingham County Board of
Commissioners
PO Box 319
Mason, MI 49954

**RE: Notice of Planning**

In accordance with the Michigan Planning Enabling Act, this is to notify our neighboring local governments, agencies, utilities and others that Hamlin Township is initiating the process to update its Master Plan.

The newly appointed Planning Commission met recently and is ready to move forward on this project. The purpose of this letter is to advise you of this activity and to invite your cooperation, comments, and participation in our process pursuant to Section 39 of the Michigan Planning Enabling Act (Act 33 of 2008), as amended.

Hamlin Township intends to distribute drafts of the plan in digital format.

Thank you for your interest.

Sincerely,

Keith Barber, Chair
Hamlin Township Planning Commission

Ph: 517-663-7777 • Fax: 517-663-3610 • hamlintownshipmi.com

AGENDA ITEM# 5

# CHARTER TOWNSHIP OF MERIDIAN


| | | | |
|---|---|---|---|
| Patricia Herring Jackson | Supervisor | Courtney Wisinski | Trustee |
| Deborah Guthrie | Clerk | Kathy Ann Sundland | Trustee |
| Phil Deschaine | Treasurer | Marna Wilson | Trustee |
| Frank L. Walsh | Manager | Scott Hendrickson | Trustee |


August 9, 2022

**Public Notice**
**Charter Township of Meridian, Ingham County, State of Michigan**
**Notice of Intent to Conduct Master Planning**

To All Interested Parties:

On behalf of the Charter Township of Meridian Planning Commission and in accordance with Michigan Public Act 33 of 2008 and related amendments, this letter serves as notice that the Charter Township of Meridian is initiating the process to complete an update to the Master Plan adopted by the Township. The Township completed a major overhaul of our Master Plan in 2017 and under Act 33, we are required to review and update that plan every five years.

This notice is being issued in advance of the formal planning process, to all contiguous jurisdictions' Planning Commissions and elected bodies, the Ingham County Board of Commissioners, the Tri-County Regional Planning Commission, the Capital Area Transit Authority, and all public utilities and railroads operating within the Township. We strongly encourage each body to participate or provide input into the Planning process in Meridian Township, in order to get as broad of public input from as many stakeholders as possible.

We would ask your organization if there are any items that you believe should be addressed in the Meridian Township Master Plan. Although this is an update to the existing five-year plan, we still intend to cover as many topics and land use issues as necessary, to make a truly comprehensive plan. Your cooperation and comments are important to prepare the best plan possible for the Citizens of the Township.

The Planning Commission's intention is to prepare the plan entirely electronically and distribute it through electronic mail. Future submittals of the plan to your organization will be through electronic mail, unless you object to that method of distribution. Please reach out to the Director of Community Planning and Development Timothy R. Schmitt, *AICP* at 517-583-4506 for alternatives to electronic distribution.

Any and all comments/questions/concerns through the Master Plan process can be directed to Mr. Schmitt either by mail at 5151 Marsh Road, Okemos, MI 48864 or through email at schmitt@meridian.mi.us.

Thank you in advance for your input into this important civic process. The hard work we put in today will ensure that Meridian Township remains A Prime Community for decades to come.

Sincerely,

David Premoe
Secretary, Meridian Township Planning Commission

AGENDA ITEM# 6

# CLINTON COUNTY BOARD OF COMMISSIONERS


**Chairperson**
Kam J. Washburn
**Vice-Chairperson**
Bruce DeLong
**Members**
David W. Pohl
Kenneth B. Mitchell
Robert Showers
Dwight Washington
Adam C. Stacey

**COURTHOUSE**
**100 E. STATE STREET**
**ST. JOHNS, MICHIGAN 48879-1571**
**989-224-5120**

**Administrator**
Craig Longnecker
**Clerk of the Board**
Debra A. Sutherland


## RESOLUTION 2022 – 10

### Resolution Opposing HB 4730 to Require Treasurers to Provide Data to Corporations at Taxpayer Expense

**WHEREAS,** House Bill 4730 would require county treasurers to provide electronic records containing any data maintained within the treasurer's office; and

**WHEREAS,** House Bill 4730 would burden county treasurers to provide "qualified data files" containing only one (1) piece of data out of 16 possible data items, and

**WHEREAS,** House Bill 4730 limits how much treasurers can charge for parcel records and would burden taxpayers with the cost of data collection provided to out-of-state, and other corporate entities; and

**WHEREAS,** the Michigan Association of County Treasurers, Michigan Association of Counties, Michigan Association of County Clerks, and Michigan Association of Register of Deeds oppose House Bill 4730.

**THEREFORE, BE IT RESOLVED**, the Clinton County Board of Commissioners calls upon the Michigan senate to oppose efforts to adopt legislation under the current language as passed by the Michigan House of Representatives on April 27, 2022.

**STATE OF MICHIGAN**

**COUNTY OF CLINTON**

I, DEBRA A. SUTHERLAND, Clerk of the County of Clinton do hereby certify that the foregoing resolution was duly adopted by the Clinton County Board of Commissioners at the regular meeting held July 26, 2022 and is on file in the records of this office.

Debra A. Sutherland

Debra A. Sutherland, Clinton County Clerk

AGENDA ITEM# 7

# CLINTON COUNTY BOARD OF COMMISSIONERS

**Chairperson**
Kam J. Washburn
**Vice-Chairperson**
Bruce DeLong
**Members**
David W. Pohl
Kenneth B. Mitchell
Robert Showers
Dwight Washington
Adam C. Stacey

**COURTHOUSE**
**100 E. STATE STREET**
**ST. JOHNS, MICHIGAN 48879-1571**
**989-224-5120**

**Administrator**
Craig Longnecker
**Clerk of the Board**
Debra A. Sutherland

## RESOLUTION 2022 - 11

### Resolution Establishing a Taskforce to Guide the Expansion of Broadband Infrastructure within Clinton County

**WHEREAS,** H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021, became law on March 11, 2021 and Title IX, Subtitle M – Coronavirus State and Local Fiscal Recovery Funds of the American Rescue Plan provides funding to metropolitan cities, non-entitlement units of local government and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

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

1. To respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan cities, non-entitlement units of local government and counties that are performing such work, or by providing grants to eligible employers that have eligible workers who perform essential work;
3. For the provision of government services to the extent of the reduction in revenue of such metropolitan cities, non-entitlement units of local government and counties due to the COVID-19 public health emergency relative to revenues collected in the most recent fiscal year prior to the emergency;
4. To make necessary investments in water, sewer, or broadband infrastructure; and

**WHEREAS,** Clinton County has received $15,460,396 in American Rescue Plan funds; and

**Whereas,** through the Covid-19 pandemic, the ability to have quality and reliable access to broadband internet has become a necessity for our constituent households, businesses, and students. Broadband infrastructure is essential for residents to achieve their full potential, socially, economically, and educationally; and

**WHEREAS,** according to the U.S. Census Bureau, 11% of Clinton County homes have no access to wired broadband internet service and 48% of households are in areas that are considered "unserved" or "underserved" by broadband internet current standards; and

**WHEREAS,** Clinton County will apply for appropriate grant opportunities to facilitate broadband infrastructure expansion, request proposals from industry to expand broadband infrastructure within Clinton County, is dedicating $3,000,000 of American Rescue Plan funds to support the expansion of "Fiber to the Home" broadband infrastructure, and will act as a facilitator of expansion with no role in the ownership or operation of broadband infrastructure; and

**WHEREAS,** Clinton County will establish a taskforce to guide the expansion of broadband infrastructure within Clinton County that will be supported by staff from Clinton County Information Technology (IT) and consist of:

1. Clinton County Commissioner
2. Clinton County Commissioner
3. Clinton County Public Schools Representative
4. Clinton County Government Administrator or Designee
5. Clinton County Internet Service Provider
6. Business Community Representative
7. Clinton County Community Development Designee
8. Agricultural Community Representative
9. Local Government Representative

**WHEREAS,** Clinton County will evaluate programs to further address digital inequities that exist, such as community outreach, education, and other services to ensure our residents can maximize funded broadband resources; and

**WHEREAS**, the County accepts the broadband roadmap provided by Guidehouse as a reference for these initiatives.

**NOW, THEREFORE, BE IT RESOLVED,** that Clinton County supports the expansion of Broadband Internet Infrastructure, a Broadband Taskforce and Digital Equity programs.

**STATE OF MICHIGAN**

**COUNTY OF CLINTON**

I, DEBRA A. SUTHERLAND, Clerk of the County of Clinton do hereby certify that the foregoing resolution was duly adopted by the Clinton County Board of Commissioners at the regular meeting held July 26, 2022 and is on file in the records of this office.

Debra A. Sutherland

AGENDA ITEM# 8

# VAN BUREN COUNTY BOARD OF COMMISSIONERS

ADMINISTRATIVE AFFAIRS

## AUTO INSURANCE REFORM RESOLUTION

HONORABLE BOARD OF COMMISSIONERS:

**WHEREAS,** the Michigan No-Fault Auto Insurance Reform Act of 2019 introduced a fee cap, which took final effect on July 1, 2021; this cap set percentage limits on how much residential care facilities, home health care providers, and other persons can be reimbursed for providing treatment/care to auto accident victims, and;

**WHEREAS,** these reimbursement caps are 55% of the reimbursement rates that Home Care Providers were collecting in 2019, and;

**WHEREAS,** 55% of a Home Health Care provider's 2019 collections, is an unsustainable reimbursement cap to continue caring for catastrophically injured individuals following an auto accident.

**NOW, THEREFORE BE IT RESOLVED,** that the Van Buren County Board of Commissioners hereby urges the Michigan legislature to amend the Michigan No-Fault Auto Insurance Reform Act to address sustainable fee cap (i.e. Michigan's Workman's Compensation Fee Cap for Ancillary Services) for Home Health Care providers, in order to uphold these benefits that have been paid for by the survivors who are currently receiving and who will receive in-home, long-term care, when purchasing an Unlimited PIP Auto Insurance policy, paid by the Michigan Catastrophic Claims Association.

**BE IT FURTHER RESOLVED,** that the Van Buren County Clerk is requested to forward copies of the adopted resolution to the Governor of the State of Michigan, the State Senate Majority and Minority leaders, the State House Speaker and Minority Leader, the members of the Van Buren County delegation to the Michigan Legislature, and the other 82 counties of Michigan as Commissioner Correspondence.

