

CHAIRPERSON
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VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
REBECCA BAHAR-COOK
ANDY SCHOR
DIANNE HOLMAN
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, DECEMBER 8, 2010 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [November 17, 2010](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Circuit Court - Judge Giddings: Request for Funds for Legal Representation Regarding Issue of Superintending Control (*Materials will be Distributed at the Meeting*)
2. Purchasing Department/Sheriff's Office - Resolution Authorizing a Contract Extension with [Securus Technologies](#) for Local and Long Distance Service for the Inmate Telephones
3. Ingham County Treasurer
 - a. Resolution to Authorize [Start-Up Funds](#) for New Flexible Spending Account Vendor
 - b. Resolution to Authorize [Imprest Funds](#) for the Jail's New Inmate Trust Account System
4. Medical Examiner - Resolution to Authorize an Agreement with Sparrow Hospital for Medical Examiner Services (*Materials will be Distributed at the Meeting*)
5. Health Department
 - a. Information - Power of We Consortium [VISTA](#) Program
 - b. Resolution to Amend the Agreement with the College of Osteopathic Medicine at Michigan State University for an Infectious Disease [Physician](#)
 - c. Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Lead the [Great Start](#) Collaborative Initiative in Shiawassee County
 - d. Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide Early [Head Start](#) Services in Shiawassee County
 - e. Resolution to Authorize a Moving Our Community Toward [Health](#) Grant

- f. Resolution to Authorize a [Lead Abatement](#) Subcontract with Environmental Testing & Consulting, Inc.
 - g. Resolution to Authorize a Professional Services Agreement with a [Dentist](#) for Services at the Jail
 - h. Resolution to Authorize Service Contracts with Licensed [Dentists](#) for 2011
 - i. Resolution to Establish a 1.0 FTE Public Health [Nurse](#) in Children's Special Healthcare Services
 - j. Resolution to Accept an Award for Pandemic [Influenza](#) Preparedness from the Michigan Department of Community Health
6. Ingham County Farmland and Open Space Preservation Board
- a. Resolution Authorizing a One Year Contract Extension with [Sheridan Land Consulting](#) to Provide Technical Assistance to the Ingham County Farmland and Open Space Preservation Board
 - b. Resolution Rescinding Resolution #10-340 and Accepting \$607,326.00 and Approving Cooperative Agreement No. 735D211043 Amendment 1 Between the United States of America and Ingham County for the Implementation of the Federal Farm and Ranch Lands [Protection Program](#)
7. County Parks & Recreation Commission - Resolution Authorizing the Transfer of Funds from the 208 Parks Operating Fund to the [City of Mason](#)
8. Management Information Services
- a. Resolution to Approve the Purchase of a Fiber Optic Connection to Otto Clinic from [Arialink](#)
 - b. Resolution to Approve Entering into an Agreement with [Imagesoft, Inc.](#) for Annual Maintenance of the OnBase Imaging Application
9. Controller/Administrator's Office
- a. Resolution Authorizing the Controller to Make Year End [Budget Adjustments](#) and Contingency Fund Update
 - b. Resolution Authorizing a Revised Infrastructure Maintenance Agreement with [Harris Corporation](#) for the Ingham County Public Safety Radio System

Announcements **PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC**
Public Comment **DEVICES OR SET TO MUTE OR VIBRATE TO AVOID**
Adjournment **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.

FINANCE COMMITTEE
November 17, 2010
Minutes

Members Present: Mark Grebner, Todd Tennis, Rebecca Bahar-Cook, Andy Schor, Dianne Holman, Steve Dougan and Board Chairperson Debbie De Leon

Members Absent: Todd Tennis

Others Present: Teri Morton, John Neilsen, Mike Seelhoff, Mike Hughes, Doug Stover, David Easterday, Jim Hudgins, Rick Terrill, Nathan Terrill, Sheriff Wriggelsworth, Tom Shewchuk, Willis Bennett, Vince Dragonetti, Jayson Welter and others

The meeting was called to order by Chairperson Grebner at 6:01 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the November 3, 2010 Minutes

The November 3, 2010 Minutes were approved as submitted.

Additions to the Agenda

2. Substitute - Sheriff's Office/Homeland Security Emergency Management Office - Resolution to Enter into a Contract with the City of Lansing and to Accept the FY2009 Homeland Security Grant Program Funds
- 9c. Substitute - Resolution to Authorize an Amendment to the Nurse Practitioner Services Agreement with Michigan State University College of Nursing
- 10a. Substitute Attachment - Resolution Approving Various Contracts for the 2011 Budget Year

Limited Public Comment

None.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Sheriff's Office - Resolution to Accept a Grant from the State of Michigan Office of Highway Safety Planning (OHSP) to Purchase Microsoft Visio Programs for Traffic Accident Reporting
2. Sheriff's Office/Homeland Security Emergency Management Office - Resolution to Enter into a Contract with the City of Lansing and to Accept the FY2009 Homeland Security Grant Program Funds
3. Equalization/Tax Mapping
 - a. Resolution to Amend the 2010 Apportionment Report
 - b. Resolution to Contract for Commercial and Industrial Appraisals for the Ingham County Equalization Department

4. Management Information Systems Department - Resolution to Approve the Purchase of Courtroom Technology from TeL Systems for the Circuit Court, District Court, Probate Court, Friend of the Court and Family Court
5. Ingham County Parks & Recreation Commission - Resolution Authorizing Entering into a Contract with Landscape Architects & Planners, Inc. for the Engineering of the Hawk Island Tubing Hill
6. Facilities Department - Resolution Authorizing a Contract with Michigan Supply Company for the Purchase of Programmable Water Technology
7. 911 Advisory Board - Resolution Authorizing a Receive Site Tower Generator Improvements Project for the Public Safety Wireless Voice Communication System
9. Health Department
 - a. Resolution to Authorize an Amendment to the Agreement with the Regents of the University of Michigan for the Provision of Dental Services
 - b. Resolution to Authorize 2010-2011 Provider Contracts with the Ingham Health Plan Corporation
 - c. Resolution to Authorize a Nurse Practitioner Services Agreement with Michigan State University College of Nursing
10. Controller/Administrator's Office
 - b. Status of Sheriff's Office Proposed Police Services Contracts

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM.BAHAR-COOK, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

8. Board of Commissioners - Resolution Authorizing the Ingham County Board of Commissioners to Continue as a Member of the Lansing Area Economic Partnership (LEAP)

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHOR, TO APPROVE THE RESOLUTION AUTHORIZING THE INGHAM COUNTY BOARD OF COMMISSIONERS TO CONTINUE AS A MEMBER OF THE LANSING AREA ECONOMIC PARTNERSHIP (LEAP).

The Committee discussed their concern of the lack of communication from LEAP representatives, and further discussed recent updates. Commissioner Schor updated the Committee on the LEAP presentation given at the County Services Committee meeting. Commissioner Holman asked if the payment of the \$35,000 is because of a commitment. Commissioner Schor stated some Commissioners felt it may be a moral obligation, but not a legal obligation to pay.

MOVED BY COMM. HOLMAN TO AMEND THE RESOLUTION TO PAY \$15,000 FOR THE 2010 MEMBERSHIP DUES. MOTION FAILED DUE TO LACK OF SUPPORT.

Commissioner Holman noted there was a salary increase of the LEAP staff. Commissioner Schor noted that other directors of similar agencies make well over the salaries at LEAP, Inc. Commissioner Holman believes what they do is over stated. Commissioner Dougan stated he is also somewhat skeptical because of the lack of communication. Commissioner Holman noted that she might be in support at some level but not at that level. Commissioner Grebner agreed with Commissioner Holman.

MOTION CARRIED with Commissioners Holman and Grebner voting “no”.

10. Controller/Administrator’s Office

- a. Resolution Approving Various Contracts for the 2011 Budget Year

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2011 BUDGET YEAR.

Commissioner Dougan asked if the Judiciary amended attachment has been accounted for in the budget. Ms. Morton indicated that it is in the budget.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

- c. Commissioner Grebner - Draft Resolution in Support of Williamstown Township Police Services Transition

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE DRAFT RESOLUTION IN SUPPORT OF WILLIAMSTOWN TOWNSHIP POLICE SERVICES TRANSITION.

Undersheriff Spyke addressed the Committee stating that Williamstown Township voted to approve their ballot question and the other townships had not. Alaiedon Township has expressed interest and wanted to know if the incentive funds could be used over two years as to opposed to one year. They would also like to subcontract through Delhi Township. Commissioner Schor asked for clarification of two years, asking if that was divided over two years or was that the same amount each year. Undersheriff Spyke stated he understood it to be divided, but is not certain. Williamstown Township has formed a committee with the Township Supervisor, Township Treasurer, a Trustee and two citizens at large. The Township held a meeting last night to talk about their options of contracting with the County’s Sheriff’s Office, Williamston or Meridian Township. Undersheriff Spyke’s opinion is that their main interest is working with the Sheriff’s office.

Undersheriff Spyke asked the Committee on behalf of others as well as the Sheriff’s office how long this incentive will be in place. The Sheriff and Commissioners discussed the various election dates, and special elections. The Commissioners determined that a decision would be made on that question after further discussion. Board Chairperson De Leon noted that a discussion has not taken place on a cut off date of the availability funds. She also suggested a cut off of whenever the Controller needs to have things finalized for the recommended budget. Commissioner Dougan noted that the recommended budget was due sometime in August. Sheriff Wriggelsworth agreed that it should be crystallized so all parties know the deadline.

Sheriff Wriggelsworth also mentioned that when working through the resolution the Committee should take into consideration that Alaiedon Township would be contracting with Delhi Township, who has a contract with the County for police services. Commissioner Grebner noted that Delhi Township does not have the authority to contract for police services through the Sheriff's office, the contract with Delhi Township would need to be amended and Alaiedon would need to contract with the County. Sheriff Wriggelsworth indicated the contracts should contain contingencies in service.

Commissioner Holman asked to clarify that the funds stay in the reserve and are not moved from the reserves to the general fund. Commissioner Schor stated that is the question and when should the funds be moved. Commissioner Holman stated she would like to see the funds remain in the reserves through 2011 with a possible extension through 2012. Commissioner Grebner stated the funds should be available for two years to those parties who have expressed interest and signed a contract. Commissioner Grebner stated that is very unlikely that all of the funds would be used, and there would be quite a few townships that would not use the funds. Sheriff Wriggelsworth agreed that all townships would not be interested. Commissioner Bahar-Cook asked if a formula was applied to the \$100,000, and suggested looking at the population to create a formula. Sheriff Wriggelsworth thought that more funds would be available by using the taxable value.

MOVED BY COMM. HOLMAN, SUPPORTED BY COMM. BAHAR-COOK, TO AMEND THE THEREFORE BE IT RESOLVED TO STRIKE \$100,000 AND ADD DETERMINED BY ALLOCATING 50% OF THE 2009 POPULATION AND 50% OF THE 2010 TAXABLE VALUE BEING EQUALLY WEIGHTED.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

Commissioner Holman wanted to make sure that each municipality receives the same allocation formula, and the Commissioners agreed. Commissioner Grebner mentioned that there may be different service needs for each municipality.

