

HUMAN SERVICES COMMITTEE

April 19, 2010

Minutes

Members Present: Brian McGrain, Laura Davis, Todd Tennis, Deb Nolan, Carol Koenig, Donald Vickers and Board Chairperson Debbie De Leon

Members Absent: None

Others Present: Jared Cypher, Dean Sienko, Deb Brinson, Laura Spees, Renee Canady, Christine Hendrickson and others

The meeting was called to order by Chairperson McGrain at 6:00 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the April 5, 2010 Minutes

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. DAVIS, TO APPROVE THE APRIL 5, 2010 MINUTES AS AMENDED.

The Minutes were amended to reflect the following:

Page 3, Item 4c: "...hospital in Battle Creek" was changed to "...VA Hospital".

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

Additions to the Agenda

- 1k. Late - Presentation on Ingham County Health Department's Federally Qualified Health Center Status

- 4d. Late - Resolution to Direct the Ingham County Health Department to Conduct Inspections of Restaurants, Bars and Workplaces to Monitor Full Compliance of the Ron M. Davis Smoke Free Air Law

Limited Public Comment

Ms. Spees, Listening Ear Volunteer, introduced herself to the Committee.

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

1. Health Department
 - b. Resolution to Accept a Grant Award from the Michigan Department of Community Health to Build Capacity to Address the Root Causes of Health Disparity
 - c. Resolution Authorizing Extension of Training Agreement with Michigan State University Extension Services

- f. Request for Out-of-State Travel - Maximizing Revenue and 3rd Party Reimbursement for Community Health Centers/FQHC
 - g. Request for Out-of- State Travel – Kellogg Foundation Meeting
 - h. Request for Out-of- State Travel – HRSA Meetings and Congressional Visits
 - i. Request for Out-of-State Travel – 2010 National Conference on Volunteering and Service
3. Human Services Committee - Resolution in Honor of National Children’s Mental Health Awareness Day

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. DAVIS, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

1. Health Department

- k. Presentation on Ingham County Health Department’s Federally Qualified Health Center Status

Ms. Brinson, Health Department, provided the Committee with an overview of the Health Department’s Federally Qualified Health Center Status. She indicated that there are six types of Health Centers that are FQHC's: Community Health Centers, Health Care for the Homeless Program, Migrant Health Centers, Public Housing Health Care Program, Outpatient/Facilities Operated by Tribal Councils, and FQHC Look Alike Program. She shared with the Committee with the various requirements are of being an FQHC, along with the services that must be provided to the community. She stated that the Ingham County Health Department is the only Public Entity Model in the state of Michigan. She pointed out the advantages of having an FQHC designation, and what steps the Health Department is taking as they move forward.

(Board Chairperson De Leon arrived at 6:07 p.m.)

(Comm. Koenig arrived at 6:09 p.m.)

Comm. Nolan asked when the Health Department became an FQHC. Ms. Brinson stated that the County’s Health Department has been a look-alike since 2004; however April 2009 they received 330e funding to become an actual FQHC.

Comm. Nolan asked for additional information on the board members. Ms. Brinson indicated that currently there are 9 members of the CHC Board. She stated that the Board of Commissioners appoints the board members.

Comm. Tennis asked if all 30 CHC’s in the state are FQHC’s. Mr. Brinson answered that two are look-alikes, but the remaining 28 are FQHC’s. Comm. Vickers asked for a copy of the list/map showing the 25 underserved communities in Michigan.

Chairperson McGrain asked if the federal government has visited the County in order to ensure the Health Department is in compliance. Ms. Brinson stated that they had a good review from the federal government. She indicated that they recommended creating more of a presence as a primary care network.

- a. Resolution to Authorize a Contract with Health Management Associates to Assist with Medicaid Reconciliation

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT WITH HEALTH MANAGEMENT ASSOCIATES TO ASSIST WITH MEDICAID RECONCILIATION.

Dr. Sienko, Health Department, indicated that the Health Management Associates have significant expertise in the area of Medicaid reconciliation. Comm. Vickers asked if the County has contracted with them in the past. Dr. Sienko stated that they have on multiple occasions. Comm. Vickers asked where the Health Management Associated is located. Dr. Sienko answered that they are in downtown Lansing.

MOTION CARRIED UNANIMOUSLY

- d. Resolution to Amend Resolution #09-085 to Extend an Agreement with Ingham Intermediate School District/Ingham Birth to Five Great Start Collaborative

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. DAVIS, TO APPROVE THE RESOLUTION TO AMEND RESOLUTION #09-085 TO EXTEND AN AGREEMENT WITH INGHAM INTERMEDIATE SCHOOL DISTRICT/INGHAM BIRTH TO FIVE GREAT START COLLABORATIVE.

Dr. Sienko informed the Committee that the resolution was to expire at the end of March; however the ISD wants to give the Health Department additional money to extend it out to September. He indicated that this is an opportunity to continue to provide services to families with young children, and also receive money.

MOTION CARRIED UNANIMOUSLY

- e. Resolution to Authorize a Contract with Patriot Services Corporation to Conduct an After Action Review of the H1N1 Immunization Campaign

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. DAVIS, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT WITH PATRIOT SERVICES CORPORATION TO CONDUCT AN AFTER ACTION REVIEW OF THE H1N1 IMMUNIZATION CAMPAIGN.

MOVED BY COMM. MCGRAIN, TO AMEND THE 1ST BE IT FURTHER RESOLVED TO READ: THAT THE AMOUNT OF THE CONTRACT SHALL BE \$30,000. THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

Dr. Sienko informed the Committee that the Health Department was awarded approximately \$173,000 in federal funding for emergency response. He stated that an after action review of their experience with H1N1 needed to be done. After taking bids, Patriot Services Corporation was selected by the review committee. He indicated that the Health Department has worked with Patriot Services in the past and has been pleased with their work. He stated that midway through the process, an additional requirement appeared to complete a survey. After consulting Patriot Services, they agreed to include this in the contract, but calculated the new cost to approximately \$30,000. He stated that this amount is still less expensive than the other bids.

COMM. TENNIS DISCLOSED THAT ONE OF THE FOUNDERS OF THE PATRIOT SERVICES CORPORATION IS A CLOSE FRIEND OF HIS.

Ms. Canady, Health Department, indicated that the County's H1N1 campaign was much more exhaustive and comprehensive than several other counties. She stated that the goal in their efforts to evaluate the experience is to be similarly exhaustive, and to speak directly with clients that have been vaccinated.

