

CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE
TERI BANAS, CHAIR
TODD TENNIS
RYAN SEBOLT
DEB NOLAN
THOMAS MORGAN
ROBIN 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 MONDAY, NOVEMBER 5, 2018 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 15, 2018 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. [Community Health Center Board](#) – Interviews
2. [Community Agencies](#) – Resolution Authorizing [2019 Agreements](#) for Community Agencies
3. [MSU Extension](#) – Resolution to Authorize an Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the [Annual Work Plan for 2019](#)
4. [Parks Department](#) – Resolution to Renew the Agreement with Spicer Group to Provide [Consulting Services](#) to and Assist the Ingham County Parks Staff with the Delivery of Certain Millage Related Items
5. [Health Department](#)
 - a. Resolution to Authorize [Amendment #1](#) to the 2018-2019 Comprehensive Agreement with the Michigan Department of Health and Human Services
 - b. Resolution to Authorize an Agreement with the Michigan Department of [Environmental Quality](#) for 2018-2019
 - c. Resolution to Establish a Trust and Agency Account for the Mason Capital Area [Prescription Drug Task Force](#)
 - d. Resolution to Extend Kresge Agreement & Contract with [Anker Elektra LLC](#)

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
October 15, 2018
Draft Minutes

Members Present: Nolan, Sebolt, Morgan, and Naeyaert

Members Absent: Banas, Koenig, and Tennis

Others Present: Mark Stevens, Jared Cypher, Lindsey LaForte, and others.

The meeting was called to order by Commissioner Nolan, who was acting as Chairperson, at 6:30 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the October 1, 2018 Minutes

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE MINUTES OF THE OCTOBER 1, 2018 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Banas, Koenig, and Tennis.

Additions to the Agenda

None.

Limited Public Comment

None.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. NAEYAERT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Health Department
 - a. Resolution to Accept Substance Use Disorder Funding Award
 - b. Resolution to Authorize the First Year of a New Funding Cycle of the Americorps*Vista Grant 2018-2019
 - c. Resolution to Authorize an Amendment with BCBSM Administrative Services Agreement
 - d. Resolution to Authorize Agreements with Wayne Children’s Healthcare Access Program to Act as the Fiduciary/Payee for Agency Funding

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Banas, Koenig, and Tennis.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Banas, Koenig, and Tennis.

1. Health Center Board – Interviews

Hope Lovell was not present.

Acting Chairperson Nolan asked Jared Cypher, Deputy Controller, to contact Becky Bennett, Board of Commissioners Director, concerning the residency of Ms. Lovell.

2. Medical Care Facility – Update on Additions/Renovations

Mark Stevens, Ingham Medical Care Facility Administrator, thanked the Committee for inviting him to update about the medical gas issues at the facility's addition. He further stated that he looked forward to talking to the Committee in the future about adding an assisted living facility on the Dobie Road property.

Mr. Stevens stated that he had been in conversations with some potential partners for this type of facility. He further stated that there currently were no low cost, affordable assisted living facilities in Ingham County.

Acting Chairperson Nolan asked who the potential partners were.

Mr. Stevens stated that they had been in conversations with the Volunteers of America and United Methodist. He further stated that they currently had 175 people in one program who would otherwise be in a nursing home.

Mr. Stevens stated that providing assisted living would provide another level of assisted living in the area for those with lower income. He further stated that the construction was back on track with the medical gas system.

Mr. Stevens stated that a local, Lansing contractor had been brought in to install the medical gas system. He further stated that just last month they received the state permit.

Mr. Stevens stated that the project could now move forward. He further stated that they had to take some walls apart and remove the medical gas system that had already been installed.

Mr. Stevens stated that the cost estimate was about \$345,000.

Commissioner Morgan asked how this issue came about. He asked Mr. Stevens to identify any missteps.

Mr. Stevens stated that a national company, Air Gas, brought in a subcontractor to install the medical gas and they had obtained a mechanical permit. He further stated that the subcontractor

could install the medical gas if they did so if the contractor was American Society of Safety Engineers (ASSE) certified.

Mr. Stevens stated that the contractor was qualified. He further stated that Meridian Township went to East Lansing to approve the permit, and they did so.

Mr. Stevens stated that after about six weeks of work was completed, East Lansing inspected the job and gave permission to move forward. He further stated that Price Dobernick, Plumbers and Pipefitters Union business representative, pointed out that it needed to be a plumbing permit, not a mechanical permit.

Mr. Stevens stated that East Lansing reexamined the situation and redid the permit. He further stated that the job could not get certified and they needed to do the work over again with a plumbing permit.

Mr. Stevens stated that the major misstep was that Meridian and East Lansing gave the wrong permit and the work needed to be started over again.

Commissioner Nolan asked if there was any way to recuperate the extra cost.

Mr. Stevens stated that they were trying to recuperate the costs and were working with an attorney to figure that out. He further stated that Meridian Township and the City of East Lansing were covered by governmental immunity to some extent.

Mr. Stevens stated that the Medical Care Facility was a governmental nonprofit and every penny counted. He further stated that they would try to find out if they could recoup some costs.

Commissioner Morgan asked about capability of the contractor or subcontractor in this case.

Mr. Stevens stated that they were looking at that too. He further stated that the contractor should have realized code requirements, but the State rules and laws were not clear-cut on this issue.

Mr. Stevens stated that the Medical Care Facility's attorney's opinion was that medical gas could be done both ways – with plumbing or with mechanical permits. He further stated that State Law states that if the code allows it to be done, then the local government should allow for it.

Mr. Stevens stated that they had discussed pursuing the contractor but it appeared to be a more difficult way. He further stated that their attorney stated that the Medical Care Facility could have gone to a judge to have a declaratory statement in order to continue the work under the mechanical license.