Commissioner Schor wanted clarification in the resolution that indicates a municipality can hire whomever or establish a police department. Sheriff Wriggelsworth believed that if funds are coming from the County, the contract should be with the County Sheriff's office. Commissioner Grebner noted that some contracts may not be efficient and it should be up to the individual townships to make their decision. Sheriff Wriggelsworth disagreed. Commissioner Holman feels the County should not tell the townships what to do unless they want to make use of the incentive money. Commissioner Bahar-Cook wanted to clarify that exceptions may be made in future resolutions. Commissioner Dougan stated that it is his understanding that any township that makes use of the incentive would have separate resolutions. Commissioner Grebner confirmed there would be separate and/or amended resolutions. Commissioner Schor asked if after the incentive expires should there be an "out" clause. Commissioner Grebner stated that it is very difficult to change once the resolution is set in place.

MOVED BY COMM. HOLMAN, SUPPORTED BY COMM. BAHAR-COOK, TO AMEND THE FIRST BE IT FURTHER RESOLVED AS FOLLOWS:

BE IT FURTHER RESOLVED, SUCH CONTRACT SHALL REQUIRE WILLIAMSTON TOWNSHIP TO **UTILIZE THE COUNTY SHERIFF'S OFFICE** AND STRIKING THE NEXT THREE BE IT FURTHER RESOLVED PARAGRAPHS.

MOTION CARRIED with Comm. Grebner voting “no”. Absent: Comm. Tennis

Commissioner Holman wanted to know if there would be matching dollars and a minimum level of service. Undersheriff Spyke noted that it is typically a 50/50 split, and is a concern of Williamstown Township. Williamstown Township was considering not assessing the entire amount of the millage increase the first year by using the County funds, and in the future would increase the assessments. Commissioner Grebner stated it is not only about funds but about adequate service as well. Commissioner Dougan noted that final details would be seen in the final resolution. Commissioner Bahar-Cook stated that in her opinion the Sheriff’s office should determine the level of service since they are the experts in their field. Commissioner Holman stated that there should be language in the resolution requiring adequate police service.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHOR, TO AMEND THE RESOLUTION BY ADDING A BE IT FURTHER RESOLVED, THAT SUCH CONTRACT SHALL PROVIDE FOR AN ADEQUATE LEVEL OF POLICE SERVICES AS DETERMINED BY THE SHERIFF.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHOR, TO AMEND THE RESOLUTION BY ADDING: BE IT FURTHER RESOLVED THAT THE FUNDS MAY BE DISBURSED OVER TWO YEARS AT THE REQUEST OF THE TOWNSHIP.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHOR, TO AMEND THE RESOLUTION BY ADDING A BE IT FURTHER RESOLVED THAT THE COUNTY BE ADVISED REGARDING ANY TOWNSHIP’S INTENT TO CONTRACT FOR PRIMARY POLICE SERVICE NO LATER THAN JULY 1, 2011 TO ACCESS ANY INCENTIVE FUNDING TO BE USED DURING THE REMAINDER OF 2011.

Commissioner Schor understands the “why” before July 1st but is concerned about the ballots, and would like to go through August to avoid a special election. Commissioner Bahar-Cook noted it does not need to go on a ballot. Board Chairperson De Leon noted that this is notice of intent only. Commissioner Holman noted the funding is available until 2011 and each township is responsible for its actions. Commissioner Dougan noted there would be a separate resolution for each township, and the Commissioners are responsible where to associate funds, therefore, because this resolution is for Williamstown Township this may not be the place for this discussion. Commissioner Bahar-Cook asked Undersheriff Spyke his preference on how this is may be handled. Undersheriff Spyke said that it is going to be a series of events that would be an enticement to communities but until then many will not come forward.

COMM. BAHAR-COOK WITHDREW HER MOTION. COMM. SCHOR WITHDREW HIS SUPPORT OF THE MOTION.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM.SCHOR, TO AMEND THE RESOLUTION BY ADDING DECEMBER 31, 2011 TO THE LAST BE IT FURTHER RESOLVED CLAUSE.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

Undersheriff Spyke noted that the Delhi Township contract runs for another four years. Webberville is year to year. There was discussion regarding the current staffing level at Delhi Township.

Mr. Neilsen expressed his concern regarding the fact that there is only one more round of Committee meetings and asked if there is any indication that decisions will be made by January 1. Undersheriff Spyke is uncertain at this time. Commissioner Dougan stated his interpretation of the vote is that Williamstown Township citizens are expecting service in place as of January 1, and Alaiedon Township recognizes that there was not a passage, therefore, may not be ready to decide immediately.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.
Absent: Comm. Tennis

11. Board Referral - Letter from Lansing Economic Development Corporation Regarding City of Lansing Public Hearing on Brownfield Plan #2(C) – Amendment - Former Motor Wheel Plant Site – Demmer Properties, LLC Brownfield Plan

The Board Referral was received and placed on file.

Announcements

Commissioner Holman thanked the Committee for holding off on the Williamstown Township resolution so that she could have the discussion with the Committee.

Public Comment

None

The meeting adjourned at approximately 7:26 p.m.

Respectfully submitted,

Julie Buckmaster

RESOLUTION STAFF REVIEW

DATE: November 20, 2010

Agenda Item Title: Resolution Authorizing a Contract Extension with Securus Technologies for Local and Long Distance Service for the Inmate Telephones

Submitted by: Purchasing Department/Sheriff's Office

Committees: LE X JD , HS , CS , Finance X

Summary of Proposed Action: This resolution authorizes a contract extension with Securus Technologies for a two-year period of February 1, 2011 through January 31, 2013, with an option to renew for another year under the same terms and conditions as the existing contract for local and long distance services for all inmate telephones at the Ingham County Jail.

Financial Implications: (See attached spreadsheet on current contract revenues.)

Current rates are:

Local calls will be billed at a surcharge of \$3.50 plus \$.20 per minute;
Intra-Lata (i.e. regional) call will be billed at a surcharge of \$3.50 plus \$.25 per minute;
Intrastate calls will be billed at a surcharge of \$3.50 plus \$.65 per minute;
Interstate calls will be billed at a surcharge of \$3.50 plus \$.82 per minute.

Other Implications:

The Sheriff's Office requested a contract extension for the current vendor Securus Technologies (current contract February 1, 2009 –January 31, 2011) – the Law Enforcement Committee agreed to the above time period for the extension.

Staff Recommendation: MAL JLN X TL TM JC

Staff recommends approval of this resolution.

INMATE PHONE AND PHONE CARD REVENUE

EVERCOM REVENUE (started receiving revenue in March 2009)

	<u>2009</u>	<u>2010</u>
JAN	0.00	18,816.73
FEB	0.00	22,628.45
MAR	7,929.60	23,928.78
APR	22,100.62	21,805.85
MAY	19,467.45	21,063.48
JUN	19,090.70	19,706.45
JUL	17,909.12	17,763.03
AUG	20,647.59	
SEP	19,364.00	
OCT	19,015.99	
NOV	16,189.62	
DEC	17,850.45	
TOTAL	179,565.14	104,267.59
MONTHLY AVERAGE	17,956.51	20,816.11
PROJECTION		249,793.32

PHONE CARD REVENUE (started receiving revenue in April 2008)

	<u>2008</u>	<u>2009</u>	<u>2010*</u>	2010 <u>Projected</u>
REVENUE	82,591.08	90,928.92	76,930.73	115,396.10
EXPENSES	39,320.00	51,310.00	31,540.00	47,310.00
NET REVENUE	43,271.08	39,618.92	45,390.73	68,086.10

* As of 9/8/10

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT EXTENSION WITH SECURUS TECHNOLOGIES FOR LOCAL AND LONG DISTANCE SERVICE FOR THE INMATE TELEPHONES

WHEREAS, the current vendor Securus Technologies has performed satisfactorily to provide the service for new equipment, new visitation telephones, local and long distance service for all inmates in Ingham County; and

WHEREAS, the Sheriff's Office has recommended that the County authorize a multi-year contract extension with Securus Technologies for these services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a two-year agreement for the period of February 1, 2011 through January 31, 2013, with an option to renew for an additional year with Securus Technologies under the same terms and conditions as the existing contract for local and long distance services for all inmate telephones at the Ingham County Jail.

BE IT FURTHER RESOLVED, that unless otherwise agreed by Ingham County and Securus Technologies, the following rates will be charged:

For inmate phones:

- Local calls will be billed at a surcharge of \$3.50 plus \$.20 per minute;
- Intra-Lata (i.e. regional) call will be billed at a surcharge of \$3.50 plus \$.25 per minute;
- Intrastate calls will be billed at a surcharge of \$3.50 plus \$.65 per minute;
- Interstate calls will be billed at a surcharge of \$3.50 plus \$.82 per minute.

Securus Technologies will continue to provide Ingham County with a Prepaid Call Program;

Securus Technologies will maintain a technology platform for recording and reporting purposes; and

Securus Technologies will pay Ingham County 50 % commission based on annual gross revenue collected.

BE IT FURTHER RESOLVED, that the Board Chairperson and the County Clerk are authorized to sign any contract documents consistent with this resolution subject to review and approval by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize Start-Up Funds for New Flexible Spending Account Vendor

Submitted by: Ingham County Treasurer

Committees: LE____, JD____, HS____, CS X, Finance X

Summary of Proposed Action: (See the attached communication.)

This resolution will authorize the Treasurer to transfer funds to Infinisource's, a new vendor, bank account to service claims under the County's flexible spending account.

Financial Implications:

Transfer \$15,000 from the General Fund to a reserve fund for the County's new Flexible Spending Account Vendor (Infinisource).

Other Implications:

None.

Staff Recommendation: MAL X JLN ____ TL ____ TM ____ JC ____

Staff recommends approval of the resolution.

Memorandum

ERIC SCHERTZING
Ingham County Treasurer

John C. Schlinker
Chief Deputy Treasurer

November 22, 2010

TO: Finance and County Services Liaison Committees
FROM: Eric Schertzing
RE: Resolution to Authorize Start-Up Funds for Flexible Spending Account Vendor

Attached for your consideration is a proposed resolution to authorize the County Treasurer to transfer \$15,000 from the general fund to a reserve fund for our New Flexible Spending Account Vendor. The County recently resolved effective January 1, 2011, to contract with a new flexible spending account vendor: Infinisource. The new Vendor will process claims against an existing bank account and the \$15,000 is to fund that account. Since Employees can submit claims and have them processed before the funds are actually withheld, the County must fund the account in advance. The County Treasurer hereby requests authorization to transfer funds to the Infinisource account to cover claims.

Thank you for your consideration of this resolution. Please contact me if you have any questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE START-UP FUNDS FOR
NEW FLEXIBLE SPENDING ACCOUNT VENDOR**

WHEREAS, the Ingham County Board of Commissioners has, effective January 1, 2011, contracted with a new Flexible Spending Account Vendor; and

WHEREAS, the new Vendor, Infinisource, pays claims out of an established bank account; and

WHEREAS, employees may submit and have claims processed before the amounts are actually collected from the employee's paycheck withholding; and

WHEREAS, the County must fund the account effective January 1, 2011; and

WHEREAS, \$15,000 has been determined to be an appropriate amount for initial start-up funding for the account.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Treasurer to transfer \$15,000 to a bank account to service claims under the County's flexible spending account.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize Imprest Funds for the Jail's New Inmate Trust Account System

Submitted by: Ingham County Treasurer

Committees: LE____, JD____, HS____, CS_X__, Finance_X__

Summary of Proposed Action: (See the attached communication.)

