

CHAIRPERSON  
BRYAN CRENSHAW

VICE-CHAIRPERSON  
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM  
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE  
TODD TENNIS, CHAIR  
CHRIS TRUBAC  
RYAN SEBOLT  
THOMAS MORGAN  
DERRELL SLAUGHTER  
EMILY STIVERS  
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, MARCH 4, 2019  
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 [February 25, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Fair Board – Interviews
2. Board of Health – Interviews
3. Health Department
  - a. Resolution to Amend Agreement with MDHHS for [HIV Care](#) Coordination
  - b. Resolution to Authorize an Agreement with [Graphic Sciences, Inc.](#) for the Transport, Storage, and Retrieval of Health Department Files
4. Parks Department
  - a. Resolution to Establish [Additional Guidelines](#) for Trails and Parks Millage Grant Recommendations
  - b. Resolution to [Amend Resolution #19-047](#), Resolution to Authorize Contracts for Trails and Parks Millage Applications
5. Health Services Millage – Resolution Authorizing a Contract Extension with [MaLannoy Consulting, LLC](#) to Review Member Eligibility and Expenses Relative to the Health Services Millage Contracts with Ingham Health Plan Corporation

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  
February 25, 2019  
Draft Minutes

Members Present: Morgan, Naeyaert, Sebolt, Slaughter, Stivers, and Trubac

Members Absent: Tennis

Others Present: Sheriff Scott Wriggelsworth, Darin Southworth, Rick Terrill, John Peiffer, Linda Vail, Anne Scott, Stacia Chick, Gwenda Summers, Sara Lurie, Jared Cypher, Alicia Gray, Tyler A Smith, and others

The meeting was called to order by Vice-Chairperson Trubac 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 February 4, 2019 Minutes

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE MINUTES OF THE FEBRUARY 4, 2019 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Additions to the Agenda

3. Health Department/Sheriff’s Office
  - b. Resolution to Amend Staffing Services Agreement with Cross Country

Limited Public Comment

None.

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

4. Special Transportation Millage
  - a. Resolution Requesting the Conversion of Ingham County’s Non-Voting Appointee on the Capital Area Transportation Board of Directors to Voting Status
  - b. Resolution Authorizing the Fourth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020 (*tabled at July 16, 2018 meeting*)

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

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

1. Youth Commission – Interviews

Alisia Gray interviewed for the position.

COMM. SEBOLT, SUPPORTED BY COMM. NAEYAERT, MOVED TO RECOMMEND APPOINTING ALICIA GRAY TO THE YOUTH COMMISSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

2. Community Mental Health – Families Forward Update (*Information Item*)

Sara Lurie, Community Mental Health Authority (CMHA) Chief Executive Officer, stated that she wanted to express her appreciation for the tremendous support from the County. She further stated that the County's support allowed CMH to continue to serve residents who it might not otherwise be able to.

Ms. Lurie stated that she appreciated the assistance CMH had received from the Health Millage, and other County support that enabled CMH to maintain and expand services provided to the jail population. She further stated that CMH had been able to complete a building expansion through bonds.

Ms. Lurie stated that those projects were nearing completion, and that CMH was now turning its attention to the dire space issue affecting its Families Forward program. She further stated that the program was primarily located in the Human Services Building.

Gwenda Summers, CMH Families Forward Program Director, stated that Families Forward served approximately 2,700 youth and families in the area each year, and that figure had been increasing every year. She further stated that the program covered individuals from birth through age 17, and that all clients received counseling.

Ms. Summers stated that Families Forward provided services for youth who were most in need, who otherwise would not receive specialty services at all.

Ms. Summers read from a PowerPoint presentation.

Ms. Summers stated that she could expand on anything the Commissioners wished.

John Peiffer, CMH Facilities Manager, stated that the project proposal estimated needs were based on previous growth. He further stated that CMH had experienced tremendous growth over the last few years.

Mr. Peiffer stated that in 2004, CMH had 500 employees, and now employed 1,100. He further stated that CMH now served more than 11,000 people in the tri-County community, and that the proposal outlined CMH's needs in order to meet projected future growth.

Mr. Peiffer stated that he had met with an architect who helped look at CMH programming and current space use, and that he was not sure whether CMH could get more space at that time. He further stated that there were many benefits to remaining in the Human Services Building.

Mr. Peiffer stated that CMH was suggesting the County consider moving the Human Resources Department to the Hilliard Building in Mason in order to create space for CMH to expand and continue providing services. He further stated that the current space would need to be renovated either way.

Mr. Peiffer stated that CMH and the County would need to come up with a new lease, and would negotiate with County and Building Authority. He further stated that the lease payments would repay the cost of the renovations over the term of the lease.

Mr. Peiffer stated that the next step was to work with Purchasing to put out an RFP for architectural and engineering services to put together scope of work for the renovation/expansion. He further stated that once CMH had met with a firm, he could bring an estimated cost of renovation to the Board of Commissioners.

