

CHAIRPERSON  
RYAN SEBOLT

VICE-CHAIRPERSON  
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE  
TODD TENNIS, CHAIR  
IRENE CAHILL  
CHRIS TRUBAC  
THOMAS MORGAN  
KARLA RUEST  
SIMAR PAWAR  
MONICA SCHAFFER

## 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, JUNE 5, 2023 AT 6:30 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 [May 15, 2023 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. [Potter Park Zoo](#) – Resolution to Authorize an Agreement with [Michigan Paving & Materials Co.](#) for Asphalt Replacement at Potter Park Zoo
2. [Parks Department](#) – Resolution to Authorize a Contract with [Natural Community Services, LLC](#) for a Five-Year Stewardship Management Plan for the Ingham County Parks Department
3. [Health Department](#)
  - a. Resolution to Authorize Creating an AmeriCorps [Public Health Coordinator](#) Position
  - b. Resolution to Authorize an Agreement with [Stephens Consulting Services, P.C.](#) and Spicer Group, Inc.
  - c. Resolution to Authorize an Agreement with [Apex Septic and Excavating](#) and Esper Excavating
  - d. Resolution to Authorize an Agreement with [Maurer and Parks Well Drilling](#) and Jandernoa Well Drilling
  - e. Resolution to Authorize an Agreement with [Consult Me, LLC](#)
  - f. Resolution to Authorize Agreements for the Region 7 [Perinatal Quality Collaborative](#)
  - g. Resolution to Authorize an Agreement with [Andrea Collier](#) for a Storytelling Project
  - h. Resolution to Authorize an Agreement with [Edge Partnerships](#) for a Social Marketing Vaccine Uptake Campaign
  - i. Resolution to Accept FY 2023 Public Health [AmeriCorps Planning Grant](#)
  - j. Resolution to Accept FY 2023-2024 Public Health [AmeriCorps Grant](#)
  - k. Resolution to Authorize an Agreement with [Epididian](#)
  - l. Resolution to Authorize an Agreement with [Edge Partnerships](#) for a Marijuana Public Education Campaign
  - m. Resolution to Authorize an Agreement with [Michigan Public Health Institute](#)
  - n. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY 2023-2024 [AmeriCorps Vista Grant](#) Funding

4. Controller/Administrator - Resolution Authorizing [Adjustments](#) to the 2023 Ingham County Budget

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  
May 15, 2023  
Draft Minutes

Members Present: Cahill, Morgan, Pawar, Ruest, Schafer, Tennis, and Trubac.

Members Absent: None.

Others Present: Jared Cypher, A'Lynne Boles Dukes, Madison Hughes and others

The meeting was called to order by Chairperson Tennis at 6:30 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 May 1, 2023 Minutes

CHAIRPERSON TENNIS STATED, WITHOUT OBJECTION, THE MINUTES OF THE MAY 1, 2023 MEETING WERE APPROVED.

Additions to the Agenda

Removed -

2. Health Department
  - a. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY 2023-2024 Americorps Vista Grant Funding

Limited Public Comment

A'Lynne Boles Dukes, Ingham County Board of Health Vice Chairperson, introduced herself to the Human Services Committee. She further stated they would attend meetings regularly to keep the lines of communication open and allow assistance when needed.

Chairperson Tennis thanked Ms. Boles Dukes for her service on the Board of Health.

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

2. Health Department
  - b. Resolution to Authorize an Agreement with Michigan Public Health Institute for Provision of the MIPathways Data Management System
  - c. Resolution to Accept State and Federal Funds through Michigan Primary Care Association for a Vaccine Clinic
  - d. Resolution to Authorize an Agreement with Language Line for Interpretation Services
  - e. Resolution to Renew an Agreement with Nextgen® Mobile Service to Allow Providers to Engage the Electronic Health Record (EHR) on a Mobile Device

THE MOTION CARRIED UNANIMOUSLY.

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

1. Community Agencies – Resolution Approving Criteria for Evaluating 2024 Applications for Community Agency Funding

MOVED BY COMM. CAHILL, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION.

Chairperson Tennis stated, since the 1970's, Ingham County had set aside a small amount from the General Fund to provide grants to community agencies that provide services to their constituents. He further stated, over the years, the amount and the way it had been allocated had changed and, in 2007, substantial changes had been made.

Chairperson Tennis stated, before 2007, the Human Services Committee would review applications and decide which agencies would receive the grants. He further stated the decision came down to politics and regionalism, and was not done in an objective way.

Chairperson Tennis stated a resolution had been created to set criteria that would go in the form of a Request For Proposal (RFP) for agencies to submit proposals to Ingham County and County staff would review the materials submitted and make their recommendations to the Human Services Committee. He further stated the Human Services Committee would make the final decision, taking the politics and behind-the-scenes out of it to serve Ingham County best.

Commissioner Ruest asked if Chairperson Tennis could provide examples of agencies that had received grants in the past.

Chairperson Tennis stated Habitat for Humanity was one agency. He further stated a cap was put on what percentage any one entity could receive from the whole.

Chairperson Tennis stated in 2023, \$300,000 was set aside and no entity would receive more than \$30,000 to ensure it was split fairly even. He further stated the last change was made when there was the recession and the budget had gone south approximately 12 years ago.

Chairperson Tennis stated criteria was added to state only an agency providing basic needs could receive funding from these grants. He further stated there had been many neat programs submitted in the past, but the criteria was added because tough decisions had to be made.

Chairperson Tennis stated the agency would have to provide either shelter, food, or clothing to receive a grant. He further stated that every entity that has been provided funding from this grant can say they provided one of those services, or more.

Chairperson Tennis stated Habitat for Humanity, Lansing Housing Commission, and Advent House had been recipients in the past.

Commissioner Schafer asked if there was a list of recipients that could be provided.

Chairperson Tennis stated there could be a list provided. He further stated he believed Ingham County provided grants to over 30 entities throughout the County.

Jared Cypher, Ingham County Deputy Controller, stated it was about 30 entities that received funding from year to year.

Chairperson Tennis stated every application must show they would provide basic needs for Ingham County residents. He further stated he believed they had to be non-profit as well.

Mr. Cypher confirmed.

Chairperson Tennis stated this resolution was to approve the criteria for 2024. He further stated some entities had received small amounts of funding from Ingham County regularly, usually a handful of new applicants and some agencies drop off.

Commissioner Pawar asked if the agencies were required to provide reports on how they utilized the funds.

Chairperson Tennis stated they provide information in their applications.

Mr. Cypher stated agencies receive 50% of the funding right after the contract was signed and would have to provide a satisfactory mid-year report in June to receive the additional 50%. He further stated a year-end report was also required if the agency wanted to receive additional funding the following year.

Commissioner Trubac stated his interest to learn this started back in the 1970's and believed it was productive to remove the politics from this process. He further asked if there were a lot of examples of agencies that failed to submit satisfactory reports and not receiving funding.

Mr. Cypher stated a non-satisfactory report was usually because the agency did not provide the necessary data and he would contact the agency to receive that. He further stated Ingham County had been fortunate that the agencies have been real professionals and done a great job.

Commissioner Schafer asked how many agencies might apply and if it was an overwhelming amount.

Mr. Cypher stated they could usually find funding for about 90% or more that apply.

Chairperson Tennis stated the agencies do not often get the full amount they might have asked for.

Commissioner Pawar asked if there were agencies providing duplicate services in the same areas that received funding and if they had considered combining their services.

Chairperson Tennis stated he did not believe there was much overlap in that aspect. He further stated an effort was made for multiple agencies to join.

Mr. Cypher stated they do ask if agencies had worked with others in their area who provide the same service.

Commissioner Morgan proposed to amend the resolution as follows:

BE IT FURTHER RESOLVED, that the Board of Commissioners wishes for applicants to understand that solicitation of proposals is not a commitment to fund those proposals ~~in fiscal~~ ~~year 2024~~.

This was considered a friendly amendment.

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

#### Announcements

Commissioner Cahill stated the Tri-County Office on Aging had packets that an individual could dispose old prescriptions in to be destroyed.

Commissioner Schafer stated the Tri-County Office on Aging was having a golf fundraiser and needed sponsorships.

Commissioner Cahill stated that the golf fundraiser was in June.

Commissioner Schafer stated there would be an Older Michigan's Day on May 17, 2023 at the State Capitol building on the South Lawn from 11:00 a.m. to 12:30 p.m. and lunch from 12:00 p.m. to 1:00 p.m. for all Michiganders.

#### Public Comment

None.

#### Adjournment

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

## **JUNE 5, 2023 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

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

1. *Potter Park Zoo – Resolution to Authorize an Agreement with Michigan Paving & Materials Co. for Asphalt Replacement at Potter Park Zoo*

This resolution authorizes an agreement with Michigan Paving & Materials Co. for construction services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$1,415,680. Funds for this project are available in the Zoo's 2023 budget.

