

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE

CHRIS TRUBAC, CHAIR
IRENE CAHILL
TODD TENNIS
BRYAN CRENSHAW
RYAN SEBOLT
DERRELL SLAUGHTER
ROBIN NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, AUGUST 29, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/83587032242>.

Agenda

Call to Order

Approval of the [August 15, 2022 Minutes](#) and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

	Budget Book Section-Page
1. <u>Budget Hearings</u>	
a. Community Agencies.....	4-1
b. Community Mental Health	4-2
c. Cooperative Extension	4-6
d. Department of Human Services	4-21
e. Fair	4-31
f. Health Department.....	4-42
g. Housing Commission.....	4-82
h. Medical Care Facility.....	4-85
i. Medical Examiner.....	4-89
j. Mid-Michigan 2-1-1 Alliance.....	4-92
k. MSHN Substance Abuse.....	4-94
l. Parks	4-96
m. Potter Park Zoo	4-111
n. Transportation Millage.....	4-120
o. Tri-County Aging Consortium.....	4-122
p. Veteran Affairs.....	4-126
q. Health Services Millage	
r. Environmental Affairs Commission	
s. Capital Area Mentoring Partnership (CAMP)	

2. Final Ranking

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
August 15, 2022
Draft Minutes

Members Present: Cahill, Crenshaw, Sebolt, Naeyaert, Tennis, Trubac, and Slaughter.

Members Absent: None.

Others Present: Tim Morgan, Cynthia Wagner, Paul Novak, Jared Cypher, Kylie Rhoades and others

The meeting was called to order by Chairperson Trubac at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual public participation was offered via Zoom at <https://ingham.zoom.us/j/83587032242>.

Approval of the July 18, 2022 Minutes

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE JULY 18, 2022 MINUTES.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

None.

Limited Public Comment

None.

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

2. Veterans Affairs Department
 - a. Resolution to Accept the 2023 County Veteran Service Fund Grant
 - b. Resolution to Authorize the Ingham County Department of Veterans Affairs to Accept the 2023 County Veteran Service Fund Grant on Behalf of Clinton County

3. Potter Park Zoo – Resolution to Authorize an Agreement with Wolverine Engineering & Surveyors Inc. for Asphalt Replacement at Potter Park Zoo

5. Parks Department
 - a. Resolution to Authorize a Transfer of Funds from the Lake Lansing North Storage Building Capital Improvement Project to the Hawk Island Snow Tube Storage Building Project

- b. Resolution to Authorize a Contract with FD Hayes Electric Company for Electrical Work at Hawk Island County Park
 - c. Resolution to Authorize a Contract with Penchura Recreation Products and Services for Replacements of a Portion of the Lake Lansing South County Park Playground
6. Health Department
- a. Resolution to Amend Resolution #21 – 270 Authorizing an Agreement with Local Health Department Academy of Science
 - b. Resolution to Amend Resolution #22-322 for the COVID-19 Regional Health Equity Council Backbone Organization Grant
 - c. Resolution to Authorize a 2022-2023 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
 - d. Resolution to Amend the Status of Position #601541 (CHW– Forest) from Part-Time to Full-Time
 - e. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY22-23 Americorps Vista Grant Funding
 - f. Resolution to Authorize the Creation of a Grant-Term Limited Mobile Health Unit Coordinator Position
 - g. Resolution to Extend the Agreement with MSU Healthcare Inc. for Infectious Disease Physician Services
 - h. Resolution to Authorize a New 1.0 FTE Workforce Development Coordinator Position for Ingham County Health Department
7. Controller’s Office
- a. Resolution Amending Resolution #22-266 to Include Various Fees for Services Provided at the Potter Park Zoo
 - b. Resolution to Authorize an Agreement with Holy Cross Services for the New Hope Community Center Emergency Shelter Program

THE MOTION CARRIED UNANIMOUSLY.