Signed: Gail Lee Patterson Gladney
Kurt Donat
Randall Peat
[illegible]
[illegible]
Donald A Hanson
Paul Schincariol

Date: August 9, 2022

FOR CLERK'S USE ONLY

MOTION BY: Patterson Gladney

SECONDED BY: Chappell

CARRIED ☑

NOT CARRIED ☐

BOC-0001 (7/8/21)
21-22-0194

**AUGUST 23, 2022**
**AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DEFINING THE TERMS OF THE MONTGOMERY DRAIN AMERICAN RESCUE PLAN ACT FUNDING ALLOCATION**

**RESOLUTION #22 –**

WHEREAS, on June 3, 2014, a petition was submitted by the City of Lansing and Ingham County to address public health, pollution, and flooding problems; and

WHEREAS, the Montgomery Drain Drainage Board found the Drain Project necessary for public health on July 15, 2014; and

WHEREAS, the Montgomery Drain, originally established in 1906, serves the largely commercial area near the City of Lansing's eastern edge where US-127 intersects with major thoroughfares of Grand River Avenue, Saginaw Highway, Michigan Avenue, and Kalamazoo Street; and

WHEREAS, the construction of the Drain Project includes repair, replacement, and improvement of existing critical infrastructure serving residents and businesses adversely affected by COVID-19; and

WHEREAS, construction of the Drain Project is in progress, and involves ongoing bidding of over 13 separate construction divisions, with the bidding environment being extremely volatile due to labor and supply chain issues directly impacted by the COVID-19 pandemic; and

WHEREAS, the national labor and material shortages and resulting cost increases have negatively affected the Montgomery Drain and the Drainage Board's ability to cost effectively complete the maintenance and improvement of the Drain Project determined necessary for the protection of the public health of the City of Lansing, the City of East Lansing, and Lansing Charter Township; and

WHEREAS, due to these cost increases, the Ingham County Drain Commissioner has requested $1,000,000 in American Rescue Plan Act (ARPA) funding to go toward the Montgomery Drain Project; and

WHEREAS, the following costs remain in the Montgomery Drain Project:

- Division IV – Pipe Rehabilitation $1,110,000
- Division VI – Storm Water Plazas $1,050,000
- Division VIII – Frandora Hills Rehabilitation $1,070,000
- Division X – Low Impact Design $846,000
- Division XII – Ranney Park Phase II $3,030,000
- Division XII Pathways (millage funded) $995,000
- Division XIV – Pathway Lighting $726,000
- Engineering/Surveying/Construction Management $1,657,830
- Contingency (for future maintenance costs) $1,750,000

- Interest and Borrowing Fees $790,000
- TOTAL PROJECT COSTS REMAINING $13,024,830
- Less Millage Funded Trails ($995,000)
- TOTAL FUNDING NEEDED $12,029,830

WHEREAS, the $1,000,000 ARPA allocation would go toward Division VI – Storm Water Plazas on Michigan Avenue and Division X – Low Impact Design, which in downstream of Ranney Park and therefore not fully operable without the completion of Division XII – Ranney Park Phase II; and

WHEREAS, the Ingham County Board of Commissioners wants to ensure the ARPA funded portion of the project is used effectively and wants to ensure that taxpayer dollars are being utilized in a responsible manner, therefore ARPA funding is contingent on the following conditions:

- Funding and construction of Division XII – Ranney Park Phase II
- A clear and practical plan to fund the remaining phases of the Montgomery Drain
- A thorough review of the remaining Montgomery Drain plans by a third party engineer to verify their efficacy and need to the successful operation of the Montgomery Drain not to exceed $7,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve $1,000,000 in ARPA funding for the Montgomery Drain with the following terms and conditions:

- Funding and construction of Division XII – Ranney Park Phase II
- A clear and practical plan to fund the remaining phases of the Montgomery Drain
- A thorough review of the remaining Montgomery Drain plans by a third party engineer to verify their efficacy and need to the successful operation of the Montgomery Drain not to exceed $7,500.

BE IT FURTHER RESOLVED, that the third party engineering review will be funded through ARPA funds.

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

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:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT EXTENSION WITH TEACHOUT SECURITY FOR UNARMED SECURITY GUARD SERVICES AT MULTIPLE INGHAM COUNTY FACILITIES AND RESCIND RESOLUTION #22-254**

**RESOLUTION #22 –**

WHEREAS, the Facilities Department is requesting to rescind Resolution #22-254 for unarmed security guard services with Securitas Security Services as the terms of the agreement could not be agreed upon; and

WHEREAS, the Facilities Department is requesting to extend the agreement with Teachout Security for one additional year; and

WHEREAS, Teachout Security has agreed to hold the current hourly bill rate of $23.76 plus the living wage increase in 2023; and

WHEREAS, the Facilities Department recommends extending the agreement with Teachout Security, for unarmed security guard services at multiple Ingham County facilities; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement extension with Teachout Security, regional office located at 6920 South Cedar Street Suite 11, Lansing, Michigan, 48911, and corporate offices at 2348 Stone Bridge Drive Flint, Michigan 48532, for unarmed security guard services at multiple Ingham County facilities at the current hourly bill rate of $23.76 plus the 2023 living wage increase.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby rescinds Resolution #22-254 to authorize an agreement with Securitas Security Services USA, Inc. for unarmed security services at multiple County facilities.

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:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR**
**PROPANE SUPPLIED AND DELIVERED TO THE INGHAM COUNTY ROAD DEPARTMENT**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Road Department requires propane to be supplied and delivered to the Eastern District Garage located at 1335 E. Howell Road, Williamston, Michigan 48895 for heating water and the building (collectively, the "Heating Services"); and

WHEREAS, the Ingham County Purchasing Department recently released bid packet #69-22 and received competitive bid proposals for these heating services for the next three-year period with a two-year renewal option, beginning from date of service contract execution; and

WHEREAS, bids for supplied and delivered propane for the Eastern Garage were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of Road Department staff, to award the contract to the lowest qualified bidder, Avery Oil & Propane for $64,350 for the three-year contract item; and

WHEREAS, the Road Department budget includes sufficient funds to cover the cost associated with this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid, and authorizes entering into a contract with Avery Oil & Propane located at 402 North St, Mason, Michigan for propane to be supplied and delivered to the Ingham County Road Department per bid packet #69-22 with a total estimated cost of $64,350 for the three-year period, with a two-year renewal option, plus $75.00 per hour on labor for any required repairs, beginning from date of service contract execution.

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR LIQUID DE-ICING CORROSION INHIBITED SOLUTION**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Road Department annually purchases approximately 12,000 gallons of liquid de-icing solution for use in winter maintenance operations; and

WHEREAS, the Ingham County Purchasing Department recently released bid packet #104-22 and received competitive bid proposals for liquid de-icing corrosion inhibited solution for a three-year period, beginning from date of contract execution, with the option for a two-year extension; and

WHEREAS, bids for liquid de-icing corrosion inhibited solution were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of the Road Department staff, to award this contract to the lowest qualified bidder and purchase liquid de-icing corrosion inhibited solution on an as-needed, unit price basis from MBH Trucking and Chloride Solutions; and

WHEREAS, the Road Department budget includes sufficient funds for this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes a contract with MBH Trucking and Chloride Solutions, located at 672 N. M-52, Webberville, MI 48892 for the purchase of liquid de-icing corrosion inhibited solution on an as-needed, unit price basis for a three-year period, beginning from the date of contract execution, with the option for a two-year extension, at the rates detailed in their proposal response to ITB #104-22.

BE IT FURTHER RESOLVED, that the Ingham County Purchasing Department is hereby authorized to execute purchase orders with MBH Trucking and Chloride Solutions to purchase liquid de-icing corrosion inhibited solution as needed and budgeted, on behalf of the Ingham County Road Department.

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.

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR DUST CONTROL SOLUTIONS AND SERVICES**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Road Department uses a vendor to provide and apply approximately 250,000 gallons of 28% liquid calcium chloride solution for dust control on the 80 miles of gravel county roads during the dry months of the year; and

WHEREAS, the Ingham County Purchasing Department solicited bids for liquid calcium chloride solution per ITB #161-22 and received bid proposals for a three-year service period, beginning from the date of contract execution, with a two-year renewal option; and

WHEREAS, the bids were evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of the Road Department staff, to enter into a contract with Corrigan Environmental Solutions, who was the lowest qualified bidder, for 28% liquid calcium chloride solution delivered to Road Department storage tanks or applied on gravel county roads; and

WHEREAS, the Road Department budget includes sufficient funds to cover the cost associated with this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes entering into a three-year contract with a two-year renewal option, with Corrigan Environmental Solutions located at 11620 Whitmore Lake Rd, Whitmore Lake, MI 48189 to supply 28% liquid calcium chloride solution on an as-needed basis at the rates specified in their proposal response to ITB #161-22, which shall be delivered to the Road Department storage tanks or applied on gravel roads as directed by the Road Department.

BE IT FURTHER RESOLVED, that the Ingham County Purchasing Department is hereby authorized to execute purchase orders consistent with this resolution on behalf of the Ingham County Road Department.

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.

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING WITH THE ICEA COUNTY PROFESSIONALS UNIT AND MICHIGAN NURSES ASSOCIATION UNIT REGARDING JAIL MEDICAL NURSES**

**RESOLUTION #22 –**

WHEREAS, Jail Medical services are currently the subject of a request for proposals for a vendor to assume operations; and

WHEREAS, there are currently two employees in Jail Medical Nurse positions within the ICEA County Professionals Unit who desire to remain Ingham County employees; and

WHEREAS, there are no other nurse positions within the ICEA County Professionals bargaining unit in Ingham County; and

WHEREAS, there are currently vacant nurse positions available within the Michigan Nurses Association bargaining unit in Ingham County Community Health Centers that these two employees have expressed interest in; and

WHEREAS, to effectuate their transfer to such a position, the ICEA County Professionals and the Michigan Nurses Association are in support of entering into a Letter of Understanding with Ingham County regarding negotiated wages, benefits, and other terms and conditions of employment upon their transfer as follows: 1) wage rates will initially be $36.864 hourly/$76,677.08 annual and will be subject to such wage adjustments which may subsequently be negotiated through collective bargaining with the Michigan Nurses Association; 2) terms of MERS benefits and contributions will be pursuant to the terms of the ICEA County Professionals Unit 2022-2024 collective bargaining agreement for services provided under that agreement until the date of transfer into a Michigan Nurses Association bargaining unit position and then pursuant to the terms of the Michigan Nurses Association collective bargaining agreement thereafter for services provided under that agreement(s); 3) all other terms and conditions of employment will be pursuant to the terms of the Michigan Nurses Association collective bargaining agreement(s) from the date of transfer into a Michigan Nurses Association position going forward for services provided under that agreement(s).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a Letter of Understanding with the ICEA County Professionals Unit and Michigan Nurses Association Unit regarding negotiated wages, benefits, and other terms and conditions of employment upon their transfer as follows: 1) wage rates will initially be $36.864 hourly/$76,677.08 annual and will be subject to such wage adjustments which may subsequently be negotiated through collective bargaining with the Michigan Nurses Association; 2) terms of MERS benefits and contributions will be pursuant to the terms of the ICEA County Professionals Unit 2022-2024 collective bargaining agreement for services provided under that agreement until the date of transfer into a Michigan Nurses Association bargaining unit position and then pursuant to the terms of the Michigan Nurses Association collective bargaining agreement thereafter for services provided under that

agreement(s); 3) all other terms and conditions of employment will be pursuant to the terms of the Michigan Nurses Association collective bargaining agreement(s) from the date of transfer into a Michigan Nurses Association position going forward for services provided under that agreement(s).

