

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, OCTOBER 5, 2020 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/94528655085>.

### Agenda

Call to Order

Approval of the [September 14, 2020 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Ingham County Fair – Resolution Changing the Name of the [Community Hall](#) at the Fairgrounds to the Terry J. Brail Community Hall
2. Parks Department
  - a. Resolution to Authorize a Contract with F.D. Hayes for a [Generator System](#) at Burchfield Park and Lake Lansing South
  - b. Resolution to Authorize a Contract with L. J. Trumble Builders, LLC. for a [Roof](#) for the Main Shelter at Lake Lansing North County Park
3. Health Department
  - a. Resolution to Authorize Agreement with [DocuSign](#)
  - b. Resolution to Authorize a Seventh Year of the [Americorps\\*Vista Grant](#) Cycle for 2020-2021
  - c. Resolution to [Amend Resolution #20-174](#) with the Michigan Health Endowment Fund Award
  - d. Resolution to Authorize Contract with [Advance Peace](#)

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  
September 14, 2020  
Draft Minutes

Members Present: Trubac, Stivers, Tennis (left at 7:13 p.m.), Koenig (arrived at 7:17 p.m.), Morgan (left at 7:20 p.m.), Slaughter, and Naeyaert.

Members Absent: None.

Others Present: Commissioner Bryan Crenshaw, Commissioner Randy Maiville, Jared Cypher, Linda Vail, Lindsey McKeever, Ed Dore, Gloria Kovnot, Timothy Morgan, Brian Collins, Joe Reeves, Marion Owen, Jessy Gregg, Lori Noyer, 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 2020-154 regarding the Open Meetings Act.

Approval of the August 24, 2020 Minutes

CHAIRPERSON TRUBAC STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE AUGUST 24, 2020 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Koenig.

Additions to the Agenda

Substitute –

5. Health Department
  - b. Resolution to Convert a Health Educator II Position to a Health Educator Lead Position in the Strong Start Healthy Start Program

Change –

1. Interviews
  - a. Senior Citizens Advisory Committee
  - b. Board of Health

Late –

5. Health Department
  - j. Resolution to Amend Resolution #20-214 to Include a Schedule of Civil Monetary Penalties of up to \$1,000 per Violation of an Ingham County Health Department Order

Limited Public Comment

Jessy Gregg, East Lansing Mayor Pro Tem, stated that she supported the passage of Agenda Item No. 5j. She further stated that the schedule of civil monetary penalties would be another tool in the City of East Lansing's toolbox in their fight against COVID-19.

1. Interviews
  - a. Senior Citizens Advisory Committee

Gloria Kovnot interviewed for the Senior Citizens Advisory Board.

1. Interviews
  - b. Board of Health

Ed Dore interviewed for the Board of Health.

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

2. Special Transportation Millage – Resolution Authorizing the Sixth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020
3. Ingham County Fair
  - a. Resolution to Authorize a Contract with Debbi Katz Productions to Host a Halloween Event at the Ingham County Fairgrounds
  - b. Resolution Amending Resolution #19-210 to Include Winter Storage Fees for the Ingham County Fairgrounds
4. Parks Department
  - a. Resolution to Authorize a Contract with JH Construction for Concrete Work at Hawk Island County Park
  - b. Resolution to Authorize a Contract with Rowe Professional Services Company for the Hawk Island Boardwalk Replacement Project
  - c. Resolution to Authorize a Contract with PNP Supply LLC as a Sole Source Vendor for the Snow Making Pipe at Hawk Island
  - d. Resolution to Authorize a Purchase Order with Vortex as a Sole Source Vendor for Splash Pad Equipment for Hawk Island
5. Health Department
  - a. Resolution to Amend Staffing Services Agreement with Cross Country
  - b. Resolution to Convert a Health Educator II Position to a Health Educator Lead Position in the Strong Start Healthy Start Program
  - c. Resolution to Accept Grant Funding from Georgetown University
  - d. Resolution to Accept Michigan Department of Health and Human Services (MDHHS) Funding for Minority Health Community Capacity Building 2021 Initiative
  - e. Resolution to Accept Grant Funds from HRSA
  - f. Resolution to Amend an Agreement with Health Stream, Inc. for an Online Learning Management System
  - g. Resolution to Extend Agreement with Lara and Appriss Inc.

- h. Resolution to Authorize an Agreement with Uber Health
  - i. Resolution to Amend Resolution #19-476
6. Racial Equity Task Force – Resolution to Authorize an Agreement with the Equity Collaborative LLC to Serve as the County’s Racial Equity Taskforce Consultant

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

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

5. Health Department
- j. Resolution to Amend Resolution #20-214 to Include a Schedule of Civil Monetary Penalties of up to \$1,000 per Violation of an Ingham County Health Department Order

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

Linda Vail, Health Officer, stated that the idea of a civil monetary penalty schedule for violations of health orders was within the Public Health Code, but not something Ingham County had done. She further stated that, while the County dealt with an urgent issue, there was a problem of being no immediate way to resolve it.

Ms. Vail stated that for the County to have a civil situation penalty where local law enforcement officers in agreement with the Ingham County Health Department had the advantage of immediacy and not being part of a criminal record process. She further stated that immediate consequences were important.