This resolution will authorize imprest funds account to service the Jail's new Inmate Trust Account for the Kiosk system.

Financial Implications:

Transfer \$20,000 from the General Fund Jail Inmate Account Kiosk Program.

Other Implications:

None.

Staff Recommendation: MAL_X__ JLN____ TL____ TM____ JC____

Staff recommends approval of the resolution.

Memorandum

ERIC SCHERTZING

Ingham County Treasurer

John C. Schlinker
Chief Deputy Treasurer

November 22, 2010

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Resolution to Authorize Imprest Funds for Jail Kiosk System

Attached for your consideration is a proposed resolution to authorize the County Treasurer to transfer \$20,000 from the general fund to Imprest funds for the Jail's new Inmate Trust Account Kiosk system. The County previously resolved to contract with a vendor for a Kiosk payment system for jail inmate trust accounts. The new Kiosk system is more efficient and will save the county money. However, because of the delay in clearing checks and the amount of time for other bank processing, commonly known as "float," the county must have imprest funds to prevent overdraft or other fees. The County Treasurer hereby requests authorization to transfer funds to the Jail Inmate Account Kiosk Program in the amount of \$20,000.

Thank you for your consideration of this resolution. Please contact me if you have any questions.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS
RESOLUTION TO AUTHORIZE IMPREST FUNDS FOR THE
JAIL'S NEW INMATE TRUST ACCOUNT SYSTEM**

WHEREAS, the Ingham County Board of Commissioners previously contracted with a vendor to provide Jail Inmate Trust Account Services through a Kiosk system; and

WHEREAS, the Kiosk system may occasionally pay funds out on checks that may not have completed the "float" or "hold" systems commonly employed by many financial institutions, therefore causing an overdraft or other service fee to be assessed against the County or causing the Inmate Pay System to otherwise not perform as designed; and

WHEREAS, the County desires to avoid unnecessary bank fees; and

WHEREAS, \$20,000 has been determined to be an appropriate amount of imprest funds to prevent unwanted bank fees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Treasurer to transfer \$20,000 from the general fund to an imprest funds account to service the Jail's Inmate Trust Account Kiosk system.

BE IT FURTHER RESOLVED, that the County Treasurer may, in his judgement, reduce the amount of imprest funds in the Kiosk account, if experience of the Kiosk program indicates that the amount of imprest funds is too high.

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

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean Sienko, M.D., M.S., Health Officer

DATE: November 23, 2010

RE: Power of We Consortium VISTA Program – Informational Memo

I am writing to apprise you of our recent unexpected notification of a reduction in the number of Power of We Consortium VISTA placements allocated to our program.

On September 29, 2010, the Board of Commissioners adopted Resolution #10-307 which authorized the Power of We Consortium VISTA Program to take advantage of an opportunity to increase the number of cost-shared VISTA members working in the community from two to six by agreeing to cost-share up to an additional four members during 2010-2011. This opportunity to accept additional placements was extended to the Power of We Consortium by the State of Michigan office of the Corporation for National and Community Service (the Corporation), the body that funds the Power of We Consortium's VISTA Program. The Corporation offered placements for up to four additional cost-share VISTA members, and up to five additional standard members (no cost share required) for the November, 2010 admission date.

Regrettably, on October 15, 2010, the Power of We Consortium received an email notice from the Corporation stating that the Mid-West Region had not received sufficient funding to allow all programs to receive their previously allocated number of VISTA members. As a result, instead of receiving the expected nine VISTA placements (four cost-share plus five standard members), the Power of We Consortium's VISTA Program was allotted only two cost-share members for the November, 2010 admission date.

The Corporation allocated those VISTA placements to the first host sites that had submitted applications and completed all required paper work. In Ingham County, those host sites are the Garden Project and the Power of We Consortium.

The Consortium's VISTA Program is working diligently with the Corporation office to assure as many as possible of the remaining seven sites that were expecting to host VISTA members will receive an allocation for the next available admission date. Those sites that have been notified that they will not receive a VISTA placement this November include:

- Franklin Street Community Housing Corporation
- South Lansing Community Development Association
- Greater Lansing Housing Coalition
- Red Cross of Mid-Michigan
- First Tee of Mid-Michigan
- Tri-County Office on Aging
- Gateway Community Services

c. John Jacobs, Renee Canady, Randy Bell, Peggy Roberts

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Amend the Agreement with the College of Osteopathic Medicine at Michigan State University for an Infectious Disease Physician

Submitted by: Health Department

Committees: LE ____, JD ____, HS X ____, CS ____, Finance X __

Summary of Proposed Action:

This resolution amends an agreement with the College of Osteopathic Medicine at Michigan State University to add the provision of infectious disease physician services within the Health Department's Tuberculosis Program for the period of November 1, 2010 through December 31, 2011.

Financial Implications:

Ingham County will pay the College of Osteopathic Medicine one hundred and sixty-five (\$165.00) dollars per hour for tuberculosis services. This amount includes the salary and benefits. The amendment caps the total hours to be worked at twelve per month.

Funds for this are already budgeted in the Health Department's fiscal year 2011 Budget and include funding support from the Michigan Department of Community Health.

Other Implications:

Ingham County is obligated under the Public Health Code to pay for the treatment of patients with active tuberculosis within its jurisdiction.

Staff Recommendation: MAL ____, JLN ____, TL ____, TM ____, JC X

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean G. Sienko, M.D., M.S., Health Officer and Medical Director

DATE: November 22, 2010

RE: Amendment to the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine

This is a recommendation to amend an agreement with the College of Osteopathic Medicine at Michigan State University to add the provision of infectious disease physician services within the Health Department's Tuberculosis Program. This program is operated at The Lung Institute, 405 West Greenlawn Ave, Suite 130 Lansing, MI, 48910 for Ingham County Health Department and ensures access to primary and specialty care for those afflicted with Tuberculosis Disease.

In order to ensure high quality and comprehensive health care services for those with Tuberculosis Disease the clinical expertise of an infectious disease physician is required. Health care providers from Pulmonary Services at Ingham Regional Medical Center are no longer able to see our tuberculosis patients. However, the Health Department already contracts with the College of Osteopathic Medicine for the services of a .40 full-time equivalent infectious disease physician in our AIDS/HIV program. We intend to meet the needs of tuberculosis patients by extending this agreement.

The Ingham County Health Department is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307 to pay for the treatment of patients with active tuberculosis within its jurisdiction. Funds for this are already budgeted in the Health Department's fiscal year 2011 budget and include substantial support from the Michigan Department of Community Health.

The Health Department will pay the College of Osteopathic Medicine one hundred and sixty-five (\$165.00) dollars per hour for tuberculosis services. This amount includes the salary and benefits. The amendment caps the total hours to be worked at twelve per month.

I recommend that the Board adopt the attached resolution and authorize an amendment to the existing agreement for infectious disease physician services with the College of Osteopathic Medicine at Michigan State University.

Attachment

c: Renee Canady (w/attachment)
Ruby Rodgers (w/attachment)
John Jacobs (w/attachment)

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE AGREEMENT WITH THE COLLEGE OF
OSTEOPATHIC MEDICINE AT MICHIGAN STATE UNIVERSITY
FOR AN INFECTIOUS DISEASE PHYSICIAN**

WHEREAS, the Health Department is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307 to ensure the provision of treatment for patients with active tuberculosis within its jurisdiction; and

WHEREAS, the Health Department has an existing agreement with the College of Osteopathic Medicine at Michigan State University under which it purchases the services of a 0.4 full-time equivalent infectious disease physician to provide care to HIV/AIDS patients in the infectious disease clinic, as authorized in resolution #08-323; and

WHEREAS, College of Osteopathic Medicine has agreed to provide services to patients with active tuberculosis at the Health Department's tuberculosis clinic at The Lung Institute, 405 West Greenlawn Avenue, Suite 130 in Lansing, Michigan; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize an amendment to the agreement with the College of Osteopathic Medicine authorizing the addition of services to patients with active tuberculosis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreement with the College of Osteopathic Medicine at Michigan State University to incorporate physician specialty services to patients with active tuberculosis.

BE IT FURTHER RESOLVED, that the period of the amendment shall be November 1, 2010 through December 31, 2011.

BE IT FURTHER RESOLVED, that Ingham County shall pay the College of Osteopathic Medicine at Michigan State University one hundred and sixty five (\$165.00) dollars per hour, for tuberculosis services up to a maximum of twelve hours per month.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Lead the Great Start Collaborative Initiative in Shiawassee County

Submitted by: Health Department

Committees: LE____, JD____, HS X____, CS____, Finance X____

Summary of Proposed Action:

This resolution authorizes an agreement with the Shiawassee Regional Education Services District (RES D) to secure the services of the Office for Young Children to implement the Great Start Initiative in Shiawassee County, from October 1, 2010 through September 30, 2011.

Financial Implications:

Shiawassee RESD will reimburse Ingham County up to \$65,000 under the agreement. This will cover .60 FTE of an OYC Program Coordinator who will serve as Co-Coordinator of Shiawassee RESD's Great Start Collaborative Program along with associated supplies and mileage costs. This agreement is consistent with those of previous years. No Ingham County general funds support this activity.

The Health Department's FY2011 budget anticipated continuance of the agreement with Shiawassee RESD.

Other Implications:

Shiawassee RESD has contracted with Ingham County for these services since 2006.

Staff Recommendation: MAL ____ JLN ____ TL ____ TM ____ JC X

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean Sienko, M.D., M.S., Health Officer

DATE: December 2, 2010

RE: Authorization of an Agreement with Shiawassee Regional Education Services District

Shiawassee Regional Education Services District (RES D) has contracted for the past several years with Ingham County to secure the services of the Office for Young Children to implement the Great Start Initiative in Shiawassee County. The agreement between the County and Shiawassee RES D was originally authorized in Resolution #06-248. It was extended in Resolutions #08-261 and #09-309.

Shiawassee RES D has proposed another agreement with Ingham County for FY11. The proposed contract period is October 1, 2010 through September 30, 2011, and Shiawassee RES D will reimburse Ingham County up to \$65,000 under the agreement. This will cover .60FTE of an OYC Program Coordinator who will serve as Co-Coordinator of Shiawassee RES D's Great Start Collaborative Program along with associated supplies and mileage costs. This agreement is consistent with those of previous years. No Ingham County general funds support this activity.

The Health Department's FY11 budget anticipated continuance of the agreement with Shiawassee RES D.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with the Shiawassee Regional Education Services District.