Commissioner Morgan asked if a local union was now doing the work.

Mr. Stevens stated that was the case and he was confident in their work.

Commissioner Sebolt stated that he had to push back, but he thought that the attorney's advice was wrong and they should hold the contractor held liable. He further stated that the State Licensing stated that a plumber was needed for mechanical gas and it was clear on that issue.

Mr. Stevens stated that he would go over that again with the Medical Care Facility Board and their attorney. He further stated that he only shared that to show that this was a very convoluted case.

Mr. Stevens stated that attorneys followed what was the chain of law and evidence. He further stated that he was not trying to defend anyone but he just wanted to get the system built and provide good care.

Mr. Stevens stated that the Medical Care Facility did not want to want to use good money to chase bad either, so they needed to decide if they have a chance to get anything back. He further stated that they did not want to throw another \$25,000 into attorney and court fees to end up with nothing.

Mr. Stevens stated that they would first try to work amicably with the City of East Lansing and then try to work with Air Gas next. He further stated that there was harm but they needed to decide when to pursue further action as they did not want any further delays while addressing this problem.

Mr. Stevens stated that at this point, everything was on the table and he was just sharing the story to show that this was not a clear case.

Acting Chairperson Nolan asked if Mr. Stevens had read Alice Dreger's report in East Lansing Info. She asked who he felt she had blamed for this issue.

Mr. Stevens stated that he had read the report in East Lansing Info. He further stated that he felt Ms. Dreger laid the blame at the City of East Lansing since they did the inspection work.

Mr. Stevens stated that the City of East Lansing reported that it was the facility's fault for pulling the wrong permit, but he did not agree with that. He further stated that the Medical Care Facility was good at senior care and relied on builders and construction contractors to do their piece.

Jared Cypher, Deputy Controller, asked if the Medical Care Facility had an owner's representative for this construction project.

Mr. Stevens stated that the Medical Care Facility had Plante Moran as their owner's representative.

Mr. Cypher asked what Plante Moran's role as owner's representative was.

Mr. Stevens stated that Plante Moran helped to get the bids and select Air Gas as the contractor for medical gas.

Acting Chairperson Nolan stated that this was a complicated issue and it seemed that there was a need for additional legislation and clarification.

Commissioner Naeyaert stated that she felt that regardless of the attorney's opinion, the construction code was the be-all-end-all for this issue. She further stated that whether this was a mechanical or plumbing code needed to be clarified to take interpretation out of it.

Commissioner Naeyaert stated that the City of East Lansing had issued permit based on their idea of what was necessary and their interpretation. She further stated that she respected Mr. Stevens for everything he has done, and that he handled finances and the facility well.

Mr. Stevens stated that this was probably not the right time to remedy the situation, but they wanted to avoid lawsuits, if possible. He further stated that the contractor worked around the state with mechanical permits and it was evident that they did not have this problem in multiple other venues.

Mr. Stevens stated that this was the first time the contractor claimed to have a problem with medical gas being done under a mechanical permit.

Commissioner Sebolt asked if the contractor had produced the permits in the other venues.

Mr. Stevens stated that the contractor provided the cities they had worked on around the State, but would not provide the names of the facilities they had worked on.

Commissioner Sebolt stated that he would not believe it until he saw it. He further stated that the State Licensing Board stated that medical gas was considered a plumbing issue and they had the final say.

Mr. Stevens stated that it was difficult working this issue out with attorneys. He further stated that sometime they treated the issues as if they were right and everyone else was wrong.

Commissioner Morgan stated that if the attorney thought everyone else was wrong, there was often a lesson to be learned. He further stated when you thought everyone else was wrong, you were often the problem and the one who was wrong.

Mr. Stevens stated that he saw recovering these additional costs as an important thing since he was the steward of the funding for the facility. He further stated that he the positive part of this was that the new facility was very nice.

Mr. Stevens stated that the facility had private rooms and private baths which were so nice that some of the Board members had already reserved spots. He further stated that he has his own private business as a consultant to care facilities and often visits various facilities around the state.

Mr. Stevens stated that the Medical Care Facility was the best facility around. He further stated that many people in the hospitals that could be able to come to this facility and be well cared for at the new facility.

Mr. Stevens stated that this was the best facility in Michigan and provided care at a third of the cost of the hospital. He further stated that this addition was perfectly aligned for value-based care that the Medicaid system was looking for.

Mr. Stevens stated that the medical gas system allowed them to care for a greater number of people, including those that required ventilator-dependent care. He further stated that a number of people were leaving the State for this type of care because it was not readily available.

Commissioner Naeyaert stated that this was an emotional issue for her as her mother was at the Dobie facility many times. She further stated that this facility had their finger on the pulse of what seniors needed.

Commissioner Naeyaert stated that it was nice to have the care for the elderly and dementia care at the Medical Care Facility. She further stated that knowing that there was outstanding care available was so wonderful.

Mr. Stevens stated that they have a mission to improve lives and their mission did not really include needing to know so much about medical gas.

Acting Chairperson Nolan asked how many people were on the waiting list for the Medical Care Facility.

Mr. Stevens stated that the long-term, memory care was at 100 percent capacity. He further stated that the rehabilitation unit had an average stay of 17 days and occupancy was often fluctuating.

Mr. Stevens stated that the county-wide occupancy rate for nursing facilities was about 85% and they had about a 94% occupancy rate.

Acting Chairperson Nolan asked how many people were on the waiting list.

Mr. Stevens stated that the memory care unit had a list of about 10-12 people, but the waiting list was shorter than usual. He further stated that there had been some changes in reimbursements from Medicaid and if there was less than 85% occupancy for nursing homes, reimbursements were lessened.

Mr. Stevens stated that facilities were competing more for placements and they were taking patients that they historically had not taken. He further stated that the State's Medicaid reimbursements made it difficult to have a low occupancy and recover costs.