Mr. Peiffer stated that the last lease payment under the current agreement was made in 2008, and that CMH had been paying for operating expenses since.

Ms. Lurie stated that there would be some expenses incurred in moving Human Resources to the Hilliard building.

Jared Cypher, Deputy Controller, stated that moving Human Resources would have an impact on several other County departments. He further stated that if Human Resources moved to the Hilliard building, the MSU Extension would move into Farmland Preservation's current offices, which would displace Community Corrections, which would move to empty space in the Budget Office.

Mr. Cypher stated that the Controller had not yet begun to calculate the cost of the proposed changes, but that CMH's very rough estimate of \$1.25-1.7 million was enough that he did not know whether the County could sustain it, and it would need to be looked at.

Commissioner Sebolt asked whether moving Human Resources would impact County employees and access to services.

Mr. Cypher stated that the idea of keeping a Human Resources kiosk and helpline in the Human Services Building had been considered, and that there was appropriate space for Human Resources employees in Mason.

Commissioner Naeyaert stated that the commute from Lansing to Mason was not bad. She further asked what the alternative to moving Human Resources was.

Mr. Cypher stated that the Controller had no alternatives to the County fronting the money to CMH, and that CMH would have to come up with the money if the County could not.

Commissioner Sebolt stated that CMH had done some heavy renovations in the recent past, and asked why that had not been considered as part of the current process.

Stacia Chick, CMH Chief Financial Officer, stated that that renovation process had started when growth in the Families Forward program was not as rapid, and that CMH did not see a need for additional space at the Jolly Road facility at that time. She further stated that it did not seem possible to expand further at the time, because it appeared there would not be space for parking.

Ms. Lurie stated that the number of families served by the Families Forward program in 2017 was 2834 families, and the 2018 figure was 3332. She further stated that that was substantial growth in just one year.

Commissioner Slaughter asked how many families were not being served because of the lack of space.

Ms. Lurie stated that it was not a matter of families not being able to be served, but that she would like to do more groups and activities if more space were available.

Ms. Summers stated that CMH had mandated services it was required to provide. She further stated that there were clinical services, day programming, and groups for youth and families that CMH could not do currently, because it needed space.

Ms. Summers stated that she had to move people off, to the detriment of staff and families, but that she would not turn families away.

Commissioner Slaughter asked whether Ms. Summers had heard any complaints from families due to them needing to be sent from one building to another or similar.

Ms. Summers stated there had been some confusion for families about where to be and when. She further stated there had also been some issues with transport.

Mr. Cypher stated that one other option to consider would be a bond. He further stated that the option had been explored in the past, but could not be pursued.

Mr. Cypher stated that this project might be too small to bond for, but that it also might be too large to just fund directly. He further stated that the Board of Commissioners could consider tacking funding for CMH renovation onto the Jail project and bonding them out together.

Commissioner Sebolt stated that most clients of CMH were from Ingham, but some came from elsewhere.

Ms. Summers stated that some services were provided in other counties, but things like medication were only in Ingham.

Commissioner Sebolt stated that he would like to explore working with Clinton and Eaton counties to fund CMH.

Mr. Cypher stated that that was worth exploring.

Commissioner Naeyaert stated that CMH needed space to enhance its program, and that she would like to see options explored.

**Vice-Chairperson Trubac stated that it was the consensus of the Committee that the Controller explore alternative funding options for the CMH renovation project.**

4. Health Department/Sheriff's Office
  - a. Jail Medical Reorganization Discussion

Linda Vail, Health Officer, stated that the Health Department's recommendation regarding the jail medical issue was to make a contract with Corizon, and that the backup would be a County reorganization.

Commissioner Naeyaert asked whether Ms. Vail was still of the mindset that this was not something the County could provide the best way itself.

Ms. Vail stated that she had concerns, but would make the best of whatever situation arose. She further stated that one major issue was oversight, and that jail medical needed someone whose full time job was to manage the operation by filling staffing vacancies, working with the Sheriff's Office, and dealing with areas of concern.

Ms. Vail stated that the reorganization option remedied some contract issues, and created a nurse practitioner position at the County, but that it did not determine why the five registered nurse positions did not attract applicants, which had resulted in staffing issues. She further stated that the market for the positions did not work, and that the positions were a market exception.

Ms. Vail stated that the salary schedule needed to be adjusted to make it more competitive, and that she had asked Human Resources about adding hazard pay points to the job description, but was told the job description could only be refactored through a reclassification process. She further stated that there had been years with no increase in jail nurse pay at all.

Ms. Vail stated that there was a very competitive market for nurses, and the jail medical jobs were seriously lagging behind. She further stated that there was a need to do another market survey and adjust accordingly.

Ms. Vail stated that many counties had had hard financial times during the past several years, which created a problem with salaries where the market was driving them up, but the County's budgeting necessities was driving them down.