Ms. Vail stated that when the Health Department issued the health order, she went to the City of East Lansing to hand them warning letters to issue to violators. She further stated that a ticket seemed like a better solution as it addressed things more immediately.

Ms. Vail stated that the way the current schedule was written was because she had never thought of this before, as she had never written this many health orders in her career. She further stated that she did not know that the civil monetary penalty schedule was embedded in the Public Health Code.

Ms. Vail explained the civil monetary penalty schedule to the Human Services Committee.

Ms. Vail stated that she talked to Dave Stoker, County Attorney, because Commissioner Schafer was concerned about the amount of the civil monetary penalties. She further stated that the conversation got her to include “up to...” in the amount of civil monetary penalties and he agreed with her.

Ms. Vail stated that anytime she wrote a specific health order, she would determine the penalty for a violation of that order. She further stated that, for example, if she had to issue a mask order, it would not necessarily be a \$500 penalty, so there was the ability of discretion.

Ms. Vail stated that the individual penalties would be within the health orders. She further stated that she would communicate with the courts and local law enforcement agencies what the penalty was for a violation of a specific health order, so the local law enforcement agencies would write in the ticket the violation of the specific law and note the Ingham County Emergency Order number.

Ms. Vail stated that the quarantine health order that she had written today had the misdemeanor in it because the Board of Commissioners had not yet passed this resolution. She further stated that while this was in the Public Health Code, it had never been enforced before.

Ms. Vail stated that the Public Health Code had been written in a way that was difficult to enforce. She further stated that civil monetary penalties kept the criminal record part out of it, and so she thought this was the best way forward.

Discussion.

Commissioner Morgan stated that as the County went through this process and proper authorities considered penalties, that the County was not inadvertently treating Michigan State University (MSU) students with kid gloves. He further stated that he did not want the County to provide a different allowance to 20-year-olds in the City of East Lansing than 20-year-olds in Southwest Lansing.

Commissioner Morgan stated that MSU students were adults, and if students were violating public health orders and were a threat to the public, they should not be treated differently than anyone else. He further stated that he was not equating it to a Brock Turner-type of situation, but it was along the vein of making sure that they were treating people equally in the system.

Ms. Vail stated that she agreed with Commissioner Morgan. She further stated that this was meant to establish a system of civil monetary penalties when it was appropriate across the board.

Ms. Vail stated that the reason she included the “up to...” in the amount of civil monetary penalties so that the penalty amount was not left up to another system that would treat people individually. She further stated that the “up to...” meant to leave her the ability to write individual health orders to determine the individual penalty for violating that specific health order.

Commissioner Morgan stated that he knew that she was mindful of these kinds of topics. He further stated that he appreciated everything that she did.

Commissioner Naeyaert thanked Ms. Vail.

Commissioner Naeyaert stated that she wanted to give credit to Ms. Vail for doing this, even if the East Lansing City Council had wanted this resolution passed. She further stated that she thought that the conversation should be directed toward MSU students, and that these penalties would help.

Ms. Vail provided an update to the Human Services Committee on the health order she had issued earlier in the day in the City of East Lansing because of anecdotal evidence of student parties.

Chairperson Trubac thanked Ms. Vail for all of her work.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Commissioner Tennis left the meeting at 7:13 p.m.

7. Health Services Millage – Evaluation/Monitoring of Ingham Health Plan Corporation Contract (*Discussion*)

Jared Cypher, Deputy Controller, stated that he had asked for this item to be on the Agenda because the County's current contract to evaluate and monitor the Ingham Health Plan Corporation (IHP) ended on September 30, 2020. He further stated that several years ago, the County had lost faith in the Ingham County Health Plan Corporation.

Mr. Cypher stated that, because the County gave IHP a sizable chunk of the Health Services Millage, the Board of Commissioners had put into the resolution to authorize the County's contract with IHP that the contract would be monitored by a third party. He further stated that the County hired someone to review invoices before the County paid them out.

Mr. Cypher stated that the County had hired former County Controller Mary Lannoye in 2015. He further stated that in those five years, she had reached a point where she did not want to do the job anymore.

Mr. Cypher stated that in those five years, she had only found one discrepancy. He further stated that he and Ms. Lannoye had increased faith and confidence in the IHP leadership.

Mr. Cypher stated that he and Ms. Lannoye recommend the discontinuation of the monitoring arrangement. He further stated that the County gave a sizable chunk of the Health Services Millage to Community Mental Health (CMH), but did not have the same arrangement with that organization.

Mr. Cypher stated that he thought the Controller's Office could accept and pay their invoices. He further stated that this was specialized work and the County was lucky to have Ms. Lannoye for her services.

Mr. Cypher stated that the County only spent \$7,000 to Ms. Lannoye for her services. He further stated that he recommended not renewing her contract and handling everything in the Controller's Office.

Commissioner Koenig arrived at 7:17 p.m.

