

CHAIRPERSON  
MARK GREBNER

VICE-CHAIRPERSON  
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM  
DON VICKERS

HUMAN SERVICES COMMITTEE  
TODD TENNIS, CHAIR  
BRIAN McGRAIN  
CAROL KOENIG  
DEB NOLAN  
DON VICKERS  
STEVE DOUGAN

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

*P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264*

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, OCTOBER 3, 2011 AT 6:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [September 19, 2011 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Health Department
  - a. Resolution to Authorize an Agreement with the Ingham County Road Commission for Backup Transportation Services for Picking-Up, [Transporting and Delivery](#) of Strategic National Stockpile Medical Supplies in the Event of a Public Health Emergency
  - b. Resolution Rescinding Resolution #11-256 and Authorizing an Amended 2011-2012 [AmeriCorps Grant](#)
  - c. Resolution to Authorize Signers of [Forms 855A and 855B](#)
  - d. Resolution to Enter into a Michigan Groundwater Stewardship Program (MGSP) Clean Sweep Program Agreement with the [Michigan Department of Agriculture](#)
  - e. Resolution to Adopt the Explanation of Fee Schedule Establishment and Schedule of [Discounts Rationale Policy](#)
  - f. Resolution to Authorize Agreements with the [Great Lakes Health Information Exchange](#)
  - g. Resolution to Authorize a [Lead Abatement Subcontract](#) with Environmental Testing & Consulting, Inc.
  - h. Resolution to Authorize a Client Services Agreement with the Michigan Department of Human Services for [Refugee Medical Assessment Services](#)
  - i. Resolution to Authorize Acceptance of the Affordable Care Act Grants for School Based Health Centers [Capital Program](#)
  - j. Resolution to Authorize Acceptance of the Service Area Competition Grant Award from the [U.S. Department of Health and Human Services](#)
  - k. Resolution Authorizing a Grantee Agreement Between the City of Lansing and Ingham County Public Health Department for [Lead Hazard Reduction Services](#)
2. Controller/Administrator - Third Quarter 2011 Budget Adjustments and Contingency Fund Update - Resolution Authorizing Adjustments to the 2011 Ingham County Budget

Announcements      **PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC**  
Public Comment      **DEVICES OR SET TO MUTE OR VIBRATE TO AVOID**  
Adjournment          **DISRUPTION DURING THE MEETING**

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

HUMAN SERVICES COMMITTEE  
September 19, 2011  
Minutes

Members Present: Todd Tennis, Carol Koenig, Don Vickers, Steve Dougan, and Board Chairperson Grebner

Members Absent: Brian McGrain, Deb Nolan

Others Present: Jared Cypher, Chuck Gray, Deb Brinson, Renee Canady, and Su A'lyn Holbrook.

The meeting was called to order by Chairperson Tennis at 6:35 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the August 29, 2011 Minutes

The August 29, 2011 Minutes were accepted as amended.

The minutes were amended to reflect the following:

Page 3, 2<sup>nd</sup> Paragraph, 1<sup>st</sup> Sentence, 3.5 positions was changed to "13.5" positions, and reads as follows:

Comm. Dougan asked if 13.5 positions were to be eliminated and how many of those are UAW.

Additions to the Agenda

None.

Limited Public Comment

None.

Comm. Vickers provided a brochure "Celebrating 175 Years".

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. VICKERS, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

2. Health Department

- a. Resolution to Authorize a Letter of Understanding with the Ingham Intermediate School District for Early On Services
- b. Resolution to Authorize an Agreement with Capital Area Community Services to Serve Early Head Start Children Through the Family Outreach Services Program
- c. Resolution to Authorize a 2011-2012 Agreement with the City of Lansing
- e. Resolution Amending Resolution #11-254 and Authorizing the Use of the County Logo on the Medtipster Rx Discount Card

- f. Resolution to Renew a Lease Agreement for the Healthy Smiles Dental Center at 2815 S. Pennsylvania Ave., Suite 203, Lansing MI
  - g. Resolution to Authorize the Ingham County Health Department to Enter into a No Cost Agreement with Sparrow Laboratories
3. Special Transportation Millage - Resolution Authorizing the Second Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2011 Through December 31, 2015

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain and Comm. Nolan

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain and Comm. Nolan

- 1. Department of Human Services - Discussion Item: Su A'lyn Holbrook, Director of DHS - 60-Month Federal Lifetime Limit for Cash Assistance

Ms. Holbrook thanked the Committee for allowing her the opportunity to provide the presentation. She stated the reason for the presentation is County constituents may be calling because they are unclear what is going to happen with the time limits. She explained that there is a Federal lifetime limit of 60 months (5 years) that began in October 1996 and the State lifetime limit of 48 months (4 years) will begin on October 1, 2011.

Ms. Holbrook explained that the State is moving back to the intent of the Family Independence Program (FIP) offering families' temporary cash assistance while they work toward self sufficiency. She stated that as of October 1, 2011 there will be 72 Ingham County recipients that have exhausted their FIP Grant. She noted that in the past the State of Michigan has typically asked for a time limit waiver.

Ms. Holbrook stated that this year 1,100 cases will be impacted, in 2013 there will be 4,000 cases impacted and in 2014 there will be 9,000 cases impacted. She explained that the grant amounts are based on family size noting that a family of one is an expecting mother and there is a cost of \$80.00 for each additional person over a family size of seven. Ms. Holbrook shared the demographics of those 72 impacted.

Ms. Holbrook noted that FIP is not going to impact day care, Medicaid or food assistance. This is just for people who are able to work that need cash assistance. She explained some of the programs such as: Temporary Housing Assistance Pilot Program, Job Navigators, Trade Certification Assistance and assistance with vehicle repairs and purchase. Ms. Holbrook informed the Committee that they are working to coordinate with other community services and partnerships. Ms. Holbrook stated the intention of the DHS Department is to follow the 72 families in an effort to better understand what is needed.

Comm. Dougan asked for more information on the 4-year program. Ms. Holbrook stated that typically those who qualify for the 4-year program are 2 parents, disabled or have a child in-care where it is anticipated that they will come back. Participants can only be in one program. Typically families with 2 parents are in the 48-month plan and single parents are in the 60-month plan. Comm. Vickers expressed his concern of the cost and condition of the vehicles versus assistance with public transportation. Ms. Holbrook stated most people prefer the bus cards and tokens, but funds are available for vehicle repairs, or the purchase of a vehicle that is not new.

Comm. Tennis expressed his concern that ending cash assistance will create different problems similar to the 1990's. He also expressed his concern of the cost of day care for families with 4 or more children. Ms. Holbrook stated there is assistance for day care but the participant must have a job. Comm. Tennis again expressed his concern that day care is expensive and both a job and assistance may not be enough for larger families. Comm. Tennis asked what the bottom line is if the children lose the assistance. Ms. Holbrook stated that there has been research that foster care does not go up. Ms. Holbrook explained that Michigan is the last of 3 states that does not participate in the lifetime. She further explained that if you go to another participating state you are cut off there as well unless you go to the other 2 states. Comm. Koenig asked who did the research. Ms. Holbrook stated she has been unable to find such research. Comm. Vickers stated once children are in the school system daycare costs decrease. Comm. Holbrook stated in her conversations with the 72 families, child support was a larger concern than child care. Ms. Holbrook suggested she would like the Friend of the Court to attend the next DHS meeting. Comm. Tennis expressed his concern of parents on assistance actually paying child support.

There was a discussion regarding differed time limits for the disabled, caring for a disabled spouse or child and domestic violence cases along with assessment.

Comm. Koenig asked for a worst case scenario of what happens to those people who lose their grant and are unable to work. Ms. Holbrook stated they can look at food assistance or call 2-1-1 to find out what services are out there. Ms. Holbrook expressed her concern that the shelters are full now and it is not winter. Comm. Koenig asked what is cash assistance typically used for. Ms. Holbrook answered rent. Comm. Koenig asked if there would be more homeless people. Ms. Holbrook stated possibly. She has been in conversations with Pastors and City officials to help find housing and money.

Ms. Holbrook informed the Committee as of Friday 220,000 people statewide will lose their food assistance or it will decrease. Comm. Tennis asked if this was related to college students on the program. Ms. Holbrook stated it was her understanding there was a heating standard that was changed. Lastly, in terms of senior citizens, the home health will be changing for about 12,000 people statewide.

Comm. Vickers gave an example of a person who turned down employment because he does just as well on unemployment and use of the Ingham Health Plan. He stated that the culture needs to change. Ms. Holbrook stated if anyone knows of community employers please have them contact Karen at her office (517) 887-9605. Ms. Holbrook stated she did not want any families to fall through the cracks.

