

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
DALE COPEEDGE

VICE-CHAIRPERSON PRO-TEM
RANDY SCHAFER

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
LAURA DAVIS
BRIAN McGRAIN
ANDY SCHOR
STEVE DOUGAN
DONALD VICKERS

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, NOVEMBER 30, 2009 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [November 16, 2009 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Interviews
 - a. Community Mental Health Authority
 - b. Board of Health

2. Health Department
 - a. Resolution to Authorize Service Contracts with Licensed [Dentists](#) for 2010
 - b. Resolution to Authorize [Amendment #2](#) to the 2009-2010 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health
 - c. Resolution to Authorize a 2009-2010 Agreement with the [City of Lansing](#) for Certain Public Health and Program Activities
 - d. Resolution to Authorize an Agreement with [Edward W. Sparrow Hospital Association for Women's Health Physician Services](#)
 - e. Resolution to Extend the Cooperative Operational Agreement with the Ingham Community [Health Center Board](#)
 - f. Resolution to Authorize a Nurse Practitioner Services Agreement with Michigan State University [College of Nursing](#)

3. Controller/Administrator's Office
 - a. Resolution Approving [Various Contracts](#) for the 2010 Budget Year
 - b. Resolution Authorizing Adjustments to the 2009 Ingham County Budget and Authorizing the Controller/Administrator to Make Year End [Budget Adjustments](#)

4. Human Services Committee - Resolution Honoring [Pamela Crookedacre](#)

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.

HUMAN SERVICES COMMITTEE
November 16, 2009
Minutes

Members Present: Laura Davis, Brian McGrain, Andy Schor, Steve Dougan, Donald Vickers and Board Chairperson Debbie De Leon

Members Absent: Todd Tennis

Others Present: John Neilsen, Dean Sienko

The meeting was called to order by Vice Chairperson Davis at 7:00 p.m. in Conference Rooms "D and E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the November 2, 2009 Minutes

Comm. McGrain asked that the November 2, 2009 minutes be amended as follows:

Page 7, paragraph 10: replace "works at the same organization as he" with "is a board member of the organization where he works."

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE NOVEMBER 2, 2009 MINUTES AS AMENDED.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

Additions to the Agenda

2a. Resolution to Amend Resolution 09-384 Authorizing 2010 Agreements for Community Agencies

Limited Public Comment

None.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. SCHOR, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Health Department
 - a. Resolution to Authorize a Contract with the Michigan Department of Human Services to Provide Administrative Support for Development of the Strong Families/Safe Children Program
 - c. Out-of-State Travel Request
 - d. In-State Travel Notification

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

1. Health Department

- b. Resolution to Authorize a FY 2009-2010 Local Health Department (LHD) Agreement with the Michigan Department of Environmental Quality

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION TO AUTHORIZE A FY 2009-2010 LOCAL HEALTH DEPARTMENT (LHD) AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY.

Comm. Vickers asked, regarding the four programs listed that the grant money will be used for, are they state obligated requirements or county obligated requirements.

Dr. Sienko answered that they are state obligations. He explained that the county is required to test non-community water supplies, which are Type II water supply systems, in accordance with Michigan's Public Act 399. A Type II water supply provides water for consumption to 25 or more people on a regular basis at places such as churches, apartment buildings or restaurants. There are about 100 of these systems in Ingham County, and a complete survey of each system is required every five years. He stated that the county does a thorough survey on about 20 per year.

Dr. Sienko addressed the issue of cost to the county vs. support by the state to pay for the testing the state requires in the four programs. He noted that it is supposed to be a 50/50 cost share, but rarely has the state paid as much, citing the clause "if funds are available". He stated that this is an ongoing argument between health departments and the state.

Comm. Vickers asked if there ever was a county that has ever refused to do this, and Board Chairperson De Leon asked if so, how successful were they? It was mentioned in the discussion that followed that one county had tried.

John Neilsen commented that this same conversation had occurred between previous Human Service committees and Health Directors, and even if we are paying more than our fair share, it is in the interest in public health to continue to do this.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis:

Dr. Sienko gave an update on the status of H1N1 vaccinations. He stated that the Health Department is continuing to run mass vaccination clinics. Between 150-200 vaccinations per day are given in Conference Room A to those in the risk groups. He noted a diminishing number of pregnant women are coming in. The clinics currently done at the schools, such as the one held at Holt High School, are for children with underlying medical conditions. The next group that it will be opened it up to, when supplies allow, will be the 10 – 24 year olds. Dr. Sienko stated that supply continues to be an issue; our allocation of vaccine was cut by one third for this week and next week. The county has also distributed vaccine to providers, MSU and hospitals.

Dr. Sienko reported that the department gets compliments on the services at the mass vaccination clinics. The public seems happy and are surprised at how well organized it is. The longest wait was 45 minutes to an hour on the first day when almost 1500 people were vaccinated.

Vice Chairperson Davis described the positive experience she had at the Holt flu clinic with her children and expressed her appreciation for how organized the clinic was and the patience and professionalism displayed by the staff.

Comm. Schor commented on information and misinformation regarding H1N1, and expressed his appreciation for the quick response he gets from Dr. Sienko and the Health Department staff to the questions he asks, enabling him to pass correct information on to his constituents.

Comm. Vickers asked about how use of the nasal spray has worked out.

Dr. Sienko answered that the first group they were offering it to were the parents of the young infants, the only group that really qualified it at the time. He stated that we are pushing the nasal spray now, giving it to kids ages 9 and under.

Dr. Sienko advised the committee of the resignation of Dr. Jaeson Fournier, and of the resolution that is going to the County Services committee to waive the hiring freeze to enable the department to fill this position on a temporary basis. He stated that the department would like to hire Bruce Bragg for this temporary position. The permanent position has been posted.

Dr. Sienko reported on potential money coming from the CDC for Chronic Disease Improvement as part of the ARRA stimulus money. Dr. Sienko and Dr. Canady applied on behalf of Ingham County to be one of two state- sponsored counties in Michigan to receive this funding. Out of fourteen counties applying, Ingham and Washtenaw were selected as nominees. He credits our county's ability to demonstrate community partnerships and relationships with communities for our success in this nomination. Dr. Sienko and Dr. Canady are working with the state to put together the Michigan application to the CDC, and if successful, Ingham County's portion of the \$8 million award would be \$3 million, with \$3 million going to Washtenaw County and \$2 million to the state. He stated that the CDC will make its decision in December or January.

2. Controller/Administrator's Office – Resolution Approving Various Contracts for the 2010 Budget Year

Mr. Neilsen highlighted the changes requested by the Law Enforcement and Judiciary committees and individual commissioners that will be reflected on the chart. He stated that, in the past, a lot of these contracts, that are ongoing contracts that were approved in the budget, would be added to the general appropriations resolution, but that resolution was getting longer and longer. . The intent is to have the board approve items early on in the year things that are already in the budget, and since the board changed the

maximum amount for short form authorizations from \$25, 000 to \$5,000, it would be done this way rather than bringing 100 or so contracts individually. It was always the intent that if there was any question or concerns about a particular contract, the liaison committee could cross it out , and just approve what they were comfortable with, and any of the contracts that were crossed out would be brought back on an individual basis to the individual committees on a later date. Mr. Neilsen invited feedback and input from committee for additional information they would like to see in this process.

Comm. McGrain remarked that some of these contracts are going to be bid out. Mr. Neilsen stated that the contracts that are going to be bid out will be removed from the list.

Mr. Neilsen answered the commissioner’s questions regarding various contracts. There was discussion of instances where the county contracts with more than one vendor for the same type of service. Mr. Neilsen stated that these are the type of items which the committees may want to pull for further discussion.

- a. Resolution to Amend Resolution 09-384 Authorizing 2010 Agreements for Community Agencies.

MOVED BY COMM SCHOR, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION TO AMEND RESOLUTION 09-384 AUTHORIZING 2010 AGREEMENTS FOR COMMUNITY AGENCIES.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. VICKERS, TO AMEND THE RESOLUTION BY INCREASING THE ALLOCATION TO CRISTO REY COMMUNITY CENTER ROOTS AND WINGS PROGRAM FROM \$1,790 TO \$3,580 WITH THE REMAINING \$1,790 TO COME FROM CONTINGENCY.

Comm. Schor expressed opposition to the amendment to the amended resolution.

Mr. Neilsen cautioned against the “slippery slope”.

MOTION TO AMEND THE RESOLUTION FAILED.

Comm. Dougan and Comm. Vickers voted yes.

Vice Chairperson Davis and Mr. Neilsen explained that the reason Resolution 09-384 is being amended is because it was originally passed on the Board floor with a typographical error in the amount designated for the Cristo Rey program.

The committee discussed the process by which community agency money is allocated and the criteria and method of decision making.

Board Chairperson De Leon stressed the importance of recognizing what basic needs are.

Comm. Vickers stated that he would like to see copies of the applications prior to staff recommendation.

Vice Chairperson Davis stated she would like more information from the agencies regarding what they do.

