

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
RYAN SEBOLT
DERRELL SLAUGHTER
CHRIS TRUBAC
ERIN GRAHAM
ROBIN NAEYAERT
RANDY MAIVILLE

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, FEBRUARY 22, 2021 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/88500480307>.

Agenda

Call to Order

Approval of the [February 1, 2021](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Facilities Department – Resolution to Authorize an Agreement with [Wolverine Engineers & Surveyors, Inc.](#) for Architectural and Engineering Services for the Asphalt Surface at the Ingham County Fair Grounds
2. Parks Department
 - a. Resolution to Authorize an Amendment to the Agreement with Miller’s American Rentals dba. [American Rentals, Inc.](#) to Provide Sanitation Services for the Ingham County Parks Department and Ingham County Fairgrounds
 - b. Resolution to Authorize Use of the Parks General Fund Balance for a [Mountain Bike Skills Park](#) at Burchfield Park
 - c. Resolution to Authorize an Amendment to the Contract with [F.D. Hayes](#) for a Generator System at Burchfield Park
 - d. Resolution to Approve the Application Form, Scoring Criteria for the Trails and Parks Millage, and Declaring that a Seventh Round of [Applications](#) for the Trails and Parks Millage Funds Will Be Taken Beginning March 1, 2021
 - e. Resolution to Authorize an Amendment to the Contract with [Spicer Group, Inc.](#) to Provide Consulting Services for a Phase II Feasibility Study for the Holt to Mason Trail Project
3. Health Department
 - a. Resolution to Authorize an Agreement for 0.1 FTE Psychiatry Services with [Dr. Afiah Arshan](#)
 - b. Resolution to Authorize Agreement with [Azara Healthcare, LLC](#) for UDS Quality Improvement
 - c. Resolution to Authorize an Agreement with [LinkedIn Learning](#)
 - d. Resolution to Amend the FY2021 Contract with [Mid-State Health Network](#)
 - e. Resolution to Authorize an Agreement with [Turning Corners Consulting](#)
 - f. Resolution to Authorize an Agreement with [MiCHWA](#)
 - g. Resolution to Amend Resolution #19-159 for an [Infectious Disease Physician Services](#) Agreement with the College of Osteopathic Medicine at Michigan State University
 - h. Resolution Honoring [Debbie Edokpolo](#)

4. Human Services Committee
 - a. Resolution Amending the Ingham County [Board Rules](#)
 - b. Discussion on [Climate Change](#) and Sustainability Initiatives (*Discussion*)

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
February 1, 2021
Draft Minutes

The meeting was called to order by Chairperson Tennis at 6:30 p.m. virtually via Zoom in accordance with Public Act 228 of 2020 regarding the Open Meetings Act. A roll call attendance vote and the present location of the Committee members was taken for the record.

Members Present: Tennis (Ingham County), Sebolt (Ingham County), Slaughter (Ingham County), Trubac (Ingham County), Graham (Ingham County), Naeyaert (arrived at 6:31 p.m.), and Maiville (Ingham County).

Members Absent: None.

Others Present: Commissioner Bob Peña, Jared Cypher, Bill Hendrian, Lindsey McKeever, Gregg Todd, and Michael Tanis.

Approval of the January 25, 2021 Minutes

CHAIRPERSON TENNIS STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE JANUARY 25, 2021 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Naeyaert.

Additions to the Agenda

Lates –

2. Health Department

- d. Resolution to Authorize Extension of Memorandums of Understanding with Municipalities and Organizations for the Use of Facilities in the Event of a Public Health Emergency
- e. Resolution to Authorize a Memorandum of Understanding with the Lansing School District for the Use of Dwight Rich School of the Arts in the Event of a Public Health Emergency

Commissioner Naeyaert arrived at 6:31 p.m.

Limited Public Comment

None.

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

2. Health Department
 - a. Resolution Authorize a Michigan Agriculture Environmental Assurance Program (MAEAP) Clean Sweep Program Agreement with the Michigan Department of Agriculture and Rural Development (MDARD)
 - b. Resolution to Authorize Amendment #2 to the 2020-2021 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Master Agreement
 - c. Resolution to Authorize an Agreement with Graphic Sciences, Inc. for the Transport, Storage, and Retrieval of Health Department Files
 - d. Resolution to Authorize Extension of Memorandums of Understanding with Municipalities and Organizations for the Use of Facilities in the Event of a Public Health Emergency
 - e. Resolution to Authorize a Memorandum of Understanding with the Lansing School District for the Use of Dwight Rich School of the Arts in the Event of a Public Health Emergency

THE MOTION CARRIED UNANIMOUSLY.

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

1. MSU Extension – 4H Presentation

Bill Hendrian, MSU Extension District 8 Director, presented to the Human Services Committee.

Commissioner Maiville stated that he wanted to clarify that himself, Commissioner Peña, Lindsey McKeever, Fairgrounds Events Director, Jared Cypher, Deputy Controller, and Glenda Weiss, 4-H Program Coordinator, participated in the meeting referenced by Mr. Hendrian.

Commissioner Maiville asked Mr. Hendrian to speak to urban participation in the Ingham County Fair.

Mr. Hendrian stated that MSU Extension wanted to provide an opportunity with livestock to people in urban areas. He further stated that Jalen Bell, AmeriCorps 4-H Service Member, was working with the Lansing School District around 4-H STEAM Corps or the arts.

Commissioner Peña stated that Pattengill Biotechnical Magnet School used small animals in their 4-H program.

Chairperson Tennis asked what the behavior health competent to the programming entailed.

Mr. Hendrian stated that they hired Jade Richards, Behavioral Health Instructor, for youth mental health and first aid programs. He further stated that she also works with farm-stress issues that had arisen.

Chairperson Tennis stated that it was an excellent decision to put resources into that area.

3. Board Referral – Letter from Elaine Dierwa Fischhoff Regarding the Resolution to Declare a Climate Emergency

Chairperson Tennis stated that Ms. Fischhoff had presented to the Board of Commissioners as well as the Human Services Committee regarding the Resolution to Declare a Climate Emergency. He further stated that in the past, the County had an environmental advisory committee to audit County properties.

Chairperson Tennis stated that about ten years ago, the committee disbanded because it felt it had completed its work. He further stated that it could be one way to fulfill some of the requests from Ms. Fischhoff's letter.

Commissioner Sebolt stated that prior to the COVID-19 pandemic and passage of the Resolution to Declare a Climate Emergency, he planned as Chairperson of the County Services Committee to invite people from the Tri-County Regional Planning Commission because they had a staff person who studied regional climate change. He further stated that it could be another way since it could have a regional impact.

Commissioner Trubac stated that he liked the idea of an environmental advisory committee. He further stated that he had talked to Mr. Cypher about the recommendations from Ms. Fischhoff, and Mr. Cypher had communicated with Richard Terrill, Facilities Director, about the possible costs.

Commissioner Maiville stated that it might be for the County Services Committee, but he liked the idea of the Facilities Department looking at environmental studies of County buildings and usage. He further stated that the County could look at what had been done before and what could be done in the future.

Commissioner Maiville stated that the County might not have a sustainability person in particular, but they had made progress in other areas.

Commissioner Graham stated that she supported the ideas of her colleagues to take action against climate change, either through the Human Services Committee or through a regional approach.

Commissioner Graham asked for the past composition of the environmental advisory committee.

Chairperson Tennis stated that he thought it had five members with a Commissioner Liaison.

Discussion.

Chairperson Tennis asked Commissioner Sebolt if he could reach out to the staff at the Tri-County Regional Planning Commission to present to the Human Services Committee about how the County could adopt climate change principles, and asked Mr. Cypher to find out more information about the environmental advisory committee and possibly reconstitute it.

Commissioner Slaughter stated that he could arrange for a presentation by the Tri-County Regional Planning Commission. He further stated that his employer had resources that could be leveraged.

Chairperson Tennis asked for this topic to be a discussion item for the next meeting of the Human Services Committee.

Announcements

Commissioner Slaughter stated that Linda Vail, Health Officer, had been featured on CNN as part of interviews of health directors. He further stated that it highlighted all of the hard work she had been doing.

Chairperson Tennis stated that the article highlighted that Ms. Vail had received negative feedback from constituents. He further stated that anything that could be done to support her should be done.

Commissioner Graham stated that she noticed that Ms. Vail had singlehandedly tried to combat some of the confusion on social media.

Commissioner Maiville stated that in terms of the situation in the City of Lansing, she got involved after she learned about it and told them to stop. She further stated that people heard the bad news, but not the good news, such as the number of people who had been vaccinated.

Chairperson Tennis stated that all of the countywide staff had worked hard to create infrastructure to distribute the COVID-19 vaccine and had done a tremendous job.

Commissioner Slaughter stated that he wanted to shout-out the staff members who had helped with the Racial Equity Task Force, including helping with the administration of COVID-19 vaccines.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:04 p.m.

FEBRUARY 22, 2021 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

1. Facilities Department – *Resolution to Authorize an Agreement with Wolverine Engineers & Surveyors, Inc. for Architectural and Engineering Services for the Asphalt Surface at the Ingham County Fair Grounds*

This resolution authorizes an agreement with Wolverine Engineers & Surveyors, Inc., for architectural and engineering services for the east side asphalt at the Fair Grounds. The cost of the agreement will not exceed \$29,000 and funds are available in the Hotel/Motel Fund.

2. Parks Department

- a. *Resolution to Authorize an Amendment to the Agreement with Miller’s American Rentals dba. American Rentals, Inc. to Provide Sanitation Services for the Ingham County Parks Department and Ingham County Fairgrounds*

This resolution authorizes an Amendment to the Agreement with Miller’s American Rentals dba. American Rentals, Inc. to provide portable restroom services at various County parks and the Ingham County Fairgrounds for an additional two years providing there are no cost increases during the term of the Agreement.

- b. *Resolution to Authorize Use of the Parks General Fund Balance for a Mountain Bike Skills Park at Burchfield Park*

This resolution authorizes use of the Parks fund balance in the amount of \$25,000 (\$20,000 for match for the grant and an additional \$5,000 to be used for purchase of mountain bikes and equipment for kids and adults to rent at Burchfield Park in the future).

- c. *Resolution to Authorize an Amendment to the Contract with F.D. Hayes for a Generator System at Burchfield Park*

This resolution authorizes an amendment to the contract with F.D. Hayes in an amount of \$1,000 for Burchfield Park to provide additional materials and labor for installation of the generator. Funds for this project are included in the Parks Department budget.

- d. *Resolution to Approve the Application Form, Scoring Criteria for the Trails and Parks Millage, and Declaring that a Seventh Round of Applications for the Trails and Parks Millage Funds Will Be Taken Beginning March 1, 2021*

This resolution authorizes the next round of trails and parks millage applications, and sets the scoring criteria.

