

CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON  
BRIAN McGRAIN

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

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

## **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, NOVEMBER 3, 2014 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 [October 20, 2014](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Community Health Center Board - Interview
2. Michigan State University Extension - Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services between Michigan State University and Ingham County Approving the [Annual Work Plan](#) for 2015
3. Community Agencies - Resolution Authorizing [2015 Agreements](#) for Community Agencies
4. Health Department
  - a. Resolution to Amend Resolution #14-266 which Authorized the Purchase Order to Farber Special Vehicles for the Manufacture of a [Mobile Dental Unit](#)
  - b. Resolution to Authorize an Agreement with the Michigan Department of [Environmental Quality](#) for 2014-2015
  - c. Resolution Honoring [Dr. Joyce deJong](#)
5. Facilities Department - Resolution Authorizing the Merging of Two Part-Time [Positions](#) into One Full-Time Position

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  
October 20, 2014  
Minutes - Draft

Members Present: Todd Tennis, Kara Hope, Don Vickers, Sarah Anthony, Dianne Holman, and Brian McGrain

Members Absent: Deb Nolan

Others Present: Linda Vail, Jared Cypher, Brandon Bolte, Samantha Bird, Hunter LaVigne, Jentre Powell, Beth Rosenbaum, Lillian Speers, Yolanda Marti, Ryan Buck, and others

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

Approval of the October 6, 2014 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. HOPE, TO APPROVE THE MINUTES OF THE OCTOBER 6, 2014 MEETING AS PRESENTED.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Nolan.

Additions to the Agenda

Lates –

4. Health Department
  - g. Resolution to Authorize a 2014-2015 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services under the Comprehensive Agreement.
  - h. Resolution to Authorize Amendment #5 to the 2013-2014 Comprehensive Agreement with the Michigan Department of Community Health

Limited Public Comment

Linda Vail, Health Officer, stated that the Public Health Advocate Award was awarded to Renée Canady, PhD, MPA, Michigan Public Health Institute Chief Executive Officer. Ms. Vail stated she would be presenting the award to Dr. Canady on Wednesday.

Vice Chairperson Tennis thanked Ms. Vail for pulling together a press conference today regarding the issue of Ebola.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. ANTHONY, TO ADOPT A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

2. Health Care Services Millage - Resolution to Authorize the Intergovernmental Transfer of Ingham County Funds to Support DSH Payments to Sparrow Health System and/or McLaren Greater Lansing
3. Circuit Court - Resolution Recognizing and Supporting the Veterans History Project
4. Health Department
  - a. Resolution to Authorize Dental Services Agreements with Licensed Dentists for 2015
  - b. Resolution to Authorize the 2014 - 2015 Schedule A Addendum to the Blue Cross Blue Shield Administrative Services Agreement for Services to Ingham County Jail Inmates
  - c. Resolution to Authorize an Agreement with Michigan Consumers for Health Care to Serve as a Local Community Navigator for Ingham County and Surrounding Communities
  - e. Resolution to Authorize an Agreement with Lansing-Mason Ambulance for Medical Examiner Transports
  - f. Resolution to Adopt Amendments to the Ingham Community Health Center Board Bylaws
  - g. Resolution to Authorize a 2014-2015 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services under the Comprehensive Agreement.
  - h. Resolution to Authorize Amendment #5 to the 2013-2014 Comprehensive Agreement with the Michigan Department of Community Health
5. Controller's Office - Resolution Authorizing Adjustments to the 2014 Ingham County Budget

Commissioner McGrain asked whether Action Items No. 4g and 4h were standard.

Ms. Vail answered yes. She stated that this was the mechanism by which the state allocated local public health service funds.

Commissioner McGrain asked whether there were any significant changes.

Ms. Vail answered no.

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

Vice Chairperson Tennis stated that the regular order of the agenda would be suspended to allow the Committee to take up Agenda Item No. 4d and asked for a motion to approve Agenda Item No. 4d.

4. Health Department

- d. Resolution to Appoint Dr. Michael Markey, M.D., to the Position of Chief Medical Examiner for Ingham County

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION TO APPOINT DR. MICHAEL MARKEY, M.D., TO THE POSITION OF CHIEF MEDICAL EXAMINER FOR INGHAM COUNTY.

Ms. Vail stated that the County had a contract with Sparrow Forensic Services for medical examiner services. She further stated that Joyce deJong, DO recently resigned as the Medical Examiner and was now Western Michigan University School of Medicine Department of Pathology Chairperson. Ms. Vail stated that Sparrow Hospital had recommended the appointment of Michael Markey, MD, to the position of Chief Medical Examiner. She further stated that Dr. deJong had also recommended Dr. Markey's appointment

Commissioner Holman asked whether the Medical Examiner represented the County.

