

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
CAROL KOENIG

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE
CHRIS TRUBAC, CHAIR
EMILY STIVERS
TODD TENNIS
CAROL KOENIG
THOMAS MORGAN
DERRELL SLAUGHTER
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, MAY 18, 2020 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY <https://ingham.zoom.us/j/98152187808>.

Agenda

Call to Order

Approval of the [May 4, 2020](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Health Department
 - a. Resolution to Convert the Grant and Finance Specialist Position to [Accountant](#)
 - b. Resolution to Authorize [Amendment #3](#) to the 2019-2020 Comprehensive Agreement with the Michigan Department of Health and Human Services
 - c. Resolution to Authorize Setting up an Account with [AmerisourceBergen, Inc.](#) on Behalf of Afaxys, Inc.
 - d. Resolution to Accept Michigan Department of Health and Human Services (MDHHS) Funding for Diabetes Self-Management Education and Support ([DSMES](#))
 - e. Resolution to Extend an Agreement with [Lumahealth](#)
 - f. Resolution to Authorize an Agreement with [YMCA of Lansing](#)
2. Controller's Office – Resolution Updating Various [Fees](#) for County Services

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

May 4, 2020

Draft Minutes

Members Present: Trubac, Stivers, Tennis, Koenig, Morgan (arrived at 6:31 p.m.), Slaughter, and Naeyaert.

Members Absent: None.

Others Present: Treasurer Eric Schertzing, Jared Cypher, Timothy Morgan, Elizabeth Noel, and Michael Tanis.

The meeting was called to order by Chairperson Trubac at 6:30 p.m. virtually via Zoom in accordance with the Governor's Executive Order 2020-48 regarding the Open Meetings Act.

Approval of the March 16, 2020 Minutes

CHAIRPERSON TRUBAC STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE MARCH 16, 2020 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Morgan

Additions to the Agenda

None.

Commissioner Morgan arrived at 6:31 p.m.

Limited Public Comment

None.

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

1. Treasurer - Resolution Authorizing a Transfer from the Ingham County Delinquent Tax Revolving Fund to the Ingham County General Fund to Support the Greater Lansing Food Bank
2. Parks Department
 - a. Resolution to Authorize an Amendment to the Contract with Johnson Sign Company for Wayfinding Sign Installation
3. Veterans Affairs - Resolution to Authorize the Ingham County Department of Veteran Affairs to Accept a 2020 County Veteran Service Grant in the Amount of \$102,074.07

4. Health Department – Resolution to Authorize an Amendment to the Contract with the Ionia County Health Department for Medical Direction and Program Consultant
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

THE MOTION CARRIED UNANIMOUSLY.

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

2. Parks Department
 - b. Resolution to Authorize an Amendment to the Contract with Brock & Associates Inc. for a New Dock at Lake Lansing South Park

MOVED BY COMM. KOENIG, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Koenig stated that she had not been able to follow this since the incident occurred last year where the dock sank into the lake. She asked if there was any liability or error determined by who installed it.

Jared Cypher, interim County Controller, stated that Timothy Morgan, County Parks Director, was the person handling that for the most part. He asked Mr. Morgan if he could answer her question.

Mr. Morgan stated that this dock being installed was unrelated to the dock that collapsed last year. He further stated that it was in the pipeline for a grant application to replace the floating dock.

Mr. Morgan stated that after the Parks Department applied and received the grant, the other dock collapsed. He further stated that to answer her question, forensic engineers came out on several different occasions, met with staff as well as the company and their representative, and their Michigan Municipal Risk Management Authority (MMRMA) people and their representative, and it was a long, painstaking process of communicating back and forth.

Mr. Morgan stated that, at the end of the day, they valued the repairs of the dock about \$1,500, when there was a \$1,000 deductible, but he did not have the numbers in front of him. He further stated that the Parks Department received \$500 back and reimbursed all of the lost items to the individuals last summer.

Commissioner Koenig stated that she was not interested in the money, but rather in the liability. She further stated that she was interested in why the incident happened, so that it did not happen again.

Mr. Morgan stated that, as to why the incident happened, he was not sure that they ever came up with an answer for that. He further stated that they came to the conclusion that some of the bolts had broken.

Mr. Morgan stated that the company was there and had said that they could replace the dock, but the Parks Department was not putting the dock back into the water because the new dock from the Michigan Department of Natural Resources (DNR) was going to replace both of the docks. He further stated that he did not think anything ever came out of the incident as far as the insurance.