Mr. Neilsen commented that this has always been a difficult process for both the Board and staff.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Tennis

Announcements

Mr. Neilsen stated there is one round of meetings after this.

Vice Chairperson Davis reminded the committee the Lansing Area AIDS Network Gala is Friday, December 4 at 7:00 p.m.

Public Comment

None.

The meeting adjourned at approximately 7:52 p.m.

Respectfully submitted,

Mary Waller

RESOLUTION STAFF REVIEW

DATE November 19, 2009

Agenda Item Title: Resolution to Authorize Service Contracts with Licensed Dentists for 2010

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X__

Summary of Proposed Action:

This resolution authorizes service contracts with dentists for calendar year 2010.

It is necessary to recruit and retain contractual dentists to maintain high quality dental care for pediatric and adult dental populations, and to maintain revenue projections resulting from dental services.

Financial Implications:

The Department's 2010 adopted budget includes \$159,120 to support approximately 60 hours per week of contractual dentists considering closures due to holidays. The attached resolution will authorize contracts with licensed dentists at the rate of \$51.52 per hour, an increase of 1% from the current contractual rate. The Department will manage contractual hours to stay within the total budgeted amount for contractual dentists.

Other Implications:

Additionally, the Health Department employs two full-time dentists at its Adult Dental and two full-time dentists at its Healthy Smiles health centers.

Staff Recommendation: MJM__ JN__ 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 18, 2009

SUBJECT: Recommendation to Authorize 2010 Contracts with Dentists

This is a recommendation to authorize service contracts with dentists for calendar year 2010. The Department's 2010 adopted budget includes \$159,120 to support approximately 60 hours per week of contractual dentists considering closures due to holidays. Additionally, the Department employs two full-time dentists at its Adult Dental and two full-time dentists at its Healthy Smiles health centers.

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 increase the hourly rate from \$51.01 to \$51.52 reflecting an increase of 1%.

The attached resolution will authorize contracts with licensed dentists at the rate of \$51.52 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: Jaeson Fournier, DC, MPH, Deputy Health Officer w/attachment
John Jacobs, CPA, Chief Financial Officer w/attachment
Barbara Watts Mastin, MA, Chief Operating Officer 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 2010**

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 2010 Budget includes \$159,120 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 \$51.52 per hour.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes service contracts with licensed dentists during calendar year 2010.

BE IT FURTHER RESOLVED, that the dentists shall be paid at the rate of \$51.52 per hour, with total expenditures not to exceed \$159,120 during Fiscal Year 2010.

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 19, 2009

Agenda Item Title: Resolution to Authorize Amendment #2 to the 2009-2010 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health

Submitted by: Health Department

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

Summary of Proposed Action:

This resolution authorizes Amendment #2 of the 2009-2010 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH). The CPBC Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The CPBC Agreement establishes the funding levels and the terms and conditions. The Board of Commissioners authorized the 2009-2010 Agreement in Resolution No. #09-308.

Financial Implications:

Amendment #2 will increase the budget for Comprehensive Local Health Services from \$5,523,486 to \$5,555,379, for a net increase of \$31,893. The Amendment makes the following specific changes in the budget:

1. Expanded HIV Testing in High Prevalence Health Care Settings: an increase of \$6,250.
2. Safe Routes to School: an increase of \$5,000.
3. Women, Infants and Children Program: an increase of \$40,500.
4. Building Healthy Communities: a decrease of \$19,857.

Other Implications:

The Amendment also adds a requirement for enhanced childhood lead poisoning prevention activities.

Staff Recommendation: MJM____ JN ____ 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 16, 2009

Subject: CPBC Agreement Amendment #2 for 2009-2010

This is a recommendation to authorize Amendment #2 of the 2009-2010 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH). The CPBC Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The funds, of course, come with terms and conditions. The CPBC Agreement establishes the funding levels and the terms and conditions. The Board of Commissioners authorized the 2009-2010 Agreement in Resolution No. #09-308.

The CPBC Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #2 will increase the budget for Comprehensive Local Health Services from \$5,523,486 to \$5,555,379 for a net increase of \$31,893. The Amendment makes the following specific changes in the budget:

1. Expanded HIV Testing in High Prevalence Health Care Settings: an increase of \$6,250.
2. Safe Routes to School: an increase of \$5,000.
3. Women, Infants and Children Program: an increase of \$40,500.
4. Building Healthy Communities: a decrease of \$19,857.

The Amendment also revises a section of the Agreement. It adds a requirement for enhanced childhood lead poisoning prevention activities. These activities are to be focused on building community coalitions to provide education and outreach about lead hazards. Performance measures are established for these activities. Disease Control staff are confident they can attain the program targets with the enhanced funding.

I recommend that the Board of Commissioners adopt the attached resolution and that the Controller is authorized to amend the Health Department's 2009 Budget in order to implement this resolution.

c: John Jacobs w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #2
TO THE 2009-2010 COMPREHENSIVE PLANNING,
BUDGETING AND CONTRACTING AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, the Michigan Department of Community Health (MDCH) and Ingham County have historically entered into contracts to clarify the role and responsibility of each party in protecting public health; and

WHEREAS, the MDCH and Ingham County have entered into a 2009-2010 Agreement for the delivery of public health services under the Comprehensive Planning, Budgeting and Contracting (CPBC) process to clarify roles and responsibilities, including funding relationships, authorized by Resolution #09-308; and

WHEREAS, the MDCH has proposed an amendment to the 2009-2010 CPBC to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #2 to the 2009-2010 Comprehensive Planning, Budgeting, and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the Amendment shall: 1) Revise information in Attachment I – Annual Budget Instructions; 2) Add/revise information in Attachment III – Program Specific Assurances and Requirements; and 3) Incorporate Attachment IV – Funding Allocation/Reimbursement Mechanism Matrix.

BE IT FURTHER RESOLVED, that the net adjustment in the total amount of CPBC funding shall be an increase of \$31,893 from \$5,523,486 to \$5,555,379 which includes: 1) Expanded HIV Testing in High Prevalence Health Care Settings, an increase of \$6,250; 2) Safe Routes to School, an increase of \$5,000; 3) Women, Infants and Children Program, an increase of \$40,500; and 4) Building Healthy Communities, a decrease of \$19,857.

BE IT FURTHER RESOLVED, that the Amendment also adds a requirement for enhanced childhood lead poisoning prevention activities and establishes performance measures for these activities.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2009 Budget in order to implement this Resolution.

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

RESOLUTION STAFF REVIEW

DATE November 19, 2009

Agenda Item Title: Resolution to Authorize a 2009-2010 Agreement with the City of Lansing for Certain Public Health and Program Activities

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X_

Summary of Proposed Action:

This resolution authorizes an agreement with the City of Lansing from July 1, 2009 through June 30, 2010. The City of Lansing is proposing to provide financial support for various services provided by or through the Ingham County Health Department that benefit Lansing residents.

Financial Implications:

For this year's agreement the City is offering \$140,000. The supported services would include:

- (1) \$32,500 to support the operation of the Adult Health/Infectious Disease Clinic.
- (2) \$9,000 for the operation of the Ingham County Food Bank.
- (3) \$60,000 to support a Day Care Scholarship Program.
- (4) \$22,500 to support counseling and psychological treatment for youth in families affected by the sexual abuse of children.
- (5) \$10,000 to support the Community Coalition for Youth.
- (6) \$6,000 toward the Power of We Consortium's Compassion Capital Fund.

Other Implications:

This support from the City of Lansing is an important source of revenue for several of the programs operated by the Health Department.

Staff Recommendation: MJM___ JN ___ 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 16, 2009

SUBJECT: 2009-2010 Agreement with the City of Lansing

As in previous years, the City of Lansing is proposing to provide financial support for various services provided by or through the Ingham County Health Department that benefit Lansing residents. For this year's agreement the City is offering \$140,000. The supported services would include:

1. The City of Lansing will provide \$32,500 to support the operation of the Adult Health/Infectious Disease Clinic. The City will provide \$22,000 to cover part of the salary of a Nurse Practitioner and \$9,000 for a Community Health Representative II, and will provide \$1,500 for pharmaceuticals for low-income un- or under-insured people.
2. The City of Lansing will provide \$9,000 for the operation of the Ingham County Food Bank. City funds are used to support part of the salary of a Food Bank Specialist.
3. The City of Lansing will support a Day Care Scholarship Program with a total of \$60,000 in funding. They will provide \$51,000 in scholarship monies and \$9,000 for an Account Clerk in the Office for Young Children which will administer the scholarships. Approximately 100 low-income families will benefit from this program.
4. The City of Lansing will support counseling and psychological treatment for youth in families affected by the sexual abuse of children with \$22,500 in total funds. The youth are identified by the Health Department, the Department of Social Services, Probate Court, and other community agencies. If there is no other source of assistance, the youth are referred to the Lead Counselor at the High Risk Adolescent Program at Willow Plaza Services who makes referrals to psychologists or counselors who provide treatment at a discounted rate. The City has allocated \$11,500 for psychological services for 30 youth and \$11,000 to support part of the salary of the Lead Counselor.
5. The City will provide \$10,000 to the Health Department to support the Community Coalition for Youth. These are largely pass through funds which go to the Community Change Initiative to improve opportunities for City youth.
6. The City will provide \$6,000 toward the Power of We Consortium's Compassion Capital Fund. These are largely pass through funds to support programs to grow community agencies.