2. Health Department

- d. Resolution to Authorize a 2011-2012 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services Under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION TO AUTHORIZE A 2011-2012 AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) PROCESS.

Comm. Dougan asked how the numbers are derived and are these repeated from years past. Dr. Canady stated that the bulk of them are funded through the Medicaid Outreach Activities whereby they suggest what services can be accomplished. Comm. Dougan asked if this was done agency by agency. Dr. Canady stated yes, they provide a proposal of sorts, work plan and back ground. Additionally, these go back to the Community Voices program, Ingham Health Plan Development and birth of the neighborhood network centers. It is typically the reoccurring organizations that come back for this money.

Ms. Brinson stated this is a unique funding source specific to the Health Department and can only be used for specific things. It is for outreach services.

Comm. Dougan asked if anyone asked for more money or brought down their scope of work. Dr. Canady stated they would like more money but were accepting of maintaining the funding. Comm. Dougan asked if this is a duplicate of a year ago. Dr. Canady stated yes. Comm. Koenig asked why some funding amounts were the same. Dr. Canady stated their work plans are similar.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain and Comm. Nolan

- h. Resolution to Authorize Administrative Support Services Agreements with County Health Plans

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION TO AUTHORIZE ADMINISTRATIVE SUPPORT SERVICES AGREEMENTS WITH COUNTY HEALTH PLANS.

Comm. Dougan asked if these are repeats of past contracts with no additions or subtractions. Ms. Brinson answered yes.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain and Comm. Nolan

Announcements

Ms. Brinson stated that Carefree would like any support the County could provide. She stated she is currently looking into three options to assist the facility and she will bring the proposals before the Committee prior to Dr. Sienko retiring. She explained that rent is a consideration, as well as, insured and uninsured individuals. She expressed her concern that they need to make every consideration now, and ahead of the changes that will occur in 2014. There was a discussion of the Health Department, Community Health Centers, Federally Qualified Health Centers, facility identity separation and percentage of Medicaid work. Comm. Tennis suggested a presentation on the Community Health Centers.

Board Chairperson Grebner stated that he intends to bring forth a proposal increasing .12 mills in 2012 for the continuation of CATA elderly and handicap oriented services.

Public Comment

None.

The meeting adjourned at approximately 7:23 p.m.

Respectfully submitted,

Julie Buckmaster

# OCTOBER 3, 2011 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

## ACTION ITEMS:

The Assistant Deputy Controller is recommending approval of the following resolutions:

### 1. Health Department

- a. *Resolution to Authorize an Agreement with the Ingham County Road Commission for Backup Transportation Services for Picking-Up, Transporting and Delivery of Strategic National Stockpile Medical Supplies in the Event of a Public Health Emergency*

This resolution authorizes a Memorandum of Agreement (MOA) with the Ingham County Road Commission, to provide use of their vehicles and availability of their staff to provide transportation of SNS supplies from the federal government to be used at the pharmaceutical dispensing clinic in the event of a large-scale public health emergency or terrorist event. The Road Commission is the secondary agency involved, the Ingham County Facilities Department will be the primary agency, and first to be called upon in the event of such a disaster. The agreement will be in effect for 10 years, effective the date of execution.

- b. *Resolution Rescinding Resolution #11-256 and Authorizing an Amended 2011-2012 AmeriCorps Grant*

This resolution authorizes an amended 2011-2012 AmeriCorps Grant to accept additional funds and authorize two additional AmeriCorps placements. One week after the Board of Commissioners authorized the acceptance of a 2011-2012 AmeriCorps grant in the amount of \$145,125 (Resolution #11-256), the Health Department, on behalf of the Power of We Consortium, received notice it had been awarded an amended grant of \$172,025 to provide for the addition of two FTE AmeriCorps members, or a total of 12.79 FTE AmeriCorps members.

- c. *Resolution to Authorize Signers of Forms 855A and 855 B*

This resolution authorizes the following positions to sign forms 855 A and B:

- Health Officer
- Community Health Center Network Deputy Health Officer/Chief Executive Officer
- Chief Financial Officer
- Chief Operating Officer

As an FQHC, the Health Department's Community Health Center Network (ICHD CHCN) can obtain enhanced reimbursement through Medicaid and Medicare. To obtain enhanced reimbursement, Forms 855 A and 855 B must be completed and filed every time the ICHD CHCN establishes, changes, or terminates a health center location. If the ICHD CHCN does not file Form 855 A or 855 B when needed, it will lose its ability to obtain enhanced reimbursement.

- d. *Resolution to Enter into a Michigan Groundwater Stewardship Program (MGSP) Clean Sweep Program Agreement with the Michigan Department of Agriculture*

This resolution authorizes a MGSP Clean Sweep Program Agreement with the Michigan Department of Agriculture to allow Ingham County Health Department to continue to collect pesticides from any end-user of pesticides who resides in the state of Michigan. The term of the agreement shall be October 1, 2011 through September 30, 2012. The Michigan Department of Agriculture has agreed to pay Ingham County up to \$15,000.

e. *Resolution to Adopt the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale Policy*

This resolution establishes the methodology for establishing an annual schedule of fees for the Community Health Center Network. This policy ensures that no one will be denied service. It also guarantees that no one will be turned over to a collection agency for non-payment. As both a Federally Qualified Health Center (FQHC) and a Title X (Family Planning) operation, the Community Health Center Network of the Health Department is required to ensure access to care by establishing a schedule of discounts for persons unable to pay a full fee, including nominal or no fees for services provided to the poorest of the populations served. The Ingham County Health Department Community Health Board of Directors as the Ingham County Board of Commissioners' co-applicant board has approved adoption of the attached policy.

f. *Resolution to Authorize Agreements with the Great Lakes Health Information Exchange*

This resolution authorizes agreements with the Great Lakes Health Information Exchange (GLHIE) at a cost not to exceed \$65,000 that will allow the secure exchange of electronic health information. The agreements include: 1) A Registration Agreement, 2) A Subscription Agreement and 3) A Data Exchange Agreement. The Registration Agreement announces the Health Department's intent to license providers to exchange health information through GLHIE. The Subscription Agreement provides GLHIE with the information they need about who will be exchanging data. The Data Exchange Agreement specifies the terms and conditions under which data are to be exchanged including authorization, security, prohibited uses, limitations of liability, indemnification and dispute resolution. The Data Exchange Agreement has attached schedules including a Business Associate Agreement and Service Level Agreement, among others.

g. *Resolution to Authorize a Lead Abatement Subcontract with Environmental Testing & Consulting, Inc.*

This resolution authorizes a subcontract with Environmental Testing & Consulting, Inc. for \$16,600, to provide inspection services for between 35-40 pre-qualified houses for the purpose of identifying lead hazards as part of the MDCH/HUD grant requirements. The agreement period will be from October 1, 2011 through September 30, 2012.

h. *Resolution to Authorize a Client Services Agreement with the Michigan Department of Human Services for Refugee Medical Assessment Services*

This resolution authorizes an agreement with the Michigan Department of Human Services (DHS) to Deliver Refugee Screening Services for the period October 1, 2011 through September 30, 2012. DHS will pay Ingham County a maximum of \$372,000 per year and this revenue is included in the 2012 budget.

i. *Resolution to Authorize Acceptance of the Affordable Care Act Grants for School Based Health Centers Capital Program*

This resolution accepts \$499,599 to conduct the following projects: Alteration and Renovation of Willow Health Center, Alteration and Renovation of Otto Community Health Center and an Equipment Project. The project period is from July 1, 2011 through June 30, 2013. To accomplish the activities approved in this grant, the Health Department may need to use the services of an Architect/Engineer and/or a construction company. The County's approved policy for procuring services will be followed.

j. *Resolution to Authorize Acceptance of the Service Area Competition Grant Award from the U.S. Department of Health and Human Services*

This resolution authorizes acceptance of the Service Area Competition Grant Award, which continues the funding period of the Ingham County Health Department's (ICHHD) Health Center Cluster Award through October 31, 2015. This award will provide \$597,252 from 3/1/11-10/31/11 and then \$904,751 per year for the remaining four years to support the continued operations of the ICHHD's Community Health Center Network and related staff.



k. *Resolution Authorizing a Grantee Agreement Between the City of Lansing and Ingham County Public Health Department for Lead Hazard Reduction Services*

This resolution authorizes an agreement to provide lead hazard reduction services in support of the City's Community Development Program. This service is similar to the one the Bureau of Environmental Health delivers under their existing Lead Safe Program Grant with Michigan Department of Community Health (MDCH). The proposed agreement with the City is for up to \$50,000 to remediate 10 housing units. The resolution also authorizes the .75 FTE Sanitarian II position delivering these services to become full time (1.0 FTE). Funding from the proposed agreement is based on the cost recovery formula (\$110.00 / hr) already approved and included in the county fee schedule, and therefore it will cover the cost of the additional .25 FTE.