- e. *Resolution to Authorize an Amendment to the Contract with Spicer Group, Inc. to Provide Consulting Services for a Phase II Feasibility Study for the Holt to Mason Trail Project*

This resolution amends the existing contract with Spicer Group to conduct a Phase II Feasibility Study for the Holt to Mason trail project for a total amount not to exceed \$25,000. Funds are available from the Trails and Parks Millage.

3. Health Department

- a. *Resolution to Authorize an Agreement for 0.1 FTE Psychiatry Services with Dr. Afiah Arshan*

This resolution authorizes an agreement with Dr. Afiah Arshan for individual outpatient psychiatry services to people living with HIV, effective March 1, 2021 through September 30, 2021 for an amount not to exceed \$24,420. Costs for this agreement will be covered by funds approved as part of the MDHHS Comprehensive Agreement.

b. Resolution to Authorize Agreement with Azara Healthcare, LLC for UDS Quality Improvement

This resolution authorizes an agreement with Azara Healthcare, LLC for Uniform Data Systems (UDS) quality improvement technical assistance effective February 28, 2021 through March 1, 2022, for an amount not to exceed \$6,000. Funding is available through the 2021 Quality Improvement Award.

c. Resolution to Authorize an Agreement with LinkedIn Learning

This resolution authorizes an agreement with LinkedIn Learning, in an amount not to exceed \$5,000 effective March 1, 2021 through February 28, 2022. The training will ensure Ryan White staff are best able to serve their patients. Costs will be covered by Ryan White 340b funds.

d. Resolution to Amend the FY2021 Contract with Mid-State Health Network

This resolution authorizes amending Resolution #20-481 to accept a reduction of grant funds from MSHN and change the amount from \$105,565 to \$96,656.

e. Resolution to Authorize an Agreement with Turning Corners Consulting

This resolution authorizes an amendment to the agreement with Turning Corners Consulting to facilitate 10 support groups aimed at fathers and families in the Region 7 area, effective February 1, 2021 through September 30, 2021 for an amount not to exceed \$22,000. All costs associated with this agreement have been included in the Region 7 Perinatal Collaborative funding approved through Resolution #20-306.

f. Resolution to Authorize an Agreement with MiCHWA

This resolution authorizes an agreement with MiCHWA totaling \$6,500.00 for year one, and a \$1,000.00 annual renewal fee to allow one ICHD staff member to participate in a "Train the Instructor" training, enabling them to train both internal and external CHWs effective January 1, 2021 through December 31, 2021.

g. Resolution to Amend Resolution #19-159 for an Infectious Disease Physician Services Agreement with the College of Osteopathic Medicine at Michigan State University

This resolution authorizes an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022. The financial impact will be \$101,415.54 (2021) and \$103,443.85 (2022). These physician services will be funded through the Comprehensive Agreement with state funds for the HIV Ryan White Part B program.

h. Resolution Honoring Debbie Edokpolo

This resolution honors Debbie Edokpolo for her many years of dedicated service to Ingham County Health Department and for the many contributions she has made to the clients and staff in Ingham County.

4. Human Services Committee

a. Resolution Amending the Ingham County Board Rules

This resolution amends the Board Rules to assign the liaison committee responsibility for the Potter Park Zoo and Potter Park Zoo Board to the Human Services Committee, effective immediately.

OTHER ITEMS:

4. Human Services Committee

b. Discussion on Climate Change and Sustainability Initiatives

Agenda Item 1

TO: Board of Commissioners, Human Services, County Services & Finance Committees
FROM: Rick Terrill, Facilities Director
DATE: February 2, 2021
RE: Resolution to Authorize an Agreement with Wolverine Engineers & Surveyor, Inc., for Architectural and Engineering Services for the Asphalt at the Fair Grounds

For the meeting agendas of: February 16, 17 & 22

BACKGROUND

The asphalt surface on the east side of the horse arena is structurally failing and beyond repairs. Wolverine Engineers & Surveyors submitted the lowest responsive and responsible proposal of \$29,000.00. The scope of work will include two phases, the first phase includes the assessments, preliminary design, and a construction budget. The second phase includes the final design and construction.

ALTERNATIVES

The alternative would be to do a formal RFP, prolonging the project and the possibility of higher costs.

FINANCIAL IMPACT

Funds are available in the Hotel/Motel Fund line item #561-76900-974000. The funds for this project have been saved for multiple years, so the funding will not fall short to complete the needed asphalt replacement.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Balance
561-76900-974000	\$321,475.00	\$321,475.00	\$29,000.00	\$292,475.00
Hotel/Motel Fund				

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Wolverine Engineers & Surveyor, Inc., for architectural and engineering services for the east side asphalt at the Fair Grounds.

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: January 27, 2021

RE: Memorandum of Performance for Packet No. 4-21 Asphalt Project at the Ingham County Fairgrounds

The Purchasing Department can confirm that three written proposals were sought and received from experienced and qualified architectural and engineering firms for the purpose of entering into a professional services contract for the removal and reconstruction of the asphalt pavement and base at the Ingham County Fairgrounds

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	Quoted Amount
Wolverine Engineers & Surveyors, Inc.	Yes, Mason MI	\$29,000.00 Includes Construction Inspection
Williams & Works	No, Grand Rapids MI	\$31,837.00 Includes Construction Inspection
LSG Engineers & Surveyors	Yes, Lansing, MI	\$27,000.00 + Construction Inspection \$15,000 – 20,000

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established; 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 or by phone at 676-7309.

Agenda Item 1

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WOLVERINE ENGINEERS & SURVEYORS, INC. FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE ASPHALT SURFACE AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the asphalt surface on the east side of the horse arena is structurally failing beyond repairs; and

WHEREAS, it is the recommendation of the Facilities Department and the Fair Director to enter into an agreement with Wolverine Engineers & Surveyors, Inc., who submitted the lowest responsive and responsible proposal of \$29,000 for architectural and engineering services for the asphalt replacement at the Ingham County Fair Grounds; and

WHEREAS, funds are available in the Hotel/Motel Fund, line item #561-76900-974000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Wolverine Engineers & Surveyors, Inc., 312 North Street, Mason, Michigan 48854, for the architectural and engineering services at the Ingham County Fair Grounds for an amount not to exceed \$29,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 2a

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 1, 2021
SUBJECT: Resolution Authorizing an Amendment to the Agreement with Miller's American Rentals dba. American Rentals, Inc. to Provide Sanitation Services for the Ingham County Parks Department and Ingham County Fairgrounds

For the meeting agenda of 2/22/21 Human Services and 2/17/21 Finance

BACKGROUND

The current Agreement approved by Board of Commissioners Resolution #18-087 with Miller's American Rentals dba. American Rentals, Inc. to provide portable restroom services at various Ingham County Parks and the Ingham County Fair will expire on March 31, 2021. A decision was made to renew the Agreement for the Parks and Fairgrounds for an additional 2 years.

ALTERNATIVES

None.

FINANCIAL IMPACT

This has already been budgeted for in the 2021 budget. There are no cost increases during the term of the Agreement.

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 will review this resolution at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing the renewal Agreement with Miller's American Rentals dba. American Rentals, Inc. to Provide Sanitation Services.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH MILLER'S
AMERICAN RENTALS DBA. AMERICAN RENTALS, INC. TO PROVIDE SANITATION
SERVICES FOR THE INGHAM COUNTY PARKS DEPARTMENT AND INGHAM COUNTY
FAIRGROUNDS**

WHEREAS, Resolution #18-078 authorized the current Agreement with Miller's American Rentals dba. American Rentals, Inc. at various Ingham County Parks and the Ingham County Fairgrounds; and

WHEREAS, a decision was made to renew the Agreement that expires on March 31, 2021 by the Ingham County Parks Department and Ingham County Fairgrounds.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to the agreement with Miller's American Rentals dba. American Rentals, Inc. to provide portable restroom services at various Ingham County parks and the Ingham County Fairgrounds for an additional two years effective April 1, 2021 at an annual cost not to exceed \$10,305 (\$6,120 Parks Department and \$4,185 Fairgrounds).

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: February 1, 2021
SUBJECT: Burchfield Park Mountain Bike Skills Park
For the meeting agenda of 2/22/21 Human Services and 2/17/21 Finance

BACKGROUND

The Parks Department and the Mid-Michigan Mountain Biking Association (MMMBA) has identified a need for a mountain bike skills park at Burchfield Park. This would include a bicycle playground and mountain bike skills course. Its goal is to introduce young and beginner riders to off-road bike handling skills – providing kids with an alternative form of recreation that challenges, inspires confidence, fosters independence, and offers a whole lot of fun. MMMBA will submit a grant application to the Capital Region Community Foundation for a mountain bike skills park at Burchfield Park. Below are photos of the proposed area for the skills course and examples photos of other skill parks.



Proposed Dirt School Bicycle Playground and Skills Course area in Burchfield Park



Sample Bicycle Playground and Skills Park images. Burchfield Park “Dirt School” will include a short trail in the woods with varied natural obstacles to help riders prepare for the trails within the park.

ALTERNATIVES

Not to do the project.

FINANCIAL IMPACT

This resolution requests authorization to use \$25,000 from the Parks 208 fund balance. There are funds available to do this project in the Parks Department 208 fund balance. The total project amount is \$150,000. MMMBA is submitting a grant application to Capital Region Community Foundation in the amount of \$75,000. MMMBA is providing \$55,000 in match through various sources and is requesting the County provide a portion of the matching funds in the amount of \$20,000. We are also requesting an additional \$5,000 to be used for purchase of mountain bikes and equipment for kids and adults to rent at Burchfield Park in the future for the total request of \$25,000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their January 25, 2021 meeting.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE USE OF THE PARKS FUND BALANCE
FOR A MOUNTAIN BIKE SKILLS PARK AT BURCHFIELD PARK**

WHEREAS, the Ingham County Parks and Recreation Commission supports the Ingham County Parks staff working with the Mid-Michigan Mountain Biking Association (MMMBA) for a grant application to the Capital Region Community Foundation for a mountain bike skills park at Burchfield Park; and

WHEREAS, the Parks Department requests authorization to use the Parks Department fund balance in the amount of \$25,000 (\$20,000 for match for the grant and an additional \$5,000 to be used for purchase of mountain bikes and equipment for kids and adults to rent at Burchfield Park in the future).

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a commitment not to exceed \$25,000 from the Parks Department fund balance for the project.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 1, 2021
SUBJECT: Amendment to the Contract with F.D. Hayes
For the meeting agenda of 2/22/21 Human Services and 2/17/21 Finance

BACKGROUND

Board of Commissioner Resolution #20-429 authorized a contract with F.D. Hayes to provide and install a backup generator system at Burchfield Park and Lake Lansing South. We are requesting an additional \$1,000. MISS DIG located underground utilities near the proposed site of the backup generator and park staff has determined a new location that requires F.D. Hayes to provide additional materials and labor for installation.