Ms. Vail stated that nurses in the jail were paid \$51-61,000, but that the average entry level pay for an RN was more like \$60,000 across the entire market.

Commissioner Naeyaert stated asked whether the reorganization would take current the RNs and move them or would bring in new ones.

Ms. Vail stated the reorganization would create additional positions and that there were currently five, not all of which were filled. She further stated that the Health Department could not take staff from other positions and backfilling jail medical due to different union representation.

Commissioner Sebolt stated that the timeline on nurse staffing was concerning, and that the contract had been renegotiated at the eleventh hour. He further stated that there was an oversight where the ending date on a contract was changed without the Chairperson of the Board of Commissioners being made aware prior to executing it.

Commissioner Sebolt asked who knew the contract had been changed.

Anne Scott, Health Department Administrator, stated that she did.

Ms. Vail stated that she had been in New Zealand at the time.

Commissioner Sebolt asked when the Controller found out about the change in the nursing contract to reduce it by three months from the Board of Commissioners' approved dates.

Mr. Cypher stated that he had found out from Ms. Scott, but could not remember exactly when.

Ms. Scott stated that she was not sure she had told Mr. Cypher exactly what needed to happen at the time.

Ms. Vail stated that the parties to the contract were always talking about a March 31, 2019 end date, then MSU Nursing suddenly stated that they were not sending nurses to the jail.

Commissioner Sebolt stated that the contract term of six months was reduced to three months, and for one month the Board of Commissioners was not made aware of the issue.

Ms. Vail stated that it was more like two weeks.

Commissioner Sebolt stated that the stamp from the Clerk's Office indicated that it must have been one month, not two weeks. He further stated that in 2018, there had been an issue with Animal Control where staff chose not to tell the Board of Commissioners about an issue until they had a solution.

Commissioner Sebolt stated that the faster the Board of Commissioners can know of an issue, the better.

Ms. Scott stated that she apologized.

Commissioner Sebolt stated that he accepted the apology, and that the Board of Commissioners just needed to know sooner.

Commissioner Morgan stated that he did not want to speak for colleagues, but that Ms. Vail should look more heavily at reorganization, because there did not appear to be support for the privatization option.

Commissioner Naeyaert stated that she heard loud and clear from the Sheriff and Health Officer that what was currently happening was not working. She further stated that she put a lot of weight by what they thought was best, and that she would support whatever helped them do their jobs.

3. Health Department/Sheriff's Office
  - b. Resolution to Amend Staffing Services Agreement with Cross Country

Commissioner Morgan stated that given the apparent consensus of the Committee, it might want to table the resolution and wait for approval of the reorganization plan.

Ms. Vail stated that the late resolution to amend the agreement with Cross Country would allow the Health Department to backfill existing positions until the reorganization happened. She further stated that she would be back next week with a reorganization resolution, and that the groundwork had been done, with Human Resources and almost all unions giving written support.

Ms. Vail stated that the ICEA Professionals Union had not submitted its approval in writing yet, but had orally stated they were in support. She further stated that approving this resolution would allow the Health Department to make a start.

Commissioner Morgan stated that the Cross Country resolution made sense on its face, but referred to a reorganization that had not been considered yet. He further stated that it was putting the cart before the horse to pass it referring to something that did not exist.

Ms. Scott stated the objective was to work with Cross Country and proceed with the reorganization concurrently. She further stated that it was critical to get a provider in place to continue healthcare services past April 1, 2019.

Ms. Scott stated that the Health Department needed this resolution and the rest to move together, and that it needed licensed professionals at the jail urgently. She further stated that the Health Department wanted to keep coverage while the new positions were posted and hired.

Commissioner Sebolt stated that the next Board of Commissioners meeting after February 26, 2019 was March 12, 2019, which could be too late.

Ms. Scott stated that she would feel better if the resolution were adopted at the February 26, 2019 meeting.

Commissioner Sebolt stated that he was cognizant of fact that jail medical staff was bare bones. He further stated that it was better to fix the problem by amending rather than waiting.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE RESOLUTION.

MOVED BY COMM. MORGAN, TO AMEND THE RESOLUTION AS FOLLOWS:

~~WHEREAS, ICHD has historically experienced extensive periods where positions are not filled due to lack of interest by applicants, and due to high turnover in permanent hires which are highly disruptive to operations and incur excessive costs associated with “send outs” to community health care providers for services that would otherwise be delivered onsite; and~~

...

~~WHEREAS, the total costs budgeted for contractual staffing as reflected in the proposed jail medical reorg, are budgeted at a maximum of \$250,000 annually in order to ensure adequate funds to cover this critical position; and~~

...

~~WHEREAS, the Health Officer recommends approval to amend the existing Cross County Staffing Agreement to include Nurse Practitioner, Registered Nurses, Licensed Practical Nurse, Medical Assistant and Certified Nurse Assistant positions for a total amount not to exceed \$250,000 annually effective April 1, 2019.~~

...