**2. Controller/Administrator - Third Quarter 2011 Budget Adjustments and Contingency Fund Update – Resolution Authorizing Adjustments to the 2011 Ingham County Budget**

This resolution approves recommended adjustments to the Ingham County budget for the third quarter of fiscal year 2011. The total increase to the General Fund is \$340,000. The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues. There are no major adjustments to Human Services related departments or agencies.

**MEMORANDUM**

To: Human Services Committee

From: Dean Sienko, MD, MS

Date: September 28, 2011

Subject: Authorizing Memorandums of Agreement (MOA) with the Ingham County Road Commission for Transportation of Strategic National Stockpile (SNS) Supplies

The Ingham County Health Department-Emergency Preparedness division is responsible for the maintenance and revision of the Health Department's Emergency Operations Plans which detail how the Health Department would respond to a public health emergency or disaster.

The Ingham County Health Department's Emergency Preparedness division has identified Ingham County Facilities and the Ingham County Road Commission as the primary and secondary agencies, respectively, to provide use of their vehicles and availability of their staff to provide transportation of SNS supplies from the federal government to be used at pharmaceutical dispensing clinic in the event of a large-scale public health emergency or terrorist event.

The Ingham County Health Department's Emergency Preparedness division has previously discussed with Ingham County Facilities and the Ingham County Road Commission the possibility of using their vehicles and staff availability for this purpose. Both agencies have verbally agreed to this arrangement. We worked with the County's legal advisor, Cohl, Stoker and Toskey, P.C. to prepare the attached Memorandum of Agreement.

I recommend that the Chair of the Board be authorized to sign the agreement.

**CC:** Renée Canady, Sue McIntosh

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE INGHAM COUNTY ROAD COMMISSION FOR BACKUP TRANSPORTATION SERVICES FOR PICKING-UP, TRANSPORTING AND DELIVERY OF STRATEGIC NATIONAL STOCKPILE MEDICAL SUPPLIES IN THE EVENT OF A PUBLIC HEALTH EMERGENCY**

WHEREAS, the Ingham County Health Department Emergency Preparedness division is responsible for the maintenance and revision of the Health Department's Emergency Operations Plans; and

WHEREAS, the Ingham County Health Department is responsible for assuring the delivery of medical supplies and pharmaceuticals from the Strategic National Stockpile (SNS) from the local Distribution Node (DN) to pre-designated Neighborhood Emergency Help Center/Dispensing Sites (NEHC/DS) or Points of Dispensing (PODs) in the event it is requested for a public health emergency; and

WHEREAS, the Ingham County Health Department is responsible for assuring the pick-up of the SNS in the event the State of Michigan is unable to provide delivery to the Ingham County DN location; and

WHEREAS, the Ingham County Health Department Emergency Preparedness division has identified Ingham County Facilities as the primary agency to provide vehicles and availability of staff and the Ingham County Road Commission as the secondary agency to provide vehicles and availability of staff for transportation of SNS supplies; and

WHEREAS, the Ingham County Health Department Emergency Preparedness division would like to enter into agreement with the Ingham County Road Commission, as a secondary source, for use of their vehicles and availability of their staff to transport Strategic National Stockpile (SNS) supplies in the event of a large-scale public health emergency or terrorist event; and

WHEREAS, the County shall bear the risk of loss or damage to the medical supplies being transported. The Agency shall bear the risk of loss or damage to the vehicles and equipment used.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a memorandum of agreement with the Ingham County Road Commission for use of their vehicles and availability of their staff to transport SNS supplies in the event of a large-scale public health emergency.

BE IT FURTHER RESOLVED, the agreement will be in effect for ten (10) years, effective the date of execution.

BE IT FURTHER RESOLVED, Ingham County Facilities will be the primary agency to provide vehicles and availability of staff and the Ingham County Road Commission will be the secondary agency to provide vehicles and availability of staff for transportation of SNS supplies.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the Health Officer are authorized to sign the agreement.

MEMORANDUM

TO: Human Services Committee
Finance Committee
FROM: Dean Sienko M.D., Health Officer
DATE: September 21, 2011
RE: Resolution to Authorize an Amended 2011-2012 AmeriCorps Grant

One week after the Board of Commissioners authorized the acceptance of a 2011-2012 AmeriCorps grant in the amount of \$145,125 (Resolution #11-256), the Health Department, on behalf of the Power of We Consortium, received notice it had been awarded an amended grant of \$172,025 to provide for the addition of two FTE AmeriCorps members, or a total of 12.79 FTE AmeriCorps members.

The grant amount offered by DHS includes \$47,184 (salary and fringe) for the temporary, full-time coordinator; staff training/travel; and partial AmeriCorps member support.

The grant requires a match:

Table with 3 columns: Category, Amount, Percent. Rows include Grant (172,025, 67%), Match (85,884, 33%\*), and Total (257,908).

\*Michigan Community Service Commission (MCSC) guidelines direct applicants to hold the DHS share under \$13,500 per member. However, for this amended award MCSC allowed the DHS share of our application to be \$14,043 per member.

The match is drawn from:
1) cash contributions from the external host sites totaling \$71,278;
2) existing salary and fringe used as match of \$4,665; and
3) indirect costs used as match of \$9,941.

The Power of We Consortium has received sufficient applications from community sites to support the placement of these additional members, who are highly sought after by community agencies.

The Power of We Consortium seeks to continually expand the AmeriCorps Project to the extent that grant funds become available in order to respond to growing community demand and to create increased program efficiencies.

I recommend that the Board of Commissioners adopt the attached resolution to accept this amended grant of \$172,025 from the Michigan Department of Human Services for the third year of this 3 year AmeriCorps grant.

Attachment: Resolution #11-256

c: Renee Canady w/attachment
John Jacobs w/attachment
Peggy Roberts w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A 2011-2012 AMERICORPS GRANT**

**RESOLUTION #11-256**

WHEREAS, the Power of We Consortium (PWC) will soon complete its second year of successful management of its AmeriCorps State Program, funded by the Michigan Department of Human Services, on behalf of the Michigan Community Service Commission (MCSC), and authorized by Resolution #10-311 and #09-338; and

WHEREAS, on June 21, 2011, the MCSC approved funding for the Ingham County Health Department, on behalf of the PWC, in the amount of \$145,125 for a time period of October 1, 2011 through September 30, 2012; and

WHEREAS, a non-federal 24% local match of cash and/or in-kind contributions is required; and

WHEREAS, as a condition of this grant, the Health Department must, at a minimum, enter into agreements with each AmeriCorps host site and with each AmeriCorps member; and

WHEREAS, under this grant, AmeriCorps members will continue their work to promote the use on non-motorized transportation on trails, greenways, and city streets, and increase the use of community gardens and farmers' markets in previous food deserts; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners accept the AmeriCorps grant award.

THEREFORE BE IT RESOLVED, that Resolution #11-256 is hereby rescinded and the Board of Commissioners accepts an AmeriCorps Grant of \$145,125 and authorizes a grant agreement with the Michigan Department of Human Services, for the time period of October 1, 2011 through September 30, 2012.

BE IT FURTHER RESOLVED, that a non-federal match of \$91,083 is authorized, with approximately \$4,665 cash match for 5% salary/fringe for the PWC Coordinator, indirect costs used as match of \$9,941, and the remainder obtained through cash contributions of up to \$7,114 from each of the AmeriCorps host sites, as selected through a Request for Proposal process.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary amendments to the Health Department's Budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any grant award documents, and any host site and member agreements, after review by the County Attorney.

**ADOPTED-AUGUST 23, 2011**  
**Agenda Item No. 16**

**RESOLUTION #11-256**

**HUMAN SERVICES: Yeas:** Tennis, McGrain, Koenig, Nolan, Vickers, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/15/11**

**FINANCE: Yeas:** Schor, Tsernoglou, Nolan, McGrain, Dougan  
**Nays:** None      **Absent:** Bahar-Cook      **Approved 8/17/11**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION RESCINDING RESOLUTION #11-256 AND AUTHORIZING AN  
AMENDED 2011-2012 AMERICORPS GRANT**

WHEREAS, on August 23, 2011, the Board of Commissioners authorized an AmeriCorps grant (Resolution #11-256) from the Department of Human Services, on behalf of the Michigan Community Service Commission (MCSC), in the amount of \$145,125 for a time period of October 1, 2011 through September 30, 2012; and

WHEREAS, on September 15, 2011, the Health Department, on behalf of the Power of We Consortium, received an offer of available additional funding from the MCSC in the amount of \$26,900, for a total of \$172,025; and

WHEREAS, this additional funding will allow the placement of two additional FTE AmeriCorps members working in Ingham County agencies; and

WHEREAS, a minimum non-federal 24% local match of cash and/or in-kind contributions is required; and

WHEREAS, increasing the size of the AmeriCorps Project increases overall cost effectiveness while better serving community needs; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners accept the AmeriCorps grant award at its increased amount.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts an amended AmeriCorps grant of \$172,025 and authorizes a grant agreement with the Michigan Department of Human Services for the time period of October 1, 2011 through September 30, 2012.