Vice Chairperson Tennis answered yes. He stated that the County began contracting with Sparrow for the Medical Examiner in the past. Vice Chairperson Tennis further stated that we would be approving a recommendation of Sparrow Hospital.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Nolan.

1. Interviews - Youth Commission

Vice Chairperson Tennis stated that the Committee would interview applicants in groups of three. He further stated that each applicant was requested to state his or her name, school in which he or she attended, grade, why he or she was applying for appointment, and what he or she believed was the single biggest issue facing youth.

Samantha Bird stated that she attended Holt Junior High School and was in eighth grade. She further stated that she was interested in the appointment because she wanted to work with people and help the youth in the county. Ms. Bird stated that the single biggest issues facing youth was bullying, loneliness, and insecurity.

Hunter LaVigne stated that he attended Holt Junior High School and was in eighth grade. He further stated that he was interested in appointment because it would be interesting and he had noticed that other communities did not allow youth to get involved in the process. Mr. LaVigne stated that the single biggest issue facing youth was the lack of recreation leagues. He further stated that 60 people tried out for the basketball team at his school of which 40 were cut. Mr. LaVigne stated that sports pushed youths to communicate amongst themselves in person rather than via an electronic medium such as cellular telephones or email.

Jentre Powell stated that she attended Holt Junior High School and was in eighth grade. She further stated that she saw this appointment as an interesting and great opportunity. Ms. Powell stated that she wanted to pursue a career in politics and this would be a great stepping stone. She

further stated that the biggest single issue facing youth was that youth did not know positive ways to communicate. Ms. Powell stated that youth did not know where to go or who to talk to.

Mr. LaVigne asked why the media was here today.

Vice Chairperson Tennis stated that the media was interested in the Health Services Renewal Millage.

Commissioner Holman stated that part of being on the Youth Commission would be learning about county government and how it touched the lives of youth.

Lillian Spears stated that she attended Holt Junior High School and was in eighth grade. She further stated that she was interested in appointment because she found the political process interesting and wanted to expand her knowledge of the process. Ms. Spears stated that the single biggest issue facing youth was bullying and she wanted to see bigger anti-bullying programs.

Beth Rosenbaum stated that she attended Holt High School and was in eleventh grade. She further stated that she was interested in appointment because it was time to think about her career and she wanted to get into politics. Ms. Rosenbaum stated that she was involved in the Model UN program. She further stated that she wanted to get involved in our community. Ms. Rosenbaum stated that the single biggest issue facing youth was discrimination and bias.

Yolanda Marti stated that she attended Holt High School and was in eleventh grade. She further stated that she was interested in the appointment because she was interested in government and the relationships between the different sectors of government. Ms. Marti stated that she was interested in becoming a lawyer and wanted to make an impact on her community. She further stated that the single biggest issue facing youth was the issue of growing up too fast. Ms. Marti stated that pressures like social media and school foster a trend where youth grow up too fast and without the requisite maturity.

**MOVED BY COMM. VICKERS, SUPPORTED BY COMM. HOLMAN, TO RECOMMEND THE APPOINTMENT OF THE FOLLOWING INDIVIDUALS TO THE YOUTH COMMISSION:**

Samantha Bird  
Hunter LaVigne  
Jentre Powell  
Lillian Speers  
Beth Rosenbaum  
Yolanda Marti

The motion was amended to add Cheyann Scutt to the list of individuals recommended for appointment to the Youth Commission.

This was considered a friendly amendment.

Commissioner Hope asked why the other applicants were not present.

Vice Chairperson Tennis stated that some of the other applicants were scheduled to interview at a prior meeting.

Commissioner McGrain asked if there would be a possibility for more interviews.

Vice Chairperson Tennis stated that he would ask staff to contact those who did not appear tonight and inquire whether they would be interested in interviewing.

THE MOTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Nolan.

### Announcements

Commissioner Vickers announced the Highfields Breakfast was scheduled for Thursday, October 23 from 8 a.m. to 9 a.m. at the Kellogg Center at Michigan State University.

Commissioner Vickers thanked the Committee for taking action to appoint youths to the Youth Commission.

Commissioner Anthony stated that she was excited about all the interest in joining the Youth Commission. She further stated the Board of Commissioners really needed to hear the voice of the county's youth. Commissioner Anthony invited the applicants to attend any of the Board's meetings.

Commissioner Hope stated that she was pleased to see so many Holt applicants.

Commissioner Hope announced that Holt would be holding its Trick or Treat in the Park event on Sunday, October 26 from 2 p.m. to 4 p.m. She further announced that the event was geared to younger children and there would be entertainment.

Commissioner Hope stated that she was still selling tickets for Meals on Wheels.

Commissioner McGrain invited the applicants to attend Tuesday's Board of Commissioners meeting.

Commissioner McGrain announced that the commissioner had been invited to tour the REACH Studio Art Center on Wednesday, October 22 at 11 a.m.