Attachment

c: John Jacobs w/attachment
Renee Canady w/attachment
Melany Mack w/attachment
Barb Monroe w/attachment
Lori Noyer w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE SHIAWASSEE REGIONAL
EDUCATION SERVICES DISTRICT TO RETAIN THE SERVICES OF THE OFFICE FOR YOUNG
CHILDREN TO LEAD THE GREAT START COLLABORATIVE INITIATIVE
IN SHIAWASSEE COUNTY**

WHEREAS, Resolution #06-248, authorized an agreement with the Shiawassee Regional Education Services District (RESD) to retain the services of the Office for Young Children (OYC) to lead the Great Start Collaborative Initiative in Shiawassee County; and

WHEREAS, Resolution #08-238, authorized an amendment to the Agreement to extend services from October 1, 2008 through September 30, 2009; and

WHEREAS, Resolution #09-309, authorized a second amendment to the Agreement to extend services from October 1, 2009 through September 30, 2010; and

WHEREAS, the Shiawassee RESD has proposed a new Agreement to extend services from October 1, 2010 through September 30, 2011; and

WHEREAS, Ingham County will be reimbursed up to \$65,000 for the cost of the services made available through this Agreement; and

WHEREAS, the Health Department's FY2011 Budget anticipates a continuation of Shiawassee RESD services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Shiawassee Regional Education Services District to retain the services of the Office for Young Children to lead the Great Start Collaborative Initiative in Shiawassee County.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2010 through September 30, 2011, and that the Shiawassee RESD shall reimburse Ingham County up to \$65,000 for expenses related to the scope of services.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize an Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide Early Head Start Services in Shiawassee County

Submitted by: Health Department

Committees: LE____, JD____, HS_X____, CS____, Finance_X____

Summary of Proposed Action:
This resolution authorizes an agreement with the Shiawassee Regional Education Services District (RES D) to retain the services of the Office for Young Children (OYC) to provide Early Head Start Services in Shiawassee County.

Financial Implications:
Shiawassee RESD will reimburse up to \$38,544 for .50 FTE of an OYC staff member to provide services as a Family Advocate in Shiawassee County. The Family Advocate will provide support to families accessing and transitioning into childcare and searching for a job or returning to school, provide home visits, and work with families to develop family goals. This level of service and the scope of work are consistent with the previous agreement. No Ingham County general funds support this activity.

The term of the proposed agreement is to be October 1, 2010 through September 30, 2011.

The Health Department’s FY2011 Budget anticipated continuance of the agreement with Shiawassee RESD.

Other Implications:
None.

Staff Recommendation: MAL ____ JLN ____ TL ____ TM ____ JC_X____
Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean Sienko, M.D., M.S., Health Officer

DATE: December 2, 2010

RE: Resolution to Authorize an Agreement for FY2011 with the Shiawassee Regional Education Services District

Resolution #10-026 authorized an agreement with Shiawassee Regional Education Services District (RESD) whereby a staff person from the Office for Young Children served as a Family Advocate to the Early Head Start Program in Shiawassee County. The period of the agreement was January 1, 2010 through September 30, 2010. Shiawassee RESD is proposing to continue this arrangement through a new agreement for FY2011.

Shiawassee RESD will reimburse up to \$38,544.00 for .50FTE of an OYC staff member to provide services as a Family Advocate in Shiawassee County. The Family Advocate will provide support to families accessing and transitioning into childcare and searching for a job or returning to school, provide home visits, and work with families to develop family goals. This level of service and the scope of work are consistent with the previous agreement. No Ingham County general funds support this activity.

The term of the proposed agreement is be October 1, 2010 through September 30, 2011.

The Health Department's FY11 budget anticipated continuance of the agreement with Shiawassee RESD.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with the Shiawassee Regional Education Services District.

Attachment

c: John Jacobs w/attachment
Renee Canady w/attachment
Melany Mack w/attachment
Barb Monroe w/attachement
Lori Noyer w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE SHIAWASSEE REGIONAL EDUCATION SERVICES DISTRICT) TO RETAIN THE SERVICES OF THE OFFICE FOR YOUNG CHILDREN TO PROVIDE EARLY HEAD START SERVICES IN SHIAWASSEE COUNTY

WHEREAS, Resolution #10-026 authorized an agreement with Shiawassee Regional Education Services District (RESD) to retain staff support from Office for Young Children (OYC) to establish Early Head Start services in Shiawassee County; and

WHEREAS, Shiawassee RESD has proposed a new agreement to extend these services from October 1, 2010 through September 30, 2011; and

WHEREAS, Ingham County will be reimbursed up to \$38,544.00 for the cost of the services made available through this Agreement; and

WHEREAS, the Health Department's FY2011 Budget anticipates a continuation of Shiawassee RESD services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Shiawassee Regional Education Services District to retain the services of the Office for Young Children to provide Early Head Start services in Shiawassee County.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2010 through September 30, 2011, and that the Shiawassee RESD shall reimburse Ingham County up to \$38,544.00 for .50 FTE of an OYC staff member to provide services as a Family Advocate in Shiawassee County.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize a Moving Our Community Toward Health Grant

Submitted by: Health Department

Committees: LE ____, JD ____, HS X ____, CS ____, Finance X __

Summary of Proposed Action:

This resolution authorizes a grant agreement with Michigan Department of Community Health (MDCH) and Michigan Nutrition Network (MNN) to implement activities to change policies and environments to support nutrition and physical activity. This work, now entering its seventh year, is part of Center for Disease Control and Prevention’s Building Healthy Communities (BHC) initiative.

Financial Implications:

Grant activities will be implemented through subcontracts and invoices totaling up to \$66,550 covering the period October 1, 2010 through September 30, 2011.

Grant Award Amount

MDCH	\$34,000
MNN Local Advisory Group Program	\$32,550
TOTAL	\$66,550

Subcontracts and Grant Related Expenditures

South Lansing Community Development Association	\$28,633
NorthWest Initiative	\$14,917
Mid-Michigan Environmental Action Council	\$ 7,150
Greater Lansing Food Bank	\$ 6,250
Lansing Township	\$ 4,800
Tri-County Regional Planning Commission	\$ 2,200
Travel/supplies for grant-related activities	\$ <u>2,600</u>
TOTAL	\$66,550

Other Implications:

None.

Staff Recommendation: MAL ____, JLN ____, TL ____, TM ____, JC X

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean G. Sienko, M.D., M.S., Health Officer

DATE: November 22, 2010

RE: Resolution to Authorize a Moving Our Community Toward Health Grant For 2011

This is a recommendation to authorize a grant agreement with Michigan Department of Community Health (MDCH) and Michigan Nutrition Network to implement activities to change policies and environments to support nutrition and physical activity. This work, now entering its seventh year, is part of Center for Disease Control and Prevention's Building Healthy Communities (BHC) initiative. BHC funding has decreased over the years, and competition for program dollars has increased. Staff worked closely with MDCH and community partners to develop the FY2011 Moving Our Community Toward Health work plan.

The work plan focuses on policy and environment changes to promote physical activity and healthy eating through a variety of projects to be implemented by community partners as detailed below. The Complete Streets project is included in the BHC grant for the first time in FY2011. In past years, this project was funded separately.

Grant activities will be implemented through subcontracts and invoices totaling up to \$66,550.00 as detailed below. MDCH will supply \$34,000 and an additional \$32,550 will come from the MNN Local Advisory Group Program. This funding plan is consistent with that of prior years.

South Lansing Community Development Association (SLCDA) will subcontract for up to \$28,633.00 to expand community garden sites in south Lansing. Some of these garden sites will include donation beds, and produce from these will be given to the Southside Community Kitchen which serves 150 to 200 low-income residents weekly. SLCDA will actively recruit recipients of food assistance to become gardeners.

NorthWest Initiative (NWI) will subcontract for up to \$14,917.00 to develop three community gardens in NorthWest Lansing and recruit participants for each site. NWI will also conduct nutrition and gardening education classes. NWI will also plan and launch a farmers' market in NorthWest Lansing.

Mid-Michigan Environmental Action Council will contract for up to \$7,150.00 to develop a model bike parking ordinance and work for its implementation by the city of Lansing.

Greater Lansing Food Bank will subcontract for up to \$6,250.00 to work on a policy whereby the city of Lansing will provide more space for community gardens and donate woodchips, leaf compost, and other materials as available to encourage low income residents to grow fresh, healthy foods for their families.

Lansing Township will be reimbursed for up to \$4,800.00 for staff time, public meetings, and materials to develop and adopt a Complete Streets ordinance. Invoices will be submitted along with supporting documentation for Complete Streets-related activities.

Tri-County Regional Planning Commission will be reimbursed up to \$2,200 for staff time to support the development and adoption of a Complete Streets ordinance in Lansing Township. Invoices will be submitted along with supporting documentation for Complete Streets-related activities.

Travel to conferences and supplies for grant-related activities will be supported with up to \$2,600.00 from the grant.

I recommend that the Board adopt the attached resolution and authorize the FY2011 Moving Our Community Toward Health grant and subcontracts.

Attachment

c: Renee Canady w/attachment
Melany Mack w/attachment
John Jacobs w/attachment
Janine Sinno w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MOVING OUR COMMUNITY TOWARD HEALTH GRANT

WHEREAS, the Michigan Department of Community Health (MDCH) implements a grant program to improve diet and physical activity in communities; and

WHEREAS, Ingham County was the recipient of a Moving Our Community Toward Health Grant for the past six years; and

WHEREAS, the MDCH has awarded a \$34,000.00 implementation grant for the Moving Our Community Toward Health Initiative in FY2011; and

WHEREAS, \$32,550.00 in additional funds for the project will be provided by the Michigan Nutrition Network Local Advisory Group Program (MNN); and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the FY2011 Moving Our Community Toward Health Grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners Authorizes a Moving Our Community Toward Health Grant from the Michigan Department of Community Health and MNN.

BE IT FURTHER RESOLVED, that the MDCH will provide Ingham County with \$34,000.00 to implement the initiative.

BE IT FURTHER RESOLVED, Michigan Nutrition Network will provide Ingham County with up to \$32,550.00 to implement the initiative.

BE IT FURTHER RESOLVED, that the grant funding shall be included in the FY2011 CPBC Agreement with the MDCH, covering the period October 1, 2010 through September 30, 2011.

BE IT FURTHER RESOLVED, that subcontracts are authorized up to the specified amounts with the following individuals and organizations:

South Lansing Community Development Association—up to \$28,633

NorthWest Initiative—up to \$14,917

Mid-Michigan Environmental Action Council—up to \$7,150

Greater Lansing Food Bank—up to \$6,250

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's FY2011 Budget to implement the resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the grant agreement, the Professional Services Contract from Michigan Nutrition Network, and the subcontracts after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize a Lead Abatement Subcontract with Environmental Testing & Consulting, Inc.

Submitted by: Health Department

Committees: LE____, JD____, HS_X____, CS____, Finance_X____

Summary of Proposed Action:

This resolution authorizes a subcontract with Environmental Testing and Consulting, Inc. (ETC) for services related to the Lead Abatement Program. Funding for these activities were included in the 2010-2011 Comprehensive Plan Budget and Contract Agreement (CPBC) with the Michigan Department of Community Health (MDCH). The Board of Commissioners authorized the CPBC Agreement in Resolution #10-334.

Financial Implications:

The contract with Environmental Testing and Consulting, Inc. will be for up to \$16,600 to perform lead inspection/risk assessment services for up to 35 potentially at-risk homes for the period October 1, 2010 through September 30, 2011. These services are required by the grant agreement and grant funds are available to pay for the services.

Other Implications:

In 2009, the Purchasing Department conducted a competitive bid for the inspection and risk assessment work. Environmental Testing and Consulting, Inc. was the lowest bidder whose bid met project specifications. For the current year, ETC has agreed not to raise their rates.