BE IT FURTHER RESOLVED, that a non-federal match of \$85,884 (33%) is authorized with \$4,665 cash match being provided from 5% salary/fringe for the Power of We Consortium Coordinator, \$9,941 from indirect costs, and the remainder obtained through cash contributions from each of the AmeriCorps host sites selected through a Request for Proposal process.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary amendments to the Health Department's budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any grant award documents, and any host site and member agreements, after review by the county attorney.

MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean Sienko, M.D., M.S., Health Officer/Medical Director

Date: September 20, 2011

Subject: Recommendation to authorize Signers of Forms 855A and 855B

The Ingham County Health Department Community Health Center Network (ICHD CHCN) became a Federally Qualified Health Center (FQHC) under section 330e of the Public Health Services Act in March 2009. As an FQHC, the ICHD CHCN can obtain enhanced reimbursement through Medicare and Medicaid.

In order to obtain enhanced reimbursement, health care providers sign forms from the Centers for Medicare and Medicaid Services (CMS) known as Forms 855A and 855B. We have signed these forms in the past and currently have signed forms on file with CMS.

To maintain enhanced reimbursement, Forms 855A and 855B must be completed and filed *every time* the ICHD CHCN establishes, changes, or terminates a health center location. If the ICHD CHCN does not file Form 855A or 855B when needed, it will lose its ability to obtain enhanced reimbursement. Therefore, I would like to ensure that there will always be someone authorized to sign these forms available when needed.

For this reason, I recommend that the following positions be authorized to sign forms 855A and 855B:

- Health Officer
- Community Health Center Network Deputy Health Officer/Chief Executive Officer
- Chief Financial Officer
- Chief Operating Officer

cc: Debra Brinson, MPA, Deputy Health Officer, w/attachment  
John Jacobs, CPA, Chief Financial Officer, w/attachment  
Barbara Watts Mastin, MA, Chief Operating Officer, w/attachment  
Lynn Kiter, Billing & Reporting Manager, w/attachment  
File, w/attachment



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE SIGNERS OF FORMS 855A AND 855B**

WHEREAS, The Ingham County Health Department Community Health Center Network (ICHD CHCN) became a Federally Qualified Health Center (FQHC) under section 330e of the Public Health Services Act in March 2009; and

WHEREAS, As an FQHC, the ICHD CHCN can obtain enhanced reimbursement through Medicaid and Medicare. Forms 855A and 855B must be completed and filed every time the ICHD CHCN establishes, changes, or terminates a health center location; and

WHEREAS, if the ICHD CHCN does not file Form 855A or 855B when needed, it will lose its ability to obtain enhanced reimbursement; and

WHEREAS, for this reason, the Health Officer recommends that the following positions be authorized to sign forms 855A and 855B:

- Health Officer
- Community Health Center Network Deputy Health Officer/Chief Executive Officer
- Chief Financial Officer
- Chief Operating Officer.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the following persons to sign Forms 855A and 855B:

- Health Officer
- Community Health Center Network Deputy Health Officer/Chief Executive Officer
- Chief Financial Officer
- Chief Operating Officer.

**MEMORANDUM**

To: Human Services Committee  
Finance Committee

From: Dean G. Sienko, M.D., Health Officer

Date: September 16, 2011

Subject: Recommendation to enter into a Michigan Groundwater Stewardship Program (MGSP) Clean Sweep Program Agreement with the Michigan Department of Agriculture

This a recommendation to enter into a MGSP Clean Sweep Program Agreement with the Michigan Department of Agriculture to allow Ingham County Health Department to continue to collect pesticides from any end-user of pesticides who resides in the state of Michigan. The term of the agreement shall be October 1, 2011 through September 30, 2012. The Michigan Department of Agriculture has agreed to pay Ingham County up to \$15,000.

I recommend the Board of Commissioners adopt the attached resolution and authorize an agreement with the Michigan Department of Agriculture for the period of October 1, 2011 through September 30, 2012.

Attachment

C.c. John Jacobs w/attachment  
Renee Canady  
Jim Wilson w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ENTER INTO A MICHIGAN GROUNDWATER  
STEWARDSHIP PROGRAM (MGSP) CLEAN SWEEP PROGRAM  
AGREEMENT WITH THE MICHIGAN DEPARTMENT OF AGRICULTURE**

WHEREAS, Ingham County Health Department has operated a Household Hazardous Waste Collection Program since 1985; and

WHEREAS, the Health Department has had a MGSP Clean Sweep Program Agreement with the Michigan Department of Agriculture since 2001; and

WHEREAS, each year the Agreement has allowed the Health Department to be reimbursed for costs associated with the collection, transportation and disposal of pesticides; and

WHEREAS, the Michigan Department of Agriculture has proposed to enter into a new agreement with the Health Department; and

WHEREAS, the Michigan Department of Agriculture shall pay the Health Department up to \$15,000 for costs associated with the collection, transportation and disposal of pesticides; and

WHEREAS, the term of the Agreement shall be October 1, 2011 through September 30, 2012; and

WHEREAS, the Health Department's 2012 budget anticipates a continuation of these services and funds; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorizes a MGSP Clean Sweep Program Agreement with the Michigan Department of Agriculture.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Agreement with the Michigan Department of Agriculture.

BE IT FURTHER RESOLVED, that the Michigan Department of Agriculture shall reimburse the Health Department up to \$15,000 for costs associated with the collection, transportation and disposal of pesticides.

BE IT FURTHER RESOLVED, that the term of the agreement shall be October 1, 2011 through September 30, 2012.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the Agreement after review by the County Attorney.

## MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean Sienko, M.D., M.S., Health Officer/Medical Director

Date: September 20, 2011

Subject: Recommendation to adopt the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale policy for the Ingham County Health Department Community Health Center Network.

The Ingham County Health Department became a Federally Qualified Health Center under section 330e of the Public Health Services Act in March 2009.

As both a Federally Qualified Health Center (FQHC) and a Title X (Family Planning) operation, the Community Health Center Network of the Health Department is required to ensure access to care by establishing a schedule of discounts for persons unable to pay a full fee, including nominal or no fees for services provided to the poorest of the populations served. The Ingham County Health Department Community Health Board of Directors as the Ingham County Board of Commissioners co-applicant board has approved the adoption of the attached policy, which establishes the methodology for establishing an annual schedule of fees. This policy ensures that no one will be denied service. It also guarantees that no one will be turned over to a collection agency for non-payment.

I recommend that the Board of Commissioners approve the attached policy.

cc: Debra Brinson, MPA, Deputy Health Officer, w/attachment  
John Jacobs, CPA, Chief Financial Officer, w/attachment  
Barbara Watts Mastin, MA, Chief Operating Officer, w/attachment  
Lynn Kiter, Billing & Reporting Manager, w/attachment  
File, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ADOPT THE EXPLANATION OF FEE SCHEDULE ESTABLISHMENT AND SCHEDULE OF DISCOUNTS RATIONALE POLICY**

WHEREAS, in March 2009, the Ingham County Health Department became a Federally Qualified Health Center under section 330e of the Public Health Services Act; and

WHEREAS, as a Federally Qualified Health Center the ICHD is required to develop a schedule of fees consistent with locally prevailing rates or charges and should be designed to cover reasonable costs of the operation; and

WHEREAS, the Ingham County Health Department Community Health Center Board of Directors as the Ingham County Board of Commissioners co-applicant board has approved the adoption of the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale policy, which establishes the methodology for establishing an annual schedule of fees; and

WHEREAS, this policy ensures that no one will be denied service; and

WHEREAS, this policy guarantees that no one will be turned over to a collection agency for non-payment; and

WHEREAS, the Health Officer also recommends that the Board of Commissioners adopt the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the attached Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale policy.



## Community Health Care Services – Community Health Centers

<b>Policy Name:</b> Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale  <b>Category:</b>  <b>Applicable To:</b>	<b>Policy #:</b> <b>Effective Date:</b>  <b>Last Rev/Revised:</b> <b>Next Review:</b>  <b>Attachments:</b>	
<b>Approved By:</b>	<b>Signature</b>	<b>Date</b>
ICHD Deputy Health Officer	<i>Debra Beinson</i>	
Policy approved by the Community Health Center Board 08/16/2011		

**POLICY:**

FQHC operations are required to develop a schedule of fees consistent with locally prevailing rates or charges and should be designed to cover reasonable costs of the operation.

