

CHAIRPERSON
KARA HOPE

VICE-CHAIRPERSON
SARAH ANTHONY

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE
BRIAN McGRAIN, CHAIR
TERI BANAS
TODD TENNIS
CAROL KOENIG
DEB NOLAN
KARA HOPE
ROBIN CASE NAEYAERT

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 **THURSDAY, AUGUST 25, 2016 AT 5:00 P.M.**, IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

NOTE CHANGE IN TIME

Agenda

- Call to Order
- Approval of the [August 15, 2016](#) Minutes
- Additions to the Agenda
- Limited Public Comment

	Budget Book Section-Page
1. <u>Budget Hearings</u>	
a. Capital Area Mentoring Partnership	
b. Community Agencies.....	4-1
c. Community Mental Health	4-2
d. Cooperative Extension	4-5
e. Department of Human Services	4-22
f. Health Department	4-30
g. Health Services Millage	
h. Medical Care Facility.....	4-67
i. Medical Examiner	4-71
j. Mid-Michigan 2-1-1 Alliance	4-74
k. MSHN Substance Abuse.....	4-75
l. Transportation Millage.....	4-77
m. Tri-County Aging Consortium.....	4-79
n. Veteran Affairs.....	4-81
o. Volunteers of America.....	

2. Final Ranking

- 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.

HUMAN SERVICES COMMITTEE

August 15, 2016

Draft Minutes

Members Present: McGrain, Banas, Case-Naeyaert, Hope, Koenig (arrived at 6:34 p.m.), Nolan, and Tennis

Members Absent: None

Others Present: Linda Vail, Jared Cypher, Robin Stites, and others

The meeting was called to order by Chairperson McGrain 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 July 18, 2016 Minutes

MOVED BY COMM. HOPE, SUPPORTED BY COMM. TENNIS, TO APPROVE THE MINUTES OF THE JULY 18, 2016 MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Additions to the Agenda

None.

Limited Public Comment

None.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BANAS, TO ADOPT A CONSENT AGENDA OF THE FOLLOWING ACTION ITEMS:

1. Special Transportation Millage - Resolution Authorizing the First Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020
2. Department of Health and Human Services - Resolution Amending Resolution #16-338 to Authorize an Additional Supplemental Appropriation to the Department of Health and Human Services 2016 Child Care Fund Budget
4. Health Department
 - a. Resolution to Authorize an Agreement with Capital Area Community Services to Serve Early Head Start Children through the Family Outreach Services Program
 - b. Resolution to Authorize Amendment #5 to the 2015-2016 Comprehensive Agreement with the Michigan Department of Health and Human Services

- c. Resolution to Accept Funding from Michigan Association of United Ways and to Act as the Fiduciary/Payee for the Genesee Children's Healthcare Access Program
- f. Resolution to Authorize a Subcontract with Packard Health System to Provide WISEWOMAN/WISE Choices Programming

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Please note that later in the meeting, the Committee suspended the rules to allow Commissioner Koenig to vote on the items on the consent agenda. Commissioner Koenig voted to approve the items on the consent agenda.

- 3. Facilities Department - Resolution Authorizing Amending Resolution #16-267 for RNA Facilities Management Janitorial Services

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION AUTHORIZING AMENDING RESOLUTION #16-267 FOR RNA FACILITIES MANAGEMENT JANITORIAL SERVICES.

Commissioner Nolan stated that she would like to ask Rick Terrill, Facilities Director, about the cost savings from eliminating contractual janitorial services for the Drain Office and the 55th District Court. She asked if it was possible for the County to take over all janitorial services. She further stated that Mr. Terrill had previously stated that it would cost more to perform these janitorial services in-house rather than using a contractor. She further stated this resolution directly contradicted this statement and she needed Mr. Terrill to offer further explanation.

Commissioner Koenig arrived at 6:34 p.m.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. KOENIG, TO TABLE THE RESOLUTION AUTHORIZING AMENDING RESOLUTION #16-267 FOR RNA FACILITIES MANAGEMENT JANITORIAL SERVICES.

THE MOTION CARRIED. **Yays:** McGrain, Banas, Koenig, Nolan, and Case-Naeyaert
Nay: Tennis.