2. *Parks Department – Resolution to Authorize a Contract with Natural Community Services, LLC for a Five-Year Stewardship Management Plan for the Ingham County Parks Department*

This resolution authorizes a contract with Natural Community Services, LLC for the base bid of \$38,000 for a total contract amount not to exceed \$38,000 for a five-year stewardship management plan. The resolution also authorizes a contingency not to exceed \$5,000 to cover any additional work items. Funds for this project are available through the Parks' fund balance.

3. *Health Department*

a. *Resolution to Authorize Creating an AmeriCorps Public Health Coordinator Position*

This resolution authorizes creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

b. *Resolution to Authorize an Agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc.*

This resolution authorizes entering into an agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026. Funding for these agreements is available through American Rescue Plan Act of 2021 funds previously allocated by the Board of Commissioners.

c. *Resolution to Authorize an Agreement with Apex Septic and Excavating and Esper Excavating*

This resolution authorizes entering into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supplying and installing private wastewater systems effective upon approval through December 31, 2026.

d. *Resolution to Authorize an Agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling*

This resolution contract with Maurer and Parks Well Drilling and Jandernoa Well Drilling is for providing as-needed construction services, effective upon approval through December 31, 2026.

e. *Resolution to Authorize an Agreement with Consult Me, LLC*

This resolution authorizes entering into an agreement with Consult Me, LLC to conduct three implicit bias training trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000. Funds for this agreement are available in the Health Department's budget.

*f. Resolution to Authorize Agreements for the Region 7 Perinatal Quality Collaborative*

This resolution authorizes agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD), effective October 1, 2022 through September 30, 2023, in an amount not to exceed \$18,000.

*g. Resolution to Authorize an Agreement with Andrea Collier for a Storytelling Project*

This resolution authorizes an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project, effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500. Funds for this agreement are included in the Health Department's budget.

*h. Resolution to Authorize an Agreement with Edge Partnerships for a Social Marketing Vaccine Uptake Campaign*

This resolution authorizes entering into an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase vaccination uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations, effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$119,000. Funding for this agreement is available from various sources within the Health Department budget.

*i. Resolution to Accept FY 2023 Public Health AmeriCorps Planning Grant*

This resolution authorizes the Public Health AmeriCorps 2023 Grant effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

*j. Resolution to Accept FY 2023-2024 Public Health AmeriCorps Grant*

This resolution authorizes accepting the FY 2023-2024 Public Health AmeriCorps Grant effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

*k. Resolution to Authorize an Agreement with Epividian*

This resolution agreement with Epividian for the provision of data and analytics services specific to HIV disease management, effective July 1, 2023 through September 30, 2024, in an amount not to exceed \$18,066. Funding for this agreement is available in the Health Department's budget.

*l. Resolution to Authorize an Agreement with Edge Partnerships for a Marijuana Public Education Campaign*

This resolution authorizes a grant agreement with Edge Partnerships for the promotion of a public education campaign regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective June 15, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

*m. Resolution to Authorize an Agreement with Michigan Public Health Institute*

This resolution authorizes entering into an agreement with Michigan Public Health Institute (MPHI) to continue serving as the external program evaluator for the Strong Start Healthy Start program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558. Funding for this agreement is available through grant funds from HRSA.

*n. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY 2023-2024 AmeriCorps Vista Grant Funding*

This resolution authorizes entering into an agreement with the Corporation for National and Community Services (CNCS) to accept FY 2023-2024 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.



4. Controller/Administrator - Resolution Authorizing Adjustments to the 2023 Ingham County Budget  
This resolution authorizes adjustments to the Ingham County budget for the first quarter of fiscal year 2023. The total increase to the General Fund is \$84,715. The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2022. Some of the larger Human Services related projects are as follows:

- Parks Playground Safety - \$110,430
- Parks Spicer, Crannie and Johnson Contracts - \$121,159
- DHHS Carpet Replacement - \$214,350
- CMHA Renovations - \$200,000
- Retaining Wall Lake Lansing Project - \$624,243

The Controller's Office, on behalf of Environmental Affairs Commission, is requesting \$68,500 be rolled over from 2022.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Cynthia Wagner, Potter Park Zoo Director  
**DATE:** May 23, 2023  
**SUBJECT:** Agreement with Michigan Paving & Materials Co. for Asphalt Replacement at Potter Park Zoo  
For the meeting agendas of June 5 and June 7, 2023

---

**BACKGROUND**

The Potter Park Zoo pathways are in disrepair and need complete replacement to provide a safe and American Disabilities Act (ADA) compliant experience for zoo guests. A capital improvement project (CIP) budget of \$500,000 in the 2022 and \$1,000,000 in the 2023 was approved for asphalt replacement.

Following a bid process, Wolverine Engineers & Surveyors Inc. was selected for the architectural and engineering services. Once the architectural and engineering series were completed, the Purchasing Department issued a Request for Proposals (RFP) for construction services for the reconstruction of approximately 13,000 linear feet of asphalt walkways and services roads at Potter Park Zoo. Michigan Paving & Materials Co. was the only vendor to submit a bid for a phased approach, which is required to allow the zoo to stay open to guests.

**ALTERNATIVES**

The alternative would be to not move forward with the project or move forward with a closed zoo approach that would require the zoo to be closed to guests for up to 10 weeks.

**FINANCIAL IMPACT**

Michigan Paving & Materials Co. submitted the most responsive and responsible bid of \$1,286,680.20 for phased asphalt replacement at Potter Park Zoo. A contingency of \$129,000 is requested for any undiscovered conditions for a total cost of \$1,415,680.20. Wolverine Engineers & Surveyors total cost with contingency was \$148,300 for a total project cost of \$1,563,980.20.

Funds are available in the 2023 CIP line item #25869900 931000 31000 to cover \$1,351,700 and funds are available in the Zoo Fund Balance to cover the remaining \$63,980.20.

Project	Beginning Balance	Current Balance	Requested Amount	Additional Funds Needed
25869900 931000 31000	\$1,500,000	\$ 1,351,700	\$1,415,680 Includes contingency	\$63,980.20 Zoo Fund Balance

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

**OTHER CONSIDERATIONS**

None.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Michigan Paving & Materials Co. for construction services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$1,415,680.

**Agenda Item 1**

TO: Cynthia Wagner, Director, Potter Park Zoo

CC: Brian Fisher, Maintenance Manager/Deputy Director, Potter Park Zoo

FROM: James Hudgins, Director of Purchasing

DATE: April 26, 2023

RE: Memorandum of Performance for RFP No.89 -23 Asphalt Replacement & Improvements at Potter Park Zoo

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to enter into a contract for the purpose of replacing the pathways and service roads at Potter Park Zoo (PPZ) per the plans and specifications prepared by the County Consultant’s, Wolverine Engineers & Surveyors, Inc.

The work includes, but is not limited to, pavement removal, installation of sanitary, storm and water piping, machine grading, adjustment of existing manholes/gate valves, concrete curb and gutter, drive approaches and sidewalk, repaving, restoration, and other miscellaneous items.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	73	24
Vendors attending pre-bid/proposal meeting	8	3
Vendors responding	2	1

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

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Base Bid #1	Base Bid #2 - Section B
		Estimated Construction Total Phases 1-12	Closed Facility Construction Total
Michigan Paving & Materials Co.	No, Lansing (Clinton County) MI	\$ 2,266,789.75	\$ 2,097,655.00
Post-Bid Addendum		\$ 1,286,680.20	
Rieth-Riley Construction Co., Inc.	Yes, Mason MI	No Bid	\$ 2,244,625.00

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PAVING & MATERIALS CO. FOR ASPHALT REPLACEMENT AT POTTER PARK ZOO**

WHEREAS, the Potter Park Zoo asphalt pathways need replacement to maintain a safe and Americans with Disabilities Act (ADA) compliant experience for zoo guests; and

WHEREAS, a capital improvement project (CIP) in the amount of \$500,000 in 2022 and \$1,000,000 in 2023 was requested and approved for asphalt replacement; and

WHEREAS, the Purchasing Department issued a Request for Proposals for professional construction services for the replacement of approximately 13,000 linear feet of asphalt walkways and services roads at Potter Park Zoo; and

WHEREAS, Michigan Paving & Materials Co. submitted the most responsive and responsible bid of \$1,286,680.20 for phased asphalt replacement at Potter Park Zoo; and

WHEREAS, the Zoo is requesting a contingency of \$129,000 for any undiscovered conditions; and

WHEREAS, funds of \$1,351,700 are available in Zoo CIP line item #25869900 931000 31000; and

WHEREAS, funds are available in the zoo fund balance for the remaining \$63,980.20.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Michigan Paving & Materials Co. for construction services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$1,286,680.20.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$129,000 (10%) to cover any additional work items, as mutually agreed upon in writing and executed in the form of a change order between the Department Head (or designee) and Michigan Paving & Materials Co. and approved as to form by the County Attorney as a condition precedent to the initiation of any work on such additional work items.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$63,980.20 from the Zoo fund balance to CIP line item #25869900 931000 31000.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

## Agenda Item 2

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** May 23, 2023  
**SUBJECT:** Contract with Natural Community Services, LLC for the development of a five-year Stewardship Management Plan  
For the meeting agenda of June 5, 2023 Human Services and June 7, 2023 Finance

---

### **BACKGROUND**

The Parks Department requested the Purchasing Department solicit proposals from qualified and experienced vendors to develop a five-year Stewardship Management Plan for several of its park properties. The plan will be utilized by the Parks Department for both planning and to develop future bids for the actual management and management techniques listed in the plan.

