

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 SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, OCTOBER 16, 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 [October 2, 2023](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Interviews
 - a. Racial Equity Task Force
 - b. Capital Area District Library
 - c. Housing Commission
2. Environmental Affairs Commission – Resolution to Adopt [By-Laws](#) for the Ingham County Environmental Affairs Commission
3. Parks Department – Resolution to Amend the [City of Mason](#) Trails and Parks Millage Agreements
4. Health Department
 - a. Resolution to [Amend Resolution #23-376](#) to Access Additional Funding from the Michigan Department of Labor & Economic Opportunity
 - b. Resolution to Accept Council of State and Territorial Epidemiologists Disproportionately Affected [Populations Grant](#)
 - c. Resolution to Authorize the Acceptance of Contract Funds from [Mid-State Health Network](#)
 - d. Resolution to Accept Congressionally Directed Funding from the Health Resources and Services Administration Agency to Finance a Construction Project at [Forest Community Health Center](#)
 - e. Resolution to Accept the Michigan Department of Health and Human Services' FY 2024 Child and Adolescent Health Center Funds to Finance the Construction of the [East Lansing Community Health Center](#)
 - f. Resolution to Authorize the Use of Unspent Funds to Complete Renovation Project at the [Human Services Building](#)
 - g. Resolution to Convert a Temporary Project Specialist to 1.0 FTE Permanent [Project Specialist](#)

5. Board Referrals

- a. Request for Funding from the [Stockbridge Area Senior Center](#) Board of Directors
- b. Resolution #2023-19 from the [Tuscola County](#) Board of Commissioners Regarding the State of Michigan Sanitary Code

Announcements

Public Comment

Adjournment

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

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

HUMAN SERVICES COMMITTEE

October 2, 2023

Draft Minutes

Members Present: Morgan (Left at 7:19 p.m.), Ruest, Schafer, Trubac (Arrived at 6:32 p.m.), and Tennis.

Members Absent: Cahill (Virtual) and Pawar (Virtual).

Others Present: Commissioner Maiville, Jared Cypher, Scott Hendrickson, Phil Pavona, Darrick Miller, Michele Strasz, Virginia Rezmierski, Brian Friddle 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 September 18, 2023 Minutes

CHAIRPERSON TENNIS STATED, WITHOUT OBJECTION, THE MINUTES FROM THE SEPTEMBER 18, 2023 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED.

Absent: Commissioners Cahill, Trubac, and Pawar.

Additions to the Agenda

Substitute

4. Veterans Affairs Office
 - b. Resolution to Accept the 2024 County Veteran Service Fund Grant

Additional Materials Provided

3. United Way of South Central Michigan – ALICE Report (*Presentation*)

Limited Public Comment

None.

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

4. Veterans Affairs
 - a. Resolution to Authorize Acceptance of the 2024 County Veteran Service Fund Grant on Behalf of Clinton County
 - b. Resolution to Accept the 2024 County Veteran Service Fund Grant

5. Health Department
 - a. Resolution to Eliminate a .50 Public Health Nurse Position and Create a 1.0 Health Department Accountant Position
 - b. Resolution to Accept FY 2024 COVID-19 Vaccination Funding from the Health Resources and Services Administration Agency
 - c. Resolution to Amend the Nextgen Healthcare Information Systems Agreement
 - d. Resolution to Authorize an Agreement with Michigan Primary Care Association
 - e. Resolution to Authorize a Data Sharing Agreement for the Creation of a Bi-Directional Interface between Community Mental Health of Clinton, Eaton, and Ingham Counties and Ingham County Health Department's Electronic Health Record Software Systems
 - f. Resolution to Renew an Agreement with Robin Turner to Provide Facilitation and Outreach Services to the East Lansing Community Health Center's Community Advisory Committee
 - g. Resolution to Renew the Provider Agreement with Ingham Health Plan Corporation

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Cahill, Trubac, and Pawar.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Cahill, Trubac, and Pawar.

1. Opioid Litigation Panel – Interviews

Commissioner Trubac arrived at 6:32 p.m.

Darrick Miller interviewed for the Opioid Litigation Panel.

Phil Pavona interviewed for the Opioid Litigation Panel.

2. Stockbridge Community Schools – American Rescue Plan of 2021 Contract Update

Brian Friddle, Stockbridge Community Schools Superintendent, stated that several years ago, they had asked for funding to support a Registered Nurse (RN) and a Social Worker, and they wished to discuss the successes and positive impact seen so far. Friddle further stated it took about six months to find the right Registered Nurse, but they were confident in the choice.

Friddle stated Jennifer Matthews, Stockbridge Community Schools RN, created a testing program for the community that was available during holiday breaks and available on-demand. Friddle further stated that vaccine clinics for COVID-19 and the Flu had been established and that they also offered responsive service, including diabetic needs, EpiPen needs and dislocations or injuries.

Friddle stated that the funding for the RN had allowed the Administrator and Administrative Assistant to return to their main duties. Friddle further stated that they could now offer medical

plans for families that were created by someone who really knew about it and medical trainings for staff and community members were also available.

Friddle further provided a list of Matthews duties and how their position had relieved burdens for multiple staff members across the district and added value to the district. Friddle further stated Matthews had written several grants to bring trainings in and they were just recognized as a My Heart Safe School as a result of their work.

Friddle stated that the Kate Fox, Stockbridge Community Schools Social Worker, was a mom in the community and focused on depression, anxiety, self-harm and, lately, the big focus had been on disruptive behavior. Friddle further stated that having her as a resource had been incredible and they wished to thank the Commissioners for their investment.

Friddle stated that the Commissioners were one of the first to invest in something that would be much bigger in Stockbridge, as they had applied and been awarded additional grant funding to build a Health Center in town and they hope to build it next year. Friddle further stated that having this much support in the community had been amazing and it had been very easy for other organizations to come in and support them as well.

Friddle stated that they converted an old classroom into a health station with the funding provided by the Commissioners. Friddle further stated that they would send information about ground breakings, ribbon cuttings and more for the new Health Center.

Friddle stated that the next steps were to get the blueprints and break ground, which they estimated that would take five months to build it out and open up the facility. Friddle further stated that because of the Board of Commissioners, two of the staff members will already be there on day one.

Friddle provided an overview on the number of other supportive people, including multiple members of Congress and Senate, that had contributed funding and ideas for the programs offered. Friddle further explained that this was how education should be staffed, with professional health individuals.

Commissioner Morgan disclosed that they worked as the Press Secretary for the Michigan Education Association and that, while they were not on the Board of Commissioners when the money was allocated, they would make the disclosure if it were to come up again. Commissioner Morgan stated the quality of the education was dependent on the quality of the staff and it was a people environment that attracting a retaining qualified educators or staff was the number one thing to be done to have a strong school district.

Commissioner Morgan commended Friddle and stated that they were very glad that the grant was being put to good use in the school district and the community. Commissioner Morgan further thanked Friddle for their great work.

Friddle stated it was the employees who were doing the awesome work and Friddle was lucky to have them.

Virginia Rezmierski, Ingham County resident, stated that the school district had been without a RN for 15 years and they were feeling hopeless. Rezmierski further stated the Commissioners infused hope into that system with the funding provided and explained that it was a totally different environment after the investments.

Commissioner Pawar thanked the presenters for the update on the Stockbridge grant and further commended the Board of Commissioners for allocating the funding to them at that time to allow these funds to be available.

Commissioner Schafer spoke on behalf of Randy Schafer, former County Commissioner, and his work to ensure that this money was allocated. Commissioner Schafer stated they believed former Commissioner Schafer would have been very proud of this.

Chairperson Tennis also gave credit to former Commissioner Schafer for making this happen.

3. United Way of South Central Michigan – ALICE Report (*Presentation*)

Commissioner Morgan left at 7:19 p.m.

Michele Strasz, Capital Area United Way of South Central Michigan Director of Community Impact, presented an overview on the ALICE Report, which was included in the packet.

Chairperson Tennis stated that they appreciated the information provided and to see how the COVID-19 pandemic support had impacted families in Ingham County. He further stated that the Human Services Committee thanked Strasz for the report.

Announcements

Commissioner Cahill stated that the Tri-County Office on Aging dinner was on November 18, 2023 at 6:00 p.m. at the Kellogg Center.

Public Comment

Rezmierski stated that the Stockbridge Schools served students from ten zip codes and six townships, three of which were in Ingham County, and there were approximately 5,000 seniors in the area. Rezmierski further stated there was a new organization called the Stockbridge Area Senior Center that was built to serve all of the seniors for those six townships.