8. Elder Persons Millage – Discussion

Mr. Cypher stated that he had asked for this to be on the Agenda because, at the Human Services Committee budget meeting, there were a few Commissioners who had felt that they had not agreed to give all of the Elder Persons Millage funds to Tri-County Office on Aging (TCOA). He further stated that he planned to work with TCOA to develop a similar contract to IHP, and so he wanted to be sure with the Commissioners that TCOA was the agency meant to receive the Elder Persons Millage funds before he would proceed.

Commissioner Stivers stated that unfortunately, the Commissioner who had made that comment was Commissioner Tennis, but he had to leave early. She further stated that she had thought that TCOA was the only program that was receiving money from the Elder Persons Millage.

Commissioner Stivers stated that she hoped all of the Commissioners agreed that was the intent of the original millage language.

Commissioner Naeyaert stated that as the Liaison to TCOA and someone who had suggested this millage, she thought the County did a disservice to TCOA if the money they planned to get was deviated from. She further stated that she understood that TCOA would be receiving a windfall, as described by another Commissioner, but she did not believe it was a good enough argument.

Chairperson Trubac stated that it was unfortunate that Commissioner Tennis could not be here for this discussion. He further stated that in the absence of a viable alternative to TCOA, there was not much to discuss.

Commissioner Morgan left at 7:20 p.m.

Commissioner Slaughter asked Mr. Cypher if he was correct that the contract would be similar to the Ingham County Health Plan Corporation. He further asked if monitoring would be done internally.

Mr. Cypher stated that monitoring would be done internally through the Controller's Office. He further stated that the Ingham County Health Plan Corporation had a special circumstance, but the Controller's Office had many special contract millages handled through their office.

Commissioner Naeyaert asked if she was correct that the reason the County had asked Ms. Lannoye to monitor the IHP was due to several questions that then-Board of Commissioners had.

Commissioner Naeyaert stated that there was no question how diligent TCOA was in terms of their accounting records.

Mr. Cypher stated that there were zero issues with TCOA.

**Commissioner Slaughter stated that he would like to see a report of where TCOA was servicing seniors in the County. He further stated that he would like a better understanding of where funding was going toward supporting seniors in the Tri-County area.**

Commissioner Koenig asked if Commissioner Slaughter was trying to get at that he wanted to be sure that the Ingham County millage dollars were being used toward Ingham County citizens.

Commissioner Slaughter stated yes.

Commissioner Koenig stated that it was complicated because of services that were not direct services, but instead dollars used for support mechanisms for the whole organization.

Commissioner Koenig asked Mr. Cypher how that worked.

Mr. Cypher stated that it would involve discussions with TCOA because of required reporting in the contracts. He further stated that he had not yet had discussions with TCOA, but they would be discussing it over the next couple of months.

Marion Owen, Tri-County Office on Aging (TCOA) Executive Director, stated that she supported the issuance of reports. She further stated that because so many of the funds were designated and restricted, her office was used to only spending specific funds on targeted services.

#### Announcements

None.

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 7:26 p.m.

## OCTOBER 5, 2020 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

**ACTION ITEMS:**

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

1. *Ingham County Fair – Resolution Changing the Name of the Community Hall at the Fairgrounds to the Terry J. Brail Community Hall*

This resolution authorizes the community hall at the Fairgrounds to be designated as the Terry J. Brail Community Hall. Terry is a past Fair Manager and this resolution is recommended by the Fair Board.

2. *Parks Department*

- a. *Resolution to Authorize a Contract with F.D. Hayes for a Generator System at Burchfield Park and Lake Lansing South*

This resolution authorizes a contract to provide and install a backup generator system at Burchfield Park and Lake Lansing South. The Evaluation Committee recommends that a contract be awarded to F.D. Hayes.

The Evaluation Committee recommends that a contract be awarded to F.D. Hayes for an amount of \$10,769 for the generator for Burchfield Park and \$9,519 for the generator for Lake Lansing South for a total amount not to exceed \$20,288. There are funds available as detailed below:

<b>Project</b>	<b>Line Item Project #</b>	<b>Beginning Allocation</b>	<b>Current Balance</b>	<b>Requested Amount</b>	<b>Remaining Balance</b>
Burchfield Park Generator	20P09	\$15,000.00	\$15,000.00	\$10,769.00	\$4,231.00
Lake Lansing South Generator	20P08	\$15,000.00	\$15,000.00	\$9,519.00	\$5,481.00

- b. *Resolution to Authorize a Contract with L. J. Trumble Builders, LLC. for a Roof for the Main Shelter at Lake Lansing North County Park*

This resolution authorizes a contract for the purpose of supplying and installing standing seam metal roof on the main picnic shelter/winter warming house/ski rental building at Lake Lansing North County Park.