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amend the existing Cross County Staffing Agreement to include Nurse Practitioner, Registered Nurses, Licensed Practical Nurse, Medical Assistant and Certified Nurse Assistant positions for a total amount not to exceed ~~\$250,000~~ **\$125,000** annually effective April 1, 2019 through ~~March 30, 2020~~ **September 30, 2019.**, and to auto-renew thereafter.

BE IT FURTHER RESOLVED, that through this amendment, jail medical operations can maintain adequate staffing and service levels with temporary placements while permanent placements are recruited and hired into the vacant County positions.

**BE IT FURTHER RESOLVED, that the Health Officer will provide updates at least monthly to the Board of Commissioners as it pertains to the progress and filling of the permanent positions.**

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

Commissioner Sebolt asked whether the intent of the auto-renew provision was to protect the capability to backfill.

Ms. Scott stated that that was the intent.

Ms. Vail stated that the resolution was a stop gap, which could be built into the reorganization plan. She further stated that under the contract with MSU Nursing, there had been two or three nurse practitioners available, but that there was only one employee in that position now, allowing for no coverage flexibility.

Commissioner Sebolt asked whether keeping the auto-renew provision might help get a better negotiation deal with unions or prospective employees.

Ms. Scott stated that a two to three year term would force the County to come back and look at costs and reassess occasionally. She further stated that nurse practitioners who might want to be permanently placed into the County position might want to see the longevity that comes with auto-renew.

Commissioner Sebolt stated that the Committee was essentially voting on a portion of the reorg tonight.

Commissioner Morgan stated that he suggested a six month period in order to be able to evaluate coverage, hiring, and the rest. He further stated that he was afraid a longer term would allow the Health Department to over-rely on staff from Cross Country, without filling jail medical positions more permanently.

Ms. Vail stated that it would take some time to go through the reorganization process, so six months might be a bit short to really evaluate anything. She further stated that the jail medical unit might not even be fully staffed by then.

Commissioner Morgan stated that he would be willing go back to the March 30, 2020, with no auto-renew provision, adding the monthly report provision.

Commissioner Stivers stated that the addition of monthly reporting made the auto-renew provision acceptable, because the Committee would be reassessing the arrangement each month.

She further stated that auto-renew did not lock the County in, it just excused the Board of Commissioners from needing to pass another resolution.

Commissioner Stivers stated that the auto-renew provision created job security and added job attractiveness, which would be critical to filling the positions.

Commissioner Sebolt stated that he did not mind the idea of reporting requirements. He further stated that perhaps it would be better to put the reporting requirement into the reorganization resolution instead of the current resolution.

Commissioner Morgan stated that that was a good idea, and that it was a lot easier to let something auto-renew than to assess and reauthorize it. He further stated that he would rather the Committee remained active participants, and remained engaged as opposed to just “setting it and forgetting it.”

Commissioner Slaughter stated that he supported the auto-renew provision because it gave the Health Department some security, but understood Commissioner Morgan’s thoughts.

Commissioner Sebolt suggested removing the auto-renew provision for the first year, but expressing willingness to go into auto-renew on the first extension of the contract.

Commissioner Morgan stated that he would agree with that, and that he had a problem with auto-renew or privatization. He further stated that he would rather examine and reaffirm the arrangement each year that just let it keep renewing automatically.

Commissioner Morgan stated that the Board of Commissioners had had some philosophical issues and debates about privatization, and that he did not understand why it would now be willing to “set and forget” a privatization resolution.

Commissioner Naeyaert stated that she agreed with 98% of what the Committee did, but that it sounded like micromanagement to proceed this way. She further stated that the Sheriff and Health Department wanted privatization because they thought it would be best.

Commissioner Naeyaert stated that the Committee could approve the privatization plan despite its philosophical beliefs, for the good of the people of the County, if it was already willing to consider an auto-renewing resolution allowing a private company to assist with staffing. She further stated that auto-renew was an issue, and that the Committee should wait on the monthly reporting for now.

Commissioner Naeyaert stated that the Committee should allow for six months of progress, then return for more discussion about the reporting requirement, and possibly consideration of privatization if the reorganization was not working.

Vice-Chairperson Trubac stated that the resistance to privatization had never been a philosophical issue, but more a practical concern. He further stated that the company that would

privatize jail medical services had an exceedingly poor record, had shown they had an incentive to skimp, and that it astounded him that the State renewed its contracts with them.

Commissioner Naeyaert stated that she appreciated hearing that, but that she did not know if there was anyone other than Corizon out there to do this.

Ms. Vail stated that there were four more RFP bids, but that she was never directed to find a second choice.

Commissioner Naeyaert stated that the Health Officer and Sheriff said that Corizon was what they wanted, and that she did not know why reorganization was being considered despite that.