This support from the City of Lansing is an important source of revenue for several of the programs operated by the Health Department. The City of Lansing and Ingham County have had a good working relationship in this area for many years. I urge the Board to authorize the continuation of that relationship by adopting the attached resolution.

c: John Jacobs w/attachment
Bob Townsend w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A 2009-2010 AGREEMENT WITH THE CITY OF LANSING FOR CERTAIN PUBLIC HEALTH AND PROGRAM ACTIVITIES

WHEREAS, the City of Lansing has for many years provided funding to Ingham County to help support public health services for City of Lansing residents; and

WHEREAS, the City of Lansing is proposing to provide such support for the 2009-2010 fiscal year; and

WHEREAS, these revenues are anticipated in the Health Department's 2010 budget request; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement with the City of Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the City of Lansing to provide financial support to certain services provided by or through the Ingham County Health Department.

BE IT FURTHER RESOLVED, that the period of the agreement shall be July 1, 2009 through June 30, 2010.

BE IT FURTHER RESOLVED, that the City of Lansing shall provide \$140,000 to support the following services:

1. Adult Health/STI Clinic - \$32,500
2. Food Bank Project Operation - \$9,000
3. Child Care Scholarship Program - \$60,000
4. High Risk Adolescent Program - \$22,500
5. Community Coalition for Youth - \$10,000
6. Compassion Capital Fund - \$6,000

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

RESOLUTION STAFF REVIEW

DATE November 19, 2009

Agenda Item Title: Resolution to Authorize an Agreement with Edward W. Sparrow Hospital Association for Women's Health Physician Services

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X_

Summary of Proposed Action:

This resolution authorizes a three year Physician Services Agreement with Edward W. Sparrow Hospital Association to provide physician services for the Department's South Cedar Community Health Center's Women's Health Unit.

The current contract for these services is with Ingham Regional Medical Center. This contract will be amended to reflect a new termination date of February 28, 2010.

While both organizations who responded to the RFP demonstrated they could provide high quality physician services to the South Cedar Community Health Center (CCHC); Sparrow's response presented a preferable physician coverage model at a lower cost.

Financial Implications:

This will be a three year contract at a cost of \$50,000 each year.

Other Implications:

It is the recommendation of the Evaluation Committee and the Health Department, in concurrence with the Purchasing Department, to award a three year contract to Edward W. Sparrow Hospital Association as the business entity for the Sparrow/Michigan State University Women's Health Program, at a cost of \$50,000 each year with no annual increase. These services had not been competitively procured in nine years.

Staff Recommendation: MJM__ JN__ TL__ TM__ JC_ X

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

COUNTY OF INGHAM

Purchasing Department

121 East Maple Street
Mason, Michigan 48854
Telephone: 517-676-7307
Fax: 517-676-7230
jvalentine@ingham.org

TO: Human Services and Finance Committee
FROM: Janeil Valentine
DATE: November 18, 2009
SUBJECT: Proposal Summary – Physicians Services – Packet #89-09

Project: The project involved soliciting sealed proposals for physicians services for the Ingham County Health Department’s Cedar Community Health Center’s Women’s Health Unit.

Bid Summary:

Vendors Contacted: 3 Local: 3
Vendors Responding: 2 Local: 2

The following vendors submitted proposals:

<u>Vendor</u>	<u>Location</u>	
Sparrow Hospital/Michigan State University	Lansing & East Lansing	\$50,000
Ingham Regional Medical Center	Lansing	\$68,675 1 st year with 3% increase subsequent years

Recommendation: It is the recommendation of the Evaluation Committee and the Health Department in concurrence with the Purchasing Department to award a three year contract to Edward W. Sparrow Hospital Association as the business entity for the Sparrow/Michigan State University Women’s Health Program at a cost of \$50,000.00 each year with no annual increase.

Advertisement:

Vendors notified by Electronic Mail, advertisement in Lansing State Journal and posted on the Ingham County Purchasing website.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Dean G. Sienko, M.D., M.S., Medical Director

Date: November 18, 2009

Subject: Recommendation to Execute a Physician Services Agreement with Edward W. Sparrow Hospital Association for the South Cedar Community Health Center's Women's Health Services Unit.

This is a recommendation to execute a Physician Services Agreement with Sparrow Health System to provide physician services for the Department's South Cedar Community Health Center's Women's Health Unit.

Early this year the Health Department issued a Request for Proposals (RFP #89-09) in order to secure OB/GYN physician services for its South Cedar Community Health Center (CCHC). This RFP was developed by the Health Department's administration in cooperation with Ingham County's Purchasing Department. It is important to note that these services had not been competitively procured in nine years. The Purchasing Department was responsible for distributing the RFP to potential vendors, for collecting all responses, and for ensuring that the RFP was posted and managed consistent with the County's Procurement policies and procedures.

The RFP specifically indicated that a successful vendor response would have to provide for the following:

1. Twenty hours of physician coverage provided through five four hour clinical sessions held at the South Cedar Community Health Center's Women's Health unit. Depending on the needs of the program, the coverage may be for family planning, gynecological or prenatal care.
2. Four hours per week on site for a designated physician to serve as the Department's Medical Director for OB/GYN and Family Planning Services.
3. Physician support for prenatal care and family planning services provided by the Department's Women's Health Nurse Practitioners.
4. Labor and Delivery for all Ingham County Health Department prenatal patients.
5. 24 hour/365 day after hours call coverage and hospital services for all Ingham County Health Department OB-GYN patients.
6. Consultation and education support to Department nurse practitioners for prenatal care, family planning, and OB-GYN services including execution of collaborative practice agreements with the Department's nurse practitioners; and,
7. Participation in the Health Department's quality improvement program as it pertains to OB/GYN services and Women's Health issues (to include chart review for prenatal patients and for some family planning patients – approximately ten charts per week).

In August 2009, the Purchasing Department provided vendor responses to the Health Department. There were two responses; one from Ingham Regional Medical Center (IRMC) and the other from the Sparrow Hospital/Michigan State University Women's Health Program (SWHP). The SWHP proposal indicated that the official contractor was Edward W. Sparrow Hospital Association.

Both IRMC's and SWHP's responses addressed all areas of the RFP. However, following review and scoring of the vendors' responses it is the unanimous recommendation of the RFP Review Committee to recommend award of this service contract to the SWHP. The Health Department's RFP Review Committee was comprised of Dr. Jaeson Fournier (Deputy Health Officer), Barbara Mastin (Chief Operating Officer) and Katherine Way (Clinical Services Supervisor).

While both organizations demonstrated they could provide high quality physician services to the CCHC, Sparrow's response presented a preferable physician coverage model. Specifically, Sparrow indicated that it would provide prenatal physician services through four attending physicians and did not propose the routine use of resident physicians. IRMC, on the other hand, indicated that it would provide prenatal services through attending physicians working in conjunction with resident physicians. While the Health Department is not opposed to residency training programs, it does require that the Health Department invest additional resources (need for more exam rooms and clinical support staff). In addition, it is important that the Health Department ensure continuity of care for its patients, with this especially important for its vulnerable prenatal population. Unfortunately, the coverage model provided through rotating resident physicians can be a barrier to continuity of care and the establishment of a strong patient-physician relationship. The RFP Review Committee also determined that the SWHP's quality improvement initiatives were more comprehensive and innovative with focus on enhancing the clinical outcomes of the Health Department's prenatal patients and focus on an integrated, coordinated, and community based system of care. For these reasons, the SWHP proposal will position the Health Department to better assess and improve the clinical care outcomes of its prenatal and family planning patients.

From a budget perspective, IRMC proposed an annual rate of \$68,675 for 2010 with a 3% increase for subsequent years while SWHP proposed an annual rate of \$50,000 for 2010 with no increase for subsequent years. Consequently, award to SWHP will save the County \$62,268 over the three year contract period.

I recommend that the Ingham County Board of Commissioners authorize a three year agreement with Edward W. Sparrow Hospital Association for physician services beginning March 1, 2010.