Acting Chairperson Nolan stated that she wanted to thank Mr. Stevens for the facility and care provided. She further stated that additions such as the therapeutic pool and walking path were very nice.

Commissioner Morgan asked Mr. Stevens to come back and provide an update on this issue in a few months.

Mr. Stevens stated that he would like to.

Acting Chairperson Nolan stated that an update could probably happen in March or April.

Mr. Stevens stated that if the Committee did not mind he would like to come back and share affordable assisted living information too.

Commissioner Naeyaert stated that she thought that was wonderful and affordable health care for seniors was important. She further stated that being on the forefront of this issue was important.

Mr. Stevens stated that this was a business move also. He further stated that they were considering adding a 120 bed unit on the property for the next step of care. He further stated that the larger community reasons to provide this care was because of value-based purchasing reimbursements which encouraged this type of care.

Mr. Stevens stated that affordable assisted living was far less costly and could provide wraparound services with organizations such as the Tri-County Agency on Aging. He further stated that this type of facility was proven to reduce readmissions to the hospital which could be very costly.

Mr. Stevens stated that there were strategic reasons for looking at providing this services since it provided the right care, at the right time, with the right services. He further stated that there was a silver tsunami coming and this was the next public health crisis.

Mr. Stevens stated that many people were not paying attention, but the Medical Care Facility wanted to be there to provide good, affordable care.

Acting Chairperson Nolan stated that it reminded her of what was discussed a few years ago about the choice between care provided by a for-profit or nonprofit facility. She further stated that nonprofits put every penny back into the care and were not profiting off people's misfortune.

Commissioner Naeyaert stated that the staff and social workers, and physical therapists were all important, and provided great care for and loved their clients. She further stated that staff was so important in fostering the environment.

Commissioner Morgan stated that it was so important to have good staff to provide these services. He further stated that he had done a lot of work with home care workers.

Commissioner Morgan stated that there were two types of people who did this work, the people who really loved to work there or the people who really needed a job. He further stated that when the environment was right and the staff really loved their work, it benefitted all.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:05 p.m.

NOVEMBER 5, 2018 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

2. Community Agencies – *Resolution Authorizing 2019 Agreements for Community Agencies*

This resolution approves agreements for community agency funding for FY 2019. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners resolution #18-258. For 2019, Thirty two (32) applications were received, requesting a total of \$302,272; and \$200,000 is included in the 2019 budget for community agency funding. Each funded agency included in the recommendation is funded either at their request, or at what they received last year, with the exception of the new applications and Northwest Initiative (application received after deadline). Total recommended funding is \$208,550. If the resolution is approved as recommended, the additional \$8,550 could be utilized from the 2019 contingency fund.

3. MSU Extension – *Resolution to Authorize an Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual Work Plan for 2019*

This resolution authorizes the annual work plan with MSU Extension for 2019. For the period January 1, 2019 to December 31, 2019, the County shall pay to MSUE \$213,463 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 \$130,385 and \$83,078 for additional personnel, as described in Section A. Payment will be made the first month of each quarter of the county fiscal year.

4. Parks Department – *Resolution to Renew the Agreement with Spicer Group to Provide Consulting Services to and Assist the Ingham County Parks staff with the Delivery of Certain Millage Related Items*

The Board of Commissioners passed Resolution 16-524 to authorize a two year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of 8 millage related items. The contract was a total two-year cost not to exceed \$192,846.74 from the Trails and Parks Millage with a two year renewal option. This two year renewal option should not exceed the Consumer Price Index’s Annual Inflation rate or 1%, whichever is greater during the term of the agreement.

The Park Commission, after reviewing and evaluating the deliverables completed by Spicer Group Inc. recommended at their October 22, 2018 meeting to renew the contract with Spicer for an additional two years for an estimated third-year cost of \$99,883.00 and an estimated fourth-year cost of \$101,873.00 for a combined two-year total not to exceed \$201,756.00.

5. Health Department

a. *Resolution to Authorize Amendment #1 to the 2018-2019 Comprehensive Agreement with the Michigan Department of Health and Human Services*

This resolution amends the 2018-19 Comprehensive agreement by increasing funding received from the Michigan Department of Health & Human Services (MDHHS) from \$5,217,733 to \$5,383,596, for a total increase of \$165,863. This amendment will increase the agreement for Comprehensive Local Health Services from \$5,217,733 to \$5,383,596, an increase of \$165,863. The amendment makes the following specific changes in the budget:

- Children’s Special Health Care Outreach & Advocacy: increase of \$5,676 from \$172,000 to \$177,676
- Public Health Emergency Preparedness: increase of \$2,233 from \$115,362 to \$117,595
- Essential Local Public Health Services (ELPHS): increase of \$117,521 from \$924,331 to \$1,041,852
- Private & Type III Water Supply ELPHS: increase of \$5,348 from \$48,235 to \$53,583
- Food ELPHS: increase of \$24,227 from \$218,513 to \$242,740
- On Site Wastewater Treatment ELPHS: increase of \$10,858 from \$97,934 to \$108,792

b. Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2018-2019

This resolution authorizes an agreement with the Michigan Department of Environmental Quality (MDEQ) whereby the MDEQ reimburses ICHD for expenses related to monitoring and inspection services. MDEQ shall reimburse ICHD up to \$32,743.00 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to \$25,168
- Drinking Water Long-Term Monitoring – up to \$500
- Public Swimming Pools – up to \$5,500
- Campground Requirements – up to \$225
- Capacity Development & Source Water Assessment- up to \$1350

c. Resolution to Establish a Trust and Agency Account for the Mason Capital Area Prescription Drug Task Force

This resolution establishes a trust and agency account for the Mason Capital Area Prescription Drug Task Force so that Ingham County may act as a fiduciary for donations and fundraising dollars received for educating and raising awareness regarding Ingham County’s prescription drug abuse epidemic.

d. Resolution to Extend Kresge Agreement & Contract with Anker Elektra LLC

This resolution extends the agreement with the Kresge Foundation through March 31, 2019 and to enter into an agreement with Anker Elektra LLC for executive coaching services, in the amount of \$6,940 effective upon execution through March 31, 2019.