Commissioner Koenig asked Mr. Morgan how much load was allowed on the dock and how much was on it at the time that it broke.

Mr. Morgan stated that he was not sure. He further stated that when his department talked to the company, and when the company looked at it and had their forensics people out there, that was never discussed as far as the number of people versus what was there.

Commissioner Koenig stated that he could understand that they were lucky that nothing terrible happened, and that it was a very serious issue. She further stated that it was pretty traumatizing for the people that were there.

Commissioner Koenig stated that it was a handicap dock for people in wheelchairs, and she was concerned that somehow she never got the answers about what went wrong.

Mr. Morgan stated that he would be happy to reach out to their insurance company and get some additional dialogue, and would share it with the Board of Commissioners.

Commissioner Koenig stated that she did not need the insurance company. She further stated that she would like the report that would tell her what happened because after the engineers had looked at it, someone had to have come up with some conclusion.

Mr. Morgan stated that it had been a real struggle working with the insurance company throughout this whole process. He further stated that he would reach out and ask for specifics.

Commissioner Koenig stated that the reason she was not interested in the insurance company was because she cared about why it happened, so that the County could make sure that it did not happen again.

Mr. Morgan stated that the insurance company was the one who had done the forensic investigation and came up with all of the investigative work.

Commissioner Koenig asked Mr. Morgan if he could send her the report the insurance company came up with.

Mr. Morgan stated yes.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY.

6. Controller's Office

- a. Resolution Authorizing Adjustments to the 2020 Ingham County Budget

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Tennis stated that in the schedule, he thought that there was some money put in the wrong line. He further stated that the narrative talked about \$50,000 going to the Department of Human Services (DHHS) for child care, but in the actual column, there was \$50,000 going to Community Mental Health (CMH), which was one line above the Department of Human Services.

Commissioner Tennis stated that he thought that was a typographical error.

Mr. Cypher stated that it was a typographical error and it should be one line below that to DHHS.

Discussion.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. STIVERS, TO AMEND THE TABLE CHART BY REMOVING THE \$50,000 LINE FROM COMMUNITY MENTAL HEALTH AND INSERTING THE \$50,000 LINE TO DEPARTMENT OF HUMAN SERVICES.

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY.

6. Controller's Office

- b. Resolution Updating Various Fees for County Services (*Discussion*)

Commissioner Tennis stated that this was an annual thing, where the Board of Commissioners asked staff to update fees based on price indexes. He further stated that, in most cases, it attempted to get them as close to cost of providing the service as possible, but sometimes a political decision based on one reason or another to have it cost less than the service provided.

Commissioner Tennis stated that he did not see anything unusual that jumped out at him. He asked if he should assume that the Commissioners would expect to see the actual resolution at the next meeting.

Chairperson Trubac stated yes.

Announcements

Commissioner Slaughter stated that he wanted to thank the Ingham County Health Department for their work of pulling together a group that was focused on people of color who had

contracted COVID-19, and for working on different avenues for getting accurate messaging out to the public. He further stated he had been working with this group for a week-and-a-half to two weeks, and had pulled together pastors of the Greater Lansing area to talk about COVID-19 and how to support their congregants going forward.

Commissioner Slaughter stated that the group was also looking at different segments of black and brown populations going forward, and so he wanted to give kudos to the staff at the Ingham County Health Department for all of the work they have been doing.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:43 p.m.

MAY 18, 2020 HUMAN SERVICES AGENDA

STAFF REVIEW SUMMARY

ACTION ITEMS:

The Interim Controller/Administrator is recommending approval of the following resolutions

1. Health Department

a. *Resolution to Convert the Grant and Finance Specialist Position to Accountant*

This resolution authorizes the conversion of a vacant Finance and Grant Specialist, ICEA County Professional Grade 06 to Accountant ICEA County Professional Grade 07 effective upon Board approval. The additional cost is \$10,870 and is fully funded by the Ryan White Grant and 340B pharmacy savings.

b. *Resolution to Authorize Amendment #3 to the 2019-2020 Comprehensive Agreement with the Michigan Department of Health and Human Services*

This resolution authorizes amendment #3 to the Comprehensive Agreement. The Comprehensive Agreement is the annual process whereby MDHHS transmits State and Federal Funds to Ingham County to support public health programs. The financial impact of this amendment will increase the agreement for Comprehensive Local Health Services from \$6,353,675 to \$6,662,543, an increase of \$308,868. The amendment includes increased funding for COVID-19 response.