Additionally, in order to permit a successful transition to the SWHP, I recommend that the current physician services agreement with Ingham Regional Medical Center be amended to reflect a new termination date of February 28, 2010. This action will provide adequate time for each organization to prepare for this change.

c: Jaeson Fournier, DC, MPH, Deputy Health Officer w/attachment
John Jacobs, CPA, Chief Financial Officer w/attachment
Barbara Mastin, MA, Chief Operating Officer w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDWARD W. SPARROW
HOSPITAL ASSOCIATION FOR WOMEN'S HEALTH PHYSICIAN SERVICES**

WHEREAS, the Health Department issued a Request For Proposals (RFP) for physician services in its Cedar Community Health Center's (CCHC) Women's Health Services Operations; and

WHEREAS, the Health Department's current agreement with Ingham Regional Medical Center terminates on December 31, 2009; and

WHEREAS, the Health Department's Women's Health Services operation within the CCHC provided 17,151 patient contacts to 5,701 women, including 5,046 prenatal visits to 736 women, from October 1, 2008 through September 30, 2009; and

WHEREAS, the RFP was developed by the Health Department in consultation with the County Purchasing Department and was electronically sent to three local vendors, published in the Lansing State Journal and on the County's website; and

WHEREAS, two coverage proposals were received, one from Sparrow Hospital/Michigan State University Women's Health Program (SWHP) and one from Ingham Regional Medical Center (IRMC); and

WHEREAS, the Health Department's RFP Review Committee (Dr. Jaeson Fournier, Deputy Health Officer, Barbara Watts Mastin, Chief Operating Officer, and Katherine Way, Clinical Services Supervisor) recommends that a three year contract be awarded to Edward W. Sparrow Hospital Association in the amount of \$50,000 each year; and

WHEREAS, Edward W. Sparrow Hospital Association will function as the business entity for the SWHP; and

WHEREAS, Edward W. Sparrow Hospital Association has indicated it will accept both the terms of the contract and the amount; and

WHEREAS, the reasons the RFP Committee is recommending the SWHP proposal are as follows: 1) the physician coverage model proposed provides greater continuity of care; 2) the quality improvement plan proposed is comprehensive and innovative with focus on enhancing the clinical outcomes of the Health Department's prenatal patients with emphasis on an integrated, coordinated and a community based system of care approach; 3) the rate proposed is thirty-seven percent lower than the IRMC rate; and

WHEREAS, the difference in price of the SWHP proposal will result in a three year savings to the County of \$62,268; and

WHEREAS, the Ingham Community Health Center Board, as the Board of Commissioners' Federally Qualified Health Center Co-applicant Board, approved the Health Department's recommendation on November 17, 2009, and recommends that the Ingham County Board of Commissioners authorizes a physician services agreement with Edward W. Sparrow Hospital Association for these services; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes a physician services agreement with Edward W. Sparrow Hospital Association for physician services on behalf of the Sparrow Hospital/Michigan State University Women's Health Program for the period March 1, 2010 through February 28, 2013.

WHEREAS, the Health Officer advises that Ingham Regional Medical Center and the Health Department mutually agree that it is in the best interest of both organizations and the patients served that the current agreement (as authorized in Resolution # 06-226) be extended through the end of February 2010, thereby accommodating a smooth transition to contracted services with Edward W. Sparrow Hospital Association.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the County's agreement with Ingham Regional Medical Center for physician services extending this agreement through February 28, 2010.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a physician services agreement with Edward W. Sparrow Hospital Association for the period March 1, 2010 through February 28, 2013.

BE IT FURTHER RESOLVED, that services provided by Edward W. Sparrow Hospital Association shall include: 1) 20 hours of physician coverage for clinics held at the Cedar Community Health Center; 2) 4 hours per week for a designated physician to serve as the Department's on-site Medical Director for OB/GYN and Family Planning Services; 3) labor and delivery for all Ingham County Health Department prenatal patients; 4) 24 hour/365 day after hours call and hospital services for all ICHD OB-GYN patients; 5) Consultation and education support to Department nurse practitioners for prenatal care, family planning, and OB-GYN services including execution of collaborative practice agreements with the Department's nurse practitioners; and 6) Participation in the Health Department's quality improvement program as it pertains to OB/GYN services and Women's Health issues.

BE IT FURTHER RESOLVED, that the annual payment to Edward W. Sparrow Hospital Association will be \$50,000 a year for three years starting March 1, 2010 through February 28, 2013.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the Agreement with Edward W. Sparrow Hospital Association after review by the County Attorney and that the Board Chairperson is also authorized to sign an Amendment to the existing Agreement with Ingham Regional Medical Center.

RESOLUTION STAFF REVIEW

DATE November 19, 2009

Agenda Item Title: Resolution to Extend the Cooperative Operational Agreement with the Ingham Community Health Center Board

Submitted by: Health Department

Committees: LE____, JD____, HS__X__, CS____, Finance____

Summary of Proposed Action:

This resolution authorizes a Cooperative Operational Agreement with the Ingham Community Health Center Board (ICHCB) for the period of January 1, 2010 through December 31, 2010.

In order to fulfill the governance requirements of Section 330 of the Public Health Service Act and with the Health Center Program Expectations as issued by the US Department of Health and Human Services' Bureau of Primary Care (HHS), HHS has permitted "public center" FQHCs, like Ingham County, to create a co-applicant Community Health Center Board with duties defined through a Cooperative Operational Agreement. This agreement must specify that the Health Center Board meet all the selection and composition requirements and perform all the responsibilities expected of health center governing boards with the public entity (i.e. County) retaining the responsibility of establishing fiscal and personnel policies. In order to comply with these requirements, the Board of Commissioners adopted Resolutions #02-293 and #02-294 authorizing the creation of the Ingham Community Health Center Board (ICHCB), this body's By-Laws, and a Cooperative Operational Agreement that defined the ICHCB's authority as it relates to the Health Department's FQHC operation. As a consequence, this Agreement has been continuously renewed/executed since January 1, 2003.

Financial Implications:

This resolution has no direct financial implications; however, failure to comply with governance requirements for "public center" FQHCs could jeopardize Ingham County's designation as an FQHC, including as a result, the loss of various funding and benefits.

Other Implications:

None.

Staff Recommendation: MJM__ JN__ TL__ TM__ JC__X

Staff recommends approval of the resolution.

MEMORANDUM

To: Human Services Committee

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

Date: November 23, 2009

Subject: Execution of the a Cooperative Operational Agreement between the Ingham County Board of Commissioners and Ingham County Community Health Center Board

This is a recommendation to execute a Cooperative Operational Agreement with the Ingham Community Health Center Board (ICHCB) for the period of January 1, 2010 through December 31, 2010.

Since September 2003, six of the Health Department's Community Health Centers have been designated by the Centers for Medicare and Medicaid Services as Federally Qualified Health Centers (FQHC). This designation requires that Ingham County's Community Health Center operation complies with Section 330 of the Public Health Service Act and with the Health Center Program Expectations as issued by the US Department of Health and Human Services' Bureau of Primary Care (HHS). One of the statutory requirements pertains to governance. Specifically, 42CFR§51c.304 requires that a Health Center's governing board is composed of individuals, a majority of whom are being served by the health center and who, as a group, represent the individuals being served by the Center. Consequently, the Ingham County Board of Commissioners does not fulfill this requirement.

In order to fulfill this requirement HHS has permitted "public center" FQHCs, like Ingham County, to create a co-applicant Community Health Center Board with duties defined through a Cooperative Operational Agreement. This agreement must specify that the Health Center Board meet all the selection and composition requirements and perform all the responsibilities expected of health center governing boards with the public entity (i.e. County) retaining the responsibility of establishing fiscal and personnel policies. In order to comply with these requirements, the Board of Commissioners adopted Resolutions 02-293 and 02-294 authorizing the creation of the Ingham Community Health Center Board (ICHCB), this body's By-Laws, and a Cooperative Operational Agreement that defined the ICHCB's authority as it relates to the Health Department's FQHC operation. As a consequence this Agreement has been continuously renewed/executed since January 1, 2003.

In order to ensure continued compliance with 42CFR§51c.304 the Ingham County Board of Commissioners and Ingham Community Health Center Board must execute the Cooperative Operational Agreement annually.

Without execution of the agreement the substantial benefit that accrues to Ingham County through its designation as a FQHC would be compromised due to non-compliance with federal statute. Some of these benefits include:

- Access to favorable drug pricing under Section 340B of the Public Health Service Act. This allows FQHCs to purchase covered outpatient prescription pharmaceuticals for health center patients at substantially discounted prices for distribution either directly by a health center pharmacy or through contract with a retail pharmacy.
- Reimbursement by Medicare for "first dollar" of services rendered to Medicare beneficiaries, i.e. deductible is waived.
- Safe harbor under the Federal anti-kickback statute for waiver of co-payments to the extent a patient is below 200% of Federal income poverty guidelines and therefore entitled to a discount based on the health center's application of its schedule of discounts.
- Access to providers through the National Health Service Corps if the health center's service area is designated a Health Professional Shortage Area ("HPSA").

Additionally, as a FQHC, Ingham County receives a cost based adjustment for services provided to Medicaid and Medicare beneficiaries. The adjustment assures that the County is paid its cost, up to a cap, for services provided to Medicaid covered persons. For the Health Department's operation this provides million dollars annually that would otherwise require Ingham County General Fund for the same service delivery. Also important is the fact that the Health Department now receives over \$800,000 in direct federal grant support for its FQHC operations.

Consequently, I recommend that the Board of Commissioners adopt the attached resolution and authorize execution of the Cooperative Operational Agreement for the period January 1, 2010 through December 31, 2010.