**PURPOSE:**

As both a Federally Qualified Health Center and a Title X (Family Planning) operation, the Community Health Center operations of the Health Department are required to ensure access to care by establishing a schedule of discounts for persons unable to pay a full fee, including nominal or no fees for services provided to the poorest of the populations served. For the FQHC services a schedule of discounts must be available to those uninsured persons whose incomes are below 200 percent of the Federal Poverty Level (FPL). Similarly, the Title X program requires a schedule of discounts be available for uninsured persons whose incomes are below 250 percent of the FPL; including a full discount of charges for uninsured persons that have an income at or below 100 percent of the FPL.

**DEFINITIONS/SUPPORTIVE DATA:**

- A. Definitions – Not applicable.
- B. Supportive Data – Not Applicable

**PROCEDURE:**

- A. In order to comply with both the FQHC and Title X requirements two separate schedules of discounts based on family size and family income will be established at 25 percent FPL increments.
- B. For the FQHC services a nominal flat visit fee of \$10 will be applied for services provided to those individuals at or below 100 percent of the FPL. The schedule of discounts for the FQHC will increase by an additional \$5 for each increased income category with a maximum fee of \$30.00. For the FQHC schedule of discounts there are five categories (A – E). The flat visit rate will be all inclusive, thereby enabling consistency from one medical visit to the next, unless an individual acquires insurance or if an individual’s family income changes. In the event the actual total charges are less than the visit fee, the actual charges will be collected. If an individual is determined to have a family income greater than 200



MEMORANDUM

TO: Human Services Committee  
Finance Committee

FROM: Dean G. Sienko, M.D., Health Officer

DATE: September 16, 2011

SUBJECT: Authorization of Agreements with the Great Lakes Health Information Exchange

The Ingham County Health Department helped to found the Great Lakes Health Information Exchange (GLHIE—formerly the Capital Area Health Information Exchange) which was incorporated in 2008. GLHIE is the centerpiece of the community’s effort to modernize health care in Mid Michigan. GLHIE’s mission is to facilitate the secure exchange of health information, thus positioning Mid Michigan to take part in national quality improvement and payment reform initiatives. Currently I sit on the Board of Directors of GLHIE and am the Board Secretary.

In 2009 the HITECH Act launched a national effort to induce health care providers to adopt electronic health records and use them to exchange health information. The cornerstone of this effort consists of incentive payments to providers who adopt electronic health records and also meet “meaningful use” standards defined by the Office of the National Coordinator for Health Information Technology (ONC). GLHIE is part of the Michigan Health Information Exchange (MiHIN), the entity designated by ONC to lead Michigan’s participation in the HITECH Act and make incentive payments for the meaningful use of electronic health records available to Mid Michigan health care providers.

As the Board is aware, the Ingham County Community Health Centers are required by their agreements with HRSA to adopt electronic health records and obtain incentive payments for meaningful use under HITECH (#09-233). The Board approved a contract with NextGen for electronic health records last year (#10-275) and the Health Centers will have them operational early in 2012, in time to meet deadlines for receiving meaningful use incentive payments. Meaningful use incentive payments to each eligible Health Department provider should total nearly \$63,750 through 2018.

Thus it is now time for the Health Department to execute agreements with GLHIE that will allow us to begin the secure exchange of electronic health information. The agreements include: 1) A Registration Agreement, 2) A Subscription Agreement and 3) A Data Exchange Agreement. The Registration Agreement announces our intent to license providers to exchange health information through GLHIE. The Subscription Agreement provides GLHIE with the information they need about who will be exchanging data. The Data Exchange Agreement specifies the terms and conditions under which data are to be exchanged including authorization, security, prohibited uses, limitations of liability, indemnification and dispute resolution. The Data Exchange Agreement has attached schedules including a Business Associate Agreement and Service Level Agreement, among others.

The Health Department participates in GLHIE in three distinct ways: 1) We have a seat on the Board of Directors, 2) We have access to GLHIE data for research and public health purposes, 3) Our health care providers have licenses to exchange health information through their electronic health records. Naturally there are costs associated with each of the methods of participation.



A seat on the Board of Directors costs \$35,000 per year. The Board established this charge (called “dues”) as a means of capitalizing the organization. The Board intends to reduce or eliminate dues as GLHIE becomes self sustaining. The fee for access to data for research is \$7,500 per quarter or \$30,000 per year. The total of the two amounts is \$65,000. In past years we have not had to pay most of these costs. The Michigan Department of Community Health provided us with some financial support, and GLHIE arranged for some Medicaid match dollars to defray the cost. This year these options are not open to us. However, we have a credit balance with GLHIE of 18,499.83. Thus the total we owe for this year is \$46,500.17 (at most—the Health Department is continuing to pursue Medicaid match options on its own).

The cost for licenses to exchange data is \$14,967. We do not have to pay that this year. GLHIE was awarded a grant by MiHIN to support licenses for safety net providers and has used the grant to waive our license fee this year. This grant also includes \$10,000 to support building the interface between our electronic health records system and GLHIE which will cover all but \$2,000 of that cost.

I recommend the Board authorize the Chair to sign the three agreements with GLHIE and approve paying GLHIE dues and fees.

Attachment

c:                 John Jacobs w/attachment  
                      Bob Townsend w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AGREEMENTS WITH  
THE GREAT LAKES HEALTH INFORMATION EXCHANGE**

WHEREAS, the HITECH Act makes incentive payments available to health care providers who adopt electronic health records systems and use them to exchange health information; and

WHEREAS, in order to receive incentive payments, providers must meet standards defined by the Office of the National Coordinator for Health Information Technology (ONC) known as “meaningful use”; and

WHEREAS, the Great Lakes Health Information Exchange (GLHIE) is the entity designated by the Michigan Health Information Network (MiHIN) to enable health care providers in Mid Michigan to exchange data and receive incentive payments; and

WHEREAS, the Ingham County Health Department has a seat on the Board of Directors of GLHIE and pays a fee to participate in public health research activities and obtain research data through GLHIE; and

WHEREAS, under their agreements with HRSA (#09-233) the Ingham County Community Health Centers are required to adopt electronic health records and meet meaningful use standards; and

WHEREAS, the Ingham County Board of Commissioners approved the acquisition of a NextGen electronic health records system (#10-275) which is now being installed; and

WHEREAS, in order to receive incentive payments providers must begin exchanging health information and meet meaningful use standards in 2012; and

WHEREAS, in order to obtain licenses to exchange health data through GLHIE the Board must authorize three agreements with GLHIE: 1) a Registration Agreement, 2) a Subscription Agreement, and a Data Exchange Agreement; and

WHEREAS, the term of the data exchange agreement is three years from the date of execution; and

WHEREAS, Board dues are and research fees totaling \$65,000 are due to GLHIE for 2011; and

WHEREAS, the fee for licenses to exchange data through GLHIE is \$14,967; and

WHEREAS, GLHIE has obtained a grant from MiHIN which has been used to waive the license fee and will defray \$10,000 of the cost of creating interfaces between the NextGen electronic health record system and GLHIE.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes three agreements with GLHIE: 1) a Registration Agreement, 2) a Subscription Agreement, and a Data Exchange Agreement.

BE IT FURTHER RESOLVED, that the term of the Data Exchange Agreement shall be three years from the date of execution.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes payment of GLHIE fees and dues up to \$65,000.

BE IT FURTHER RESOLVED, that the Health Department is authorized to accept \$10,000 to defray the cost of building an interface between its electronic health records system and GLHIE.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreements after review by the County Attorney.

**MEMORANDUM**

Date: September 19, 2011

To: Human Services Committee  
Finance Committee

From: Dean Sienko, Health Officer

Subject: Recommendation to Subcontract for Lead Inspection Services

The Michigan Department of Community Health has subcontracted with ICHD to provide lead abatement services in Ingham County, as part of a three year federal grant from HUD which is presently included in the FY 2012 Comprehensive Plan Budget and Contract agreement. This memorandum is a recommendation to renew the subcontract with Environmental Testing & Consulting, Inc. a part of ETC Environmental Services, Inc. for services related to these lead abatement grant activities.

In fulfillment of the grant requirements, the County issued an RFP for lead inspection/risk assessment services. Environmental Testing & Consulting, Inc. was the low bidder and was issued a subcontract for the periods October 1, 2009 through September 30, 2010, and renewed for October 1, 2010 through September 30, 2011. The Health Department has worked with ETC as a subcontractor to identify homes at risk of lead hazards. Such homes are identified by performing a lead inspection/risk assessment, after which project specifications are written by ICHD staff to address the identified lead hazards. The County subcontracts annually for the lead inspection/risk assessment services in this grant.