The scope of work includes, but is not limited to: 1) performing a natural inventory study of endangered, threatened, and special concern plants and invasive plant species only; 2) providing a survey and management plan only including natural and naturalized zones at each park including water bodies with the exception of the Grand River; 3) developing a year-by-year Strategic Management Plan for next five (5) years that identifies priority areas for invasive management and endangered, threatened, and special concern flora management; 4) locating suitable locations for restoration efforts such as prairie or edge zone restoration in each of the three parks; and, 5) including methods to be used for elimination, control, and management of invasive species. The five-year Stewardship Management Plan development is to be completed in 2023.

### **ALTERNATIVES**

Failure to address these needs could result in detriment to the land and habitat.

### **FINANCIAL IMPACT**

The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Natural Community Services, LLC for the base bid in the amount of \$38,000 and a contingency not to exceed \$5,000 for a total not to exceed \$43,000.

We are requesting funding from the Parks Department 208 fund balance.

### **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 natural features.

### **OTHER CONSIDERATIONS**

The Ingham County Park Commission supported this resolution at their May 8, 2023 meeting.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing the Ingham County Parks Department enter into a contract with Natural Community Services, LLC.

**Agenda Item 2**

TO: Timothy Morgan, Director, Parks Department  
FROM: James Hudgins, Director of Purchasing  
DATE: March 2, 2023  
RE: Memorandum of Performance for RFP No. 7-23 Five-Year Stewardship Plan for the Ingham County Parks Department

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to develop a five-year Stewardship Plan for several of its Park properties. The plan will be utilized by the Parks Department for both planning and to develop future bids for the actual management and management techniques listed in the plan.

The scope of work includes, but is not limited to: 1) performing a natural inventory study of endangered, threatened, and special concern plants and invasive plant species only; 2) providing a survey and management plan only including natural and naturalized zones at each park including water bodies with the exception of the Grand River; 3) developing a year-by-year Strategic Management Plan for next five (5) years that identifies priority areas for invasive management and endangered, threatened, and special concern flora management; 6) locating suitable locations for restoration efforts such as prairie or edge zone restoration in each of the three parks; and, 7) including methods to be used for elimination, control, and management of invasive species. The Five-Year Stewardship Plan Development is to be completed in 2023.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	55	15
Vendors responding	6	3

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Costs	Costs	Costs	Costs
wildtype native plants - ecological services	Yes, Mason MI	Option 1: one (1) site survey \$14,350	Option 2: two (2) site survey \$20,350		
Natural Community Services, LLC	No, W. Bloomfield MI	Total: \$38,000			
ECT Inc.	Yes, Lansing MI	Total: \$48,507			
FISHBECK	Yes, Lansing MI	Total: \$54,000			
SWCA Environmental Consultants	No, Phoenix AZ	Total: \$71,000			
OHM Advisors	No, Livonia MI	Phase 1 Total: \$271,300	Phase 2 Total: \$11,300.00	Phase 3 Total: \$29,100	Other Services: \$13,600



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH NATURAL COMMUNITY SERVICES, LLC  
FOR A FIVE-YEAR STEWARDSHIP MANAGEMENT PLAN FOR THE INGHAM COUNTY  
PARKS DEPARTMENT**

WHEREAS, the Ingham County Parks Department has determined the need to develop a forest stewardship management plan; and

WHEREAS, a forest stewardship management plan would positively impact the health and wellbeing of woodlands within the Ingham County Parks system by attracting more wildlife; creating more trails for hiking; protecting water quality and soil productivity; and protecting trees from fire, insects, and diseases; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced vendors to develop a five-year Stewardship Management Plan for several of its park properties; and

WHEREAS, the plan will be utilized by the Parks Department for both planning and to develop future bids for the actual management and management techniques listed in the plan; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Natural Community Services, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Natural Community Services, LLC for the base bid of \$38,000 for a total contract amount not to exceed \$38,000 for a five-year stewardship management plan.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$5,000 to cover any additional work items to be completed by staff in-house and/or expenditure by Natural Community Services, LLC of which must be mutually agreed upon in writing between the Parks Director (or designee) and Natural Community Services, LLC before work on such work items is begun.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer up to \$43,000 from the Ingham County Parks 208 fund balance into a newly created line item with a project code.

BE IT FURTHER RESOLVED, that any unused funds that are transferred from the Parks fund balance for this project shall be deposited back into the Parks fund balance.

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:** Human Services, County Services, and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 17, 2023  
**SUBJECT:** Authorization to Create an AmeriCorps Public Health Coordinator Position  
For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHD) wishes to create a third AmeriCorps Coordinator position to support a newly funded 2023 AmeriCorps Public Health program effective July 24, 2023. The ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the FY 2023-2024 program year in the amount of up to \$287,571, plus an additional \$24,462 to be used for planning prior to the start of program year. Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways. From July 24, 2023 through September 30, 2023, planning work is needed so that the program may launch on October 1, 2023. As a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch on October 1, 2023, and the ten (10) AmeriCorps members in organizations working to advance local public health efforts. Continued annual funding and project renewal is anticipated.

**ALTERNATIVES**

A full-time program coordinator is a condition of the grant funding. Without a coordinator, ICHD would be forced to decline the grant funding.

**FINANCIAL IMPACT**

Upon the October 1, 2023 program start date, ICHD AmeriCorps program will be funded 98% via grants, host site fees and in-kind contributions, with an annual cost to ICHD’s general fund up to \$9,000 annually. General funds already allocated to ICHD will cover this one-time expense, up to \$200 to aid in onboarding this staff member.

**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 creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE CREATING AN AMERICORPS PUBLIC HEALTH  
COORDINATOR POSITION**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a third AmeriCorps Coordinator position to support a newly funded AmeriCorps Public Health program effective July 24, 2023 and to be ongoing based upon continued funding; and

WHEREAS, the ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the FY 23-24 program year, October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571, plus an additional planning grant, July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462; and

WHEREAS, Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways; and

WHEREAS, from July 24, 2023 through September 30, 2023, planning work is needed so that the program may launch on October 1, 2023; and

WHEREAS, as a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch on October 1, 2023, and the ten (10) AmeriCorps members in organizations working to advance local public health efforts; and

WHEREAS, continued annual funding and project renewal is anticipated; and

WHEREAS, without a coordinator, ICHD would be forced to decline the grant funding; and

WHEREAS, upon the October 1, 2023 program start date, ICHD AmeriCorps program will be funded 98% via grants, host site fees, and in-kind contributions, with an annual cost to ICHD's general fund up to \$9,000; and

WHEREAS, general funds already allocated to ICHD will cover this one-time expense, up to \$200, to aid in onboarding this staff member; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creating a third AmeriCorps Coordinator position pending acceptance of the aforementioned grants, effective July 24, 2023 and to be ongoing based upon continued funding.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees

**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer

**DATE:** May 15, 2023

**SUBJECT:** Authorization to Enter Into an Agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc.

For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to enter into an agreement with Stephens Consulting Services, P.C. and Spicer Group Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026. ICHD’s Environmental Health (EH) Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems through December 31, 2026. Private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment. Currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County. Failing wastewater treatment systems are a critical threat to public health. The cost of designing, permitting, and replacing a failed private wastewater treatment system can range from approximately \$8,000 up to \$25,000. These high costs can create financial burdens for Ingham County households. The cost per each individual project is determined by the attached pricing sheets provided in the Requests for Proposals accepted by Ingham County’s Purchasing Department and laid out as follows: for Stephen’s Consulting Services, P.C. Year One Unit Cost is \$3,000, Year Two Unit Cost is \$3,025, and Year Three Unit Cost is \$3,050. For Spicer’s Consulting Services, Year One Unit Costs is \$3,800, Year Two Unit Cost is \$4,105, and Year Three Unit Cost is \$4,400. The total amount for all three related Engineering, Septic and Well agreements is not to exceed \$1,000,000. EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL). The use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden.

**ALTERNATIVES**

Choosing not to enter into this agreement would forfeit the use of ARPA funds designed to repair or replace failing private wells and onsite wastewater systems.