Vice Chairperson Tennis announced an event to support the Ingham County Animal Shelter fund. He further announced that the event was a Halloween Party on Saturday, October 25 at the Lansing Center. Vice Chairperson Tennis announced there would be a live DJ, red carpet, costume contest, and prizes.

### 1. Interviews - Youth Commission

Vice Chairperson Tennis stated that, without objection, Brandon Bolte would interview for appointment to the Youth Commission.

Brandon Bolte stated that he attended Everett High School and was in eleventh grade. He further stated that he was interested in appointment because he wanted to have a voice in the community. Mr. Bolte stated that the single biggest issue facing youth were drugs and their impact on youth's school and home lives.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. ANTHONY, TO RECOMMEND THE APPOINTMENT OF BRANDON BOLTE TO THE YOUTH COMMISSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Nolan.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:59 p.m.

## **NOVEMBER 3, 2014 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

#### **The Deputy Controller is recommending approval of the following resolutions**

2. *Michigan State University Extension – Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services between Michigan State University and Ingham County Approving the Annual Work Plan for 2015*

This resolution authorizes an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County. For the period January 1, 2015 to December 31, 2015, the County shall pay to MSUE \$224,591 which is the cost of the assessment plus any additional personnel costs. The Assessment Fee for Ingham County consists of the standard assessment amount of \$119,880 and \$104,711 for additional personnel, as described in Section A. Payment will be made the first month of each quarter of the county fiscal year. Funds for this agreement are included in the 2015 budget.

3. *Community Agencies - Resolution Authorizing 2015 Agreements for Community Agencies*

This resolution approves community agency funding for FY 2015. Each application was evaluated based on the “meeting basic needs” criteria as approved in Board of Commissioners resolution #14-222. For 2015, Thirty one (31) applications were received, requesting a total of \$253,340; and \$200,000 is included in the 2015 Budget for community agency funding. Every agency is funded either at their request, or at what they received last year with a few exceptions.

- Habitat for Humanity requested funding for marketing and advertising. The County Attorney has advised this is not fundable. They have received a recommendation of \$0.
- Lansing Housing Commission received a \$0 recommendation because their application was turned in after the deadline.
- Metropolitan YMCA of Lansing requested funding for a capital development project. Again, the County Attorney has advised this is not fundable. They have received a recommendation of \$0.

Resolution #14-222 set criteria for evaluating community agency applications. That resolution states the following:

*BE IT FURTHER RESOLVED, no agency shall receive more than 10% of the total available funding for community agencies in FY 2015.*

If this resolution is approved as recommended, it will need to be amended to eliminate that clause from Resolution #14-222 because collectively, the three Cristo Rey applications are recommended for funding at greater than 10% of the total available.

4. Health Department

a. *Resolution to Amend Resolution #14-266 which Authorized the Purchase Order to Farber Special Vehicles for the Manufacture of a Mobile Dental Unit*

This resolution amends Resolution #14-266 to increase the amount of the purchase order issued to Farber Specialty Vehicles, Inc., for the manufacture of a mobile dental unit. The funds for the mobile dental unit came through an award of \$500,000 from the U. S. Department of Health and Human Services Health Resources and Services Administration (HRSA) School Based Health Center Capital Grant. Of this award, \$450,000 is budgeted for the manufacture of the mobile dental unit. Resolution #14-266 authorized a purchase order not to exceed \$350,000 to be issued to Farber for the manufacture of the mobile dental unit. The authorized purchase order amount was based on Farber's response to the County's request for proposals. The additional cost of adding accessibility features, including a handicap accessible automatic wheelchair lift and ADA approved accessible door, will exceed the purchase order amount authorized through Resolution #14-266. The Health Department is requesting to increase the authorized amount of the purchase order from \$350,000 to \$420,000, to utilize award funds budgeted for the manufacture of the unit including accessibility enhancements. The requested increase is within the approved HRSA project budget, and the proposed accessibility enhancements are allowable and within the goals of the funded project.

b. *Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2014-2015*

This resolution authorizes an agreement with the Michigan Department of Environmental Quality (MDEQ) under which the Ingham County Health Department will conduct environmental monitoring and inspections of MDEQ Non-Community programs. MDEQ began to contract with Ingham County after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environmental Quality. The Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments. The current agreement expired on September 30, 2014. The proposed agreement for 2014-2015 includes the following services and funding of \$26,394 allocated as follows:

NON-COMMUNITY PUBLIC WATER SUPPLY PROGRAM – UP TO \$19,844  
DRINKING WATER LONG-TERM MONITORING – UP TO \$700  
PUBLIC SWIMMING POOLS – UP TO \$5,600  
CAMPGROUND REQUIREMENTS – UP TO \$250

5. Facilities Department - *Resolution Authorizing the Merging of Two Part-Time Positions into One Full-Time Position*

This resolution merges two part-time positions into one full-time Building Maintenance Repair Worker position, resulting in a short term savings of \$3,536.00 and a long term savings of \$3,773.00. This full time position would be scheduled 20 hours at the Ingham County Health Center and 20 hours at the Veterans Memorial Courthouse/Grady Porter Building.