OTHER ITEMS:

1. Community Health Center Board – Interviews

Agenda Item 2

TO: Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

DATE: October 23, 2018

SUBJECT: Resolution Authorizing 2019 Agreements for Community Agencies

For the meeting agendas of November 5 and November 7

BACKGROUND

Attached is the resolution approving community agency funding for FY 2019. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners resolution #18-258.

ALTERNATIVES

N/A

FINANCIAL IMPACT

For 2019, Thirty two (32) applications were received, requesting a total of \$310,147; and \$200,000 is included in the 2019 budget for community agency funding. Each funded agency included in the recommendation is funded either at their request, or at what they received last year, with the exception of the new applications and Northwest Initiative (application received after deadline). Total recommended funding is \$208,550. If the resolution is approved as recommended, the additional \$8,550 could be utilized from the 2019 contingency fund.

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.

STRATEGIC PLANNING IMPACT

This resolution addresses the County’s overarching long-term objective of “Meeting Basic Needs”, such as food, clothing, and shelter.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2019 AGREEMENTS FOR COMMUNITY AGENCIES

WHEREAS, the 2019 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 2019 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 #18-258.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2019 through December 31, 2019, 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 the Controller/Administrator is authorized to transfer up to \$8,550 from the 2019 contingency fund to the community agency fund.

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

Organization	Program	2018 Amt. Received	2019 Request	2019 Controller Recommended	2019 Human Services Recommended	2019 Finance Recommended
Advent House Ministries, Inc.	To provide resources and food to those in need	\$5,000	\$15,000	\$15,000		
Boys & Girls Club of Lansing	To serve lunch to youth ages 6-18 at the Boys & Girls Club of Lansing during the summer and snacks to youth after school	\$5,200	\$5,200	\$5,200		
Capital Area Community Services, Inc.	To provide direct hom heating assistance for low income individuals and families in rural Ingham County	N/A	\$10,000	\$5,000		
Capital Area Housing - Ballentine	To address the needs of low-income and homeless populations by assisting residents to identify and evaluate obstacles and build plans for long-term housing stability	\$8,000	\$20,000	\$8,000		
Capital Area Housing - Tuesday Toolmen	To provide free home repairs and modifications to help people remain safely in their homes	\$3,800	\$5,000	\$3,800		
Capital Area United Way Capital College Access Network	To increase the college attainment rate of students, particularly those who are low-income, first generation, and of color through developing a college going culture and school-based support for college readiness, participation, and completion	\$10,000	\$10,000	\$10,000		
Cristo Rey Community Center Community Kitchen	To serve daily meals to individuals of the community in a safe, respectful environment	\$4,250	\$4,250	\$4,250		
Cristo Rey Community Center Direct Assistance Food Pantry Program	To provide residents with a week's worth of groceries, including hygienic products and necessities year-round	\$9,000	\$9,000	\$9,000		
Cristo Rey Community Center Prescription Assistance	To provide efficient assistance and advocacy in acquiring prescription medications that are critical for the prevention and treatment of medical conditions and illnesses	\$6,750	\$6,750	\$6,750		
Edgewood Village Non-Profit Housing Corp	To provide, produce, and educate growing, distribution, and nutrition education	N/A	\$6,147	\$3,100		
EVE, Inc.		\$16,000				
Gateway Community Services - Child & Family Services	To provide food, clothing, shelter, and hygiene products, crisis intervention, counseling, and independent living skills to homeless, runaway, at-risk, and street youth ages 12-21 in Ingham County	\$15,300	\$22,000	\$15,300		

Organization	Program	2018 Amt. Received	2019 Request	2019 Controller Recommended	2019 Human Services Recommended	2019 Finance Recommended
Greater Lansing Food Bank	To improve the food security of low-income families and individuals in the mid-Michigan region through gardening	\$11,500	\$20,000	\$11,500		
Greater Lansing Homeless Resolution Group	To host an outreach event for the homeless to offer resources and allow them to connect with and receive immediate assistance	N/A	\$15,000	\$7,500		
Habitat for Humanity	To help low-income homeowners afford projects like replacing windows, doors, gutters, and roofs; porch repairs; ramps; and exterior painting	\$2,500	\$20,000	\$2,500		
Haven House	To provide food for breakfast, lunch, and dinner as well as beverages to the homeless families of Haven House	\$13,500	\$15,000	\$13,500		
Lansing Area Aids Network	To provide direct client assistance in the form of a food pantry, housing, utilities, medical/mental health assistance, and transportation for HIV/AIDS individuals with LAAN	\$5,000	\$5,000	\$5,000		
Leslie Outreach, Inc.	To serve low-income residents of the Leslie Public School District with food bank assistance, transportation, education, and community-donated household items	\$1,400	\$1,400	\$1,400		
Listening Ear	To offer well trained, para-professional services with empathy and crisis intervention skills to help callers through their crisis through distress reduction, feelings de-escalation, future plans, and to work toward resolving the issue	\$2,000	\$2,000	\$2,000		
Mid-Michigan Recovery Service	To provide long-term transitional shelter housing services to homeless and indigent men with diagnosed substance abuse disorders who have experienced challenges in securing safe, affordable housing options	\$6,450	\$20,000	\$6,500		
MSU Safe Place	To provide services related to basic needs of survivors of domestic violence and stalk, including their minor children, specifically food and supplies, advocacy assistance funds, and shelter telephone service	\$12,500	\$12,900	\$12,500		