Comm. Nolan thanked the Health Department staff for doing a good job with the H1N1 vaccinations. Comm. Davis echoed Comm. Nolan's comments.

Comm. Koenig cautioned the Committee to carefully review H1N1 statistics when they are presented, because they may be skewed.

MOVED BY COMM. MCGRAIN, TO AMEND THE THEREFORE BE IT RESOLVED TO READ "...CONDUCT AN AFTER ACTION REVIEW OF THE H1N1 IMMUNIZATION CAMPAIGN AND A SURVEY." THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOTION CARRIED UNANIMOUSLY.

- j. Notification of In-State Travel – Taking Roots: National Farm to Cafeteria Conference
4. Controller/Administrator's Office
- a. Resolutions to Submit to the Electorate a Special Millage Question for a Countywide Transportation System Primarily for the Disabled and Elderly

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A COUNTYWIDE TRANSPORTATION SYSTEM PRIMARILY FOR THE DISABLED AND ELDERLY (COMBINED MILLAGE).

The Committee discussed the two options for ballot language for the special millage. MOVED BY COMM. MCGRAIN, TO AMEND THE BALLOT LANGUAGE BY CHANGING THE WORD "CONTINUING" TO "RE-AUTHORIZING". THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOTION CARRIED UNANIMOUSLY.

2. Community Agencies

- a. Discussion/Possible Action - Resolution to Authorize the Power of We Consortium to Administer the Ingham County Community Agency Process and Make Specific Funding Recommendations to the Board of Commissioners

Comm. Vickers suggested having a combination of the two ideas for the first year – the Power of We working with the Controller’s Office.

Chairperson McGrain indicated that the reason for providing funds to the Power of We is because their federal grant was not renewed. He stated that it would be funding programming that already exists. He indicated that authorizing the Power of We to administer the community agency process would serve as a compromise, leveraging the resources the County contributes, and puts it into the Power of We. He stated that it adds to the capacity building element. Comm. Davis stated that this resolution provides a way to teach agencies necessary capacity-building skills as opposed to just handing them cash.

Comm. Koenig asked why the funding has to be given to the Power of We instead of another agency. Comm. Davis stated that the Power of We has existing programming that emphasizes the capacity-building concept. They also have extensive partnerships with other community agencies.

Mr. Cypher, Controller’s Office, indicated that the Board of Commissioners will still retain control over the funds. Even if the Power of We takes control of the community agency process, they will submit funding recommendations to the Committee.

Comm. Tennis reminded the Committee that last year, approximately \$204,000 was given to community agencies. He indicated that with this proposal, the County would be cutting that amount in half, while still preserving services to the community provided by the Power of We.

Board Chairperson De Leon indicated that as the economic situation has gotten more difficult for the community, there is a real need for funding for basic needs. Comm. Vickers echoed Board Chairperson De Leon’s comments, and stated that most community agencies need funding. He asked what the Power of We would do working with the various community agencies. Ms. Roberts, Power of We, answered that they would provide a capacity-building team to assess the entire agency and identify what areas need some cash and technical assistance. She indicated that those steps would lead to a catalytic increase in their ability to be effective. Comm. Vickers stated that he was under the impression that the Power of We does not provide funding to community agencies. Ms. Roberts indicated that they do, but the money must be used to build infrastructure within the organization (i.e. purchasing computers).

Comm. Nolan stated that if the Committee gives authority to the Power of We to handle the process, she would ask that priority be given to the County’s former clients that have not been through the capacity-building program.

Board Chairperson De Leon indicated that although she supports the Power of We and what they are accomplishing for the community, she has concerns with not providing any funding directly to community agencies. Comm. Vickers echoed Board Chairperson De Leon’s comments.

MOVED BY COMM. NOLAN, TO APPROVE THE RESOLUTION AUTHORIZING THE POWER OF WE CONSORTIUM TO ADMINISTER THE INGHAM COUNTY COMMUNITY AGENCY PROCESS AND MAKE SPECIFIC FUNDING RECOMMENDATIONS TO THE BOARD OF COMMISSIONERS.

Comm. Davis suggested the possibility of splitting the funds in an effort to provide some direct funding for community agencies that provide very basic needs to the community. Comm. Vickers expressed his support of the idea. Board Chairperson De Leon stated that the County's definition of basic needs should not be as broad as it was last year. She indicated that changing the definition will in itself eliminate a bulk of the agencies asking for assistance. Comm. Koenig directed staff to include language that offers 50% of whatever the designated amount is to the Power of We, and 50% to community agencies that provide food, utility shut-offs, or shelter.

Chairperson McGrain tabled the resolution until the next meeting.

COMM. NOLAN WITHDREW HER MOTION.

- b. Discussion/Possible Action - Resolution Approving Criteria for Ranking 2011 Applications for Community Agency Funding

Chairperson McGrain tabled the resolution until the next meeting.

4. Controller/Administrator's Office

- b. 2010 1st Quarter Budget Adjustments and Contingency Fund Update - Resolution Authorizing Adjustments to the 2010 Ingham County Budget

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2010 INGHAM COUNTY BUDGET.

Comm. Vickers asked for further explanation of the \$40,000 in bank fees for the Treasurer's Office. Mr. Cypher stated that it is an increase in bank fees due to a decline in the earnings credit on funds on deposit. He indicated that he will email the Committee a more detailed explanation.

MOTION CARRIED with Comm. Vickers voting No.

- c. Resolution Establishing Areas of Priority Emphasis Guiding 2011 Activities and Budget Process

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. DAVIS, TO APPROVE THE RESOLUTION ESTABLISHING AREAS OF PRIORITY EMPHASIS GUIDING 2011 ACTIVITIES AND BUDGET PROCESS.

MOVED BY COMM. TENNIS TO AMEND THE 8TH BE IT FURTHER RESOLVED BY ADDING "AND POSSIBLY THROUGH A DIFFERENT FUNDING MECHANISM" AT THE END. THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

Comm. Nolan asked for further information on the retirement coalition. Board Chairperson De Leon indicated that Dr. Myers had suggested discussing the idea of retirement coalition, because the health coalition was a success. Comm. Tennis stated that the idea was to have labor/management discussions in order to save large amounts of money simply by making small adjustments to their health care benefits, changing plans, etc. He clarified that the retirement coalition would not take any action that wouldn't be approved by the BOC; they would simply make recommendations.