L. J. Trumble Builders, LLC. a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy. The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to L. J. Trumble Builders, LLC. for the base bid \$31,800.00, and a contingency not to exceed \$3,200.00 to include replacing tongue and groove sheathing, if necessary, at a cost of \$3.50 per square foot for a total amount not to exceed \$35,000.00. There are funds available in line item 228-75999-976000-20P21 for this project as detailed below:

<b>Project</b>	<b>Beginning Allocation</b>	<b>Current Balance</b>	<b>Requested Amount</b>	<b>Remaining Balance</b>
Lake Lansing North Roof	\$60,000.00	\$60,000.00	\$35,000.00	\$25,000.00

3. Health Department

a. *Resolution to Authorize Agreement with DocuSign*

This resolution an agreement with DocuSign effective August 31, 2020 through August 30, 2021 to allow ICHD's CHCs to collect patient and client signatures electronically. The cost for this agreement is \$5,699.20 for 1,200 envelopes/transactions. Each additional envelope/transaction over 1,200 will cost \$4.42 per envelope. The cost for this agreement is covered by CARES funding award from HRSA authorized under Resolution #20-176.

b. *Resolution to Authorize a Seventh Year of the AmeriCorps\*Vista Grant Cycle for 2020-2021*

This resolution accepts a seventh year funding cycle from CNCS supporting the AmeriCorps VISTA Project budget in an amount not to exceed \$132,191, effective September 13, 2020 through September 25, 2021. Out of a total of 16 FTE AmeriCorps\*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps\*VISTA Leader will be placed with the ICHD AmeriCorps\* VISTA program.

c. *Resolution to Amend Resolution #20-174 with the Michigan Health Endowment Fund Award*

This resolution amends Resolution #20-174 to extend participation and grant reporting through the Rapid Response: Safety Net Telehealth Initiative Grant with MHEF; and accepts an additional \$10,571 in grant funds, for a total award of \$49,801, effective April 7, 2020 through March 31, 2021.

d. *Resolution to Authorize Contract with Advance Peace*

This resolution authorizes an agreement with Advance Peace for technical assistance, stakeholder engagement, strategic planning and program development support services up to \$6,500 for the period of August 14, 2020 through August 14, 2021. The costs of this agreement will be covered by using \$3500.00 FY 21 Health Equity and Social Justice funds and \$3000.00 from Invest Health funds.

## Agenda Item 1

**TO:** Board of Commissioners Human Services Committee  
**FROM:** Lindsey McKeever, Fairgrounds Events Director  
**DATE:** September 22, 2020  
**SUBJECT:** Resolution changing the name of the Community Hall at the Fairgrounds to the Terry J. Brail Community Hall

### **BACKGROUND**

Terry Brail devoted his time and talents to the Ingham County Fair starting as a 4-H youth, continuing as 4-H Leader and Project Superintendent to accepting the Executive Director position. His devotion and dedication were of the highest standards paying attention to detail, keeping the Fair in excellent financial standing. In January 1990 he became the Executive Director when the Fair had experienced a negative volume. In his first year the Fair had a substantial positive cash flow and that continued through his 15 years of employment. He implemented winter storage to generate additional income during the winter months which created substantial earnings to benefit the County. He assisted staff in keeping the grounds looking great and meeting people after hours to bring in their winter storage. At the end of December 2004, Terry retired leaving the Fair in a positive revenue status. In 2011 the Ingham County Fair was challenged with finding a new Executive Director. Terry stepped in as Interim through the 2012 Fair season. He is always a team player and does what it takes to keep the Fair and Fairgrounds going strong and profitable. His number one goal was to have a positive effect and positive cash flow. He truly believed in the slogan that he created and is still used today in promoting the Fair; "Bring'em to Ingham, The Family Fun Fair"! To honor Terry, the Fair Board voted to rename the Community Hall the Terry J. Brail Community Hall.

### **ALTERNATIVES**

The alternative is the Community Hall remains nameless and Terry Brail is not honored.

### **FINANCIAL IMPACT**

There is no financial impact of renaming the Community Hall the Terry J. Brail Community Hall.

### **STRATEGIC PLANNING IMPACT**

This resolution does not impact the strategic plan.

### **OTHER CONSIDERATIONS**

There are no other considerations.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to allow the Fair to impose fees for winter storage.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION CHANGING THE NAME OF THE COMMUNITY HALL AT THE  
FAIRGROUNDS TO THE TERRY J. BRAIL COMMUNITY HALL**

WHEREAS, Terry Brail served for fifteen years as the Executive Director of the Ingham County Fair and retired in 2004; and

WHEREAS, during his first year with the County, Terry was able to turn the Fair around into a revenue generating self-sufficient enterprise; and

WHEREAS, under Terry's leadership, new cost savings were implemented while at the same time improvements were made to the Fairgrounds making it more attractive as an ideal show grounds; and

WHEREAS, the most notable improvements were the building of the new Fair Offices, the Community Hall and the Main Arena, these additions to the Fairgrounds have been significant in their contributions to the revenue stream; and

WHEREAS, Terry also added several new barns, improved the camping facilities, and improved the electrical system throughout the whole grounds; and

WHEREAS, Terry was asked to return to manage the Fairgrounds on a temporary basis so that a manager would be in place for the 2012 Ingham County Fair; and

WHEREAS, Terry's efforts went above and beyond what was expected; and

WHEREAS, Terry was inducted into the Michigan Association of Fairs and Expos Hall of Fame in 2018; and

WHEREAS, the Fair Board voted to honor Terry Brail by changing the name of the Community Hall to the Terry J. Brail Community Hall at the board meeting on September 14, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, by adoption of this resolution, recognizes the impact and quality of Terry Brail's work, and expresses its sincere appreciation to him for his dedication to the Ingham County Fair.