Rezmierski stated there was a new proposal that would be coming to the Board of Commissioners, and they believed it would be on the agenda in two weeks. Rezmierski further stated they would be in attendance again in two weeks to discuss the proposal.

Adjournment

The meeting was adjourned at 7:33 p.m.

OCTOBER 16, 2023 HUMAN SERVICES AGENDA

STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

2. Environmental Affairs Commission – *Resolution to Adopt By-Laws for the Ingham County Environmental Affairs Commission*

This resolution adopts by-laws for the Environmental Affairs Commission. The by-laws will provide a structured framework for the Environmental Affairs Commission's operations, further define its scope of work, promote transparency and accountability, and ensure compliance with legal requirements. The by-laws will serve as a tool for the Environmental Affairs Commission to further understand and pursue its goals and objectives.

3. Parks Department – *Resolution to Amend the City of Mason Trails and Parks Millage Agreements*

This resolution authorizes an amendment to agreements TR095 - Jefferson Trailhead/Cemetery/Community Garden, TR110 - Columbia Street Bridge – Protected Walkway Construction, and TR103 - Hayhoe Riverwalk Trail – Evaluation and Repair to reallocate \$128,200 from TR103 to TR095, and to reallocate \$55,000 from TR103 to TR110 to cover the shortages for these projects.

4. Health Department

a. *Resolution to Amend Resolution #23-376 to Access Additional Funding from the Michigan Department of Labor & Economic Opportunity*

This resolution amends Resolution #23-376 with the Michigan Department of Labor & Economic Opportunity (MDLEO) by increasing the funding by \$65,000, effective October 1, 2023 through September 2024, increasing the total amount to not to exceed \$697,000. ICHD's CHCs have an agreement in place with MDLEO for Refugee Health Screenings and transportation services. The purpose of additional funding is to support medical care coordination for refugees.

b. *Resolution to Accept Council of State and Territorial Epidemiologists Disproportionately Affected Populations Grant*

This resolution accepts funding from the Council of State and Territorial Epidemiologists (CSTE) effective August 8, 2023 through June 30, 2024 in an amount not to exceed \$67,460. Funding from CSTE will support the development of, and participation in, a pilot for an online training to improve data collection during interviews with patients who have reportable diseases.

c. *Resolution to Authorize the Acceptance of Contract Funds from Mid-State Health Network*

This resolution authorizes accepting \$235,303 in funding from Mid-State Health Network (MSHN) and to enter into contracts for Substance Use Disorder (SUD) Prevention services totaling \$123,964, and for SUD Treatment services totaling \$111,339, effective October 1, 2023 through September 30, 2024.

d. *Resolution to Accept Congressionally Directed Funding from the Health Resources and Services Administration Agency to Finance a Construction Project at Forest Community Health Center*

This resolution accepts \$620,000 of congressionally directed funding from the Health Resources and Services Administration (HRSA), effective September 30, 2023 through September 29, 2026. These funds will be used to finance a construction project at Forest CHC. The construction project will comprise of converting to private dental operatories, installing protective glass in the Dental Center reception area, enclosing the Main reception area along with badge reader access, and installing a modernized monument with digital features and lighting.

- e. *Resolution to Accept the Michigan Department of Health and Human Services' FY 2024 Child and Adolescent Health Center Funds to Finance the Construction of the East Lansing Community Health Center*

This resolution accepts a funding award from the Michigan Department of Health and Human Services' (MDHHS) Child and Adolescent Health Center (CAHC) program, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731. These funds will be used to finance the construction of ICHD's East Lansing CHC within East Lansing High School.

- f. *Resolution to Authorize the Use of Unspent Funds to Complete Renovation Project at the Human Services Building*

This resolution authorizes using funds from the General Fund to complete the HSB renovation project effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$38,000.

- g. *Resolution to Convert a Temporary Project Specialist to 1.0 FTE Permanent Project Specialist*

This resolution converts a temporary, part-time Project Specialist Community Action Network (CAN) position #601534, into a permanent 1.0 FTE Project Specialist with benefits, effective upon approval in an amount not to exceed \$76,650.68. This position is currently a temporary position which has remained vacant for several years and, after an operational assessment, can be repurposed. The Project Specialist/CAN Coordinator role is essential to ICHD's Maternal and Child Health (MCH) Division operations and ensures that the Infant Mortality Coalition is successful and sustainable. The financial impact for converting this position to a 1.0 FTE Project Specialist position will be \$76,650.68. All costs for this agreement will be covered by the Strong Start Healthy Start grant H4924118.

OTHER ITEMS:

1. Interviews
- a. *Racial Equity Task Force*
 - b. *Capital Area District Library*
 - c. *Housing Commission*

Agenda Item 2

To: Human Services Committee

From: Morgan Feldpausch, Environmental Sustainability Manager

Date: October 2, 2023

Subject: By-Laws for the Ingham County Environmental Affairs Commission
For the meeting agenda of October 16

BACKGROUND

The Ingham County Environmental Affairs Commission has developed by-laws and recommends their adoption by the Ingham County Board of Commissioners through the attached resolution. The by-laws will provide a structured framework for the Environmental Affairs Commission's operations, further define its scope of work, promote transparency and accountability, and ensure compliance with legal requirements. The by-laws will serve as a tool for the Environmental Affairs Commission to further understand and pursue its goals and objectives.

ALTERNATIVES

N/A

FINANCIAL IMPACT

N/A

OTHER CONSIDERATIONS

The Ingham County Environmental Affairs Commission is an advisory board that was reestablished by the Ingham County Board of Commissioners in 2021. The initial purpose of the commission, examining and making environmental improvement recommendations regarding County-owned and maintained properties, was expanded to include making recommendations regarding countywide initiatives to promote sustainability and reduce greenhouse gas emissions.

RECOMMENDATION

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

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT BY-LAWS FOR THE INGHAM COUNTY
ENVIRONMENTAL AFFAIRS COMMISSION**

WHEREAS, a long-term objective of Ingham County's strategic plan is promoting environmental protection, smart growth, and conservation; and

WHEREAS, the Ingham County Board of Commissioners has recognized the reduction of greenhouse gas emissions and the implementation of renewable energy for county operations as a top priority; and

WHEREAS, Ingham County has, pursuant to Resolution #21-195, reestablished the Ingham County Environmental Affairs Commission to make recommendations to the Board of Commissioners on the implementation of programming designed to reduce energy usage and other countywide initiatives to promote sustainability and reduce greenhouse gas emissions; and

WHEREAS, the Environmental Affairs Commission has developed proposed By-Laws and is recommending their adoption by the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the By-Laws of the Ingham County Environmental Affairs Commission.

BE IT FURTHER RESOLVED, that the By-Laws, as referenced herein and attached, shall become effective immediately upon adoption by the Board of Commissioners.

INGHAM COUNTY ENVIRONMENTAL AFFAIRS COMMISSION

BY-LAWS

ARTICLE I

NAME, MEMBERS, HOW SELECTED

Section I: Name: The official name of this entity shall be the Ingham County Environmental Affairs Commission (hereinafter referred to as the "Environmental Affairs Commission") as authorized by Resolution #21-195.

Section II: Membership: The membership of the Environmental Affairs Commission's composition shall be determined by the Board of Commissioners. Pursuant to Resolution #21-195, the Ingham County Board of Commissioners will appoint the individuals in accordance with the procedure set forth in the resolution.

Section III: Selection: The Ingham County Board of Commissioners shall select the members to sit on the Environmental Affairs Commission as required by the Board of Commissioners' resolution.

Section IV: Automatic Resignation: Members of the Environmental Affairs Commission, other than those members who are also members of the Ingham County Board of Commissioners, will automatically be deemed to have resigned their membership on the Environmental Affairs Commission if their absenteeism constitutes a violation of the County policy regarding attendance for advisory boards and commissions.

ARTICLE II

OFFICERS - TERM OF OFFICE, ELECTIONS, & DUTIES

Section I: The Officers of the Environmental Affairs Commission shall be the Chair, Vice-Chair, and Secretary.

Section II: Term of Office: Pursuant to Resolution #21-371, the term of office for the members shall be for three (3) calendar years expiring December 31.

Section III: Elections: Officers shall be elected by majority vote of the full Environmental Affairs Commission at the first regular meeting of each calendar year.