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

- 1. Capital Area Transportation Authority – Resolution to Authorize the Ninth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2025

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

Commissioner Tennis stated that he would like to disclose for the record that he represents the Amalgamated Transit Union Michigan Legislative Conference, which includes member Local 1039. He further stated that Local 1039 represented employees at Capital Area Transportation Authority.

THE MOTION CARRIED UNANIMOUSLY.

4. Potter Park Zoo/Parks Department – Resolution Modifying the Ordinance to Adopt Rules and Regulations for the Parks and Zoo Under the Jurisdiction of Ingham County, Michigan, and to Establish Penalties for Violations

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

Commissioner Sebolt asked why Potter Park Zoo had to be defined separately from the other parks.

Cynthia Wagner, Potter Park Zoo Director, stated that they had differentiated the park from the Zoo due to the many differences between the two.

Commissioner Sebolt stated that each time park was mentioned in the ordinance it stated “or Potter Park Zoo”.

Tim Morgan, Ingham County Parks Director, stated that the Parks and Zoo were under one umbrella when the rules were last updated in 2008. He further stated that the Zoo had been under the Parks Department for a short amount of time, and that since then the Zoo was its own department.

Mr. Morgan stated that Legal Counsel wanted the language cleaned up. He further stated that the reason it was a combined document was due to the State Statute for parks and recreation enforcement, which allowed the Zoo the ability to write tickets for violations.

Commissioner Sebolt stated that in Section 3, under the hours, there was no between time identified.

COMMISSIONER SEBOLT MOVED TO AMEND THE FOLLOWING STATEMENT ON PAGE 2, SECTION 3B:

B. Exceptions—Parks. No person or vehicle shall remain at the Park ~~between~~ 30 minutes after sunset, unless otherwise posted or permission has been granted in writing by the Parks Director, Zoo Director, or their respective designee(s). These exceptions include, but are not limited to:

Commissioner Crenshaw stated that it would be considered a friendly amendment.

COMMISSIONER SEBOLT MOVED TO AMEND THE FOLLOWING STATEMENT ON PAGE 3, SECTION B2:

2. Cut, remove, dig, injure, pick, damage, deface or destroy any tree, flower, shrub, or plant, whether alive or dead, found within a Park, **Potter Park**, or the Zoo without prior written permission of the Parks Director, Zoo Director, or their respective designee(s) (with the exception of picking mushrooms).

Commissioner Crenshaw stated that it would be considered a friendly amendment.

Commissioner Crenshaw asked if Legal Counsel provided a signoff on the ordinance.

Mr. Morgan stated that Legal Counsel had given them a final drafted version both with and without edits to present to the Parks Commission and the Zoo Board.

Jared Cypher, Deputy Controller, stated that the ordinance had been reviewed by Legal Counsel. He further stated that they had sent the ordinance to the Controller's office and stated that it was okay to proceed.

Commissioner Crenshaw requested that language signifying that an ordinance had been reviewed and approved by Legal Counsel be included in the future for any ordinance that had substantial changes made.

Chairperson Trubac stated that Mr. Cypher indicated that that request was understood.

Commissioner Naeyaert asked why a separate ordinance had not been created just for Potter Park Zoo.

Mr. Morgan stated that there was not similar State Statute that has the same enforcement power. He further stated that it had been Legal Counsel's recommendation to keep them together.

Commissioner Naeyaert asked if all zoos were considered parks due to the State Statute.

Mr. Morgan stated that he would ask for clarification from Legal Counsel. He further stated that it would be great if the resolution moved forward but understood if an additional memo or information was needed to proceed.

Commissioner Crenshaw stated that due to issues in the past, the resolutions always included who published the change in ordinance to the paper. He further stated that he would like to amend the be it further resolved to include that the Controller's Office was responsible for sending the change to the newspapers.

Commissioner Naeyaert stated that it should include that the Controller should provide notice of its adoption published to a newspaper for general circulation.

Commissioner Sebolt stated that it might be more clear if it stated that the Controller's office sends notice to and confirms publication of the adoption to a newspaper for general circulation.