c. *Resolution to Authorize Setting up an Account with AmerisourceBergen, Inc. on Behalf of Afaxys, Inc.*

This resolution authorizes an account set up with AmerisourceBergen, INC on behalf of AFAXYS, INC for the distribution of medical supplies, effective March 1, 2020 through February 29, 2023.

d. *Resolution to Accept Michigan Department of Health and Human Services (MDHHS) Funding for Diabetes Self-Management Education and Support (DSMES)*

This resolution accepts a grant funding award from MDHHS effective March 1, 2020 through June 30, 2021, in the amount of \$15,000. This funding shall be used to create Diabetes Self-Management Education and Support (DSMES) services for ICHD's Community Health Center patients.

e. *Resolution to Extend an Agreement with Lumahealth*

This resolution authorizes a no cost extension of the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, through July 12, 2020.

f. *Resolution to Authorize an Agreement with YMCA of Lansing*

This resolution authorizes an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients for \$9,800 at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021. Costs are covered by Ryan White Grant funds.

2. Controller's Office – *Resolution Updating Various Fees for County Services*

This resolution updates fees for county services in FY 2021. It is important to note that the Health Department, which has the most fees of any Human Services department, is not included in this update. The COVID-19 pandemic has prevented the Health Department from participating in the fee update at this time. The Budget Office will work with them on an update later in the year.

Agenda Item 1a

TO: Board of Commissioners Human Services, County Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 21, 2020
SUBJECT: Authorization to Convert the Grant and Finance Specialist Position to Accountant
For the meeting agendas of May 18, May 19th and May 20, 2020

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to convert Position #601537 Finance and Grant Specialist (ICEA 06) to an Accountant (ICEA 07). The Finance and Grant Specialist position is fully funded through State and Federal Ryan White HIV Care funds, to support the management of the accounting and grant budget management associated with Ryan White programs. The Finance and Grant Specialist position has been unfilled as posted, and after re-analysis of the position, it was determined that the Accountant position aligns better with the duties required to support the expanding Ryan White program budgets and 340B Pharmacy savings. ICHD's Human Resources Department has participated in and analyzed the proposed conversion. The ICEA County Professionals Union has been notified, and they support this conversion.

ALTERNATIVES

Leave the Finance and Grant Specialist position as is, although the skill set required does not match the expanded duties skill set, which is more aligned with an accountant.

FINANCIAL IMPACT

The Finance and Grant Specialist position is compensated at the ICEA County Pro 06 range of \$45,542.52 - \$59,473.88. The conversion of the vacant position #601537 to an Accountant (ICEA 07) would increase costs by \$10,869.67 annually and result in an increased compensation range of \$53,158.82 - \$63,815.36.

STRATEGIC PLAN

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 on the information presented, I respectfully recommend approval for Ingham County to authorize the conversion of vacant Position #601537 Finance and Grant Specialist ICEA County Professional Grade 06 to Accountant ICEA County Professional Grade 07 effective upon execution.

Agenda Item 1a

TO: Anne Scott, DHO/Executive Director, CHC
FROM: Beth Bliesener, Human Resources Specialist
DATE: 04-20-2020
RE: Memo of Analysis for converting position number 601537

The Health Department would like to convert position number 601537.

1. Position number 601537 is a Ryan White Finance and Grants Specialist, which is currently vacant.
2. The Health Department would like to convert vacant position 601537 from a Finance and Grants Specialist, ICEA County Pro grade 06 to an Accountant, CHC, ICEA County Pro grade 07.

I have sent the ICEA chair notice and they support converting the position. I have attached their response.

Please use this memo as acknowledgement of Human Resources' participation. You are now ready to complete the final step in the process: contact Budgeting, write a memo of explanation and prepare a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).

From: [Desiree Cook](#)
To: [Elizabeth McGee](#); [Elisabeth Bliesener](#); [Eric Thelen](#); [Anne Scott](#)
Subject: RE: Convert position number 601537
Date: Monday, April 20, 2020 1:21:40 PM

I approve.