**OTHER ITEMS:**

1. Community Health Center Board – *Interview*

4. Health Department

c. *Resolution Honoring Dr. Joyce deJong*

**MEMORANDUM**

To: Human Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: October 23, 2014

Subject: Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County

There have been agreements between MSU and Michigan counties for nearly a century. For fiscal year 2015, MSUE is providing a standard base agreement with each county. The base agreement will specify access to the full range of Extension's statewide programs offered by the four Extension programming institutes, and sets each county's share of the cost of maintaining the network of Extension Educators.

For the period January 1, 2015 to December 31, 2015, the County shall pay to MSUE \$224,591 which is the cost of the assessment plus any additional personnel costs. The Assessment Fee for Ingham County consists of the standard assessment amount of \$119,880 and \$104,711 for additional personnel, as described in Section A. Payment will be made the first month of each quarter of the county fiscal year.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY APPROVING THE ANNUAL WORK PLAN FOR 2015**

WHEREAS, Michigan State University Extension (MSUE), in collaboration with Ingham County, are committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes; and

WHEREAS, MSUE will provide access to educators appointed to the four Institutes and MSU faculty affiliated with each Institute to deliver core programs; and

WHEREAS, MSUE will provide administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty who provide programming to counties; and

WHEREAS, the Ingham County Board of Commissioners will provide office space for a County Extension office, including utilities, telephone and access to high speed internet; and

WHEREAS, the Ingham County Board of Commissioners will provide clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media; and

WHEREAS, the parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination.

WHEREAS, Ingham County has an umbrella agreement with MSU Extension to provide educational services from January 1, 2012 through December 31, 2016.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the attached annual Work Plan that includes a county assessment of \$224,591 with MSU Extension for the period of January 1, 2015 through December 31, 2015 for delivery of Extension services and education.

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

**Agreement for Extension Services provided by  
Michigan State University to INGHAM County  
Annual Work Plan FY 2015 (Exhibit A)**

**A. Specific Contributions by MSUE:**

1. At least 1.0 FTE Extension Educator whose primary office of operations will be the county Extension office is included in the assessment, unless otherwise agreed to by the county
2. .8 FTE - Extension educators. Please indicate the area(s) of Expertise: AAGI
3. 1.5 FTE - 4-H program coordinator(s).
4. .5 FTE - Additional 4-H program coordinators/other paraprofessional.
5. \_\_\_\_\_ FTE – Support Staff
6. \_\_\_\_\_ FTE- Other Staff to be included Agreement for Extension Services. Please indicate title and rank \_\_\_\_\_
7. Administrative oversight included in annual assessment.
8. Access to Extension Educators with expertise in each of the MSUE Institutes included in annual assessment.
9. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
10. Annual reporting of services provided, audiences served, and impact of programs in the county.

**B. Specific Contributions by the County:**

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must be provided high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting county residents in accessing MSUE resources by office visit, telephone, email, internet and media. This can be a county employee or the county can contract with MSU for their services.
3. General operating expenses for the office and non-MSU Personnel.

**C. Assessment to County:**

2015 TOTAL BASE Assessment	\$ 119880
<b>ADDITIONAL PERSONNEL</b>	
1. Educator	75536
2. 4-H Program Coordinators	0.0
3. Additional 4-H program coordinators/other paraprofessional	29175
4. Support Staff	0
5. Other Staff	
<b>TOTAL COUNTY PAYMENT FOR 2015</b>	<b><u>\$224,591.00</u></b>

For the period, January 1, 2015 to December 31, 2015, INGHAM County shall pay to MSUE **\$224,591.00**, which is the cost of the assessment plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to

MSUE Extension Budget Office  
446 W. Circle Dr.  
160 Agriculture Hall  
East Lansing, MI 48824

MICHIGAN STATE UNIVERSITY

INGHAM COUNTY

By: \_\_\_\_\_  
Daniel T. Evon, Director,  
Contract & Grant Administration

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

MEMORANDUM

TO: Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

RE: Resolution Authorizing 2015 Agreements for Community Agencies

DATE: October 23, 2014

Attached is the resolution approving community agency funding for FY 2015. Each application was evaluated based on the “meeting basic needs” criteria as approved in Board of Commissioners resolution #14-222.

For 2015, Thirty one (31) applications were received, requesting a total of \$253,340; and \$200,000 is included in the 2015 Budget for community agency funding. Every agency is funded either at their request, or at what they received last year with a few exceptions.