I recommend that the Board of Commissioners adopt the attached resolution and authorize a \$16,600.00 subcontract with Environmental Testing & Consulting, Inc. to continue their services for lead inspection/risk assessment for 35 to 45 pre-qualified homes. These services are required by the grant agreement and grant funds are available to pay for the services.

Attachment

cc: Renee B. Canady, Deputy Health Officer  
Jim Wilson, BEH Director

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A LEAD ABATEMENT SUBCONTRACT WITH ENVIRONMENTAL TESTING & CONSULTING, INC.**

WHEREAS, the Ingham County Health Department has operated a Lead Abatement Grant Program, funded by the Michigan Department of Community Health (MDCH) and the Department of Housing and Urban Development (HUD), for several years; and

WHEREAS, continued funding for the Lead Abatement Program was included in the Health Department's 2011-2012 Comprehensive Plan Budget and Contract Agreement (CPBC) Agreement; and

WHEREAS, the current subcontractor who conducts inspection and risk assessments for the Lead Abatement Program, Environmental Testing & Consulting, Inc., a part of ETC Environmental Services, Inc. was selected by competitive proposal in 2009; and

WHEREAS, the Health Department re-entered into contract with Environmental Testing & Consulting, Inc. for the period of October 1, 2010 through September 30, 2011 to provide inspections services for between 35-45 pre-qualified homes for the purpose of identifying lead hazards as part of the MDCH/HUD grant requirements and authorized by resolution #10-401

WHEREAS, Environmental Testing & Consulting, Inc. has agreed not to raise their rates for the current year; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a subcontract with Environmental Testing & Consulting, Inc.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a subcontract with Environmental Testing & Consulting, Inc. for \$16,600, to provide inspection services for between 35-40 pre-qualified houses for the purpose of identifying lead hazards as part of the MDCH/HUD grant requirements.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a subcontract for the period of October 1, 2011 through September 30, 2012.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the subcontract after review by the County Attorney.

**MEMORANDUM**

To: Human Services Committee  
Finance Committee

From: Dean G. Sienko, M.D., M.S., Health Officer

Date: September 20, 2011

Subject: Recommendation to Authorize an Agreement with the Michigan Department of Human Services to Deliver Refugee Screening Services

This is a recommendation to authorize an agreement with the Michigan Department of Human Services (DHS) to Deliver Refugee Screening Services for the period October 1, 2011 through September 30, 2012. Since the late 1970's, the Health Department has worked with the refugee settlement agencies in the Lansing area to screen newly arriving refugees and has done this work under contract since 2002 (#2-021, #8-326).

The most recent contract will expire September 30, 2011 and the Michigan Department of Human Services (DHS) and the Health Department have mutually agreed on the terms of a new agreement. For the period of October 1, 2011 through September 30, 2012 DHS will pay Ingham County a maximum of \$372,000 per year. The Health Department will settle with DHS each month with reimbursement based on services. Reimbursement will be based on a fee screen that ensures that the Health Department's costs of providing these services are covered. The Health Department medical assessments of newly arrived refugees will be performed within 30 days of arrival in the United States. Assessments must include a comprehensive health assessment, an age appropriate physical examination, a number of laboratory tests, including tests for communicable disease, immunizations, provide TB screening services, and community referrals as appropriate for further evaluation based on significant findings. Services must be language appropriate and culturally relevant.

I recommend that the Board of Commissioners adopt the attached resolution and authorize execution of this Client Services Contract with DHS. The revenue and expenditures related to these services are included in the Health Department's 2012 Budget.

Attachment

cc: Debra Brinson, MPA, Deputy Health Officer w/attachment  
John Jacobs, CPA, Chief Financial Officer w/attachment  
Barbara Watts Mastin, MA, Chief Operating Officer w/attachment  
File, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CLIENT SERVICES AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HUMAN SERVICES FOR REFUGEE MEDICAL ASSESSMENT SERVICES**

WHEREAS, since FY 2001-2002, Ingham County has had a Client Services Contract with the Michigan Department of Human Services (formerly the Michigan Family Independence Agency, Resolutions #2-021, #8-326); and

WHEREAS, under the agreement, Ingham County conducts health assessments of refugees, within 30 days of arrival in the United States, and the assessments include a comprehensive health assessment, an age appropriate physical examination, a number of laboratory tests, immunizations, TB services, and community referrals when appropriate for further evaluation; and

WHEREAS, the Michigan Department of Human Services has presented an agreement for the term of October 1, 2011 through September 30, 2012, with a maximum annual allowable amount of \$372,000; and

WHEREAS, the Health Officer has advised that the Health Department will be reimbursed based on services rendered during an assessment and that the procedural fee screens sufficiently cover the cost of providing these services; and

WHEREAS, the Health Officer has advised that the funds generated from the refugee screening services are included as revenue in the Department's 2012 adopted budget and has recommended that the Board of Commissioners authorize the agreement; and

WHEREAS, the Ingham County Community Health Center Board of Directors, as the co-applicant board, approves the execution of a client services agreement with the Michigan Department of Human Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes execution of a client services agreement with the Michigan Department of Human Services for Refugee Medical Assessment Services, with a maximum annual allowable amount of \$372,000, for the period of October 1, 2011 through September 30, 2012.

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

MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean Sienko, M.D., M.S., Health Officer

Date: September 21, 2011

Subject: Recommendation to approve the resolution to authorize acceptance of the Affordable Care Act grants for School Based Health Center Capital Program.

Ingham County currently operates four child and adolescent health center programs as part of its Community Health Center Network. The Ingham County Health Department (ICHHD) responded to a competitive grant opportunity in January 2012 to conduct alteration and renovation projects at both the Willow Health Center and the Otto Community Health Center and to upgrade and replace equipment at each of its child and adolescent health center programs.

The U.S. Department of Health and Human Services, Health Resources and Services Administration awarded the full amount proposed by the ICHHD of \$499,599.00 to conduct the following projects: Alteration and Renovation of Willow Health Center, Alteration and Renovation of Otto Community Health Center and an Equipment Project. The project period is from July 1, 2011 through June 30, 2013. To accomplish the activities approved in this grant, the ICHHD may need to use the services of an Architect/Engineer and/or a construction company. The ICHHD will follow the County's approved policy for procuring services.

The Ingham County Community Health Center Board, as the Board of Commissioners' Federally Qualified Health Center Co-applicant Board, has reviewed and recommends the acceptance of this School Based Health Center Capital Grant award.

I recommend that the Board of Commissioners approve the attached resolution and authorize acceptance of the Affordable Care Act grants for School Based Health Center Capital Program.

cc: Debra Brinson, M.P.A., Deputy Health Officer, w/attachment  
John Jacobs, C.P.A., Chief Financial Officer, w/attachment  
Barbara Mastin, M.A., Chief Operating Officer, w/attachment  
Carolyn Redman, Project Specialist, w/ attachment  
Jayson Welter, J.D., Director of Program, Policy and Compliance, w/attachment



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE AFFORDABLE CARE ACT GRANTS FOR SCHOOL BASED HEALTH CENTERS CAPITAL PROGRAM**

WHEREAS, Ingham County currently operates four child and adolescent health center programs as part of its Community Health Center Network; and

WHEREAS, the Ingham County Health Department responded to a competitive grant opportunity in January 2012 to conduct alteration and renovation projects at both the Willow Health Center and the Otto Community Health Center and to upgrade and replace equipment at each of its child and adolescent health center programs; and

WHEREAS, the U.S. Department of Health and Human Services, Health Resources and Services Administration provided a Notice of Grant Award in the amount of \$499,599.00 for the period of July 1, 2011 through June 30, 2013; and

WHEREAS, the Notice of Grant Award approves the following projects: Alteration and Renovation of Willow Health Center, Alteration and Renovation of Otto Community Health Center and an Equipment Project.

WHEREAS, the Ingham County Community Health Center Board, as the Board of Commissioners' Federally Qualified Health Center Co-applicant Board, has reviewed and recommends the acceptance of this School Based Health Center Capital Grant award.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize and accept this federal assistance award in the amount of \$499,599.00 to support the alteration and renovation of Otto Community Health Center and Willow Health Center and to purchase equipment for these health centers and its School Wellness Program.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

## MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean Sienko, M.D., M.S., Health Officer/Medical Director

Date: September 21, 2011

Subject: Recommendation to Authorize Acceptance of the Service Area Competition Grant Award from the U.S. Department of Health and Human Services

In December 2010, the Ingham County Health Department (ICHD) responded to a competitive grant opportunity through the U.S. Department of Health and Human Services' (HHS') Health Resources and Services Administration (HRSA) to continue funding its Health Center Cluster Award through a Service Area Competition grant. The ICHD Deputy Health Officer was told in August 2010 that in order to receive continued funding for its New Access Point grant, which had a project period of 3/1/2009-2/28/2011, the ICHD needed to apply for the Service Area Competition grant and include all five of its Community Health Centers in the proposal. The ICHD did just that. In June, the ICHD was awarded the Service Area Competition grant for the maximum award period of five years for a total amount of \$4,216,256.