Comm. Vickers expressed his concern that the Parks Department is not making more of an effort to preserve the out-county parks. Comm. Davis stated that the Parks Commission has tried hard to save those parks, but is financially in a tough situation.

MOTION CARRIED with Comm. Vickers voting No.

- d. Resolution to Direct the Ingham County Health Department to Conduct Inspections of Restaurants, Bars and Workplaces to Monitor Full Compliance of the Ron M. Davis Smoke Free Air Law

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. DAVIS, TO APPROVE THE RESOLUTION TO DIRECT THE INGHAM COUNTY HEALTH DEPARTMENT TO CONDUCT INSPECTIONS OF RESTAURANTS, BARS AND WORKPLACES TO MONITOR FULL COMPLIANCE OF THE RON M. DAVIS SMOKE FREE AIR LAW.

Comm. Vickers stated that the County has to see what happens after the mandate is put into effect on May 1st. He expressed his concern of making statements that “multiple Michigan counties are refusing to enforce this law...” Dr. Sienko stated that only 14 counties have agreed to enforce the mandate. He indicated that there could be resistance in work sites and some bars that cater to a heavy smoking clientele.

MOTION CARRIED with Comm. Vickers voting No.

Announcements

Comm. Davis announced that if anyone wants to donate money to the MSU students who lost their house to a fire, they can email her.

Public Comment

None

The meeting adjourned at approximately 8:22 p.m.

Respectfully submitted,

Karsha Sathianathan

RESOLUTION STAFF REVIEW

DATE April 22, 2010

Agenda Item Title: Resolution to Authorize Amendment #3 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 #3 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 under which the funds are disbursed. The Board of Commissioners authorized the 2009-2010 Agreement in Resolution No. #09-308.

Financial Implications:

The CPBC Agreement is regularly amended to adjust funding levels and clarify terms and conditions. The current agreement was amended by Resolutions #09-339 and #09-424. Amendment #3 will increase the budget for Comprehensive Local Health Services from \$5,555,379 to \$5,775,977 for a net increase of \$220,598. The Amendment makes the following specific changes in the budget:

1. It funds the new Supplementary Nutrition Assistance Program and Education (SNAP-ED): an increase of \$75,532.
2. It funds new BCCCP Peer-to-Peer Outreach and Recruitment efforts: an increase of \$14,000.
3. It funds new Highly Targeted Community Based HIV Prevention: an increase of \$70,642.
4. It increases support for Local Public Health Operations by \$35,624.
5. It increases support for the Safe Routes to School project by \$2,900.
6. It raises WIC funding by \$21,900.

Other Implications:

The Amendment also revises a section of the Agreement. It clarifies the requirement in the previously funded Expanded HIV Testing in High Prevalence Health Care Settings Program indicating that the Ingham County Health Department shall test a minimum of 2,200 individuals during the fiscal year and shall submit quarterly reports by July 16 and October 15, 2010. Disease Control staff are confident they can meet these goals.

Staff Recommendation: 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: April 21, 2010

Subject: CPBC Agreement Amendment #3 for 2009-2010

This is a recommendation to authorize Amendment #3 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 under which the funds are disbursed. The Board of Commissioners authorized the 2009-2010 Agreement in Resolution No. #09-308.

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I recommend that the Board of Commissioners adopt the attached 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 #3
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 as authorized by Resolution #09-308 and amended by Resolutions #09-339 and #09-424; and

WHEREAS, the MDCH has proposed a third 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 #3 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/Reimbursement Matrix.

BE IT FURTHER RESOLVED, that the net adjustment in the total amount of CPBC funding shall be an increase of \$220,598 from \$5,555,379 to \$5,775,977 which includes: 1) the Supplementary Nutrition Assistance Program and Education (SNAP-ED), an increase of \$75,532; 2) the BCCCP Peer-to-Peer Outreach and Recruitment efforts, an increase of \$14,000; 3) the Highly Targeted Community Based HIV Prevention, an increase of \$70,642; 4) an increase in support for Local Public Health Operations by \$35,624; 5) additional support for the Safe Routes to School Project of \$2,900; 6) an increase in WIC funding of \$21,900.

BE IT FURTHER RESOLVED, that the Amendment clarifies a requirement in the previously funded Expanded HIV Testing in High Prevalence Health Care Settings Program indicating that the Ingham County Health Department shall test a minimum of 2,200 individuals during the fiscal year and shall submit quarterly reports by July 16 and October 15, 2010.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2010 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 April 22, 2010

Agenda Item Title: Resolution to Authorize an Agreement with the Tri-County Office on Aging

Submitted by: Health Department

Committees: LE____, JD____, HS__X__, CS____, Finance__X__

Summary of Proposed Action:

This resolution authorizes an agreement with the Tri-County Office on Aging to implement an evidence-based chronic disease self-management program known as PATH (Personal Access Toward Health).

Tri-County Office on Aging (TCOA) has received a grant to support the development of a tri-county coalition to assure that PATH classes are available for older adults. Several Health Department staff have been trained in the PATH model. TCOA has requested that the Health Department assume responsibility as Lead Agency in developing a PATH coalition. As Lead Agency, ICHD will be responsible for recruiting at least 10 individuals to be trained as workshop presenters. TCOA will pay for the training. ICHD will also be responsible for developing a schedule for PATH workshops in collaboration with other members of the coalition. The ICHD will verify enrollment of eligible participants in PATH classes and invoice TCOA which will pay the workshop presenters and provide an incentive for eligible participants who have completed at least four of the six classes. ICHD will also recruit at least one bilingual individual to be trained in the *Tomando Control De su Salud*, the Spanish Chronic Disease Self-Management Program over the next year.

Financial Implications:

TCOA proposes providing \$21,549 to the Health Department to perform these activities. The contract period is March 1, 2010 through February 28, 2012.

Other Implications:

None.

Staff Recommendation: JN__ 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: April 27, 2010

Subject: Seeking Authorization for an agreement with Tri-County Office on Aging

Chronic diseases such as heart disease, cancer, and diabetes are the leading causes of death and disability in the United States, accounting for 70% of all deaths. Stanford University has developed an evidence-based chronic disease self-management program. In Michigan, the program is known as PATH (Personal Access Toward Health). PATH participants have demonstrated significant improvements in exercise, symptom management, communication with physicians, and self-reported general health. They also spent fewer days in the hospital and trended toward fewer outpatient visits and hospitalizations. Chronic disease self-management programs are a promising strategy to deal with chronic diseases.