**FINANCIAL IMPACT**

ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan (ARPA) funds to repair or replace failing private wells and onsite wastewater systems through December 31, 2026. This program will not use general 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 approval of the attached resolution to authorize entering into an agreement with a Stephens Consulting Services, P.C. and Spicer Group, Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH  
STEPHENS CONSULTING SERVICES, P.C. AND SPICER GROUP, INC.**

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to enter into an agreement with Stephens Consulting Services, P.C. and Spicer Group Inc. for providing as-needed engineering services for designing approximately twenty-eight septic systems effective upon approval through December 31, 2026; and

WHEREAS, Ingham County Health Department's (ICHD) Environmental Health (EH) Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems through December 31, 2026; and

WHEREAS, private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment; and

WHEREAS, currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County; and

WHEREAS, failing wastewater treatment systems are a threat to public health; and

WHEREAS, the cost of designing, permitting, and replacing a failed private wastewater treatment system can range from approximately \$8,000 up to \$25,000; and

WHEREAS, the cost per each individual project is determined by the pricing sheets provided in the Requests for Proposals accepted by Ingham County's Purchasing Department and laid out as follows: for Stephen's Consulting Services, P.C. Year One Unit Cost is \$3,000, Year Two Unit Cost is \$3,025, and Year Three Unit Cost is \$3,050; and

WHEREAS, for Spicer's Consulting Services, Year One Unit Costs is \$3,800, Year Two Unit Cost is \$4,105, and Year Three Unit Cost is \$4,400; and

WHEREAS, the total amount for all three related Engineering, Septic, and Well agreements is not to exceed \$1,000,000; and

WHEREAS, these high costs can create financial burdens for Ingham County households; and

WHEREAS, the use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden; and

WHEREAS, EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL); and

WHEREAS, this project was competitively bid according to Ingham County's Request for Proposal (RFP) policy; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc. effective upon approval through December 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Stephens Consulting Services, P.C. and Spicer Group, Inc. effective upon approval through December 31, 2026.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.



**TO:** Board of Commissioners Human Services and Finance Committees

**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer

**DATE:** May 17, 2023

**SUBJECT:** Authorization to Enter Into an Agreement with Apex Septic and Excavating and Esper Excavating For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to enter into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supply and installing private wastewater systems effective upon approval through December 31, 2026. ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems. Private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment. Currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County and failing wastewater treatment systems are a threat to public health. The cost of designing, permitting, and replacing a failed private wastewater treatment system may range from approximately \$8,000 up to \$25,000 and can create financial burdens for Ingham County households. The cost per each individual project is determined by the attached “Summary of Vendor Costs” pricing sheets provided in the Requests for Proposals accepted by Ingham County’s Purchasing Department. The total amount for all three related Engineering, Septic and Well agreements is not to exceed \$1,000,000. EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL). The use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden.

**ALTERNATIVES**

Choosing not to enter into this agreement would forfeit the use of ARPA funds designed to repair or replace failing private wells and onsite wastewater systems.

**FINANCIAL IMPACT**

ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan (ARPA) funds to repair or replace failing private wells and onsite wastewater systems. This program will not use general 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 approval of the attached resolution to authorize entering into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supplying and installing private wastewater systems effective upon approval through December 31, 2026.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH APEX SEPTIC AND EXCAVATING  
AND ESPER EXCAVATING**

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to enter into an agreement with Apex Septic and Excavating and Esper Excavating for providing as-needed construction services for supply and installing private wastewater systems effective upon approval through December 31, 2026; and

WHEREAS, ICHD's EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells and onsite wastewater systems; and

WHEREAS, private wastewater treatment systems are recognized as community infrastructure because of their potential impact on the environment; and

WHEREAS, currently, Ingham County estimates that there are 1,200 failing private wastewater treatment systems in Ingham County and failing wastewater treatment systems are a threat to public health; and

WHEREAS, the cost of designing, permitting, and replacing a failed private wastewater treatment system may range from approximately \$8,000 up to \$25,000 and can be a financial burden for Ingham County households; and

WHEREAS, the cost per each individual project is determined by the by the "Summary of Vendor Costs" pricing sheets provided in the Requests for Proposals accepted by Ingham County's Purchasing Department; and

WHEREAS, the total amount for all three related Engineering, Septic, and Well agreements is not to exceed \$1,000,000, and

WHEREAS, EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL); and

WHEREAS, the use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden; and

WHEREAS, this project was competitively bid according to Ingham County's Request for Proposal (RFP) policy; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Apex Septic and Excavating and Esper Excavating effective upon approval through December 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Apex Septic and Excavating and Esper Excavating effective upon approval through December 31, 2026.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees

**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer

**DATE:** May 15, 2023

**SUBJECT:** Authorization to Enter Into an Agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling  
For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department’s (ICHD’s) Environmental Health Division (EH) wishes to enter into an agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling for providing as-needed construction services for providing and installing private wells effective upon approval through December 31, 2026. ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells through December 31, 2026. Private Wells are recognized as community infrastructure because of their potential impact to the environment. Currently in Ingham County, there are an unknown number of failing private wells which are a threat to public health. The cost of permitting and installing a new well is approximately \$7,500 and this high cost can create a financial burden for Ingham County households. The cost per each individual project is determined by the attached “Summary of Vendor Costs” pricing sheets provided in the Requests for Proposals accepted by Ingham County’s Purchasing Department. The total amount for all three related Engineering, Septic and Well agreements is not to exceed \$1,000,000. EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL). The use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden.

**ALTERNATIVES**

Choosing not to enter into this agreement would forfeit the use of ARPA funds designed to repair or replace failing private wells and onsite wastewater systems.

**FINANCIAL IMPACT**

ICHD’s EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in ARPA funds to repair or replace failing private wells and onsite wastewater systems. This program will not use general 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 approval of the attached resolution to enter into contract with Maurer and Parks Well Drilling and Jandernoa Well Drilling for providing as-needed construction services, effective upon approval through December 31, 2026.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MAURER AND PARKS  
WELL DRILLING AND JANDERNOA WELL DRILLING**

WHEREAS, Ingham County Health Department's (ICHHD's) Environmental Health Division (EH) wishes to enter into an agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling for providing as-needed construction services for providing and installing private wells effective upon approval through December 31, 2026; and

WHEREAS, ICHHD's EH Division was recently authorized by the Ingham County Board of Commissioners to use up to \$1,000,000 in American Rescue Plan Act (ARPA) funds to repair or replace failing private wells through December 31, 2026; and

WHEREAS, private wells are recognized as community infrastructure because of their potential impact to the environment; and

WHEREAS, currently in Ingham County, there are an unknown number of failing private wells which are a threat to public health; and

WHEREAS, the cost of permitting and installing a new well is approximately \$7,500 and this high cost can create a financial burden for Ingham County households; and

WHEREAS, the cost per each individual project is determined by the "Summary of Vendor Costs" pricing sheets provided in the Requests for Proposals accepted by Ingham County's Purchasing Department; and

WHEREAS, the total amount for all three related Engineering, Septic, and Well agreements is not to exceed \$1,000,000; and

WHEREAS, EH will give priority to households whose total income is less than 300% of the Federal Poverty Level (FPL); and

WHEREAS, the use of ARPA funds to replace or repair these failing systems will help alleviate this financial burden; and

WHEREAS, this project was competitively bid according to Ingham County's Request for Proposal (RFP) policy; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Maurer and Parks Well Drilling, and Jandernoa Well Drilling effective upon approval through December 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Maurer and Parks Well Drilling and Jandernoa Well Drilling, effective upon approval through December 31, 2026.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 16, 2023  
**SUBJECT:** Authorization for an Agreement with Consult Me, LLC  
For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Consult Me, LLC to conduct three implicit bias trainings (one overview session and two half day sessions) for the entire Maternal and Child Health Division effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000. This training is needed to increase the skill set of our approximately 70-member staff which will benefit the Maternal and Child Health community that is served by ICHHD within Ingham County. This is especially needed for the large number of new staff that have joined the Maternal and Child Health Division who have not had prior exposure to this type of training.

**ALTERNATIVES**

Choosing not to enter into this agreement could result in staff not being properly trained for the services ICHHD provides through the Maternal & Child Health Division.

**FINANCIAL IMPACT**

All costs associated with this agreement have been included in the FY22-23 General Operating budget.

**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 entering into an agreement with Consult Me, LLC to conduct three implicit bias training trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CONSULT ME, LLC**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Consult Me, LLC to conduct three implicit bias trainings (one overview session and two half day sessions) for the entire Maternal and Child Health Division effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000; and

WHEREAS, this training is needed to increase the skill set of our approximately 70-member staff which will benefit the Maternal and Child Health community that is served by ICHD within Ingham County; and

WHEREAS, this implicit bias training is especially needed for the large number of new staff that have joined our Division who have not had prior exposure to this type of coaching; and

WHEREAS, all costs associated with this agreement have been included in the FY22-23 General Operating budget; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Consult Me, LLC to conduct three implicit bias trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Consult Me, LLC to conduct three implicit bias trainings effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$10,000.

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



**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 16, 2023  
**SUBJECT:** Authorization for the Region 7 Perinatal Quality Collaborative Agreements  
For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD) to enable these counties to participate, attend, and travel for Region 7 Perinatal Quality Collaborative efforts, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000. ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative. Through this agreement, \$10,000 will be allocated to BEDHD, and \$8,000 will be allocated to MMDHD. This regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton counties. In order to fund this collaborative work, MDHHS has given ICHD \$157,000 through the FY 22-23 Comprehensive Agreement authorized through Resolution #22-358.

**ALTERNATIVES**

Choosing not to enter into this agreement could result in a gap in critical services provided through this funding.

**FINANCIAL IMPACT**

All costs associated with this agreement have been included in the FY22-23 General Operating budget.