BE IT FURTHER RESOLVED, that effective upon the approval of this resolution, the Ingham County Board of Commissioners will change the name of the Community Hall to the Terry J. Brail Community Hall.

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** September 22, 2020  
**SUBJECT:** Contract with F.D. Hayes  
For the meeting agenda of 10/5/20 Human Services and 10/7/20 Finance

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**BACKGROUND**

Staff solicited proposals for the purpose of entering into a contract to provide and install a backup generator system at Burchfield Park and Lake Lansing South. The Evaluation Committee recommends that a contract be awarded to F.D. Hayes.

**ALTERNATIVES**

We have the funds available in the 2020 Board approved CIP Parks Budget. The alternative is to not purchase the generators.

**FINANCIAL IMPACT**

The Evaluation Committee recommends that a contract be awarded to F.D. Hayes for an amount of \$10,769 for the generator for Burchfield Park and \$9,519 for the generator for Lake Lansing South for a total amount not to exceed \$20,288. There are funds available as detailed below:

<b>Project</b>	<b>Line Item Project #</b>	<b>Beginning Allocation</b>	<b>Current Balance</b>	<b>Requested Amount</b>	<b>Remaining Balance</b>
Burchfield Park Generator	20P09	\$15,000.00	\$15,000.00	\$10,769.00	\$4,231.00
Lake Lansing South Generator	20P08	\$15,000.00	\$15,000.00	\$9,519.00	\$5,481.00

**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) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

**OTHER CONSIDERATIONS**

The Ingham County Park Commission supported this resolution at their September 21, 2020 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with F.D. Hayes.

**Agenda Item 2a**

TO: Timothy Morgan, Parks Director  
FROM: James Hudgins, Director of Purchasing  
DATE: September 22, 2020  
RE: Memorandum of Performance for Packet No. 144-20 Generators for Burchfield Park and Lake Lansing South.

The Purchasing Department can confirm that bids were sought and received from vendors for the purpose of providing and installing a 22KW backup generator system at Burchfield Park and Lake Lansing South.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	3	2
Vendors responding	3	2

A summary of the vendors' costs:

Company Name	Local Preference	Amount
F.D. Hayes	Yes, Lansing MI	\$20,288.00
Revolution Electric	No, Alma MI	\$24,000.00
SGL - Home Depot	Yes, Okemos MI	Did not provide bid

*A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.*

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

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

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH F.D. HAYES  
FOR A GENERATOR SYSTEM AT BURCHFIELD PARK AND LAKE LANSING SOUTH**

WHEREAS, staff solicited proposals for the purpose of entering into a contract to provide and install a backup generator system at Burchfield Park and Lake Lansing South; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to F.D. Hayes.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with F.D. Hayes for an amount of \$10,769 for Burchfield Park and \$9,519 for Lake Lansing South for a total amount not to exceed \$20,288 for a backup generator system for Burchfield Park and Lake Lansing South.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through June 1, 2021.

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

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** September 22, 2020  
**SUBJECT:** Contract with L. J. Trumble Builders, LLC.  
For the meeting agenda of 10/5/20 Human Services and 10/7/20 Finance

**BACKGROUND**

The Parks Department owns and maintains the buildings at Lake Lansing North County Park. The Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs. The Purchasing Department solicited proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roof on the main picnic shelter/winter warming house/ski rental building at Lake Lansing North County Park.

**ALTERNATIVES**

The Parks Department owns and maintains the buildings at Lake Lansing North County Park that is in need of roof replacement. Failure to address these needs could result in damage to the building and contents within.

**FINANCIAL IMPACT**

L. J. Trumble Builders, LLC. a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy. The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to L. J. Trumble Builders, LLC. for the base bid \$31,800.00, and a contingency not to exceed \$3,200.00 to include replacing tongue and groove sheathing, if necessary, at a cost of \$3.50 per square foot for a total amount not to exceed \$35,000.00. There are funds available in line item 228-75999-976000-20P21 for this project as detailed below:

<b>Project</b>	<b>Beginning Allocation</b>	<b>Current Balance</b>	<b>Requested Amount</b>	<b>Remaining Balance</b>
Lake Lansing North Roof	\$60,000.00	\$60,000.00	\$35,000.00	\$25,000.00

**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) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

**OTHER CONSIDERATIONS**

The Ingham County Park Commission supported this resolution at their September 21, 2020 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with L. J. Trumble Builders, LLC.