- Habitat for Humanity requested funding for marketing & advertising. The County Attorney has advised this is not fundable. They have received a recommendation of \$0.
- Lansing Housing Commission received a \$0 recommendation because their application was turned in after the deadline.
- Metropolitan YMCA of Lansing requested funding for a capital development project. Again, the County Attorney has advised this is not fundable. They have received a recommendation of \$0.

Resolution #14-222 set criteria for evaluating community agency applications. That resolution states the following:

*BE IT FURTHER RESOLVED, no agency shall receive more than 10% of the total available funding for community agencies in FY 2015.*

If this resolution is approved as recommended, it will need to be amended to eliminate that clause from Resolution #14-222 because collectively, the three Cristo Rey applications are recommended for funding at greater than 10% of the total available.

Binders containing the applications of each agency have been previously distributed to you. Please bring those with you to the meeting, as they will provide helpful information for your discussions.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING 2015 AGREEMENTS FOR COMMUNITY AGENCIES**

WHEREAS, the 2015 Ingham County Budget has been approved by the Board of Commissioners; and

WHEREAS, under the Community Agency Program a number of agencies have been allocated funds to provide important services that are consistent with the County's Strategic Planning objective to Ingham County residents; and

WHEREAS, the 2015 budget includes \$200,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #14-222.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2015 through December 31, 2015, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

BE IT FURTHER RESOLVED, that Resolution #14-222 is amended to eliminate the requirement that no agency can receive more than 10% of the total available funding for community agencies in FY 2015.

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

	ORGANIZATION	PROGRAM	2015 REQUEST	2014 AMOUNT RECEIVED	2015 Controller Recommended	2015 Human Services Recommended	2015 Finance Recommended
	<b>Advent House Ministries, Inc.</b>	Weekend Day Shelter Program, offering food and all day shelter to homeless or needy persons	\$12,000	\$10,000	\$10,000		
	<b>Boys &amp; Girls Club of Lansing</b>	Food Program	\$5,400	\$5,200	\$5,200		
	<b>Capital Area Community Services, Inc.</b>	Low Income Heating Assistance	\$8,500	\$8,500	\$8,500		
	<b>Capital Area Literacy Coalition</b>	Literacy Services for Adults and Children	\$1,300	\$1,130	\$1,300		
	<b>Cristo Rey Community Center</b> Senior Citizen Program	Senior Citizen Program - Seniors meet 4 times per week for a meal and activities	\$8,500	\$4,250	\$4,250		
	<b>Cristo Rey Community Center</b> Prescription Assistance	Prescription Assistance Program	\$11,500	\$8,000	\$8,000		
	<b>Cristo Rey Community Center</b> Direct Assistance Food Pantry Program	Direct Assistance Food Pantry Program	\$12,000	\$9,000	\$9,000		
	<b>Edgewood Village Non-Profit Housing Corp</b>	Two AmeriCorp member positions to oversee & educate youth gardeners at Edgewood Village and to establish a walking club or other exercise program	\$3,770	\$2,690	\$2,700		
	<b>EVE, Inc.</b>	Shelter and Support Services for Victims of Domestic Violence	\$15,500	\$15,500	\$15,500		
	<b>Gateway Community Services</b>	Crossroads Homeless Youth Shelter	\$15,300	\$15,300	\$15,300		
	<b>Greater Lansing Food Bank</b>	Community Gardening & Fresh Food Access	\$20,000	\$10,910	\$11,000		
	<b>Greater Lansing Housing Coalition</b>	Ballentine - Supportive Apartment Program for Families	\$7,500	\$7,500	\$7,500		
	<b>Greater Lansing Housing Coalition</b>	Tuesday Toolmen - Completes small home maintenance & repairs for income qualified senior and disabled homeowners	\$7,500	\$3,800	\$3,800		

	ORGANIZATION	PROGRAM	2015 REQUEST	2014 AMOUNT RECEIVED	2015 Controller Recommended	2015 Human Services Recommended	2015 Finance Recommended
	<b>Habitat for Humanity of Greater Ingham County</b>	Marketing & Advertising	\$2,700	\$2,600	\$0		
	<b>Haven House</b>	Emergency Shelter for Families	\$14,000	\$13,000	\$13,000		
	<b>Lansing Area Aids Network</b>	HIV Continuum of Care Basic Needs Assistance	\$5,000	\$5,000	\$5,000		
<b>NEW</b>	<b>Lansing Housing Commission</b> Application Received Late - 7/29/14	Providing permanent & safe housing for chronically homeless population	\$2,500		\$0		
	<b>Leslie Outreach, Inc.</b>	Food Pantry	\$1,300	\$1,300	\$1,300		
	<b>Listening Ear</b>	Crisis Intervention for Mental health issues	\$5,000	\$2,000	\$2,000		
	<b>MSU Detroit College of Law Clinical Programs - Rental Housing Clinic</b>	Affordable Housing Initiatives for Economically Disadvantaged People in Ingham County	\$10,000	\$5,500	\$5,500		
	<b>MSU Safe Place</b>	Shelter, Advocacy and Support for Domestic Violence Survivors	\$12,820	\$12,820	\$12,900		
	<b>National Council on Alcoholism</b> Lansing Regional Area, Inc.	Housing with Supportive Services for Homeless Ingham County Males with a substance use disorder	\$15,000	\$12,000	\$12,000		
	<b>Northwest Initiative</b> dba Northwest Lansing Healthy Communities	ARRO Ex-Offender Assistance Program	\$7,250	\$7,500	\$7,250		
	<b>Refugee Development Center</b>	Bridges: Basic Needs to Self Sufficiency	\$8,000	\$8,000	\$8,000		