Organization	Program	2018 Amt. Received	2019 Request	2019 Controller Recommended	2019 Human Services Recommended	2019 Finance Recommended
Northwest Initiative	To reduce and eliminate substance abuse with emphasis on opioids by helping clients navigate the system to reduce barriers that brought them to the criminal justice system	\$10,000	\$10,000	\$5,000		
Refugee Development Center	To help at-risk refugees and immigrants in Ingham County who are in need of food, clothing, and the necessary resources to obtain such supplies on their own	\$8,500	\$10,000	\$8,500		
RSVP	To provide community outreach events, specialty training for all volunteers, activity supplies, nutritional snacks for day center clients, and costs associated with assessment of need and referrals for RSVP	\$5,000	\$5,000	\$5,000		
Rural Family Services of Ingham County		\$14,000				
Southside Community Coalition	To provide after school program-healthy snacks to children, monthly lunches for seniors, bi-weekly food distribution to families, summer camp breakfasts to children, and breakfast and lunch to children of the No School Days program	\$6,500	\$10,000	\$6,500		
Southside Community Kitchen	To provide well balanced meals to citizens in need free of cost	\$3,500	\$3,500	\$3,500		
St. Vincent Catholic Charities	To help refugee families with a "pre-paycheck" for one month's rent while the family works toward self-sufficiency	\$4,500	\$10,000	\$4,500		
Stockbridge Community Outreach	To provide milk coupons to families in the Tide Me Over backpack program	\$4,500	\$6,000	\$4,500		
Tri-County Office on Aging	To provide a 24-hour year-round emergency response system that provides seniors experiencing crises that impact basic needs	\$4,500	\$6,000	\$4,500		
WAI-IAM Care Unit	To provide a stabilizing environment to house individuals who are medically stable yet have to wait for a bed in treatment or to return to a RISE home with necessities such as a hygiene kit, towels, and bedding	\$4,500	\$5,000	\$4,500		
WAI-IAM Drug & Alcohol Testing	To conduct random testing of all members of the RISE Community multiple times per month/week/day to keep RISE homes free from drugs and alcohol	N/A	\$4,500	\$2,250		

Organization	Program	2018 Amt. Received	2019 Request	2019 Controller Recommended	2019 Human Services Recommended	2019 Finance Recommended
WAI-IAM Recovery Community	To provide housing for recovering addicts by providing support for health, home, purpose, and community	\$10,500	\$11,000	\$10,500		
YMCA Westside Community	To serve students in families who have been adversely affected by the current economic climate by providing meals during meetings & referring participants' families to local agencies	\$1,500	\$4,500	\$1,500		

\$310,147

TOTAL:

\$208,550

Agenda Item 3

To: Human Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: October 23, 2018

Subject: Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County
For the meeting agendas of November 5 and November 7

BACKGROUND

There have been agreements between MSU and Michigan counties for nearly a century. For fiscal year 2019, 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.

ALTERNATIVES

N/A

FINANCIAL IMPACT

For the period January 1, 2019 to December 31, 2019, the County shall pay to MSUE \$213,463 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 \$130,385 and \$83,078 for additional personnel, as described in Section A. Payment will be made the first month of each quarter of the county fiscal year.

STRATEGIC PLANNING IMPACT

This resolution supports the 5-year action plan Goal C, strategy C7, implementation task B: Coordinate environmental education efforts with MSU Extension, Tri-County Regional Planning Commission and the environmental health division of the Health Department. It also supports the overarching long-term objective of assisting in meeting basic needs.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR MICHIGAN STATE UNIVERSITY
EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY
APPROVING THE ANNUAL WORK PLAN FOR 2019**

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.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the attached annual Work Plan that includes a county assessment of \$213,463 with MSU Extension for the period of January 1, 2019 through December 31, 2019 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

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on _____ by and between Ingham County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community & Economic Development, Natural Resources

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 1.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will Provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Coordinator.
 - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Coordinator that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

2 FTE County employed Clerical Support Staff

Optional:

4. Funding for additional Extension educators at **\$51,347**. (0.5 FTE * \$102,695.) assigned to County and reporting to Agriculture and Agribusiness Institute.
5. Funding for additional 4-H program capacity **0.5 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**

7. Total Annual Assessment in the amount of **\$213,463.**

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S Morrill Hall of Agriculture, 446 W Circle Drive, Room 160, East Lansing, MI 48824

C. Staffing and Financial Summary

A. Base Assessment (includes 1.5 FTE 4-H Program Coordination) **\$130,385.**

ADDITIONAL PERSONNEL

B. 0 FTE Clerical Support Staff to be employed by MSU	\$0.
C. 0.5 FTE Educator (Program Area: Horticulture)	\$51,347.
D. 0.5 FTE Additional 4-H Program Coordination	\$31,731.
E. 0 FTE Additional paraprofessional staff	\$0.

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2019: \$213,463.

I. Term and Termination

The obligations of the parties under this Agreement will commence on January 1, 2019 the first day of the County budget year 2019 and shall terminate on the last day of such County budget year 2019. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Ingham County Administrator's Office, 241 S Jefferson, PO Box 319, Mason, Michigan 48854, if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.

