

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

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, FEBRUARY 14, 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 [January 31, 2022 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. [Community Agencies](#) – Resolution to Authorize an Amendment to Resolution #21- 579 to Revise the Scope of Services for the 2022 Community Agency Agreement with [Stockbridge Community Outreach](#)
2. [Elder Persons Millage](#) – Resolution to Authorize a Contract with [Tri-County Office on Aging](#) for Elder Services Millage Eligible Services
3. [Environmental Affairs Commission](#) – Resolution to Authorize a Contract with [Bureau Veritas Technical Assessments LLC](#) for an Energy Audit of County Facilities
4. [Fairgrounds](#) – Resolution to Authorize a Contract with [Jared A. Beduhn Excavating & Landscaping](#)
5. [Health Department](#)
  - a. Resolution to Authorize an Agreement with the Michigan Department of [Environment, Great Lakes, and Energy](#) for F Y 2021-2022
  - b. Resolution to Convert Position #601398 ([Disease Control Nurse](#)) from .5 FTE to .75 FTE
  - c. Resolution Honoring [Steven Spodney](#)

Announcements

Public Comment

Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at [www.ingham.org](http://www.ingham.org).

HUMAN SERVICES COMMITTEE  
January 31, 2022  
Draft Minutes

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

Members Absent: Tennis

Others Present: Lucy Maillette, Jared Cypher, Michelle Wright, 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 January 24, 2022 Minutes

CHAIRPERSON TRUBAC STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE JANUARY 24, 2022 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Tennis.

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. Parks Department – Resolution to Authorize a Contract with Praise Companies, LLC for Designing, Fabricating, and Installing Signage for the Ingham County Park Department
3. Health Department
  - a. Resolution to Authorize an Amendment to Resolution #21-498
  - b. Resolution to Authorize an Agreement with Graphic Sciences, Inc. for the Transport, Storage, and Retrieval of Health Department Files
  - c. Resolution to Amend Agreement for Registered Dietician Services
  - d. Resolution to Authorize an Agreement with ChartSpan Medical Technologies, Inc.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

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

1. Senior Citizens Advisory Board – Interviews

Lucy Maillette interviewed for a position on the Senior Citizens Advisory Board.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO RECOMMEND THE APPOINTMENT OF LUCY MAILLETTE TO THE SENIOR CITIZENS ADVISORY BOARD.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:15 p.m.

# FEBRUARY 14, 2022 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

## ACTION ITEMS:

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

1. Community Agencies – Resolution to Authorize an Amendment to Resolution #21- 579 to Revise the Scope of Services for the 2022 Community Agency Agreement with Stockbridge Community Outreach  
This resolution authorizes an amendment to Resolution #21-579 to change the scope of services for the agreement with Stockbridge Community Outreach to allow the utilization of the \$4,500 previously authorized for the Tide Me Over Backpacks program to instead support the Milk Bucks program.

2. Elder Persons Millage – Resolution to Authorize a Contract with Tri-County Office on Aging for Elder Services Millage Eligible Services

This resolution authorizes a 2022 contract with Tri-County Office on Aging (TCOA) to utilize Elder Services Millage funds for millage eligible services, as set forth in the attachment. These services include:

- Meals on Wheels
- In-Home Services
- Home Modification/Repair and Chore Services
- Healthy Aging and Wellness Activities
- Crisis Services
- Non-Covered Medical Needs
- Information & Assistance Services
- Legal Services

The contract will not exceed \$2,499,000 from the Elder Services Millage, and sufficient funds are available from the Elder Services Millage.

3. Environmental Affairs Commission – Resolution to Authorize a Contract with Bureau Veritas Technical Assessments LLC for an Energy Audit of County Facilities

This resolution authorizes a contract with Bureau Veritas to perform an energy audit on 16 county facilities/sites. Those include:

- Courthouse/Hilliard Bldg.
- Human Services Bldg.
- Grady Porter/VMC
- Family Center
- Youth Center
- Forest Community Health Center
- Animal Control Shelter
- Drain Office
- Hawk Island Outdoor Lighting
- Lake Lansing South Maintenance Bldg.
- Lake Lansing Bandshell
- Burchfield Winter Sports Bldg.
- Burchfield Outdoor Lighting
- Potter Park Zoo Discovery Center
- Fairgrounds Main Arena

The Environmental Affairs Commission evaluated the bids and recommends that the Board of Commissioners approve a contract with Bureau Veritas.