Tri-County Office on Aging (TCOA) has received a grant to support the development of a tri-county coalition to assure that PATH classes are available for older adults. Several Health Department staff have been trained in the PATH model. TCOA has requested that the Health Department assume responsibility as Lead Agency in developing a PATH coalition. As Lead Agency, ICHD will be responsible for recruiting at least 10 individuals to be trained as workshop presenters. TCOA will pay for the training. ICHD will also be responsible for developing a schedule for PATH workshops in collaboration with other members of the coalition. We will verify enrollment of eligible participants in PATH classes and invoice TCOA which will pay the workshop presenters and provide an incentive for eligible participants who have completed at least four of the six classes. ICHD will also recruit at least one bilingual individual to be trained in the *Tomando Control De su Salud*, the Spanish Chronic Disease Self-Management Program over the next year. TCOA proposes providing \$21,549.00 to the Health Department to perform these activities. The contract period is March 1, 2010 through February 28, 2012.

The proposed activities are consistent with the Health Department's efforts to address chronic disease, expand the populations we serve, and diversify funding sources for our work.

I recommend that the agreement with TCOA be authorized.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE TRI-COUNTY OFFICE ON AGING

WHEREAS, chronic diseases are the leading causes of death and disability in the United States; and

WHEREAS, chronic disease self-management programs have been shown to be an effective way to assist people with chronic illnesses; and

WHEREAS, Tri-County Office on Aging (TCOA) has received a grant to develop a coalition and host chronic disease self-management classes for older adults in the community; and

WHEREAS, TCOA has requested that Ingham County Health Department serve as Lead Agency in developing a local coalition.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Tri-County Office on Aging to enable Ingham County Health Department to serve as Lead Agency in developing a coalition to assure that chronic disease self-management classes for older adults are offered in the community.

BE IT FURTHER RESOLVED, that the amount of the contract will be up to \$21,549.

BE IT FURTHER RESOLVED, that the period of the agreement will begin on March 1, 2010 and end on February 28, 2012.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2010 Budget in order to implement this resolution.

RESOLUTION STAFF REVIEW

DATE April 27, 2010

Agenda Item Title: Resolution to Authorize a Realignment of Health Department Programs and Administrative Structure

Submitted by: Health Department

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

Summary of Proposed Action:

This resolution would authorize the re-structuring of the Health Department Division from three (3) to two (2) divisions/units while maintaining efficiencies and saving money.

Financial Implications:

The Health Department Management intent was to remain budget neutral. However, the Budget Office reports a total cost reduction of approximately \$88,000 (includes salary and benefits).

Please see Attachment A for further financial detail on changes to the affected positions.

Other Implications:

Greater organizational efficiency and effectiveness. The four (4) affected collective bargaining units have been informed of the proposed changes and their support has been requested.

Attributable to independent variables and various circumstances; this is the 5th Health Department related re-assignment (reorganization) effort in the last four (4) years. Changing circumstances requires flexibility.

- Res #07-039 Feb. 27, 2007 - Agenda Item No. 11
- Res #07-079 Apr. 10, 2007 - Agenda Item No. 13
- Res #09-061 Mar. 10, 2009 – Agenda Item No. 20
- Res #09-269 Aug. 25, 2009 – Agenda Item No. 27
- Res #10-__ May __, 2010 – Agenda Item No. __

The pending request is prompted by the retirement of one (1) of three (3) Deputy Health Officers and a desire to save money while maintaining efficiency and services. Rather than fill the vacated Deputy Health Officer Position, Health Department Management elected to re-assign elements of the division to the two (2) remaining divisions.

Given the Deputy Health Officer vacancy, time constraints and in an effort to meet the Health Department’s need; procedurally this project did not receive the closest level of Human Resources scrutiny.

Staff Recommendation: JN ____ TL_ X TM____ JC ____

ATTACHMENT A

Emp #	Pos #	Name	Current Salary Designation	Current Job Title	Current Salary & Benefits	Proposed Job Title	Proposed Salary Designation	Proposed Salary & Benefits	Cost/ (Savings)
1381	601336	Carmina Merz	UAW C	Health Program Asst	\$57,787	Env Health CHR II	UAW D	\$60,522	2,735
2270	601293	Jan Kimble	PRO 8	Program Coordinator	\$94,516	Child & Adolescent Health Coord	PRO 09	\$101,770	7,254
2505	601076	Laura Peterson	MCF 16	DHO	\$153,913	eliminated	MCF16	0	(153,913)
3056	601129	Cori Feldpaush	UAW C	Health Program Asst	\$57,787	OYC CHR II	UAW D	\$60,522	2,735
na		na	na	na	0	Accountant .5 FTE	PRO 7	\$42,110	42,110
na	601096	Kim Hebert	UAW D	CHR II	\$60,522	Imms CHR IV	UAW F	\$66,099	5,577
	601119	Vacant	PRO 5	Early Child Consultant	\$78,430	eliminate		0	(78,430)
	601396	Vacant	UAW C	PT Health Program Assistant	\$29,107	eliminate	UAWC	0	(29,107)
1789	601135	Deb Edokpolo	UAW G	Pulic Health Spec	\$70,059	Public Health Spec	PRO 5	\$76,959	6,900
4980	601395	Kyla Moore	PRO 5	Customer Service Specialst	\$76,958	Customer Service Coordinator	PRO 6	\$81,944	4,986
6203	601003	Deb Brinson	MCF 16	DHO	\$153,912	DHO Community Health Services	MCF 17	\$163,951	10,039
1664	601079	Jayson Welter	MCF 11	HPMS Manager	\$111,924	Dir Policy, Programs & Compliance	MCF 13	\$126,002	14,078
1735	601373	Lynn Kiter	PRO 9	Billing & Reporting Coord	\$101,770	Billing & Reporting Manager	MCF 10	\$106,622	4,851
2356	601067	Holly Wilson	PRO 8	Operations Coordinator	\$94,516	HPM Services Manager	MCF 11	\$113,798	19,281
1564	601138	Julie Dingerson	PHN 4	PHN Nurse Supervisor	\$98,892	PHN & Special Prog. Supr.	MCF 11	\$113,772	14,880
4279	601381	Renee Canady	MCF 15	DHO for Nusing Services & Special Program	\$143,938	DHO, Public Health Svcs	MCF 17	\$163,951	20,013
	601414	Vacant	MNA 3	Nurse Case Manager	\$95,208	Grants Coordinator	PRO 8	\$94,518	(690)
1995	601069	Carol Dembinsky	MNA 3	Health Plan Utilization	\$95,208	Quality & Safety Coordinator	MNA 4	\$98,867	3,659
1885	601007	John Jacobs	MCF 12	Chief Financial Officer	\$118,901	Chief Financial Officer	MCF 13	\$126,002	7,100
2041	601121	Barb Monroe	PRO 8	OYC Training Coord	\$94,516	OYC Coordinator	PRO 9	\$101,770	7,254
				Totals	\$1,787,864			\$1,699,178	(88,686)