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CERTIFYING REPRESENTATIVES FOR THE MERS 2022 RETIREMENT CONFERENCE**

**RESOLUTION #22 –**

WHEREAS, the Municipal Employees' Retirement System (MERS) will hold the 76th Annual Retirement Conference September 26 - 27, 2022; and

WHEREAS, the governing body of each member municipality must certify an employee delegate who has been nominated and elected by the other employee members, and appoint an officer delegate of the governing body; and

WHEREAS, funds previously anticipated to be necessary for 2022 MERS Retirement Conference expenses are included in the fiscal year 2022 Human Resources Department budget.

THEREFORE BE IT RESOLVED, that the following persons are hereby certified as Ingham County Representatives for the MERS Annual Conference:

| | |
|---|---|
| Employee Delegate: | Jill Bauer, Budget Analyst |
| Alternate Employee Delegate: | Dominic Pecora, 911 Dispatcher |
| Officer Delegate: | Tori Meyer, Financial Services Director |

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE $2,000,000 FROM THE HOUSING TRUST FUND FOR INGHAM COUNTY LAND BANK MATCHING FUNDS FOR ROW HOUSE CONSTRUCTION**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Board of Commissioners, through Resolution #22-211, has allocated $9,000,000 in American Rescue Plan funds for affordable housing opportunities through the Ingham County Housing Trust Fund; and

WHEREAS, one of the purposes identified by the Board of Commissioners in that allocation is to "create partnerships to construct energy efficient, affordable housing options including: medium-density housing such as row houses and small apartment buildings, single-family homes, and duplexes"; and

WHEREAS, the Ingham County Land Bank Fast Track Authority (ICLB) was established by Ingham County in 2005, and has been the County's primary agency for creating and preserving affordable housing and neighborhood growth; and

WHEREAS, the Ingham County Land Bank plans to construct row houses on vacant parcels already owned by the ICLB in the City of Lansing; and

WHEREAS, the first of these projects include 17 units to be constructed on the 1200 block of West Saginaw Street, the 400 block of North Martin Luther King Jr Boulevard, the 400 block of North Pennsylvania Avenue, and the 500 block of North Pennsylvania Avenue; and

WHEREAS, the units to be constructed will be offered for sale to households at or below 80% Area Median Income (AMI) and at below market costs, enabling first-time home buyers to begin the process of accumulating intergenerational wealth; and

WHEREAS, the construction of these units requires the investment of public funds such as the funds designated by Board of Commissioners for such uses through the Housing Trust Fund; and

WHEREAS, ICLB has partnered with the City of Lansing to request matching funds from the State of Michigan for this purpose and for other purposes intended to help revitalize downtown Lansing and corridors leading to downtown Lansing; and

WHEREAS, the ICLB is requesting $2,000,000 from the Housing Trust Fund to serve as matching funds for the ICLB Row House Project; and

WHEREAS, the project meets many of the objectives set forth by the Board of Commissioners and by the Housing Trust Fund Committee, which voted unanimously at the July 19, 2022 meeting to support the $2,000,000 Housing Trust Fund allocation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve $2,000,000 from the Housing Trust Fund for the ICLB Row House Project, which will include 17 units constructed on the 1200 block of West Saginaw Street, the 400 block of North Martin Luther King Jr Boulevard, the 400 block of North Pennsylvania Avenue, and the 500 block of North Pennsylvania Avenue.

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

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

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 17**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MODIFYING THE ORDINANCE TO ADOPT RULES AND REGULATIONS FOR THE PARKS AND ZOO UNDER THE JURISDICTION OF INGHAM COUNTY, MICHIGAN, AND TO ESTABLISH PENALTIES FOR VIOLATIONS**

**RESOLUTION #22 –**

WHEREAS, the Rules and Regulations have been reviewed for operational accuracy; and

WHEREAS, it is the consensus of the Ingham County Parks Commission and Potter Park Zoo Board that this modification of the Ordinance establishing the park and zoo rules and regulations is necessary to maintain an orderly and pleasant environment for park and zoo visitors.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the ordinance adopting the existing Ingham County Park Rules and Regulations be modified as recommended, and shown in the attached document, by the Ingham County Parks and Recreation Commission and Potter Park Zoo Board.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator's Office shall publish notice of the adoption of this amendment in a newspaper of general circulation in the County.

BE IT FURTHER RESOLVED, that the amended Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

INGHAM COUNTY PARK AND ZOO RULES AND REGULATIONS

Adopted June 27, 1998 - Modified June 12, 2007 – Modified_____, 2022

**ORDINANCE TO ADOPT RULES AND REGULATIONS FOR THE PARKS AND ZOO UNDER THE JURISDICTION OF INGHAM COUNTY, MICHIGAN, AND TO ESTABLISH PENALTIES FOR VIOLATIONS**

**The County of Ingham ordains: Section 1.**

**Ordinance Title.**

The title of this Ordinance shall be the Ingham County Parks and Zoo Rules and Regulations.

**Section 2. Definitions.**

A. "Authorized Local Official" means the Parks Director, Zoo Director, or their respective designee(s); Public Safety Rangers; or other personnel of the County legally authorized to issue municipal civil infraction citations.

B. "Citation" means a written complaint or notice to appear in District Court upon which an authorized local official records the occurrence or existence of 1 or more violations of this Ordinance by the party cited.

C. "Civil Infraction" means a parking violation prohibited by this Ordinance, for which civil sanctions may be ordered.

D. "County" means the County of Ingham, Michigan.

E. "District Court" means the 55th Judicial District Court.

F. "Misdemeanor" means a violation of this Ordinance which is not designated as a municipal civil infraction by this Ordinance.

G. "Municipal Civil Infraction" means an act or omission that is prohibited by this Ordinance, but which is not a misdemeanor under this Ordinance, and for which civil sanctions including, without limitations, fines, damages, expenses, and costs may be ordered, as authorized by Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended.

H. "Municipal Civil Infraction Action" means a civil action in which the defendant is alleged to be responsible for a municipal civil infraction.

I. "Parks" means all parks under the jurisdiction of the County of Ingham, unless otherwise indicated herein.

J. "Potter Park" means the area from Pennsylvania Avenue to the Potter Park Zoo perimeter fence.

K. "State" means the State of Michigan.

L. "Violation" means an act which is prohibited by this Ordinance. A violation shall include any omission or failure to act where the action is required by this Ordinance.

M. "Zoo" means the area inside the perimeter fence of the Potter Park Zoo.

**Section 3. Park and Zoo Hours.**

A. Hours of Operation. All Parks under the jurisdiction of the County shall open at 8:00 a.m. and close at sunset.

B. Exceptions—Parks. No person or vehicle shall remain at the Park ~~between~~ 30 minutes after sunset, unless otherwise posted or permission has been granted in writing by the Parks Director, Zoo Director, or their respective designee(s). These exceptions include, but are not limited to:

1. Individuals camping with an approved permit issued by the Parks Director, Zoo Director, or their respective designee(s); or

2. Special events authorized in advance, in writing, by the Parks Director, Zoo Director, or their respective designee(s). Details regarding Special Event Permits can be found on the County's website.

C. Exceptions—Zoo. All Zoo visitors are required to leave the premises within 60 minutes after posted closing times.

D. Variations in Hours of Operation. The Parks, Potter Park, Zoo, or portions thereof, may be closed entirely or closed to certain uses for such period(s) of time as may be determined by the Parks Director, Zoo Director, or their respective designee(s).

**Section 4. Conduct on Park and Zoo Property.**

A. Preservation of Property. No person shall willfully disturb, destroy, deface, alter, change, or remove any part of the Parks, Potter Park, or Zoo, or any facility, building, sign, structure, equipment, utility, or other property found therein.

B. Preservation of Natural Resources and Plant Life. No person shall:

1. Remove, or cause to be removed, any sod, earth, humus, peat, boulder, gravel, sand, or water found within the Parks, Potter Park, or Zoo without the prior written permission of the Parks Director, Zoo Director, or their respective designee(s).

2. Cut, remove, dig, injure, pick, damage, deface or destroy any tree, flower, shrub, or plant, whether alive or dead, found within a Park**, Potter Park,** or the Zoo without prior written permission of the Parks Director, Zoo Director, or their respective designee(s) (with the exception of picking mushrooms).

3. Destroy or remove any historical or pre-historical ruin or parts thereof, or any object of antiquity without the permission of the Parks Director, Zoo Director, or their respective designee(s).

4. Traverse across County property to participate in items listed in B1 and B2 above.

C. Preservation of Wildlife. No person shall hunt, trap, bait, pursue, injure, feed, kill, or in any manner disturb any amphibian, reptile, bird, or mammal on any land or waters under the jurisdiction of the County unless posted or written permission has been granted by the Parks Director, Zoo Director, or their respective designee(s).

D. Invasive Plant and/or Animal Species. No person shall introduce an invasive plant and/or animal species into the Parks, Potter Park, or Zoo, land, or water, except as authorized by the Parks Director, Zoo Director, or their respective designee(s). An invasive species is one that is not native and whose introduction causes harm, or is likely to cause harm, to Michigan's economy, environment, or human health.

E. Fires. No person shall build a fire within the Parks, Potter Park, or Zoo except in grills or fire rings provided for such purpose. Fires in the beach area are expressly forbidden. Firewood may not be collected to be used within the Parks, Potter Park, or Zoo. Section 4.
E. does not apply to Parks and Zoo employees gathering fallen wood in the course of their employment with the County.

F. Disposal or Refuse. No person shall:

1. Deposit or abandon in the Parks or Potter Park, in any waters in or adjacent to the Parks or Potter Park or on the ice thereof, or in the Zoo any garbage, refuse, trash, waste, or other obnoxious material, except in receptacles provided for such purposes.

2. Bring into the Parks, Potter Park, or Zoo refuse or litter originating outside any Park for the purpose of depositing such in Park receptacles.

G. Fireworks, Firearms, and Other Weapons. No person shall:

1. Have in their possession or control any slingshot, BB gun, paint ball guns, fireworks, or any other substance of an explosive or dangerous nature within the Parks, Potter Park, or the Zoo.

2. Have in their possession or control any bow or arrow within the Parks, Potter Park, or Zoo, except if posted or by prior written permission of the County.

3. Discharge or set off any rifle, shotgun, pellet gun, air rifle, pistol, or other firearm in the Parks, Potter Park, or Zoo for any reason, provided that this rule shall not apply if otherwise posted or to any law enforcement officer acting in the course of their employment or members of the Zoo Emergency Response Team. Possession of firearms shall be permitted in the Parks, Potter Park, and Zoo in accordance with the laws of the State of Michigan.

H. Alcoholic Beverages.

1. No alcohol of any kind will be consumed on Parks, Potter Park, or Zoo premises by any person under the legal age. Valid identification may be requested of any person(s) who appear to be underage at any time. All guests must have a valid ID if they plan to consume alcoholic beverages while on Parks, Potter Park, or Zoo premises.