From: Elizabeth McGee <EMcGee@ingham.org>
Sent: Monday, April 20, 2020 1:21 PM
To: Elisabeth Bliesener <EBliesener@ingham.org>; Desiree Cook <DCook@ingham.org>; Eric Thelen <ETHelen@ingham.org>; Anne Scott <AScott@ingham.org>
Subject: RE: Convert position number 601537

In the same office.....HD Administration

From: Elisabeth Bliesener
Sent: Monday, April 20, 2020 1:19 PM
To: Desiree Cook <DCook@ingham.org>; Eric Thelen <ETHelen@ingham.org>; Elizabeth McGee <EMcGee@ingham.org>; Anne Scott <AScott@ingham.org>
Subject: RE: Convert position number 601537

Anne, Eric or Beth McGee,
Can you see the question below that Desiree has and let her know. Thank-you.

From: Desiree Cook <DCook@ingham.org>
Sent: Monday, April 20, 2020 1:16 PM
To: Elisabeth Bliesener <EBliesener@ingham.org>
Subject: RE: Convert position number 601537

Will the position in the same office etc as the other accountants or will they be someplace else also doing grant work?

From: Elisabeth Bliesener <EBliesener@ingham.org>
Sent: Monday, April 20, 2020 1:14 PM
To: Desiree Cook <DCook@ingham.org>
Subject: Convert position number 601537

Good Afternoon Desiree,
The Health Department would like to convert the vacant Ryan White Finance and Grant Specialist ICEA 06 position number 601537 to an Accountant ,CHC ICEA 07 as the duties required fall in line more with an Accountant job description.

Does the Union support the position conversion?

Thanks,

Beth

Transmission is Privileged and Confidential.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONVERT THE GRANT AND FINANCE SPECIALIST POSITION
TO ACCOUNTANT**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert Position #601537 Finance and Grant Specialist (ICEA 06, \$45,542.52 – 59,473.88) position number to an Accountant (ICEA 07, \$53,158.82 - \$63,815.36); and

WHEREAS, the Finance and Grant Specialist position is fully funded through State and Federal Ryan White HIV Care funds, to support the management of the accounting and grant budget management associated with Ryan White programs; and

WHEREAS, the Finance and Grant Specialist position has been unfilled as posted, and after re-analysis of the position, it was determined that the Accountant position aligns better with the duties required to support the expanding Ryan White program budgets and 340B Pharmacy savings; and

WHEREAS, a Finance and Grant Specialist is compensated at the ICEA County Pro 06 range of \$45,542.52 - \$59,473.88 and converting to an Accountant at the ICEA County Pro 06 would increase the compensation range to \$53,158.82 - \$63,815.36; and

WHEREAS, the ICEA County Professionals Union has been notified, and they support the conversion; and

WHEREAS, the Human Resources Department has participated in and analyzed the proposed conversion; and

WHEREAS, the conversion of the vacant position #601537 to an Accountant (ICEA 07, \$53,158.82 - \$63,815.36) would increase costs by \$10,869.67 annually; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports the proposed conversion of vacant Position #601537 Finance and Grant Specialist (ICEA 06, \$45,542.52 – 59,473.88) position number to an Accountant (ICEA 07, \$53,158.82 - \$63,815.36); and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the proposed conversion of vacant Position #601537 Finance and Grant Specialist (ICEA 06, \$45,542.52 – 59,473.88) to an Accountant (CHC ICEA 07, \$53,158.82 - \$63,815.36) effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of vacant Position #601537 Finance and Grant Specialist, ICEA County Professional Grade 06 to Accountant ICEA County Professional Grade 07, effective upon approval of this resolution.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary changes to the budget and position allocation list consistent with this resolution.

TO: Board of Commissioners Finance and Human Services Committee
FROM: Linda S. Vail, Health Officer
DATE: April 27, 2020
SUBJECT: FY 20 State of Michigan Comprehensive Agreement Amendment # 3
For the meeting agendas of May 18th, 2020 and May 20th, 2020

BACKGROUND

Ingham County Health Department (ICHHD) currently receives funding from Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement. The Comprehensive Agreement is the annual process whereby MDHHS transmits State and Federal Funds to Ingham County to support public health programs. The Board of Commissioners (BOC) authorized the 2019-2020 Comprehensive Agreement through Resolution #19-309, Amendment #1 through Resolution # 19-471, and Amendment # 2 through Resolution # 20-104.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact of this amendment will increase the agreement for Comprehensive Local Health Services from \$6,353,675 to \$6,662,543, an increase of \$308,868. The amendment makes the following specific changes in the budget;