Mr. Cypher stated that the last Resolution to include such statement was Resolution #21-427 regarding Animal Control. He further stated that the statement had been broken into two be it further resolved clauses and read as follows:

BE IT FURTHER RESOLVED, that the Controller/Administrator's Office shall publish notice of the adoption of this amendment in a newspaper of general circulation in the County.

BE IT FURTHER RESOLVED, that the amended Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

Commissioner Crenshaw stated that that was the correct language.

Commissioner Crenshaw stated that it would be added to the resolution as a friendly amendment.

Commissioner Sebolt stated that there are increasing fees and misdemeanor violations, he further stated that a fine meant the activity was legal for a price. He further stated that if an individual could afford to, they should pay the fine.

THE MOTION TO ADOPT THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

8. Human Services Committee – Opioid Litigation Status Update and Discussion on Use of Funds (*Closed Session*)

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, AT APPROXIMATELY 6:16 P.M., TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268(E) REGARDING NATIONAL PRESCRIPTION OPIATE LITIGATION, CASE NO. 17-MD-02804, MDL NO. 2804, MULTIDISTRICT LITIGATION (THE "MDL") AGAINST OPIOID MANUFACTURERS, DISTRIBUTORS, AND RETAILERS PENDING IN THE DISTRICT COURT FOR THE NORTHERN DISTRICT OF OHIO.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

CHAIRPERSON TRUBAC DECLARED THE COMMITTEE RETURNED TO OPEN SESSION AT APPROXIMATELY 6:45 P.M.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:46 p.m.

Date: August 29, 2022
To: Human Services
From: Timothy Morgan, Ingham County Parks Department
Re: The Parks Department request the following items not funded in the 2023 Controller's Recommended Budget from the Counties Z List.

Background:

The Ingham County Parks Department was instructed by the Controller's Office to include the 2nd phase of the Department reorganization as part of the FY23 budget request. This phase included the addition of 3.5 FTE new positions. Phase 1 of the reclassification was adopted by BOC Resolution #22-142, which included the reclassification of a Park Manager III position to a Parks Deputy Director position. This reclassification has left the Deputy Director position without the necessary support and staff resources to both manage a large County Park complex and assume the much needed administrative duties as evidenced below. The 3.5 FTE positions recommended by Human Resources Department as part of the Parks reorganization process were not selected for funding within the Parks FY23 Controller recommended budget.

The Covid pandemic redirected tens of thousands Ingham County residents outside and into the Ingham County Parks. The three regional county parks are open 7 day per week, sunup to sundown each day, 364 days per year. With only 14 full time employees to run field operations and the administrative office, it has been difficult to maintain the increased workload and demands placed on staff by this new found interest and use of the County Parks and facilities. Some of the statistics that justify these additional positions include, visitation increases of 82% since 2019, phone calls received in the Parks Administrative office have doubled since pre-Covid. This increase of work load, coupled with the administration of a 4 million dollar per year Trails and Parks millage, and the associated Park Department grants (16 since the passage of the millage in 2014), as well as utilizing the Trails and Parks millage to match Michigan Department of Natural Resources grants. Park staff have struggled to keep up the increased workload in the field and administratively while at the same time continuing to provide the customer service that Ingham County residents have come to expect. It should be reiterated that within the original Parks Department reorganization process with the Ingham County Human Resources Department, it was recommended to increase staffing levels by 3.5 positions.

In summation, these additional positions are needed due to the increase of visitation and increase of resident inquiries at the main Administrative office. The reclassification/creation of a Deputy Director position to support field operations, Capital Improvement management, and assisting administratively, has created a void within the parks that justifies these new positions.

Excerpt from Controller Recommended 2023 Budget: Phase II of the Parks Department reorganization (\$349,510) is not included. For Phase II, the Parks Department requested an additional assistant park manager, customer service specialist, park ranger, and part-time customer service specialist. However, the additional revenue identified by the Parks Department that was associated with the request for new positions is included in the 2023 recommendation.