Section IV: Duties of the Chair: The Chair shall be responsible for preparing the agenda and presiding at the meetings. Upon approval of the Environmental Affairs Commission, the Chair will speak for the Environmental Affairs Commission and represent the Environmental Affairs Commission at meetings of official and community groups when appropriate to participate. The Chair shall maintain communication with the Board of Commissioners.

Section V: Duties of the Vice-Chair: The Vice-Chair shall assume the duties of the Chair in the Chair's absence or by delegation. The Vice-Chair is also responsible for overseeing the implementation of the By-Laws by Environmental Affairs Commission members.

Section VI: Duties of the Secretary: The Secretary shall ensure that minutes are prepared for the Environmental Affairs Commission, make sure copies are distributed to the members, and shall place one copy on file in the Controller's Office. The Secretary shall be responsible for ensuring that the Open Meetings Act, 1976 PA 267, as amended, is adhered to. The Secretary shall assume the duties of Vice-Chair in the absence thereof.

Section VII: Environmental Sustainability Manager: Appointed by the Controller's Office and supervised by the Deputy Controller/Administrator, the Environmental Sustainability Manager is an employee of Ingham County and shall:

1. Implement the general direction and policies of the Environmental Affairs Commission.
2. Not be a member of the Environmental Affairs Commission.
3. Abide by County Purchasing policies and procedures, and all other applicable County policies.
4. Conduct orientations with Environmental Affairs Commission appointees on County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as appropriate, per Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.
5. Perform duties provided in the Environmental Sustainability Manager's job description which may be amended from time to time.

ARTICLE III

ORGANIZATION - DUTIES AND RESPONSIBILITIES OF THE ENVIRONMENTAL AFFAIRS COMMISSION

Section I: Organizational Duties:

A. The Environmental Affairs Commission shall elect its officers and hold regular meetings as established hereunder.

B. Committees: The Environmental Affairs Commission is authorized and empowered to create standing committees (sub-committees and special committees) as it may determine from time to time to be in the best interests of the community, and to assign and delegate to such committees such duties and responsibilities as may be deemed appropriate. The Chair shall appoint all members to committees, sub-committees, and special committees, and remove any members at the Chair's discretion.

Section II: Duties: Pursuant to Resolution #21-195, the Environmental Affairs Commission shall make recommendations to the Board of Commissioners on the implementation of programming designed to reduce energy usage, to promote sustainability, to protect land, air, and water resources, and to reduce greenhouse gas emissions. The Environmental Affairs Commission shall recommend programs related to the operational reduction of energy usage, sustainability, biodiversity, and reduction of greenhouse gas emissions. The Environmental Affairs Commission shall ensure that related initiatives are guided by the principles of environmental justice, racial justice, equity, and just economic transitions. The voices and needs of those most impacted by climate change, including children, seniors, vulnerable individuals, Black, Indigenous, and People of Color (BIPOC) community members, and working families shall be duly considered and effectively centered. The Environmental Affairs Commission shall review the impact of carbon

neutrality on the existing energy infrastructure and the workers who support it and make recommendations to limit and reduce the negative impact on that workforce. The Environmental Affairs Commission shall inform the community and the Board of Commissioners of environmental and sustainability programs.

Section III: The Environmental Sustainability Manager serves as the primary staff liaison to the Environmental Affairs Commission. The Environmental Sustainability Manager advises and assists the Environmental Affairs Commission in its duties defined in Section II or that are consistent with the scope identified in Resolution #21-195. Environmental Affairs Commission members do not supervise or otherwise direct the Environmental Sustainability Manager, but are encouraged to make recommendations regarding environmental and sustainability initiatives. Such recommendations should be communicated to the Environmental Sustainability Manager via motion or resolution of the Environmental Affairs Commission. The Environmental Sustainability Manager will then determine which recommendations are appropriate and how to implement them in accordance with the County's policies and procedures.

Section IV: Environmental Affairs Commission Members may pursue recommendations for advocacy efforts that relate to the specific duties assigned to the Environmental Affairs Commission in Section II or that are consistent with the scope identified in Resolution #21-195. Such recommendations should be communicated to the Environmental Sustainability Manager or the Board of Commissioners via motion or resolution of the Environmental Affairs Commission. An individual member may be involved in advocacy efforts independent of the Environmental Affairs Commission, views and opinions do not necessarily reflect the views or positions of Ingham County. Individual members may only represent Ingham County in an advocacy capacity when formally authorized to do so by the Board of Commissioners.

ARTICLE IV

MEETINGS, REGULAR MEETINGS, & SPECIAL MEETINGS,

NOTICE AND SCHEDULE OF MEETINGS, QUORUM AND MINUTES

Section I: Meetings: The Environmental Affairs Commission shall meet at least once a month unless canceled in advance by the Chair of the Environmental Affairs Commission. The time and place of regularly scheduled meetings shall be determined at the first meeting in January, following the election of officers. A yearly calendar will be presented in February to the Environmental Affairs Commission and the Board of Commissioners.

Section II: Special Meetings: The Environmental Affairs Commission may meet in special meetings at the call of the: Environmental Sustainability Manager, Chair, or a majority of the Environmental Affairs Commission members—if they file a written request addressed to the Environmental Sustainability Manager at least twenty-four (24) hours in advance. The Environmental Sustainability Manager shall notify all Environmental Affairs Commission members as soon as possible of the special meeting. Public notice shall be given for all special meetings as required by the Open Meetings Act, 1976 PA 267 by the Environmental Sustainability Manager.

Section III: Order of Business: The agenda for Environmental Affairs Commission meetings shall be:

1. Call to Order
2. Approval of Previous Month's Minutes
3. Additions to the Agenda
4. Limited Public Comment (not to exceed three minutes)
5. Agenda and Discussion Items.

6. Announcements
7. Public Comment (not to exceed three minutes)
8. Adjournment

Section IV: All meetings of the Environmental Affairs Commission shall be open to the public as required by the Open Meetings Act, 1976 PA 267, excepting that closed sessions may be held for reasons provided for in the Open Meetings Act in accordance therewith.

Section V: Quorum: A quorum of the Environmental Affairs Commission shall consist of a majority of the members appointed by the Board of Commissioners. For the final passage of any measure, a majority of all of the appointed members shall be required.

Section VI: Minutes: The Environmental Affairs Commission shall cause minutes to be kept of each meeting and such minutes shall be kept on record at the Controller's office as required by the Open Meetings Act.

ARTICLE V

RULES AND ORDER OF BUSINESS AT MEETINGS

Section I: When not otherwise provided for by these By-Laws, Mason's Manual of Legislative Procedure shall govern the process and procedures of Environmental Affairs Commission meetings.

Section II: Environmental Affairs Commission members may abstain from voting with the approval of the Chair.

ARTICLE VI

AMENDMENTS TO BY-LAWS; SUSPENSION OF RULES

Section I: Amendments to By-Laws: The power to make, alter, amend, change, modify, and/or repeal By-Laws of the Environmental Affairs Commission is vested in 1.) the Environmental Affairs Commission, upon approval of the Ingham County Board of Commissioners and 2.) the Ingham County Board of Commissioners. No amendment by the Environmental Affairs Commission of all or any part of these By-Laws shall be considered or acted upon at any meeting unless the proposed change has been submitted to the entire Environmental Affairs Commission in writing not less than seven (7) days prior to the meeting at which the change is to be considered and acted upon. The affirmative vote of two-thirds (2/3) of the total Environmental Affairs Commission shall be necessary for the Environmental Affairs Commission to change, alter, modify, repeal, or amend all or any of these By-Laws contingent upon approval of the Board of Commissioners.

Section II: Suspension of Rules: The rules provided hereunder may be suspended at an Environmental Affairs Commission meeting by a vote of two-thirds (2/3) of the appointed members.

Section III: Effective Dates: These By-Laws shall take effect at the next regular meeting after adoption by the Board of Commissioners. Any amendment, change, modification or repeal of these By-Laws shall also take effect at the next regular meeting after such amendment, change, modification, or repeal of the same.

Section IV: If there is any conflict between a provision contained in these By-Laws and state law or Board of Commissioners resolution, then the state law or Board of Commissioners resolution shall supersede said provision or provisions.

Section V: The Environmental Affairs Commission shall adhere to County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as stated in Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.