ALTERNATIVES

None.

FINANCIAL IMPACT

This resolution requests an additional \$1,000 for the project. There are funds available as detailed below:

Project	Line Item Project #	Beginning Allocation	Current Balance	Original Requested Amount	Additional Amount Requested	Remaining Balance
Burchfield Park Generator	20P09	\$15,000	\$15,000	\$10,769	\$1,000	\$3,231

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 January 25, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing an amendment to the contract with F.D. Hayes.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH F.D. HAYES
FOR A GENERATOR SYSTEM AT BURCHFIELD PARK**

WHEREAS, Resolution #20-429 authorized a contract with F.D. Hayes to provide and install a backup generator system at Burchfield Park; and

WHEREAS, MISS DIG located underground utilities near the proposed site of the backup generator and park staff has determined a new location that requires F.D. Hayes to provide additional materials and labor for installation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to the contract with F.D. Hayes for an additional amount not to exceed \$1,000 for Burchfield Park to provide additional materials and labor for installation of the generator.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to carry over/transfer the 2020 funds in line item 664-75299-978000-20P09 into 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 Committee

FROM: Tim Morgan, Parks Director

DATE: February 1, 2021

SUBJECT: Opening of the Next Round of Trails and Parks Millage Grant Applications and Updates to the Scoring Criteria and Application

For the meeting agenda of 2/22/21 Human Services and 2/17/21 Finance

BACKGROUND

The Park Commission reviewed and edited the Trails and Parks Millage Grant Application (Exhibit A) and Scoring Criteria (Exhibit B). The Park Commission would like to recommend that a seventh round of applications will be taken beginning March 1, 2021, with no required match for the following categories: trail, blueway, boardwalk, bridge, planning & engineering, other project and small grant requests with a cap of \$300,000 for municipalities contributing less than 5% of total county millage revenue collected to date, which includes rehabilitation and new project applications. Encouraging municipalities contributing less than 5% of the total county millage to apply and seek projects to be considered for funding, was identified as a priority by the Park Commission and both the Board of Commissioners Human Services and Finance Committees.

The Scoring Criteria shown in Exhibit B has been edited to adjust the points received for small community grants up to \$300,000.00 for municipalities contributing less than 5% of total county millage revenue collected to date. The resolution opens the application period for the seventh round of grants. Applications will be open on March 1, 2021 and be due on July 30, 2021. Following due diligence by staff and the Park Commission, final approval is expected from the Board of Commissioners in November 2021.

ALTERNATIVES

This process will be reviewed by the Park Commission annually, moving forward with the Trails & Parks Millage to ensure that the application and scoring criteria stay current and are in line with the needs of the program.

FINANCIAL IMPACT

The need to balance fiscal responsibility as well as keep the momentum going for future planning and projects is a high priority for the Park Commission and the Board of Commissioners. This resolution would allow communities to apply for grants from the Trails and Parks Millage Fund and the applications be scored using the attached criteria to help guide the Park Commission to make recommendations to the Board of Commissioners. The forecast for 2021-2026 projects that \$6,848,215.27 is available as of today as detailed in the attached summary of the trails and park millage project status:

7th Round Trails and Parks Millage Applications	Overall 2021-2026 Available (Total collected less expend/encumbered/and forecasted) \$6,848,215.27
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The full detailed trails and park millage project status report is available online: http://parks.ingham.org/trails_and_parks_millage/awards.php.

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**

Project No.	Project Description	Contract Amount	Amended Contract Total	Actual Expend. 2015-2021	Encumbered 2015-2021	Projected Projects 2022-2026	Total Reimbursed/ Paid Amount	Total Encumbered Balance	Left Over Balance	2020 Projected Expenditures	2021 Projected Expenditures	2022 Projected Expenditures
	Total Budgeted	\$38,442,594.56	\$38,442,594.56						\$724,213.30	\$34,906.00	\$5,426,210.58	\$10,974,854.68
	Total Expended / Projected	\$16,520,842.88		\$16,520,842.88	---	\$2,981,298.86	\$17,219,141.74	\$21,021,826.03				
	Total Encumbrances	\$15,131,285.30		---	\$15,131,285.30	---						
	Actual Millage Collected (2015-2020)	\$26,277,946.30		\$22,274,422.30		---						
	Estimated Millage to Collect (2021-2026)	\$19,207,220.00				\$19,207,220.00						
	Fund Balance (Total Collected less Expend/Encumbered)	-\$9,377,705.87		-\$9,377,705.87								
	Fund Balance (Total Estimated to Collect less Projected)	\$14,300,643.41				\$14,300,643.41						

2021-26 Millage less Expend/Encumbered Funds \$9,829,514.13
2021-26 Millage less Expend/Encumbered Funds, less Projected Funds \$6,848,215.27

Current Cash On Hand Amount	12/31/20	\$5,495,987.60	
Projected Expenditures	12/31/20	\$34,906.00	(expected invoices against 2020 contracts)
Projected Cash On Hand	1/1/21	\$5,461,081.60	
2021 Millage Revenue	1/31/21	\$4,003,524.00	
Projected Expenditures	6/30/21	\$2,713,105.29	
Projected Cash On Hand	7/1/21	\$6,751,500.31	
Projected Expenditures	12/31/21	\$2,713,105.29	
Projected Cash On Hand	1/1/22	\$4,038,395.02	
2022 Millage Revenue	1/31/22	\$3,841,444.00	
Projected Cash On Hand	1/31/22	\$7,879,839.02	

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution at their January 25, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing the next round of trails and parks millage applications.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE APPLICATION FORM, SCORING CRITERIA FOR THE TRAILS AND PARKS MILLAGE, AND DECLARING THAT A SEVENTH ROUND OF APPLICATIONS FOR THE TRAILS AND PARKS MILLAGE FUNDS WILL BE TAKEN BEGINNING MARCH 1, 2021

WHEREAS, in March 2020, the electorate renewed a countywide trails and parks millage levy of 50/100 (.50) of one mill to be used for the purpose of creating and maintaining a county system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Park Commission reviewed and edited the Application and Scoring Criteria forms and has developed the following attachments for approval by the Board of Commissioners; and

WHEREAS, the Application shown in Exhibit A reflects changes outlining that eligible projects must fit the following categories: trail, blueway, boardwalk, bridge, planning & engineering, other project and small grant which includes rehabilitation and new project applications; and

WHEREAS, the Scoring Criteria shown in Exhibit B has been edited to adjust the points received for small community grants up to \$300,000.00 for municipalities contributing less than 5% of total county millage revenue collected to date; and

WHEREAS, the applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria; and

WHEREAS, the Park Commission recommends that a seventh round of applications will be taken beginning March 1, 2021, and applications are due on July 30, 2021 (Exhibit C).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the recommended application edits for Trails and Parks Millage funding (Exhibit A) with the changes outlined above.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners adopts the scoring criteria for use by Park Commission and staff for scoring applications for funding (Exhibit B) with the changes outlined above.

BE IT FURTHER RESOLVED, that a seventh round of applications will be taken beginning March 1, 2021, and applications are due on July 30, 2021 with no required match for the following categories: trail, blueway, boardwalk, bridge, planning & engineering, other project and small grant requests with a cap of \$300,000 for municipalities contributing less than 5% of total county millage revenue collected to date, which includes rehabilitation and new project applications.

BE IT FURTHER RESOLVED, that application forms and scoring criteria will be reviewed and approved by the Board of Commissioners prior to the eighth round.

EXHIBIT A:

Ingham County Trails and Parks Program Application



Ingham County Parks
Attn: Nicole Wallace: nwallace@ingham.org
P.O. Box 178
121 E. Maple Street, Suite 102
Mason, MI 48854

Trails and Parks Program Application

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds may be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: trail, blueway, boardwalk, bridge, planning & engineering. This includes rehabilitation and new project applications.

Project applications must be received by **5:00pm July 30** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the November Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT			
Agencies:		Contact Person:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	Email:	
PROJECT SUMMARY			
Project Title:			
Total Millage Funds Requested (round to nearest 100): \$			
Distance of repaired/new construction in feet/miles:			
Trail:	Boardwalk:	Bridge:	
Categories: <input type="checkbox"/> Blueway <input type="checkbox"/> Trail	<input type="checkbox"/> Planning & Engineering <input type="checkbox"/> Boardwalk	<input type="checkbox"/> Bridge <input type="checkbox"/> Other Project	
<input type="checkbox"/> Small grant: Requests up to \$300,000 for municipalities contributing less than 5% of total county millage revenue collected to date. See Attachment A.			

Ingham County Trails and Parks Program Application

If you have applied for *multiple projects*, please prioritize and rank your projects in order of your community's highest priority to lowest priority:

Rank: 1, 2, 3, etc.:

Town, Range and Section Numbers of Site Location

(Town):

(Range):

(Section):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

Ingham County Trails and Parks Program Application

ESTIMATED COSTS/BUDGET		
<i>Provide each scope/budget item and how the budgeted amount was calculated. List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses. Contingency amount not to exceed 10%.</i>		
EXPENSES		
Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Wayfinding/Signage		
6-Contingency		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$
Please attached a detailed cost estimate for Project if applicable		
APPLICANT FUNDS		
<i>When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years. See attachment C concerning match.</i>		
Local Contribution	Amount	
	\$ _____	
Other Grant Contributions		
Name of Grantor(s)	Amount	
_____	\$ _____	
_____	\$ _____	
Name of Partner(s)	Amount	
_____	\$ _____	
_____	\$ _____	
Name of Donor(s)	Amount	
_____	\$ _____	
_____	\$ _____	
In-Kind Support		
Name of Organization	Description	Value
_____	_____	\$ _____
_____	_____	\$ _____
Other	Amount	
_____	\$ _____	
Total Applicant Funds (includes all non-millage funding)	\$ _____	
*Millage Funds REQUESTED (round to nearest 100)	\$ _____	
*This amount (Millage Funds Request) plus the Total Applicant Funds must equal Total Project Expenses		
Total % of matching Funds (millage requested /total project)	% _____	Match

Ingham County Trails and Parks Program Application

DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)

Provide a (detailed) description of the project you are proposing, with reference to specific scope items and deliverables. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count-attachments as needed).

Ingham County Trails and Parks Program Application

PROJECT INFORMATION & DETAILED DESCRIPTION (as applicable)

1. Describe in detail any other available funders and partners.

Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.

2. Discuss how the project is improving regional connectivity.

Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 (<http://cms3.revize.com/revize/inghamparks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf>) of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.

Ingham County Trails and Parks Program Application

3. Describe how the project responds to public demand and has public support.

Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. Reference Figure 18 - Attachment D. 250 word limit.

4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency— Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

Ingham County Trails and Parks Program Application

5. Explain how the project is feasible and ready for implementation or development.

Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.