Staff Recommendation: MAL____JLN____TL____TM____JC_X____
Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean Sienko, M.D., Health Officer

DATE: November 9, 2010

RE: Recommendation to Subcontract for Lead Inspection Services

This is a recommendation to subcontract with Environmental Testing and Consulting, Inc. for services related to the Lead Abatement Program. Funding for these activities were included in the 2010-2011 Comprehensive Plan Budget and Contract Agreement (CPBC) with the Michigan Department of Community Health (MDCH). The Board of Commissioners authorized the CPBC Agreement in Resolution #10-334.

Under this grant, the Health Department works with a subcontractor to identify houses at risk of lead hazards. Such houses are identified by performing a lead inspection and risk assessment. Afterward, abatement project specifications are written by ICHD staff to address the identified lead hazards. MDCH then contracts with a certified lead abatement contractor to abate the lead hazard. ICHD staff oversees the work of the certified abatement contractor.

In 2009 the Purchasing Department conducted a competitive bid for the inspection and risk assessment work. Environmental Testing and Consulting, Inc. was the lowest bidder whose bid met project specifications. For the current year, ETC has agreed not to raise their rates.

I am recommending that the Board of Commissioners adopt the attached resolution and authorize a subcontract with Environmental Testing and Consulting, Inc. for up to \$16,600 to perform lead inspection/risk assessment services for up to 35 potentially at-risk homes for the period October 1, 2010 through September 30, 2011. These services are required by the grant agreement and grant funds are available to pay for the services.

Attachment

c: John Jacobs (with attachment)
Renee B. Canady (with attachment)
Ruby Rodgers, (with attachment)

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A LEAD ABATEMENT SUBCONTRACT WITH ENVIRONMENTAL TESTING & CONSULTING, INC.

WHEREAS, the Ingham County Health Department has operated a Lead Abatement Grant Program, funded by the Michigan Department of Community Health (MDCH) and the Department of Housing and Urban Development (HUD), for several years; and

WHEREAS, continued funding for the Lead Abatement Program was included in the Health Department's 2010-2011 Comprehensive Plan Budget and Contract Agreement (CPBC) Agreement which was authorized in Resolution #10-334; and

WHEREAS, the current subcontractor who conducts inspection and risk assessments for the Lead Abatement Program, Environmental Testing and Consulting, Inc., was selected by competitive bid in 2009; and

WHEREAS, Environmental Testing and Consulting, Inc. has agreed not to raise their rates for the current year; and

WHEREAS, that Health Officer recommends that the Board of Commissioners authorize a subcontract with Environmental Testing & Consulting, Inc.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a subcontract with Environmental Testing & Consulting, Inc. for \$16,600, to provide inspection services for between 35 and 40 pre-qualified houses for the purpose of identifying lead hazards as part of the MDCH/HUD grant requirements.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a subcontract for the period October 1, 2010 through September 30, 2011.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the subcontract after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize a Professional Services Agreement with a Dentist for Services at the Jail

Submitted by: Health Department

Committees: LE____, JD____, HS_X____, CS____, Finance_X____

Summary of Proposed Action:

This resolution authorizes professional services agreements with dentists to serve individuals incarcerated at the Ingham County Jail for the time period of January 1, 2011 through December 31, 2011.

Financial Implications:

The Department's 2011 budget includes \$22,507 to purchase the services of dentists to serve Jail inmates. At the proposed rate of compensation of \$70 per hour, enough funds are available for approximately 321 hours of service. This is a continuation of 2009 and 2010 rate.

Other Implications:

None.

Staff Recommendation: MAL ____ JLN ____ TL ____ TM ____ JC_X____

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean G. Sienko, M.D., M.S., Health Officer

DATE: December 2, 2010

RE: Dental Services at the Ingham County Jail

Ingham County provides on-site dental services to inmates of the Jail by using contractual dentists. This is an essential health care service which we are obligated to provide. I recommend that the Board authorize professional services agreements with dentists to serve Jail inmates for calendar year 2011.

The Department's 2011 budget includes \$22,507 to purchase the services of dentists to serve Jail inmates. The proposed rate of compensation is \$70 per hour, which is a continuation of 2009 and 2010 rate.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jayson Welter, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PROFESSIONAL SERVICES AGREEMENT WITH A DENTIST
FOR SERVICES AT THE JAIL**

WHEREAS, Ingham County provides dental services to individuals incarcerated within the Ingham County Jail;
and

WHEREAS, the Health Department coordinates medical and dental services provided to Jail inmates; and

WHEREAS, the Health Department utilizes professional services agreements to obtain the professional services
of dentists to serve Jail inmates; and

WHEREAS, the Health Department's 2011 Budget includes \$22,507 for the purpose of contracting with
dentists; and

WHEREAS, the Health Officer has recommended that 2011 professional services contracts be authorized with
dentists to serve Jail inmates.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes professional
services agreements with dentists to serve individuals incarcerated at the Ingham County Jail.

BE IT FURTHER RESOLVED, that the agreements shall compensate dentists at the rate of \$70 per hour for
services provided in calendar year 2011.

BE IT FURTHER RESOLVED, that the period of the professional services agreements shall be January 1, 2011
through December 31, 2011.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is
authorized to sign professional services agreements authorized by this resolution after review by the County
Attorney.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Authorize Service Contracts with Licensed Dentists For 2011

Submitted by: Health Department

Committees: LE ____, JD ____, HS X ____, CS ____, Finance X __

Summary of Proposed Action:

This resolution authorizes service contracts with dentists at Healthy Smiles Dental Center for calendar year 2011.

Financial Implications:

There is \$191,120 in the Fiscal Year 2011 budget for contractual dentists for oral health services at Healthy Smiles Dental Center. The attached resolution will authorize contracts with licensed dentists at the rate of \$53.07 per hour. This rate represents a 3% increase from the 2010 rate of \$51.52.

Please note that the 3% increase proposed in this resolution is in excess of the 1% included in the policy on cost increases for service related contracts in Ingham County as authorized in Resolution #10-357.

Other Implications:

None.

Staff Recommendation: MAL ____, JLN ____, TL ____, TM ____, JC X __

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean G. Sienko, M.D., M.S., Health Officer/Medical Director

DATE: November 22, 2010

SUBJECT: Recommendation to Authorize 2011 Contracts with Dentists

This is a recommendation to authorize service contracts with dentists for calendar year 2011. There is \$191,120 in the Fiscal Year 2011 budget for 60 hours of contractual dentists for oral health services at Healthy Smiles Dental Center. ICHD's 2010 hourly rate of \$51.52 for contractual dentists is far below what other FQHCs in the state are paying contractual dentists. In addition, a directly employed Ingham County Health Department dentist's hourly rate is approximately \$68. The contractual dentists saw a 1% hourly rate increase in 2009 and a 1% hourly rate increase in 2010.

For the Department to maintain high quality dental care for its pediatric and adult dental populations and to maintain revenue projections resulting from dental services it is critical to recruit and retain contractual dentists. In order to competitively secure contractual dentists it is important that the Health Department pay a competitive rate. Therefore, I am recommending a 3% increase in hourly rate from \$51.52 to \$53.07 for calendar year 2011 for the contractual dentists.

The attached resolution will authorize contracts with licensed dentists at the rate of \$53.07 per hour. The Department will manage contractual hours to stay within the total budgeted amount for contractual dentists. The County Attorney will prepare contracts that require the dentist to maintain professional liability insurance consistent with County policies. I recommend that the Board authorize the contracts.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jayson Welter, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SERVICE CONTRACTS
WITH LICENSED DENTISTS FOR 2011**

WHEREAS, Ingham County operates two dental health centers and uses a mix of employed and contracted dentists to provide services; and

WHEREAS, the Health Department's 2011 Budget includes \$191,120 to pay for contractual dentists, assuming an average of approximately 60 hours of contractual dental services per week between the two health centers; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize contracts with dentists at the rate of \$53.07 per hour.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes service contracts with licensed dentists during calendar year 2011.

BE IT FURTHER RESOLVED, that the dentists shall be paid at the rate of \$53.07 per hour, with total expenditures not to exceed \$191,120 during Fiscal Year 2011.

BE IT FURTHER RESOLVED, that the County Attorney is authorized to prepare service contracts for licensed dentists recommended by the Health Department and that the County Board Chairperson is authorized to sign such contracts.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Establish a 1.0 FTE Public Health Nurse In Children’s Special Healthcare Services

Submitted by: Health Department

Committees: LE ____, JD ____, HS X ____, CS X ____, Finance X __

Summary of Proposed Action:

This resolution establishes an additional 1.0 FTE Public Health Nurse in Children’s Special Healthcare Services (CSHCS).

Recent growth in program demand and the increasing complexity of client and families needs have prompted Ingham County Health Department (ICHD) Staff to review the current staffing model of the Ingham County CSHCS. Michigan Department of Community Health (MDCH) administrators of the CSHCS program have also recently reiterated the availability of funding to support nursing staff in this program. The Health Department believes the newly proposed staffing model will have multiple benefits, as outlined in the attached memorandum.

Financial Implications:

The Health Department believes that there are sufficient revenue sources to support this position, including MDCH, Medicaid Outreach, and billable services completed by this position. No County General Fund support necessary.

Total Cost of a full-time nurse per Budget Office (Grade 3, Step 5): \$95,011

Revenue to Support the Position

Grant revenue for CSHCS:	\$44,500
Additional billable activities:	\$48,972
TOTAL	\$93,472

The difference between the cost and the revenue is minimal and could possibly be covered by the increase in projected revenue for additional billable services. Also, it is unlikely that this position will be filled at Step 5.

Other Implications:

The proposed change in CSHCS staffing will bring ICHD in line with MDCH’s staffing recommendation of two 1.0 FTE nurses.

Staff Recommendation: MAL ____, JLN ____, TL ____, TM ____, JC X __

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Dean Sienko, M.D., M.S., Health Officer

DATE: December 2, 2010

RE: Establishing a 1.0FTE Public Health Nurse in Children's Special Health Care Services

Children's Special Health Care Services (CSHCS) is a program for children with special health care needs and their families. CSHCS strives to enable individuals with special health care needs to have improved health outcomes and an enhanced quality of life through the appropriate use of the CSHCS system of care. The Ingham County CSHCS program is funded by the Michigan Department of Community Health (MDCH).

Currently, the Ingham CSHCS staff is comprised of one full-time nurse coordinator (a PHN IV) and two benefit representatives (CHR II's). It should be noted that the MDCH recommends that local CSHCS programs be staffed by 2 FTE registered nurses. Ingham County has in the past, received a waiver to this recommendation by decentralizing the CSHCS work across various Public Health Nurses in the department. Recent growth in program demand and the increasing complexity of client and families needs have prompted ICHD staff to review the current staffing model of the Ingham County CSHCS. MDCH administrators of the CSHCS program have also recently reiterated the availability of funding to support nursing staff in this program.

We propose the establishment of a 1.0FTE Public Health Nurse in Children's Special Healthcare Services. Revenue sources to support this position include MDCH, Medicaid Outreach, and billable services completed by this position (see calculations table below).