The 2022 budget includes \$100,000 for an energy audit. An additional \$64,000 will need to be transferred from the contingency fund. There is currently \$332,092 in the contingency fund.

4. Fairgrounds – *Resolution to Authorize a Contract with Jared A. Beduhn Excavating & Landscaping*

This resolution authorizes a contract with Jared A. Beduhn Excavating & Landscaping in an amount not to exceed \$14,000 from the Fair CIP (Hotel/Motel Fun) fund balance for the removal and replacement of clay and sand into the south end horse riding arena.

5. Health Department

a. *Resolution to Authorize an Agreement with the Michigan Department of Environment, Great Lakes, and Energy for FY 2021-2022*

This resolution authorizes an agreement with Michigan Department of Environment, Great Lakes, and Energy (EGLE), in an amount not to exceed \$31,906, to conduct environmental monitoring and inspections of EGLE Non-Community programs effective October 1, 2021 through September 30, 2022.

b. *Resolution to Convert Position #601398 (Disease Control Nurse) from .5 FTE to .75 FTE*

This resolution authorizes the conversion of position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2022. Funding for this conversion is available through a grant.

c. *Resolution Honoring Steven Spodney*

This resolution honors Steven Spodney for his outstanding quality of work, his commitment to provide a superior service to the citizens of Ingham County, and extends its sincere appreciation for his countless contributions and the lasting, positive impact he made during his years of dedicated service in Environmental Health.

## Agenda Item 1

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Jared Cypher, Deputy Controller  
**DATE:** January 31, 2022  
**SUBJECT:** Resolution Authorizing an Amendment to Resolution #21-579  
For the meeting agendas of February 14 and February 16

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### **BACKGROUND**

This resolution authorizes an amendment to Resolution #21-579 to change the scope of services for the agreement with Stockbridge Community Outreach to allow the utilization of the \$4,500 previously authorized for the Tide Me Over Backpacks program to instead support the Milk Bucks program.

### **ALTERNATIVES**

The County could still fund the backpack program, however Stockbridge Community Outreach believes the funds are better utilized in the Milk Bucks program.

### **FINANCIAL IMPACT**

Resolution #21-579 authorized an amount of \$4,500 for Stockbridge Community Outreach, and that amount is unchanged.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of meeting basic needs.

### **OTHER CONSIDERATIONS**

None.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support the 2022 Community Agency agreement with Stockbridge Community Outreach.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #21- 579 TO REVISE THE SCOPE OF SERVICES FOR THE 2022 COMMUNITY AGENCY AGREEMENT WITH STOCKBRIDGE COMMUNITY OUTREACH**

WHEREAS, Resolution #21-579 authorized Community Agency Agreements for 2022; and

WHEREAS, \$4,500 was allocated to Stockbridge Community Outreach for the Tide Me Over Backpacks program; and

WHEREAS, Stockbridge Community Outreach has proposed to utilize the funds for a different purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #21-579 to authorize a revised agreement with Stockbridge Community Outreach to allow the utilization of the \$4,500 previously authorized for the Tide Me Over Backpacks program to instead support the Milk Bucks program as detailed in the attached scope of services.

BE IT FURTHER RESOLVED, that all other terms and conditions set forth in Resolution #21-579 are unchanged.

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

## Stockbridge Community Outreach Detailed Scope of Work

### Current Services/Population Served:

Our emergency services include food (weekly and monthly), gas certificates for transportation to medical appointments, prescription, utility, and rent assistance, SNAP/Medicaid/Medicare Community Partner, as well as referrals and consultations. We have a donation center with free clothing and small household goods available to all.

We also offer the following programs: Tide Me Over backpack food program; a food and gift distribution at Thanksgiving and Christmas (serves between 75 - 100 families at each); and we participate in the Fresh Food Distribution through the South Michigan Food Bank, offering free food monthly to all who come to the drop off center (100 families participating monthly). Outreach is a drop off site for monthly (CSFP) and quarterly (TEFAP) government food programs. We currently have approximately 320 clients on file and serve about 200 food orders per month.

Our target population includes low-income individuals and families within the borders of Stockbridge Community School District, which encompasses 150 square miles and a population of over 10,000.