**Agenda Item 2b**

TO: Tim Morgan, Parks Director  
FROM: James Hudgins, Director of Purchasing  
DATE: September 15, 2020  
RE: Memorandum of Performance for RFP No. 131-20 Supplying and Installing Standing Seam Metal Roof for the Main Picnic Shelter/Warming House at Lake Lansing North County Park

Per your request, the Purchasing Department sought proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roof on the main picnic shelter/winter warming house/ski rental building at Lake Lansing North County Park

The scope of work includes, but is not limited to acquiring all necessary permits, stripping and cleaning the roof of all existing roofing materials. Environmentally disposing of all existing roofing materials and hauling away at Contractor’s expense. Replace existing chimney and roof jack for wood stove use in winter. Supply all roofing materials. Remove the old drip edge and install new drip edge on the building eaves and rakes to match new roof color. Custom fabricate, from 24-inch metal coil stock, all drip edge, rake detail, valleys, ridge & hip cap, and all other metal accessories to match the color of the roof panels. Furnish and install snow guards over doorways. Color to match metal roof panels. Furnish and install premium roof boots for plumbing standpipe(s) with a warranty to match the life of the roof material. Install metal roofing plus new eave troughs where required per specifications. Ensure final cleanup of the site is completed. Repair and/or replace all damage to turf, trees, or park facilities.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	133	33
Vendors responding	4	2

A summary of the vendors’ costs is located on the next page.

*A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.*

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Bid Bond (Required)	Supply and Install Standing Metal Seam Roof on the Picnic Shelter/Winter Warming House/Ski Rental Building At Lake Lansing North County Park  Total	Replace Tongue and Groove Sheathing, if Necessary  \$/SF	What gauge of metal roofing are you quoting?	Does Your Proposal Include Prevailing Wages?	Alternate/ Substitutions
Sherriff Goslin Roofing Co.	No, Eaton County MI	Yes	\$31,800.00	\$3.95	26 guage	Yes	Upgrade to 24 guage add of \$2,420.00
Trumble Group	Yes, Lansing MI	Yes	\$33,000.00	\$3.50	26 guage	Yes	No substitution
Bornor Restoration	Yes, Lansing MI	Yes	\$33,664.00	\$4.50	26 guage	Yes	No substitution
McDonald Roofing	No, Jackson MI	Yes	\$61,995.00	\$18.00	26 guage	Yes	Upgrade to 24 guage add of \$3,000.00

The Local Purchasing Preference Policy Resolution 05-044, as amended by Resolution #10-359 allows for a registered local vendor who submits a responsive proposal within 10% of the lowest responsive proposal the opportunity to reduce its proposal to meet the lowest responsive proposal, and upon doing so shall be considered to be the lowest responsive proposal.

Trumble Group, a local register vendor, has agreed to match the lowest responsive proposal; therefore, is considered the lowest responsive bidder.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH L. J. TRUMBLE BUILDERS, LLC.  
FOR A ROOF FOR THE MAIN SHELTER AT LAKE LANSING NORTH COUNTY PARK**

WHEREAS, the Ingham County Parks Department owns and maintains the buildings at Lake Lansing North County Park; and

WHEREAS, the Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roof on the main picnic shelter/winter warming house/ski rental building at Lake Lansing North County Park; and

WHEREAS, L. J. Trumble Builders, LLC., a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to L. J. Trumble Builders, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with L. J. Trumble Builders, LLC. for the base bid in the amount of \$31,800 for supplying and installing standing seam metal roof on one picnic shelter/winter warming house/ski rental at Lake Lansing North County Park, and a contingency not to exceed \$3,200 to include replacing tongue and groove sheathing, if necessary, at a cost of \$3.50 per square foot for a total amount not to exceed \$35,000.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 18, 2020.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-75999-976000-20P21.

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

**TO:** Board of Commissioners Human Services, and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** September 8, 2020  
**SUBJECT:** Authorization to Enter Agreement with DocuSign

For the meeting agendas of October 5, and October 7, 2020

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**BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into an agreement with DocuSign effective August 31, 2020 through August 30, 2021. DocuSign is an application designed to collect digital signatures (eSignature) for Community Health Center (CHC) documents like contracts, policies, Releases of Information (ROI), clinic consents and other documents on electronic devices. Collecting these signatures digitally will allow patients/clients of the CHCs to sign and submit their signatures remotely. The cost of this agreement is \$5,699.20 for 1200 envelopes/transactions. Each additional envelope/transaction over 1200 will cost \$4.42 per envelope/transaction. The cost for this agreement is covered by Coronavirus Aid, Relief, and Economic Security (CARES) funding award from Health Resources and Services Administration (HRSA) authorized under Resolution #20-176.

**ALTERNATIVES**

ICHD does not currently have a service in place to support this operational need for the CHCs. During this time of COVID-19, there is a need to collect signatures for important documents electronically. The alternative would be to continue to rely on collecting signatures for important documents in-person.

**FINANCIAL IMPACT**

The cost for this agreement is \$5,699.20 for 1200 envelopes/transactions. Each additional envelope/transaction over 1200 will cost \$4.42 per envelope. The cost for this agreement is covered by CARES funding award from HRSA authorized under Resolution #20-176

**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 that the Ingham County Board of Commissioners authorize entering into an agreement with DocuSign effective August 31, 2020 through August 30, 2021.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DOCUSIGN**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with DocuSign effective August 31, 2020 through August 30, 2021; and

WHEREAS, DocuSign is an application designed to collect digital signatures (eSignature) for Community Health Center (CHC) documents like contracts, policies, Releases of Information (ROI), clinic consents and other documents on electronic devices; and

WHEREAS, collecting these signatures digitally will allow patients/clients of the CHCs to sign and submit their signatures remotely; and

WHEREAS, the cost of this agreement is \$5,699.20 for 1,200 envelopes/transactions; and

WHEREAS, each additional envelope/transaction over 1,200 will cost \$4.42 per envelope/transaction; and

WHEREAS, the cost for this agreement is covered by Coronavirus Aid, Relief, and Economic Security (CARES) funding award from Health Resources and Services Administration (HRSA) authorized under Resolution #20-176; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board of Directors supports entering into an agreement with DocuSign effective August 31, 2020 through August 30, 2021, to allow ICHD's CHCs to collect patient and client signatures electronically.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with DocuSign effective August 31, 2020 through August 30, 2021 to allow ICHD's CHCs to collect patient and client signatures electronically.