This staffing addition will result in the following program benefits:

1. Facilitate quality involvement of the CSHCS Coordinator in special projects associated with the program, including various mini-grant activities that enhance services to families (e.g., Family Support Groups, Picnic & Learning Day for Families, and the Medical Home Program (a collaborative effort between MSU'S Pediatric Clinic, ICHD's Well Child Clinic, and the CSHCS program).
2. Facilitate specialty training for the CSHCS Coordinator, such as obtaining Asthma Educator certification.
3. Alleviate nursing burden resulting the greater program demand and result in additional nurse support would be available to address family concerns.
4. Increase program capacity to respond to increased family referrals, including precipitating family referrals to community resources and for immunization screening.
5. Families with access to care issues would receive enhanced assistance.

- 6. More consistent contact with families served could be provided.
- 7. Outreach activities could be increased, providing valuable services to families who may not currently know they qualify for the program

In addition to these direct program benefits, the addition of a 1.0FTE nursing position in CSHCS will relieve other public health nursing staff of this responsibility, allowing them to respond to other revenue-generating activities such as Maternal Infant Health Program visits.

Finally, this revised staffing model will also allow us to take advantage of additional revenue opportunities that have been neglected because of limited staff capacity. In addition to our base program grant from MDCH, CSHCS can bill for the following other program services:

Case management: For example, children with acute needs enrolled in the program are eligible for 4 to 6 case management visits per year. Each of these visits can be billed to MDCH for \$201. Our current staffing model has only allowed the CSHCS coordinator to complete home visits with the most medically complex children.

Plans of Care: In FY10, 30 case management visits were completed. We project 72 additional case management visits could easily be completed if another nurse were added. CSHCS staff can also develop Plans of Care (POC) annually for enrolled children. The POC can be billed at \$150 if completed with a home visit and \$100 if completed in a telephone interview. There are currently over 800 children enrolled in the CSHCS program, and approximately 150 of these have had a Plan of Care (POC) completed. We are in the process of creating an informational brochure that presents the POC as an important benefit of the program. This we firmly believe will prompt more families to request this service.

Care coordination is a third billable activity which also could be increased with additional staff. The table below summarizes additional revenue generated in FY10 through billable activities along with projections for FY11 if a full-time nurse is added.

	FY10		FY11	
	Number completed	Revenue generated	Number projected	Estimated revenue
Case Management (\$201/ home visit)	30	\$6,047	72	\$14,472
Plans of Care (\$150/home visit \$100/telephone)	122	\$16,400	300	\$37,500
Care Coordination	366	\$10,980	400	\$12,000
Total Revenue Generated		\$33,427		\$63,972

There are other benefits to adding a 1.0 FTE nursing position. Currently, public health nursing staff is assisting as they are able with developing POC for children enrolled in CSHCS. With an additional full-time nurse in CSHCS, public health nurses will have more time for other revenue-generating activities such as Maternal Infant Health Program visits.

The proposed change in CSHCS staffing will bring ICHD in line with MDCH's staffing recommendation of two 1.0 FTE nurses. ICHD budgeted \$127,500 in FY11 for grant revenue for CSHCS. MDCH has increased the CSHCS grant to \$172,000, an additional \$44,500. We budgeted \$15,000 for revenue-generation in FY11, but expect, based on actual revenue generated in FY10, to do better, especially with the addition of a full-time nurse. In addition to the revenue already budgeted, we expect to generate an additional \$48,972 in billable activities in FY11. The additional grant funds and FY11 revenue projections total \$93,472, is nearly enough to cover the cost of a full-time nurse (\$95,011 when the position is costed out at Step 5 (salary and fringe benefits) for Grade3, Step 5.) It is unlikely that this position will be filled at Step 5.

I recommend that authorization be given to create a 1.0 FTE nursing position in CSHCS.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ESTABLISH A 1.0 FTE PUBLIC HEALTH NURSE IN CHILDREN'S SPECIAL HEALTHCARE SERVICES

WHEREAS, Children's Special Health Care Services (CSHCS) is a program for children with special health care needs and their families funded by Michigan Department of Community Health (MDCH); and

WHEREAS, Ingham County Health Department's CSHCS program is currently staffed by 1.0 FTE Public Health Nurse; and

WHEREAS, MDCH recommends that local CSHCS programs be staffed by two 1.0 FTE registered nurses; and

WHEREAS, MDCH increased the base grant for CSHCS in FY2011; and

WHEREAS, there is excellent potential for increased revenue generation in addition to the CSHCS base grant; and

WHEREAS, adding a 1.0 FTE Public Health Nurse will enable enhanced services for children and families enrolled in CSHCS; and

WHEREAS, the increased base grant along with increased revenue generated from case management, plans of care, and care coordination will fully fund a 1.0 FTE Public Health Nurse.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners establishes an additional 1.0 FTE Public Health Nurse position in the CSHCS program.

BE IT FURTHER RESOLVED, that the position shall be posted immediately.

RESOLUTION STAFF REVIEW

DATE November 23, 2010

Agenda Item Title: Resolution to Accept an Award for Pandemic Influenza Preparedness from the Michigan Department of Community Health

Submitted by: Health Department

Committees: LE____, JD____, HS X, CS X, Finance X

Summary of Proposed Action:

This resolution accepts an award for Pandemic Influenza Preparedness from the Michigan Department of Community Health.

Financial Implications:

Funded by carrying forward previously awarded but unexpended Public Health Emergency Response funds, Ingham County Health Department has received an award of \$49,828. The period of the award is October 1, 2010 through July 30, 2011.

The award includes:

- \$18,247 to hire a part-time temporary staff person (PRO5 Program Specialist) to update the Pandemic Influenza Plan and Communications Plan;
- \$5,500 for the purchase of a storage shed to hold large equipment related to emergency response; and
- \$5,000 to contract with a consultant to write a regional Crisis and Emergency Risk Communication Plan for the mass media. The contract in total will not exceed \$35,000 and the amount is subject to the receipt of matching funds from other local health departments.

The balance of the funds is for miscellaneous equipment and planning activities related to responding to an influenza pandemic.

Other Implications:

None.

Staff Recommendation: MAL ____ JLN ____ TL ____ TM ____ JC X

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Dean Sienko, M.D., Health Officer

DATE: November 22, 2010

RE: Recommendation to Accept an Award for Pandemic Influenza Preparedness
from the Michigan Department of Community Health

The Office of Public Health Preparedness of the Michigan Department of Community Health invited local health departments to submit proposals for strengthening preparedness for pandemic influenza to be funded by carrying forward previously awarded but unexpended Public Health Emergency Response funds. As a result, the Ingham County Health Department has received an award of \$49,828. The period of the award is October 1, 2010 through July 30, 2011.

According to County policy, three of the line items in the award require special consideration by the Board of Commissioners:

- 1) One of these is a capital purchase of a storage shed for emergency preparedness equipment of \$5,500.
- 2) Another is a contract of up to \$35,000 with a consultant to write a regional Crisis and Risk Communication Plan especially for the mass media including TV, radio, newspapers and the Internet. The Health Department and neighboring local health departments each received \$5,000 to be pooled into a single regional contract. Ingham County will act as the fiduciary on this project. The contract will be competitively bid by the Purchasing Department in Ingham County although other LHDs may encourage consultants in their area to apply.
- 3) The final item requiring special consideration is \$18,247 to hire a part-time temporary staff person to update the County's Pandemic Influenza Plan and Communications Plan. This person would work be a PRO5 Program Specialist and would begin working in January 2011.

I encourage the Board to adopt the attached resolution and authorize the special items in it.

Attachment

c: John Jacobs
Renee B. Canady
Sue McIntosh

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT AN AWARD FOR
PANDEMIC INFLUENZA PREPAREDNESS
FROM THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

WHEREAS, in response to a request from the Office of Public Health Preparedness, the Ingham County Health Department submitted a proposal to the Michigan Department of Community Health for various activities related to preparedness for pandemic influenza; and

WHEREAS, as a result, the Department has been authorized to carry forward unexpended Public Health Emergency Preparedness funds of \$49,828 by the Michigan Department of Community Health; and

WHEREAS, the period of the award is October 1, 2010 through July 30, 2011; and

WHEREAS, the award includes \$5,500 for the purchase of a storage shed to hold large equipment related to emergency response; and

WHEREAS, the award includes \$5,000 to contract with a consultant to write a regional Crisis and Emergency Risk Communication Plan for the mass media; and

WHEREAS, the total amount of the contract for writing the mass media plan will be up to \$35,000, subject to receipt of matching funds from neighboring local health departments; and

WHEREAS, the award includes \$18,247 to hire a part-time temporary staff person to update the Pandemic Influenza Plan and Communications Plan.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes acceptance of an award from the Michigan Department of Community Health of \$49,828, to enhance preparedness for pandemic influenza.

BE IT FURTHER RESOLVED, that the period of the award is October 1, 2010 through July 30, 2011.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the purchase of a storage shed for equipment related to emergency response for an amount not to exceed \$5,500.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a contract with a consultant to write a regional Crisis and Emergency Risk Communication Plan for the mass media for an amount not to exceed of \$35,000, subject to receipt of matching funds.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the Controller/Administrator to receive matching funds from local health departments to be used for contracting for the mass media plan.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes subcontracts with local health departments, if required, in order to obtain matching funds for the contract for the mass media plan.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes hiring a part-time temporary staff person to update emergency plans.

BE IT FURTHER RESOLVED, that the part-time temporary staff person will be a PRO5 Program Specialist.

BE IT FURTHER RESOLVED, that the award funds will be included in the next amendment of the County's Comprehensive Planning, Budgeting and Contracting Agreement with the State of Michigan.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to adjust the Health Department's Budget as required.

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

RESOLUTION STAFF REVIEW

DATE November 22, 2010

Agenda Item Title: Resolution Authorizing a One Year Contract Extension with Sheridan Land Consulting to Provide Technical Assistance to the Ingham County Farmland and Open Space Preservation Board

Submitted by: Ingham County Farmland and Open Space Preservation Board

Committees: LE ____, JD ____, HS ____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize a one year contract extension with Sheridan Land Consulting for technical assistance for the implementation of the Farmland and Open Space Purchase of Development Rights.

Financial Implications:

The Agreement is for an amount not to exceed \$53,487 through December 31, 2011, which is included in the 2011 Budget and funded solely from farmland and open space millage proceeds.

Other Implications:

The Farmland and Open Space Preservation Board has recommended this one year extension.

Staff Recommendation: MAL X JLN __ TL __ TM __ JC __

Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A ONE YEAR CONTRACT EXTENSION WITH SHERIDAN LAND CONSULTING TO PROVIDE TECHNICAL ASSISTANCE TO THE INGHAM COUNTY FARMLAND AND OPEN SPACE PRESERVATION BOARD

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004 and the Ingham County Open Space Purchase of Development Rights Ordinance in October 2009; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinances authorize the Ingham County Farmland and Open Space Preservation Board to oversee the implementation of the Farmland and Open Space Preservation Program; and

WHEREAS, the Ingham County Board of Commissioners is under contract with Sheridan Land Consulting for technical assistance for the implementation of the Farmland and Open Space Purchase of Development Rights Ordinance through December 2010; and

WHEREAS, the Farmland and Open Space Preservation Board has recommended the contract with Sheridan Land Consulting to provide technical assistance be continued through December 31, 2011; and

WHEREAS, funding for this contract is included in the 2011 Ingham County Budget and will be derived from the Farmland and Open Space Preservation Millage dollars.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners shall continue a contract with Sheridan Land Consulting in an amount not to exceed \$53,487 for technical assistance to the Ingham County Farmland and Open Space Preservation Board through December 31, 2011.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign contract documents consistent with this Resolution after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 24, 2010

Agenda Item Title: Resolution Rescinding Resolution #10-340 and Accepting \$607,326.00 and Approving Cooperative Agreement No. 735D211043 Amendment 1 between the United States of America and Ingham County for the implementation of the Federal Farm and Ranch Lands Protection Program

Submitted by: Ingham County Farmland and Open Space Preservation Board

Committees: LE ____, JD ____, HS ____, CS X, Finance X

Summary of Proposed Action:

This resolution rescinds Resolution #10-340 and approves the Cooperative Agreement between the Federal Farm and Ranch lands Protection Program and Ingham County to purchase Permanent Conservation Easement Deeds on the Ghere, Jackson, Fogg, Davis and Haynes (#2) Farm. The Ingham County Board of Commissioners approved submitting an application to the Farm and Ranch Lands Protection Program on July 27, 2010, Resolution #10-340.