Commissioner Sebolt stated that Corizon was offering 3-4 more FTEs, which was a \$300,000-400,000 value, for only \$160,000 more. He further stated that it sounded like Corizon could not possibly pay employees very much, might fill the positions with people the County would never choose to hire, and that he was very concerned about quality of care.

Commissioner Sebolt stated that the County had an ethical and constitutional obligation to provide a certain level of care, and that the best way to do it was to do it ourselves.

Commissioner Morgan stated that profit motive led to people doing a poor job, and that the opposition of many commissioners to the privatization option came from a studied, long history of the results of privatization of public services being very poor. He further stated that the stopgap measure made sense, but that the Board of Commissioners needed to check in with the Health Department sooner instead of allowing for auto-renewal.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. SEBOLT, TO AMEND THE AMENDMENT AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amend the existing Cross County Staffing Agreement to include Nurse Practitioner, Registered Nurses, Licensed Practical Nurse, Medical Assistant and Certified Nurse Assistant positions for a total amount not to exceed ~~\$250,000~~ ~~\$125,000~~ **\$250,000 annually annually** effective April 1, 2019 through ~~March 30, 2020~~ ~~September 30, 2019~~ **March 30, 2020.**, and to ~~auto-renew thereafter.~~

...

~~BE IT FURTHER RESOLVED, that the Health Officer will provide updates at least monthly to the Board of Commissioners as it pertains to the progress and filling of the permanent positions.~~

Mr. Cypher stated that the reporting requirement would be added to the full reorganization resolution in the next meeting cycle.

This was regarded as a friendly amendment.

THE MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY. Absent:  
Commissioner Tennis.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent:  
Commissioner Tennis.

Discussion.

Ms. Vail stated she would have the reorganization resolution as an action item for the next Human Services meeting.

Mr. Cypher stated that the resolution would come as a late item.

Ms. Vail stated she would need to make a few corrections to the draft resolution in accordance with the amendment to the Cross County resolution. She further asked whether the Board of Commissioners would need her to report once a month.

Commissioner Morgan stated that once a month was needed, but that two paragraphs laying out how hiring was going, expenditures, and any other relevant developments would be acceptable.

#### Commissioner Announcements

None.

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 7:39 p.m.

## **MARCH 4, 2019 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

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

3. Health Department

a. *Resolution to Amend Agreement with MDHHS for HIV Care Coordination*

This resolution reallocates \$108,000 from the total Michigan Department of Health and Human Services (MDHHS) HIV Care Coordination grant funds totaling \$581,172 for the creation of two new positions:

A 1.0 FTE Peer Educator (UAW Tops Level F) and a .50 FTE Community Health Representative II (UAW Tops Level D).

This \$108,000 was formerly allocated for Substance Abuse Counseling. Under this amendment, the Substance Abuse Counseling will be funded through ICHD's community partner Community Mental Health Authority of Clinton, Eaton & Ingham Counties (CMHACEI) using Medicaid dollars. This reallocation of funds from MDHHS for HIV Care Coordination will be effective March 1, 2019 through September 30, 2019, supports the Ryan White program at Forest Community Health Center, and will allow ICHD to create new positions for HIV care.

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

This resolution authorizes extension of the agreement with Graphic Sciences, Inc. for the transport, storage and retrieval of Health Department files. The proposed annual cost of this agreement shall not exceed \$36,000 effective January 27, 2019 through January 26, 2020. The funds for the annual cost of this agreement are included in the FY 19 County Budget.

4. Parks Department

a. *Resolution to Establish Additional Guidelines for Trails and Parks Millage Grant Recommendations*

This resolution allows for future recommendations to the Board of Commissioners to include proposals to be funded up to four calendar years beyond the current year. In addition, the resolution requires 50% of each grant to be awarded up front to the communities for their trails and parks projects.

b. *Resolution to Amend Resolution #19-047, Resolution to Authorize Contracts for Trails and Parks Millage Applications*

This resolution amends resolution #19-047 to correct a typographical error.

5. Health Services Millage - Resolution Authorizing a Contract Extension with MaLannoye Consulting, LLC to Review Member Eligibility and Expenses Relative to the Health Services Millage Contracts with Ingham Health Plan Corporation

This resolution authorizes a contract extension with MaLannoye Consulting LLC. The contract will be extended through March 31, 2020 for review of IHPC invoices from the 2019 Health Services Millage contract. The amount will not exceed \$7,000 from the Health Services Millage for monthly review of invoices and random sampling as to millage eligibility.

**OTHER ITEMS:**

1. Fair Board – Interviews
2. Board of Health – Interviews

## Agenda Item 3a

**TO:** Board of Commissioners Human Services, County Services and Finance Committees

**FROM:** Linda S. Vail, MPA, Health Officer

**DATE:** February 8, 2019

**SUBJECT:** Authorization to Reallocate funding from MDHHS for HIV Care Coordination

For the meeting agendas of March 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>, 2019

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### **BACKGROUND**

Ingham County Health Department (ICHHD) wishes to amend Resolution #18-417 by reallocating \$108,000 from the total Michigan Department of Health and Human Services (MDHHS) HIV Care Coordination grant funds totaling \$581,172 for the creation of two new positions.

