

CHAIRPERSON  
DEB NOLAN

VICE-CHAIRPERSON  
REBECCA BAHAR-COOK

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE  
TODD TENNIS, CHAIR  
KARA HOPE  
SARAH ANTHONY  
BRIAN McGRAIN  
DEB NOLAN  
DON VICKERS  
RANDY MAIVILLE

## **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, APRIL 1, 2013 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 [March 18, 2013](#) Minutes  
Additions to the Agenda  
Limited Public Comment

1. Veterans Affairs - Interviews
2. Health Department
  - a. Resolution to Authorize [Amendment #4](#) to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health
  - b. Resolution Honoring [Kathy Fitton](#)

Announcements  
Public Comment  
Adjournment

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

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

HUMAN SERVICES COMMITTEE  
March 18, 2013  
Minutes

Members Present: Todd Tennis, Kara Hope, Sarah Anthony, Deb Nolan and Randy Maiville

Members Absent: Brian McGrain and Don Vickers

Others Present: Jared Cypher, Chuck Gray, Rick Terrill, Barb Mastin, Renee Branch-Canady and others

The meeting was called to order by Chairperson Tennis at 6:30 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the March 4, 2013 Minutes

The March 4, 2013 Minutes were approved as submitted.

Additions to the Agenda

None.

Limited Public Comment

None.

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

2. Health Department

- a. Resolution in Support of Breastfeeding in County Buildings and Property
- c. Resolution to Authorize an Agreement with Eaton Intermediate School District to Prevent and Reduce Tobacco Use and Alcohol Abuse in Ingham County
- d. Resolution to Extend the Agreement with Edward W. Sparrow Hospital Association for Physician Services for Women's Health Services and Create a Special Part-Time Medical Director Position
- e. Resolution to Authorize Amendment #3 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

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

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NOLAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

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

1. Facilities - Resolution Authorizing Entering into a Contract with L.J. Trumble Builders, LLC to Provide General Contracting Services for Renovations at the Ingham County Willow Health Center

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH L.J. TRUMBLE BUILDERS, LLC TO PROVIDE GENERAL CONTRACTING SERVICES FOR RENOVATIONS AT THE INGHAM COUNTY WILLOW HEALTH CENTER.

The Committee discussed long term leases versus owning, restructuring of space, availability of Land Bank properties and the requirements of the School Based Health Center Capital Grant. The Committee asked if a grant extension is possible. Dr. Branch Canady stated she will look into an extension. Mr. Terrill noted that a two week delay of the project without an extension would not leave enough time to meet invoice submission deadline and as a result the project would not be possible.

The Committee asked Dr. Branch Canady to provide the Committee with information regarding the restructuring of buildings specifically those closing and/or consolidation of facilities including where they will be moving. Chairperson Tennis asked for a projected timeline as well. Dr. Branch Canady agreed to provide a tentative plan in two weeks. Comm. Nolan asked that the tentative plan include a projected finalization date.

The Committee discussed the County's project labor agreement (PLA) policy then asked if this project is following the policy including prevailing wages. Mr. Terrill stated he will bring this to the attention of the Controller's office and will respond to the Committee's concerns.

Comm. Nolan questioned the status of the Volunteers of America (VOA) and Sparrow sharing space. Dr. Branch Canady stated she and Ms. Brinson met with representatives from Sparrow last week. She then shared the logistical and philosophical challenges noting the primary challenges are the cost of electronic medical records and deciding whose patients are they. She described the Health Department's partnership with Sparrow, sub-contracting with VOA and Health Department priorities.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. ANTHONY TO TABLE THE RESOLUTION.

MOTION, TO TABLE, CARRIED UNANIMOUSLY. Absent: Comm. McGrain and Comm. Vickers

2. Health Department
  - b. Resolution Authorizing Contracts to Distribute County Urban Redevelopment Funds

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION AUTHORIZING CONTRACTS TO DISTRIBUTE COUNTY URBAN REDEVELOPMENT FUNDS.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. ANTHONY, TO AMEND THE RESOLUTION CHANGING \$30,000 TO \$32,000 IN THE 4<sup>TH</sup> WHEREAS, AND AS FOLLOWS:

WHEREAS, in 2013 ~~\$30,000~~ **\$32,000** was allocated via a competitive RFP process, overseen by the Investors Steering Committee of the Power of We Consortium to Cristo Rey Community Center's TECH en La Casa program in the amount of \$12,000 and to Planned Parenthood Mid and South Michigan in the amount of \$20,000; and

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

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Comm. McGrain and Comm. Vickers

3. Board Referral - Letter from State Representative Andy Schor Regarding Governor Snyder's Signed Executive Order 2013-12, which Created the Michigan Veterans Affairs Agency within the Department of Military & Veteran Affairs

The Board Referral was received and placed on file.

The Committee requested Mr. Cypher communicate with Mr. Marwede to see if this action will have any impact on the millage or staffing. The Committee briefly highlighted the meeting conversation with Mr. Marwede earlier in the year.