2. Alcoholic beverages of any kind may not be possessed, consumed, sold, or dispersed in the Zoo, Lake Lansing Park-South, and Hawk Island County Park unless allowed as a condition of an approved Special Event Permit issued by the Parks Director, Zoo Director, or their respective designee(s). The recipient of an approved Special Event Permit is responsible for consulting with the Michigan Liquor Control Commission to determine whether a license to service alcoholic beverages must be obtained. If a license is required, a copy of said license shall be provided to the County and conspicuously displayed on the day of the special event in compliance with the laws of the State of Michigan and the rules of the Michigan Liquor Control Commission regarding the sale, furnishing, and consumption of alcoholic beverages.

3. Notwithstanding Section 4(H)(1) and (2), beer and wine are permitted at the following Parks without prior written permission from the Parks Director, Zoo Director, or their respective designee(s):

   a. Burchfield Park,

   b. Riverbend Natural Area,

   c. McNamara Canoe Landing,

d. Potter Park,

e. Bunker Road Canoe Landing, and

f. Lake Lansing Park-North.

Keg beer is only allowed by a Special Event Permit granted by the Parks Director, Zoo Director, or their respective designee(s) for a specific area on a specific date.

4. Possession and/or consumption of alcoholic beverages of any kind is prohibited at park beaches, dog parks, water parks, and playgrounds.

I. Disorderly Conduct. No person shall:

1. Commit, make, or engage in violent, abusive, boisterous, loud, illegal, obscene, or similar disorderly conduct within the boundaries of the Parks, Potter Park, and Zoo. Disorderly conduct includes, but is not limited to, any of the following

a. A person who is intoxicated in a public place with a blood alcohol level that exceeds the legal limit, or when under the influence of illegal drugs or controlled substances.

b. A person who is endangering the safety of another person or property or is acting in a manner that causes a public disturbance.

c. A person who is engaged in indecent or obscene conduct in a public place.

2. Interfere with Parks, Potter Park, or Zoo employees in the discharge of their duties or fail or refuse to obey any lawful command issued by them.

J. Audio Devices.

1. No person shall use or operate any radio, musical instrument, phonograph, television, or other machine or device that produces or reproduces sound in such a manner that produces excessive noise. The use of such a machine or device such that the sound produced therefrom is audible in any direction at a distance in excess of 100 feet, shall be deemed a prima facie violation of this Section, unless prior written permission has been obtained from the Parks Director, Zoo Director, or their respective designee(s).

2. No person, group, or organization using any picnic shelter within the Parks, Potter Park, or Zoo, with or without having reserved or rented said picnic shelter, shall use or operate any radio, musical instrument, phonograph, television, compact disc player, tape player, or other machine or device that produces or reproduces sound

or music, regardless of its audio volume, within 150 feet of any picnic shelter, unless specific written permission has been obtained from the Parks Director, Zoo Director, or their respective designee(s). Such written permission shall be in the form of a County-approved Special Event Permit, and shall include the name of the person responsible for the control of such equipment, the type of equipment authorized for use, hours of use and any other information or restrictions regarding the audio equipment's use that shall be deemed necessary by the Parks Director, Zoo Director, or their respective designee(s). The responsible party named in the written permit shall be on site and available to Park and Zoo officials at all times while the audio equipment is in use. Such permit may be revoked at any time by the Parks Director, Zoo Director, or their respective designee(s).

3. This rule does not apply to the use of a machine or device equipped with a headphone or an earphone where the sound or music would be limited to or confined to the user in control of the machine or device while the headphone or earphone is in use for its intended purpose.

K. Other.

1. No person under the age of fifteen (15) shall be allowed entrance into the Zoo, unless accompanied by an adult at least eighteen (18) years of age.

2. No person shall be allowed on Zoo premises without shoes and a shirt.

3. All visitors to the Zoo shall remain behind public barricades.

4. No person shall in any manner willfully disturb a Zoo animal.

5. All visitors are prohibited from feeding Zoo animals except as otherwise designated.

6. No person shall use metal detectors in any turf areas within the Parks, Potter Park, or Zoo.

7. No person shall play Frisbee and/or ball games within the Zoo or the beach areas of Lake Lansing Park-South, Hawk Island County Park, and William M. Burchfield Park.

8. No person shall operate a hot air balloon or model rocket vehicle, model aircraft, or model watercraft, which are powered by battery, gas, fuel, or fuel pellet, in any Park or the Zoo without the prior written permission of the Parks Director, Zoo Director, or their respective designee(s).

9. Use of drones at the Parks, Potter Park, and Zoo shall be subject to and in full compliance with all Federal Aviation Administration regulations and the laws of the State of Michigan.

10. The launching of trailered watercrafts directly into a body of water is prohibited at Hawk Island County Park and Burchfield Park without prior written permission from the Parks Director or their designee(s). Non-motorized watercrafts that are capable of being hand carried are permitted to be launched at Hawk Island County Park and Burchfield Park at designated locations only. Non-electric motors are prohibited at Hawk Island County Park and Burchfield Park.

11. Smoking and/or the use of any smoking device that produces vapor or smoke from nicotine or other substances, including, but not limited to, e-cigarettes, is strictly prohibited within the Parks, Potter Park, and the Zoo. This prohibition does not apply to designated parking areas.

**Section 5. Swimming, Bathing, and Wading.**

A. Designated Areas. No person shall swim, bathe, or wade in any lake, pond, or watercourse, except within those areas so designated. Swimming in designated areas may be prohibited from time to time for such period of time as may be determined by the Parks Director or their designee(s). Swimming is strictly prohibited in any area of the Zoo.

B. Age Restrictions. Children eight (8) years of age and under shall be accompanied by an adult at least eighteen (18) years of age while in a designated swimming area.

C. Hours of Operation. Beach and swim areas during the regular summer season shall be open as posted.

D. Inflatable Devices. Air mattresses, inner tubes, life jackets, or any other devices, inflatable or otherwise, used in the aid of swimming are prohibited unless otherwise posted. Only U.S. Coast Guard approved personal flotation devices may be worn by individuals.

E. Prohibited Items. Alcoholic beverages, glass containers, and pets are not allowed within the posted limits of the beach area.

**Section 6. Dogs and Pets.**

A. Leash Requirements. Unless otherwise posted, dogs shall be kept on a leash no greater than 6 feet in length at all times while on Park and Potter Park premises. The only exception is within designated off-leash areas.

B. Prohibited Conduct. All pets must be under the immediate control of a responsible adult and shall not be allowed to disturb or annoy Park or Potter Park visitors or wildlife.

C. Designated Areas. Pets are allowed in Lake Lansing Park-North, Burchfield Park, Hawk Island County Park, and Potter Park, and Lake Lansing Park-South, McNamara Canoe Landing, Riverbend Natural Area unless otherwise posted.

D. Exceptions. Pets are not allowed on ski trails when open for skiing or within designated bathing beach areas, Park buildings, restrooms, playgrounds, mountain bike trails, and shelters, unless allowed as a condition of an approved Special Event Permit or to transport a pet directly from an automobile to a watercraft at the Lake Lansing Boat Launch.

E. Unattended Pets. Pets must always be accompanied and must never be left unattended. This includes being left in a vehicle or trailer.

F. Pet Droppings. Owners must clean up pet droppings.

**Section 7. Service Animals.**

A. Definition. In compliance with the Americans with Disabilities Act, 42 USC § 12101 *et seq*, a service animal means a dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability. Emotional support, therapy, comfort, or animals that provide comfort just by being with a person are not considered service animals because they have not been trained to perform a specific job or task. Therefore, they do not qualify as service animals.

B. Leash Requirements. Service animals must be harnessed, leashed, or tethered while in public places, unless these devices interfere with the service animal's work or the person's disability prevents use of these devices. In that case, the person must use voice, signal, or other effective means to maintain control of the animal. MCL 750.502c(4).

C. Prohibited Conduct. Service animals may be excluded from a place of public accommodation if the service animal is:

1. Out of control and its handler does not take effective action to control it, or

2. Not housebroken. MCL 750.502c(2).

D. Designated Areas. Service animals are allowed in all areas that are open to the public at the Parks, Potter Park, and Zoo as provided under MCL 750.502c, as amended. A service animal may not be excluded from the premises due to allergies or the fear of the animal.

E. Exceptions—Parks, Potter Park, and Zoo. A dog or miniature horse may be excluded from areas in which pets are generally prohibited if it is:

1. Not a service animal,

2. Not accompanying a person with a disability,

3. Merely in training to become a service animal, or

4. Otherwise out of control or unduly disruptive.

F. Exceptions—Zoo. The Zoo is responsible for the health and well-being of a vast collection of valued and, in many cases, rare and endangered species of animals. As the Zoo is subject to stringent regulations pertaining to the care and protection of these animals, service animals are restricted from inside the contact area (Goat Area) and Animal Meet and Greet/Behind the Scenes Encounters.

In the event a service animal's presence visibly upsets or agitates Zoo animals, the Zoo reserves the right to designate some areas not previously listed herein as off limits, or to designate the area as sensitive and request that the owner of the service animal observe extra caution in those areas. Sensitive areas may be designated in areas that house animals considered vulnerable or sensitive to predator species or as a result of new births or hatchlings, nesting or breeding behaviors in progress, or new animals on exhibit. The Zoo Director or their designee(s) will determine whether special circumstances warrant restrictions on service animals in any area.

G. Admission Procedure.

1. In compliance with MCL 750.502c(6), if it is not readily apparent that an animal is a trained service dog or miniature horse, Park and/or Zoo employees are permitted to ask <u>only</u> the following questions of the owner, if necessary, to determine if the dog or miniature horse is a service animal:

   a. Is the animal required because of a disability? and,

   b. What work or task is the animal trained to provide?

2. Park and Zoo employees are prohibited from

   a. Asking about a person's disability,

   b. Requiring medical documentation,

   c. Requiring a special identification card or training document for the service animal, or

   d. Asking that the service animal demonstrate its ability to perform work or a task. MCL 750.502c(6)-(7)(a).

3. If admission of the animal is denied based on the owner's answers to the questions outlined herein under Section 7(G)(1), the owner shall be provided with an opportunity to enter the Parks, Potter Park, or Zoo. At the Zoo, if requested, an escort will be provided to assist the owner. The Parks, Potter Park, or Zoo shall not kennel or care for the animal during the time the owner is inside the Parks, Potter Park, or Zoo.

**Section 8. Horses.**

It shall be a violation for a person to ride, lead, or allow a horse to be upon any property not designated as a horse trail by or under the jurisdiction of the County unless prior written permission has been obtained from the Parks Director, Zoo Director, or their respective designee(s).

**Section 9. Bicycles, Skateboards, Scooters, Roller-Skates, and Other Devices.**

Bicycles or other similar conveyances shall be permitted on designated trails only. No person shall operate a bicycle, skateboard, scooter, roller-skates, or other similar conveyance upon any sidewalk or trail, except at such times and at such places as may be designated or maintained by the County. At no time shall a person's use of a bicycle, skateboard, scooter, roller-skates, or similar device be done in a manner that would obstruct vehicle or pedestrian traffic within the Parks, Potter Park, or Zoo. Section 9 does not apply to Parks and Zoo employees utilizing bicycles in the course of their employment with the County.