### Proposal:

We are requesting funds to support our Milk Bucks program. Each month families can sign up to shop our pantry at which time they receive pantry food, frozen meats, hygiene supplies, and a Milk Buck. This Milk Buck can be taken to the local gas station or the Plane Food Market in town and exchanged for a gallon of Milk. (The Stockbridge and Munith towns do not have a grocery store other than the Dollar Store leaving residents to rely on gas station convenience stores). The first six months of last year, Milk Bucks were given weekly due to the pandemic. In July, we returned to our usual program of one Milk Buck per month, per family. We have had numerous requests for Milk Bucks and this year we would like to expand this program to allow 2 Milk Bucks per month for families of 3 or more. Therefore we have proposed our 2022 budget to increase Milk Bucks to \$4800. We expect 40 families each month to qualify for 2 Milk Bucks and we expect the average price to be \$5.00 per gallon.

### Specific Services to be Provided with County Funds:

Two Milk Bucks will be provided each month to families qualified to shop the pantry. Milk Bucks can be taken to the local participating stores to be exchanged for a gallon of milk.

### Meeting Basic Needs:

This proposal meets the basic needs of providing milk to low-income individuals including seniors and families.

### Eligibility Requirements:

To qualify for this assistance, families must reside in the Stockbridge School District and provide proof (picture ID, driver's license, lease, utility bill etc.), and proof of income (government benefit letter, bank statement, check stub etc.). Families earning less than 200% of the Federal Poverty Level qualify for services.

### Time for Services to be Performed:

The time of service will be from January 2022 through December 2022.



## Agenda Item 2

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Jared Cypher, Deputy Controller  
**DATE:** January 28, 2022  
**SUBJECT:** Resolution Authorizing an Elder Services Millage Contract with TCOA  
For the meeting agendas of February 14 and February 16

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### **BACKGROUND**

This resolution authorizes a 2022 contract with Tri-County Office on Aging (TCOA) to utilize Elder Services Millage funds for millage eligible services, as set forth in the attachment. These services include:

- Meals on Wheels
- In-Home Services
- Home Modification/Repair and Chore Services
- Healthy Aging and Wellness Activities
- Crisis Services
- Non-Covered Medical Needs
- Information & Assistance Services
- Legal Services

### **ALTERNATIVES**

There is currently a waitlist for TCOA services and the 60 and older population in Ingham County is growing. TCOA already has the structure in place to address the needs of the 60 and over population. The County could attempt to provide the service in-house or contract with another entity, but TCOA is best poised to provide the services safely and efficiently.

### **FINANCIAL IMPACT**

The contract will not exceed \$2,499,000 from the Elder Services Millage, and sufficient funds are available from the Elder Services Millage.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the long-term goals of Promoting Accessible Healthcare and Meeting Basic Needs.

### **OTHER CONSIDERATIONS**

TCOA did not spend the entire 2021 allocation and as a result there is a large fund balance of approximately \$1.7 million in the Elder Services Millage.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support an Elder Services Millage contract with TCOA.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH TRI-COUNTY OFFICE ON AGING  
FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES**

WHEREAS, the growth of the 60 and over population throughout the country, including regional, state, and county areas, is impacting the services Tri-County Office on Aging (TCOA) delivers; and

WHEREAS, more than 57,000 seniors (age 60+) live in Ingham County, and thousands lack the financial means to fully care for themselves; and

WHEREAS, many seniors in Ingham County have multiple chronic conditions that make everyday living difficult; and

WHEREAS, as of May 31, 2020, there were almost 200 older adults in Ingham County on wait lists to receive essential services such as assistance with bathing and other personal care, homemaking chores (including snow removal), and respite programs for caregivers; and

WHEREAS, the millage will help reduce waitlists that are expected to rise dramatically with the rapid growth of the older population; and

WHEREAS, in August 2020 the electorate authorized a countywide elder services millage level of 30/100 (.30) of one mill for a period of four years (2020-2023) to be used for the purpose of authorizing funding to eliminate wait lists and expanding critical services such as in-home care, meals on wheels, and crisis services to support the growing population of persons age sixty (60) and older residing in Ingham County; and

WHEREAS, TCOA has submitted a proposal to Ingham County to use Elder Services Millage dollars to fund a comprehensive array of essential services to Ingham County residents age 60 and older; and

WHEREAS, funds from the Elder Services Millage are included in the County's 2022 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$2,499,000 with Tri-County Office on Aging (TCOA) for services provided to Ingham County residents for the period of January 1, 2022 through December 31, 2022.