This is a recommendation to authorize acceptance of the Service Area Competition Grant Award, which continues the funding period of the Ingham County Health Department's (ICHD) Health Center Cluster Award through October 31, 2015. This award will provide \$597,252 from 3/1/11-10/31/11 and then \$904,751 per year for the remaining four years to support the continued operations of the ICHD's Community Health Center Network and related staff.

In addition, the Ingham County Community Health Center Board has reviewed, authorized (as your FQHC Co-applicant Board), and recommends the acceptance of the Service Area Competition Grant, which continues funding the Health Center Cluster project.

I recommend that the Board of Commissioners adopt the attached resolution and authorize acceptance of a federal assistance award in the amount up to \$597,252 from 3/1/11-10/31/11 and then up to \$904,751 per year for the remaining four years that will support the continued operations of the ICHD's Network of Community Health Centers.

cc: Debra Brinson, M.P.A., Deputy Health Officer, w/attachment  
John Jacobs, C.P.A., Chief Financial Officer, w/attachment  
Barbara Mastin, M.A., Chief Operating Officer, w/attachment  
File, w/ attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE  
SERVICE AREA COMPETITION GRANT AWARD  
FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES**

WHEREAS, the Ingham County Health Department responded to a competitive federal grant opportunity in December 2010 to receive continued funding for its Community Health Center Network; and

WHEREAS, the Ingham County Health Department has long served as a safety net primary care provider for Ingham County's uninsured and underinsured with over 25,000 individuals currently finding a health care home within the County's Community Health Center Network; and

WHEREAS, the United States Department of Health and Human Services has provided a Notice of Grant Award in the amount of up to \$597,252 from 3/1/11-10/31/11 and then up to \$904,751 per year for the remaining four years to support the continued operations of the ICHD's Community Health Center Network; and

WHEREAS, the Ingham County Health Department proposes to use this federal assistance in support of primary care, dental, mental health, substance abuse, and supportive services for Ingham County's uninsured and underinsured; and

WHEREAS, the Ingham County Community Health Center Board, as the Board of Commissioners FQHC Co-applicant Board, has reviewed and recommends the acceptance of this Service Area Competition Federal Assistance Award; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes and accepts this federal assistance award in the amount of up to \$597,252 from 3/1/11-10/31/11 and up to \$904,751 per year for the remaining four years to support the continued operations of the ICHD's Community Health Center Network.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts up to \$597,252 from 3/1/11-10/31/11 and up to \$904,751 per year for the remaining four years to support the continued operations of the ICHD's Community Health Center Network.

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

**MEMORANDUM**

Date: September 22, 2011

TO: Human Services Committee  
County Services Committee  
Finance Committee

From: Dean Sienko, Health Officer

Subject: Recommendation to Enter Into Agreement with City of Lansing for Lead Hazard Reduction Services for FY 2012

Ingham County has a long history of working with the City of Lansing on important public health issues. The Health Department has found them to be a key partner in providing essential public health services.

The City of Lansing has asked the Ingham County Health Department to enter into an agreement to provide lead hazard reduction services in support of the City's Community Development Program. This service is similar to the one the Bureau of Environmental Health delivers under their existing Lead Safe Program Grant with Michigan Department of Community Health (MDCH). The proposed agreement with the City is for up to \$50,000 to remediate 10 housing units. We expect the agreement to generate \$46,200.

An additional .25 FTE would be required to deliver the additional services requested by the City of Lansing. The existing lead abatement grant the Health Department has with MDCH is staffed by a .75 FTE Sanitarian II. Thus the additional services will require the position delivering these services to become full time (1.0 FTE). Funding from the proposed agreement is based on the cost recovery formula (\$110.00 / hr) already approved and included in the county fee schedule, and therefore it will cover the cost of the additional .25 FTE.

I am recommending the Board of Commissioners adopt the attached resolution and authorize an agreement with the City of Lansing.

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

**RESOLUTION AUTHORIZING A GRANTEE AGREEMENT BETWEEN THE CITY OF LANSING  
AND INGHAM COUNTY PUBLIC HEALTH DEPARTMENT  
FOR LEAD HAZARD REDUCTION SERVICES**

WHEREAS, lead in homes containing lead-based paint remains a significant public health threat; and

WHEREAS, the Ingham County Health Department has operated a lead hazard reduction program in Ingham County for several years; and

WHEREAS, the City of Lansing has applied for and received funds for lead hazard reduction from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the City of Lansing wishes to enter into an agreement with the Ingham County Health Department for lead hazard reduction services for eligible families through June of 2012; and

WHEREAS, the amount of the proposed agreement is up to \$50,000 for remediation of 10 housing units; and

WHEREAS, the Department currently has a .75 FTE Sanitarian II designated as Lead Coordinator performing lead abatement services; and

WHEREAS, the delivery of the services under the proposed agreement will require .25 FTE of a Sanitarian II position; and

WHEREAS, applying the hourly rate noted in the County fee schedule, the amount of the agreement is sufficient to cover the cost of a .25 FTE Sanitarian II.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Lansing for lead hazard reduction services.

BE IT FURTHER RESOLVED, that the amount of the agreement is for up to \$50,000.

BE IT FURTHER RESOLVED, that the term of the agreement is from July 1, 2011 through June 30, 2012

BE IT FURTHER RESOLVED, that the Sanitarian II position designated as Lead Coordinator (Position # 601052, ICEA, PRO 8) shall become 1.0 FTE for the term of the agreement.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County attorney.

MEMORANDUM

September 22, 2011

TO: Finance and Liaison Committees  
FROM: Teri Morton, Budget Director  
RE: Third Quarter 2011 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the third quarter of fiscal year 2011. The total increase to the General Fund is \$340,000.

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

There are several sizable adjustments recommended for the general fund this quarter. The most substantial is a \$1 million increase to property tax revenue. The actual taxable value for 2011 was substantially larger than the amount projected in the budget, resulting in a corresponding increase in property tax revenue. In two departments (District Court and Register of Deeds) revenues need to be adjusted downward due to revenue projecting lower than the budget. In the Circuit Court and the Sheriff's Office, revenues also need to be adjusted downward due to errors included in the 2011 Adopted Budget. The Economic Development revenue budget also needs to be adjusted downward; administrative cost reimbursement was included in the budget, but not in the final Community Development Block Grant for the Jackson National Life Insurance Company Expansion project.

On the expenditure side, the Sheriff's utilities budget needs to be increased by \$100,000 to be in line with current projections, and Circuit Court attorney fees need to be increased by \$240,000 for the same reason.

After these general fund adjustments, \$288,000 of the additional property tax revenue remains unallocated. This resolution will use that excess revenue in order to reduce budgeted use of fund balance by the same amount.

The largest non-general fund adjustment is the transfer of \$400,000 in unreserved fund balance from the Management Information Systems (MIS) fund to the Public Improvements fund. This \$400,000 will be allocated equally within that fund to the Network Maintenance account and the Law and Order Fund for Technology. This transfer was planned as part of the 2011 budget process, but the transfer was never formally authorized.

This resolution will also add a debt service budget for the Consolidated 911 Dispatch Center. The 2011 debt amount is \$66,048, with \$12,012 coming from the Emergency Telephone Dispatch Services – 911 Fund and the remaining \$54,036 from Federal tax credit receipts.

The remaining adjustments are to purchase various computer items from internal service funds and to authorize the transfer of temporary salary funds from the Parks and Zoo funds to the Friend of the Court fund to leverage cooperative reimbursement revenue for the Jail Alternative Sentencing Program.

Included here is an update of contingency fund spending so far this year. The current contingency amount is \$407,022. If the Board of Commissioners passes the resolution authorizing a contingency allocation to cover the Housing Commission's Community Development Block Grant deficit in the amount of \$40,000, as passed by the County Services and Finance Committees, the amount will be decreased to \$367,022. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$431,431.