**Section 9a. Electric Bicycles.**

Except as otherwise provided under Act No. 300 of the Public Acts of 1949, an individual riding an electric bicycle is subject to the same requirements as an individual riding a bicycle.

1. Section 10. Natural Area and Nature Trails.

A. Pedestrian Use. Nature trails shall be for pedestrian traffic only, unless otherwise posted. The reckless operation of mobility vehicles that meet the Americans with Disabilities Act, 42 USC § 12101 *et seq* guidelines is prohibited.

B. Fires. Fires are prohibited within any nature study areas, unless prior written permission has been granted by the Parks Director, Zoo Director, or their respective designee(s).

C. Prohibited Access. Bicycles, horses, and pets are prohibited within such areas, unless otherwise posted and with the exception that bicycles are allowed at Riverbend Natural Area. Dogs are permitted on hiking trails only.

**Section 11. Motor Vehicles.**

A. Operation of Motor Driven Vehicles. With the exception of County Parks Department and Zoo Department employees, it shall be unlawful for any person to:

1. Operate a motor driven vehicle of any kind or nature in excess of 15 miles per hour within the Parks, Potter Park, or Zoo, except where otherwise posted.

2. Operate any motor driven vehicle of any kind or nature except on designated public roads, unless prior written approval has been provided by the Parks Director, Zoo Director, or their respective designee(s).

3. Operate a motor driven vehicle of any kind or nature in violation of posted traffic control signs or devices.

4. Operate an unlicensed motor vehicle upon any park road or parking area.

B. State Laws. All motor driven vehicles operated on park roadways or parking lots shall be subject to the laws of the State of Michigan as set forth in the Michigan Motor Vehicle Code.

**Section 12. Parking.**

A. Parking in Prohibited Areas. It shall be unlawful for any person, except for Park and Zoo personnel, to:

1. Park or leave unattended any motor vehicle within any area not designated as a parking area or space.

2. Stop, stand, or park any motor vehicle at any place where official signs prohibit.

3. Park any motor vehicle in any space designated by sign for use by a disabled person without displaying an official placard or registration plate issued to a disabled person.

B. Use of Parking Areas.

1. Unless otherwise permitted in writing by the Parks Director, Zoo Director, or their respective designee(s), parking lots in the Parks, Potter Park, and Zoo are hereby closed to all activities except parking of vehicles and entry and exit from vehicles. No park land usage, including, but not limited to, picnicking, Frisbee throwing, games, or other activities, shall be permitted in the parking lots of the Parks, Potter Park, or Zoo. All Parks, Potter Park, and Zoo activities, except traversing to and from parking lots and/or parking of vehicles in case of emergencies, are prohibited.

2. When posted, parking at the Lake Lansing Boat Launch is hereby restricted to vehicles with boats only.

C. Obstructing Traffic.

1. It shall be unlawful for the operator of any vehicle to stop, stand, or park such vehicle upon any roadway or in any parking area in such a manner as to form an obstruction to traffic.

2. Whenever any police officer finds a vehicle unattended upon a roadway or in a parking area and where such vehicle constitutes an obstruction to traffic, such officer is hereby authorized to provide for the removal of such vehicle to the nearest garage or other place of safety.

3. The necessary costs for such removal shall become a lien upon such vehicle and the person into whose custody the vehicle is given may retain it until all expenses involved have been paid.

**Section 13. Commercial Activities and Advertising.**

A. Solicitation. All constitutionally protected speech will be permitted by the County within reasonable time, place, and manner parameters. No solicitations shall be allowed within any Park, Potter Park, or Zoo building; adjacent to any Park, Potter Park, or Zoo building entrance; or in any other areas designated by signs. Solicitations shall not interfere or conflict with the normal business of employees of or visitors to the Parks, Potter Park, or Zoo, or the free flow of vehicular and pedestrian traffic. No signs may be erected on County property.

B. Disruptive Conduct. The County reserves the right to prohibit any solicitation or distribution activities by any non-employee, organization, or employee that disrupts or interferes with the normal work activity of the County, visitors to County properties, parks and facilities, or the free flow of vehicular and pedestrian traffic.

C. Peddling. No person or organization shall advertise, vend, sell, post, or distribute any service, food, beverage, merchandise, commercial leaflet, or poster within the Parks, Potter Park, or Zoo, except by prior written permission from the Parks Director, Zoo Director, or their respective designee(s).

**Section 14. Camping.**

No person shall camp within the Parks, Potter Park, or Zoo, except in those areas or buildings designated for that purpose, unless permission is provided in writing by the Parks Director, Zoo Director, or respective designee(s).

**Section 15. Fees, Charges, and Permits.**

A. It shall be a violation of this Ordinance for any person to use any facility, building, land area, or equipment within the Parks, Potter Park, or Zoo for which a fee or charge has been established by the County without payment of such fee or charge, unless waived per the guidelines in Board of Commissioners Resolution #17-111.

B. It shall be a violation for any person, group, or organization to occupy, use or fail to vacate any facility, building, land area, or equipment for which a permit has been granted to another person, group, or organization.

**Section 16. Violations and Penalties.**

A. Any person violating any provision of this Ordinance, except provisions of the Motor Vehicle Code incorporated herein, parking violations, and Section 4.H. shall be responsible for a municipal civil infraction. Repeat violations under this Ordinance shall be subject to increased fines or misdemeanor penalties as provided in Sections 18 and 19 of this Ordinance.

B. Any person violating the provisions of the Motor Vehicle Code shall be subject to the fines and penalties set forth in that Code. Any person violating any provision of Section 12 regarding parking violations shall be responsible for a civil infraction.

C. Persons continuing to violate any of the above provisions after being cited may also be evicted from said Parks, Potter Park, or Zoo for the remainder of the day of the offense.

**Section 17. Municipal Civil Infraction Citations; Issuance and Service.**

Municipal civil infraction citations shall be issued and served by an Authorized Local Official as follows:

A. The time for appearance specified in a citation shall be within 10 days after the citation is issued.

B. The place for appearance specified in a citation shall be the District Court.

C. Each citation shall be numbered consecutively and shall be in a form approved by the State Court Administrator. The original citation shall be filed with the District Court. Copies of the citation shall be retained by the County and issued to the alleged violator as provided by Section 8705 of Act No. 236 of the Public Acts of 1961, as amended.

D. A citation for a municipal civil infraction signed by an Authorized Local Official shall be treated as made under oath if the violation alleged in the citation occurred in the presence

of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the official: "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief."

E. An Authorized Local Official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.

F. An Authorized Local Official may issue a citation to a person if:

1. Based upon investigation, the Authorized Local Official has reasonable cause to believe that the person is responsible for a municipal civil infraction; or

2. Based upon investigation of a complaint by someone who allegedly witnessed the person commit a municipal civil infraction, the Authorized Local Official has reasonable cause to believe that the person is responsible for an infraction and if the County Prosecuting Attorney approves in writing the issuance of the citation.

G. Municipal civil infraction citations shall be served personally by serving a copy of the citation upon the alleged violator.

**Section 18. Municipal Civil Infraction Citations; Contents.**

A. A municipal civil infraction citation shall name the County as plaintiff and shall contain the name and address of the defendant, the municipal civil infraction alleged, the place where the defendant shall appear in court, the telephone number of the court, and the time at or by which the appearance shall be made.

B. Further, the citation shall inform the defendant that they may do one (1) of the following:

1. Admit responsibility for the municipal civil infraction by mail, in person, or by representation, at or by the time specified for appearance.

2. Admit responsibility for the municipal civil infraction "with explanation" by mail by the time specified for appearance, in person, or by representation.

3. Deny responsibility for the municipal civil infraction by doing either of the following:

a. Appearing in person for an informal hearing before the Judge or Magistrate of the District Court without the opportunity of being represented by an attorney unless a formal hearing before the District Court's Judge is requested by the County.

b. Appearing in the District Court for a formal hearing before the District Court's Judge, with the opportunity of being represented by an attorney.

4. The citation shall also inform the defendant of all the following:

a. That if the defendant desires to admit responsibility "with explanation" in person or by representation, the defendant must apply to the District Court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time for an appearance.

b. That if the defendant desires to deny responsibility, the defendant must apply to the District Court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time to appear for a hearing, unless a hearing date is specified on the citation.

c. That a hearing shall be an informal hearing unless a formal hearing is requested by the defendant or the County.

d. That, at an informal hearing, the defendant must appear in person before the District Court's Judge or Magistrate, without the opportunity of being represented by an attorney.

e. That, at a formal hearing, the defendant must appear in person before the District Court's Judge with the opportunity of being represented by an attorney.

5. The citation shall contain a notice in boldfaced type that the failure of the defendant to appear within the time specified in the citation or at the time scheduled for a hearing or appearance is a misdemeanor and will result in the entry of a default judgment against the defendant on the municipal civil infraction.

**Section 19. Establishment of Schedule of Civil Fines.**

A. A schedule of civil fines for violations of this Ordinance is hereby established. The fines for the violations shall be as follows:

1. For the first citation issued to a defendant who admits or is found by the District Court to have violated this Ordinance, the civil infraction fine shall be $50.00 for the first violation cited and an additional $50.00 for each additional violation listed within the citation, up to, but not to exceed, $500.00. In addition to such fines, the defendant shall pay such costs and damages and expenses as may be set by the

District Court, as authorized by Section 8727 of Act No. 236 of the Public Acts of 1961, as amended.

2. For a second citation issued to a defendant who admits or is found by the District Court to have committed repeated violations of this Ordinance, the civil infraction fine shall be up to $500.00 for each repeat violation. As used in this section, "repeat violations" means a second violation of the same requirement or provision (i) committed by a defendant within any one (1) year period, and (ii) for which the defendant admits responsibility or is determined to be responsible. In addition to such fines, the defendant shall pay such costs and damages and expenses as may be set by the District Court, as authorized by Section 8727 of Act No. 236 of the Public Acts of 1961, as amended.

B. Failure to appear at the District Court within the time specified in a citation or at the time scheduled for a hearing or an appearance is a misdemeanor and will result in entry of a default judgment against the defendant on the municipal civil infraction.

C. Failure to comply with an order, judgment or default in payment of a civil fine, costs, damages, or expenses, so ordered may result in enforcement actions, including, but not limited to, imprisonment on civil contempt which shall not exceed 1 day for each $30.00 due, collections, placement of liens or other remedies as permitted by Chapter 87 of Act 236 of Public Acts of 1961, as amended.

D. A municipal civil infraction is not a lesser included offense of a criminal offense or an ordinance violation that is not a civil infraction.