Comm. Nolan informed the Committee that she asked Representative Schor to look at amending the current Veteran's law that states in order to be on the Veteran Affairs Board you have to be recommended by a Veteran's Organization.

Announcements

None.

Public Comment

None.

The meeting adjourned at approximately 7:04 p. m.

Respectfully submitted,

Julie Buckmaster

## **APRIL 1, 2013 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

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

2. Health Department
  - a. *Resolution to Authorize Amendment #4 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health*

This resolution authorizes amendment #4 of the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH). The Comprehensive Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #3 will increase the budget for Comprehensive Local Health Services from \$5,291,821 to \$5,300,634, an increase of \$8,813. The Amendment makes the following specific changes in the budget:

1. TB Control – Directly Observed Therapy, an increase of \$1,550 to \$24,695.
2. Local Health Department SNAP ED, an decrease of \$2,737 to \$23,739.
3. Maternal Infant Early Childhood Home Visiting Quality Improvement Collaborative, \$10,000.

Regarding Item 3, the State is providing funds to support the staff costs to participate in the State's improvement processes related to the implementation of Michigan's Maternal Infant Early Childhood Home Visiting program model.

### **OTHER ITEMS:**

2. Health Department
  - b. *Resolution Honoring Kathy Fitton*

## MEMORANDUM

**TO:** Human Services Committee  
Finance Committee

**FROM:** Renée Branch Canady, PhD, MPA, Health Officer

**DATE:** March 22, 2013

**RE:** Resolution to Authorize Amendment #4 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

This is a recommendation to authorize Amendment #4 of the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH). The Comprehensive Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The Comprehensive Agreement establishes the funding levels and the terms and conditions under which the funds are disbursed. The Board of Commissioners authorized the 2012-2013 Agreement in Resolution #12-311 and authorized amendment # 1 in Resolution #13-20, and authorized Amendment #2 in Resolution #13-52. Amendment #3 is anticipated to be approved at the March 26 Board of Commissioner meeting.

The Comprehensive Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #3 will increase the budget for Comprehensive Local Health Services from \$5,291,821 to \$5,300,634, an increase of \$8,813. The Amendment makes the following specific changes in the budget:

1. TB Control – Directly Observed Therapy, an increase of \$1,550 to \$24,695.
2. Local Health Department SNAP ED, an decrease of \$2,737 to \$23,739.
3. Maternal Infant Early Childhood Home Visiting Quality Improvement Collaborative, \$10,000.

Regarding Item 3, the State is providing funds to support the staff costs to participate in the State's improvement processes related to the implementation of Michigan's Maternal Infant Early Childhood Home Visiting program model.

I recommend that the Board of Commissioners adopt the attached resolution.

c: John Jacobs w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT #4 TO THE 2012-2013 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

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

WHEREAS, the Michigan Department of Community Health (MDCH) and local health departments enter into contracts to clarify the role and responsibility of each party in protecting public health; and

WHEREAS, the MDCH and Ingham County have entered into a 2012-2013 Agreement for the delivery of public health services under the Comprehensive Agreement process as authorized by Resolution #12-311 and amended in subsequent resolutions; and

WHEREAS, the MDCH has proposed an amendment to the current Agreement to adjust grant funding levels and clarify Agreement procedures; 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 Amendment #4 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the total amount of CPBC funding shall increase from \$5,291,821 to \$5,300,634, an increase of \$8,813.

BE IT FURTHER RESOLVED, that the increase consists of the following specific changes to program budgets:

1. TB Control – Directly Observed Therapy, an increase of \$1,550 to \$24,695.
2. Local Health Department SNAP ED, a decrease of \$2,737 to \$23,739.
3. Maternal Infant Early Childhood Home Visiting Quality Improvement Collaborative, \$10,000.

BE IT FURTHER RESOLVED, that the Health Officer, Renee Branch Canady, PhD, MPA, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit Amendment #4 of the 2012-2013 CPBC grant documents electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2013 Budget in order to implement this resolution.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING KATHY FITTON**

WHEREAS, Kathy Fitton began her career with the Ingham County Health Department in May, 1994 as an Immunization Nurse in the Immunization Clinic; and

WHEREAS, Ms. Fitton dedicated her career spending countless hours immunizing and educating the community about public health, international travel vaccines, and vaccine preventable diseases; and

WHEREAS, she mentored nurses, students, and residents and educated them on the appropriate standards for immunization practice and on vaccine storage and handling procedures; and

WHEREAS, she provided on going immunization education and technical assistance as a Vaccine For Children (VFC) site reviewer to private providers and their staff during her years of service; and

WHEREAS, she provided professional education credits to local physicians, medical office staff, medical assistant programs and Ingham County clinical staff as an Immunization Nurse Educator (INE) for the Ingham County Health Department; and

WHEREAS, Ms. Fitton's knowledge and expertise and will be missed by the Immunization Department, her colleagues and several members in the community; and

WHEREAS, she will enjoy retirement, spending time with her grandchildren, golfing, and life "Up North."

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Kathy Fitton for her 18 years of dedicated service to the community and for the contributions she has made to the Ingham County Health Department.

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