**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 agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD), effective October 1, 2022 through September 30, 2023, in an amount not to exceed \$18,000.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AGREEMENTS FOR THE  
REGION 7 PERINATAL QUALITY COLLABORATIVE**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into agreements with Barry-Eaton District Health Department and Mid-Michigan District Health Department (MMDHD) to enable these counties to participate, attend, and travel for Region 7 Perinatal Quality Collaborative efforts, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000; and

WHEREAS, ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative; and

WHEREAS, through this agreement, \$10,000 will be allocated to BEDHD, and \$8,000 will be allocated to MMDHD; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton counties; and

WHEREAS, to fund this collaborative work, MDHHS has given ICHD \$157,000 through the FY 22-23 Comprehensive Agreement authorized in Resolution #22-358; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into agreements with BEDHD and MMDHD for the Region 7 Perinatal Quality Collaborative, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with BEDHD and MMDHD for the Region 7 Perinatal Quality Collaborative, effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$18,000.

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

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 16, 2023  
**SUBJECT:** Authorization to Enter Into an Agreement with Andrea Collier  
For the Meeting Agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500. The storytelling project will be comprised of 40 group and individual interviews using a combination of video, audio, and photography on behalf of the Region 7 Perinatal Quality Collaborative. ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative. This regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton Counties. Through the FY 22-23 Comprehensive Agreement authorized by Resolution #22-358, MDHHS awarded ICHD \$157,000 in order to fund this collaborative work.

**ALTERNATIVES**

Choosing not to enter into this agreement could result in a gap in critical services that address infant and maternal mortality rates, provided through this funding.

**FINANCIAL IMPACT**

All costs associated with this agreement have been included in the FY22-23 General Operating budget.

**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 agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project, effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ANDREA COLLIER  
FOR A STORYTELLING PROJECT**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500; and

WHEREAS, the storytelling project will be comprised of 40 group and individual interviews using a combination of video, audio, and photography on behalf of the Region 7 Perinatal Quality Collaborative; and

WHEREAS, ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton counties; and

WHEREAS, through the FY 22-23 Comprehensive Agreement authorized by Resolution #22-358, MDHHS awarded ICHD \$157,000 in order to fund this collaborative work; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Andrea Collier, Freelance Journalist and Author, to conduct a storytelling project effective June 1, 2023 through September 30, 2023 in an amount not to exceed \$13,500.

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

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

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPA, Medical Health Officer  
**DATE:** May 12, 2023  
**SUBJECT:** Authorization to Enter Into an Agreement with Edge Partnerships for Vaccine Uptake Campaign  
For the meeting agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships for a Social Marketing Vaccination Campaign effective June 1, 2023, through September 30, 2023, in an amount not to exceed \$119,000. This Marketing Campaign will be designed to engage target populations in vaccine education, connect people in Clinton, Eaton, and Ingham counties to vaccination providers as well as reliable information, and increase vaccine uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations. Funding is sourced from the Michigan Department of Health and Human Services (MDHHS) Regional 7 Perinatal Care grant in an amount not to exceed \$35,000, from the Children’s Special Health Care Services Vaccine Initiative grant in an amount not to exceed \$21,000, and from the COVID-19 Immunization Grant in an amount not to exceed \$63,000. ICHD partnered with Edge to develop the vaccine uptake social marketing campaign in 2022. Funding for this campaign totaling \$119,000 will allow ICHD to expand and continue the campaign with Edge using tactics including but not limited to, the production of videos, billboard advertisements, radio scripts, social media messages, and print materials related to vaccine awareness and education.

**ALTERNATIVES**

Choosing not to accept this funding would forfeit the opportunity to increase vaccination awareness and education within Clinton, Eaton, and Ingham County’s most vulnerable perinatal and adult populations.

**FINANCIAL IMPACT**

All costs for this agreement will be covered by the project budget developed from the identified combined funding sources.

**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 an agreement with Edge Partnerships to increase vaccination uptake among Clinton, Eaton, and Ingham Perinatal and other vulnerable adult populations, effective June 1, 2023, through September 30, 2023, in an amount not to exceed \$119,000.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDGE PARTNERSHIPS  
FOR A SOCIAL MARKETING VACCINE UPTAKE CAMPAIGN**

WHEREAS Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships for a Social Marketing Vaccination Campaign effective June 1, 2023, through September 30, 2023, in an amount not to exceed \$119,000; and

WHEREAS, this Marketing Campaign will be designed to engage target populations in vaccine education, connect people in Clinton, Eaton, and Ingham counties to vaccination providers as well as reliable information, and increase vaccine uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations; and

WHEREAS, funding is sourced from the Michigan Department of Health and Human Services (MDHHS) Regional 7 Perinatal Care grant in an amount not to exceed \$35,000, from the Children's Special Health Care Services Vaccine Initiative grant in an amount not to exceed \$21,000, and from the COVID-19 Immunization Grant in an amount not to exceed \$63,000; and

WHEREAS, ICHD partnered with Edge to develop the vaccine uptake social marketing campaign in 2022; and

WHEREAS, funding for this campaign totaling \$119,000 will allow ICHD to expand and continue the campaign with Edge using tactics including, but not limited to, the production of videos, billboard advertisements, radio scripts, social media messages, and print materials related to vaccine awareness and education; and

WHEREAS, all costs for this agreement will be covered by the project budget developed from the identified combined funding sources; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase all vaccination uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations, effective June 1, 2023, through September 30, 2023 in an amount not to exceed \$119,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase vaccination uptake among Clinton, Eaton, and Ingham perinatal and other vulnerable adult populations, effective June 1, 2023, through September 30, 2023 in an amount not to exceed \$119,000.

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

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

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 17, 2023  
**SUBJECT:** Authorization to Accept FY 2023 Public Health AmeriCorps Grant  
For the meeting agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commission’s via the Michigan Department of Labor and Economic Opportunity (MDLEO) 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462. The ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the 2023-24 program year in the amount of up to \$287,571, plus an additional \$24,462 to be used for planning prior to the start of program year. Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways and will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts. From July 24 through September 30, 2023, planning work is needed so that the program may launch on October 1, 2023. As a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch, and to manage the 10 AmeriCorps members. Continued annual funding and project renewal is anticipated.

**ALTERNATIVES**

A full-time program coordinator is a condition of the grant funding. Without a coordinator, ICHD would be forced to decline the grant funding. Declining this funding would result in a loss of participation in the AmeriCorps program.

**FINANCIAL IMPACT**

General funds already allocated to ICHD will cover this one-time expense, up to \$200 to aid in onboarding this staff member.

**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 the Public Health AmeriCorps 2023 Grant effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT FY 2023 PUBLIC HEALTH AMERICORPS PLANNING GRANT**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commission's via the Michigan Department of Labor and Economic Opportunity (MDLEO) 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462; and

WHEREAS, the ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the 2023-2024 program year in the amount of up to \$287,571, plus an additional \$24,462 to be used for planning prior to the start of program year; and

WHEREAS, Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways; and

WHEREAS, this program will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts; and

WHEREAS, from July 10-September 30, 2023 planning work is needed so that the program may launch on October 1, 2023; and

WHEREAS, as a condition of this funding, a full-time coordinator is a required to oversee the planning of the project, the project launch, and to manage the 10 AmeriCorps members; and

WHEREAS, continued annual funding and project renewal is anticipated; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting the 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the 2023 Public Health AmeriCorps grant funding, effective July 24, 2023 through September 30, 2023 in an amount not to exceed \$24,462.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the tentative agreement and electronically approve the Memorandum of Agreement (MOA).

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the MOA is final.

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



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

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 17, 2023  
**SUBJECT:** Authorization to Accept a FY 23-24 Public Health AmeriCorps Grant  
For the meeting agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commission’s via the Michigan Department of Labor and Economic Opportunity (MDLEO) FY 23-24 Public Health AmeriCorps grant effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571. The ICHD Public Health AmeriCorps Program has been approved by the AmeriCorps agency for the 2023-24 program year in the amount of up to \$287,571. The program will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts to specifically address local public health needs and create public health-related career pathways within Ingham County. ICHD has offered community-centered AmeriCorps programming, via its State and VISTA programs, since 2006.

**ALTERNATIVES**

As ICHD has offered community-centered Vista and State AmeriCorps programming since 2006, declining this funding would result in a critical loss of participation in the AmeriCorps program.

**FINANCIAL IMPACT**

Upon the October 1, 2023 program start date, ICHD AmeriCorps program will be funded 98% via grants, host site fees, and in-kind contributions, with an annual cost to the County up to \$9,000 annually. The funding for this agreement is included in ICHD’s FY 23-24 General Operating Budget.