	ORGANIZATION	PROGRAM	2015 REQUEST	2014 AMOUNT RECEIVED	2015 Controller Recommended	2015 Human Services Recommended	2015 Finance Recommended
NEW	Retired Senior Volunteer Program (RSVP)	Adult Respite Services & Capital Area Interfaith Respite working together to address the respite needs of those who take care of individuals that require special attention such as adults with disabilities with chronic illnesses while providing companionship and socialization for individuals	\$5,000		\$5,000		
	Rural Family Services of Ingham County	Coalition of Food Banks, Clothing, and Housing Assistance	\$14,000	\$14,000	\$14,000		
	Southside Community Coalition	Meeting Basic Needs in South Lansing	\$6,000	\$6,000	\$6,000		
	Southside Community Kitchen	Feeding the Hungry	\$3,500	\$2,000	\$2,000		
	St. Vincent Catholic Charities	Housing program turned over to Lansing Housing Commission - 6/1/14		\$2,500	\$0		
	Stockbridge Community Outreach	Food Pantry, TIDE ME OVER Program, Transportation, and Utilities	\$3,000	\$3,000	\$3,000		
NEW	YMCA - Metropolitan of Lansing	Capital Development Project - Oak Park YMCA	\$5,000		\$0		
	YMCA - Westside Community	"Y" Achievers Program	\$4,500	\$1,000	\$1,000		
	<b>TOTAL 2015 REQUESTS</b>		<b>\$253,340</b>	<b>\$200,000</b>	<b>\$200,000</b>		

## MEMORANDUM

TO: Human Services Committee  
Finance Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: October 20, 2014

RE: Resolution to Amend Resolution #14-266 which Authorized the Purchase Order to Farber Specialty Vehicles for the Manufacture of a Mobile Dental Unit

Attached is a resolution to amend Resolution #14-266 to increase the amount of the purchase order issued to Farber Specialty Vehicles, Inc., for the manufacture of a mobile dental unit.

The funds for the mobile dental unit came through an award of \$500,000 from the U. S. Department of Health and Human Services Health Resources and Services Administration (HRSA) School Based Health Center Capital Grant. Of this award, \$450,000 is budgeted for the manufacture of the mobile dental unit.

Resolution #14-266 authorized a purchase order not to exceed \$350,000 to be issued to Farber for the manufacture of the mobile dental unit. The authorized purchase order amount was based on Farber's response to the County's request for proposals. The additional cost of adding accessibility features, including a handicap accessible automatic wheelchair lift and ADA approved accessible door, will exceed the purchase order amount authorized through Resolution #14-266.

The Health Department is requesting to increase the authorized amount of the purchase order from \$350,000 to \$420,000, to utilize award funds budgeted for the manufacture of the unit including accessibility enhancements. The requested increase is within the approved HRSA project budget, and the proposed accessibility enhancements are allowable and within the goals of the funded project.

A re-budget is being proposed to HRSA to use the remaining \$30,000 of the \$450,000 budgeted for the mobile unit to cover the cost of establishing Electronic Dental Record capability on the unit – a cost that was not anticipated at the time of the proposal. A separate resolution will be presented to the Board at a future date for any additional purchase orders or agreements required for these costs, pending HRSA approval.

I recommend that the Ingham County Board of Commissioners amend the total amount of the purchase order issued to Farber Specialty Vehicles, through Resolution #14-266 to an amount of \$420,000 for the manufacture of a Mobile Dental Unit, including ADA approved handicap accessible features.

c: Eric Thelen, w/attachment  
Barbara Watts Mastin, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND RESOLUTION #14-266 WHICH AUTHORIZED  
THE PURCHASE ORDER TO FARBER SPECIALTY VEHICLES  
FOR THE MANUFACTURE OF A MOBILE DENTAL UNIT**

WHEREAS, in Resolution #13-47 the Board of Commissioners authorized the acceptance of an award in the amount of \$500,000 from the Health Resources and Services Administration (HRSA) - School Based Health Center Capital Grant; and