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

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

DATE: April 23, 2010

RE: Resolution to Authorize a Realignment of Health Department Programs and Administrative Structure

This memorandum requests approval for a resolution that will realign and restructure services within the Health Department. Over the past four months, the ICHD administrative team has experienced unprecedented personnel shifts. Laura Peterson, Deputy Health Officer for Health Plan Management, retired. Dr. Jaeson Fournier, Deputy Health Officer for Community Health Services, resigned in December. This position was filled by Debbie Brinson. These changes at the Deputy Health Officer level have allowed me to reevaluate the functionality of the administrative structure implemented upon my appointment as Health Officer in 2007. Additionally, the expansion of our health centers, due to Federally Qualified Health Center status and new funding from the Health Resource Services Administration, is increasing our personnel needs and the demands on existing staff. Moreover, given anticipated county GF and state funding shortfalls, these personnel adjustments save administrative operational costs.

I believe that this proposal realigns and right-sizes the administrative work at the Deputy Health Officer level while maintaining a robust and effective leadership team across the department. The reorganization is informed by the following goals:

- 1) To strengthen and enhance the existing leadership and administrative structure of the ICHD in response to recent personnel shifts while sustaining the quality of the work performed by the departmental program leads and employee union groups,
- 2) To better align health department services so as to ensure that Ingham county residents receive the best service possible,
- 3) To maintain a strong union workforce, and
- 4) To deliver services in the most cost effective and efficient way possible.

This resolution recommends establishing a two-Deputy Health Officer structure by eliminating the Deputy Health Officer position vacated by Laura Peterson's retirement. The resolution reassigns those areas formerly under Laura Peterson's supervision to the oversight of the Deputy Health Officer for Public Health Services (Dr. Canady) and the Deputy Health Officer for Community Health Services (Ms. Brinson). Additionally, the proposal realigns programs currently under Dr. Canady's and Ms. Brinson's supervision for shared mission, design and function. In total, I find that the new alignment addresses departmental and programmatic needs, fosters greater collaboration among programs and services, and improves our operational efficiencies.

The following table outlines proposed changes. Asterisks denote program reassignments.

	Deputy Health Officer Community Health Services	Deputy Health Officer Public Health Services
Pay Grade	17 Recommended Pay Grade	17 Recommended Pay Grade
Number of Staff/Programs	~190 / 14	~135 / 20
Programs and Services	<ul style="list-style-type: none"> • Billing and Reporting • Adult Health • Child Health • Adult Dental • Women’s Health • Healthy Smiles • Otto • Willow • St. Lawrence • Sparrow • Well Child • Jail Medical • *Health Plan Management (Moved from HPM) • *Registration and Enrollment (Moved from HPM) 	<ul style="list-style-type: none"> • Public Health Nursing • Family Outreach • CSHCS • Vision and Hearing • Health Assessment • Health Promotion • Tobacco Control • Food Bank • Power of We • Disease Control • Lead • Social Justice • Immunizations • Communicable Disease • HIV/STI Prevention • *WIC (Moved from Community Health Services Bureau) • *Environmental Health (Moved from HPM) • *Emergency Preparedness (Moved from HPM) • *Office for Young Children (Moved from HPM) • *BCCCP (Moved from HPM)

Rational for Realignment	<ul style="list-style-type: none"> •Health Plan Management is functionally similar to the health centers in its financing mechanism and coverage for patients •Registration and Enrollment’s patient coverage and financing matters are similar to the Health Centers •Consolidates the department’s business-focused entities •Causes the least amount of staff disruption •Aligns areas with shared or complementary policy issues and concerns • Integrates Health Plan Management’s IT unit to support the clinical implementation of EMR and other health center IT functions 	<ul style="list-style-type: none"> •Aligns statutory and/or categorical public health functions •Distributes appropriate and equitable numbers of staff for DHO supervision; facilitates the establishment of peer cohorts among DHOs and Administrators to enhance support and effectiveness. •Realigns WIC from community health care services to the more functionally related public health services
Benefits of Two Deputy Structure	<ul style="list-style-type: none"> • Reduces wages under the managerial contract by not filling a Deputy Health Officer position • Aligns scope of work to address current and future growth and needs • Creates a peer structure among DHOs and leadership team • Enhances opportunities for cooperative work • Facilitates sharing of similar vision and resources • Supports union work groups 	

We have vetted this plan by all affected unions and the County’s Human Resources Department; both are supportive. The affected employees are also supportive including those who will accept new and additional responsibilities. Positions proposed for elimination involve vacancies; this avoids negative effects to any incumbent employees. I recommend the Board adopt the attached resolution and authorize the recommended staffing and structural adjustments.