The Parks Department request the following items not funded in the 2023 Controller's Recommended Budget from the Counties Z List.

Order of Priority:

1. One Assistant Park Manager: \$113,449.00

Increased visitation within the County Parks has naturally created both an increase in maintenance, and an increase in administrative tasks such as scheduling, revenue collection, and park rule enforcement among others. Although the Deputy Director still manages Hawk Island County Park, additional duties related to the position include managing capital improvement projects and purchasing. The addition of an additional Assistant Park Manager would assist in taking a portion of the day to day workload off of the Deputy Director position. The Assistant Park Manager would report directly to Hawk Island, however, that individual would assist at all park facilities throughout the year, with their role indicated in the information below:

SUMMER (Memorial Day – Labor Day)

- Assist in employee supervision, customer service, other maintenance and administrative tasks throughout the Ingham County Parks system.
- Assist with the ever increasing special events such as disc golf tournaments, races, fishing derbies, etc. throughout the year.

WINTER (Dec 1 – March 15)

- Assist with daily operation of Hawk Island Snow Tubing Hill, snowmaking, snow grooming and day to day operations. Work rotating weekend schedule with other Assistant Park Manager and Deputy Director.
- Assist at other park facilities and projects as needed.

SPRING/FALL

- Assist in the set up/tear down of seasonal facilities.
- Maintenance projects, assist other parks with backlogged projects/maintenance

2. One Customer Service Specialist: \$94,706.00

Additional patrons visiting our parks has increased our administrative workload. Phone calls have doubled since pre-Covid, taking reservations have increased. Human Resources has determined that temporary office employees can only work a maximum of three months. The Office Coordinator is working beyond reasonable capacity covering phones and the front desk when there is no temporary office employees. The Office Coordinator is also spending many hours each year training and retraining seasonal workers as they come and go. Each time a seasonal worker leaves we lose a significant knowledge base and start over. Customers who call or come to the Parks Office expect that staff will provide accurate and timely information, while providing the service they require. Therefore, a Full Time Customer Service Specialist is needed to have stability and avoid unnecessary time retraining individuals.

3. One Park Ranger: \$93,184.00

Justification for additional Park Ranger shared position:

SUMMER/FALL/SPRING:

The increase in usage creates a situation of increased wear and tear on park facilities, grounds maintenance, and infrastructure. Safety and customer service is negatively impacted when facilities/structures break down. This often leads to the closure of a structure until a Ranger can complete the repair given an already backlog of repairs/projects. Time delays in repairs can increase risk exposure and result in customer complaints. The issue is compounded when the Assistant Park Manager or Park Manager must fill in the gaps of maintenance, taking time away from other administrative tasks and supervision of a young PT seasonal staff consisting of mostly high school and college aged workers. The new FT Park Ranger position would work alongside existing Park Rangers at all Park complexes to complete much needed backlogged projects and repairs.

WINTER:

An additional Ranger position has also been precipitated by the development and management of the Hawk Island snow tubing facility. The current FT Park Ranger spends an average of 30 hours per week with snowmaking and sculpting/grooming the tubing hill for the safety of users. The allocation of time has taken away from projects that need to be completed during the winter months including facility repairs, picnic table construction, plumbing, carpentry and other much needed tasks.

4. One Customer Service Part Time: \$48,171.00

Additional patrons visiting our parks has increased our administrative workload. Phone calls have doubled since pre-Covid, taking reservations have increased. Human Resources has determined that temporary office employees can only work a maximum of three months. The Office Coordinator is working beyond reasonable capacity covering phones and the front desk when there is no temporary office employees. The Office Coordinator is also spending many hours each year training and retraining seasonal workers as they come and go. Each time a seasonal worker leaves we lose a significant knowledge base and start over. Customers who call or come to the Parks Office expect that staff will provide accurate and timely information, while providing the service they require. Therefore, a Full Time Customer Service Specialist is needed to have stability and avoid unnecessary time retraining individuals.