BE IT FURTHER RESOLVED, that funds for this contract with TCOA will come from the Elder Services Millage.

BE IT FURTHER RESOLVED, that funds will be utilized by TCOA for Elder Services Millage eligible services as provided in the attached proposal.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

II. SERVICES TO BE PROVIDED BY THE CONTRACTOR. The Contractor shall provide a comprehensive array of services to Ingham County residents age 60 and older. The services include:

- a) Managing and operating *home delivered meals* (commonly known as Meals on Wheels) and *Congregate (Senior) Dining Sites*, providing 50,000 meals to address food insecurity and meet the nutritional and social needs of the growing population of older adults by providing up to three meals a day based on eligibility. Services shall be provided in conformity with state and federal operating standards as outlined in the Older Americans Act. Category expenditures: **\$472,000**
- b) Providing 100 individuals with an average of 10 hours of *In-Home Services* supports depending on the need, designed to provide or enhance their independence and avoid the need for residential/skilled nursing living arrangements. Supports include personal care (such as assistance with bathing and dressing,) homemaking services, grocery shopping assistance, and respite support for persons caring for older adults. Priority will be given to individuals currently on TCOA's wait lists and others who may not meet the nursing facility level of care determination but are at risk of health decline or lack of independence without support. Category expenditures: **\$1,180,000**
- c) Supplying *Home Modification/Repair and chore services* such as snow removal, yard work, weatherization, and accessibility modifications to enhance safety and enable older adults to remain living in a safe independent environment. Category expenditures: **\$150,000**
- d) Supporting *Healthy Aging and Wellness Activities* such as healthy living classes for persons with diabetes and other chronic conditions, caregiver workshops, and other opportunities to engage older adults in the community to promote socialization and prevent isolation, depression, and worsening chronic conditions, especially during the COVID-10 pandemic crisis. Category expenditures: **\$50,000**
- e) Providing *Crisis Services* through financial or other assistance in addressing utility shut offs and safe housing-related expenses (emergency shelter, fumigation, eviction prevention, etc.) for low-income seniors in imminent danger of losing independence. Assistance may be available for caregivers to meet one-time, emerging needs in support of the older adult. Category expenditures: **\$75,000**
- f) Supplying gap-filling support to meet the *Non-Covered Medical needs* of 25-50 low income older adults to prevent serious health crises. Expenses may include prescription medications, dental/oral health care, durable medical equipment (i.e. walkers, shower benches), dental, hearing, and Personal Protective Equipment that are not covered through Medicare or other means. Category expenditures: **\$125,000**
- g) Managing and operating *Information & Assistance Services* to community members with questions about available programs and services or those who otherwise do not know where to turn. These community members may be seniors, adults with disabilities, or the family and friends that support them. The questions or circumstances may be straight forward and result in a simple referral or exchange of information, or they may be more complex, requiring significant time and follow-up. Services may include the support of a Community Resource Navigator who has specific training, knowledge of community resources, and background in working with older adults who have chronic health and emotional needs who are not connected to any other supports and have immediate needs. Category expenditures: **\$255,000**

- h) Connecting low income and underserved individuals and their families to *Legal Services* to provide legal protection, advocacy and representation in the areas of elder abuse, public benefits, senior justice, and elder rights. Services also include the Long-Term Care Ombudsman who advocates for the health, safety and rights of persons in nursing and other care facilities and may also include the education of local law enforcement and other key organizations and community partners on elder abuse. Category expenditures: **\$92,000**
  
- i) **\$100,000** in funds received under this agreement shall be used to pay for the staffing, overhead, and other associated costs for the additional *administration* of the millage.

**TO:** Board of Commissioners Human Services, County Services, and Finance Committees  
**FROM:** Jared Cypher, Deputy Controller  
**DATE:** February 1, 2022  
**SUBJECT:** Resolution Authorizing a Contract with Bureau Veritas  
For the meeting agendas of February 14, February 15, and February 16

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**BACKGROUND**

This resolution authorizes a contract with Bureau Veritas to perform an energy audit on 16 county facilities/sites. Those include:

- Courthouse/Hilliard Bldg.
- Human Services Bldg.
- Grady Porter/VMC
- Family Center
- Youth Center
- Forest Community Health Center
- Animal Control Shelter
- Drain Office
- Hawk Island Outdoor Lighting
- Lake Lansing South Maintenance Bldg.
- Lake Lansing Bandshell
- Burchfield Winter Sports Bldg.
- Burchfield Outdoor Lighting
- Potter Park Zoo Discovery Center
- Fairgrounds Main Arena

The Environmental Affairs Commission evaluated the bids and recommends that the Board of Commissioners approve a contract with Bureau Veritas.