6. Discuss how the project supports equitable opportunities.

The overall Ingham County Strategic Plan includes the following Goal: A: Service to Residents: Provide easy access to quality, innovation, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Since the onset of the Covid epidemic, parks across the world have seen large increase in use by persons wishing to partake in safe, outdoor activities for both health and mental revitalization. Your discussion should address how your project increases or improves access provides low cost transportation and recreation options for low income populations; is located in a high use area, is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

Ingham County Trails and Parks Program Application

7. Maintenance Commitment & Plan

Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.

Ingham County Trails and Parks Program Application

ATTACHMENTS - REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County. You are required to document with photos pre-project, during and completed and submit with your final reimbursement request.
6. After completion of the project, entities must agree to participate and provide approved signage in the County wide wayfinding signage plan. Communities should budget for necessary signage to be installed for approved projects.

CERTIFICATION

Signature of Applicant:

Date:

ATTACHMENT A.

**Ingham County Trails and Parks Millage
Estimated Revenue by Municipality**

Municipality	2014 – 2020 Estimated Revenue Total	Percent of total collected to date
Alaeidon Township	595,518	2.7%
Aurelius Township	421,582	1.9%
Bunkerhill Township	225,460	1.0%
Delhi Township	2,146,321	9.8%
Ingham Township (including Dansville)	218,277	1.0%
Lansing Township	832,831	3.8%
Leroy Township (including Webberville)	353,418	1.6%
Leslie Township	267,936	1.2%
Locke Township	212,190	1.0%
Meridian Township	4,895,257	22.3%
Onondaga Township	260,622	1.2%
Stockbridge Township	691,717	3.1%
Vevay Township	381,186	1.7%
Wheatfield Township	212,977	1.0%
White Oak Township	207,460	0.9%
Williamstown Township	681,392	3.1%
East Lansing (City)	2,608,155	11.9%
Lansing (City)	5,712,413	26.0%
Leslie (City)	102,877	0.5%
Mason (City)	641,118	2.9%
Williamston (City)	312,274	1.4%
Total	21,980,980	100.0%

Updated 1-26-21

*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.

Ingham County Trails and Parks Program Application

ATTACHMENT B.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CLARIFYING DESIGN STANDARDS FOR TRAILS AND PARKS MILLAGE PROJECTS

RESOLUTION # 18 – 054

WHEREAS, the Ingham County Trails and Parks Program Application states that the Trails and Parks Millage projects must meet acceptable design standards and is the best design solution as adopted by Board of Commissioners Resolution 17-275; and

WHEREAS, the County will review any deviations from such standards on a case by case basis; and

WHEREAS, applicants must obtain necessary permits for the projects, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc.; and

WHEREAS, at least one case has surfaced where the announced design standards of the Trails and Parks Millage may conflict with the standards and rules of a permitting agency; and

WHEREAS, on reflection, the Parks Commission does not believe that wise administration of the millage money should require the applicant to be caught between the standards of a permitting agency and the general standards demanded by the County for its millage projects.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners adopt the following policy: in cases where a permitting authority disagrees with use of a particular county standard, the terms of the draft permit proposed by the permitting authority will control; but the applicant is required to promptly notify the County Park Commission of the permitting authority's position.

BE IT FURTHER RESOLVED, Parks Department staff are to raise any concerns with the permit in consultations with the applicant and the permitting authority.

BE IT FURTHER RESOLVED, this policy is retroactive for any signed agreements that have not yet been completed and any future agreements.

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.

HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Koenig **Nays:** None **Absent:** Naeyaert
Approved 02/05/2018

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis
Nays: None **Absent:** Koenig, Schafer **Approved 02/07/2018**

Ingham County Trails and Parks Program Application

ATTACHMENT C.

Match Requirement for Ingham County Trails & Parks Millage

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

ATTACHMENT D.

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leesle/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

* The highlighted corridors are shown on Figure 32.

EXHIBIT B:

Ingham County Trails and Parks Program Scoring Criteria

The following criteria will be used to evaluate and select projects. The project's final score will be based on the sum of all the scores. Criteria to be scored are as follows:

1. Does this project either contribute to the completion of one of the top five scoring New Trail Preferences as listed in the Ingham County Trails and Parks Comprehensive Report Table 18 (attached)?

0= no 5= yes

_____pts. (Max 10%)

2. Does this contribute to County connectivity?

0= no 10= yes (If you meet *any* of the criteria listed below, you get 10 points).

_____pts. (Max 20%)

Improves Regional Connectivity Projects that improve regional connectivity and access throughout Ingham County will receive a higher priority. To determine whether a project improves regional connectivity or access, the project should address the following

- Contributes to the completion of the Ingham County regional priority corridors as depicted on Figure 24 (attachment A) either as existing trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to or within Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation;
- Increases access to sites of natural, scenic or historic interest.

3. Did this project apply for other funding partners such as state or federal grants, donations, individual contributions, local contribution, or other funding sources?

Yes or No?

0= no 5=yes

_____pts. (Max 10%)

4. Overall, how do you rate the project?

Considerations

- Project area is under public ownership or is currently accessible for public use;
- Does not require complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency;
- Is appropriate and in line with available funds.
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities;
- Has the support of multiple jurisdictions and/or stakeholders.
- The project increases or improves access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area;
- Contributes to an equitable geographical distribution of the millage funds.

Rate the project on a scale of 1-20, 1 being least desirable and 20 being most desirable.

_____pts. (Max 40%)

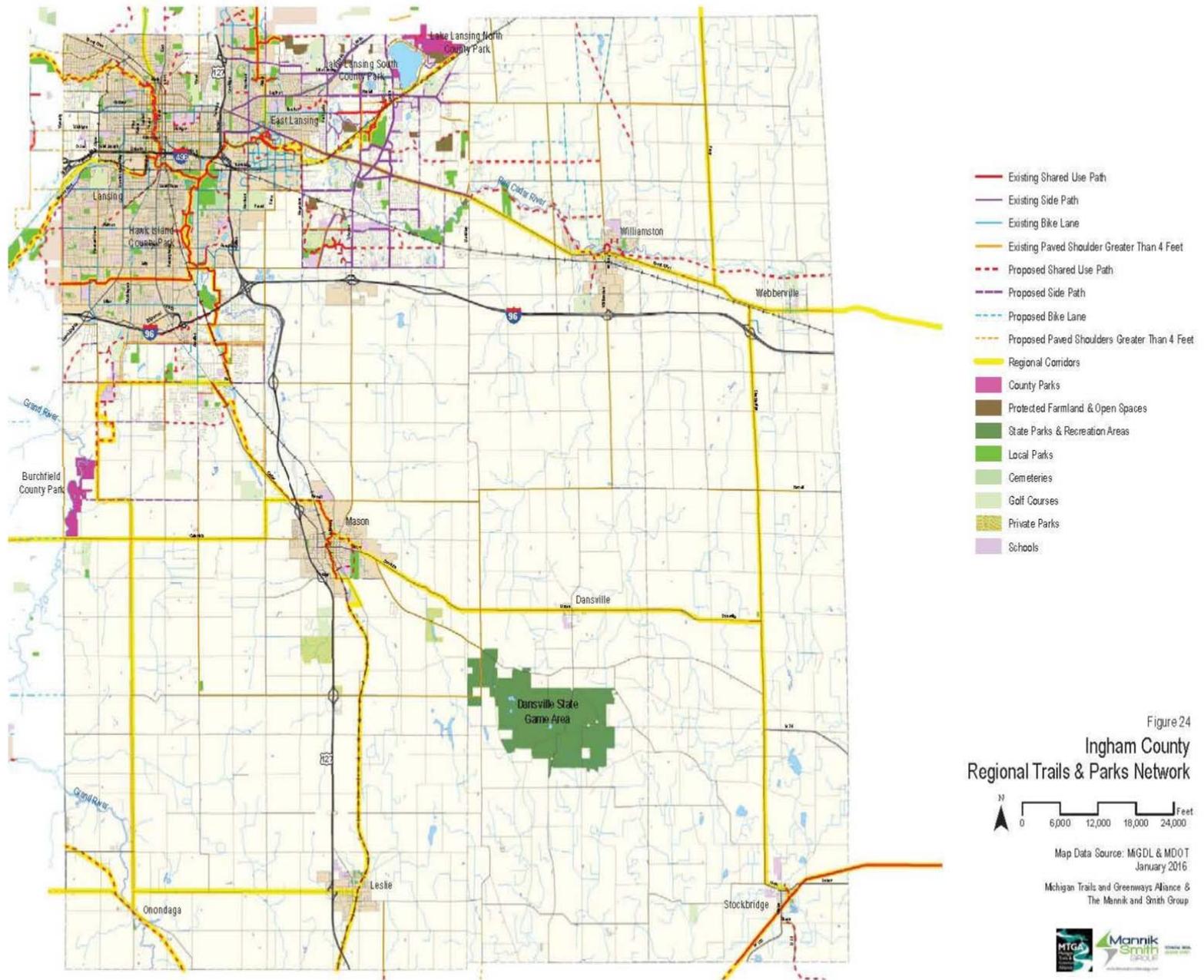
- 5. Is this project a small grant-requests up to \$300,000 for municipalities contributing less than 5% of total county millage revenue collected to date? Reference Attachment B.**

0= no 10= yes

_____pts. (Max 20%)

_____Total Points Scored (Total Possible 50)

Attachment A: Figure 24



Attachment B

Ingham County Trails and Parks Millage Estimated Revenue by Municipality

Municipality	2014 – 2020 Estimated Revenue Total	Percent of total collected to date
Alaeidon Township	595,518	2.7%
Aurelius Township	421,582	1.9%
Bunkerhill Township	225,460	1.0%
Delhi Township	2,146,321	9.8%
Ingham Township (including Dansville)	218,277	1.0%
Lansing Township	832,831	3.8%
Leroy Township (including Webberville)	353,418	1.6%
Leslie Township	267,936	1.2%
Locke Township	212,190	1.0%
Meridian Township	4,895,257	22.3%
Onondaga Township	260,622	1.2%
Stockbridge Township	691,717	3.1%
Vevay Township	381,186	1.7%
Wheatfield Township	212,977	1.0%
White Oak Township	207,460	0.9%
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East Lansing (City)	2,608,155	11.9%
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Leslie (City)	102,877	0.5%
Mason (City)	641,118	2.9%
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Updated 1-26-21

*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.

EXHIBIT C:

Timeline for Trails and Parks Millage Application Round

March 1 - Application period opens

Last Friday in July at 5:00 pm - Applications Due

August - Park Staff Review Applications & work with consultant on validating cost estimates and project viability, staff will get any supplemental materials from applicants requested.