Agenda Item 3

TO: Board of Commissioners County Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 3, 2023
SUBJECT: Amend the City of Mason Trails and Parks Millage Agreements
For the meeting agenda of October 16, 2023 Human Services and October 18, 2023 Finance

BACKGROUND

The City of Mason is requesting an amendment to project TR095 (Jefferson Trailhead/Cemetery/Community Garden), TR110 (Columbia Street Bridge – Protected Walkway Construction), and TR103 (Hayhoe Riverwalk Trail – Evaluation and Repair) to reallocate the unspent funds these projects to complete the projects.

ALTERNATIVES

The Park Commission considered this request at their September 11, 2023 meeting and recommended this approach. The alternatives would be to not authorize the reallocation.

FINANCIAL IMPACT

The City of Mason is requesting amendments to Agreements TR095, TR103, and TR110 to reallocate \$128,200 from TR103 to TR095, and to reallocate \$55,000 from TR103 to TR110 to cover the overages. The reallocation has no additional impact on the Trails and Parks Millage 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) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their September 11, 2023 meeting.

RECOMMENDATION

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



SENT VIA EMAIL

September 6, 2023

Ingham County
Attn: Tim Morgan, Parks Director
121 E. Maple Street, Suite 102
Mason, MI 48854
Email: TMorgan@ingham.org

Dear Mr. Morgan,

The City of Mason is requesting consideration of grant amendments as detailed in the attachments (Resolution 2023-38) to the following grant agreements:

- Jefferson Trailhead / Cemetery / Community Garden (CIP: 2020-P15/ TR095)
- Columbia Street Bridge- Protected Walkway Construction (CIP: 2021-P2/ TR110), and
- Hayhoe Riverwalk Trail – Evaluation and Repair (CIP: 2020-P3/ TR103)

These projects were recently bid out and due to the high bids received, the City is proposing to reduce the scope of Hayhoe Riverwalk Trail Repair and shift some of those funds to the other projects coming in over budget. This will allow progress on all three projects and completion of two, without any additional allocation by Ingham County.

The scope change to the Hayhoe Riverwalk Trail Repair will remove the Lee Austin Park trail relocation. That portion of the project is currently part of a larger Park Master Plan discussion with significant public engagement. Based on the results, it may change the goals for this area and the location of the trail. It would be appropriate to delay until the park plans have been finalized. The City of Mason hopes we will still be eligible to be considered for a future grant at this location if we apply.

The Mason City Council supports this amendment request and approved the attached Resolution 2023-38. Thank you for your consideration of these amendments and please let me know if you have any questions or concerns.

Sincerely,

Deborah S. Stuart
City Manager

Enclosures / Attachments:
City of Mason City Council Resolution No. 2023-38

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2023-38

**AUTHORIZING GRANT AMENDMENTS REQUESTS TO THE
INGHAM COUNTY REGIONAL TRAILS AND PARK MILLAGE GRANT AGREEMENTS**

September 5, 2023

WHEREAS, the City of Mason received funding for the following City Projects (“Projects”) from the Ingham County Trails and Parks Millage Fund for the purpose of regional recreational amenity maintenance:

- Jefferson Trailhead / Cemetery / Community Garden (CIP: 2020-P15/ TR095)
- Columbia Street Bridge- Protected Walkway Construction (CIP: 2021-P2/ TR110), and
- Hayhoe Riverwalk Trail – Evaluation and Repair (CIP: 2020-P3/ TR103); and

WHEREAS, the City executed grant agreement in October 2021 based on the probable costs outlined in Exhibit A; and

WHEREAS, the City received bids that varied from those probable costs that were in excess of the grant award and anticipated match; and

WHEREAS, the City, in an effort to be prudent with the grant award and continue with all projects, reduced the scope in project TR103 to remove the lower priority trail relocation related to Lee Austin Park with plans to apply for that portion in a future round; and

WHEREAS, the City believes reallocating grant and match funds from TR103 to projects TR095 and TR110 as outlined in Exhibit A to ensure all projects move forward without a grant increase request.

NOW, THEREFORE, BE IT RESOLVED THAT: the City Council hereby authorizes the City Manager to submit a grant amendment request to the Ingham County Trails and Parks Millage Fund as outlined in Exhibit A and commits to the following match for those projects:

- Hayhoe Riverwalk Trail – Rayner Bond Fund: \$14,962.50;
- Columbia Street Bridge- Protected Walkway- Major Street Fund: \$24,099.38;
- Jefferson Trailhead: Rayner Bond Fund: \$36,944.50, and

negotiate final terms of the grant amendments consistent with this resolution, if approved; and

BE IT FURTHER RESOLVED, the City Council hereby authorizes the budget amendments required to facilitate this project consistent with this resolution, if amended.

The foregoing Resolution was moved for adoption by Councilmember Clark and seconded by Councilmember Droscha and declared adopted by the following vote:

Yes (6) Clark, Droscha, Ferris, Preadmore, Schaffer, Whipple

No (0)

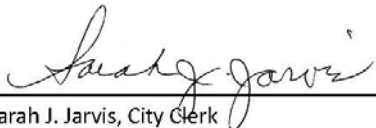
Absent (1) Vogel

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF INGHAM) ss
CITY OF MASON)

I, the undersigned, the duly qualified and acting Clerk of the City of Mason, County of Ingham, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Mason at a regularly scheduled meeting held on Monday, September 5, 2023, pursuant to the Michigan Open Meetings Act, the original of which is on file in my office as part of the Council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 6th day of September, 2023.



Sarah J. Jarvis, City Clerk
City of Mason, Ingham County, Michigan

Ingham County Grants Amendment Request

Grant Approved October 2021						
Project	Construction	Construction Engineering (no more than 15%)	Contingency (no more than 10%)	Total	County Grant	City Match
Jefferson Trailhead/Community Garden- (#TR095)	\$181,750.00	\$27,262.50	\$18,175.00	\$227,187.50	\$204,000.00	\$23,187.50
Columbia Street Bridge- Protected Walkway Construction (#TR110)	\$144,370.00	\$21,655.50	\$14,437.00	\$180,462.50	\$162,000.00	\$18,462.50
Hayhoe Riverwalk Trail- Repair (#TR103)	\$300,420.00	\$45,063.00	\$30,072.00	\$375,555.00	\$337,000.00	\$38,525.00
Total	\$626,540.00	\$93,981.00	\$62,684.00	\$783,205.00	\$703,000.00	\$80,175.00

Actual Cost/ Requested Amendment						
Project	Construction	Construction Engineering (no more than 15%)	Contingency (no more than 10%)	Total	County Grant	City Match
Jefferson Trailhead/Community Garden- (#TR095)	\$295,315.60	\$44,297.34	\$29,531.56	\$369,144.50	\$332,200.00	\$36,944.50
Columbia Street Bridge- Protected Walkway Construction (#TR110)	\$192,879.50	\$28,931.93	\$19,287.95	\$241,099.38	\$217,000.00	\$24,099.38
Hayhoe Riverwalk Trail- Repair (#TR103)	\$119,650.00	\$17,947.50	\$11,965.00	\$149,562.50	\$134,600.00	\$14,962.50
Total	\$607,845.10	\$91,176.77	\$60,784.51	\$759,806.38	\$683,800.00	\$76,006.37

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE CITY OF MASON
TRAILS AND PARKS MILLAGE AGREEMENTS**

WHEREAS, the City of Mason is requesting an amendment to agreements TR095 - Jefferson Trailhead/Cemetery/Community Garden, TR110 - Columbia Street Bridge – Protected Walkway Construction, and TR103 - Hayhoe Riverwalk Trail – Evaluation and Repair to transfer \$128,200 from TR103 to TR095, and to transfer \$55,000 from TR103 to TR110 to cover the shortages for these projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreements listed below with the City of Mason:

Contract Title	Project #	Current Contract Amount		Total Revised Contract Amount
Jefferson Trailhead/Cemetery/Community Garden	TR095	\$204,000	Transfer \$128,200 from TR103 to TR095	\$332,200
Columbia Street Bridge – Protected Walkway Construction	TR110	\$162,000	Transfer \$55,000 from TR103 to TR095	\$217,000
Hayhoe Riverwalk Trail – Evaluation and Repair	TR103	\$337,000		\$134,600

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$128,200 from line item 228-62800-967000-TR103 to line item 228-62800-967000-TR095.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$55,000 from line item 228-62800-967000-TR103 to line item 228-62800-967000-TR110.