Family Planning Services: increase of \$15,000 from \$439,223 to \$454,223
Public Health Emergency Preparedness (PHEP): increase of \$6,560 from \$115,940 to \$122,500
Food – Essential Local Public Health Services (ELPHS); increase of \$42,433 from \$242,740 to \$285,173
Regional Perinatal Care Systems; increase of \$50,000 from \$50,000 to \$100,000
Nurse Family Partnership: increase of \$3,000 from \$585,300 to \$588,300
COVID-19 Response: increase of \$50,000 from \$0 to \$50,000
PHEP COVID-19 Response: increase of \$125,000 from \$0 to \$125,000
Hepatitis A: increase of \$25,000 from \$0 to \$25,000
Vector Borne Surveillance: decrease of \$8,125 from \$8,125 to \$0

STRATEGIC PLANNING IMPACT

This resolution supports the 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 on the information presented, I respectfully recommend approval of the attached resolution to support Amendment # 3 with Michigan Department of Health & Human Services (MDHSS) effective October 1, 2019 through September 30, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2019-2020 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

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

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD have entered into a 2019-2020 Comprehensive Agreement authorized in Resolution #19-309 and Amendment #1 in Resolution #19-471 and Amendment # 2 in Resolution #20-104; and

WHEREAS, MDHHS has proposed Amendment #3 to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 to the 2019-2020 Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the total amount of the Comprehensive Agreement funding shall increase from \$6,353,675 to \$6,662,543, an increase of \$308,868.

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

Family Planning Services: increase of \$15,000 from \$439,223 to \$454,223
Public Health Emergency Preparedness (PHEP): increase of \$6,560 from \$115,940 to \$122,500
Food – Essential Local Public Health Services (ELPHS); increase of \$42,433 from \$242,740 to \$285,173
Regional Perinatal Care Systems; increase of \$50,000 from \$50,000 to \$100,000
Nurse Family Partnership: increase of \$3,000 from \$585,300 to \$588,300
COVID-19 Response: increase of \$50,000 from \$0 to \$50,000
PHEP COVID-19 Response: increase of \$125,000 from \$0 to \$125,000
Hepatitis A: increase of \$25,000 from \$0 to \$25,000
Vector Borne Surveillance: decrease of \$8,125 from \$8,125 to \$0

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, or her designee, is authorized to submit Amendment #3 of the 2019-2020 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: April 29, 2020

SUBJECT: Authorization to set up account with AmerisourceBergen, INC on behalf of AFAXYS, INC

For the meeting agendas of May 18th, 2020 and May 20th, 2020

BACKGROUND

Ingham County Health Department (ICHD) entered into an agreement with AFAXYS, INC for group purchasing of medical supplies effective March 1, 2020 through February 29, 2023. AFAXYS, INC and BAYER collaborate under this agreement to provide family planning medical supplies for the Public Health Sector. AFAXYS INC has collaborated with AmerisourceBergen, INC, a pharmaceutical distribution company, to distribute medical supplies under this group purchasing agreement. ICHD is required to setup an account with AmerisourceBergen to continue distribution of medical supplies to ICHD’s Community Health Centers (CHCs). An account set up with AmerisourceBergen INC, will support distribution of medical supplies to ICHD’s Community Health Center (CHC) patients receiving treatment.

ALTERNATIVES

AmerisourceBergen is the chosen distributor for AFAXYS, INC for medical supplies and therefore there are no alternatives.

FINANCIAL IMPACT

There is no cost associated with this agreement.

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 on the information presented, I respectfully recommend approval of the attached forms to authorize account set up with AmerisourceBergen, INC on behalf of AFAXYS, INC effective March 1, 2020 through February 29, 2023.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SETTING UP AN ACCOUNT WITH
AMERISOURCEBERGEN, INC ON BEHALF OF AFAXYS, INC**

WHEREAS, Ingham County entered into an agreement with entered into an agreement with AFAXYS, INC for group purchasing of medical supplies effective March 1, 2020 through February 29, 2023; and

WHEREAS, AFAXYS, INC and BAYER collaborate under this agreement to provide family planning medical supplies for the Public Health Sector; and

WHEREAS, AFAXYS INC has collaborated with AmerisourceBergen, INC, a pharmaceutical distribution company, to distribute medical supplies under this group purchasing agreement; and

WHEREAS, AmerisourceBergen INC, will support distribution of medical supplies to ICHD's Community Health Center (CHC) patients receiving treatment; and

WHEREAS, ICHD is required to setup an account with AmerisourceBergen to continue distribution of medical supplies to ICHD's Community Health Centers (CHCs); and

WHEREAS, AmerisourceBergen, INC requires a customer credit application to be completed; and

WHEREAS, ICHD will provide AmerisourceBergen, INC with a credit application; and

WHEREAS, the Health Officer recommends approval of this resolution to enter into an agreement with AFAXYS, INC for group purchasing of medical supplies effective March 1, 2020 through February 29, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with AFAXYS, INC for group purchasing of medical supplies effective March 1, 2020 through February 29, 2023.