August-TBD - if needed meeting with MDOT, MDNR, and TCRPC to review/coordinate their grant applicants

Mid-August to Mid-September - TBD - Park Staff posts applications in shared drive for commissioners. Park Commissioners begin to do preliminary review and scoring on own.

August/Early September - Site Visits with Park Staff and Park Commissioners

Mid-September - Draft viability report sent to each applicant

Fourth Monday in September - Applicants present their proposals and Spicer Group presents their review to the Park Commission.

Mid-October to 3rd week in October - Deadline for Park Commissioners online scoring and prepare Condensed Report of preliminary scoring for the October Park Commission meeting

Fourth Monday in October - Parks Commission Meeting: Go over applications, review spreadsheet of scores, and come to consensus on scoring and recommendations

October - Deadline to get on agendas

November - Human Services

November - Finance

November - BOC

December - Applicants notified of decision



TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 1, 2021
SUBJECT: Amendment to the Contract with Spicer Group, Inc. for Consulting Services for the Trails and Parks Millage
 For the meeting agenda of 2/22/21 Human Services and 2/17/21 Finance

BACKGROUND

Board of Commissioners Resolution #20-564 authorized that the Ingham County Parks Department should pursue a potential Michigan Department of Transportation TAP (Transportation Alternatives Program) grant for Phase III of the Holt to Mason trail that will go along Cedar and Howell Roads from College Road to Kearns Road. An initial meeting was held with MDOT staff and it was determined that the next step would be to obtain a Phase II Feasibility Study. The Phase I Feasibility Study was completed in 2014, and since that time, federal standards have changed substantially which make it necessary to obtain a Phase II Feasibility Study before pursuing the TAP grant.

Board of Commissioners Resolution #20-560 authorized a contract with Spicer Group, Inc. to provide consulting services to and assist the Ingham County Parks staff with the delivery of certain millage related items. The current agreement with Spicer Group, Inc. allows for the completion of this plan (scope item #11). However, since MDOT advised a new study was required, we need to amend the contract and request additional funding to complete this study. This resolution authorizes an amendment to the contract and funding for the Phase II Feasibility Study as detailed in Exhibit A.

ALTERNATIVES

None. A new feasibility study is required to pursue a TAP grant for Phase III of the Holt to Mason trail.

FINANCIAL IMPACT

The financial impact from this request will be an additional \$25,000.00 from the Trails and Parks Millage Fund balance.

Project	Line Item Project #	Beginning Allocation	Requested Additional Amount	Overall 2021-2026 Available (Total collected less expend/encumbered/and forecasted)	Remaining Balance Overall 2021-2026 Available (Total collected less expend/encumbered/and forecasted)
Consulting Services	228-62800-802000	\$322,557.00	\$25,000.00	\$6,848,215.27	\$6,823,215.27

See attached summary of the trails and park millage project status – Exhibit B. The full detailed report is available online: http://parks.ingham.org/trails_and_parks_millage/awards.php.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution unanimously with the passage of a resolution at their January 25, 2021 meeting.

RECOMMENDATION

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



January 21, 2021

Tim Morgan
Ingham County Parks
121 E. Maple St.
Mason, MI 48854

RE: Feasibility Study, Phase 2, Holt to Mason Trail, College Rd. to Kerns Rd.
Ingham County, Michigan
Letter Agreement for Professional Services

Tim:

Thank you for the opportunity to assist Ingham County with the Holt to Mason Trail. We have had preliminary discussions with MDOT TAP (Transportation Alternatives Program) grant staff who are requiring you to complete a Phase 2 Feasibility Study.

BACKGROUND

Mannik & Smith completed a Feasibility Study for the Holt to Mason Trail in 2014. Since that study was completed, sections of the trail in Delhi Township are funded and sections in the City of Mason have been constructed. The gap includes the section between College Road and Kerns Road which includes crossing over US-127. Ingham County Parks would like to apply for an MDOT TAP grant to close this gap.

The 2014 study is very thorough and comprehensive, however MDOT, via FHWA (Federal Highway Administration) has changes some of their standards. Because of this, MDOT TAP grant staff are recommending if the County wants to fund this trail with a TAP grant.

Listed below is the proposed scope of work for the initial phase of this project.

SCOPE OF WORK

1. Attend a Project Kick-off meeting with the Project Team (Ingham County Park and Road Department staff, MDOT staff, and other key stakeholders).
2. Review the Mannik & Smith Study to understand the routes studied and their outcomes.
3. Review the FHWA Standards in relationship to the US-127 crossing.
4. Drive the proposed route(s) and identify the proposed path location. At this time, we will also inventory road crossings, drain crossings, low areas and other potential challenges. We will take photos and mark the proposed location on an aerial base map.
5. Develop a conceptual layout of the proposed path indicating drain crossings, road crossings, low areas, and termination/connection points.
6. Once we have completed these steps, we will meet with the Project Team and review our findings and conceptual layout. We will discuss the path and its design elements and determine what we need to modify.
7. Our next step will be to develop a Preliminary Estimate of Cost. This estimate will include all the anticipated costs associated with the development of the proposed path. We have designed and bid a number of recent path projects, so the numbers will reflect typical costs.

8. Develop typical path cross sections.
9. Develop a report summary of the findings and study.
10. Develop a plan of the path indicating location and width of path along entire route from College Road to Kerns Road. We will develop the plan based on the steps above indicating the anticipated location of the path, as well as any areas requiring future easements. The goal will be to show one final route and rule out the alternate routes.
11. Review the final plan and estimates with the Project Team.
12. Make final changes and submit the final plan.

It will also provide us with needed information to seek the next phase of grants.

PROPOSED FEE

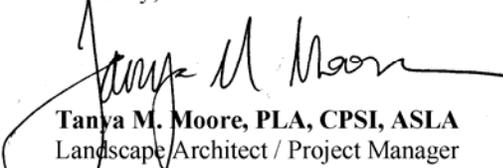
Our proposed fee shall be an hourly estimated fee of **\$25,000.00**.

We will submit monthly invoices to you for services furnished and for any reimbursable expenses. The fee is an estimated hourly fee where the invoices will be based on the current standard hourly rates of our personnel assigned to this project applied to the time they spend on it.

If this proposal meets with your approval, please acknowledge with an authorized signature below. Please return one executed copy to us and maintain the other for your records.

We deeply appreciate your confidence in Spicer Group and look forward to working with you on this project.

Sincerely,



Tanya M. Moore, PLA, CPSI, ASLA
Landscape Architect / Project Manager



Robert Eggers, AICP
President / Principal in Charge
SPICER GROUP, INC.
230 S. Washington Avenue
Saginaw, MI 48607
Phone: (989) 754-4717 ext. 5568
Fax: (989) 754-4440
mailto: tanyam@spicergroup.com

Cc: SGI File 129934SG2021
ALE, Acctg.

Above proposal accepted and approved by Owner.

INGHAM COUNTY

By: _____
Authorized Signature

Printed Name

Title

Date: _____

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**

Project No.	Project Description	Contract Amount	Amended Contract Total	Actual Expend. 2015-2021	Encumbered 2015-2021	Projected Projects 2022-2026	Total Reimbursed/ Paid Amount	Total Encumbered Balance	Left Over Balance	2020 Projected Expenditures	2021 Projected Expenditures	2022 Projected Expenditures
	Total Budgeted	\$38,442,594.56	\$38,442,594.56						\$724,213.30	\$34,906.00	\$5,426,210.58	\$10,974,854.68
	Total Expended / Projected	\$16,520,842.88		\$16,520,842.88	---	\$2,981,298.86	\$17,219,141.74	\$21,021,826.03				
	Total Encumbrances	\$15,131,285.30			\$15,131,285.30	---						
	Actual Millage Collected (2015-2020)	\$26,277,946.30		\$22,274,422.30		---						
	Estimated Millage to Collect (2021-2026)	\$19,207,220.00				\$19,207,220.00						
	Fund Balance (Total Collected less Expend/Encumbered)											
	Fund Balance (Total Estimated to Collect less Projected)	\$14,300,643.41				\$14,300,643.41						

2021-26 Millage less Expend/Encumbered Funds \$9,829,514.13
2021-26 Millage less Expend/Encumbered Funds, less Projected Funds \$6,848,215.27

Current Cash On Hand Amount	12/31/20	\$5,495,987.60	
Projected Expenditures	12/31/20	\$34,906.00	(expected invoices against 2020 contracts)
Projected Cash On Hand	1/1/21	\$5,461,081.60	
2021 Millage Revenue	1/31/21	\$4,003,524.00	
Projected Expenditures	6/30/21	\$2,713,105.29	
Projected Cash On Hand	7/1/21	\$6,751,500.31	
Projected Expenditures	12/31/21	\$2,713,105.29	
Projected Cash On Hand	1/1/22	\$4,038,395.02	
2022 Millage Revenue	1/31/22	\$3,841,444.00	
Projected Cash On Hand	1/31/22	\$7,879,839.02	

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH SPICER GROUP, INC. TO PROVIDE CONSULTING SERVICES FOR A PHASE II FEASIBILITY STUDY FOR THE HOLT TO MASON TRAIL PROJECT

WHEREAS, Board of Commissioners Resolution #20-564 authorized a financial commitment for Phase III of the Holt to Mason trail to allow the Ingham County Parks Department to pursue a possible Michigan Department of Transportation TAP (Transportation Alternatives Program) grant; and

WHEREAS, the Phase I Feasibility Study was completed in 2014; and

WHEREAS, federal standards have changed substantially and it is necessary to complete a Phase II Feasibility Study before pursuing a TAP grant; and

WHEREAS, Board of Commissioners Resolution #20-560 authorized a contract with Spicer Group, Inc. to provide consulting services to and assist the Ingham County Parks staff with the delivery of certain millage related items; and

WHEREAS, the current agreement with Spicer Group, Inc. allows for the completion of this type of plan (scope item #11); and

WHEREAS, since it was not anticipated a Phase II study would be required, it is necessary to authorize an amendment to the contract with Spicer Group, Inc. for additional funding to complete a new plan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to the contract with Spicer Group, Inc. to authorize a Phase II Feasibility Study for the Holt to Mason trail project for a total amount not to exceed \$25,000.00.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$25,000 from the Trails and Parks Millage fund balance for the Phase II Feasibility Study and the Controller/Administrator is authorized to transfer \$25,000 from the Trails and Parks Millage fund balance into line item 228-62800-802000.