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

TO: Board of Commissioners Human Services and Finance Committee
FROM: Adenike Shoyinka, MD, Medical Health Officer
DATE: September 22, 2023
SUBJECT: Authorization to Amend Resolution #23-376 to Accept Additional Funding from the Michigan Department of Labor & Economic Opportunity.
For the meeting agendas of October 16, 2023 October 18, 2023

BACKGROUND

Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to amend Resolution #23-376 with the Michigan Department of Labor & Economic Opportunity (MDLEO) by increasing the funding by \$65,000, effective October 1, 2023 through September 2024, in an amount not to exceed \$697,000. ICHD’s CHCs have an agreement in place with MDLEO for Refugee Health Screenings and transportation services. The purpose of additional funding is to support medical care coordination for refugees.

ALTERNATIVES

If we do not accept additional funding, ICHD’s CHCs will have to identify alternative ways to subsidize medical care coordination for refugees.

FINANCIAL IMPACT

MDLEO will provide a total funding amount not to exceed \$697,000 for fiscal year 2024.

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 authorization to amend Resolution #23-376 with the Michigan Department of Labor & Economic Opportunity (MDLEO) by increasing the funding by \$65,000, effective October 1, 2023 through September 2024, in an amount not to exceed \$697,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #23-376 TO ACCESS ADDITIONAL FUNDING FROM THE MICHIGAN DEPARTMENT OF LABOR & ECONOMIC OPPORTUNITY

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to amend Resolution #23-376 with the Michigan Department of Labor & Economic Opportunity (MDLEO) by increasing the funding by \$65,000, effective October 1, 2023 through September 2024, in an amount not to exceed \$697,000; and

WHEREAS, ICHHD's CHCs have an agreement in place with MDLEO for Refugee Health Screenings; and

WHEREAS, the purpose of additional funding is to support medical care coordination for refugees; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend amending Resolution #23-376 with the Michigan Department of Labor & Economic Opportunity, increasing the funding by \$65,000 to an amount not to exceed \$697,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #23-376 with the Michigan Department of Labor & Economic Opportunity, increasing the funding by \$65,000 to an amount not to exceed \$697,000.

BE IT FURTHER RESOLVED, that the funding period shall be October 1, 2023 through September 30, 2024.

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 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 4b

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: August 29, 2023
SUBJECT: Authorization to Accept Council of State and Territorial Epidemiologists Disproportionately Affected Populations Grant
For the Meeting Agendas of September 18 and September 20, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to accept funding from the Council of State and Territorial Epidemiologists (CSTE) effective August 8, 2023 through June 30, 2024 in an amount not to exceed \$67,460. Funding from CSTE will support the development of, and participation in, a pilot for an online training to improve data collection during interviews with patients who have reportable diseases. This training will be implemented to improve data collection for three disproportionately affected populations: people with disabilities, people experiencing homelessness, and people who use substances. The Medical Health Officer is authorized to submit the budget electronically, and tentatively electronically approve the Memorandum of Agreement.

ALTERNATIVES

Choosing not to participate in this online training will reduce ICHHD's ability to collect critical disease data for those with disabilities, for those who use substances and for those experiencing homelessness.

FINANCIAL IMPACT

This funding will need to be added to ICHHD's FY23-24 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, as well as A.1(d) Expand programming to identify and address the prevalence of STDs in the community, particularly HIV/AIDS.

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 a CSTE grant effective August 8, 2023 through June 30, 2024 in an amount not to exceed \$67,460.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT COUNCIL OF STATE AND TERRITORIAL EPIDEMIOLOGISTS
DISPROPORTIONATELY AFFECTED POPULATIONS GRANT**

WHEREAS, Ingham County Health Department (IChD) wishes to accept funding from the Council of State and Territorial Epidemiologists (CSTE), effective August 8, 2023 through June 30, 2024 in an amount not to exceed \$67,460; and

WHEREAS, funding from CSTE will support the development of and participation in an online pilot training geared to improve data collection during interviews with patients who have reportable diseases; and

WHEREAS, this training will be implemented to improve data collection for three disproportionately affected populations: people with disabilities, people experiencing homelessness, and people who use substances; and

WHEREAS, the Medical Health Officer is authorized to submit the budget electronically, and tentatively electronically approve the Memorandum of Agreement; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funding from CSTE effective August 8, 2023 through June 30, 2024 in an amount not to exceed \$67,460.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funding from CSTE, effective August 8, 2023 through June 30, 2024 in an amount not to exceed \$67,460.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the budget electronically, and tentatively electronically approve the Memorandum of Agreement.

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 authorized to sign any necessary contract documents and any budget amendments 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: September 22, 2023
SUBJECT: Authorization to Accept Funds and Enter Into Contracts from Mid-State Health Network
For the meeting dates of October 16, and October 18, 2022

BACKGROUND

Ingham County Health Department (ICHHD) wishes to accept \$235,303 in funding from Mid-State Health Network (MSHN), and wishes to enter into contracts for Substance Use Disorder (SUD) Prevention services and SUD Treatment services, effective October 1, 2023 through September 30, 2024. The FY24 MSHN SUD Prevention contract will total \$123,964 and will enable ICHHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI), Narcan training and distribution, and youth vaping and marijuana prevention and harm reduction efforts.

The FY24 MSHN SUD Treatment contract will total \$111,339 and will enable ICHHD to implement a robust Overdose Response System that department staff and community partners developed and piloted between 2020 and 2022 and began implementing in 2022-23. The FY24 MSHN SUD Treatment contract will also enable ICHHD to continue a Harm Reduction Community Education Campaign that was initially developed and launched in FY23.

ALTERNATIVES

ICHHD could choose not to accept the funding but would forfeit ongoing efforts to create greater awareness and improved efforts to address SUD.

FINANCIAL IMPACT

ICHHD's FY24 budget includes \$123,964 from the MSHN Prevention contract and \$111,339 from the MSHN Treatment contract.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County, specifically A.1.(w) Work to stem the epidemic of Opioid/Heroin related deaths and crime and overarching long-term objective of promoting accessible healthcare, and A.1(e) 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 \$235,303 in funding from MSHN and to enter into contracts for SUD Prevention services totaling \$123,964, and for SUD Treatment services totaling \$111,339, effective October 1, 2023 through September 30, 2024.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF CONTRACT FUNDS
FROM MID-STATE HEALTH NETWORK**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$235,303 in funding from Mid-State Health Network (MSHN), and wishes to enter into contracts for Substance Use Disorder (SUD) Prevention services and SUD Treatment services, effective October 1, 2023 through September 30, 2024; and

WHEREAS, the FY24 MSHN SUD Prevention contract will total \$123,964 and will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI), Narcan training and distribution, and youth vaping and marijuana prevention and harm reduction efforts; and

WHEREAS, the FY24 MSHN SUD Treatment contract will total \$111,339 and will enable ICHD to implement a robust Overdose Response System that department staff and community partners developed and piloted between 2020 and 2022 and began implementing in 2022-2023; and

WHEREAS, the FY24 MSHN SUD Treatment contract will also enable ICHD to continue a Harm Reduction Community Education Campaign that was initially developed and launched in FY23; and

WHEREAS, ICHD's FY24 budget includes \$123,964 from the MSHN Prevention contract and \$111,339 from the MSHN Treatment contract; and

WHEREAS, the Health Officer recommends that the Ingham county Board of Commissioners authorize accepting \$235,303 from MSHN and entering into contracts with MSHN for SUD Prevention services totaling \$123,964 and SUD Treatment services totaling \$111,339, effective October 1, 2023 through September 30, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$235,303 from MSHN and entering into contracts with MSHN for SUD Prevention services totaling \$123,964 and SUD Treatment services totaling \$111,339, effective October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Controller/Administrator authorized to make any necessary 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.

Agenda Item 4d

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: September 25, 2023
SUBJECT: Authorization to Accept Congressionally Directed Funding from the Health Resources and Services Administration Agency to Finance a Construction Project at Forest Community Health Center.

For the meeting agendas of October 16, and October 18, 2023

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept \$620,000 of congressionally directed funding from the Health Resources and Services Administration (HRSA), effective September 30, 2023 through September 29, 2026. These funds will be used to finance a construction project at Forest CHC. The construction project will comprise of converting to private dental operatories, installing protective glass in the Dental Center reception area, enclosing the Main reception area along with badge reader access, and installing a modernized monument with digital features and lighting.

ALTERNATIVES

If we do not accept these funds, we will not be able to move forward on the construction project.

FINANCIAL IMPACT

Congressionally directed funding for the term of September 30, 2023 through September 29, 2026 will be approximately \$620,000.