BE IT FURTHER RESOLVED, the cost of this agreement is \$5,699.20 for 1,200 envelopes/transactions.

BE IT FURTHER RESOLVED, each additional envelope/transaction over 1,200 will cost \$4.42 per envelope/transaction.

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:** September 8, 2020  
**SUBJECT:** Resolution to accept a seventh year funding cycle of AmeriCorps\*VISTA

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**BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a seventh year of funding in support of the AmeriCorps Vista Project. ICHD was the recipient of grant funds for the AmeriCorps\*VISTA Program funding cycle in the 2019-2020 FY, which was authorized through Resolution #19-385. CNCS has provided Ingham County a seventh year of funding for the 2020-2021 FY to support up to sixteen (16) AmeriCorps\*VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems.

**ALTERNATIVES**

Ingham County could choose not to accept this funding to support the AmeriCorps\*VISTA Program.

**FINANCIAL IMPACT**

The agreement for this funding will be effective September 13, 2020 through September 25, 2021. The total budget is \$132,191, comprised of \$16,000 CNCS funds and \$116,191 in funds from external hosts sites. Out of a total of 16 FTE AmeriCorps\*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps\*VISTA Leader will be placed with the ICHD AmeriCorps\* VISTA program.

**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 resolution to accept a seventh year funding cycle from CNCS supporting the AmeriCorps VISTA Project budget in an amount not to exceed \$132,191, effective September 13, 2020 through September 25, 2021.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A SEVENTH YEAR OF THE  
AMERICORPS\*VISTA GRANT CYCLE FOR 2020-2021**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a seventh year of funding in support of the AmeriCorps VISTA Project; and

WHEREAS, ICHD was the recipient of grant funds for the AmeriCorps\*VISTA Program sixth funding cycle in the 2019-2020 FY, which was authorized through Resolution #19-385; and

WHEREAS, CNCS has provided Ingham County a seventh year of funding for the 2020-2021 FY to support up to sixteen (16) AmeriCorps\*VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems; and

WHEREAS, this funding is effective September 13, 2020 through September 25, 2021 with a total budget of \$132,191, comprised of \$16,000 CNCS funds and \$116,191 in funds from external hosts sites; and

WHEREAS, out of a total of 16 FTE AmeriCorps\*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps\*VISTA Leader will be placed with the ICHD AmeriCorps\* VISTA program; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept the AmeriCorps\*VISTA grant award.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the seventh year funding for the Americorps\*VISTA grant award effective September 13, 2020 through September 25, 2021 with a total budget of \$132,191, comprised of \$16,000 CNCS funds and \$116,191 in funds from external hosts sites.

BE IT FURTHER RESOLVED, that out of a total of 16 FTE AmeriCorps\*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps\*VISTA Leader will be placed with the ICHD AmeriCorps\* VISTA program.

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit the 2020-2021 budget electronically through the CNCS E-Grants system, and tentatively electronically approve the Memorandum of Agreement.

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the Memorandum of Agreement (MOA) is final.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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, County Services, and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** September 10, 2020  
**SUBJECT:** Authorization to Amend Resolution #20-174 with the Michigan Health Endowment Fund  
For the meeting agendas of: October 5, and October 7, 2020

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**BACKGROUND**

Ingham County Health Department (ICHD) wishes to amend Resolution #20-174 to accept an additional \$10,571.00 in grant funds and extend the agreement with the Michigan Health Endowment Fund (MHEF). This amendment will allow ICHD's Community Health Centers (CHCs) to continue their participation and grant reporting efforts for the Rapid Response: Safety Net Telehealth Initiative grant, effective April 7, 2020 through March 31, 2021. Resolution #20-174 authorized the acceptance of \$39,230.00 in grant funds from MHEF for the Rapid Response: Safety Net Telehealth Initiative grant. This additional \$10,571.00 of funding will serve to augment the \$39,230.00 initial award for a total award of \$49,801.00.

**ALTERNATIVES**

There are no alternatives to this amendment. If the amendment is not accepted the Ingham County Health Department, Community Health Centers (CHCs) would have to identify funding in its existing budget to support its Telehealth services.

**FINANCIAL IMPACT**

ICHD will accept an additional \$10,571.00 of funding to augment the \$39,230.00 initial award a total award of \$49,801.00 from MHEF effective April 7, 2020 through March 31, 2021.