- c: Renée Canady, Deputy Health Officer, Public Health Services
 Deb Brinson, Deputy Health Officer, Community Health Care Services
 T. A. Lindsey, Human Resources Director
 Janet Bowen, President, ICEA Public Health Nurses Unit
 Justin Spenski, President, ICEA Professional Employees Unit
 Kathy Fitton, President, Michigan Nurses Association
 Sally Auer, President, UAW

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A REALIGNMENT OF HEALTH DEPARTMENT PROGRAMS AND ADMINISTRATIVE STRUCTURE

WHEREAS, the Board of Commissioners establishes the Plan of Organization for the Health Department, with the concurrence of the Michigan Department of Community Health; and

WHEREAS, Health Officer Dean G. Sienko, M.D., reorganized the administrative structure of the Health Department as approved in Resolution #07-079; and

WHEREAS, since that time, significant administrative personnel changes have occurred in the Department; and

WHEREAS, the Health Officer recommends reducing administrative structure through the elimination of a vacant Deputy Health Officer position; and

WHEREAS, the proposed changes will realign programs and administrative services and will result in increased administrative, programmatic and fiscal efficiency; and

WHEREAS, the proposed adjustments can be implemented by taking advantage of currently vacant positions and retirements at a significant budgetary savings; and

WHEREAS, the proposed recommendations have been evaluated by the Human Resources Department which has concurred with the recommendations that are contained in this resolution; and

WHEREAS, the affected bargaining groups have been consulted and provided documentation regarding the recommendations contained in this resolution; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept the proposed realignment and restructuring of services and authorize the resulting changes in job titles, classifications and establishment of positions; and

WHEREAS, the Health Officer has advised that no additional funds are required and that implementation of the proposed changes result in cost savings.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends the Ingham County Health Department Plan of Organization.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the following changes in job titles and reclassification/salary grades.

<u>Position number</u>	<u>Current Grade</u>	<u>Proposed Grade</u>	<u>Title</u>
601129	UAW C	UAW D	OYC CHR II
601096	UAW D	UAW F	Immunizations CHR IV
601336	UAW C	UAW D	Environ. Health CHR II
601373	PRO 9	MCF 10	Billing & Reporting Manager

601135	UAW G	PRO 5	Public Health Specialist
601395	PRO 5	PRO 6	Customer Ser. Coordinator
601003	MCF 16	MCF 17	DHO, Comm. Health Serv.
601079	MCF 11	MCF 13	Dir Policy, Programs & Compliance
601381	MCF 15	MCF 17	DHO, Public Health Serv.
601067	PRO 8	MCF 11	HPM Services Manager
601069	MNA 3	MNA 4	Quality & Safety Coordinator
601007	MCF 12	MCF 13	Chief Financial Officer
601121	PRO 8	PRO 9	OYC Coordinator
601138	PHN 4	MCF 11	PHN & Special Prog. Supr.
601293	PRO 8	PRO 9	Child & Adolescent Health Center Coordinator
601414	MNA 3	PRO 8	Grants Coordinator

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the following changes in job titles:

<u>Position / Title</u>	<u>Proposed Title</u>
601402 / CHR II	Health Secretary
601297 / Grant Supervisor	Community Health Center Supervisor
601376 / Jail Medical Supervisor	Community Health Center Supervisor
601245 / Clinical Services Supervisor	Community Health Center Supervisor
601228 / Professional Services Supervisor	Community Health Center Supervisor
601197 / Front Office Supervisor	Community Health Center Supervisor
601416 / Physician	Physician/CHC Medical Director
601377 / Program Specialist	Project Specialist
601064 / Medical and Customer Service Cord.	Medical Services Coordinator
601025 / Primary Care Physician	Primary Care Physician /Deputy Med. Dir.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the following part-time position be established:

<u>Position / Title</u>	<u>Proposed Grade</u>
Accountant-PT	ICEA PRO7

BE IT FURTHER RESOLVED, that the following vacant positions be eliminated:

<u>Position/Title</u>	<u>Grade</u>
601076 / Deputy Health Officer for Health Plan Management	MCF 16
601119 / Early Childhood Consultant	ICEA PRO5
601396 / Health Program Assistant - PT	UAW C

BE IT FURTHER RESOLVED, that all position adjustments be effective upon resolution approval.

INGHAM COUNTY

IN-STATE OVERNIGHT TRAVEL NOTIFICATION

Date: April 16, 2010

I (we) will attend the following conference.

TITLE OF CONFERENCE: "Thriving in Change" MALPH Nurse Administrators conference

LOCATION OF CONFERENCE: Higgins Lake, MI

DATES OF TRAVEL: May 10 TO: May 11, 2010

NAME OF ATTENDEE(S): Julie Dingerson

TOTAL COST: \$140

EXPENSES TO BE PAID BY: General Fund Non-General Fund

Submitted By: Renee Canady, Deputy Health Officer

Ingham County: Public Health Services

REASON FOR TRAVEL: Conference will be paid for with MIHP funds. Conference attendance is instrumental in administration of the program, which is a revenue generating program. Conference will provide information to enhance current Public Health Services programs.

Notes:

- (4) If available, attach a copy of the conference brochure to this form.**
- (5) If applicable, attach airfare estimates and lodging charges.**
- (6) Please complete this form electronically and email to Jane Noice.**
- (7) Forward to the appropriate Liaison Committee for approval, in advance of travel.**



Travel Request: Is Authorized
Is Authorized but Not Funded
Is Denied

INGHAM COUNTY



IN-STATE OVERNIGHT TRAVEL NOTIFICATION

Date April 20, 2010

I (we) will attend the following conference.

TITLE OF CONFERENCE: 2010 Michigan's AmeriCorps Russ Mawby Signature Svc Project

LOCATION OF CONFERENCE: Kalamazoo, Michigan

DATES OF TRAVEL: Friday, May 14, 2010 TO: Saturday, May 15, 2010

NAME OF ATTENDEE(S): Emily Thompson

TOTAL COST: \$40.00 (included in project budget)

EXPENSES TO BE PAID BY: General Fund Non-General Fund

Submitted By: Renée B. Canady
(Print Name)

Ingham County: Health Department
(Name of Department)

REASON FOR TRAVEL:

To travel with other AmeriCorps members to attend the annual Signature Svc Project, and to participate in building a Habitat for Humanity house as required by the Michigan Community Service Commission.

Notes:

- (1) If available, attach a copy of the conference brochure to this form.
- (2) If applicable, attach airfare estimates and lodging charges.
- (3) Please complete the in-state travel notification form and forward to the appropriate Liaison Committee for approval, in advance of travel.

Travel Request: Is Authorized
Is Authorized but Not Funded
Is Denied

REQUEST FOR CONTINUING EDUCATION TIME
AND TRAVEL AUTHORIZATION

Person to Travel: Emily Thompson
Program Office: Power of We Consortium's AmeriCorps* State Project
Title of Program, Meeting, or Conference: 2010 Michigan's AmeriCorps
Russ Mawby Signature Service Project
Place of Meeting: Kalamazoo, MI

Dates and time of meeting: 14 May 2010 Begin 11:30 a.m. p.m.
15 May 2010 End 4:15 a.m. p.m.