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 \$620,000 of congressionally directed funding from HRSA, effective September 30, 2023 through September 29, 2026 in an amount not to exceed \$620,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT CONGRESSIONALLY DIRECTED FUNDING FROM THE HEALTH RESOURCES AND SERVICES ADMINISTRATION AGENCY TO FINANCE A CONSTRUCTION PROJECT AT FOREST COMMUNITY HEALTH CENTER

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept \$620,000 of congressionally directed funding from the Health Resources and Services Administration (HRSA), effective September 30, 2023 through September 29, 2026; and

WHEREAS, the funds will be used to finance a construction project at Forest CHC; and

WHEREAS, the construction project will comprise of converting to private dental operatories, installing protective glass in the Dental Center reception area, enclosing the Main reception area along with badge reader access, and installing a new, modernized monument with digital features and lighting; and

WHEREAS, the congressionally directed funding for the term of September 30, 2023 through September 29, 2026 will be an amount not to exceed \$620,000; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting congressionally directed funding from HRSA to finance the construction project at Forest CHC effective September 30, 2023 through September 29, 2026 in an amount not to exceed \$620,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting congressionally directed funding from the HRSA to finance the construction project at Forest CHC effective September 30, 2023 through September 29, 2026 in an amount not to exceed \$620,000.

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 Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the county after approval as to form by the County Attorney.

Agenda Item 4e

TO: Board of Commissioners Human Services and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: September 20, 2023
SUBJECT: Authorization to Accept the Michigan Department of Health and Human Services' FY 2024 Child and Adolescent Health Center Funds to Finance the Construction of the East Lansing Community Health Center.

For the Meeting Agendas of October 16 and October 18, 2023

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept a funding award from the Michigan Department of Health and Human Services' (MDHHS) Child and Adolescent Health Center (CAHC) program, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731. These funds will be used to finance the construction of ICHD's East Lansing CHC within East Lansing High School.

ALTERNATIVES

If we do not accept these funds, we will not be able to finance the construction of the East Lansing Community Health Center.

FINANCIAL IMPACT

MDHHS' CAHC construction funding will be effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731.

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 funding award from the MDHHS for the CAHC program, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES' FY 2024 CHILD AND ADOLESCENT HEALTH CENTER FUNDS TO FINANCE THE CONSTRUCTION OF THE EAST LANSING COMMUNITY HEALTH CENTER

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept the funding award from the Michigan Department of Health and Human Services' (MDHHS) Child and Adolescent Health Center (CAHC) program, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731; and

WHEREAS, these funds will be used to finance the construction of ICHD's East Lansing CHC within East Lansing High School; and

WHEREAS, MDHHS' CAHC funding award will be effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting a funding award from MDHHS' CAHC program to finance the construction of ICHD's East Lansing CHC, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting a funding award from the MDHHS' CAHC program to finance the construction of ICHD's East Lansing CHC, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$283,731.

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 Board of Commissioners is hereby authorized to sign the necessary 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, MPH, Medical Health Officer

DATE: September 26, 2023

SUBJECT: Authorization to Use Unspent Funding from Ingham County’s General Fund to Complete Renovation Project at the Human Services Building

For the Meeting Agendas of October 16, 2023 and October 18, 2023

BACKGROUND

Ingham County Health Department (ICHHD) wishes to use \$38,000 in funding from Ingham County’s General Fund balance to complete a renovation project at the Human Services Building (HSB) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$38,000. ICHHD began a renovation project in 2022 at the HSB. As only a portion of this funding was allocated for the project in FY22, the remaining \$38,000 was added back to the General Fund Balance. ICHHD wishes to use the \$38,000 of unused funding, to complete the renovation project at HSB.

ALTERNATIVES

Choosing not to enter into this agreement would result in ICHHD not completing their facility renovation project.

FINANCIAL IMPACT

The balance of the renovation project will not exceed \$38,000, which will be funded by Ingham County’s General Fund.

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 using unspent funds from Ingham County’s General Fund Balance to complete the HSB Renovation project effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$38,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE USE OF UNSPENT FUNDS TO COMPLETE
RENOVATION PROJECT AT THE HUMAN SERVICES BUILDING**

WHEREAS, Ingham County Health Department (ICHD) wishes to use \$38,000 in funding from Ingham County's General Fund balance to complete a renovation project at the Human Services Building (HSB) effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$38,000; and

WHEREAS, ICHD started a renovation project in 2022 at the HSB; and

WHEREAS, as only a portion of this funding was allocated for the project in FY22, the remaining \$38,000 was added to Ingham County's General Fund Balance; and

WHEREAS, ICHD wishes to use \$38,000 from Ingham County's General Fund balance to complete the renovation project at the HSB; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize using unspent funds from Ingham County's General Fund balance for the HSB Renovation Project, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$38,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes using unspent funds from Ingham County's General Fund balance for the HSB Renovation Project, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$38,000.

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

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

Agenda Item 4g

TO: Board of Commissioners Human Services, County Services, and Finance Committees
FROM: Adenike Shoyinka, MD, MPH, Medical Health Officer
DATE: August 28, 2023
SUBJECT: Authorization to Convert a Temporary Project Specialist position to a Permanent 1.0 FTE Project Specialist
For the Meeting Agendas of October 31, November 1, and November 2, 2022.

BACKGROUND

Ingham County Health Department (ICHHD) wishes to convert a temporary, part-time Project Specialist Community Action Network (CAN) position #601534, into a permanent 1.0 FTE Project Specialist with benefits, effective upon approval in an amount not to exceed \$76,650.68. This position is currently a temporary position which has remained vacant for several years and, after an operational assessment, can be repurposed. The Project Specialist/CAN Coordinator role is essential to ICHHD’s Maternal and Child Health (MCH) Division operations and ensures that our Infant Mortality Coalition is successful and sustainable. This conversion will also allow health department staff to propose and implement projects that can lead to healthier birth outcomes and lower infant mortality rates across the county. Without this conversion, the temporary position is not sustainable and causes delays in operations when needing to turnover staffing after each six month contract term. Converting this position to full-time will improve recruitment and retention of an incumbent, will allow extra capacity and staffing hours to further develop the Infant Mortality Coalition, and will provide coordination for the Fetal Infant Mortality Review program.

ALTERNATIVES

Choosing not to convert this position could jeopardize ICHHD’s continuing efforts to ensure best practices and the highest standards of care.

FINANCIAL IMPACT

The financial impact for converting this position to a 1.0 FTE Project Specialist position will be \$76,650.68. All costs for this agreement will be covered by the Strong Start Healthy Start grant H4924118.

FY2023
ICEA CO Prof Grade 5/ Step 5
1 FTE

Salary	\$60,395	29.04 Hourly Rate
Unemployment	302	
FICA	4,620	
Health Insurance	21,879	
Dental Insurance	936	
Vision Insurance	134	
Retiree Chargeback	3,585	
Retiree Trust	2,718	
Separation Buyout	1,208	
Retirement	18,445	

Retirement – hybrid	604	
Worker’s Comp	296	
Disability	79	
Life	120	
Total Fringe	54,925	26.41 Fringe Rate
Total Salaries and Fringe	115,319	

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize converting a temporary, part-time Project Specialist Community Action Network (CAN) position #601534, to a 1.0 FTE Project Specialist Position, effective upon approval in an amount not to exceed \$76,650.68.

TO: Sally Meyer, Maternal and Child Health Division Director

FROM: Beth Bliesener, Human Resources Generalist – Employment Specialist
Joan Clous, Human Resources Generalist – Labor Relations Specialist

DATE: 10-2-2023

RE: Memo of Analysis converting a temporary position into a full-time position

Human Resources can confirm the following information:

1. The Health Department would like to convert a temporary Project Specialist, Community Action Network Coordinator position to a full-time position with an established job description. The Health Department and HR have reviewed the job description and it is still accurate of the duties that need to be performed. The job description will remain an ICEA County Pro 05.

I have sent the ICEA County Pro chair notice and they support. I have attached the Unions response.

Please use this memo as acknowledgement of Human Resources' participation. You are now ready to complete the final step in the process: contact Budgeting, write a memo of explanation and prepare a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).

From: [Desiree Cook](#)
To: [Elisabeth Bliesener](#)
Subject: RE: Converting a position
Date: Monday, October 2, 2023 1:09:34 PM

Beth,

We do, thank you.