Attachment

c: Robin Turner, Chairperson, Ingham Community Health Center Board w/attachment
Jaeson Fournier, DC, MPH, Deputy Health Officer w/attachment

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND THE COOPERATIVE OPERATIONAL AGREEMENT
WITH THE INGHAM COMMUNITY HEALTH CENTER BOARD**

WHEREAS, Ingham County operates a network of community health centers that provide outpatient ambulatory primary care health care services to approximately 25,000 low-income and at-risk persons, including about 10,000 persons enrolled in the Ingham Health Plan and about 8,000 persons enrolled in Medicaid HMO's; and

WHEREAS, several of the Community Health Centers operated by Ingham County Health Department have been designated by the Centers for Medicare and Medicaid Services as Federally Qualified Health Centers (FQHC) with the initial designation award in September 2003; and

WHEREAS, Congress has enacted preferential payment policy for FQHCs that helps ensure adequate reimbursement for care provided to Medicare and Medicaid beneficiaries, thus allowing federal and other grant funds to be used to provide care to the uninsured; and

WHEREAS, the Health Center Clusters Programs (i.e. FQHC), as established through Section 330 of the Public Health Service Act, requires that a Community Health Center's governing board be comprised of a majority of members who are patients of the health center; and

WHEREAS, the U.S. Department of Health and Human Services has indicated that a FQHC operated within a local unit of government may fulfill this governance requirement through a co-applicant Community Health Center Board; and

WHEREAS, the Board of Commissioners adopted Resolutions #02-293 and #02-294 that authorized the establishment of the Ingham Community Health Center Board (ICHCB), this body's By-Laws, and a Cooperative Operational Agreement that defined the ICHCB's authority as it relates to the Health Department's FQHC operation; and

WHEREAS, the Cooperative Operational Agreement between the Ingham County Board of Commissioners and the ICHCB has been renewed on an on-going basis since January 1, 2003, with the current agreement set to expire on December 31, 2009; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize execution of the Cooperative Operational Agreement for the period of January 1, 2010 through December 31, 2010.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes execution of a Cooperative Operational Agreement with the ICHCB for the period of January 1, 2010 through December 31, 2010.

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 19, 2009

Agenda Item Title: Resolution to Authorize a Nurse Practitioner Services Agreement with Michigan State University College of Nursing

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X_

Summary of Proposed Action:

This resolution authorizes a three year (January 1, 2010 through December 31, 2012) Nurse Practitioner Services Agreement with the Michigan State University College of Nursing (MSU CON).

Ingham County has contracted with the MSU CON for the provision of Nurse Practitioner services within the Health Department's Correctional Health Services (CHS) unit since January 2007. The current agreement will expire December 31, 2009.

Financial Implications:

The County will compensate MSU CON \$130,413 in 2010; \$132,369 in 2011; and \$134,355 in 2012 (1.5% yearly increases) in return for the following professional services: 1) 40 hours of nurse practitioner coverage (i.e. primary care provider) coverage for the Health Department's CHS (Jail Medical) operations; 2) Consultation to registered nurses and other health team members assigned to CHS on health care matters; and 3) Participation in the Health Department's after hours call coverage.

Other Implications:

None.

Staff Recommendation: MJM___ JN ___ 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 23, 2009

Subject: Recommendation to Authorize a Nurse Practitioner Services Agreement with the Michigan State University College of Nursing

This is a recommendation to authorize a Nurse Practitioner Services Agreement with the Michigan State University College of Nursing (MSU CON).

Ingham County has contracted with the MSU CON for the provision of Nurse Practitioner services within the Health Department's Correctional Health Services (CHS) unit since January 2007. The current agreement will expire December 31, 2009.

The recommendation is to execute a new agreement for the same services for the next three years (January 1, 2010 through December 31, 2012). The financial terms of the agreement call for the county to compensate MSU CON \$130,413 in 2010, \$132,369 in 2011 and \$134,355 in 2012 in return for the following professional services: 1) 40 hours of nurse practitioner coverage (i.e. primary care provider) coverage for the Health Department's CHS (Jail Medical) operations; 2) Consultation to registered nurses and other health team members assigned to CHS on health care matters; and 3) Participation in the Health Department's after hours call coverage.

MSU CON has provided very high quality services throughout the term of the current agreement. The compensation is reasonable given the provision of 40 hours of service per week and demonstration over the last three years that this is a cost effective model of providing quality and comprehensive health care to inmates housed within the Ingham County Jail. Of note, this relationship has assisted the Health Department in reducing costs associated with the provision of medical care to inmates. This cost containment is expected to continue and be enhanced through continuance of this relationship.

I recommend that the Board of Commissioners adopt the attached resolution and authorize execution of a Nurse Practitioner Services Agreement with MSU CON.

Attachment

c: John Jacobs, CPA, Chief Financial Officer w/attachment
Barbara Mastin, MA, Chief Operating Officer w/attachment
David Saltman, RN, MPA, Correctional Health Services Supervisor

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A NURSE PRACTITIONER SERVICES
AGREEMENT WITH MICHIGAN STATE UNIVERISTY
COLLEGE OF NURSING**

WHEREAS, the Ingham County Health Department assumed responsibility for providing and managing medical services to Ingham County Jail inmates in January 1, 2007; and

WHEREAS, the Health Department has contracted with the Michigan State University College of Nursing (MSU CON) for Nurse Practitioner services for its Correctional Health Services Unit since January 1, 2007; and

WHEREAS, the current agreement for Nurse Practitioner Services terminates on December 31, 2009; and

WHEREAS, the Health Department advises that the level and quality of services provided by MSU CON's Nurse Practitioners is very good and that these services have assisted the Health Department in reducing costs associated with the provision of medical care to inmates housed within the Ingham County Jail; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes a Nurse Practitioner Services Agreement with MSU CON for the period of January 1, 2010 through December 31, 2012, at an annual rate of \$130,413 in year one (1) with a 1.5 % increase for each subsequent year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a professional services agreement with the Michigan State University College of Nursing for Nurse Practitioner services as primary care providers for Ingham County Jail inmates.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2010 through December 31, 2012.

BE IT FURTHER RESOLVED, that the County will pay the MSU College of Nursing \$130,413 for forty hours per week of Nurse Practitioner coverage and participation in the Department's after hours call coverage during 2010; that the compensation will be increased by 1.5 percent in 2011 (\$132,369) and again increased by 1.5 percent for 2012 (\$134,355).

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

RESOLUTION STAFF REVIEW

DATE November 18, 2009.

Agenda Item Title: Resolution Approving Various Contracts for the 2010 Budget Year

Submitted by: Controller/Administrator's Office

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

Summary of Proposed Action: This resolution will approve the attached list of contracts for the 2010 budget year. The list consists only of contracts that are included in the 2010 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

Financial Implications: All listed contracts are included in the 2010 Adopted Budget.

Other Implications: In the past, a limited amount of contract renewals have been included in the annual appropriations resolution. With the amendment of the county contract approval process authorized by Resolution #09-095, which reduced the maximum amount allowed for short form authorizations from \$25,000 to \$5,000, it was decided to expand this list and have the Board of Commissioners consider these contracts as a separate resolution. The liaison committees may decide that there are some contracts included on this list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before passage by the Board of Commissioners, and will be brought back before the Board as separate resolutions at a later date.

This resolution was presented at the previous round of liaison committees, and no action was taken pending additional information. The attachments have been amended to include begin and end dates of contracts, origination date (where available) and funding source. The attachments have also been reformatted as requested.

Staff Recommendation: MJM JN TL TM X JC
Staff recommends approval of this resolution.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2010 BUDGET YEAR

WHEREAS, county policy requires that all contracts over \$5,000 be approved by the Board of Commissioners; and

WHEREAS, numerous contracts are approved by the Board of Commissioners each year, many of which are routine continuations of existing contracts; and

WHEREAS, funding for these contracts has been included within the 2010 Adopted Budget; and

WHEREAS, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign agreements, contracts, and/or other documents related to grant programs and other county appropriations which are contained in the adopted budget, as listed in the attached document, subject to review by the County Attorney as to form and to certification by the Controller/Administrator that: 1) the total amount of revenues and expenditures and the net obligation to the County is not greater than what is budgeted; and 2) there is no change in employee status and no additional employees other than as authorized in the adopted budget.

BE IT FURTHER RESOLVED, that all grants and funding arrangements with entities whose fiscal years do not coincide with the County's fiscal year be considered authorized providing that they have been authorized in part for in the adopted budget, and the remaining portion of the time period and funds are included in the Controller's Recommended Budget for the succeeding fiscal year.

BE IT FURTHER RESOLVED, that all contracts over \$5,000 that are not included in this resolution shall be approved by the Board of Commissioners by separate resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign any necessary contract documents approved as to form by the County Attorney.