A 1.0 FTE Peer Educator (UAW Tops Level F) and a .50 FTE Community Health Representative II (UAW Tops Level D).

This \$108,000 was formerly allocated for Substance Abuse Counseling. Under this amendment, the Substance Abuse Counseling will be funded through ICHD's community partner Community Mental Health Authority of Clinton, Eaton & Ingham Counties (CMHACEI) using Medicaid dollars.

This reallocation of funds from MDHHS for HIV Care Coordination will be effective March 1, 2019 through September 30, 2019, supports the Ryan White program at Forest Community Health Center, and will allow ICHHD to create new positions for HIV care. Through this funding, the Ryan White Program will close gaps in care for some of the most underserved people living with HIV/AIDS and reach some of the most difficult populations to engage and retain in care. This funding will also allow ICHHD to enhance support and coordination services across the continuum of care, from detection to viral load suppression.

### **ALTERNATIVES**

There are no alternatives.

### **FINANCIAL IMPACT**

There is no financial impact associated with this amendment as these funds were previously allocated for in the FY2019 budget.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of Promoting Accessible Healthcare, specifically Goal A – with an emphasis on providing easy access to quality, innovative, cost-effective services that promote well-being and quality of life for residents of Ingham County, Strategy 1 – to make facilities and services user friendly, Goal C – to maintain and enhance county health and to develop options for service levels depending on the county fiscal health, and finally Strategy 3 - to build capacity to meet growing demands to investigate, educate and control the incidence of STIs in our community.

### **OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached Amendment to Resolution #18-417 for reallocating \$108,000 from the total Michigan Department of Health and Human Services (MDHHS) HIV Care Coordination grant funds to be used for the creation of two new positions effective March 1, 2019 through September 30, 2019.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND AGREEMENT WITH MDHHS FOR HIV CARE COORDINATION**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution # 18-417 by reallocating \$108,000 from the total Michigan Department of Health and Human Services (MDHHS) HIV Care Coordination grant funds totaling \$581,172 for the creation of two new positions; and

WHEREAS, these positions include a 1.0 FTE Peer Educator (UAW Tops Level F) and a .50 FTE Community Health Representative II (UAW Tops Level D); and

WHEREAS, this \$108,000 was formerly allocated for Substance Abuse Counseling; and

WHEREAS, under this amendment, the Substance Abuse Counseling will be funded through our community partner Community Mental Health (CMH) using Medicaid dollars; and

WHEREAS, this reallocation of funds from MDHHS for HIV Care Coordination will be effective March 1, 2019 through September 30, 2019 and supports the Ryan White program at Forest Community Health Center and will allow ICHD to create new positions for HIV care; and

WHEREAS, through this funding, the Ryan White Program will close gaps in care for some of the most underserved people living with HIV/AIDS and reach some of the most difficult populations to engage and retain in care; and

WHEREAS, this funding will also allow ICHD to enhance support and coordination services across the continuum of care, from detection to viral load suppression; and

WHEREAS, the health officer recommends amending Resolution # 18-417 by reallocating \$108,000 from the total MDHHS HIV Care Coordination grant funds totaling \$581,172 to be used for the creation of two new positions effective March 1, 2019 through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amend Resolution # 18-417 by reallocating \$108,000 from the total MDHHS HIV Care Coordination grant funds totaling \$581,172 to be used for the creation of two new positions effective March 1, 2019 through September 30, 2019.

BE IT FURTHER RESOLVED, that the following positions are created: a 1.0 FTE Peer Educator (UAW Tops Level F) and a .50 FTE Community Health Representative II (UAW Tops Level D).

BE IT FURTHER RESOLVED, that through this funding, the Ryan White Program will close gaps in care for some of the most underserved people living with HIV/AIDS and reach some of the most difficult populations to engage and retain in care.

BE IT FURTHER RESOLVED, that this funding will also allow ICHD to enhance support and coordination services across the continuum of care, from detection to viral load suppression.

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 Health Officer, Linda S. Vail, MPA, is authorized to submit the 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:** February 12, 2019  
**SUBJECT:** Agreement with Graphic Sciences, Inc.  
For the meeting agendas of March 4<sup>th</sup> & March 6th, 2019

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**BACKGROUND**

Ingham County Health Department (ICHD) wishes to extend its agreement with Graphic Sciences, Inc. for the transport, storage and retrieval of Health Department files. ICHD currently has an agreement with Graphic Sciences, Inc. for the transport, storage and retrieval of Health Department files and has been satisfied with these services which ended January 26, 2019. ICHD wishes to extend the agreement through January 26, 2020.