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: January 25, 2021
SUBJECT: Authorization to Enter Agreement for 0.1 FTE Psychiatry Services with Dr. Afiah Arshan
For the meeting agendas of February 17 and February 23, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to enter an agreement for four hours a week (0.1 FTE) of Psychiatry Services with Dr. Afiah Arshan, effective March 1, 2021 through September 30, 2021. These services will be provided at a rate of \$185.00 per hour, for an amount not to exceed \$24,420.00 for the remainder of FY21. This position will support the Ryan White HIV/AIDS program at Forest CHC, and allow ICHD's CHCs to provide individual outpatient psychiatry services to people living with HIV, pursuant to the Ryan White Service Standards. Resolution #18-147 authorized a 2020-2021 agreement with the Michigan Department of Health and Human Services (MDHHS) for the delivery of Public Health services under the Comprehensive Agreement. ICHD was awarded \$581,172.00 to the Ryan White HIV/AIDS program to provide HIV Care Coordination Services to eligible individuals for improving mental health outcomes.

ALTERNATIVES

There is a shortage of licensed psychiatrists across Michigan and in the greater Lansing area. There are limited effective and sustainable alternatives to maximize psychiatry resources to meet the needs of CHC patients.

FINANCIAL IMPACT

Dr. Arshan will provide the equivalent of four (4) hours a week of services (0.1 FTE) at the rate of \$185.00 per hour. The costs of this agreement will be covered through the MDHHS Comprehensive Agreement authorized by Resolution #20-306.

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 entering into an agreement with Dr. Afiah Arshan for individual outpatient psychiatry services to people living with HIV, effective March 1, 2021 through September 30, 2021 for an amount not to exceed \$24,420.00.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR 0.1 FTE PSYCHIATRY SERVICES
WITH DR. AFIAH ARSHAN**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter an agreement for four (4) hours a week (0.1 FTE) of Psychiatry Services with Dr. Afiah Arshan, effective March 1, 2021 through September 30, 2021; and

WHEREAS, these services will be provided at a rate of \$185 per hour, for an amount not to exceed \$24,420 for the remainder of FY 2021; and

WHEREAS, this position will support the Ryan White HIV/AIDS program at Forest CHC, and allow ICHHD's CHCs to provide individual outpatient psychiatry services to people living with HIV, pursuant to the Ryan White service standards; and

WHEREAS, Resolution #20-306 authorized a 2020-2021 agreement with MDHHS for the delivery of Public Health services under the Comprehensive Agreement; and

WHEREAS, ICHHD was awarded \$581,172 to the Ryan White HIV/AIDS program to provide HIV Care Coordination Services to eligible individuals to improve their mental health outcomes; and

WHEREAS, the Ingham CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Dr. Afiah Arshan for providing individual outpatient psychiatry services to people living with HIV, effective March 1, 2021 through September 30, 2021 for an amount not to exceed \$24,420.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with Dr. Afiah Arshan for providing individual outpatient psychiatry services to people living with HIV, effective March 1, 2021 through September 30, 2021 for an amount not to exceed \$24,420.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon 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: January 25, 2021

SUBJECT: Authorization to Enter into Agreement with Azara Healthcare, LLC for UDS Quality Improvement

For the meeting agenda of February 17 and February 23, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to enter into an agreement with Azara Healthcare, LLC effective February 28, 2021 through March 1, 2022 for Uniform Data Systems (UDS) quality improvement technical assistance. The UDS is an annual reporting requirement for Health Resources and Service Administration (HRSA) awardees that receive federal funds under the Health Center Program authorized by section 330 of the Public Health Service (PHS) Act (42 U.S.C. 254b). Resolution #17-163 authorized an agreement with Azara Healthcare, LLC for the Azara Data Reporting & Visualization Solutions (DRVS) reporting tool. Azara Healthcare, LLC will provide UDS preparation sessions to identify data errors, highlight care gaps and surface opportunities for workflow improvement and data integrity. The cost of the 12-month contract will be \$4,000 plus travel and lodging for on-site services, which will not exceed \$6,000 and will be paid through the 2021 Quality Improvement Award.

ALTERNATIVES

Azara Healthcare LLC, for the Azara Data Reporting & Visualization Solutions (DRVS) reporting tool is proprietary and therefore no alternative exists.

FINANCIAL IMPACT

The cost of the 12-month contract will be \$4,000 plus travel and lodging for on-site services, which will not exceed \$6,000 and will be paid through the 2021 Quality Improvement Award.

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 entering into an agreement with Azara Healthcare, LLC for Uniform Data Systems (UDS) quality improvement technical assistance effective February 28, 2021 through March 1, 2022, for an amount not to exceed \$6,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENT WITH AZARA HEALTHCARE, LLC
FOR UDS QUALITY IMPROVEMENT**

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to enter into an agreement with Azara Healthcare, LLC effective February 28, 2021 through March 1, 2022 for Uniform Data Systems (UDS) quality improvement technical assistance; and

WHEREAS, the UDS is an annual reporting requirement for Health Resources and Service Administration (HRSA) awardees that receive federal funds under the Health Center Program authorized by section 330 of the Public Health Service (PHS) Act (42 U.S.C. 254b); and

WHEREAS, Resolution #17-163 authorized an agreement with Azara Healthcare LLC, for the Azara Data Reporting & Visualization Solutions (DRVS) reporting tool; and

WHEREAS, Azara Healthcare LLC will provide UDS preparation sessions to identify data errors, highlight care gaps and surface opportunities for workflow improvement and data integrity; and

WHEREAS, the cost of the 12-month contract will be \$4,000 plus travel and lodging for on-site services, which will not exceed \$6,000 and will be paid through the 2021 Quality Improvement Award; and

WHEREAS, the Ingham CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Azara Healthcare, LLC for Uniform Data Systems (UDS) quality improvement technical assistance effective February 28, 2021 through March 1, 2022 for an amount not to exceed \$6,000.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize an agreement with Azara Healthcare, LLC for Uniform Data Systems (UDS) quality improvement technical assistance effective February 28, 2021 through March 1, 2022 for an amount not to exceed \$6,000.

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: January 14, 2021
SUBJECT: Authorization to Enter Agreement with LinkedIn Government at Carahsoft
For the Meeting Agendas of February 17 and February 23, 2021

BACKGROUND

Ingham County Health Department's (ICHD's), Community Health Center's (CHC's), Ryan White program wishes to enter into an agreement with LinkedIn Government at Carahsoft, effective March 1, 2021 through February 28, 2022, in an amount not to exceed \$5,000. LinkedIn Government at Carahsoft, a subsidiary of LinkedIn, is a training platform offering video courses taught by industry experts in software, creative, and business skills. This training platform teaches users how to manage time and projects; be more productive with business software and technology; and lead teams to ensure Ryan White staff are best able to serve their patients.

ALTERNATIVES

Not entering into an agreement with LinkedIn Learnings' online learning platform would prohibit ICHD employees from accessing more than 13,000 courses taught by experts designed to enhance skillsets.

FINANCIAL IMPACT

The estimated cost associated with this agreement is for an amount not to exceed \$5,000. This will cover up to 25 users as the cost of \$200 annually per user. Costs will be covered by Ryan White 340b funds.

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 LinkedIn Learning, in an amount not to exceed \$5,000 effective March 1, 2021 through February 28, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LINKEDIN LEARNING

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Center's (CHC's) Ryan White program wishes to enter into an agreement with LinkedIn Learning, for an amount not to exceed \$5,000 effective March 1, 2021 through February 28, 2022; and

WHEREAS, LinkedIn Learning is online training with a plethora of courses to ensure Ryan White staff are best able to serve their patients; and

WHEREAS, the estimated cost associated for this agreement will not exceed \$5,000 and will cover up to 25 users at the cost of \$200 annually per user; and

WHEREAS, costs will be covered by Ryan White 340b funds; and

WHEREAS, the Ingham CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with LinkedIn Learning, in an amount not to exceed \$5,000 effective March 1, 2021 through February 28, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with LinkedIn Learning, in an amount not to exceed \$5,000 effective March 1, 2021 through February 28, 2022.

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.

Agenda Item 3d

TO: Board of Commissioners Human Services, County Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: January 28, 2021
SUBJECT: Resolution to amend FY21 contract with Mid-State Health Network
For the Meeting Agendas of February 17 and February 22, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to amend Resolution #20-481 to accommodate a reduction in funding from Mid-State Health Network (MSHN). On January 15, 2021, ICHD entered into a contract with MSHN for Substance Use Disorder Prevention Services for the period October 1, 2020 through September 30, 2021. The funding amount of the agreement was for \$105,656.00. On December 9, 2020, MSHN notified ICHD that, due to a reduction in block grant funding coming to their agency, MSHN would reduce ICHD's funding from \$105,656.00 to \$96,656.00.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

MSHN has reduced the award amount from \$105,656.00 to \$96,656.00.

This reduction in funding will change the following:

- Lead Social Worker – Pathways to Care (position #601525, ICEA Pro 8) from a .10 FTE to a .04 FTE, and the difference in funding for this position will be covered by funding from Medicaid Outreach

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 authorize amending Resolution #20-481 to accept a reduction of grant funds from MSHN and change the amount from \$105,565.00 to \$96,656.00.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE FY2021 CONTRACT WITH MID-STATE HEALTH NETWORK

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #20-481 to accommodate a reduction in funding from Mid-State Health Network (MSHN); and

WHEREAS, on January 15, 2021, ICHD entered into a contract with MSHN for Substance Use Disorder Prevention Services for the period October 1, 2020 through September 30, 2021; and

WHEREAS, the funding amount of the agreement was originally for \$105,656; and

WHEREAS, on December 9, 2020, MSHN notified ICHD that, due to a reduction in block grant funding coming to their agency, MSHN would reduce ICHD's funding from \$105,656 to \$96,656; and

WHEREAS, this reduction in funding will change the following:

- Lead Social Worker – Pathways to Care (position #601525, ICEA Pro 8, \$59,140.99-\$70997.30) from a .10FTE to a .04 FTE, and the difference in funding for this position will be covered by funding from Medicaid Outreach; and

WHEREAS, the Health Officer recommends amending Resolution #20-481 to accept a reduction of grant funds from MSHN by changing the amount from \$105,565 to \$96,656.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize amending Resolution #20-481 to accept a reduction of grant funds from MSHN by changing the amount from \$105,565 to \$96,656.

BE IT FURTHER RESOLVED, that this reduction in funding will change the following:

- Lead Social Worker – Pathways to Care (position #601525, ICEA Pro 8, \$59,140.99-\$70997.30) from a .10FTE to a .04 FTE, and the difference in funding for this position will be covered by funding from Medicaid Outreach

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the personnel allocation list 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: December 28, 2020
SUBJECT: Resolution to Enter Agreement with Turning Corners Consulting
For the Meeting Agendas of February 17, 2021 and February 22, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend Resolution #21-048 which authorized an agreement with Turning Corners Consulting to provide support groups to expecting mothers and new mothers. This amendment will add up to 10 additional support groups aimed at fathers and families in Eaton, Clinton and Ingham Counties, for an additional \$7,000.00 making the total of the agreement \$22,000.00. These 10 support groups will be in addition to the 18 support groups for new and expecting mothers already approved through Resolution #21-048. Turning Corners Consulting will provide a therapist to help develop and facilitate these support group meetings for fathers and families. Additionally, Turning Corners Consulting will provide messaging and outreach to fathers and families; and work with the Region 7 leadership team to develop and build content tools and materials for the support groups. This agreement will be effective February 1, 2021 through September 30, 2021.