SUMMARY OF CONTRACTS BY COMMITTEE

Committee	2009 COST	2010 PROJECTED	Proj. Increase over	% Increase over 2009
County Services	\$769,644	\$827,365	\$57,721	7%
Human Services	\$3,708,125	\$3,700,015	-\$8,110	0%
Judiciary	\$2,702,001	\$3,029,143	\$327,142	12%
Law Enforcement	\$216,823	\$220,312	\$3,489	2%
TOTAL	\$7,396,593	\$7,776,835	\$380,242	5%

REVENUE CONTRACTS

DEPARTMENT	2009 COST	2010 PROJECTED	Proj. Increase over	% Increase over 2009
County Services	\$124,073	\$121,693	-\$2,381	-2%
Human Services	\$27,983	\$38,027	\$10,044	36%
Judiciary	\$22,975,079	\$22,972,556	-\$2,523	0%
Law Enforcement	\$4,602,831	\$4,506,948	-\$95,883	-2%
TOTAL	\$27,729,966	\$27,639,224	-\$90,743	0%

COUNTY SERVICES COMMITTEE

NOTE: PMA designates contract as a Preventative Maintenance Agreement.

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT (See NOTE)	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date	Funding Source
1	Board of Commissioners	Capital Area Rail Council	Annual Agreement with Capital Area Rail Council	Jan-10	Dec-10	\$2,350	\$2,350	\$0	0%		General Fund
2	Clerk	Tyler Technologies	PMA - Licensing and Support Agreement for Vital Records System	Oct-10	Sep-11	\$17,685	\$19,450	\$1,765	10%		General Fund
3	Economic Development	MSU Extension	Salary + all Benefits Econ Development and Brownfield administration by S. Pigg	Dec-09	Nov-10	\$82,074	\$82,074	\$0	0%	Dec-04	General Fund
4	Economic Development	D. Mitchell	Services for Business Sustainability	Mar-10	Mar-11	\$29,376	\$29,376	\$0	0%		General Fund
5	Facilities	Schindler Elevator	Maintenance & Inspection- GPB	May-10	May-11	\$5,685	\$5,969	\$284	5%	2004	General Fund
6	Facilities	Nelson Trane	PMA - Hilliard Bldg Chiller Service Agreement	Apr-10	Mar-11	\$5,110	\$5,366	\$256	5%	2004	General Fund
7	Facilities	Simplex Grinnell	Test & Inspect Fire Alarm System @ GPB	Jun-10	Jun-11	\$6,976	\$7,325	\$349	5%		General Fund
8	Facilities	Guardian Alarm	Building alarm monitoring for Hilliard and courthouse	Jan-10	Dec-10	\$25,584	\$27,133	\$1,549	6%	2005	General Fund
9	Facilities HSB	Nelson Trane	PMA - McQuay Chiller test and inspect and maintain	May-10	Apr-11	\$9,500	\$9,975	\$475	5%		HSB Operating (1)
10	Facilities HSB	Safety Systems	Monitors building entry alarms	Jun-10	Jun-11	\$17,100	\$17,955	\$855	5%	2004	HSB Operating (1)
11	Facilities HSB	Nelson Trane	Inspect, maintain and repair 2 rotary screw chillers	May-10	Apr-11	\$9,267	\$9,730	\$463	5%	2004	HSB Operating (1)
12	Facilities- Jail	Schindler Elevator	Elevator maintenance and inspection	Nov-09	Nov-10	\$8,977	\$9,426	\$449	5%	2004	General Fund
13	Facilities VMC	Otis Elevator	Elevator Maintenance & Inspection	Jan-10	Dec-10	\$16,271	\$17,085	\$814	5%	2007	VMC Operating (2)
14	Facilities VMC	Simplex Grinnell	Annual Test & Inspect fire alarm system	Jun-10	Jun-11	\$5,733	\$6,020	\$287	5%	2005	VMC Operating (2)
15	Facilities VMC	Smith's Detection	Inspect and maintain x-ray equipment	Jun-10	Jul-11	\$8,640	\$8,295	-\$346	-4%	2005	VMC Operating (2)
16	Fair	D & E Cleaning	Cleaning Community Hall & Office	Jan-10	Dec-10	\$13,000	\$10,000	-\$3,000	-23%	n/a	Fair Fund
17	Financial Services	Maximus	Cost allocation plan	Jan-10	Dec-10	\$10,000	\$10,000	\$0	0%	n/a	General Fund
18	MIS	Leibert	PMA - 3 yr Uninterrupted power supply	Oct-10	Sep-11	\$7,835	\$8,619	\$784	10%	Oct-07	Network Fund (3)
19	MIS	Munis OSDBA	PMA - OSDBA (Operating System Database Administrator) contract, database	Jun-10	Jun-11	\$15,000	\$16,500	\$1,500	10%	2004	MIS Fund (4)
20	MIS	Munis-GUI Support	PMA - GUI(Graphical User Interface Maintenance)	Jun-10	Jun-11	\$3,300	\$4,000	\$700	21%	2004	MIS Fund (4)
21	MIS	Munis	PMA - Financial/HR system	Jun-10	Jun-11	\$115,000	\$126,500	\$11,500	10%	2004	MIS Fund (4)
22	MIS	Novell	PMA - Netware & groupwise licenses-county	Oct-10	Sep-11	\$29,000	\$31,900	\$2,900	10%		Network Fund (3)
23	MIS	Numara	PMA - Track-IT Annual Maintenance	Jun-10	May-11	\$5,286	\$5,815	\$529	10%	Jun-09	Network Fund (3)
24	MIS	AT&T/IDS	Video Surveillance Maintenance VMC/GPB	Feb-10	Jan-11	\$10,000	\$11,500	\$1,500	15%		Network Fund (3)
25	MIS	VMWare	PMA - Annual Support	Feb-10	Jan-11	\$10,329	\$13,000	\$2,671	26%		Network Fund (3)

COUNTY SERVICES COMMITTEE

NOTE: PMA designates contract as a Preventative Maintenance Agreement.

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT (See NOTE)	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date	Funding Source
26	MIS	AVI / FTR	PMA - Annual FTR (For The Record) software support for all courts and hardware support for Judge Gidding's court	Nov-09	Nov-10	\$7,000	\$7,700	\$700	10%	Nov-08	General Fund
27	MIS	ImageSoft	PMA - Imaging Application Maintenance	Dec-09	Nov-10	\$20,000	\$22,000	\$2,000	10%	2008	Network Fund (3)/IJIS Fund (5)
28	MIS-IJIGS	APS (E-Citation)	PMA - E-Citation Annual Support	Feb-10	Jan-11	\$7,500	\$9,000	\$1,500	20%	Feb-08	IJIS Fund (5)
29	MIS-IJIGS	ACS (Omni)	PMA - Jury Systems Maintenance	Sep-10	Aug-11	\$11,932	\$13,125	\$1,193	10%		IJIS Fund (5)
30	MIS-IJIGS	Lexis Nexis	PMA - Monthly Support	Sep-10	Aug-11	\$16,344	\$17,978	\$1,634	10%		IJIS Fund (5)
31	MIS-IJIGS	Maximus	PMA - CourtView 2000	Jan-10	Dec-10	\$130,000	\$143,000	\$13,000	10%		IJIS Fund (5)
32	MIS-IJIGS	Oracle	PMA - Database Silver Support	Feb-10	Feb-11	\$10,503	\$11,553	\$1,050	10%		IJIS Fund (5)
33	MIS-IJIGS	Webtechs	PMA - Annual Maintenance	Sep-10	Aug-11	\$12,000	\$13,200	\$1,200	10%		IJIS Fund (5)
34	MIS-IJIGS	Vista Solutions	PMA - Imaging Support (Split by MIS and IJIGS)	Aug-10	Aug-11	\$6,596	\$7,255	\$660	10%		Network Fund (3)/IJIS Fund (5)
35	MSU Ext	Michigan State Univ	Salary for Horticulture Educator	Feb-10	Jan-11	\$47,892	\$50,392	\$2,500	5%	Feb-81	General Fund
36	Parks	State of Michigan	Water tests	Jan-10	Dec-10	\$10,800	\$10,800	\$0	0%	N/A	General Fund
37	Parks	Ingham County Sheriff	Seasonal Officer Training	Jan-10	Dec-10	\$0	\$6,000	\$6,000	0%	N/A	General Fund
38	Potter Park Zoo	Ayles	Tree Trimming	Jan-10	Dec-10	\$20,000	\$20,000	\$0	0%		Zoo Millage
TOTALS:						\$769,644	\$827,365	\$57,721	7%		

REVENUE CONTRACTS

	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date
1	Equalization	State of Michigan	Annual Grant for Remonumentation Program	Jan-10	Dec-10	\$90,000	\$85,000	-\$5,000	-6%	
2	Human Resources	Tri-County Office on Aging	For HR consulting services Annual renewal since 2006	Jan-10	Dec-10	\$34,073	\$36,693	\$2,620	8%	2006
TOTALS:						\$124,073	\$121,693	-\$2,381	-2%	

Notes on Funding Sources:

- (1) HSB Operating Fund is funded by building tenants. Approximately 17% of this funding comes directly from the General Fund.
- (2) In the VMC fund, non-personnel items are funded 50% by the General Fund and 50% by the City of Lansing.
- (3) The Network Fund is funded by chargebacks to user departments.
- (4) The MIS Fund is funded by chargebacks to user departments.
- (5) The IJIS Fund is funded by chargebacks to user departments.