E. Civil infractions for violations of Section 11.A. regarding parking are punishable by a fine of $50.00 plus costs for a first offense, $100.00 plus costs for a second offense, and $250.00 plus costs for a third offense, except that violations of Section 11.A.(3) shall be punishable by a fine of $250.00 plus costs for a first or subsequent offense.

**Section 20. Misdemeanor Violations.**

A. Any person convicted of violating Section 4.I relating to disorderly persons shall be guilty of a misdemeanor.

B. A third and subsequent repeated violation of this Ordinance shall be a misdemeanor. As used in this Section, "repeat violations" means a third or subsequent violation of the same requirement or provision (i) committed by a defendant within any one (1) year period, and
(ii) for which the defendant admits responsibility or is determined by the District Court to be responsible.

C. Actions or omissions which are a misdemeanor under this Ordinance shall be punishable upon conviction by a fine of not to exceed $500.00 (plus other costs), imprisonment for a term of not to exceed ninety (90) days, or both.

**Section 21. Construction.**

When not inconsistent with the context, words used in the present tense include the future. Words in the singular include the plural and words in the plural include the singular. Masculine shall include the feminine and neutral. The word "shall" is always mandatory and not merely directive. Words or terms not defined herein shall be interpreted as defined in statutes, regulations, or codes to which they apply or if not so defined shall be defined in the manner or their common meaning. Headings shall be deemed for convenience and shall not limit the scope of any section of this Ordinance.

**Section 22. Severability.**

The various parts, sections, subsections, paragraphs, sentences, phrases, and clauses of this Ordinance are hereby declared to be severable. If any part, section, subsection, paragraph, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, it shall be considered severed from this Ordinance and shall not be construed as affecting the validity of the remaining portions of this Ordinance.

**Section 23. Repealer Clause.**

Any ordinance or parts of ordinance in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 24. Savings Clause.**

This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

**Section 25. Effective Date.**

This Ordinance shall become effective on the___day of_____, 20_.

**AUGUST 23, 2022**
**AGENDA ITEM NO. 18**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE 2023 COUNTY VETERAN SERVICE FUND GRANT**

**RESOLUTION #22 –**

WHEREAS, Michigan Public Act 192 of 1953, Section 35.623a, under the Michigan Veteran Affairs Agency has accepted the 2023 County Veteran Service Fund Grant application for Ingham County; and

WHEREAS, the grant award will be funded for up to $102,061 of approved costs during the grant period; and

WHEREAS, Ingham County will receive a direct payment of $50,000 and the remaining $52,061 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the 2023 County Veteran Service Fund Grant in the amount of $102,061.

BE IT FURTHER RESOLVED, that the 2023 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded MC Veteran Benefits Counselor position, effective October 1, 2022 to September 30, 2023.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 19**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY DEPARTMENT OF VETERANS AFFAIRS TO ACCEPT THE 2023 COUNTY VETERAN SERVICE FUND GRANT ON BEHALF OF CLINTON COUNTY**

**RESOLUTION #22 –**

WHEREAS, Michigan Public Act 192 of 1953, Section 35.623a, under the Michigan Veteran Affairs Agency, has accepted the 2023 County Veteran Service Fund Grant for Clinton County; and

WHEREAS, a grant award will be funded for up to $65,416 of approved costs during the grant period; and

WHEREAS, Ingham County, on behalf of Clinton County, will receive a direct payment of $50,000 and the remaining $15,416 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the 2023 County Veteran Service Fund Grant on behalf of Clinton County in an amount of $65,416.

BE IT FURTHER RESOLVED, that the 2023 County Veteran Service Fund Grant for Clinton County will be used for the purpose of continuing a grant funded UAW Benefits Support Specialist position, effective October 1, 2022 to September 30, 2023.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 20**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE STATUS OF POSITION #601541 (CHW– FOREST) FROM PART-TIME TO FULL-TIME**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department's (ICHD) wish to change the status of position #601541 Community Health Worker (CHW) at Forest Community Health Center from part-time to full-time, effective November 1, 2022; and

WHEREAS, the current position is part-time at 0.5 FTE; and

WHEREAS, CHWs are frontline public health workers who are trusted and have a close understanding of the community they serve; and

WHEREAS, this position will be primarily responsible for care coordination and navigation activities related to HIV and STI prevention; and

WHEREAS, Forest Community Health Center was awarded HIV Prevention-Forest Community Health Center funds made available starting October 1, 2022; and

WHEREAS, such funds will be included in the 2023 Michigan Department of Health and Human Services Master Agreement; and

WHEREAS, ICHD would like to use these grant funds to increase position #601541 from .50 FTE to 1.0 FTE to complete rapid testing, navigation services, and health education in the STI Navigation program; and

WHEREAS, the CHW is currently funded as a 0.5 FTE through STD Specialty Services; and

WHEREAS, the increased cost related to increasing the FTE to 1.0 is $38,846 and will be covered by the HIV Prevention-Forest Community Health Grant which is included in the FY '23 Master Agreement; and

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that Ingham County Board of Commissioners authorizes amending the status of position #601541 CHW from part-time to full-time for an amount not to exceed $38,846, effective November 1, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the status of position #601541 CHW from part-time to full-time for an amount not to exceed $38,846, effective November 1, 2022.

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

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.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 21**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CREATION OF A GRANT-TERM LIMITED MOBILE HEALTH UNIT COORDINATOR POSITION**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a grant-term limited "Mobile Health Unit Coordinator" position; and

WHEREAS, the "Mobile Health Unit Coordinator" will assist in the coordination and operation of the mobile health unit; and

WHEREAS, funding to support the position is available through a grant from the Michigan Department of Health and Human Services (MDHHS) through at least September 30, 2023; and

WHEREAS, the "Mobile Health Unit Coordinator" is part of the Ingham County UAW bargaining unit, Grade E with an annual cost of $81,958,- $92,567; and

WHEREAS, the Health Officer recommends the creation of a "Mobile Health Unit Coordinator" position upon Board approval until at least September 30, 2023 or the exhaustion of grant funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the creation of a "Mobile Health Unit Coordinator" position effective immediately until September 30, 2023 or the exhaustion of grant funds.

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

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.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 22**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A NEW 1.0 FTE WORKFORCE DEVELOPMENT COORDINATOR POSITION FOR INGHAM COUNTY HEALTH DEPARTMENT**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a 1.0 FTE Workforce Development Coordinator position in the Community Health, Planning, and Partnerships/Admin Branch, effective upon approval through September 30, 2023; and

WHEREAS, public health workforce development is the practice of developing and creating efforts to improve recruitment, retention, representation, pandemic recovery, and competency of the public health workforce; and

WHEREAS, funds for Workforce Development are included in the 2022 & 2023 Emerging Threats Master Agreement, under the Michigan Department of Health and Human Services (MDHHS) Comprehensive Agreement; and

WHEREAS, ICHD would like to use these grant funds to create a 1.0 FTE Workforce Development Coordinator position in the Community Health, Planning, and Partnerships/Admin Branch effective upon approval through September 30, 2023; and

WHEREAS, in addition, this position will develop and create critical initiatives to recruit, retain, and assure a high-performing public health workforce as the community recovers from the COVID-19 pandemic; and

WHEREAS, the cost of the ICEA Prof Grade 7 position is $113,632 – $131,088 and will be funded using funding included in the 2022 and 2023 MDHHS Comprehensive Agreement; and

WHEREAS, the Health Officer recommends authorizing a new 1.0 FTE Workforce Development Coordinator position effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes utilizing funding included in the 2022 and 2023 MDHHS Comprehensive Agreement, to create a new 1.0 FTE Workforce Development Coordinator position (ICEA Prof Grade 7) to develop and coordinate public health workforce development initiatives effective upon approval.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE NINTH AMENDMENT TO THE AGREEMENT WITH THE CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH DECEMBER 31, 2025**

**RESOLUTION #22 –**

WHEREAS, an extended main agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2025; and

WHEREAS, in November 2020, the electorate approved a renewal of the countywide public transportation millage level of 60/100 (.60) of one mill to be used for the purpose of funding a transportation system to be used primarily by elderly and disabled persons in Ingham County; and

WHEREAS, the Board of Commissioners envisioned that the revenues generated as a result of the millage levy would be turned over to the Capital Area Transportation Authority and be used to provide the transportation service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the agreement with the Capital Area Transportation Authority (CATA) which authorizes the County to pay CATA the expenses incurred for providing a public transportation system to be used primarily by elderly and disabled persons in Ingham County from revenue generated as a result of the countywide public transportation millage.

BE IT FURTHER RESOLVED, that for the period of October 1, 2022 through September 30, 2023, the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, that the Chairperson of the Board are hereby authorized to sign the appropriate agreements and documents necessary to implement the above, subject to approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**INGHAM COUNTY PROPOSED SCOPE OF SERVICE**

**For October 1, 2022 through September 30, 2023**

For fiscal year 2023, Ingham County projects tax revenue in the amount of $5,031,196 from the Special Transportation Millage. As the County's contractor, CATA shall carry out the following activities with respect to small bus transportation primarily serving elderly and disabled residents of Ingham County:

1. Take all reasonable steps to improve the quality of small bus service primarily serving the elderly and residents with disabilities of Ingham County. CATA shall constantly strive to develop methods to provide such services in more cost-efficient ways.

2. Manage and operate the small bus system commonly known as CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area. CRS also refers to the Mason Connector, Williamston-Webberville Connector and Mason Redi-Ride routes. Service shall be provided in conformity with the requirements of the state and federal grants received for the operation of the service. A maximum of $655,884 of funds received under this agreement shall be used to pay for the actual expenses of operating, administering, and marketing CATA Rural Services.

3. Continue to operate service for persons with disabilities, known as CATA Spec-Tran, providing at a minimum the level of service in effect on October 1, 1988, to residents of Ingham County who reside within the boundaries of the urbanized area and who further qualify for this specialized service by nature of their mobility-related disabilities. Services shall be provided in conformity with state and federal requirements and grants received for the operation of the service. A maximum of $4,375,312 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administrating and marketing Spec-Tran.

4. The term of the Agreement between CATA and Ingham County was extended for five years from January 1, 2021 through December 31, 2025 and adopted by both parties near the end of 2020.