Desiree

From: Elisabeth Bliesener <EBliesener@ingham.org>
Sent: Monday, October 2, 2023 1:00 PM
To: Desiree Cook <DCook@ingham.org>
Cc: Joan Clous <JClous@ingham.org>
Subject: Converting a position

Hi Desiree,

The Health Department would like to convert the temporary Project Specialist, Community Action Network Coordinator position (vacant currently) to a full-time, permanent role with the same existing job description that was already established. Does the Union support this?

Thanks,
Beth

INGHAM COUNTY JOB DESCRIPTION

Project Specialist, Community Action Network (CAN)

General Summary:

Under the supervision of the Healthy Start Supervisor, the Project Specialist, Community Action Network, will coordinate the relationship and activities of the Community Action Network. Plans, organizes, coordinates and completes special projects, as assigned, for the Strong Start. Healthy Start Grant. Will collaborate with community members, neighborhood organizations, providers and other key stakeholders to improve partnerships and achieve collective impact in order to eliminate infant mortality disparities in Ingham County.

Essential Functions:

1. Identifies and recruits Strong Start. Healthy Start participants to participate as active decision makers in the Community Action Network.
2. Cultivates community relationships with units of government, neighborhoods, community foundations, faith based organizations, community agencies and area businesses. Convenes community stakeholders around issues and needs of Strong Start. Healthy start participants and infant mortality.
3. Plans and implements monthly Community Action Network meetings to inform and encourage dialogue on issues significant to improving perinatal system coordination, including Fetal Infant Mortality Review (FIMR) findings and recommendations.
4. Works with staff to implement, evaluate and report on project activities. Assists with training and technical support to implement and complete project activities.
5. Collects and analyzes project data. Creates and distributes reports, graphs, and charts. Maintains project records and files.
6. Develops project-related materials that are culturally appropriate and at the appropriate literacy level of the intended audience. Creates e-bulletins and provides updates to the Community Action Network Facebook page and Healthy Start website.
7. Ensures compliance and attainment of project goals and objectives in a timely manner. Reviews and implements project assessment tools.
8. Tracks status for and completion of special projects and the contract management process.
9. Prepares written reports, minutes, memos, agendas and other project-related correspondence for internal and external distribution.
10. Attends and coordinates internal and external meetings and community events. Includes scheduling of meetings, preparing agendas, securing meeting location, and securing speakers.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.

- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: A minimum of a Bachelor's Degree in Public Administration, Human Services, Business Administration or related field is required.

Experience: A minimum of one year experience in community building or working with community based agencies is required

Other Requirements:

▪

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in both an indoor and outdoor environment. While indoors, there is no planned exposure to notable lights, noises, odors, temperatures or weather conditions. While outdoors, exposure to lights, noises, odors, temperatures or weather conditions cannot be controlled and may be extreme.
2. This position is exposed to communicable diseases, blood, other body fluids, etc.
3. This position is exposed to individuals in crisis. These individuals may suffer from mental or emotional illness, have violent tendencies or be unconcerned with their personal safety and hygiene.
4. This position is required to travel for meetings and appointments. Some appointments may be held at personal residences where levels of cleanliness and safety vary.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, lift, carry, push, pull, reach, grasp, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require continuous stamina in sitting, standing, climbing, typing and enduring repetitive movements of the wrists, hand or fingers.
- This position's physical requirements require little to no stamina in all other physical requirements listed above.
- This position performs medium work requiring the ability to exert between 20-50 pounds of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to read fine detail and writing and numbering of documents and case files.

- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

***ICEA PRO 05
September 2014***

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONVERT A TEMPORARY PROJECT SPECIALIST TO
1.0 FTE PERMANENT PROJECT SPECIALIST**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert a temporary, part-time Project Specialist Community Action Network (CAN) position #601534, into a permanent 1.0 FTE Project Specialist with benefits, effective upon approval; and

WHEREAS, this position is currently a temporary position which has remained vacant for several years and, after an operational assessment, can be repurposed; and

WHEREAS, the Project Specialist/CAN Coordinator role is essential to ICHD's Maternal and Child Health (MCH) Division operations and ensures that our Infant Mortality Coalition is successful and sustainable; and

WHEREAS, this conversion will also allow ICHD's staff to propose and implement projects that can lead to healthier birth outcomes and lower infant mortality rates across the county; and

WHEREAS, without this conversion, the temporary position is not sustainable and causes delays in operations when needing to turnover staffing after each six month contract term; and

WHEREAS, converting this position to full-time will improve recruitment and retention of an incumbent, will allow extra capacity and staffing hours to further develop the Infant Mortality Coalition, and will provide coordination for the Fetal Infant Mortality Review program; and

WHEREAS, the financial impact for converting this position to a 1.0 FTE Project Specialist position will be \$76,650.68; and

WHEREAS, the cost increase will be charged to the Strong Start Healthy Start grant H4924118; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that Ingham County Board of Commissioners authorize converting a temporary, part-time Project Specialist position #601534, into a permanent 1.0 FTE Project Specialist with benefits, effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes converting a temporary, part-time Project Specialist position #601534, into a permanent 1.0 FTE Project Specialist with benefits, effective upon approval.

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

Memorandum

To: Becky Bennett for Members of the Ingham County Board of Commissioners
Cc. Jared Cypher
Date: September 6, 2023
Subject: Request for Funding
From: Stockbridge Area Senior Center Board of Directors
Heather Armstrong, President of the Board

Attached, please find a two-page request for funding, a brief background of the Stockbridge Area Senior Center, the achievements thus far, a statement of the funding requested and how it will be used and one addendum.

We are happy to respond to any questions you may have about this request.

Please feel free to contact:
Heather Armstrong-President
Stockbridge Area Senior Center Board of Directors
Stockbridge Village Clerk
Heather.Armstrong109@gmail.com
c 734-260-1579

Virginia Rezmierski, Ph.D.
Retired Professor, School Public Policy, University of Michigan
Volunteer-Community Organizer and Facilitator
Board Member-Stockbridge Area Senior Center Board of Directors
ver@umich.edu
734-971-6221

REQUEST

The Stockbridge Area Senior Center (SASC) Board of Directors requests funding from the 2023 distribution of the Ingham County Elder Persons Services Millage to support the Center’s work, planning, coordinating, evaluating, and providing activities and services to persons over the age of 60 years in the Stockbridge Service Area. The proposal also requests that the Stockbridge Area Senior Center be approved to receive similar funding as part of the annual distribution of the Ingham County Elder Persons Services Millage in future years.

This request is made specifically to stabilize the core expenditures of the new Stockbridge Area Senior Center—a) the personnel costs of a small part-time staff and, b) the essential non-personnel costs—the legal, health, safety and best practice requirements for operating the Center. Program costs for classes, speakers, social events, daily exercise, arts and craft activities, musical events, games, information services, and recreational activities will be supported through membership fees, corporate and individual donations, community in-kind contributions, volunteer leadership and support, and annual fundraisers.

The Board is committed to growing volunteer leadership, community awareness and support, and SASC membership rather than building a large professional staff. It is also committed to operating at a high professional standard using evidence-based evaluation and goal-based programming for its operations towards financial sustainability. Its primary goal is to provide senior persons access to free or low-cost activities and services to meet social, mental, nutritional, educational and health needs of area seniors.

BACKGROUND

In 2019 a Stockbridge community team (FOCL)-Faith and Other Community Leaders, was formed to identify needed priority services to make Stockbridge a healthier community. Four priorities were identified, among them, “Providing Access to Services and Activities for Seniors.” The Stockbridge service area is larger than the Stockbridge Village. It includes a population of approximately 18,000 residents, (latest US Census.) Within that area are approximately 3,500-5,000 seniors over 60 years of age. Given the location (rural), the population-density (low), the poverty level (approximately 24%), and the size of this aging population (5,000) the services that a senior center provides are enormously important to the mental and physical wellness of the residents. Additionally, in 2021 the US Human Resource and Services Administration (HRSA) designated this area, “mental health and medically underserved.” In 2020, M. Owen-then director of the Tri-County Agency on Aging, indicated that only 184 people in this area received special senior services from the agency beyond “Meals-On-Wheels”. She stated the need for, and desire for, the agency to serve many more seniors in this rural area.