HUMAN SERVICES COMMITTEE

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date	Funding Source
1	Ingham County	Capital Area Transportation Authority (CATA)	Annual Renewal of Special Transportation Contract	Jan-10	Dec-10	\$3,645,925	\$3,629,065	-\$16,860	0%		Transportation Millage
2	Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	Jan-10	Dec-10	\$25,000	\$33,750	\$8,750	35%		General Fund
3	Health Department	Volunteers of America	Homeless Day Center	Oct-09	Sep-10	\$30,000	\$30,000	\$0	0%		General Fund
4	Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Rd	Oct-09	Sep-10	\$7,200	\$7,200	\$0	0%		General Fund
TOTALS:						\$3,708,125	\$3,700,015	-\$8,110	0%		

REVENUE CONTRACTS

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date
1	Veteran Affairs	Michigan Veterans Trust Fund	Services provided for Ingham County Trust Fund	Oct-09	Sep-10	\$7,800	\$7,800	\$0	0%	
2	Veteran Affairs	Clinton County	Services provided to Clinton County	Jan-10	Dec-10	\$20,183	\$30,227	\$10,044	50%	
TOTALS:						\$27,983	\$38,027	\$10,044	36%	

JUDICIARY COMMITTEE

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date	Funding Source
1	Circuit Court	TEL/Thalner	Technology support for the Courtrooms (excluding Courtrooms 1 and 2)	Jan-10	Dec-10	\$20,000	\$23,000	\$3,000	15%	Jan-01	General Fund
2	Family Court	MSU Psychology Department	Diversion program - Reduces days/cost for out of home care.	Oct-09	Sep-10	\$168,361	\$163,449	-\$4,912	-3%		50% GF/50% State of MI
3	Family Court	Peckham Inc., Footprints Group Home	Short term female residential. NOTE: JJM Fund.	Oct-09	Sep-10	\$447,319	\$433,679	-\$13,640	-3%		50% JJM/50% State of MI
4	Family Court	Clarinda Group Home	Female transition from long term treatment NOTE: JJM Fund.	Oct-09	Sep-10	\$527,796	\$511,962	-\$15,834	-3%		50% JJM/50% State of MI
5	Family Court	Peckham, Crossroads	Educational and vocational program for delinquent youth.	Oct-09	Sep-10	\$319,542	\$306,772	-\$12,770	-4%		50% GF/50% State of MI
6	Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists.	Oct-09	Sep-10	\$432,625	\$585,850	\$153,225	35%		50% JJM/50% State of MI
7	Family Court	Ingham Intermediate School District	Day Treatment Program - teachers & para-professionals.	Oct-09	Sep-10	\$404,156	\$481,031	\$76,875	19%		50% JJM/50% State of MI
8	Family Court	Highfields	Evening Reporting Program - transportation and behavioral specialists. Further program expansions for FY 2010 with an increase in the number of students from 20 to 30 per night.	Oct-09	Sep-10	\$185,084	\$312,650	\$127,566	69%		50% JJM/50% State of MI
9	Family Court	Four Attorneys: Annette Skinner, Jennipher Martinez, Antoinette Fraho, Robin Eagelson	Guardian-At-Litem contracts to represent children in abuse and neglect hearings. 3 full contracts and 1 contract @ 75% of a full contract, the total of which not to exceed \$200,000. Mileage is an additional charge which is not included amounts showing on this document. These contracts are paid from the same account that individual attorney payments are paid.	Jan-10	Dec-10	\$186,750	\$200,000	\$13,250	7%		General Fund
10	Family Court	Lakeside	Residential placements	Jul-10	Jun-11	Residential \$174 ; Sex Off \$199/day	Range from \$170 to \$210/day	\$11	6%	Jul-09	50% JJM/50% State of MI
11	Family Court	Woodward	Residential placements	Jul-10	Jun-11	Residential \$135/day; Sex Off \$195/day	Range from \$140 to \$200/day	\$5	3%	Jul-09	50% JJM/50% State of MI
12	Family Court	Abraxas	Residential placements	Jul-10	Jun-11	\$395/day	\$400/day	\$5	1%	Jul-09	50% JJM/50% State of MI
13	FOC	Maximus	Cooperative Reimbursement Program billing/consulting	Oct-09	Sep-10	\$10,368	\$10,750	\$382	4%		34% GF/66% CRP Reimb
TOTALS:						\$2,702,001	\$3,029,143	\$327,142	12%		

REVENUE CONTRACTS

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date
1	Family Court	State of Michigan	Annual Child Care Agreement	Oct-10	Sep-11	\$18,067,341	\$17,817,222	-\$250,119	-1%	
2	FOC	State of Michigan	Cooperative Reimbursement Program	Oct-10	Sep-11	\$4,860,049	\$5,107,645	\$247,596	5%	
3	Work Study	Cooley Law School, Detroit College of Law, Michigan State University	Annual Work Study Grants	Continuing	Continuing	\$47,689	\$47,689	\$0	0%	
TOTALS:						\$22,975,079	\$22,972,556	-\$2,523	0%	

LAW ENFORCEMENT COMMITTEE

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date	Funding Source
1	Animal Control	MSU	Shelter Veterinarian	Jun-10	Jun-11	\$10,823	\$10,823	\$0	0%	Jun-06	General Fund
2	Community Corrections	Westaff	Provides CCAB Manager with assistance essential to daily operations	Jan-10	Dec-10	\$55,606	\$43,589	-\$12,017	-22%		\$31,089 GF/\$12,500 State of MI
3	Prosecuting Attorney	Westlaw	Law Books	Jan-10	Dec-10	\$25,500	\$25,500	\$0	0%	Dec-07	General Fund
4	Prosecuting Attorney	Lexis	Law Books	Jan-10	Dec-10	\$10,500	\$5,000	-\$5,500	-52%		General Fund
5	Prosecuting Attorney	PAAM	PAAM Interns (2)	Jan-10	Dec-10	\$10,800	\$10,800	\$0	0%		General Fund
6	Prosecuting Attorney	Maximus, James Olson	Application and Billings for 2010	Oct-09	Sep-10	\$0	\$6,000	\$6,000	0%	Oct-09	34% GF/66% CRP Reimb
7	Sheriff	Communication Services/Jeff Broughton	911 Vendor, Radio Repair - Warranty Expired	Jan-10	Dec-10	\$42,600	\$42,600	\$0	0%	2006	General Fund
8	Sheriff	Lansing-Mason Ambulance	Inmate Ambulance Service	Jan-10	Dec-10	\$22,500	\$22,500	\$0	0%	Jan-08	General Fund
9	Sheriff	I.D. Networks	Software in Jail - Main/Live Scan	Jun-10	Jun-11	\$7,000	\$7,000	\$0	0%	Jun-02	General Fund
10	Sheriff	Prisoner Transport Services	Inmate Extraditions	Jan-10	Dec-10	\$25,000	\$40,000	\$15,000	60%	Continuing	General Fund
11	Sheriff	Maurers	Kitchen Uniforms	Jan-10	Dec-10	\$6,494	\$6,500	\$6	0%	Continuing	General Fund
TOTALS:						\$216,823	\$220,312	\$3,489	2%		

REVENUE CONTRACTS

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2009 COST	2010 PROJECTED	Proj. Increase over 2009	% Increase over 2009	Origination date
1	Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Program	Oct-09	Sep-10	\$967,747	\$986,165	\$18,418	2%	
2	Prosecuting Attorney	State of Michigan	Annual Grant for Victim/Witness Program	Oct-09	Sep-10	\$225,000	\$225,000	\$0	0%	
3	Prosecuting Attorney	State of Michigan	Domestic Violence Prevention Program	Oct-09	Sep-10	\$53,890	\$53,890	\$0	0%	
4	Prosecuting Attorney	State of Michigan	Anti-Drug Abuse Program	Oct-09	Sep-10	\$203,808	\$165,948	-\$37,860	-19%	
5	Prosecuting Attorney	State of Michigan	Juvenile Accountability Incentive Block Grant	Oct-09	Sep-10	\$13,500	\$15,990	\$2,490	18%	
6	Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	Oct-09	Sep-10	\$320,328	\$248,002	-\$72,326	-23%	
7	Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	Oct-09	Sep-10	\$10,000	\$6,327	-\$3,673	-37%	
8	Sheriff	State of Michigan	Annual Grant for Emergency Management	Oct-09	Sep-10	\$37,221	\$37,221	\$0	0%	
9	Sheriff	Michigan Department of Corrections	Annual Renewal of Contract for Jail beds	Oct-09	Sep-10	\$2,496,600	\$2,496,600	\$0	0%	
10	Ingham County	Tri-County Metro Narcotics Squad	Annual Grant for Drug Assets Forfeiture Program	Oct-09	Sep-10	\$274,737	\$271,805	-\$2,932	-1%	
TOTALS:						\$4,602,831	\$4,506,948	-\$95,883	-2%	

MEMORANDUM

November 18, 2009

TO: Finance Committee

FROM: Teri Morton, Budget Director

RE: Fourth Quarter 2009 Budget Adjustments, Year End Adjustment and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County Budget for the fourth quarter of 2009. The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Adjustments are made for a variety of reasons, such as updated revenue and expenditure projections, increased grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

The only adjustment being made at this time is the reversal of the General Fund transfer of \$500,000 to the Budget Stabilization Fund as authorized by Resolution #09-226. Due to the current projected 2009 General Fund shortfall of somewhere around \$3 million, this transfer is no longer advisable at this time. Even without this transfer, Ingham County's Budget Stabilization Fund will be within its goal of 13 to 15% of the average of the last five year's General Fund Budgets. After the reversal of the transfer, the Budget Stabilization Fund will be at 13.4% of this average.