BE IT FURTHER RESOLVED, that the Health Officer has authority to complete any electronic forms related to this resolution on behalf of the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 29, 2020
SUBJECT: Authorization to Accept MDHHS funding for Diabetes Self-Management Education Services
For the meeting agenda of May 18th and May 20th, 2020

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept a funding award totaling \$15,000.00 from Michigan Department of Health & Human Services (MDHHS) effective March 1, 2020 through June 30, 2021. This award provides funding to ICHD's CHCs in creating Diabetes Self-Management Education and Support (DSMES) services for patients of the Ingham CHCs. The following changes will be supported by this funding:

- Class supplies (telehealth or DSMES start-up)
- DSMES promotional materials
- Staff education/training (about DSMES services/referral process)
- EHR modifications to implement referral prompts

ALTERNATIVES

The alternative to accepting this award would be to identify funding within our existing budget to support implementation.

FINANCIAL IMPACT

This award will be effective March 1, 2020 through June 30, 2021, in the amount of \$15,000.00 and is awarded by MDHHS. This funding shall be used to create Diabetes Self-Management Education and Support (DSMES) services for ICHD's CHC patients.

STRATEGIC PLAN

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 on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize acceptance of a funding award totaling \$15,000.00 from Michigan Department of Health & Human Services (MDHHS) effective March 1, 2020 through June 30, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) FUNDING FOR DIABETES SELF-MANAGEMENT EDUCATION AND SUPPORT (DSMES)

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept a funding award totaling \$15,000.00 from Michigan Department of Health & Human Services (MDHHS) effective March 1, 2020 through June 30, 2021; and

WHEREAS, this award will provide funding to ICHD's CHCs and will create Diabetes Self-Management Education and Support (DSMES) services for patients of the Ingham CHCs; and

WHEREAS, the following changes will be supported by this funding:

- Class supplies (Telehealth or DSMES start-up)
- DSMES promotional materials
- Staff education/training (about DSMES services/process)
- EHR modifications to implement referral prompts; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board recommends acceptance of the DSMES funding award totaling \$15,000.00 from MDHHS March 1, 2020 through June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the DSMES funding award totaling \$15,000.00 from MDHHS effective March 1, 2020 through June 30, 2021.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, is authorized to electronically sign any contract documents on behalf of the county after approval as to form by the County Attorney.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any 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: April 29, 2020
SUBJECT: Authorization to Extend Agreement with LumaHealth
For the Meeting Agendas of May 18th and May 20th, 2020

BACKGROUND

Ingham County Health Department (ICHHD) wishes to extend the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020.

ALTERNATIVES

Luma Health was selected as the sole vendor by Michigan Primary Care Association (MPCA) to provide patient broadcasting, messaging and Telehealth services through a competitive bid process and therefore it has exclusive rights for providing these services to CHCs across the State of Michigan.

FINANCIAL IMPACT

There is no-cost for this 60-day agreement.

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 conditions.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached short form to amend resolution #20-177 effective April 14, 2020 through July 12, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO EXTEND AGREEMENT WITH LUMAHEALTH

WHEREAS, Ingham County Health Department (ICHD) wishes to extend the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020; and

WHEREAS, Luma Health was selected as the sole vendor by Michigan Primary Care Association (MPCA) to provide patient broadcasting, messaging and Telehealth services through a competitive bid process and therefore it has exclusive rights for providing these services to CHCs across the State of Michigan; and

WHEREAS, there is no-cost for this 60-day agreement; and

WHEREAS, the Health Officer and the Community Health Center Board recommend extending the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize extending the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020.

BE IT FURTHER RESOLVED, that Luma Health was selected as the sole vendor by Michigan Primary Care Association (MPCA) to provide patient broadcasting, messaging and Telehealth services through a competitive bid process and therefore it has exclusive rights for providing these services to CHCs across the State of Michigan.