Commissioner Tennis stated that he would also like to hear more about this issue even though he voted no on tabling the resolution. He further stated that he voted no to table the resolution because he was in support of the direction this resolution was taking regarding janitorial services.

Jared Cypher, Deputy Controller, stated that he believed Mr. Terrill was only looking at this one contract for a cost savings.

MOVED BY COMM. BANAS, SUPPORTED BY COMM. CASE-NAEYAERT, TO SUSPEND THE RULES SO THAT COMMISSIONER KOENIG MAY VOTE ON THE ITEMS ON THE CONSENT AGENDA.

THE MOTION CARRIED UNANIMOUSLY.

COMM. KOENIG VOTED TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

4. Health Department

- d. Resolution to Authorize an Agreement with Graphic Sciences, Inc. for the Transport, Storage and Retrieval of Health Department Files

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BANAS, TO APPROVE THE RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRAPHIC SCIENCES, INC. FOR THE TRANSPORT, STORAGE AND RETRIEVAL OF HEALTH DEPARTMENT FILES.

Commissioner Nolan stated that many Departments needed storage and that she would like to see the County supply in-house storage rather than contracting these services. She further stated that it seemed the County was paying a lot of money to store records in several different places. She indicated it would make more sense to store all records in one central place.

Mr. Cypher stated that there had been a study done by the Facilities Department which included locating additional storage.

Chairperson McGrain stated there had been an assessment of storage but no further update had been provided.

Commissioner Koenig stated she would like a status update on the assessment.

Commissioner Banas indicated her support for what the other Commissioners have stated. She further indicated that different departments have different storage needs. She inquired if there was a facility within the County system that could be retro-fitted for storage. She further inquired as to what the practices of other Counties were regarding storage.

Linda Vail, Health Officer, stated that the Health Department could not come to an agreement with the current vendor regarding their contract.

There was a discussion regarding issues with the current vendor.

Chairperson McGrain asked for an update from the Facilities Department regarding the Space Utilization Study.

Commissioner Banas asked if the cost outlined in the resolution was the same as what the County pays currently.

Ms. Vail indicated it was.

Commissioner Koenig asked why the contract language from this vendor was acceptable to the Clerk's Office, but not the Health Department. She expressed concern that there may be an issue.

Chairperson McGrain requested that the Controller's Office look into this issue.

Commissioner Koenig requested an update on the record retention assessment and the potential elimination of some duplicate or old records.

Chairperson McGrain asked the Controller's Office for an update on this, as well.

THE MOTION CARRIED UNANIMOUSLY.

- e. Resolution to Authorize an Agreement with NextGen Healthcare to Process Patient Statements

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BANAS, TO APPROVE THE RESOLUTION TO AUTHORIZE AN AGREEMENT WITH NEXTGEN HEALTHCARE TO PROCESS PATIENT STATEMENTS

Commissioner Nolan stated that there was currently Union staff performing this function and it was now going to be outsourced to a vendor.

Ms. Vail stated that the outsourcing of this function was eliminating some workload and allowing staff to focus on other work.

Commissioner Nolan asked if positions would be eliminated.

Ms. Vail indicated no positions would be eliminated. She stated that currently there was a couple vacant positions and the Health Department was reassessing the staffing levels and needs of the Billing Department.

Commissioner Nolan asked if the Union had been consulted on this change.

Ms. Vail stated that the employees would still perform billing functions. She further stated that this change would only eliminate the printing and mailing of statements.

THE MOTION CARRIED UNANIMOUSLY.

- g. Health Equity Video Presentation and Discussion

Ms. Vail presented the Health Equity Videos.

Commissioner Banas expressed her appreciation for the video. She inquired as to who the target audience was.

Ms. Vail indicated the plan was to use the videos in a number of different settings.

Commissioner Nolan stated that the video took a complicated concept and made it understandable.

Chairperson McGrain expressed his appreciation for the videos.

Commissioner Banas urged Ms. Vail to consider a presentation before the Tri-County Regional Planning Commission. She inquired as to the timeline for the rollout of the Health in All Policies Plan.

Ms. Vail stated that she hoped it would be implemented by the end of the year. Ms. Vail thanked the Commissioners for their support.

Commissioner Case-Naeyaert stated that she thought the videos were very good and would make people think.

Chairperson McGrain thanked Ms. Vail and her staff.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:12 p.m.