**ALTERNATIVES**

The County could re-bid the project in an attempt to get more proposals. However, that would result in delays to the project.

**FINANCIAL IMPACT**

The 2022 budget includes \$100,000 for an energy audit. An additional \$64,000 will need to be transferred from the contingency fund. There is currently \$332,092 in the contingency fund.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of promoting environmental protection, smart growth, and conservation.

**OTHER CONSIDERATIONS**

Resolution #21-210 included a commitment to the completion of an energy audit that will provide information regarding the county's energy optimization needs and inform deliberation and decisions regarding energy use.

**RECOMMENDATION**

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

TO: Jared Cypher, Deputy Controller’s Office  
 CC: Rick Terrill, Facilities Director  
 FROM: James Hudgins, Director of Purchasing  
 DATE: January 5, 2022  
 RE: Memorandum of Performance for RFP No. 32-21 Energy Audit Services

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to conduct a countywide energy audit on sixteen (16) of its facilities/sites in order to implement green building practices, pollution prevention strategies, and to reduce the overall environmental impact of building operations and grounds keeping practices.

The scope of work includes, but is not limited to, heating, ventilating and air conditioning equipment, energy management and controls systems, lighting, domestic hot water, building envelope, water usage, and other energy systems. The results of the audit will allow the County to implement green building practices, pollution prevention strategies, and to reduce the overall environmental impact of County building operations. The Contractor shall utilize an energy platform (e.g. U.S. EPA Energy Star Portfolio Manager, the U.S. Green Building Council’s Arc Technology, etc.) to establish benchmarks for each building. Energy improvement recommendations that emerge from this work should not be tied to any specific brand or vendor, but instead leave the County open to compare options during implementation.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	140	39
Vendors responding	2	1

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

Vendor Name	Local Pref	Grand Total: Not-to-Exceed
Matrix Consulting Engineers Inc.	Yes, Lansing MI	\$153,400.00
Bureau Veritas Technical Assessments LLC	No, Owings Mills MD	\$164,000.00

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

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

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

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH BUREAU VERITAS TECHNICAL ASSESSMENTS LLC FOR AN ENERGY AUDIT OF COUNTY FACILITIES**

WHEREAS, Resolution #21-195 re-established the Environmental Affairs Commission; and

WHEREAS, Resolution #21-210 declared Ingham County's commitment to climate justice; and

WHEREAS, Resolution #21-210 included a commitment to the completion of an energy audit that will provide information regarding the county's energy optimization needs and inform deliberation and decisions regarding energy use; and

WHEREAS, the Purchasing Department sought proposals from qualified and experienced vendors to conduct a countywide energy audit on sixteen (16) of its facilities/sites in order to implement green building practices, pollution prevention strategies, and to reduce the overall environmental impact of building operations and grounds keeping practices; and

WHEREAS, \$100,000 was included in the 2022 budget to complete an energy audit; and

WHEREAS, the Environmental Affairs Commission reviewed and evaluated the proposals and recommends a contract with Bureau Veritas Technical Assessments LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$164,000 with Bureau Veritas Technical Assessments LLC to conduct a countywide energy audit on sixteen (16) of its facilities/sites in order to implement green building practices, pollution prevention strategies, and to reduce the overall environmental impact of building operations and grounds keeping practices.

BE IT FURTHER RESOLVED, that the term of the contract shall be 90 days from the date of execution.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$64,000 from the Contingency Fund for this contract.

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 4

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Lindsey McKeever, Fairgrounds Events Director  
**DATE:** January 27, 2022  
**SUBJECT:** Resolution to authorize a contract with Jared A. Beduhn Excavating and Landscaping

### **BACKGROUND**

The south end horse arena was damaged extensively at the end of show season in 2021. It is necessary to replace the clay and sand that is currently in the arena with new clay and sand to ensure the arena is safe for horses and riders.

### **ALTERNATIVES**

The Fairgrounds could not replace the clay and sand, and therefore not have horse shows on the sound end of the grounds.

### **FINANCIAL IMPACT**

The funding for this project will be taken from the Fair CIP (Hotel/Motel Fund) fund balance which is currently \$474,958.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the long-term objective of providing recreational opportunities.