**AUGUST 23, 2022**
**AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WOLVERINE ENGINEERING & SURVEYORS INC. FOR ASPHALT REPLACEMENT AT POTTER PARK ZOO**

**RESOLUTION #22 –**

WHEREAS, the Potter Park Zoo asphalt pathways need replacement to maintain a safe and ADA-compliant experience for zoo guests; and

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

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

WHEREAS, after review and evaluation, the Evaluation Committee—comprised of the Zoo Director, Deputy Zoo Director, and Purchasing Director—is unanimously recommending entering into an agreement with Wolverine Engineers & Surveyors Inc., who submitted the most responsive and responsible bid of $138,300, for architectural and engineering services for asphalt replacement at Potter Park Zoo; and

WHEREAS, the Zoo is requesting a contingency of $10,000 for any undiscovered conditions; and

WHEREAS, funds are available in Zoo CIP line item #25869900 931000 31000 to cover the full cost including contingency; and

WHEREAS, the Potter Park Zoo Advisory Board is in support of entering into an agreement with Wolverine Engineers & Surveyors Inc. for asphalt replacement engineering services in an amount not to exceed $148,300.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Wolverine Engineering & Surveyors Inc. for architectural and engineering services for asphalt replacement at Potter Park Zoo in an amount not to exceed $148,300 which includes a $10,000 contingency.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A TRANSFER OF FUNDS FROM THE LAKE LANSING NORTH STORAGE BUILDING CAPITAL IMPROVEMENT PROJECT TO THE HAWK ISLAND SNOW TUBE STORAGE BUILDING PROJECT**

**RESOLUTION #22 –**

WHEREAS, through the 2020 Capital Improvement process, funds were made available to the Ingham County Parks Department for the construction of storage buildings at Lake Lansing North County Park and Hawk Island County Park; and

WHEREAS, the original costs for these buildings were calculated in 2019 and have since increased significantly in the past two years; and

WHEREAS, the storage building at Hawk Island is currently under construction while the building at Lake Lansing North is still in the design phase through a Prime Professional contract, Resolution #22-116; and

WHEREAS, the design of the Lake Lansing North building can be utilized at a later date when additional funds are available; and

WHEREAS, the transfer of funds from the Lake Lansing North storage building project to the Hawk Island storage building project is necessary to properly complete the construction of the Hawk Island storage building.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves transferring $39,580 from 228-75999-976000-20P12 to 228-75999-976000-20P11.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-75999-976000-20P12.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 26**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH FD HAYES ELECTRIC COMPANY FOR ELECTRICAL WORK AT HAWK ISLAND COUNTY PARK**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Parks Department operates a snow tubing facility at Hawk Island County Park that utilizes snow making equipment; and

WHEREAS, Capital Improvement funds were previously allocated for a new snow gun including electrical upgrades and a new snow tube storage building; and

WHEREAS, the Parks Department solicited proposals from qualified and experienced electrical contractors to enter into a contract for the purpose of electrical upgrades and new electrical service to the new snow tube storage building; and

WHEREAS, FD Hayes Electric Company, a registered-local vendor was the lowest responsive bid in compliance with the Ingham County Purchasing Policies; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to FD Hayes Electric Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with FD Hayes Electric Company for the base bid in the amount of $11,050 for electrical work at Hawk Island County Park and a contingency not to exceed $2,000, if necessary, for a total cost of $13,050.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-75999-976000-22P06 and 228-75999-976000-20P11.

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.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 27**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH PENCHURA RECREATION PRODUCTS AND SERVICES FOR REPLACEMENTS OF A PORTION OF THE LAKE LANSING SOUTH COUNTY PARK PLAYGROUND**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Parks Department owns and maintains playgrounds at Burchfield County Park, Hawk Island County Park, Lake Lansing North County Park, and Lake Lansing South County Park; and

WHEREAS, the Ingham County Parks Department employs several individuals who are trained on playground safety audits and hold the national certification as Certified Playground Inspectors through the National Recreation and Park Association; and

WHEREAS, during annual playground audits, staff has identified a portion of playground at Lake Lansing South County Park as the structure most in-need of replacement; and

WHEREAS, the Board of Commissioners approved Resolution #22-242 authorizing up to $120,000 in funding for safety enhancement projects to these playgrounds; and

WHEREAS, Penchura Recreational Products and Services currently have a General Services Administration (GSA) contract for playground equipment purchases and installation, General Services Administration (GSA) Contract #GS-07F-0440N; and

WHEREAS, this contract was reviewed by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Penchura Recreation Products and Services (GSA).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Penchura Recreational Products and Services (General Services Administration, GSA) for replacement of a portion of the playground at Lake Lansing South County Park in the amount of $87,535, with a contingency not to exceed $5,000.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-974000 for the project.

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.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 28**

Introduced by the Human Services and Finance Committees of the

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #21 – 270 AUTHORIZING AN AGREEMENT WITH LOCAL HEALTH DEPARTMENT ACADEMY OF SCIENCE**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #21 – 270 which authorized an annual agreement with Local Health Department (LHD) Academy of Science (AOS) for up to two (2) memberships in an amount not to exceed $2,000; and

WHEREAS, this amended resolution will allow ICHD to enter into an annual agreement with LHD AOS for up to five (5) memberships in an amount not to exceed $5,000; and

WHEREAS, the cost will be paid from a workforce development grant in the 2022 fiscal year, and will be included in the Community Health Assessment budget should grant funds not be available annually thereafter; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes amending Resolution #21 – 270 to allow an agreement with LHD AOS for an amount not to exceed $5,000, effective upon approval and to be renewed annually thereafter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amendment of Resolution #21 – 270 to allow an agreement with LHD AOS for an amount not to exceed $5,000, for a period of one year, effective upon approval.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 29**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #22-322 FOR THE COVID-19 REGIONAL HEALTH EQUITY COUNCIL BACKBONE ORGANIZATION GRANT**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #22-322 with Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) to reduce the funding amount to $33,675 and to change the funding period to August 1, 2022 through September 30, 2022; and

WHEREAS, through Resolution #22-322, ICHD accepted a COVID-19 Regional Health Equity Council Backbone Organization Grant authorizing an agreement with MPHI and the MDHHS in an amount not to exceed $400,000 effective July 11, 2022 through May 31, 2023; and

WHEREAS, this amendment will change the funding period to August 1, 2022 through September 30, 2022 and reduce the total dollar award for the fiscal year 2022 funding period to $33,675; and

WHEREAS, an additional contract is anticipated for fiscal year 2023 effective October 1, 2022 through May 31, 2023 which will award ICHD a total of $366,325 in grant funds; and

WHEREAS, this anticipated fiscal year 2023 grant amount of $366,325 will award ICHD the remaining funding from the total $400,000 Backbone Organizational Grant; and

WHEREAS, there is no overall financial impact with the division of the project into two separate contracts and two separate fiscal years, and the project total remains $400,000; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes amending Resolution #22-322 with MPHI and the MDHHS by reducing the funding amount to $33,675 and changing the funding period to August 1, 2022 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #22-322 to reduce the funding amount to $33,675 and changing the funding period to August 1, 2022 through September 30, 2022.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 30**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2022-2023 EMERGING THREATS MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

**RESOLUTION #22 –**

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

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

WHEREAS, the MDHHS and Ingham County has proposed a 2022 – 2023 Emerging Threats Agreement for the delivery of emerging threats service under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2022 – 2023 Emerging Threats Agreement with the Michigan Department of Health and Human Services for the delivery of emerging threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of agreement shall be October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include Emerging Threats in Ingham County.

BE IT FURTHER RESOLVED, that an amount not to exceed $2,888,360 of state/federal funds will be made available to Ingham County through the Emerging Threats Comprehensive Agreement.

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

COVID Workforce Development; increase of $179,751 from $0.00 to $179,751
COVID Immunization: increase of $1,380,613 from $0.00 to $1,380,613
COVID-19 Mobile Testing: increase of $310,000 from $0.00 to $310,000
ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention: increase of $980,142 from $0.00 to $980,142
American Rescue Plan: increase of $37,854 from $0.00 to $37,854

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2023 Budget in order to implement the resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2022-2023 Emerging Threats Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Board Chairperson in authorized to sign contracts and subcontracts associated with the Comprehensive Agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 31**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR 2022-2023 AMERICORPS VISTA GRANT FUNDING**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) to accept 2022-2023 funding to support the AmeriCorps VISTA Project effective September 25, 2022 through July 15, 2023 in an amount not to exceed $31,000; and

WHEREAS, ICHD was the recipient of grant funds for the AmeriCorps VISTA Program eighth funding cycle in the 2021-2022 FY, which was authorized through Resolution #21-417; and

WHEREAS, CNCS has provided Ingham County a ninth year of funding for the 2022-2023 fiscal year to support up to fifteen (15) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems; and

WHEREAS, out of a total of 15 FTE AmeriCorps VISTA members, 14 FTEs will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps VISTA Leader will be placed with the ICHD AmeriCorps VISTA program; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes entering into an agreement with CNCS to accept 2022-2023 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed $31,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with CNCS to accept 2022-2023 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed $31,000.

BE IT FURTHER RESOLVED, that the Health Officer, or their designee, is authorized to submit the 2022-2023 budget electronically through the CNCS E-Grants system, and tentatively electronically approve the Memorandum of Agreement (MOA).

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

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 32**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND THE AGREEMENT WITH MSU HEALTH CARE INC. FOR INFECTIOUS DISEASE PHYSICIAN SERVICES**

**RESOLUTION #22 –**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to extend the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024; and

WHEREAS, through Resolution #20-393, Resolution #19-388, and Resolution #17-355, this agreement was in place effective August 1, 2020 through July 31, 2022; August 1, 2019 through July 31, 2020; and August 1, 2017 through July 31, 2019, respectively; and

WHEREAS, the new agreement will include a 2% annual increase for the amount of $55,006.58 (2023) and $56,106.71 (2024); and

WHEREAS, these physician services will be covered through the HIV Ryan White Part D funds; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorizes amending the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes amending the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024.

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

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 33**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION #22-266 TO INCLUDE VARIOUS FEES FOR SERVICES PROVIDED AT THE POTTER PARK ZOO**

**RESOLUTION #22 –**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners adopted Resolution #22-266 to set various fees for County services in 2023; and

WHEREAS, fees for Potter Park Zoo were not included in Resolution #22-266; and

WHEREAS, the Controller's Office has worked with Potter Park Zoo to review fees and recommend updates for 2023.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to Resolution #22-266 adopting fees for Potter Park Zoo as attached.

BE IT FURTHER RESOLVED, that all other terms and conditions set forth in Resolution #22-266 remain in effect.