**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 accepting the FY 23-24 Public Health AmeriCorps Grant effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT FY 23-24 PUBLIC HEALTH AMERICORPS GRANT**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept the Michigan Community Service Commissions via the Michigan Department of Labor and Economic Opportunity (MDLEO) FY 23-24 Public Health AmeriCorps grant funding effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571; and

WHEREAS, the ICHD FY 23-24 Public Health AmeriCorps Program has been approved by the AmeriCorps agency in an amount not to exceed \$287,571; and

WHEREAS, Public Health AmeriCorps seeks to address local public health needs and create public health-related career pathways; and

WHEREAS, the program will place approximately ten (10) AmeriCorps members in organizations working to advance local public health efforts; and

WHEREAS, ICHD has offered community-centered AmeriCorps programming, via its State and VISTA programs, since 2006; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting the FY 23-24 Public Health AmeriCorps Grant funding effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the FY 23-24 Public Health AmeriCorps State Grant funding effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$287,571.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the tentative agreement and electronically approve the Memorandum of Agreement (MOA).

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the MOA is final.

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

**TO:** Board of Commissioners Human Services and Finance Committees

**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer

**DATE:** April 27, 2023

**SUBJECT:** Authorization to Enter Into an Agreement with Evidian

For the meeting agendas of June 5 and June 7, 2023

---

### **BACKGROUND**

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to enter into an agreement with Evidian for the provision of data and analytics services specific to HIV disease management, effective July 1, 2023 through September 30, 2024, in an amount not to exceed \$18,066. The current agreement allows Evidian to integrate data from the internal electronic health record to the federal electronic health record for patients in the Ryan White Program. This service is called the Ryan White Data Service (RWDS). ICHD's CHCs administer the Ryan White Program. Prior to the original agreement, a medical assistant was allocated for 0.50 FTE of the re-entry of information from one EHR to another EHR. In the Ryan White Part D audit in 2018, ICHD was cited for this manual data entry process. Health Resources and Services Administration (HRSA) recommended that ICHD pursue an electronic interface or integration to directly transfer data between information systems. ICHD seeks to continue Evidian's RWDS and to increase the number of services to include the data analytic service CHORUS. CHORUS exports EHR data, interprets and classifies medical data in the EHR to deliver disease management to HIV providers, and delivers population reporting and more. Evidian continues to help ICHD improve data accuracy, patient care delivery, and reduce clerical errors.

### **ALTERNATIVES**

Choosing not to update to the CHORUS platform could result in non-compliance with Ryan White specifications and a further waste of valuable staff time with data re-entry.

### **FINANCIAL IMPACT**

Currently, Evidian is paid by HIV Care Coordination. The RWDS costs \$1.50 per patient per month. Thus, ICHD will continue to pay a total of \$1,231.50 per month for 821 patients. ICHD will also pay a maximum total of \$225 for the CHORUS retention in care and quality metric gap functions. These products are only charged when a patient meets the condition and/or ICHD fails to resolve the loss to care/quality gap. Therefore, ICHD estimates a maximum increase for these services as \$225 for a maximum monthly cost of \$1,505.50 and a yearly cost of \$18,066 yearly.

### **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 Evidian effective July 1, 2023 through September 30, 2024 in an amount not to exceed \$18,066.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EPIVIDIAN**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) seeks to enter into an agreement with Epividian for the provision of data and analytics service specific to HIV disease management, effective July 1, 2023 through September 30, 2024, in an amount not to exceed \$18,066; and

WHEREAS, the current agreement allows Epividian to integrate data from the internal electronic health record to the federal electronic health record for patients in the Ryan White Program; and

WHEREAS, this service is called the Ryan White Data Service (RWDS); and

WHEREAS, ICHD's CHCs administers the Ryan White Program; and

WHEREAS, prior to the original agreement, a medical assistant was allocated for 0.50 FTE of the re-entry of information from one Electronic Health Record (EHR) to another EHR; and

WHEREAS, in the Ryan White Part D audit in 2018, ICHD was cited for this manual data entry process and Health Resources and Services Administration (HRSA) recommended that ICHD pursue an electronic interface or integration to directly transfer data between information systems; and

WHEREAS, ICHD seeks to continue Epividian's RWDS and to increase the number of services to include the data analytic service CHORUS; and

WHEREAS, CHORUS exports EHR data, interprets and classifies medical data in the EHR to deliver disease management to HIV providers, and delivers population reporting and more; and

WHEREAS, Epividian continues to help ICHD improve data accuracy, patient care delivery, and reduce clerical errors; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Epividian, effective July 1, 2023 through September 30, 2024 in an amount not to exceed \$18,066.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Epividian, effective July 1, 2023 through September 30, 2024 in an amount not to exceed \$18,066.

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

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

**TO:** Board of Commissioner’s Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPA, Medical Health Officer  
**DATE:** May 10, 2023  
**SUBJECT:** Resolution Authorizing an Agreement with Edge Partnerships for a Marijuana Education Campaign  
For the meeting agendas of June 5, and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Edge Partnerships to place advertisements for marijuana education effective June 1, 2023 through September 15, 2023 in an amount not to exceed \$13,735. This agreement will be for creating advertisements to educate the public on the safe storage of marijuana, the dangers of driving while under the influence of marijuana, the risk of marijuana use during pregnancy and breastfeeding, and the risks associated with adolescent marijuana use. ICHHD was awarded a grant from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) for education, communication, and outreach regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective January 1, 2023 through September 15, 2023 in an amount not to exceed \$27,285. Public Act 87 of 2021 Section 901, directs funds appropriate for grants in the Michigan Medical Marijuana Act, MCL 333.26426 to counties for education, communication, and outreach relating to the Michigan Medical Marijuana Program. The grant proposal includes a budget that allots \$13,735 to be spent on creative development and advertising. ICHHD has run this advertising campaign in 2019, 2020, 2021, and 2022.

**ALTERNATIVES**

This grant includes specifications for a portion of the budget to be specifically allocated to Marijuana Education.

**FINANCIAL IMPACT**

Total advertising expenditures will not exceed \$13,735. These funds will come from the LARA grant. (Account #221-60030-01119)

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objectives of providing access to services that promote the well-being of county residents, Goal A, and improving service by enhancing the quality of communications, Goal B.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize an agreement with Edge Partnerships, effective June 1, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDGE PARTNERSHIPS  
FOR A MARIJUANA PUBLIC EDUCATION CAMPAIGN**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnerships to place advertisements for marijuana education effective June 1, 2023 through September 15, 2023 in an amount not to exceed \$13,735; and

WHEREAS, this agreement will be for creating advertisements to educate the public on the safe storage of marijuana, the dangers of driving while under the influence of marijuana, the risk of marijuana use during pregnancy and breastfeeding, and the risks associated with adolescent marijuana use; and

WHEREAS, ICHD was awarded a grant from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) for education, communication, and outreach regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective January 1, 2023 through September 15, 2023 in an amount not to exceed \$27,285; and

WHEREAS, Public Act 87 of 2021 Section 901, directs funds appropriate for grants in the Michigan Medical Marijuana Act, MCL 333.26426 to counties for education, communication, and outreach relating to the Michigan Medical Marijuana Program; and

WHEREAS, the grant proposal included a budget that allotted \$13,735 to be spent on creative development and advertising; and

WHEREAS, ICHD has run this advertising campaign in 2019, 2020, 2021, and 2022; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize a grant agreement with Edge Partnerships for the promotion of a public education campaign regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective June 15, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with Edge Partnerships for the promotion of a public education campaign regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act, effective June 15, 2023 through September 15, 2023 in an amount not to exceed \$13,735.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract agreements consistent with this resolution upon approval as to form by the County Attorney.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 17, 2023  
**SUBJECT:** Authorization to Enter Into an Agreement with Michigan Public Health Institute  
For the meeting agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to renew an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558. MPHI will guide all program evaluation activities including support to improve SSHS data quality, provide data analysis, monitor the liaison between Health Resources and Services Administration’s (HRSA’s) data team and ICHHD, and provide support to HRSA reporting. Additionally, MPHI will oversee contract management, will provide support to coordinate a Fetal Infant Mortality Review team which will include the abstraction of cases for review, and will serve as liaison to the Community Action Team.

**ALTERNATIVES**

Choosing another organization to serve as the external program evaluators for SSHS, as contract manager and as coordinators of a Fetal Infant Mortality Review team, would involve additional time while creating a gap in support services, and would forfeit the existing relationship with MPHI.

**FINANCIAL IMPACT**

All costs of this agreement will be covered by funds from HRSA, grant number H49MC24118 authorized through Resolution #19-194.

**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 the renewal of an agreement with MPHI effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558.



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH  
MICHIGAN PUBLIC HEALTH INSTITUTE**

WHEREAS, Ingham County Health Department (ICHHD) wishes to renew an agreement with the Michigan Public Health Institute (MPHI) to allow MPHI to continue serving in its existing role as external program evaluator for the Strong Start Healthy Start (SSHS) program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558; and

WHEREAS, MPHI will guide all program evaluation activities including support to improve SSHS data quality, provide data analysis, monitor the liaison between Health Resources and Services Administration's (HRSA's) data team and ICHHD, and provide support to HRSA reporting; and

WHEREAS, additionally, MPHI will oversee contract management, will provide support to coordinate a Fetal Infant Mortality Review team which will include the abstraction of cases for review, and will serve as liaison to the Community Action Team; and

WHEREAS, all costs of this agreement will be covered by funds from HRSA, grant number H49MC24118 authorized through Resolution #19-194; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with MPHI to continue serving as the external program evaluator for the SSHS program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI to continue serving as the external program evaluator for the SSHS program, effective April 1, 2023 through March 31, 2024 in an amount not to exceed \$208,558.