ALTERNATIVES

Choosing not to enter an agreement with Turning Corners would eliminate essential support groups for fathers and families through Turning Corners Consulting.

FINANCIAL IMPACT

All costs associated with this agreement have been included in the Region 7 Perinatal Collaborative funding approved through Resolution #20-306. This amendment will cost an additional \$7,000.00 for a total cost of \$22,000.00.

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 authorize an amendment to Resolution #21-048 with Turning Corners Consulting to facilitate 10 support groups aimed at fathers and families in the Region 7 area, effective February 1, 2021 through September 30, 2021 for an amount not to exceed \$22,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TURNING CORNERS CONSULTING

WHEREAS, Ingham County Health Department (ICHHD) wishes to amend Resolution #21-048 which authorized an agreement with Turning Corners Consulting to provide support groups to expecting and new mothers; and

WHEREAS, this amendment will add up to 10 additional support groups aimed at fathers and families in Eaton, Clinton and Ingham Counties, for an additional \$7,000 making the total of this agreement \$22,000; and

WHEREAS, Turning Corners Consulting will provide a therapist to help develop and facilitate these support group meetings for fathers and families; and

WHEREAS, additionally, Turning Corners Consulting will provide messaging and outreach to fathers and families; and work with the Region 7 leadership team to develop and build content tools and materials for the support groups; and

WHEREAS, this agreement will be effective February 1, 2021 through September 30, 2021; and

WHEREAS, all costs associated with this agreement have been included in the Region 7 Perinatal Collaborative funding approved through Resolution #20-306 for a total cost of \$22,000, effective February 1, 2021 through September 30, 2021; and

WHEREAS, the Health Officer recommends amending Resolution #21-048 to add up to 10 additional support groups aimed at fathers and families for a total cost of \$22,000 effective February 1, 2021 through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #21-048 to add up to 10 additional support groups aimed at fathers and families for a total cost of \$22,000 effective February 1, 2021 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon 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: December 28, 2020
SUBJECT: Resolution to Enter Agreement with MiCHWA
For the Meeting Agendas of February 17 and February 22, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Michigan Community Health Worker Alliance (MiCHWA) to be effective January 1, 2021 through December 31, 2021. MiCHWA has reached out to ICHD to offer “Train the Instructor” training which will allow ICHD to train and certify Community Health Workers (CHWs). CHWs are trusted public health workers that serve as a link between health and social services, and the community. CHWs work to facilitate access to services and improve the quality and cultural competence of service delivery. While training currently costs ICHD \$1200.00 per participant, MiCHWA training of CHWs already employed by ICHD to become trainers, would ultimately eliminate that cost. Certifying ICHD’s CHWs will put ICHD in a position to bill for CHW services, should the State of Michigan opt to create a structure to support direct reimbursement by Medicaid. Additionally, ICHD would have the opportunity to partner with other area agencies to train their CHWs and charge up to \$1,300.00 per participant.

The cost of the “Train the Instructor Training” has a one-time organization partnership fee of \$5000.00 and an instructor training fee of \$1500.00 making the year one cost \$6500.00. For each additional year, ICHD will be responsible for a \$1,000.00 renewal fee. However, ICHD would be required to host at least one training per year which would generate enough revenue to pay the renewal fee.

ALTERNATIVES

ICHD could choose to not to participate in this training and pay an outside organization up to \$1,300.00 per CHW trained.

FINANCIAL IMPACT

All costs of this agreement will be covered by grant funds from Health Resources and Services Administration (HRSA) authorized in Resolution #19-194 and Resolution #20-482.

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 authorizing an agreement with MiCHWA totaling \$6,500.00 for year one, and a \$1,000.00 annual renewal fee to allow one ICHD staff member to participate in a “Train the Instructor” training, enabling them to train both internal and external CHWs effective January 1, 2021 through December 31, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MiCHWA

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Michigan Community Health Worker Alliance (MiCHWA) effective January 1, 2021 through December 31, 2021; and

WHEREAS, MiCHWA has reached out to ICHD to offer a “Train the Instructor” training which will allow ICHD to train and certify Community Health Workers (CHWs); and

WHEREAS, CHWs are trusted public health workers that serve as a link between health/social services and the community; and

WHEREAS, CHWs work to facilitate access to services and improve the quality and cultural competence of service delivery; and

WHEREAS, while training currently costs ICHD \$1,200 per participant, the MiCHWA training of CHWs already employed by ICHD to become trainers, would ultimately eliminate that cost; and

WHEREAS, certifying ICHD’s CHWs will put ICHD in a position to bill for CHW services, should the State of Michigan opt to create a structure to support direct reimbursement by Medicaid; and

WHEREAS, additionally, ICHD would have the opportunity to partner with other area agencies to train their CHWs and charge up to \$1,300 per participant; and

WHEREAS, the cost of the “Train the Instructor” training has a one-time organization partnership fee of \$5,000 and an instructor training fee of \$1,500 making the year one cost \$6,500 and each additional year ICHD will be responsible for a \$1,000 renewal fee; and

WHEREAS, ICHD would be required to host at least one training per year which would generate enough revenue to pay the renewal fee; and

WHEREAS, all costs of this agreement will be covered by grant funds from Health Resources and Services Administration (HRSA) authorized in Resolution #19-194 and Resolution #20-482; and

WHEREAS, the Health Officer recommends entering into an agreement with MiCHWA totaling \$6,500 for year one, and a \$1,000 annual renewal fee to allow one ICHD staff member to participate in a “Train the Instructor” training enabling them to train both internal and external CHWs, effective January 1, 2021 through December 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MiCHWA totaling \$6,500 for year one, and a \$1,000 annual renewal fee to allow one ICHD staff member to participate in a “Train the Instructor” training, enabling them to train both internal and external CHWs, effective January 1, 2021 through December 31, 2021.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon 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: January 25, 2021
SUBJECT: Resolution to Amend #19-159 for an Infectious Disease Physician Services Agreement with the College of Osteopathic Medicine at Michigan State University

For the Meeting Agendas of February 16, February 17 and February 22, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to extend its agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022. Through Resolution #15-413, Resolution #16-150, and Resolution #19-159, this agreement was previously in place for the term of January 1, 2019 through December 31, 2020, and prior to that, for the term of January 1, 2016 through December 31, 2018 and, for the term of January 1, 2013 through December 31, 2015. The new agreement will include a 2% annual increase for the amounts of \$101,415.54 (2021) and \$103,443.85 (2022).

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact will be \$101,415.54 (2021) and \$103,443.85 (2022). These physician services will be funded through the Comprehensive Agreement with state funds for the HIV Ryan White Part B 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 that the Ingham County Board of Commissioners authorize entering into an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #19-159 FOR AN INFECTIOUS DISEASE PHYSICIAN SERVICES AGREEMENT WITH THE COLLEGE OF OSTEOPATHIC MEDICINE AT MICHIGAN STATE UNIVERSITY

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to extend an agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022; and

WHEREAS, through resolutions #15-413 and #16-150, and #19-159, this agreement was previously in place for the term of January 1, 2019 through December 31, 2020, and prior to that, for the term of January 1, 2016 through December 31, 2018 and, for the term of January 1, 2013 through December 31, 2015; and

WHEREAS, the new agreement will include a 2% annual increase for the amount of \$101,415.54 (2021) and \$103,443.85 (2022); and

WHEREAS, these physician services will be funded through the Comprehensive Agreement with state funds for the HIV Ryan White Part B program; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer recommend that the Board of Commissioners authorize an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2021 through December 31, 2022.

BE IT FURTHER RESOLVED, the cost of the agreement will not exceed \$101,415.54 for 2021 and \$103,443.85 for 2022.

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.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DEBBIE EDOKPOLO

WHEREAS, Debbie M. Edokpolo joined the Ingham County Health Department (ICHD) on May 1, 1989 as a Community Health Worker; and

WHEREAS, in 1995, Debbie was promoted to the position of Intake Worker; and

WHEREAS, in 1999 Debbie was assigned a Clinical Supervisor position; and

WHEREAS, in 2004 Debbie was promoted to the Medical Examiner Investigator; and

WHEREAS, in 2007 Debbie entered the role of Public Health Specialist; and

WHEREAS, in 2011 Debbie was promoted to Public Health Services Assistant Deputy Health Officer; and

WHEREAS, in 2014 Debbie was promoted to the role of Deputy Health Officer of Public Health Services where she worked tirelessly to promote Public Health; and

WHEREAS, throughout her career, Debbie has been a strong leader and champion of Public Health; and

WHEREAS, Debbie has brought knowledge and invaluable insight into all areas of ICHD; and

WHEREAS, Debbie's passion for community inclusiveness has driven initiatives to build skills for populations in need and the spearheading of numerous special projects at local and state levels which through her leadership and knowledge brought about change; and

WHEREAS, Debbie oversaw ICHD environmental justice initiatives, including lead poisoning prevention and other healthy homes initiatives; and

WHEREAS, Debbie assisted with countless coordination of Mobile Health Clinics, which provided access to care and connection to community resources throughout the high risk areas of the community; and

WHEREAS, Debbie has dedicated her career to Health Equity and Social Justice and serving vulnerable populations in Ingham County; and

WHEREAS, Debbie, along with a dedicated team, developed the Health Equity and Social Justice workshop where she also served as a facilitator; and

WHEREAS, Debbie participated in Social Justice trainings and made the realities of health inequities a priority in guiding her work as an advocate for Public Health; and

WHEREAS, Debbie's passion for Public Health and Health Equity and Social Justice has been an inspiration to ICHD staff and community; and

WHEREAS, Debbie has passionately advocated for prevention services and services to refugees; and

WHEREAS, Debbie has been the driving force behind Maternal and Child Health initiatives and services; and

WHEREAS, Debbie served on the leadership team for the Region 7 Perinatal Quality Collaborative and in that role championed efforts to reduce infant and maternal fatalities in Ingham, Eaton and Clinton Counties; and

WHEREAS, in her years of devoted work, Debbie's supportive leadership style and passion for serving the uninsured and underinsured populations garnered her much respect from her peers and co-workers; and

WHEREAS, Debbie's dedication, affirming spirit, and quick sense of humor and wit has enriched those fortunate enough to know and work with her; and

WHEREAS, Debbie leaves ICHD with an indelible mark of her professionalism, loyalty, servanthood, perseverance and genuine love for the Ingham County community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Debbie Edokpolo for her many years of dedicated service to Ingham County Health Department and for the many contributions she has made to the clients and staff in Ingham County.