Expenses To Be Paid By: General Funds Non-General Funds

Travel Type: Local Overnight

Estimated Cost:

Transportation	<u>80 miles Round Trip = \$40 (included in project budget. NO county funds utilized)</u>
Lodging	_____
Meals	_____
Registration	_____
Other	_____
TOTAL	<u>\$40</u>

Purpose of Travel. Describe benefits to you and the county from this travel experience:

I will be travelling with our AmeriCorps members to attend
the annual Signature Service Project, where will be building a Habitat
for Humanity house in Kalamazoo. I am required by the Michigan
Community Service Commission to accompany our AmeriCorps members.
Attach completed program materials. All costs except travel are paid for by
the MCSC, and travel costs are approved in our project budget.
No county funds will be utilized.

Peggy Roberts
Supervisor Signature

Rene Blum
Deputy Health Officer Signature

STATE OF MICHIGAN



JENNIFER M. GRANHOLM, *Governor*

MICHIGAN COMMUNITY SERVICE COMMISSION

Chairperson
James G. Vella

Executive Director
Paula Kaiser VanDam

MCSC Commissioners

Breannah Alexander
Student - GVSU

Vernice Anthony
Greater Detroit Health Council

Carolyn Bloodworth
CMS Energy

Karen Betley
Senior Services, Inc.

Tony Campbell
Heart of West Michigan United Way

Kara Carlisle
W.K. Kellogg Foundation

Robert Collier
Council of Michigan Foundations

Michael Hill
Traverse Bay Area Intermediate Schol District

Jason Hoskins
*Eastern Michigan University
Graduate Student*

Lloyd Jackson
WJR Radio

Lori Jewell
State Farm Insurance

Janet Lawson
Ford Motor Company

Joseph Lubig
Northern Michigan University

Kathleen Malsner
Retired Public School Teacher

Russell Mawby
*Chair Emeritus
W. K. Kellogg Foundation*

Daniel G. Mulhern
*Chair Emeritus
First Gentleman*

Donna Niester
*James C. Acheson Foundation
Acheson Ventures*

Bernard Parker
Wayne County Commissioner

Jerry Seese
*Saginaw Township Community
Schools*

Marsha Smith
Rotary Charities of Traverse City

Joseph Sowmick
*Saginaw Chippewa Indian
Tribe of Michigan*

Alphonso Swain
*Capitol Area Center for
Independent Living*

Larry Williamson
Comcast Cable

1048 Pierpont, Suite 4
Lansing, Michigan 48913
Telephone: (517) 335-4295
Fax: (517) 373-4977
www.michigan.gov/mcsc

April 5, 2010

Dear Program Director,

The 2010 Michigan's AmeriCorps Russ Mawby Signature Service Project will take place in Kalamazoo, on Friday and Saturday, May 14-15. This year's project coincides with AmeriCorps Week (May 8-15) and will be Michigan's closing event. The project will begin with registration at 11:30 a.m. on Friday, May 14th and will conclude at 4:15 p.m. on Saturday, May 15th.

At this year's Signature Service Project, over 250 AmeriCorps members will come together to assist with a variety of service projects in Kalamazoo's Northside neighborhood. This project is open to current Michigan's AmeriCorps*State and National Direct members, AmeriCorps alums, and Kalamazoo area VISTAs (unfortunately, we do not have the space/capacity to accommodate friends, relatives, significant others, etc.).

A draft agenda has been included with this memo. All of this information should be shared with your members. Registration will be done via Survey Monkey at the following link: <http://www.surveymonkey.com/s/9TNDR3R>. You and your members must complete the online registration form no later than **Thursday, April 22, 2010**. *Each member must complete his/her own registration form.* The details in individual registration forms will help us to match members' skills and interests to projects that are most suited for them. We recommend that you share this information with your members and register them as soon as possible. It is important to note that this year's project can accommodate a **maximum of 250** participants. This will ensure that all members have a meaningful and productive service experience. *Registration forms will be accepted and project assignments will be made on a first-come, first-served basis.*

It is important to stress to your members that by registering for the project, they are firmly committed to attending. If you have any questions, feel free to contact Michelle Mackie at (517) 241-3606 or metzmakerm1@michigan.gov. We look forward to seeing you and your members at this year's Signature Service Project!

Sincerely,

A handwritten signature in cursive script that reads "Megan Sargent".

Megan Sargent
Training and Inclusion Coordinator



**RUSS MAWBY
SIGNATURE SERVICE PROJECT /
AMERICORPS WEEK CLOSING EVENT
MAY 14-15, 2010 * KALAMAZOO, MI**

Agenda – Day 1

- 11:30 a.m. -12:30 p.m. Registration and Lunch
1:00 p.m. Kickoff
2:00 p.m. Divide into project teams / Travel to project site(s)
2:30 p.m. Onsite Training / Teambuilding
3:00 p.m. Begin service
5:45 p.m. Wrap Up / Clean up
6:00 p.m. Depart for Sherman Lake YMCA
6:30 p.m. Dinner at Sherman Lake YMCA
Evening Free Time – *optional recreation activities available*
11:00 p.m. Lights Out

Agenda – Day 2

- 7:00 a.m. Wake up, pack / Check out
7:30-8:00 a.m. Breakfast served at Sherman Lake YMCA
8:30 a.m. Breakfast ends / Drive to project site
9:00 a.m. Morning Kickoff
9:15 a.m. Begin service
11:45 a.m.-12:15 p.m. Lunch Shifts Begin – *Members will have 45 minutes to eat*
12:30 – 1:00 p.m. Projects resume
3:30 p.m. Wrap Up Projects / Clean Up
3:45 p.m. Reflection at project site
4:00 p.m. Closing
4:15 p.m. Depart

MEMORANDUM

TO: Human Services Committee
FROM: Dean Seinko, Health Officer
DATE: April 23, 2010
RE: In State Travel

As parting of our funding requirement for the Community Health Centers, the Health Center Board of Directors are required to participate in ongoing training. As part of meeting that requirement, we are seeking approval to send four Board members and the Deputy Health Officer to a training: Health Center Board Member Training, sponsored by the Michigan Primary Care Association. Training will be held May 14-15 in Mt. Pleasant, MI.

The cost of the training for five people to attend is approximately \$900. HRSA grant funds will be used to cover the training costs. No general funds will be used. Thank you for your consideration.