This resolution also authorizes the County Controller/Administrator, 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 2009 Budget. The General Fund Budget will be adjusted to the amount of \$82,118,486 for the fourth quarter of 2009.

Also, included is an update of Contingency Fund spending so far this year. The current contingency amount is \$245,479. The attached document details how the Board has allocated the Contingency Funds throughout the year, beginning with a balance of \$583,495.

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

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2009 INGHAM COUNTY BUDGET AND AUTHORIZING THE CONTROLLER/ADMINISTRATOR TO MAKE YEAR END BUDGET ADJUSTMENTS

WHEREAS, the Board of Commissioners adopted the 2009 Budget on October 28, 2008 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

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

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

WHEREAS, the Board of Commissioners annually authorizes the Controller/Administrator to make the necessary year end transfers to comply with State Statute.

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

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2009 BUDGET 11/15/09</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$82,618,486	(\$500,000)	\$82,118,486
257	Budget Stabilization	0	0	0

BE IT FURTHER RESOLVED, that the Controller/Administrator 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 2009 Ingham County General Fund budget at \$82,118,486.

GENERAL FUND REVENUES

	2009 Budget – <u>11/15/09</u>	Proposed <u>Changes</u>	2009 Proposed <u>Budget</u>
Tax Revenues			
County Property Tax	47,947,802		47,947,802
Property Tax Adjustments	(100,000)		(100,000)
Delinquent Real Property Tax	50,000		50,000
Unpaid Personal Property Tax	25,000		25,000
Industrial Facility Tax	475,000		475,000
Trailer Fee Tax	15,000		15,000
Intergovernmental Transfers			
Transfer from Rev. Sh. Res. Fund	5,927,744		5,927,744
Convention/Tourism Tax - Liquor	1,699,280		1,699,280
Health and Safety Fund	89,564		89,564
Use of Fund Balance	1,851,701	(500,000)	1,351,701
Department Generated Revenue			
Animal Control	659,542		659,542
Circuit Court - Family Division	815,321		815,321
Circuit Court - Friend of the Court	519,362		519,362
Circuit Crt - General Trial	2,264,627		2,264,627
Cooperative Extension	114,518		114,518
County Clerk	590,800		590,800
District Court	2,804,892		2,804,892
Drain Commissioner/Drain Tax	160,000		160,000
Economic Development	64,942		64,942
Elections	36,650		36,650
Emergency Operations	264,142		264,142
Equalization /Tax Mapping	30,800		30,800

Facilities	147,453		147,453
Human Resources	34,073		34,073
Probate Court	302,178		302,178
Prosecuting Attorney	901,099		901,099
Register of Deeds	1,576,376		1,576,376
Remonumentation Grant	103,009		103,009
Sheriff	5,734,505		5,734,505
Treasurer	7,094,789		7,094,789
Tri-County Regional Planning	61,740		61,740
Veteran Affairs	356,577		356,577
Total General Fund Revenues	82,618,486	(500,000)	82,118,486

GENERAL FUND EXPENDITURES

	2009 Budget – <u>11/15/09</u>	Proposed <u>Changes</u>	2009 Proposed <u>Budget</u>
Board of Commissioners	610,262		610,262
Circuit Court - General Trial	7,741,757		7,741,757
District Court	2,595,121		2,595,121
Circuit Court - Friend of the Court	1,359,747		1,359,747
Jury Board	1,757		1,757
Probate Court	1,473,557		1,473,557
Circuit Court - Family Division	6,503,604		6,503,604
Jury Selection	71,032		71,032
Elections	268,108		268,108
Financial Services	708,543		708,543
County Attorney	418,856		418,856
County Clerk	772,524		772,524
Controller	871,026		871,026
Equalization/Tax Services	705,735		705,735

Human Resources	610,432	610,432
Prosecuting Attorney	6,313,385	6,313,385
Purchasing	262,640	262,640
Facilities	1,885,658	1,885,658
Register of Deeds	622,767	622,767
Remonumentation Grant	103,009	103,009
Treasurer	704,587	704,587
Drain Commissioner	936,692	936,692
Economic Development	152,879	152,879
Community Agencies	202,265	202,265
Equal Opportunity Committee	500	500
Women's Commission	500	500
Environmental Affairs Comm	108	108
AC Shelter Advisory Board	500	500
FOC Advisory Committee	3,642	3,642
Historical Commission	500	500
Tri-County Regional Planning	102,900	102,900
Jail Maintenance	321,847	321,847
Sheriff	19,582,349	19,582,349
Community Corrections	134,481	134,481
Animal Control	1,452,313	1,452,313
Emergency Operations	391,471	391,471
Board of Public Works	440	440
Drain Tax at Large	325,000	325,000
Health Department	12,116,171	12,116,171
Medical Examiner	402,928	402,928
Substance Abuse	853,875	853,875
Community Mental Health	2,089,722	2,089,722

Department of Human Services	1,523,488		1,523,488
Tri-County Aging	80,237		80,237
Veterans Affairs	450,936		450,936
Cooperative Extension	821,549		821,549
Parks and Recreation	1,994,145		1,994,145
Contingency Reserves	245,479		245,479
2-1-1 Project	25,000		25,000
Strengthening Communities Grant	17,000		17,000
Transfer to Budget Stabilization	500,000	(500,000)	0
Capital Improvements	3,285,462		3,285,462
Total General Fund Expenditures	82,618,486		82,118,486

General Fund Revenue Adjustments

Use of Fund Balance Due to projected General Fund shortfall, reverse \$500,000 use of fund balance for transfer to Budget Stabilization Fund authorized by Resolution 09-226.

General Fund Expenditure Adjustments

Tsf to Bud. Stabilization Due to projected General Fund shortfall, reverse \$500,000 transfer to Budget Stabilization Fund authorized by Resolution 09-226.

Non-General Fund Adjustments

Budget Stabilization (F257) Due to projected General Fund shortfall, reverse transfer in from General Fund authorized by Resolution 09-226.

2009 CONTINGENCY

Adopted Contingency Amount	\$583,495
R09-024: Inmate Telephones	(156,000)
R09-117: Telecommunications Expense Management	(48,000)
R09-118: LEAP Membership	(35,000)
R09-121: 1 st Quarter Adjustment	(6,141)
R09-214: FOC/Family Support Imaging	(40,551)
R09-227: 2 nd Quarter Adjustment	(12,849)
R09-240: Strengthening Communities Local Match	(17,000)
R09-333: Rayner Park Appraisal	(3,975)
R09-355: Digital Aerial Imagery	(15,000)
R09-356: Review of Potential Savings	(3,500)
Current Contingency Amount	\$245,479

Agenda Item 4

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING PAMELA CROOKEDACRE

WHEREAS, Pamela Crookedacre worked for the Leslie Public Schools from 1997 through 2004, serving as the Principal at Woodworth Elementary School from 2000 through August 2004; and

WHEREAS, as administrator, she advanced the Woodworth Elementary School from a low-achieving high needs school to an award-winning learning community which received the State of Michigan Golden Apple Award for most improved in 2001 and the School Board Association's "Michigan Best" award in 2002; and

WHEREAS, Woodworth Elementary succeeded in achieving an A+ rating from the State of Michigan in 2003; and

WHEREAS, in August of 2004, Pamela became the Principal of Holt Public School's Midway Elementary School; and

WHEREAS, her innovative vision and strong educational leadership have earned her regional honors; and

WHEREAS, in 2004, Pamela received the Michigan Elementary and Middle School Principals' Association's Region 8 Honor Award; and

WHEREAS, Pamela is a passionate educator who is committed to growth and is determined to provide outstanding education for all students; she supports the efforts and celebrates the success of her students and members of her staff; and

WHEREAS, in December, Pamela will be leaving the State of Michigan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Pamela Crookedacre for her many achievements and outstanding service to the Leslie and Holt Public Schools.

BE IT FURTHER RESOLVED, that the Board appreciates her commitment and dedication to improving the lives and education of our future leaders -- the youth of Ingham County.

BE IT FURTHER RESOLVED, that the Board wishes Pamela continued success in all of her future endeavors.