BE IT FURTHER RESOLVED, that there is no-cost for this 60-day agreement.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any 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: April 29, 2020
SUBJECT: Authorization to Enter into an Agreement with YMCA of Lansing
For the meeting agendas of May 18th and May 20, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for \$9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021. The course will be geared towards HIV patients with oversight from a nutritionist at ICHD to ensure the lessons provided meet the needs of the patients and the Ryan White Grant. This 12 week course is a pilot program and will take place once a week for 60 minutes.

ALTERNATIVES

The YMCA offers unique specialty programming which is evidence based for improved health and nutrition for HIV clients at a marginal rate. Alternatives for these services are more costly and would not fall within budget for these grants.

FINANCIAL IMPACT

The HIV nutrition program costs \$9,800 for one 12 week course. The cost will be covered by funds from the Ryan White B and Ryan White D State/Federal grants.

STRATEGIC PLAN

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 on the information presented, I respectfully recommend approval to enter into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for \$9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH YMCA OF LANSING

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for \$9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021; and

WHEREAS, the course will be geared towards HIV patients with oversight from a nutritionist at ICHD to ensure the lessons provided meet the needs of the patients and the Ryan White Grant; and

WHEREAS, the HIV nutrition program costs \$9,800 for one 12 week course; and

WHEREAS, the cost will be covered by funds from the Ryan White B and Ryan White D State/Federal grants; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support entering into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for \$9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for \$9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021.

BE IT FURTHER RESOLVED, that the cost will be covered by funds from the Ryan White B and Ryan White D State/Federal grants.

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

Agenda Item 2

TO: Finance and Liaison Committees

FROM: Jill Bauer, Administrative Analyst Budget Office

DATE: May 5, 2020

SUBJECT: Resolution Updating Various Fees for County Services

This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2020, for the Park and Zoo winter seasonal fees on November 1, 2020, and for all other departments with the exception of the Zoo, on January 1, 2021. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2021 cost was calculated by multiplying the 2020 cost by the 2021 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at the previous round of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$70,000. Any additional revenue will be recognized in the 2021 Controller Recommended Budget.

As directed by the Board of Commissioners, the Controller’s Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

Please contact me if you have any questions regarding this information.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2021 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2020, the Park and Zoo winter seasonal fees and the Park Annual Passes which will be effective starting November 1, 2020.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

2021 County Fees Analysis
Human Services Committee

Location of Service	Fee Description	Target Percent	2020 Fee	2021 Fee
Parks	Administrative -Returned Check Fee	100.0%	\$34.00	\$35.00
Parks	Winter Sports Building (100 Person Capacity) ****	100.0%	\$97.00	\$100.00
Parks	Winter Sports Building - reservation fee/non operationa	100.0%	\$31.00	\$32.00
Parks	Shelters - 60 Person Capacity ****			
Parks	Lake Lansing South Lakeview	100.0%	\$81.00	\$82.00
Parks	Lake Lansing North Oak Knoll	100.0%	\$81.00	\$82.00
Parks	Lake Lansing North Sandhill	100.0%	\$81.00	\$82.00
Parks	Hawk Island Kestrel	100.0%	\$81.00	\$82.00
Parks	Burchfield Deer Run	100.0%	\$81.00	\$82.00
Parks	Burchfield Pine Knoll	100.0%	\$81.00	\$82.00
Parks	Burchfield Southridge	100.0%	\$81.00	\$82.00
Parks	Hawk Island Peregrine	100.0%	\$135.00	\$140.00
Parks	Hawk Island - Red Tail	100.0%	\$275.00	\$280.00
Parks	Cabanas - Mini semi permanent shelters/30 p cap.			
Parks	Hawk Island	100.0%	\$81.00	\$82.00
Parks	Lake Lansing South	100.0%	\$81.00	\$82.00
Parks	Abandonment Recovery Fee	100.0%	\$43.00	\$44.00
Parks	Late Fee (arriving 1/2 hour or later after closing)	100.0%	\$22.00	\$23.00
Parks	Canoe/Kayak Trips - McNamara	100.0%	\$16.00	\$17.00
Parks	Canoe/Kayak Trips - Bunker Rd	100.0%	\$24.00	\$25.00
Parks	Canoe/Kayak Trips - Eaton Rapids	100.0%	\$31.00	\$32.00
Parks	Day Camp ****			
Parks	Resident Monday-Friday 9am-4pm	100.0%	\$100.00	\$105.00
Parks	Non-Resident Monday-Friday 9am-4pm	100.0%	\$110.00	\$115.00
Parks	Resident Mon-Fri 7:30am-5:30pm	100.0%	\$135.00	\$140.00
Parks	Non-Resident Mon-Fri 7:30am-5:30pm	100.0%	\$145.00	\$150.00
Parks	Disc Golf ****			
Parks	Day Pass (13 and older)	100.0%	\$4.00	\$5.00
Parks	Equipment Rental per round of Disc Golf	100.0%	\$1.00	\$2.00
Parks	Burchfield - Tube Rental (Hourly)	100.0%	\$2.00	\$3.00
Parks	Hawk Island Snow Hill **** Rates			
Parks	Non-operational hour reservation (2hours) minimum of 25 people + pp group rate of \$8.00 per person for any additional guests past the pre-paid 25 people	100.0%	\$300.00	\$305.00
Parks	Moonwalk	100.0%	\$300.00	\$325.00
Parks	Dunk Tank	100.0%	\$250.00	\$255.00
Parks	Giant Slide	100.0%	\$430.00	\$440.00
Parks	Passport Pictures	100.0%	\$15.00	\$16.00
Parks	Band Shell Rental	100.0%	\$105.00	\$105.00
Parks	Band Shell Equipment Rental			
Parks	PA, Chairs or Music Stands per item	100.0%	\$50.00	\$51.00
Parks	Snow Shoe Rental Adult	100.0%	\$5.00	\$6.00
Parks	Cancellation Administration Fee for Hawk Island Snow Tubing Reservations	100.0%	\$25.00	\$26.00
Fair	PER DAY, includes janitorial fees and facility fee	100%	610.00	620.00
	Friday Night Show	100%	150.00	155.00
Fair	PER Water Dump	100%	61.00	62.00