4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Indemnification:** Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, arising out of the negligence or willful misconduct of the indemnifying party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.
7. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

Ingham COUNTY

By: _____

By: _____

Evonne Pedawi
Contract & Grant Administration

Print name: _____

Its: _____

Its: _____
(title)

Date: _____

Date: _____

Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Coordinator. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange 35.8.0.0 - 35.9.255.255
CIDR 35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)
35.9.160.36 (1935,443) (authentication)
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.81.150 (zoom.msu.edu)
35.9.121.189 and 190 (443) (SharePoint)
35.8.200.57 (80 and 443) (SharePoint)
35.9.121.221, 223, and 225 (443) (Exchange)
35.8.200.56 (80 and 443) (Exchange)
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)
35.8.201.200 (443 TCP) (Lync)
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP – 135, 137-139, 2701-2704, 49152-65535)
35.8.200.58 (80 and 443) (Lync)
35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu – 35.8.201.199
MSUE.anr.msu.edu – 35.8.201.199
Events.anr.msu.edu – 35.8.200.220
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
Expression Engine – 35.8.201.215
Web Hosting environment (other ANR websites) – 35.8.201.217
Master Gardener (External) – 128.120.155.54
Extension.org (External) – 152.46.27.147
Msu.zoom.us (External) – 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Melissa Buzzard, Trails and Parks Millage Coordinator
DATE: October 24, 2018
SUBJECT: Consulting Services for the Trails and Parks Millage
For the meeting agenda of 11/5/18 Human Services and 11/7/18 Finance

BACKGROUND

The Board of Commissioners passed Resolution #16-524 to authorize a two year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of 8 millage related items. The contract was a total two-year cost not to exceed \$192,846.74 from the Trails and Parks Millage with a two year renewal option. This two year renewal option should not exceed the Consumer Price Index’s Annual Inflation rate or 1%, whichever is greater during the term of the agreement.

The Park Commission, after reviewing and evaluating the deliverables completed by Spicer Group Inc. recommended at their October 22, 2018 meeting to renew the contract with Spicer for an additional two years for an estimated third-year cost of \$99,883.00 and an estimated fourth-year cost of \$101,873.00 for a combined two-year total not to exceed \$201,756.00.

ALTERNATIVES

Ingham County Park staff does not have the engineering expertise that the consultant would be able to provide. An engineering staff person would cost in the range of \$111,229-\$138,376. If we hired a consultant they would have various personnel with very diverse skill sets. Hiring a staff person with all the expertise spelled out in the eight scope items would be highly unlikely. The Park Commission feels strongly that this level of assistance will provide engineering expertise, oversight, and ensure we are doing our due diligence with the selection and implementation of millage funds.

FINANCIAL IMPACT

There are funds available in the Trails and Parks millage fund.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1 (g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their October 22, 2018 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend the resolution authorizing a contract with Spicer Group, Inc. be approved.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING RENEWING A CONTRACT WITH SPICER GROUP, INC. TO PROVIDE CONSULTING SERVICES TO AND ASSIST THE INGHAM COUNTY PARKS STAFF WITH THE DELIVERY OF CERTAIN MILLAGE RELATED ITEMS

WHEREAS, the Board of Commissioners passed a motion at their December 13, 2016 meeting to authorize a two year contract with Spicer Group Inc., a consultant with various personnel with very diverse skill sets to assist County staff with the Trails and Park Millage; and

WHEREAS the Board of Commissioners approved an option to renew the contract for an additional two year period provided the annual cost increases should not exceed the Consumer Price Index's Annual Inflation rate or 1%, whichever is greater, during the term of the Agreement; and

WHEREAS, after careful review and evaluation of the deliverables completed by Spicer Group Inc. over the current contract, the Park Commission recommends that the contract with Spicer Group, Inc. be renewed for two additional years.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Spicer Group, Inc., for an estimated third-year cost of \$99,883.00 and an estimated fourth-year cost of \$101,873.00 for a combined two-year total not to exceed \$201,756.00 from the Trails and Parks Millage to provide consulting services to and assist the Ingham County Parks staff with the delivery of certain millage related items.

BE IT FURTHER RESOLVED, the term of the contract is January 1, 2019-December 31, 2020.

BE IT FURTHER RESOLVED, the Board of Commissioners also authorizes Spicer Group's attendance at Park Commission or Board of Commissioners meeting(s), if required and requested, at a cost of \$365.00 per meeting.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 18, 2018
SUBJECT: FY 19 State of Michigan Comprehensive Agreement Amendment # 1
For the meeting agendas of November 5 & November 7, 2018

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend the 2018-19 Comprehensive agreement by increasing funding received from the Michigan Department of Health & Human Services (MDHHS) from \$5,217,733 to \$5,383,596, for a total increase of \$165,863. The Board of Commissioners (BOC) authorized the 2018-2019 Comprehensive Agreement through Resolution #18-351. ICHD currently receives funding from MDHHS via the Comprehensive Agreement, whereby MDHHS annually transmits State and Federal Funds to ICHD to support public health programs.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact of this amendment will increase the agreement for Comprehensive Local Health Services from \$5,217,733 to \$5,383,596, an increase of \$165,863. The amendment makes the following specific changes in the budget:

- Children’s Special Health Care Outreach & Advocacy: increase of \$5,676 from \$172,000 to \$177,676
- Public Health Emergency Preparedness: increase of \$2,233 from \$115,362 to \$117,595
- Essential Local Public Health Services (ELPHS): increase of \$117,521 from \$924,331 to \$1,041,852
- Private & Type III Water Supply ELPHS: increase of \$5,348 from \$48,235 to \$53,583
- Food ELPHS: increase of \$24,227 from \$218,513 to \$242,740
- On Site Wastewater Treatment ELPHS: increase of \$10,858 from \$97,934 to \$108,792

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objection of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support Amendment # 1 to the Michigan Department of Health & Human Services (MDHHS) 2018-19 Comprehensive Agreement, effective October 1, 2018 through September 30, 2019.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT # 1 TO THE 2018-2019 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the 2018-19 Comprehensive agreement by increasing funding received from the Michigan Department of Health & Human Services (MDHHS) from \$5,217,733 to \$5,383,596, for a total increase of \$165,863; and

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

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

WHEREAS, the Board of Commissioners (BOC) authorized the 2018-2019 Comprehensive Agreement through Resolution #18-351; and

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

WHEREAS, MDHHS has proposed Amendment # 1 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 this Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment # 1 to the 2018-2019 Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that the total amount of the Comprehensive Agreement funding shall increase from \$5,217,733 to \$5,383,598 for a total increase of \$165,863.