Resolution #10-340 initially approved the cooperative agreement; however, it is now necessary to rescind Resolution #10-340 and approve the new version of the agreement due to the addition of the Fogg Farm.

Financial Implications:

The Federal contribution for the Ghere Farm is \$39,059.00; Haynes #2 is \$212,940.00; Jackson is \$155,363.00; Fogg is \$104,659.00 and Davis is \$95,305.00 for a grand total of \$607,326.00.

Other Implications:

Due to landowner donations and The Federal Farm and Ranch Lands Protection Program match, Ingham County will only pay about 36% of total Easement value. Cooperative Agreement #73-5D21-10-43 Amendment 1 has been submitted to County Attorney for review and approval. Final approval by Ingham County Board of Commissioners for closing the easements to be expected after all closing requirements have been satisfied.

Staff Recommendation: MAL X JLN ____ TL ____ TM ____ JC ____

Staff recommends approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION RESCINDING RESOLUTION #10-340 AND ACCEPTING \$607,326.00 AND APPROVING COOPERATIVE AGREEMENT NO. 735D211043 AMENDMENT 1 BETWEEN THE UNITED STATES OF AMERICA AND INGHAM COUNTY FOR THE IMPLEMENTATION OF THE FEDERAL FARM AND RANCH LANDS PROTECTION PROGRAM

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and open space in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2009 cycle and submitted the Ghere, Davis, Jackson, Fogg, Haynes #2 Farms to the Federal Farm and Ranch Lands Protection Program, Great Lakes Restoration Initiative for consideration of matching funds; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinance authorized the Ingham County Farmland and Open Space Preservation Board to make reasonable offers to purchase development rights on farms based on state certified appraisals; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase Permanent Conservation Easement Deeds on the Ghere, Davis, Jackson, Fogg, Haynes #2 Farms.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves Cooperative Agreement #73-5D21-10-43 Amendment 1 for \$607,326.00, between United States of America (The United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC), and Ingham County for the implementation of the Federal Farm and Ranch Lands Protection Program (FRPP); Great Lakes Restoration Initiative.

BE IT FURTHER RESOLVED, that Resolution #10-340 is hereby rescinded.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign Cooperative Agreement #73-5D21-10-43 Amendment 1, after review and approval by the County Attorney.

AMENDMENT 1 TO
 COOPERATIVE AGREEMENT
 BETWEEN THE
 UNITED STATES OF AMERICA
 COMMODITY CREDIT CORPORATION
 ACTING THROUGH THE
 NATURAL RESOURCES CONSERVATION SERVICE
 and
 INGHAM COUNTY
 for the
 FARM AND RANCH LANDS PROTECTION PROGRAM

Cooperative Agreement Number 735D211043 between the United States of America (the United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC), and Ingham County for the implementation of the Farm and Ranch Lands Protection Program (FRPP), originally made on the 5th day of August, 2010, is hereby amended on the ____ day of _____, 2010 to add or change the following:

IV. OBLIGATION OF FUNDS

Change IV. First Paragraph To:

Upon execution of this agreement, the United States shall obligate the sum of \$462,308.00 in FY2010 and \$607,326.00 in FY2010 Great Lakes Restoration Initiative (GLRI) for the acquisition by Ingham County of conservation easements for the parcels listed on Attachments A, A-1. This agreement may be revised to obligate additional funds in Fiscal Years 2010 and 2011 if the cooperating entity submits parcels that rank high enough to warrant the obligation of funds. Ingham County must close on the easement acquisition and request payment of this amount in accordance with Part VII of this Cooperative Agreement before the dates in the table below.

Fiscal Year	Attachment with Associated Parcels	Funds Obligated	Fund Code
2010	A	\$462,308.00	69F
2010 GLRI	A-1	\$607,326.00	69R
2011	B	NA	NA
2012	C	NA	NA

Attachments

Add Attachment A-1 - List of Pending Conservation Easement Offers on Which the Obligation of FY 2010 GLRI Funds is Based.

All other terms, conditions, and provisions of the agreement remain in force and effect and are hereby made a part of this agreement.

IN WITNESS WHEREOF, the following authorized representatives of the United States and Ingham County have executed this Cooperative Agreement.

INGHAM COUNTY

By: Commissioner Debbie De Leon, Chair of the County Board of Commissioners

UNITED STATES OF AMERICA
COMMODITY CREDIT CORPORATION

By: Gary Lee, Acting State Conservationist

RESOLUTION STAFF REVIEW

DATE: November 17, 2010

Agenda Item Title: Resolution Authorizing the Transfer of Funds from the 208 Parks Operating Fund to the City of Mason

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE____, JD____, HS____, CS_ X_, Finance X__

Summary of Proposed Action:

Board of Commissioner Resolution #10-189 authorized a lease with the City of Mason for the operation of Rayner Park.

A Playground Committee was formed in 1992 by a group of citizens raising funds to build the creative playground at Rayner Park. After the playground construction was completed there were funds remaining. These funds have been held in trust by Ingham County and used to maintain the playground. There is a remaining balance of \$1,327.39 in the Rayner Playground Account.

The Ingham County Parks & Recreation Commission passed a resolution in support of this transfer at their November 22, 2010 meeting.

Financial Implications:

There is no financial issue with the transfer of the balance of the Rayner Playground Trust Fund to the City of Mason for the continued maintenance of the Rayner Playground.

Other Implications: None.

Staff Recommendation: MAL X JLN ____ TL ____ TM ____ JC ____

Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM
THE 208 PARKS OPERATING FUND TO THE CITY OF MASON**

WHEREAS, a group of citizens formed a Playground Committee in 1992, raising funds to build a creative playground at Rayner Park; and

WHEREAS, there were funds remaining after the playground construction was completed; and

WHEREAS, these funds have been held in trust by Ingham County and used to maintain the playground; and

WHEREAS, there is a remaining balance of \$1,327.39 in the Rayner Playground Account; and

WHEREAS, the Ingham County Parks & Recreation Commission passed a resolution in support of this transfer at their November 22, 2010 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of the balance of the Rayner Playground Trust Fund to the City of Mason for the continued maintenance of the Rayner Playground.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any documents consistent with this Resolution after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 22, 2010

Agenda Item Title: Resolution to Approve the Purchase of a Fiber Optic Connection to Otto Clinic from Arialink

Submitted by: Management Information Services

Committees: LE____, JD____, HS____, CS__X__, Finance__X__

Summary of Proposed Action: (See the attached communication.)

This resolution will authorize a contract with Arialink for the purchase of a fiber optic connection for the Health Department's Otto Clinic. Resolution #10-254 approved the purchase of AT&T's Opt-E-Man Services to replace current T-1 circuits (see the attached resolution). During a site visit with AT&T it was determined to be cost prohibitive to use the AT&T OPT-E-MAN solution at the Clinic site.

Financial Implications:

Arialink's agreement is for \$600 per month; the total cost will be paid out of the County's Telephone Communications Fund (636-26600921050).

Other Implications:

Staff Recommendation: MAL__X__ JLN____ TL____ TM____ JC____

Staff recommends approval of the resolution.

Agenda Item 8a

To: Board of Commissioners
From: Tom Shewchuk, MIS Director
CC: Jim Hudgins
Date: November 22, 2010
Re: Otto Clinic T-1 Replacement

Dear Commissioners,

Recently the Board approved resolution #10-254 to replace multiple T-1 circuits to the Potter Park Zoo and various Health Department clinics. After performing a site visit at Otto clinic with AT&T it was determined to be cost prohibitive to use the AT&T OPT-E-MAN solution at this site. The clinic is located approximately 950' off the main road and the cost to bring the circuit to the building would be expensive. As a result, MIS revisited the original proposals for this project (Arialink was one of the original responders) and received a proposal from Arialink in the amount of \$600.00 per month for the Otto clinic. The original AT&T cost was \$615.00 per month.

All remaining sites under resolution #10-254 will utilize the AT&T solution because of the benefits of the OPT-E-MAN network. Although the Arialink solution will not be part of the AT&T network it will meet the needs of the Health Department. Ingham County uses Arialink for other circuits within the county today.

MIS is working with AT&T to revise the original contract and will get the appropriate board signatures. Please feel free to contact me if you have any questions and sorry for any inconvenience this may have caused.

Sincerely,

Tom

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF AT&T's OPT-E-MAN SERVICE TO REPLACE
CURRENT T-1 CIRCUITS**

RESOLUTION #10-254

WHEREAS, Ingham County currently has an AT&T contract for 14 T-1 circuit's that are expiring and need to be renewed; and

WHEREAS, of the 14 T-1's, three will be eliminated because they are no longer needed, one will remain the same and be negotiated on a separate contract (Delhi), and the remaining will be migrated to the AT&T OPT-E-MAN network; and

WHEREAS, MIS worked with the Parks/Zoo, Health Department, and Meridian Township to understand their current and future needs in order to research a solution; and

WHEREAS, because of an increase in demand for bandwidth to our Zoo and Health Department Clinics and benefits of the AT&T OPT-E-MAN network, MIS is recommending the current T-1 circuits be upgraded to OPT-E-MAN network giving these department more network capacity and flexibility; and

WHEREAS, the current monthly expenditure for these circuits is \$4,500.00 per month or \$54,000 annually, the new monthly rate for the OPT-E-MAN service for the Potter Park Zoo, Health Department Clinics and Meridian Township will be \$5,447.50 per month or \$65,370.00 annually; and

WHEREAS, Ingham County will invoice Meridian Township \$540.00 per month for 36-months or \$19,440 for the three-year term of the contract; and

WHEREAS, MIS is recommending the purchase of the AT&T OPT-E-MAN services from the State of Michigan MiDeal co-operative Contract (#2003-1118-0951) for a period of three years for a total cost of \$196,110.00.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a three year agreement with AT&T and purchase of their OPT-E-MAN services in the amount of \$196,110.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Telephone Communications Fund (636-26600921050).