### **OTHER CONSIDERATIONS**

There are no other considerations at this time.

### **RECOMMENDATION**

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



**Agenda Item 4**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH JARED A. BEDUHN  
EXCAVATING & LANDSCAPING**

WHEREAS, the existing surface of the south end horse show arena at the Fairgrounds was damaged; and

WHEREAS, it is necessary to remove the existing surface and replace it with new material; and

WHEREAS, after a careful review of the quotes, the Fairgrounds Events Director recommends the contract be awarded to Jared A. Beduhn Excavating & Landscaping in an amount not to exceed \$14,000 to remove the existing material and replace with new material; and

WHEREAS, the funds for this contract are available in the Fair CIP (Hotel/Motel Fund) fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Jared A. Beduhn Excavating & Landscaping in an amount not to exceed \$14,000 from the Fair CIP (Hotel/Motel Fun) fund balance, for the removal and replacement of clay and sand into the south end horse riding arena.

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

BE IT FURTHER RESOLVED, that the 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.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** January 26, 2022  
**SUBJECT:** FY 2022 Agreement with Michigan Department of Environment, Great Lakes, and Energy (EGLE)  
For the meeting agendas of February 14 and February 16, 2022

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**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$31,906. Each year EGLE reimburses ICHHD for expenses related to monitoring and inspection services. This practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environmental Quality (MDEQ) and has since passed to the newly reorganized Department of Environment, Great Lakes, and Energy. The Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments.

**ALTERNATIVES**

ICHHD could choose not to accept the reimbursement.

**FINANCIAL IMPACT**

The proposed agreement for FY 2022 includes the following services and funding totaling up to \$31,906, allocated as follows:

**Non-Community Public Water Supply Program – up to \$22,328**

ICHHD will conduct sanitary surveys of non-community public water supplies in Ingham County. ICHHD will also oversee water quality monitoring at these supplies, issue water well permits for new supplies, and ensure that proper public notice is issued should a supply become unsafe for drinking.

**Drinking Water Long-Term Monitoring – up to \$500**

ICHHD will collect samples from drinking water supplies and sites of environmental contamination identified by the State.

**Public Water Supply Supervision – up to \$2,303**

ICHHD will provide regulatory review under the Revised Total Coliform Rule (RTCR) including tracking and reviewing seasonal startup procedures, reviewing level 1 assessments, performing level 2 assessments, and completing quarterly reports.

**Public Swimming Pools – up to \$5,300**

ICHHD will inspect all public swimming pools/spas licensed by the EGLE in Ingham County. In addition, ICHHD will investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

**Campground Requirements – up to \$225**

ICHD will inspect all campgrounds licensed by the EGLE located in Ingham County, collect fees, investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

**Capacity Development & Source Water Assessment - Up to \$1,250**

ICHD will conduct source water assessments for non-transient Type II water supplies licensed by EGLE in Ingham County.

**STRATEGIC PLANNING IMPACT**

This resolution supports the long-term objective of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with EGLE in an amount not to exceed \$31,906, to conduct environmental monitoring and inspections of EGLE Non-Community programs effective October 1, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY FOR FY 2021-2022**

WHEREAS Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$31,906; and

WHEREAS, EGLE will reimburse ICHHD for expenses related to monitoring and inspection services; and

WHEREAS, this practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to EGLE; and

WHEREAS, EGLE proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from the Ingham County Health Department (ICHHD); and

WHEREAS, the Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes an agreement with MDEQ effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$31,906.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE for Non-Community Programs effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$31,906.

BE IT FURTHER RESOLVED, that EGLE shall reimburse ICHHD up to \$31,906 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to \$22,328
- Drinking Water Long-Term Monitoring – up to \$500
- Public Water Supply Supervision – up to \$2,303
- Public Swimming Pools – up to \$5,300
- Campground Requirements – up to \$225
- Capacity Development and Source Water Assessment - up to \$1,250

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, County Services, and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** January 14, 2022  
**SUBJECT:** Authorization to Convert Position #601398 (Disease Control Nurse) from .5 FTE to .75 FTE  
For the meeting agendas of February 14, February 15 and February 16, 2022

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**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to increase a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective October 1, 2021 through September 30, 2022 for an amount not to exceed \$24,772. Increasing Position #601398 from .5 FTE to .75FTE will allow ICHD's Communicable Disease Division (CD) to increase their capacity and provide additional support for COVID-19 disease investigation and prevention efforts. Increasing this position will allow ICHD's CD to utilize current staff to bring their expertise and knowledge to support these efforts.