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

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

**TO:** Board of Commissioner’s Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** May 1, 2023  
**SUBJECT:** Authorization for the FY 2023-2024 AmeriCorps Vista Grant Funding  
For the meeting agendas of June 5 and June 7, 2023

---

**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a tenth year of funding in support of the FY 2023-2024 AmeriCorps VISTA Project effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000. ICHD was the recipient of grant funds for the AmeriCorps VISTA Program funding cycle in the FY 22-23, which was authorized through Resolution #22-398. CNCS has provided Ingham County a tenth year of funding for the FY 23-24 to support up to thirteen (13) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems.

**ALTERNATIVES**

Choosing not to accept this funding would result in forfeiting the AmeriCorps VISTA program which supports critical efforts to eliminate poverty and poverty-related human, social and environmental problems within Ingham County.

**FINANCIAL IMPACT**

The grant, of \$31,000, will aid in the operational costs of the FY 23-24 AmeriCorps VISTA program.

**STRATEGIC PLANNING IMPACT**

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

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with the CNCS to accept FY23-24 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR FY 2023-2024 AMERICORPS VISTA GRANT FUNDING**

WHEREAS, the Ingham County Health Department (ICHHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a tenth year of funding in support of the FY 2023-2024 AmeriCorps VISTA Project effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000; and

WHEREAS, ICHHD was the recipient of grant funds for the AmeriCorps VISTA Program funding cycle in the FY 22-23, which was authorized through Resolution #22-398; and

WHEREAS, CNCS has provided Ingham County a tenth year of funding for the FY 23-24 to support up to thirteen (13) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems; and

WHEREAS, out of a total of 13 FTE AmeriCorps VISTA members, 12 FTE will be placed in host sites selected through an application process, and 1 FTE AmeriCorps VISTA Leader will be placed with the ICHD AmeriCorps VISTA program; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with CNCS to accept FY 23-24 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with CNCS to accept FY 23-24 grant funding to support the AmeriCorps VISTA Project, effective July 15, 2023 through July 16, 2024 in an amount not to exceed \$31,000.

BE IT FURTHER RESOLVED, that the Medical Health Officer, or her designee, is authorized to submit the FY 23-24 budget electronically through the CNCS eGrants system, tentatively electronically approve the Memorandum of Agreement, and any eGrants system updates or amendments.

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

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

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

## Agenda Item 4

TO: Finance and Liaison Committees  
FROM: Michael A. Townsend, Budget Director  
RE: First Quarter 2023 Budget Adjustments, Contingency Fund Update  
DATE: May 8, 2023

Enclosed please find the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2023. The total increase to the General Fund is \$84,715.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2022. Some of the larger projects are as follows:

- Parks Playground Safety - \$110,430
- Parks Spicer, Crannie and Johnson Contracts - \$121,159
- Circuit Court Courtroom Technology - \$255,375
- Circuit Court Imaging/Scanning Project - \$330,281
- Probate Court Imaging/Scanning Project - \$121,268
- Clerk Imaging/Scanning Project - \$236,432
- DHHS Carpet Replacement - \$214,350
- CMHA Renovations - \$200,000
- IT Department Network Design - \$219,000
- IT Department Consulting - \$130,000
- IT Department Other Projects - \$225,000
- Retaining Wall Lake Lansing Project - \$624,243

In the General Fund, \$9,015 is re-appropriated for Cultural Diversity, Equity, and Inclusion funds not spent in 2022. The Controller's Office, on behalf of Environmental Affairs Commission, is requesting \$68,500 be rolled over from 2022, and 55<sup>th</sup> District Court is requesting that \$7,200 for storage fees not budgeted in 2023. The use of fund balance uncommitted will be increased to balance these changes.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$122,010. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$351,000.

Should you require any additional information or have questions regarding this process, please don't hesitate to contact me.

# 2023 CONTINGENCY

<b>Adopted Contingency Amount</b>	<b>\$351,000</b>
R22-485: Funding for Environmental Sustainability Manger Position	-\$60,414
R22-560: Additional funding for Community Agency	-\$4,750
R23-066: Additional funding for service contract Mobile Communications America	-\$17,500
R23-137: Additional funding for Vehicle for Sheriff Office	-\$41,726
R23-077: Funding for Justice Complex Scissor Lifts	-\$29,600
R23-153: Funding for Accounting Services	-\$75,000
	\$0
<b>Current Contingency Amount</b>	<b>\$122,010</b>

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADJUSTMENTS TO THE 2023 INGHAM COUNTY BUDGET**

WHEREAS, the Board of Commissioners adopted the 2023 Budget on October 25, 2022 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2023 BUDGET 04/11/23</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$95,353,682	84,715	\$95,438,397
208	Parks	\$2,914,590	352,604	\$3,267,194
215	Friend of Court	\$7,282,505	32,730	\$7,315,235
228	Trails & Parks Millage	\$1,211,712	845,873	\$2,057,585
245	Public Improvements	\$584,500	1,199,219	\$1,783,719
264	Juvenile Justice Millage	\$5,873,820	555,000	\$6,428,820
595	Jail Commissary Fund	\$586,691	26,465	\$613,156
631	Building Authority Operating	\$2,698,634	433,477	\$3,132,111
636	Innovation & Technology	\$6,246,877	931,700	\$7,178,577
639	Drain Revolving	\$2,387,234	144,000	\$2,531,234
664	Mach. & Equip. Revolving	\$1,477,343	1,094,141	\$2,571,484

**GENERAL FUND REVENUES**

	<u>2023 Budget –</u> <u>04/11/23</u>	<u>Proposed</u> <u>Changes</u>	<u>2023 Proposed</u> <u>Budget</u>
<b>Tax Revenues</b>			
County Property Tax	60,787,850	0	60,787,850
Property Tax Adjustments	(150,000)	0	(150,000)
IFT/CFT	275,000	0	275,000
Trailer Fee Tax/Other	200,500	0	200,500
<b>Intergovernmental Transfers</b>			
State Revenue Sharing	6,882,844	0	6,882,844
Convention/Tourism Tax - Liquor	1,429,381	0	1,429,381
Cigarette/Marijuana/SPP Tax	2,600,000	0	2,600,000
Court Equity Funding	1,250,000	0	1,250,000
Personal Property Tax Replacement	575,000	0	575,000
Use of Fund Balance – Uncommitted	803,922	84,715	888,637
<b>Department Generated Revenue</b>			
Animal Control	1,461,035	0	1,461,035
Circuit Court - Family Division	1,423,064	0	1,423,064
Circuit Court - Friend of the Court	804,104	0	804,104
Circuit Court - General Trial	1,646,046	0	1,646,046
Controller	0	0	0
Cooperative Extension	2,500	0	2,500
County Clerk	925,075	0	925,075
District Court	1,594,948	0	1,594,948
Drain Commissioner/Drain Tax	495,500	0	495,500
Economic Development	46,650	0	46,650
Elections	77,100	0	77,100
Homeland Security/Emergency Ops	56,000	0	56,000
Equalization /Tax Mapping	10,100	0	10,100
Facilities	0	0	0
Financial Services	75,285	0	75,285
Health Department	0	0	0
Human Resources	56,249	0	56,249
Probate Court	432,877	0	432,877
Prosecuting Attorney	826,665	0	826,665
Register of Deeds	2,950,200	0	2,950,200
Remonumentation Grant	85,000	0	85,000
Sheriff	4,814,800	0	4,814,800

Treasurer	2,634,565	0	2,634,565
Tri-County Regional Planning	60,555	0	60,555
Veteran Affairs	795,867	0	795,867
<b>Total General Fund Revenues</b>	<b>95,353,682</b>	<b>84,715</b>	<b>95,438,397</b>

## GENERAL FUND EXPENDITURES

	<u>2023 Budget –</u> <u>04/11/23</u>	<u>Proposed</u> <u>Changes</u>	<u>2023 Proposed</u> <u>Budget</u>
Board of Commissioners	769,635	0	769,635
Circuit Court - General Trial	8,194,734	0	8,194,734
District Court	3,749,221	7,200	3,756,421
Circuit Court - Friend of the Court	1,992,335	0	1,992,335
Jury Board	1,190	0	1,190
Probate Court	2,281,533	0	2,281,533
Circuit Court - Family Division	6,791,901	0	6,791,901
Jury Selection	192,763	0	192,763
Elections	523,276	0	523,276
Financial Services	1,268,335	0	1,268,335
County Attorney	510,749	0	510,749
County Clerk	1,489,177	0	1,489,177
Controller	1,530,283	16,015	1,546,298
Equalization/Tax Services	865,556	0	865,556
Human Resources	1,595,705	-7,000	1,588,705
Prosecuting Attorney	9,241,119	0	9,241,119
Public Defender	890,347	0	890,347
Purchasing	402,364	0	402,364
Facilities	2,393,952	0	2,393,952
Register of Deeds	1,083,803	0	1,083,803
Remonumentation Grant	85,000	0	85,000
Treasurer	1,158,716	0	1,158,716
Drain Commissioner	1,293,291	0	1,293,291
Economic Development	105,000	0	105,000
Community Agencies	295,375	0	295,375
Ingham Conservation District Court	10,000	0	10,000
Equal Opportunity Committee	500	0	500
Women's Commission	500	0	500
Historical Commission	500	0	500
Tri-County Regional Planning	107,446	0	107,446
Jail Maintenance	227,264	0	227,264
Sheriff	27,581,089	0	27,581,089
Metro Squad	31,057	0	31,057