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

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

ADOPTED - AUGUST 24, 2010
Agenda Item No. 19

RESOLUTION #10-254

COUNTY SERVICES: Yeas: Copedge, Schor, Celentino, Grebner, McGrain, Vickers
Nays: None **Absent:** None **Approved 8/17/10**

FINANCE: Yeas: Grebner, Tennis, Bahar-Cook, Schor, Holman, Dougan
Nays: None **Absent:** None **Approved 8/18/10**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF A FIBER OPTIC CONNECTION TO OTTO CLINIC FROM ARIALINK

WHEREAS, the Otto Clinic currently has a T-1 connection to the Ingham County network that has expired and needs to be renewed; and

WHEREAS, the Board of Commissioners approved to replace this T-1 connection with an AT&T OPT-E-MAN solution under Resolution #10-254 at a cost of \$615.00 per month for a 3-year period; and

WHEREAS, due to unanticipated implementation issues, it is cost prohibitive to replace this connection with the AT&T solution; and

WHEREAS, MIS originally sought three proposals (one being Arialink) and recommend purchasing the replacement for the Otto Clinic connection in lieu of the AT&T OPT-E-MAN solution from Arialink for \$600.00 per month for a 3-year period for a total cost of \$21,600.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of a 10MB fiber connection to the Otto Clinic from Arialink in the amount of \$21,600.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Telephone Communications Fund (636-26600921050).

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

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

RESOLUTION STAFF REVIEW

DATE November 22, 2010

Agenda Item Title: Resolution to Approve Entering into an Agreement with Imagesoft, Inc. for Annual Maintenance of the OnBase Imaging Application

Submitted by: Management Information Services Department

Committees: LE____, JD____, HS____, CS_ X_, Finance_ X_

Summary of Proposed Action:

This resolution will authorize entering into an Agreement with Imagesoft, Inc. for the annual maintenance and support of the OnBase Imaging Application for the Prosecuting Attorney’s Office, Friend of the Court and Family Support Unit.

Financial Implications:

One year agreement for \$83,272.81, to be paid from the LOFT fund (Acct# 4525820932050).

Other Implications:

None.

Staff Recommendation: MAL_ X_ JLN_ ___ TL_ ___ TM_ ___ JC_ ___

Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE ENTERING INTO AN AGREEMENT WITH IMAGESOFT, INC. FOR ANNUAL MAINTENANCE OF THE ONBASE IMAGING APPLICATION

WHEREAS, Ingham County utilizes the OnBase Imaging application in the Prosecuting Attorney's Office, Friend of the Court and Family Support Unit; and

WHEREAS, this application and custom software was implemented by Imagesoft and requires annual support for issues and maintenance; and

WHEREAS, this is the first full year for the annual maintenance at a total cost of \$83,272.81; and

WHEREAS, the length of the contract is for a period of one-year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a one-year maintenance agreement with Imagesoft, Inc. for the purpose of on-going OnBase maintenance and support at a total annual cost of \$83,272.81, to be paid from the LOFT fund (Acct# 4525820932050).

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

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

MEMORANDUM

November 22, 2010

TO: Finance Committee

FROM: Teri Morton, Budget Director

RE: Year End Adjustment and Contingency Fund Update

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2010 Budget. The General Fund budget will be adjusted to the amount of \$79,442,509 for the fourth quarter of 2010.

Also included is an update of contingency fund spending so far this year. If the resolution authorizing the Board of Commissioners to continue as a member of the Lansing Area Economic Partnership (LEAP) is passed by the Board of Commissioners as approved by the County Services and Finance Committees, the contingency amount will be \$209,074. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$450,000.

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

Agenda Item 9a

2010 CONTINGENCY

Adopted Contingency Amount	\$450,000
R09-384: Additional Funds – Community Agencies (Women’s Center)	(7,000)
R10-039: Controller/Administrator Search	(3,200)
R10-098: Luminosity Solutions Contract	(4,740)
R10-123: CCW Permit System	(9,000)
R10-131: 1 st Quarter Adjustment	(25,292)
R10-229: Additional Appropriation to DHS	(156,694)
Proposed: LEAP Membership Dues	(35,000)
Current Contingency Amount	\$209,074

Agenda Item 9a

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE YEAR END BUDGET
ADJUSTMENTS**

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

WHEREAS, the Board of Commissioners annually authorizes the Controller to make necessary year end transfers to comply with state statute.

THEREFORE BE IT RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2010 Ingham County General Fund budget at \$79,442,509.

RESOLUTION STAFF REVIEW

DATE: November 22, 2010

Agenda Item Title; Resolution Authorizing a Revised Infrastructure Maintenance Agreement with Harris Corporation for the Ingham County Public Safety Radio System

Submitted by: Controller/Administrator's Office

Committees: LE X, JD ____, HS ____, CS ____, Finance X

Summary of Proposed Action:

Ingham County previously approved a five-year Maintenance Agreement extension for the public safety radio system infrastructure with Harris Corporation from October 1, 2010 through September 30, 2015, through Resolution #10-316.

This resolution will continue the agreement with a reduced service option and the corresponding reduction in price that is consistent with the Board of Commissioner's policy on service contracts and will maintain the integrity of the public safety radio system.

- 1) A System Maintenance Contract with Harris Corporation for the Infrastructure only for a five-year period.
- 2) All individual municipalities/public safety agencies will be responsible to pay for their own radio maintenance contracts.

This System Maintenance Contract with Harris for the Infrastructure is an all-inclusive contract that covers all Harris labor and parts and proactive preventive maintenance.

Services will provide talk group re-configuration with the written request of the Radio System Governing Board and the diagnostics, repair, firmware and software upgrades to the EDAC's system infrastructure, including all the microwave system, which is inclusive of the Alcatel microwave network provided by Harris and the Stargate application. (Ingham County pays 2/3s of this cost and Clinton County pays 1/3 of this cost as a prorated portion of this equipment). Ingham County's cost has been included in the Ingham County System Maintenance Contract since it was added in 2008. Those costs are also included in our revised extension costs for this contract period.

Financial Implications: (See the attached Contract analysis for details.)

Resolution #10-316 approved a five-year total, not to exceed \$1,486,425.45, the recommended revised contract is for \$1,388,195.00, for a total costs savings of \$98,230.45 over the life of the five-year agreement.

2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	5-Year Total
\$280,225.13	\$287,230.76	\$295,847.68	\$306,202.35	\$316,919.53	\$1,486,425.45
4.00%	2.50%	3.00%	3.50%	3.50%	

This revised Resolution will reduce the contract as follows:

2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	5-Year Total
\$272,141.47	\$274,862.88	\$277,611.51	\$280,387.63	\$283,191.50	\$1,388,195.00
1%	1%	1%	1%	1%	

All local units of government will be responsible for the costs associated with maintenance costs, repair and replacement of end user equipment (Radios, pagers, etc.).

Through the Ingham County 911 Cost Participation Policy local units will annually reimburse thirty-five percent of these maintenance costs based on the number of radios they have on the system.

Other Implications: This proposal will maintain the UHF EDAC's trunked radio system. The system is a five (5) site simulcast with eight (8) auxiliary received sites. The system supports law enforcement and fire agencies, and operates in both analog and digital modes. The system also supports a new UHF page system for the out-county fire department operations.

Staff Recommendation: MAL ___ JLN X TL ___ TM ___ JC ___
Staff recommends Approval of this resolution.

ADOPTED BY BOC

Contract Year:	<u>2007/2008</u>	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>	<u>2014/2015</u>	<u>5-Year Total</u>
Amount:	\$241,650.00	\$252,525.00	\$263,887.60	\$280,225.13	\$287,230.76	\$295,847.68	\$306,202.35	\$316,919.53	\$1,486,425.45
*Stargate:		\$2,660.04	\$5,559.40	included	included	included	included	included	
Total:	\$241,650.00	\$255,185.04	\$269,447.00	\$280,225.13	\$287,230.76	\$295,847.68	\$306,202.35	\$316,919.53	
% increase:		5.60%	5.59%	4.00%	2.50%	3.00%	3.50%	3.50%	
Local Portion:	\$157,072.50	\$165,870.28	\$175,140.55	\$182,146.33	\$186,699.99	\$192,300.99	\$199,031.53	\$205,997.69	
<i>per radio**</i>				\$99.15	\$101.63	\$104.68	\$108.35	\$112.14	
911 Fund Portion:	\$84,577.50	\$89,314.76	\$94,306.45	\$98,078.80	\$100,530.77	\$103,546.69	\$107,170.82	\$110,921.84	
<i>per radio**</i>				\$53.39	\$54.73	\$56.37	\$58.34	\$60.38	
<i>total per radio</i>				\$152.54	\$156.36	\$161.05	\$166.69	\$172.52	

1% INCREASES

Contract Year:	<u>2007/2008</u>	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>	<u>2014/2015</u>	<u>5-Year Total</u>
Amount:	\$241,650.00	\$252,525.00	\$263,887.60	\$272,141.47	\$274,862.88	\$277,611.51	\$280,387.63	\$283,191.50	\$1,388,195.00
*Stargate:		\$2,660.04	\$5,559.40	included	included	included	included	included	
Total:	\$241,650.00	\$255,185.04	\$269,447.00	\$272,141.47	\$274,862.88	\$277,611.51	\$280,387.63	\$283,191.50	<u>Diff. from Adopted</u>
% increase:		5.60%	5.59%	1.00%	1.00%	1.00%	1.00%	1.00%	\$98,230.45
Local Portion:	\$157,072.50	\$165,870.28	\$175,140.55	\$176,891.96	\$178,660.88	\$180,447.48	\$182,251.96	\$184,074.48	
<i>per radio**</i>				\$96.29	\$97.26	\$98.23	\$99.21	\$100.20	
911 Fund Portion:	\$84,577.50	\$89,314.76	\$94,306.45	\$95,249.51	\$96,202.01	\$97,164.03	\$98,135.67	\$99,117.03	
<i>per radio**</i>				\$51.85	\$52.37	\$52.89	\$53.42	\$53.96	
<i>total per radio</i>				\$148.14	\$149.63	\$151.12	\$152.63	\$154.16	

*Additional maintenance services for the stargate system were added to the contract cost, beginning in 2008/2009 with a prorated amount for half the contract period.

**Per radio cost is based on a count of 1,837 radios in the system. Per radio cost on MSP system is \$200. FY 09/10 radio cost is \$146.68.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A REVISED INFRASTRUCTURE
MAINTENANCE AGREEMENT WITH HARRIS CORPORATION
FOR THE INGHAM COUNTY PUBLIC SAFETY RADIO SYSTEM**

WHEREAS, the Ingham County Board of Commissioners approved a five-year Maintenance Agreement extension for the public safety radio system infrastructure with Harris Corporation from October 1, 2010 through September 30, 2015, through Resolution #10-316; and

WHEREAS, staff and the two 911 Center Directors have negotiated a reduction to the Maintenance Agreement by reducing the preventive maintenance overview for the console and RF System from twice a year to once a year; and

WHEREAS, staff and the two 911 Center Directors are comfortable that this reduction in preventive maintenance overview for the console and RF System from twice a year to once a year will not negatively affect the integrity of the radio system.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a revised five-year Maintenance Agreement for the public safety radio system infrastructure system with Harris Corporation from October 1, 2010 through September 30, 2015, by reducing the preventive maintenance review for the console and RF System from twice a year to once a year, and a corresponding expense reduction from \$1,486,425.45 to \$1,388,195.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of up to \$1,388,195 for the five-year Maintenance Agreement for Infrastructure Only with Harris Corporation for the 911 Public Safety Radio Communication System out of 911 funds for these purposes.

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