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**2023 County Fee Analysis**
**Human Services Committee**

| Location of Service | Fee Description | 2022 Fee | Units | Controller Recommended | Additional Revenue |
|---|---|---|---|---|---|
| *Zoo* | *Parking Fees ***** | | | | |
| **Zoo** | **Resident Annual** | **$33.00** | **322** | **$35.00** | **$644** |
| **Zoo** | **Non-Resident Annual** | **$43.00** | **49** | **$45.00** | **$98** |
| **Zoo** | **Resident Adult (April - October)** | **$7.00** | **26,027** | **$8.00** | **$26,027** |
| **Zoo** | **Non-Resident Adult (April - October)** | **$14.00** | **20,805** | **$15.00** | **$20,805** |
| ***Zoo*** | ***Resident Senior/Military (April - October)**** | ***$5.00*** | ***2,539*** | ***$6.00*** | **$2,539** |
| **Zoo** | **Non-Resident Senior/Military (April - October)** | **$12.00** | **2,882** | **$13.00** | **$2,882** |
| **Zoo** | **All Adults(November-March): Res, Non-Res, or Senior** | **$4.00** | **7,733** | **$5.00** | **$7,733** |
| **Zoo** | **Children (age 3-12) (November - March)** | **$3.00** | **2,972** | **$4.00** | **$2,972** |
| **Zoo** | **Cancellation Fee (for all park reservations)** | **$22.00** | ***0*** | ***$23.00*** | **$0** |
| ***Zoo*** | ***School Groups & Charitable Orgs*** *PENGUIN & EAGLE LAND SHELTERS* | ***$26.00*** | ***0*** | ***$30.00*** | **$0** |
| ***Zoo*** | ***School Groups & Charitable Orgs TIGER DEN*** | ***$26.00*** | ***0*** | ***$75.00*** | **$0** |
| **Zoo** | **Potter Park - Tiger Den** | **$220.00** | **10** | **$230.00** | **$100** |

(5) Added per Reso #14-432
Zoo - Ingham County School Groups - $1.00/Child (April 1st - October 31st)
Zoo - On Non-Holiday Mondays from 9AM - 12PM, admission will be free for Ingham County and City of Lansing Residents
Mother's Day - Mothers Free Admission
**Annual Passes October-September**
Father's Day - Fathers Free Admission
College Day (October) - Free Admission with Valid Student ID
Veteran's Day (November) - Veterans & Familes Free Admission , Fourth of July - Veterans Free Admission
Be A Tourist In Your Own Town (June) GLCVB - Free Admission and Parking with Tourist Passport
Zoo Days (July) - $2.00/person with Voucher
Registered Groups 20+ Zoo - $1.00 off Admission per Person
Zoo Ingham County Residents Free Day (October) - Free Admission
Grandparent's Day - Granparents Free Admission
Military get same rate as seniors

**AUGUST 23, 2022**
**AGENDA ITEM NO. 34**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HOLY CROSS SERVICES FOR THE NEW HOPE COMMUNITY CENTER EMERGENCY SHELTER PROGRAM**

**RESOLUTION #22 –**

WHEREAS, Holy Cross Services has operated the New Hope Community Center Emergency Shelter Program to serve low-income, homeless County residents; and

WHEREAS, for many years, the Board of Commissioners has contracted with the New Hope Day Shelter Program for services to homeless Ingham County residents; and

WHEREAS, funding for a continuation of this contract is included in the 2022 Ingham County Budget; and

WHEREAS, the Holy Cross has requested a continuation contract; and

WHEREAS, this request is consistent with the Board of Commissioners' long-term objective of "Meeting Basic Needs."

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract for $30,000 with Holy Cross for the New Hope Community Center Emergency Shelter Program for the period of October 1, 2021 through September 30, 2022.

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

**HUMAN SERVICES: Yeas:** Trubac, Cahill, Tennis, Crenshaw, Sebolt, Slaughter, Naeyaert
**Nays**: None **Absent:** None **Approved 08/15/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 35**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO DISBAND THE INGHAM COUNTY INDIGENT DEFENSE COLLABORATIVE COMMITTEE AND TO RESCIND RESOLUTION #17-075**

**RESOLUTION #22 –**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) was created by the Indigent Defense Commission Act, Mich. Comp. Laws 780.981 et seq, in 2013 after an advisory commission recommended improvements to the state's indigent defense system; and

WHEREAS, the MIDC's mission is to develop and oversee the implementation, enforcement, and modification of minimum standards, rules, and procedures to ensure that criminal defense services are delivered to indigent adults consistent with the safeguards of the United States Constitution, the Michigan Constitution of 1963, and with the Indigent Defense Commission Act; and

WHEREAS, the Indigent Defense Commission Act requires that the Indigent Defense Commission meets state constitutional obligations and maintains independence from the judiciary while continuing its work to maintain a fair indigent criminal defense system in Michigan; and

WHEREAS, Resolution #17-075 established an Ingham County Indigent Defense Collaborative Committee (ICIDCC) to develop and submit a compliance plan to meet the minimum statutory standards and a cost analysis to MIDC; and

WHEREAS, the originally submitted plan, which was accepted by MIDC, created the Office of the Public Defender for Ingham County, which has since that time been responsible for submission of subsequent compliance plans, as well as grant submissions and reporting; and

WHEREAS, the ICIDCC has continued to meet periodically, primarily as a method to share information related to indigent defense in Ingham County among the Office of the Public Defender, MIDC, representatives of the Courts within Ingham County, and other stakeholders; and

WHEREAS, this function does not require a formal Committee, and would be better served by an informal work group.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby disbands the Ingham County Indigent Defense Collaborative Committee effective upon the adoption of this resolution.

BE IT FURTHER RESOLVED, that Resolution #17-075 is hereby rescinded.

BE IT FURTHER RESOLVED, that an Ingham County Indigent Defense Workgroup will continue to meet on a regular basis to facilitate the exchange of information among members of the former ICIDCC and other stakeholders.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Schafer, Maiville
**Nays**: None A**bsent:** None **Approved 08/11/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 36**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A GRANT BETWEEN THE STATE OF MICHIGAN, MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC), DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, AND INGHAM COUNTY TO PROVIDE FUNDING TO ASSIST THE COUNTY IN COMPLYING WITH THE COMPLIANCE PLAN AND COST ANALYSIS APPROVED BY MIDC AND CREATING ONE NEW GRANT FUNDED POSITION**

**RESOLUTION #22 –**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's Compliance Plan and Cost Analysis, which creates a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, this plan was accepted and approved by Ingham County Board Resolution #17-445; and

WHEREAS, the Ingham County Public Defenders Office submitted a FY23 grant request which was accepted and approved by the State of Michigan, the Michigan Indigent Defense Commission (MIDC), and the Department of Licensing and Regulatory Affairs (LARA); and

WHEREAS, this grant includes the creation of a new Clerk - Public Defender position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA), and Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court.

BE IT FURTHER RESOLVED, that the grant period is October 1, 2022 through September 30, 2023, and the budget is approved for an amount of up to $7,036,057.78, including a local share of $929,081.63.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the creation of one Clerk – Public Defender position (UAW/D) effective October 1, 2022.

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

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Schafer, Maiville
**Nays**: None A**bsent:** None **Approved 08/11/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 37**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING BETWEEN THE COUNTY OF INGHAM AND THE CAPITAL CITY LABOR PROGRAM TO CREATE A SECOND LEAD ANIMAL CARE SPECIALIST**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Animal Control and Shelter (ICACS) seeks to create a second lead Animal Care Specialist to increase oversight in daily operations regarding animal care; and

WHEREAS, ICACS and the Capital City Labor Program (CCLP) agree to enter into a letter of understanding to create a second lead Animal Care Specialist position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a modification of Article 15, section 2 to create a second lead Animal Care Specialist to be paid a stipend of $3,200 annually in addition to regular wages.

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

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Schafer, Maiville
**Nays**: None A**bsent:** None **Approved 08/11/2022**

**COUNTY SERVICES: Yeas:** Sebolt, Stivers, Grebner, Celentino, Peña, Maiville
**Nays**: None **Absent:** Naeyaert **Approved 08/16/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 38**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL JUSTICE MILLAGE PROGRAMMING FUNDS FOR INDIGENT ELECTRONIC MONITORING USERS TO MAINTAIN SERVICES THROUGH DECEMBER 31, 2022 AND TO PROVIDE NOTICE TO JUDICIAL SERVICES GROUP, LTD. THAT ADDITIONAL FUNDS ARE AVAILABLE**

**RESOLUTION #22 –**

WHEREAS, Resolution #19-393 adopted September 24, 2019 by the Board of Commissioners authorized entering into a contract with Judicial Services Group, Ltd. (JSG) to provide electronic monitoring (EM) services for indigent users for an initial three-year performance period effective December 1, 2019 through December 1, 2022 followed by two one-year automatic renewal periods not to exceed December 31, 2024; and

WHEREAS, this contract provides that upon exhaustion of the annual budgeted and subsequently approved additional funds during any given year, JSG is required to cease performing services for the remainder of the year, unless or until JSG is notified in writing that additional funding is available to continue services for indigent users; and

WHEREAS, Resolution #21-534 adopted October 14, 2021 approved $400,000 in Justice Millage Programming funds for 2022 indigent EM services; and

WHEREAS, the ongoing impact of COVID-19 continues to result in high utilization of EM services, exhausting the available Justice Millage funds in October of 2022; and

WHEREAS, EM has proven to be both effective and cost-efficient; and

WHEREAS, additional EM funding up to $175,000 from the Justice Millage fund balance is now needed to ensure that services continue through December 31, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes additional funds in an amount not to exceed $175,000, for an overall 2022 total of $575,000 and authorizes providing JSG written notice that additional funds amounting to $175,000 are available for EM services through December 31, 2022.

BE IT FURTHER RESOLVED, that these supplemental funds will come from the Justice Millage fund balance.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2022 budget.

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Schafer, Maiville
**Nays**: None A**bsent:** None **Approved 08/11/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 39**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY ANIMAL CONTROL AND SHELTER TO ACCEPT DONATIONS**

**RESOLUTION #22 –**

WHEREAS, the Ingham County Animal Control and Shelter (ICACS) provides for the enforcement of the County's Animal Control ordinance and various State statutes which relate to the welfare and control of animals; and

WHEREAS, ICACS provides for the housing and humane care of animals coming into custody from the citizens of the community and those coming to the Shelter as a result of enforcement endeavors; and

WHEREAS, community members, local businesses, and organizations may wish to make donations to ICACS in order to support its programs and services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Ingham County Animal Control and Shelter to accept monetary and material gifts to be used in support of its programs and services.

BE IT FURTHER RESOLVED, that accepted donated items will become the property of Ingham County and will be used, maintained, and disposed of in accordance with County policy.

BE IT FURTHER RESOLVED, that all funds received on behalf of the Ingham County Animal Control and Shelter be placed into the appropriate account and that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Schafer, Maiville
**Nays**: None A**bsent:** None **Approved 08/11/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**

**AUGUST 23, 2022**
**AGENDA ITEM NO. 40**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF FEDERAL COMMUNICATIONS COMMISSION LICENSE MODIFICATION FEES**

**RESOLUTION #22 –**

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

WHEREAS, options are being explored to help improve safety in schools; and

WHEREAS, finding more communication paths between Ingham County schools and Ingham County 9-1-1 could help improve information gathering and response time during an event at a school; and

WHEREAS, utilizing existing technology with minimal financial impact is preferred; and

WHEREAS, an option was discovered that could utilize repurposed radio equipment at no additional fees with the modification of the schools' existing Federal Communications Commission (FCC) licenses; and

WHEREAS, these changes could give public safety another way to receive real-time information during an incident; and

WHEREAS, the price for these modifications is $5,115.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a payment not to exceed $5,115 for the fees required to add Ingham County 9-1-1 as a control point to school FCC licenses.

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

**LAW & COURTS: Yeas**: Slaughter, Polsdofer, Celentino, Trubac, Cahill, Schafer, Maiville
**Nays**: None A**bsent:** None **Approved 08/11/2022**

**FINANCE: Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Stivers, Peña
**Nays:** None **Absent:** Schafer **Approved 08/17/2022**