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

**Agenda Item 2**

**2011 CONTINGENCY**

Adopted Contingency Amount	\$431,431
R10-356: Contract for Cost Allocation Software Development	(11,000)
R10-364: Unallocated Community Agency Funding	7,667
R11-134: 1 <sup>st</sup> Quarter Adjustment	(21,076)
Proposed: Housing Commission CDBG Grant Deficit	(40,000)
<b>Current Contingency Amount</b>	<b>\$367,022</b>



Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2011 INGHAM COUNTY BUDGET**

WHEREAS, the Board of Commissioners adopted the 2011 Budget on October 26, 2010 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

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

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

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

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2011 BUDGET 9/15/11</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$73,942,078	\$340,000	\$74,282,078
208	Parks	1,748,334	0	1,748,334
215	Friend of the Court	4,988,670	72,425	5,061,095
245	Public Improvements	1,923,847	0	1,923,847
261	Emergency Telephone 911	7,398,256	12,012	7,410,268
258	Potter Park/Zoo	4,779,724	0	4,779,724
361	911 Building Debt	0	66,048	66,048
636	MIS	2,638,263	400,000	3,038,263
664	Mach. & Equip. Revolving	1,404,435	6,695	1,411,130

## GENERAL FUND REVENUES

	2011 Budget – 9/15/11	Proposed <u>Changes</u>	2011 Proposed <u>Budget</u>
<b>Tax Revenues</b>			
County Property Tax	42,854,424	1,000,000	43,854,424
Property Tax Adjustments	(450,000)		(450,000)
Delinquent Real Property Tax	25,000		25,000
Unpaid Personal Property Tax	(50,000)		(50,000)
Industrial Facility Tax	394,000		394,000
Trailer Fee Tax	15,000		15,000
<b>Intergovernmental Transfers</b>			
Transfer from Rev. Sh. Res. Fund	5,180,645		5,180,645
State Revenue Sharing	911,329		911,329
Convention/Tourism Tax - Liquor	1,561,077		1,561,077
Health and Safety Fund	9,754		9,754
Use of Fund Balance	881,348	(288,000)	593,348
<b>Department Generated Revenue</b>			
Animal Control	617,937		617,937
Circuit Court - Family Division	556,092		556,092
Circuit Court - Friend of the Court	543,238		543,238
Circuit Crt - General Trial	2,222,915	(72,000)	2,150,915
Controller	3,170		3,170
Cooperative Extension	35,000		35,000
County Clerk	715,450		715,450
District Court	2,526,504	(75,000)	2,451,504
Drain Commissioner/Drain Tax	364,400		364,400
Economic Development	314,800	(25,000)	289,800
Elections	37,150		37,150
Emergency Operations	266,161		266,161
Equalization /Tax Mapping	50,100		50,100
Facilities	147,623		147,623

Human Resources	38,686		38,686
Probate Court	277,178		277,178
Prosecuting Attorney	842,200		842,200
Register of Deeds	1,545,567	(100,000)	1,445,567
Remonumentation Grant	88,319		88,319
Sheriff	5,711,026	(100,000)	5,611,026
Treasurer	5,283,865		5,283,865
Tri-County Regional Planning	61,740		61,740
Veteran Affairs	360,380		360,380
<b>Total General Fund Revenues</b>	<b>73,942,078</b>	<b>340,000</b>	<b>74,282,078</b>

### GENERAL FUND EXPENDITURES

	2011 Budget - <u>9/15/11</u>	Proposed <u>Changes</u>	2011 Proposed <u>Budget</u>
Board of Commissioners	581,148		581,148
Circuit Court - General Trial	7,681,842	240,000	7,921,842
District Court	2,357,991		2,357,991
Circuit Court - Friend of the Court	1,237,959		1,237,959
Jury Board	1,209		1,209
Probate Court	1,387,956		1,387,956
Circuit Court - Family Division	5,068,756		5,068,756
Jury Selection	94,669		94,669
Elections	289,135		289,135
Financial Services	677,544		677,544
County Attorney	412,220		412,220
County Clerk	616,089		616,089
Controller	813,159		813,159
Equalization/Tax Services	642,835		642,835
Human Resources	523,514		523,514
Prosecuting Attorney	5,823,815		5,823,815
Purchasing	207,933		207,933
Facilities	1,975,919		1,975,919

Register of Deeds	445,560		445,560
Remonumentation Grant	88,319		88,319
Treasurer	568,706		568,706
Drain Commissioner	998,116		998,116
Economic Development	346,323		346,323
Community Agencies	179,594		179,594
Equal Opportunity Committee	500		500
Women's Commission	500		500
Historical Commission	500		500
Tri-County Regional Planning	102,900		102,900
Jail Maintenance	282,958		282,958
Sheriff	17,483,050	100,000	17,583,050
Community Corrections	73,663		73,663
Animal Control	1,353,461		1,353,461
Emergency Operations	369,654		369,654
Board of Public Works	300		300
Drain Tax at Large	378,000		378,000
Health Department	11,291,874		11,291,874
Medical Examiner	419,617		419,617
Substance Abuse	787,545		787,545
Community Mental Health	1,866,174		1,866,174
Department of Human Services	1,752,470		1,752,470
Tri-County Aging	76,225		76,225
Veterans Affairs	444,866		444,866
Cooperative Extension	606,830		606,830
Parks and Recreation	1,308,853		1,308,853
Contingency Reserves	407,022		407,022
Legal Aid	20,000		20,000
2-1-1 Project	33,750		33,750
Capital Improvements	1,861,055		1,861,055
<b>Total General Fund Expenditures</b>	<b>73,942,078</b>	<b>340,000</b>	<b>74,282,078</b>

## **General Fund Revenues**

Circuit Court	Reduce Court of Claims reimbursement \$42,000. Court of Claims expenses were over reported from 2006 through 2010. Remove \$30,000 transfer in from Community Corrections fund. This was a one-time only transfer in 2010, and should not have been budgeted in 2011.
District Court	Decrease revenue \$75,000 to reflect current revenue projections.
Register of Deeds	Decrease revenue \$100,000 to reflect current revenue projections.
Property Tax Revenue	Increase current year property tax revenue budget \$1,000,000 to reflect actual taxable value from 2011 Equalization Report.
Economic Development	Reduce revenue \$25,000. The Community Development Block Grant for the Jackson National Life Insurance Company Expansion project initially included \$25,000 for administrative expenses. When the agreement was finalized, the administrative reimbursement was not included, and the County must pay this \$25,000 to the Board of Water and Light.
Sheriff	Decrease Sheriff's Services revenue \$100,000. The contract to provide police protection to county parks was discontinued in 2010. Revenue should not have been included in 2011 budget.
Use of Fund Balance	Decrease use of fund balance \$288,000 to offset net increase in general fund revenue.

## **General Fund Expenditures**

Circuit Court	Increase attorney fees budget \$240,000 to reflect current expenditure projections.
Sheriff	Increase utilities budget \$100,000 to reflect current expenditure projections.

## **Non-General Fund Adjustments**

Parks (F208)	Transfer funds for Jail Alternative Sentencing Program (JASP) from Parks temporary salaries line item to Friend of the Court to allow funds to be matched by Cooperative Reimbursement grant. (\$15,132)
Friend of the Court (F215)	Transfer funds for Jail Alternative Sentencing Program (JASP) from Parks and Zoo temporary salaries line items (\$24,142) to Friend of the Court to allow funds to be matched by Cooperative Reimbursement grant (\$48,283) for a total JASP budget of \$72,425.
Public Improvements (F245)	Transfer excess fund balance from MIS fund to Public Improvements fund to be allocated to the Network Maintenance account (\$200,000) and the Law and Order Fund for Technology (\$200,000). Transfer funds from the Law and Order Fund for Technology to cover Ingham County's 2011 contribution to the Technology Improvement Committee account (\$1,600).

Emerg. Phone – 911 (F261)	Increase transfer out to 911 Building Debt fund to pay for county portion of Consolidated 911 Dispatch Center debt service. (\$12,012)
Potter Park/Zoo (F258)	Transfer funds for Jail Alternative Sentencing Program (JASP) from Zoo temporary salaries line item to Friend of the Court to allow funds to be matched by Cooperative Reimbursement grant. (\$9,010)
911 Building Debt (F361)	Add debt service budget for Consolidated 911 Dispatch Center (\$66,048). Funding in the amount of \$12,012 will come from proceeds of the Emergency Telephone Dispatch Services – 911 Fund. The remaining \$54,036 will be reimbursed from Federal tax credit receipts.
MIS (F636)	Transfer excess fund balance from MIS fund to Public Improvements fund to be allocated to the Network Maintenance account (\$200,000) and the Law and Order Fund for Technology (\$200,000).
Mach./Eqp. Revolv. (F664)	Increase CIP upgrade funds to purchase the following equipment: one replacement laptop (\$1,500) and the increased cost for 5 PCs to be purchased instead of thin client computers (\$1,400) for the Health Department, one replacement laptop for Animal Control (\$1,400), one replacement laptop for Veterans Affairs (\$1,500), and one PC for the Youth Center for viewing new video surveillance cameras (\$895).