Community Corrections	110,391	0	110,391
Animal Control	3,131,055	0	3,131,055
Emergency Operations	386,679	0	386,679
Board of Public Works	300	0	300
Drain Tax at Large	856,030	0	856,030
Health Department	7,269,830	0	7,269,830
CHC	4,225,149	0	4,225,149
Jail Medical	0	0	0
Medical Examiner	779,091	0	779,091
Substance Abuse	717,936	0	717,936
Community Mental Health	2,297,035	0	2,297,035
Department of Human Services	1,642,566	0	1,642,566
Tri-County Aging	73,833	0	73,833
Veterans Affairs	1,157,601	0	1,157,601
Cooperative Extension	473,419	0	473,419
Parks and Recreation	1,960,594	0	1,960,594
Contingency Reserves	226,610	0	226,610
Attrition	-3,931,898		-3,931,898
Legal Aid	20,000	0	20,000
Environmental Affairs	100,500	68,500	169,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth	34,375	0	34,375
Capital Improvements	1,066,340	0	1,066,340
American Rescue Funds	-3,500,000	0	-3,500,000
<b>Total General Fund Expenditures</b>	<b>95,353,682</b>	<b>84,715</b>	<b>95,438,397</b>

### **General Fund Revenues**

Use of Fund Balance                      Increase to offset shortages of \$84,715.

### **General Fund Expenditures**

Board of Commissioners                      Re-appropriate Cultural Diversity, Equity, and Inclusion funds of \$9,015.

Controller                                      Re-appropriate funds for Cultural Diversity, Equity, and Inclusion funds of \$7,000 from Human Resources Department to Controller's budget.

Environmental Affairs	Re-appropriate funds designed for the energy audit and re-designated them for energy efficiency improvements and saving projects (\$68,500).
55 <sup>th</sup> District Court	To appropriate \$7,200 for storage fees not budget in District Court.
Human Resources	Re-appropriate funds for Cultural Diversity, Equity, and Inclusion funds \$7,000 from Human Resources Department to Controller's budget.

**Non-General Fund Adjustments**

Parks (F208)	Re-appropriate funds for the following 2019 CIP projects: LL Roofs, Revenue Management System (\$5,202) and 2020 CIP projects: Hawk Island Fence (\$7,529), and 2021 CIP project: Burchfield Dirt School (\$30,713), 2022 CIP projects: Burchfield Pineknoll Roof (\$9,700), LL Tree and Branch Removal (\$2,700), HI Dog Park Dock (\$34,228), HI Snow Gun (\$3,650), Rental Equipment (\$37,346), Bunker Road Landing R21-379 (\$104,898), Playground Safety R22-242 (\$110,430), LL Disc Golf Course (\$6,208).
Friend of Court (F215)	Re-appropriate funds for the following CIP projects; Reinforcement of Doors (\$12,730) for CIP 2018 and Vehicle (\$20,000) from 2019.
Trails & Parks Millage (F228)	Re-appropriate remaining funds for Trails & Parks projects Re-appropriate funds for 2019 CIP projects, Crack Seal Lake Lansing (\$7,185), Retaining Wall Lake Lansing South (\$624,243), Lake Lansing South Topographic Survey (\$11,970), and CIP 2020 projects: Hawk Island Snowcat Building (\$8,253), Lake Lansing North Maintenance Facility (\$27,769), and CIP 2021 projects: Lake Lansing Boat Launch Improvements (\$45,294) Re-appropriate funds for 2022 Spicer, Crannie and Johnson Contracts (\$121,159).
Public Improvement (F245)	Re-appropriate funds for gravel road maintenance Lake Lansing South (\$7,000) and Burchfield (\$7,000). Concrete Replacement Mason (\$48,000). Re-appropriate funds for 2020 CIP: VMC Gate (\$35,000), Mason Courthouse Door Refinishing (\$18,000), Mason Fountain Replacement (\$40,000), and Mason Courthouse Swing Gates (\$5,000). Re-appropriate funds for 2021

CIP: HSB CMHA Renovations (\$200,000), Ingham County Family Center Fire Panel Assessment (\$8,000). Re-appropriate 2022 CIP Projects: CC Pretrial Services Officer Reconfiguration (\$65,569), CC Jury Assembly Room Improvements (\$75,000), VMC/GPB Parking Lot Replacement (\$175,000), VMC/Probate Carpet Replacement (\$30,000), FCHC RTU#4,#7,#9 Replacement (\$170,000), ICFC Domestic Hot Water Replacement (\$45,000), ICFC RTU MAU Replacements (\$210,650), BMS Tracer Summit Upgrade (\$60,000)

Juvenile Justice Millage  
(F264)

Change funding for the Family Court 2022 Imaging  
Re-appropriate funds for following CIP 2022 projects: Circuit Court Juvenile Parking Lot ICFC (\$330,000), CC Juvenile Parking Lot (\$225,000)

Jail Commissary Fund  
(F595)

Re-appropriate funds for the following projects for Circuit Court; Floor Key Card Access, Court Room Gates, and Main Interior Security Door (\$6,465). Re-appropriate funds for the following project for Jail; Kitchen Tray Conveyor Replacement (\$20,000).

Bldg. Authority Operating  
(F631)

Re-appropriate funds for the following projects at HSB; Replace Entrance Door (\$13,215) from CIP 2016, Concrete Repairs (\$20,074), Parking Lot Repairs (\$91,709), Door Replacement (\$21,685), New Blower Shaft (\$10,019), Drinking Fountain Replacement (\$5,975), Carpet Replacement (\$25,000), DHHS Carpet Replacement (\$214,350) from 2019 CIP. Re-appropriate funds from 2022 CIP projects: 22 HSB Server Liebert (\$31,450)

Innovation & Technology  
(F636)

Re-appropriate remaining funds for the following projects: Probate Court scanning project (\$121,268) approved by 2014 capital budget and Resolution 11-120 and Clerk imaging project (\$236,432) approved by the 2014 – 2017 CIP and Resolution 13-199. Re-appropriate unspent network funds for the following projects budgeted but not completed in 2022; Network Redesign (\$219,000), Microsoft Licensing (\$80,000), Maintenance (\$125,000), Consulting (\$130,000), and Wiring Project (\$20,000).

Drain Office  
(F639)

Re-appropriate remaining funds for the following projects:  
Computer Replacement (\$20,000), Drain Camera (\$20,000), Hydro  
Hoe (\$33,215), Overhead Garage Door (\$17,000), Community  
Security Cameras (\$16,000), Garage Walls (\$13,785) from 2020  
CIP. Tractor and Wheel Kit (\$24,000)

Mach./Equip. Revolving  
(F664)

Re-appropriate Circuit Court's imaging/scanning project  
(\$330,281), and E-filing software (\$10,000) from CIP 2014 and  
R18-190, courtroom tech replacements (\$10,923), and phonic ear  
(\$750) from 2017. Courtroom Technology Replacements  
(\$255,375), Document Management System (\$50,000), Projectors  
Jury Room (\$6,860) from 2019. Equalization's Software for  
Online Mapping (\$4,118) District Court's Backup Audio System  
(\$7,210) from 2019. FOC Scanner (\$7,500) from 2019. Probate  
Court E Filing Case (\$30,000), Courtroom Updates (\$48,160),  
2020 CIP Courtroom Gates (\$10,000), and Clerk's Electric  
Document System (\$30,000), To re-appropriate (\$44,798) for  
scanners Re-appropriate 2019 CIP: County Wide Fall Protection  
(\$25,000), Mason Courthouse Client Room Tables (\$8,000), and  
Veterans Affairs Transportation Vehicle (\$17,115). Re-appropriate  
2020 CIP Projects: VMC/GPB Tracer Upgrades (\$15,000), VMC  
Exterior Cameras (\$20,000), Re-appropriate 2021 CIP Projects:  
District Court Ballistic Vest (\$3,625), Re-appropriate 2022 CIP  
Projects: CC Pretrial Services Officer Reconfiguration (\$34,431),  
Drain Scanner (\$15,000), AC Security Cameras (\$42,460), 55<sup>th</sup> DC  
FTR Upgrade (\$19,565), HSB Server Liebert (\$5,550), Tractor  
Replacement VMC (\$3,521), 2 Tractors Replacement (\$4,299),  
Plow Salt Truck (\$28,600), Cube Truck HSB (\$6,000)