BE IT FURTHER RESOLVED, that the Board wishes Debbie continued success in all of her future endeavors.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING THE INGHAM COUNTY BOARD RULES

WHEREAS, current Board Rules provide that the County Services Committee is the liaison for the Potter Park Zoo and the Potter Park Zoo Board; and

WHEREAS, the Board of Commissioners wishes to assign this responsibility to the Human Services Committee.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby assigns the liaison committee responsibility for the Potter Park Zoo and Potter Park Zoo Board to the Human Services Committee, effective immediately.

BE IT FURTHER RESOLVED, that the appropriate change is to be made to the Board Rules.

Agenda Item 4b

TO: Human Services Committee
FROM: Jared Cypher, Deputy Controller
DATE: February 5, 2021
RE: Discussion on Climate Change and Sustainability

To provide information to help guide the discussion, I have attached Resolution #20-301, which declared a climate emergency in Ingham County. In addition I also attached a document from Facilities Director Rick Terrill, which highlights some projects that the County has recently undertaken to reduce energy consumption.

There are some additional initiatives currently underway:

- Commissioner Trubac and I are participating in meetings of the Capital Area Sustainability Partnership
- Facilities and Purchasing staff are getting quotes for an audit of the County's energy use and greenhouse gas emissions
- Staff has begun exploring alternatives for animal waste disposal at the Fairgrounds and Zoo

Finally, Ingham County created an Environmental Affairs Commission in 1995. The Board of Commissioners may choose to reactivate that commission, which has been dormant for a number of years.

These activities are all consistent with Ingham County's strategic plan, specifically the long-term objective of promoting environmental protection, smart growth, and conservation.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO DECLARE A CLIMATE EMERGENCY

RESOLUTION #20 – 301

WHEREAS, the U.S. Environmental Protection Agency continues to document increasing levels of greenhouse gas emissions, largely from transportation, residential and commercial buildings, industrial sources, agricultural practices and the handling of waste, all of which heavily contribute to warming our climate; and

WHEREAS, the consensus conclusion of scientific and policy assessments from the Intergovernmental Panel on Climate Change calls for urgent and decisive actions by governments around the world to make “rapid, far-reaching and unprecedented changes in all aspects of society” in order to limit global warming to 1.5 degrees Celsius to avoid the most disastrous impacts; and

WHEREAS, the federal U.S. Fourth National Climate Assessment detailed the massive threat that climate change poses to the American economy and underscored the need for emergency climate action at all levels of government; and

WHEREAS, the temperature in Verkhoyansk, Siberia hit 101 degrees Fahrenheit on June 20, 2020, the hottest temperature ever recorded in the Arctic Circle; and

WHEREAS, the Environmental Law & Policy Center’s 2019 Assessment of the Impacts of Climate Change on the Great Lakes highlighted the significant impacts in our own backyard, including the flooding of streets, homes and agricultural areas, power outages, record low and high temperatures, delayed planting, and weather-related school and business closures; and

WHEREAS, the Ingham County Board of Commissioners on June 9, 2020, formally declared racism a public health crisis; and

WHEREAS, the economic and environmental hardships related to climate warming disproportionately affect underserved populations, particularly Black and Latino residents; and

WHEREAS, the National Centers for Disease Control has unequivocally stated that climate change affects health, resulting in further untold costs to citizens, especially people of color and low-income residents; and

WHEREAS, people of color in the U.S. are 38% more likely to be exposed to the asthma-causing pollutant nitrogen oxide from climate-warming cars, construction equipment, and industrial sources like coal plants, according to a 2014 study from the University of Minnesota; and

WHEREAS, more than 1,000 local governments in 18 countries have already signed emergency declarations, including, Ann Arbor, Kalamazoo and Washtenaw County; and

WHEREAS, the most recent meeting of the U.S. Conference of Mayors issued a resolution declaring a climate emergency and calling for decarbonization in time to keep the global rise in temperatures to a 1.5-degree Celsius level and emphasizing that such efforts must involve local governments and their jurisdictions; and

WHEREAS, Ingham County's five-year strategic action plan, which outlines the County's vision, values and resource allocations, distinguishes services to residents first, in addition to monitoring environmental hazards and environmental protection; and

WHEREAS, a formal declaration of a climate emergency by Ingham County can help provide the catalyst to mobilize residents, businesses, institutions, faith, civil rights and community organizations to work together to prioritize the immediate reduction of CO2 emissions and support the County's efforts to plan for community resilience and adaptation under environmental threat.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby declares a climate emergency for Ingham County.

BE IT FURTHER RESOLVED, that the intent of this declaration is to build awareness and urgency to develop sustainable practices in County government, including identifying and implementing environmental programming into its existing commitments.

BE IT FURTHER RESOLVED, that Ingham County accepts a role of regional leadership, and as such will seek partnerships with other regional governments, businesses, community groups, educational and other anchor institutions to best utilize regional expertise and resources to meet shared goals.

BE IT FURTHER RESOLVED, that Ingham County will, expeditiously and with serious determination, seek any available state, federal, and private funding for this effort and form alliances with other Michigan cities that have declared a climate emergency or have a written climate action plan to lobby for such funding.

BE IT FURTHER RESOLVED, that Ingham County will underscore the need for full community participation, inclusion, and support for the climate mobilization effort.

BE IT FURTHER RESOLVED, that Ingham County commits to keeping the concerns of vulnerable communities central to these efforts and will proactively invite and encourage underserved and vulnerable communities to actively participate in order to advocate directly for their needs.

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Koenig, Morgan, Slaughter
Nays: Naeyaert **Absent:** None **Approved 07/20/2020**

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers
Nays: Maiville, Naeyaert **Absent:** None **Approved 07/21/2020**

FACILITIES DEPARTMENT – ENERGY REDUCTION SUCCESSES

Over the years the facilities department has been working on reducing our energy consumption while maintaining indoor building comfort as well as the health and safety for those who work in and visit our facilities. We have items such as, Building Automation Systems, which help to control our energy usage and maintain acceptable building temperatures and occupancy sensors that will shut off lights if there is no one in a room or office space. Every year we continually use best management practices when approaching remodels, lighting upgrades, and mechanical improvements, in an effort to reduce the negative impact we have on our climate and become more environmentally friendly. Below are just a few examples of the energy reduction initiatives we have implemented over the past few years.

1. The Facilities Department was responsible for a lighting upgrade at the Mason Courthouse. There were sixty-seven light fixtures throughout the Courthouse that used 400-watt metal halide bulbs. These bulbs provided uneven and/or poor light levels and produced high levels of heat. Replacing the halide bulbs with low energy use LED allowed the county to qualify for energy efficiency rebates from Consumers Energy.
2. Lighting upgrades at the Human Services Building have been but not limited to the following:
 - **Exterior Lighting** – Most of the exterior lighting has been upgraded to LED only a few parking lot poles are left to be done.
 - **Renovations** – Women’s Health, Registration and Enrollment, and Health Department waiting area have been converted to LED.
 - **Public Health Nursing** – Is currently being retrofitted to dimmable LED.
3. VMC/GPB site lighting improvements at the VMC/GPB is being worked on as time allows by converting Metal Halide over to LED.
4. Forest Community Health Center mechanical upgrades. We have replaced several old and outdated Roof Top Units with high efficiency units, which helps to reduce our energy consumption. We have only a few more to replace over the next couple of years.
5. Two Youth Center boilers and two boilers at HSB were replaced. This was a necessity as all were very old and they had outlived their life expectancy. As always when replacing our heating and cooling systems, we replace them with high efficiency systems to reduce our energy usage.

Thank you,

Richard Terrill

Ingham County Facilities Director

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CHANGE THE COMPOSITION OF THE
ENVIRONMENTAL AFFAIRS COMMISSION**

RESOLUTION #08-137

WHEREAS, Resolution 95-58 established the Environmental Affairs Commission to examine and make environmental improvement recommendations regarding County-owned and maintained properties; and

WHEREAS, of the eleven members on the Environmental Affairs Commission, one seat is designated for a forestry representative; and

WHEREAS, the Board of Commissioners wishes to change the designation of the forestry representative position to a general public representative.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution 95-58 to replace the seat designated for a forestry representative on the Environmental Affairs Commission with a representative of the general public.

COUNTY SERVICES: Yeas: Nolan, De Leon, Copedge, Soule, Grebner, Severino

Nays: None **Absent:** None **Approved 5/20/08**

Resolution No: 95-58
March 28, 1995

Agenda Item: 9
Date Received: _____

Ingham County Board of Commissioners



RESOLUTION

RESOLUTION ESTABLISHING AN INGHAM COUNTY ENVIRONMENTAL AFFAIRS COMMISSION

Introduced by the Administrative Services/Personnel Committee

WHEREAS, Ingham County owns some 800 acres of park land, some 130 acres of Fair property, and some 150 acres of other land; and also is involved with road right-of-way, drainage right-of-way, and some other properties; and

WHEREAS, it is important that the County's properties be maintained in an environmentally-sensitive way in order to protect groundwater and other aspects of the County's environment; and it also is important that government use and maintain its land in ways that demonstrate proper environmental practices.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby establishes an Environmental Affairs Commission.

BE IT FURTHER RESOLVED, the Commission will examine and make environmental improvement recommendations regarding County-owned and -maintained properties.

BE IT FURTHER RESOLVED, the Commission's examination and recommendations will consider the location, uses, and surrounding uses of the individual properties; and such examination and recommendation will consider the benefits of a low tax rate and a balanced budget.

BE IT FURTHER RESOLVED, the Commission will consist of five members who shall be appointed by the Board of Commissioners after nomination by the Administrative Services/Personnel Committee; and the members shall include: (1) a person knowledgeable about mid-Michigan forestry and native plant species; (2) a person knowledgeable about mid-Michigan rivers, waterways, and other wetlands; and (3) representative from the Health Department, (4-5) two citizens with an interest in and/or knowledge about environmental affairs.

BE IT FURTHER RESOLVED, the Commission also shall include: (6) the Roads/Parks Commission Chair or her/his designee; (7) the Drain Commissioner or her/his designee and (8) the Conservation District Chair or her/his designee.

BE IT FURTHER RESOLVED, a County Commissioner shall serve (9) as Liaison to the Commission; and s/he shall be appointed by the Board of Commissioners after nomination by the Board Chair.



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BE IT FURTHER RESOLVED, the Commission will (1) work with the County's Property Management and other appropriate staff and (2) report annually to the Board of Commissioners, through the Administrative Services/Personnel Committee.

BE IT FURTHER RESOLVED, the Environmental Affairs Commission shall cease to exist on December 31, 1997 unless and until re-established by the Board of Commissioners.

ADMINISTRATIVE SERVICES/PERSONNEL

Yeas: McDonald, Foster, Smiley,
Mowen, Pratt, Johnson

Nays: None Absent: None

Approved 3/21/95