**ALTERNATIVES**

There are no alternatives.

**FINANCIAL IMPACT**

The proposed annual cost of this agreement shall not exceed \$36,000. The proposed costs are based on \$.320 per box and \$7.25 per file requested. This per file fee includes locating, removing and re-filing the requested document. In addition, there will be a one-time cost to remove, transport and catalog the files at Graphic Science, Inc. estimated at approximately \$11,500. The funds for the annual cost of this agreement are included in the FY 19 County Budget.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into agreement with Graphic Sciences, Inc. totaling \$36,000 effective January 27, 2019 through January 26, 2020.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRAPHIC SCIENCES, INC. FOR THE TRANSPORT, STORAGE, AND RETRIEVAL OF HEALTH DEPARTMENT FILES**

WHEREAS, Ingham County Health Department (ICHD) wishes to extend its agreement with Graphic Sciences, Inc. for the transport, storage and retrieval of Health Department files; and

WHEREAS, ICHD currently has an agreement with Graphic Sciences, Inc. for the transport, storage and retrieval of Health Department files and has been satisfied with these services which ended January 26, 2019; and

WHEREAS, ICHD wishes to extend the agreement through January 26, 2020; and

WHEREAS, Graphic Sciences, Inc. is a current vendor through the State of Michigan MiDeal Extended Purchasing program for digital imaging, microfilming and storage services; and

WHEREAS, the Purchasing Director has confirmed that Graphic Sciences, Inc. is exempt from the County's purchasing policy requiring a RFP or other competitive bidding; and

WHEREAS, Graphic Sciences, Inc. has estimated the costs to store files will be approximately \$1,850 per month and file retrieval at \$7.25 per file requested; and

WHEREAS, the annual costs of these services are not to exceed \$36,000 which will include monthly storage fees, file ingest, file retrieval and re-file fees and will be for a one year period; and

WHEREAS, the costs for the storage of documents in included in the FY 19 ICHD budget; and

WHEREAS, Graphic Science, Inc. has estimated an additional one-time cost of approximately \$11,500 (included in the total \$36,000 fee) to remove, transport and catalog the files; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a one year contract between Graphic Sciences, Inc. for the transport, storage and retrieval of files for a total amount not to exceed \$36,000 effective January 27, 2019 through January 26, 2020; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a one year contract between ICHD and Graphic Sciences, Inc. for the transport, storage and retrieval of files for a total amount not to exceed \$36,000 effective January 27, 2019 through January 26, 2020.

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

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** February 20, 2019  
**SUBJECT:** Ingham County Trails and Park Millage  
For the meeting agenda of 3/4/19 Human Services and 3/6/19 Finance

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**BACKGROUND**

The Park Commission has until now, at the direction of the Board of Commissioners, limited its recommendations to projects which would be started in the present year or immediately following two years up until and through the ending of the current Trails and Parks Millage as outlined in Resolution 17-275.

Commissioner Mark Grebner introduced the following resolution to shift the focus of planning toward longer term projects and spending as well as Commissioner Todd Tennis introduced awarding 50% up front of approved grant awards to the communities to help alleviate the accumulated millage fund balance.

**ALTERNATIVES**

None.

**FINANCIAL IMPACT**

In effort to spend down the fund balance quicker the 50% up front paid out to grant awards from the present round awardees with resolution 19-047 to the communities and going forward will help alleviate the accumulated millage fund balance now and in the future.

**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**

This resolution will allow the Parks Department to focus on future longer term projects up to four years out. This allocating money further out does not necessarily ensure that the millage fund balance will be spent down faster due to the nature of trail planning and design and communities applying for additional grants. Trails take time, and unforeseen circumstances and the lack of pre-planning before the passing of the millage has resulted in the accumulated fund balance, not the lack of allocating funds through the millage grant program. Encouraging communities with shovel ready projects could be added to the next round of application scoring in order to fund projects that are poised to begin and could be completed in a timelier fashion.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ESTABLISH ADDITIONAL GUIDELINES FOR  
TRAILS AND PARKS MILLAGE GRANT RECOMMENDATIONS**

WHEREAS, the Park Commission has until now, at the direction of the Board of Commissioners, limited its recommendations to projects which would be started in the present year or immediately following two years up until and through the ending of the current Trails and Parks Millage as outlined in Resolution 17-275; and

WHEREAS, a substantial financial reserve has accumulated; and

WHEREAS, the Board of Commissioners contemplates placing the question of renewing the Trails and Parks Millage before the voters at the presidential primary election to be held in 2020; and

WHEREAS, it the Board of Commissioners believes it would be beneficial to shift the focus of planning toward longer term projects and spending as well as award 50% up front of approved grant awards to the communities to alleviate the accumulated millage fund balance.

THEREFORE BE IT RESOLVED, that future recommendations to the Board of Commissioners may include proposals to be funded up to four calendar years beyond the current year.