**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 that the Ingham County Board of Commissioners amend Resolution #20-174 to extend participation and grant reporting through the Rapid Response: Safety Net Telehealth Initiative Grant with MHEF; and to accept an additional \$10,571.00 in grant funds, for a total award of \$49,801.00, effective April 7, 2020 through March 31, 2021.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND RESOLUTION #20-174 TO EXTEND THE AGREEMENT WITH THE MICHIGAN HEALTH ENDOWMENT FUND AND ACCEPT ADDITIONAL GRANT FUNDS**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #20-174 to accept an additional \$10,571 in grant funds and extend the agreement with the Michigan Health Endowment Fund (MHEF); and

WHEREAS, this amendment will allow ICHD's Community Health Centers (CHCs) to continue their participation and grant reporting efforts for the Rapid Response: Safety Net Telehealth Initiative grant, effective April 7, 2020 through March 31, 2021; and

WHEREAS, Resolution #20-174 authorized the acceptance of \$39,230 in grant funds from MHEF for the Rapid Response: Safety Net Telehealth Initiative grant; and

WHEREAS, this additional \$10,571 of funding will serve to augment the \$39,230 initial award for a total award of \$49,801; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board of Directors support the amendment of Resolution #20-174 for the acceptance of \$10,571 to augment the initially awarded \$39,230 for a total an award of \$49,801 from MEHA, effective April 7, 2020 through March 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the amendment of Resolution #20-174 for the acceptance of \$10,571 to augment the initially awarded \$39,230 for a total an award of \$49,801 from MEHA, effective April 7, 2020 through March 31, 2021.

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:** September 10, 2020  
**SUBJECT:** Resolution to authorize contract with Advance Peace  
For the meeting agendas of October 5, and October 7, 2020

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**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to amend Resolution #19-310 to enter into an agreement with Advance Peace instead of Cure Violence Global, in an amount not to exceed \$6,500 effective August 14, 2020 through August 14, 2021. Resolution #19-310 authorized an agreement with Cure Violence Global. Cure Violence Global was unable to provide the agreed upon services within the specified timeframe and the \$7500.00 budgeted for this initiative has not been expended. Ingham County stakeholders, involved in the violence prevention program development, have requested that this initiative be continued by entering into an agreement with Advance Peace as an alternative to renewing or extending the existing agreement with Cure Violence Global. Violence prevention strategies were included in the 2017 Ingham County Community Health Improvement Plan. Advance Peace will provide technical assistance, stakeholder engagement, strategic planning and program development support services. Furthermore, Advanced Peace will assist Ingham County by further familiarizing Ingham County stakeholders with the Advance Peace model and assist with determining potential target areas, partnerships, workers, and potential program structure for future implementation.

**ALTERNATIVES**

ICHHD could amend or renew its agreement with Cure Violence Global.

**FINANCIAL IMPACT**

The costs of this agreement will be covered by using \$3500.00 FY 21 Health Equity and Social Justice funds and \$3000.00 from Invest Health funds.

**STRATEGIC PLANNING IMPACT**

This activity support the Ingham County Board of Commissioners Strategic Plan Update objective A.1.x: Continue work that targets violent offenders, high level drug dealers, gang activity and gun violence.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Advance Peace for technical assistance, stakeholder engagement, strategic planning and program development support services up to \$6,500 for the period of August 14, 2020 through August 14, 2021.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND RESOLUTION 19-310 TO AUTHORIZE CONTRACT  
WITH ADVANCE PEACE**

WHEREAS, Ingham County Health Department (IHD) wishes to amend Resolution #19-310 to enter into an agreement with Advance Peace instead of Cure Violence Global, in an amount not to exceed \$6,500 effective August 14, 2020 through August 14, 2021; and

WHEREAS, Resolution #19-310 authorized an agreement with Cure Violence Global, however, Cure Violence Global was unable to provide the agreed upon services within the specified timeframe and the \$7,500 budgeted for this initiative has not been expended; and

WHEREAS, Ingham County stakeholders, involved in the violence prevention program development, have requested that this initiative be continued by entering into an agreement with Advance Peace as an alternative to renewing or extending the existing agreement with Cure Violence Global; and

WHEREAS, violence prevention strategies were included in the 2017 Ingham County Community Health Improvement Plan and Advance Peace will provide technical assistance, stakeholder engagement, strategic planning and program development support services; and

WHEREAS, furthermore, Advance Peace will assist Ingham County by further familiarizing Ingham County stakeholders with the Advance Peace model and assist with determining potential target areas, partnerships, workers, and potential program structure for future implementation; and

WHEREAS, the costs of this agreement will be covered by using \$3,500 FY 2021 Health Equity and Social Justice funds and \$3,000 from Invest Health funds; and

WHEREAS, the Health Officer recommends approval of this agreement with Advance Peace for the purpose of technical assistance, stakeholder engagement, strategic planning and program development support services up to \$6,500 for the period of August 14, 2020 through August 14, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes approval of an agreement with Advance Peace for the purpose of technical assistance, stakeholder engagement, strategic planning and program development support services for the period of August 14, 2020 through August 14, 2021 in an amount not to exceed \$6,500.

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.