WHEREAS, \$450,000 of the of the funding award was dedicated to purchase a mobile unit for the provision of health and/or dental services; and

WHEREAS, in Resolution #14-266, Ingham County Board of Commissioners authorized a purchase order for an amount not to exceed \$350,000 to be issued to Farber Specialty Vehicles, 7052 Americana Parkway, Columbus, Ohio based on its proposal dated May 12, 2014 for the manufacture of a Mobile Dental Unit; and

WHEREAS, the cost of adding accessibility features, including a handicap accessible automatic wheelchair lift and ADA approved accessible door, will exceed the purchase order amount authorized through Resolution #14-266; and

WHEREAS, the Health Department is requesting to increase the authorized amount of the purchase order issued to Farber Specialty Vehicle from \$350,000 to \$420,000 to utilize the available grant funds for the manufacture of a mobile dental unit with accessibility enhancements; and

WHEREAS, the requested increase to the purchase order is within the HRSA approved award budget for the manufacture of a mobile dental unit; and

WHEREAS, the Ingham Community Health Center Board supports amending Resolution #14-266 to increase the total amount of the purchase order to Farber Specialty Vehicles for up to \$420,000; and

WHEREAS, the Health Officer recommends the Board of Commissioners authorize an amendment to Resolution #14-266 to increase the total amount of the purchase order to Farber Specialty Vehicles for up to \$420,000 for the manufacture of a mobile dental unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends the total amount of the purchase order issued to Farber Specialty Vehicles, 7052 Americana Parkway, Columbus, Ohio through Resolution #14-266 to an amount of up to \$420,000 for the manufacture of a mobile dental unit, including ADA approved handicap accessible features.

BE IT FURTHER RESOLVED, that the Purchasing Director 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: Linda S. Vail, MPA, Health Officer

DATE: October 22, 2014

SUBJECT: Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2014-2015

Attached is a resolution to authorize an agreement with the Michigan Department of Environmental Quality (MDEQ) under which the Ingham County Health Department will conduct environmental monitoring and inspections of MDEQ Non-Community programs. MDEQ began to contract with Ingham County after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environmental Quality. The Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments. The current agreement expired on September 30, 2014.

The proposed agreement for 2014-2015 includes the following services and funding of **\$26,394** allocated as follows:

### **NON-COMMUNITY PUBLIC WATER SUPPLY PROGRAM – up to \$19,844**

The Health Department will conduct sanitary surveys of non-community public water supplies in Ingham County. The Health Department will also oversee water quality monitoring at these supplies, issue water well permits for new supplies, and ensure that proper public notice is issued should a supply become unsafe for drinking.

### **DRINKING WATER LONG-TERM MONITORING – up to \$700**

The Health Department will collect samples from drinking water supplies and sites of environmental contamination identified by the State.

### **PUBLIC SWIMMING POOLS – up to \$5,600**

The Health Department will inspect all public swimming pools/spas licensed by the MDEQ in Ingham County. In addition, the Health Department will investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

### **CAMPGROUND REQUIREMENTS – up to \$250**

The Health Department will inspect all campgrounds licensed by the MDEQ located in Ingham County, collect fees, investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

I recommend that the Board of Commissioners authorize the agreement with the Michigan Department of Environmental Quality for the period of October 1, 2014 through September 30, 2015.

c: Eric Thelen w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY FOR 2014-2015**

WHEREAS, the State of Michigan has placed responsibility for environmental regulation and environmental quality in Michigan with the Michigan Department Environmental Quality (MDEQ); and

WHEREAS, the Michigan Public Health Code places responsibility for environmental protection at the community level with county governments through the network of local health departments; and

WHEREAS, MDEQ proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from Ingham County; and

WHEREAS, MDEQ will reimburse Ingham County for expenses related to monitor and inspection services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MDEQ.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Michigan Department Environmental Quality for Non-Community Programs.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2014 through September 30, 2015.

BE IT FURTHER RESOLVED, that MDEQ shall reimburse Ingham County up to \$26,394 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to \$19,844
- Drinking Water Long-Term Monitoring – up to \$700
- Public Swimming Pools – up to \$5,600
- Campground Requirements – up to \$250

BE IT FURTHER RESOLVED, that the funding was anticipated in the Health Department's 2015 budget.

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

**MEMORANDUM**

TO: Human Services, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 23, 2014

SUBJECT: **RESOLUTION AUTHORIZING THE MERGING OF TWO PART-TIME POSITIONS INTO ONE FULL-TIME POSITION**

The resolution before you authorizes the merging of two part-time positions into one full-time position.

We currently have one part-time Building Maintenance Mechanic I position and one part-time Maintenance Repair Worker position. The Facilities Department has not been successful in filling these two part-time positions and recommends merging the two part-time positions into one full time position, resulting in a better opportunity to fill one full-time position.