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

Children's Special Health Care Outreach & Advocacy: increase of \$5,676 from \$172,000 to \$177,676
Public Health Emergency Preparedness: increase of \$2,233 from \$115,362 to \$117,595
Essential Local Public Health Services (ELPHS): increase of \$117,521 from \$924,331 to \$1,041,852
Private & Type III Water Supply ELPHS: increase of \$5,348 from \$48,235 to \$53,583
Food ELPHS: increase of \$24,227 from \$218,513 to \$242,740
On Site Wastewater Treatment ELPHS: increase of \$10,858 from \$97,934 to \$108,792

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

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit Amendment #1 of the 2018-2019 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 17, 2018
SUBJECT: FY 2019 Agreement with Michigan Department of Environmental Quality
For the meeting agendas of November 5 & November 7, 2018

BACKGROUND

Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environmental Quality (MDEQ) to conduct environmental monitoring and inspections of MDEQ Non-Community programs. Each year MDEQ reimburses ICHHD for expenses related to monitoring and inspection services. This practice began 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, 2018 and the new agreement will be effective from October 1, 2018 through September 30, 2019.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The proposed agreement for FY 2019 includes the following services and funding totaling up to \$32,743.00, allocated as follows:

Non-Community Public Water Supply Program – up to \$25,168

ICHHD will conduct sanitary surveys of non-community public water supplies in Ingham County. ICHHD 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 \$500

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

Public Swimming Pools – up to \$5,500

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

Campground Requirements – up to \$225

ICHHD 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.

Capacity Development & Source Water Assessment - Up to \$1,350

ICHHD will conduct source water assessments for non-transient Type II water supplies licensed by MDEQ in Ingham County.

STRATEGIC IMPACT

Strategy 1. Strive to make facilities and services user-friendly.

l. Provide for ongoing potable water and wastewater inspections through the Health Department.

m. Monitor environmental hazards and seek to prevent and mitigate pollution.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with MDEQ to conduct environmental monitoring and inspections of MDEQ Non-Community programs for the period of October 1, 2018 through September 30, 2019.

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 2018-2019**

WHEREAS, Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environmental Quality (MDEQ) to conduct environmental monitoring and inspections of MDEQ Non-Community programs; and

WHEREAS, MDEQ will reimburse ICHHD for expenses related to monitoring and inspection services; and

WHEREAS, this practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to (MDEQ); and

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

WHEREAS, the Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments; 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 MDEQ for Non-Community Programs.

BE IT FURTHER RESOLVED, that the agreement shall be effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED that MDEQ shall reimburse ICHHD up to \$32,743.00 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to \$25,168
- Drinking Water Long-Term Monitoring – up to \$500
- Public Swimming Pools – up to \$5,500
- Campground Requirements – up to \$225
- Capacity Development & Source Water Assessment- up to \$1350

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 15th, 2018
SUBJECT: Establishment of a Trust & Agency Account for the Mason Capital Area Prescription Drug Task Force
For the meeting agendas of November 5 and November 7, 2018

BACKGROUND

Ingham County Health Department (ICHHD) wishes to act as a fiduciary for donations and fundraising dollars received for educating and raising awareness regarding Ingham County’s prescription drug abuse epidemic. The Mason Capital Area Prescription Drug Task Force approached Ingham County, requesting that ICHHD act as a fiduciary for donations and fundraising dollars received. This task force is a collaboration of professionals, community members and law enforcement who are advocating for prescription medication practices that enhance and promote family and community wellness. A Trust & Agency Account will be established for Ingham County to accept incoming funds through an agreement with Mason Capital Area Prescription Drug Task Force. In addition, the Trust & Agency Account will be used to purchase commercial air time, Naloxone, and other pertinent items needed to further their mission. The Mason Capital Area Prescription Drug Task Force Drug will follow Ingham County’s policies and procedures regarding the expenditure of above-detailed funds.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

There is no financial impact to Ingham County.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objection of Promoting Accessible Healthcare, specifically section A.1(w) of the Action Plan – Continue work to stem the epidemic of Opioid/Heroin related deaths and crime.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support this agreement with Mason Capital Area Prescription Drug Task Force, effective upon approval.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH A TRUST AND AGENCY ACCOUNT FOR THE
MASON CAPITAL AREA PRESCRIPTION DRUG TASK FORCE**

WHEREAS, the Mason Capital Area Prescription Drug Task Force approached Ingham County, requesting that Ingham County Health Department (ICHHD) act as a fiduciary for donations and fundraising dollars received to educate and raise awareness of Ingham County's prescription drug abuse problems; and

WHEREAS, Ingham County will assume these duties upon a signed agreement between Ingham County and Mason Capital Area Prescription Drug Task Force; and

WHEREAS, the task force is a collaboration of professional, community members and law enforcement that advocate prescription medication practices that enhance and promote family and community wellness; and

WHEREAS, the donations and fundraising dollars will be used to purchase commercial air time, Naloxone, and other pertinent items to further their mission; and

WHEREAS, it is necessary to set up a Trust and Agency Account and also get the Board of Commissioners to approve the account/spending plan.