The Stockbridge Area Senior Center (SASC) was established in 2021 through the cooperation of the Stockbridge Township-providing space and renovation of a building, the Chelsea Senior Center-acting as fiduciary agent, and the Michigan Health Endowment Fund-through a generous two-year grant for staffing and equipping the Center. The Center opened to members in 2022. SASC provides much needed, perhaps even critical, services to residents of six Michigan townships—Stockbridge, White Oak, Bunkerhill, Henrietta, Waterloo and Unadilla. These townships are within 5-9 miles of the SASC and are the rural extensions and intersection of low population-density and low-income areas of the Ingham, Jackson, Livingston and Washtenaw counties. Being in 4 counties, the area is often overlooked during funding allocations.

CURRENT STATUS AND ACHIEVEMENTS

Getting a Senior Center started is one goal. However, creating the financial foundation for a sustainable organization is even more important. With help from the Chelsea Senior Center administrators and

Request to Ingham County Board of Commissioners; 9/6/23;

others, the SASC has survived its start-up bumps and the COVID pandemic and is now on the path to being its own 501c3 and a tremendous and thriving asset to the Stockbridge Service Area and community. The SASC has:

- 1) surpassed its first-year membership goal of 50. As of July, 2023 membership was nearing 120;
- 2) identified and worked out its first-year leadership issues and survived COVID’s effects on programs. With help, the SASC Board members have learned how to best serve the organization, leadership has grown, and the distinction between administration and Board leadership has been clarified;
- 3) established and is adhering to a sound organizational structure-supporting programs, budget, and strategic planning; By-Laws, policies, procedures and an employee handbook have been adopted and are guiding Center operations and personnel.
- 4) surpassed first year projected goals for programs and services. There are now weekly exercise and arts classes and monthly musical and educational events though, as yet, the Center is only open 9:00-2:00 three days and 1 evening per week; Wellness testing is also provided.
- 5) addressed its need for programming space. Stockbridge Township generously renovated and leased space for the program—recently leasing even more activity space as the program grows.

It is amazing what has been accomplished through collaboration, partnership and hard work in such a short and tumultuous time. The Board is applying to the Board of Commissioners for funding from the Ingham County Elder Persons Service Millage to help the SASC continue to thrive, serve the growing number of area seniors, respond to demand for more days per week of programs, and obtain financial stability and sustainability.

REQUEST

The growing and successful SASC needs to continue to build its capacity to serve this area’s senior population and be self-sustainable. The SASC Board requests funding in the amount of \$87,464 to stabilize the core expenditures of the Center—essential personnel and non-personnel costs to operate the Center. The request is delineated below.

POSITION	HRS/WK	RATE/HR	BENEFITS	AMOUNT/YR.
<u>PERSONNEL</u>				
1. DIRECTOR	36	\$20/hr.	@25%	\$34,560
		(\$720/wk.; \$2,880/mo.);	\$8,640	\$43,200
2. MEAL/SITE COORDINATOR	20 hrs./wk.			
	(10 hrs.@)	\$18/hr.;	None	
		\$180/wk.; \$720/mo.;		\$ 8,640
	(10 hrs. @ \$3/hr. paid by TCOA.)	None		
3. BOOKKEEPER	15 hrs./mo.	\$20	None	\$ 3,600
4. ADMIN.ASSISTANT	16/wk.	\$18		
		\$288/wk.; \$1,152/mo.;	None	\$13,824
<u>NON-PERSONNEL</u>				
5. ANNUAL AUDIT				\$ 5,000
6. HEALTH DEPT LICENSING				\$ 700
7. UTILITIES				\$ 5,000
8. INSURANCE				\$ 1,500
9. FIDUCIARY STIPEND until SASC’S own 501c3 status is approved				\$ 6,000
TOTAL				\$87,464

Request to Ingham County Board of Commissioners; 9/6/23;

ADDENDUM

Isolation, loneliness, lack of transportation, and poverty all affect the mental and physical health of seniors.

“Loneliness is a common source of distress, suffering and impaired quality of life for adults older than 60 and is a predictor of functional decline and death according to a 2012 study. According to the same study, health outcomes in older adults may be improved by promoting social engagement and helping maintain interpersonal relationships.” (2010 AARP Research Survey)

The need for socialization, exercise, intellectual stimulation, information, friends, fun, nutritious meals, transportation, and human interaction is essential and cannot be underestimated for the wellness of this population. One SASC member wrote:

“I feel like I’ve found a new family. I feel loved and appreciated. It’s fun doing the classes. It’s fun having lunch with others. It’s just plain fun! I never feel old here.”

SASC has identified five critical short and long-term goals, yet to be met, that will help establish additional capacity—capacity to put the SASC on stable financial grounds and to distribute the workload so as to not burn-out the current Board and Program Leadership personnel. They are:

- 1) DEVELOP ANNUAL DONATIONS AND GIFTS (financial): Establish a robust list of committed Center supporters. Work is underway to solicit legacy donations, annual corporate and private financial commitments, and inclusion in local millage. This goal requires tireless communication and solicitations for the SASC to gain a steady and growing stream of financial support.
- 2) BUILD THE CAPACITY OF OTHER SERVICE ORGANIZATIONS TO PARTNER (in-kind): Identify a network of service organizations willing to provide collaborative services to the SASC and establish those partnerships in clearly articulated agreements.
- 3) SECURE FINANCIAL COMMITMENTS FROM TOWNSHIPS: Establish financial annual commitments from the 6 townships. Whereas Stockbridge Township has already demonstrated tremendous commitment to the SASC, the other townships in this service area have yet to commit their financial support. As the number of SASC memberships from these townships grow, an articulated financial support agreement will be obtained.
- 4) ENSURE TRANSPORTATION SERVICES: Establish and grow collaborations for critically needed transportation resources. At the present time services are spotty and unreliable. More robust services are very important in this rural area to help individual members keep health appointments and to extend Center programs.
- 5) AGGRESSIVELY INCREASE ADVERTISING AND PROMOTION: Create and implement a strategic plan for promotion of SASC’s services, programs, and events. Information is spreading rapidly regarding the benefits of membership in the Center. Memberships surpassed 100 in less than one year since SASC opened. Outreach is critical to attract new members in this low population density service area. To be effective and reach self-sustainability, SASC will engage community partners and members in this work.

TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street
Suite 500
Caro, MI 48723

Telephone: 989-672-3700
Fax: 989-672-4011

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the 31st day of August 2023, with the meeting called to order at 8:00 a.m.

Commissioners Present: *Thomas Young, Thomas Bordwell, Kim Vaughan, Bill Dutzy*

Commissioners Absent: *Matt Koch*

The following resolution was offered by Commissioner *Dutzy*,
seconded by Commissioner *Young*.

Resolution 2023-19 State of Michigan Sanitary Code Resolution

Whereas, there are currently pending in the Michigan Legislature certain bills, SB299, SB300, HB4479 and HB4480, which would impose statewide regulations for the implementation of and maintenance of septic systems; and

Whereas, these bills as presently drafted, would require inspection of all systems every five years and would impose much greater expenses and work hours on local public health departments; and

Whereas, the bills would dramatically increase the requirements for septic inspectors and make it much more difficult to find, hire and retain qualified personnel; and

Whereas, the current legislation does not provide a permanent, secure funding mechanism to cover these increased costs, which will invariably be shifted to our local health departments; and

Whereas, the Tuscola County Board of Commissioners recognizes the critical importance of protecting Michigan's water resources, including groundwater, lakes and streams, and other surface waters, but concludes that the bills do not provide a sustainable or financially feasible solution in areas that do not have the benefit of municipal sanitary systems; and

Whereas, soil types vary considerably throughout Michigan making it difficult to establish generalized "one size fits all" rules for septic systems.


Therefore, Be It Resolved, that the Tuscola County Board of Commissioners opposes SB299, SB300, HB4479 and HB4480 as introduced and urges the Michigan Legislature to consider the costs to local health departments before adopting changes to the septic provisions of the Michigan Public Health Code.

Therefore, Be It Further Resolved, that this resolution be forwarded to all Michigan counties, Michigan Association of Counties, members of the Michigan Legislature and to other stakeholders.

ADOPTED: Yeas: Young, Bardwell, Vaughan, Ruby
Nays: None
Absent: Koch

Resolution 2023-19 declared adopted this 31st day of August, 2023.

Date 8.31.2023


Kim Vaughan, Chairperson
Tuscola County Board of Commissioners

I, Jodi Fetting, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Tuscola County Board of Commissioners at its meeting on August 31, 2023.

Date August 31, 2023


Jodi Fetting, Tuscola County Clerk