Location of Service	Fee Description	Target Percent	2020 Fee	2021 Fee
Fair	PER Event , Non-Food Concession Fee includes electricity	100%	25.00	26.00
Fair	PER Day, Food Concession Fee includes electricity	100%	25.00	26.00
Fair	Infield Arena (Gymkhana events ONLY)	100%	115.00	120.00
Fair	Main Arena Full Day Use - Shooting Sports No charge for 3 hours or less Mon-Thurs ONLY as long as it isn't rented	100%	610.00	620.00
Fair	Monday-Thursday if there is food (no food is free) 4H	100%	91.00	92.00
Fair	Friday & Sunday 4H	100%	175.00	180.00
Fair	Saturday 4H	100%	920.00	930.00
Fair	Sunday-Friday All others (Deposit Required)	100%	450.00	455.00
Fair	Saturday All others (Deposit Required)	100%	950.00	960.00
Fair	Main Arena - Weekend Rental	100%	4,600.00	4,610.00
Fair	Facility Fee - for organizations that hold 1-3 shows per yr	100%	305.00	310.00
Fair	North End w/ Main Arena Bldg. (min for 2 or 3 day show)	100%	4,600.00	4,610.00
Fair	w/ extra barn fees Comm. South, Barn A or Barn B	100%	305.00	310.00
Fair	w/ extra barn fees All other North End Barns	100%	255.00	260.00
Fair	show)	100%	2,800.00	2,810.00
Fair	w/ extra barn fees UU or VV Barns	100%	305.00	310.00
Fair	w/ extra barn fees All other South End Barns	100%	255.00	260.00
Fair	Covered Practice Arena Per Show	100%	510.00	520.00
Fair	Covered Practice Arena Per Dump for Watering Arena and Drag	100%	61.00	62.00
Fair	Infield Arena Per Day	100%	460.00	465.00
Fair	Infield Arena Per Day Per Dump for Watering Arena	100%	61.00	62.00
Fair	Entire Grounds minimum for 2 to 3 day show	100%	6,900.00	6,910.00
Fair	w/ extra barn fees Comm South, Barn A & Barn B, VV or UU	100%	305.00	310.00
Fair	w/ extra barn fees All other Barns	100%	255.00	260.00
Fair	Dumps/Drags North End w/ Main Arena and Entire Grounds 2 or 3 Day cost will be incurred after 2 times	100%	61.00	62.00
Fair	Brick Building Rental Fee	100%	255.00	260.00
Fair	Commercial Vendor Per event	100%	25.00	26.00