**ALTERNATIVES**

ICHHD could elect not to extend the support offered through this position through September 30, 2022 and could revert back to a .5 FTE position; however, this would decrease CD's capacity to respond to the COVID-19 pandemic.

**FINANCIAL IMPACT**

Position #601398 will be increased from a .50 FTE to a .75FTE, (MNA Grade 3 Step 5) increasing the salary and fringe costs from \$58,225 to \$82,997 for a total increase of \$24,772. All costs associated with this increase will be covered by funds from the COVID-19 grants from the Michigan Department of Health and Human Services (MDHHS) authorized through Resolution #21-419. This position will remain at a .75 FTE through the duration of the grant. Upon loss of the grant, the position will revert back to a .5 FTE position.

**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 position #601398 Disease Control Nurse to be increased from .5 FTE to .75 FTE effective upon approval through September 30, 2022.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONVERT POSTION #601398 (DISEASE CONTROL NURSE)  
FROM .5 FTE TO .75 FTE**

WHEREAS, Ingham County Health Department (ICHD) wishes to temporarily increase a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective October 1, 2021 through September 30, 2022 for an amount not to exceed \$24,772; and

WHEREAS, increasing Position #601398 from .5 FTE to .75FTE will allow ICHD's Communicable Disease Division (CD) to increase their capacity and provide additional support for COVID-19 disease investigation and prevention efforts; and

WHEREAS, increasing this position will allow CD to utilize current staff to bring their expertise and knowledge to support these efforts; and

WHEREAS, position #601398 will be increased from a .50 FTE to a .75 FTE (MNA Grade 3, Step 5), increasing the salary and fringe costs from \$58,225 to \$82,997 for a total increase of \$24,772; and

WHEREAS, all costs of this increase will be covered by funds from the COVID-19 grants from the Michigan Department of Health and Human Services (MDHHS) authorized through Resolution #21-419; and

WHEREAS, this position will revert back to a .5 FTE position at the conclusion of the grant; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes increasing position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and adjustments to the position 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.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING STEVEN SPODNEY**

WHEREAS, Steven Spodney began his employment with the Ingham County Health Department in 2012; and

WHEREAS, Steven was hired into the Food Program to conduct inspections of food service establishments, investigate complaints, and conduct foodborne illness investigations; and

WHEREAS, Steven later took on additional responsibilities associated with the Body Art Program and the Surface Water Sampling Program; and

WHEREAS, Steven was reassigned to the Prevention and Response Section in 2020 where he participated in the Household Hazardous Waste Program and the Pollution Prevention Program; and

WHEREAS, Steven worked in Environmental Health in Lapeer, Oakland, and Ionia Counties prior to being hired at Ingham County during a career that spanned 20 years of public service; and

WHEREAS, during his career Steven was professional, dedicated, and respected by all his coworkers; and

WHEREAS, Steven was extremely knowledgeable in his field and was firm, yet fair, and worked hard to establish a strong connection with the regulated public; and

WHEREAS, Steven always gave thoughtful consideration to his communication with the public, and was able to deliver difficult news with great skill; and

WHEREAS, Steven was overall a well-developed and tactful communicator; and

WHEREAS, Steven never shied away from a challenge and approached problems with determination and commitment to get the job done; and

WHEREAS, Steven was eager to participate in problem solving and readily contributed his perspective and ideas for solutions; and

WHEREAS, Steven was a life-long Spartan fan and loved MSU sports as well as the Red Wings; and

WHEREAS, Steven cherished his family, his wife, and children, and was a dedicated husband and father; and

WHEREAS, in December of 2021 Steven passed unexpectedly, leaving behind his wife Molly, daughter Samantha, and many loved ones, friends, and coworkers.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, by adoption of this resolution, honors Steven Spodney for his outstanding quality of work, his commitment to provide a superior service to the citizens of Ingham County, and extends its sincere appreciation for his countless contributions and the lasting, positive impact he made during his years of dedicated service in Environmental Health.

BE IT FURTHER RESOLVED, that the Board of Commissioners extends to the family of Steven Spodney its sincerest condolences and appreciation for all Steven accomplished in his career.