THEREFORE BE IT RESOLVED, upon a signed agreement between Ingham County and Mason Capital Area Prescription Drug Task Force, a Trust and Agency account will be established for the purposes of furthering the Mason Capital Area Prescription Drug Task Force mission.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes Ingham County to accept any and all future donations to the Trust and Agency Accounts.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 24, 2018
SUBJECT: Extended Agreement with Kresge & Anker Elektra LLC
For the meeting agendas of December 3 & December 5, 2018

BACKGROUND

Ingham County Health Department (ICHD) wishes to extend the agreement with Kresge Foundation through March 31, 2019 and wishes to enter into an agreement with Anker Elektra LLC to provide the Executive Coaching component for the Kresge Grant work. Resolution #17-385 authorized acceptance of the Kresge Foundation’s Emerging Leaders in Public Health (ELPH) Grant funds for a project totaling \$125,000 effective August 1, 2017 through September 30, 2018. Under this grant, ICHD is required to establish a new role for ICHD in creating a designation of best practice for exemplifying Health Equity & Social Justice (HESJ) in everyday practice and service. Through the Kresge Grant, ICHD is able to continue to transform public health practice by intentionally incorporating a health equity and social justice framework into their operations, policies and practices through the following components: A Health Equity Assessment including a staff survey component, a manager interview component, a community partner component and a staff focus group option, a communications component for disseminating the newly developed HESJ Tool Kit, and an Executive Coaching component to provide training for implementing the tools.

In order to complete the Executive Coaching component, following a Request for Proposals process overseen by the Purchasing Department, ICHD selected Anker Elektra LLC to provide executive coaching services including the following elements:

1. One-one coaching with up to six executives from ICHD;
2. A half-day StrengthsFinder workshop for the Leadership Team;
3. Team Coaching for the ICHD Executive Team.

The cost of this agreement totaling \$6,940 is completely funded by the Kresge ELPH Grant and will be effective upon execution of the contract through March 31, 2019.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Costs associated with this agreement will be completely funded by the Kresge ELPH Grant.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based upon the information presented, I respectfully recommend approval of the attached resolution to extend the agreement with the Kresge Foundation through March 31, 2019 and to enter into an agreement with Anker Elektra LLC in the amount of \$6940.00, effective upon execution through March 31, 2019.

TO: Debbie Edokpolo, MSW - Deputy Health Officer
 FROM: James Hudgins, Director of Purchasing
 DATE: June 27, 2018
 RE: Memorandum of Performance for RFP No. 153-18 Executive Coaching Services

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors for the purpose of entering into a contractual relationship with a person or organization for executive coaching services.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	74	18
Vendors responding	4	0

The following grid is a summary of the vendors' costs:

Vendor Name	Local Preference	Total Cost
Anker Elektra LLC	No, Royal Oak MI	\$6,940.00
Zilo International Group	No, Centennial CO	\$10,000.00
SGLynn Consulting LLC	No, Northville MI	\$10,000.00
Make It Plain Consulting	No, Cincinnati OH	\$10,000.00

Vendor Not Bidding

Barry Demp Coaching LLC, Troy, Michigan.

Reason: Not available to pursue the opportunity at this time.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND KRESGE AGREEMENT & CONTRACT
WITH ANKER ELEKTRA LLC**

WHEREAS, Ingham County Health Department (ICHD) wishes to extend the agreement with the Kresge Foundation through March 31, 2019 and wishes to enter into an agreement with Anker Elektra LLC to provide the Executive Coaching component for the Kresge Grant work; and

WHEREAS, resolution # 17-385 authorized acceptance of the Kresge Foundation's Emerging Leaders in Public Health (ELPH) Grant funds for a project totaling \$125,000 effective August 1, 2017 through September 30, 2018; and

WHEREAS, under this grant, ICHD is required to establish a new role for ICHD in creating a designation of best practice for exemplifying Health Equity & Social Justice (HESJ) in everyday practice and service; and

WHEREAS, through the Kresge Grant, ICHD is able to continue to transform public health practice by intentionally incorporating a health equity and social justice framework into their operations, policies and practices through the following components: A Health Equity Assessment including a staff survey component, a manager interview component, a community partner component and a staff focus group option, a communications component for disseminating the newly developed HESJ Tool Kit, and an Executive Coaching component to provide training for implementing the tools; and

WHEREAS, in order to complete the final Executive Coaching component, following a Request for Proposals process overseen by the Purchasing Department, ICHD selected Anker Elektra LLC to provide executive coaching services including the following elements:

1. One-one coaching with up to six executives from ICHD;
2. A half-day StrengthsFinder workshop for the Leadership Team;
3. Team Coaching for the ICHD Executive Team; and

WHEREAS, the cost of this agreement totaling \$6,940 is completely funded by the Kresge ELPH Grant and will be effective upon execution of the agreement through March 31, 2019; and

WHEREAS, the Health Officer recommends extending the Kresge agreement through March 31, 2019 and recommends entering into an agreement with Anker Elektra LLC for the purpose of providing the Executive Coaching component for the Kresge Grant work.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the Kresge agreement through March 31, 2019 and authorizes entering into an agreement with Anker Elektra LLC in an amount not to exceed \$6,940 effective upon execution of the agreement through March 31, 2019 for the purpose of providing the Executive Coaching component of the Kresge Grant work.

BE IT FURTHER RESOLVED, that the Kresge Grant allows for the development of the following components: A Health Equity Assessment including a staff survey component, a manager interview component and a community partner component and a staff focus group option, a communications component for disseminating the newly developed HESJ Tool Kit, and Executive Coaching to provide training for implementing the tools.

BE IT FURTHER RESOLVED, that in order to complete the Executive Coaching component, following a Request for Proposals process overseen by the Purchasing Department, ICHD selected Anker Elektra LLC to provide executive coaching services including the following elements:

1. One-one coaching with up to six executives from ICHD;
2. A half-day StrengthsFinder workshop for the Leadership Team;
3. Team Coaching for the ICHD Executive Team.

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

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