The current cost of the two part-time positions is detailed below:

- One part-time Building Maintenance Mechanic I, UAW/E Step 1  
(Salary \$28,898.00 - \$32,699.00 including benefits)
- One part-time Building Maintenance Repair Worker, UAW/D, Step 1  
(Salary \$27,677.00 - \$31,230.00 including benefits)

The Facilities Department recommends a re-classification of the Building Maintenance Mechanic I position to a Building Maintenance Repair Worker position, merging the two part-time positions into one full-time Building Maintenance Repair Worker position, resulting in a short term savings of \$3,536.00 and a long term savings of \$3,773.00.

This full time position would be scheduled 20 hours at the Ingham County Health Center and 20 hours at the Veterans Memorial Courthouse/Grady Porter Building.

We have discussed this plan with all affected unions and the County's Human Resources Department.

I recommend approval of this resolution.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE MERGING OF TWO PART-TIME POSITIONS  
INTO ONE FULL-TIME POSITION**

WHEREAS, currently the Facilities Department has one part-time Building Maintenance Mechanic I (position number 601474) and one part-time Maintenance Repair Worker (position number 233030); and

WHEREAS, the Facilities Department has not been successful in filling these two part-time positions; and

WHEREAS, the Facilities Department recommends merging the two part-time positions into one full-time position resulting in a better opportunity to fill one full-time position; and

WHEREAS, the current cost of the two part-time positions is detailed below:

- One part-time Building Maintenance Mechanic I, UAW/E Step 1 (Salary \$28,898.00 - \$32,699.00 including benefits)
- One part-time Building Maintenance Repair Worker, UAW/D, Step 1 (Salary \$27,677.00 - \$31,230.00 including benefits)

WHEREAS, the Facilities Department recommends a re-classification of the Building Maintenance Mechanic I position to a Building Maintenance Repair Worker position; and

WHEREAS, merging the two part-time positions into one full-time Building Maintenance Repair Worker position will result in a short term savings of \$3,536.00 and a long term savings of \$3,773.00; and

WHEREAS, this full-time position would be scheduled 20 hours at the Ingham County Health Center and 20 hours at the Veterans Memorial Courthouse/Grady Porter Building; and

WHEREAS, funds for the new full-time position have been budgeted for and are available within the approved line item; and

WHEREAS, the proposed recommendations have been evaluated by the Human Resources Department which has concurred with the recommendations that are contained in this resolution.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes a position classification change from a part-time Building Maintenance Mechanic I, UAW/ E, Step 1 (position number 601474) to a Building Maintenance Repair Worker, merging the two positions to a full-time UAW/D, Step 1 (position number 233030) resulting in a short term savings of \$3,536.00 and a long term savings of \$3,773.00.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary adjustments to the Facilities Department approved position list consistent with this resolution.

**MEMORANDUM**

TO: Human Services Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: October 24, 2014

RE: Resolution to Honoring Dr. Joyce deJong, D.O.

Attached is resolution honoring Dr. Joyce deJong, D.O. for her service as the Ingham County Chief Medical Examiner.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING JOYCE DEJONG, D.O.**

WHEREAS, Dr. Joyce deJong joined Ingham County as Deputy Medical Examiner in March, 2011; and

WHEREAS, new to the county in 2011, but not new to the community, Dr. deJong has served as Medical Director of Forensic Pathology in Sparrow Health System since 1999, and she received her medical degree from the Michigan State University's College of Osteopathic Medicine; and

WHEREAS, in October, 2011, due to the retirement of Dr. Dean Sienko, M.D., Dr. deJong was appointed Chief Medical Examiner by the Ingham County Board of Commissioners; and

WHEREAS, Dr. deJong served as Medical Examiner for five nearby counties and Deputy Medical Examiner in four additional counties; and

WHEREAS, with significant training that includes a fellowship in forensic pathology at Emory University in 1999, board certifications in forensic pathology and anatomic pathology, and public service evidenced by her appointment to the Governor's Task Force on Children's Justice from 2002 through 2006, and also her work with the U.S. Department of Health and Human Services' Disaster Mortuary Operational Response Teams (DMORT) since 1997, which includes emergency response following the 9/11 terrorist attacks, Hurricane Katrina in 2005 and the 2010 earthquake in Haiti, Dr. deJong brought expertise and distinction to the county; and

WHEREAS, Dr. deJong's dedication to advancing the field and to training the next generation of physicians as evidenced by numerous guest lectures and scholarly presentations on topics ranging from infant death investigation to mass fatality incidents, and academic appointments at Grand Valley State University, Michigan State University and Western Michigan University, where she was recently appointed founding chair of the Department of Pathology at the Homer Stryker M.D. School of Medicine, brought prestige to the Ingham County Medical Examiner's Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Dr. Joyce deJong for her dedicated service to the County of Ingham 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.