BE IT FURTHER RESOLVED, that 50% of each grant will be awarded up front to the communities for their trails and parks projects starting with those projects awarded with resolution 19-047 and going forward.

BE IT FURTHER RESOLVED, the role of the Park Commission is to receive, evaluate, and rate all proposals, and to forward them for consideration to the Board of Commissioners, including for each proposal a description of its primary strengths and weaknesses.

BE IT FURTHER RESOLVED, the decision whether to fund a given project is reserved to the Board of Commissioners.

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** February 20, 2019  
**SUBJECT:** Ingham County Trails and Park Millage  
For the meeting agenda of 3/4/19 Human Services and 3/6/19 Finance

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**BACKGROUND**

Board of Commissioners Resolution #19-047 approved a fourth round of grants for funding that would address new construction as identified as regional priority corridors in figure 24 of the Ingham County Trails and Parks Comprehensive Report and special projects (including blue ways) as well as repairs, rehabilitation, long-term maintenance projects, and small projects.

Resolution #19-047 inadvertently refers to Resolution #18-231 in the first paragraph where Resolution 18-257 should be referenced. This amendment is correcting this to reflect the correct information.

**ALTERNATIVES**

None

**FINANCIAL IMPACT**

None

**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**

This amendment is correcting the original resolution to reflect the correct resolution that was referenced in the first paragraph. The Parks Department believes it is best to have the correct information in its' documents and to also avoid confusion.

**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 AMEND RESOLUTION #19-047, RESOLUTION TO AUTHORIZE  
CONTRACTS FOR TRAILS AND PARKS MILLAGE APPLICATIONS**

WHEREAS, Resolution #19-047, Resolution to Authorize Contracts for Trails and Parks Millage Applications inadvertently refers to Resolution 18-231 in the first paragraph; and

WHEREAS, Resolution #18-257 is the resolution that should be referenced; and

WHEREAS, the Board of Commissioners would like the resolution to reflect the correct information.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution 19-047, Resolution to Authorize Contracts for Trails and Parks Millage Applications to change the reference from Resolution 18-231 to Resolution #18-257.

BE IT FURTHER RESOLVED, all other aspects of Resolution #19-047 shall remain in effect.

## Agenda Item 5

To: Human Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: February 20, 2019

Subject: Contract with MaLannoye Consulting to Review Member Eligibility and Expenses Relative to the Health Services Millage Contracts with the Ingham Health Plan Corporation  
For the meeting agendas of March 4 and March 6

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### **BACKGROUND**

In resolution #18-529 the Ingham County Board of Commissioners authorized contracts with the Ingham Health Plan Corporation (IHPC) through December 31, 2019. Resolution #18-529 contained the following clause:

BE IT FURTHER RESOLVED, the Ingham Health Plan Corporation shall be subject to regular review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language.

MaLannoye Consulting, LLC has been under contract since 2016 to act as an outside reviewer to review IHPC invoices and determine that IHPC members that the County is billed for are millage eligible, and to determine that the services the County is billed for are within the scope of the contract. The contract will expire on March 31, 2019. This resolution is necessary to approve an extension of that contract.

### **ALTERNATIVES**

N/A

### **FINANCIAL IMPACT**

The contract with MaLannoye Consulting LLC, will be extended through March 31, 2020 for review of IHPC invoices from the 2019 Health Services Millage contract. The amount will not exceed \$7,000 from the Health Services Millage for monthly review of invoices and random sampling as to millage eligibility.

### **STRATEGIC PLANNING IMPACT**

This resolution supports 5-year strategic plan, action plan Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County - Strategy 3. Develop a performance-based measurement system for monitoring and reporting County service delivery and outcomes.

### **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 A CONTRACT EXTENSION WITH MALANNOYE CONSULTING, LLC TO REVIEW MEMBER ELIGIBILITY AND EXPENSES RELATIVE TO THE HEALTH SERVICES MILLAGE CONTRACTS WITH INGHAM HEALTH PLAN CORPORATION**

WHEREAS, resolution #18-529 the Ingham County Board of Commissioners authorized a contract with the Ingham Health Plan Corporation (IHPC) through December 31, 2019; and

WHEREAS, resolution #18-529 stated that the Ingham Health Plan Corporation shall be subject to regular review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language; and

WHEREAS, it is necessary to contract with an outside reviewer to review IHPC invoices and determine that IHPC members that the County is billed for are millage eligible, and to determine that the services the County is billed for are within the scope of the contract.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes a contract extension with MaLannoye Consulting, LLC to review IHPC invoices and determine that IHPC members that the County is billed for are millage eligible, and to determine that the services the County is billed for are within the scope of the contract.

BE IT FURTHER RESOLVED, the contracts shall be extended through March 31, 2020 in an additional amount not exceed \$7,000 from the Health Services Millage.

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.