INGHAM COUNTY
NOTIFICATION - IN-STATE OVERNIGHT TRAVEL

Date: April 23, 2010

I (we) will attend the following conference...

TITLE OF CONFERENCE: Annual Health Center Board Member Workshop

LOCATION OF CONFERENCE: Mt. Pleasant, Michigan

DATES OF TRAVEL: FROM: May 14, 2010 **TO:** May 15, 2010

NAME OF ATTENDEE(S):

Four Members and the Deputy Health Officer from the Community Health Center Board will be attending the conference. Those individuals include: Mahbuba Fidda, Bobby Joyce, Debbie Brinson, Marvin Cato and Jackie Schraft

TOTAL COST:

Registration: Free

Room Cost: 500.00

Mileage: 400.00

EXPENSES TO BE PAID BY: **General Fund** **Non-General Fund**

SUBMITTED BY: **Debbie Brinson**

INGHAM COUNTY DEPARTMENT: Health

REASON FOR TRAVEL:

HRSA requires that CHC Board Members receiving on-going training. The Michigan Primary Care Association, CHC/FQHC state association, sponsors an annual training for CHC Board Members.

Notes:

- (8) If available, attach a copy of the conference brochure to this form.**
 - (9) Attach travel and lodging estimates if applicable.**
 - (10) Please complete the In-state Travel Notification form and forward to the appropriate Liaison Committee for notification in advance of travel.**
 - (11) If Non-General Fund, indicate how the conference is being paid:**
-

RESOLUTION STAFF REVIEW

DATE April 9, 2010

Agenda Item Title: Resolution to Authorize the Power of We Consortium to Administer the Ingham County Community Agency Process and Make Specific Funding Recommendations to the Board of Commissioners

AND

Resolution Approving Criteria for Ranking 2011 Applications for Community Agency Funding

Submitted by: Human Services Committee

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

Summary of Proposed Action:

Two resolutions are attached for discussion and possible action by the Human Services Committee.

The intent of the first resolution is to transfer administration of the community agency process to the Power of We Consortium, which would be authorized to evaluate, rank, and determine funding levels for each grantee's comprehensive capacity building plan as a recommendation for approval by the Human Services Committee.

The second resolution keeps the community agency process "as-is", authorizing the Controller/Administrator to evaluate, rank, and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee.

Financial Implications:

For FY 2010, 36 agencies requested funding totaling over \$300,000. There are 32 agencies currently receiving appropriated funds, with the total budgeted amount for community agencies being approximately \$200,000.

It is expected that the Controller's Recommended Budget for 2011 will include a 50% cut to community agency funding.

Other Implications: None.

Staff Recommendation: JN ___ TL ___ TM___ JC X

Staff recommends that commissioners approve one of these two resolutions so that community agencies may submit their proposals in time for the total request to be included in the 2011 Controller Recommended Budget.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE POWER OF WE CONSORTIUM TO ADMINISTER THE
INGHAM COUNTY COMMUNITY AGENCY PROCESS AND MAKE SPECIFIC FUNDING
RECOMMENDATIONS TO THE BOARD OF COMMISSIONERS**

WHEREAS, since 1978, the Ingham County Board of Commissioners has provided financial support to various non-profit community organizations that provide a broad range of services for the purpose of advancing the County's adopted long-range objectives; and

WHEREAS, over the years the community agency process has grown to over 30 applicants requesting funding, with total requests of approximately \$300,000 annually; and

WHEREAS, the Ingham County Board of Commissioners desires to make the process of awarding community agency funding more efficient and effective and to assist in helping funded agencies develop their capacity to respond; and

WHEREAS, the Power of We Consortium has an existing capacity building program that assists nonprofit community agencies striving for sustainability by building their leadership, revenue development, program development, community engagement, and organizational capacity.

THEREFORE BE IT RESOLVED, that funding allocated for the Community Agency process for FY 2011, will be awarded as part of the Power of We Consortium's capacity building program to offer training and technical assistance to successful applicants for the purpose of building their capacity to respond, develop self-sufficiency and increase their ability to provide services to the identified areas of need.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes 2011 applications for community agency funding to be evaluated based on the County's long-term objective of "Assisting in Meeting Basic Needs," to include applications from organizations who provide services to vulnerable populations and Ingham County residents in need of food, shelter, prescription medications, and utility assistance.

BE IT FURTHER RESOLVED, that the Power of We Consortium is authorized to evaluate, rank, and determine funding levels for each grantee's comprehensive capacity building plan as a recommendation for approval by the Human Services Committee.

BE IT FURTHER RESOLVED, no agency shall receive more than 15% of the total available funding for community agencies in FY 2011.

BE IT FURTHER RESOLVED, that this resolution is effective contingent upon approval by the Power of We Consortium Investors Steering Committee.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING CRITERIA FOR RANKING 2011 APPLICATIONS FOR COMMUNITY AGENCY FUNDING

WHEREAS, since 1978, the Ingham County Board of Commissioners has provided financial support to various non-profit community organizations that provide a broad range of services for the purpose of advancing the County's adopted long-range objectives; and

WHEREAS, over the years the community agency process has grown to over 30 applicants requesting funding, with total requests of approximately \$300,000 annually; and

WHEREAS, the Ingham County Board of Commissioners desires to make the process of awarding community agency funding more efficient and effective; and

WHEREAS, the Ingham County Board of Commissioners desires to continue the Community Agency application process as identified in the following area of priority emphasis from Resolution #09-122:

“The Ingham County Controller/Administrator will continue to score and rank Community Agency applications based on a set of criteria approved by the Board of Commissioners and make a recommendation on specific funding levels for each applicant to the Human Services Committee.”

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes 2011 applications for community agency funding to be evaluated based on the attached ranking criteria.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to evaluate, rank, and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee.

BE IT FURTHER RESOLVED, no agency shall receive more than 15% of the total available funding for community agencies in FY 2011.

2011 Community Agency Ranking Criteria

These criteria are ranked in the order in which they will be used to judge each proposal - #1 is most important, #6 is least.

- 1. The extent to which the proposal directly contributes to addressing the County's long-term priority of "Meeting Basic Needs".**
 - a. Does the proposal directly address specific challenges faced by Ingham County residents that may be brought on by, or exacerbated by, the current economic climate; including, but not limited to problems such as homelessness, unemployment, poverty, domestic violence, alcoholism, drug abuse, etc?
 - b. Does the proposal provide basic necessities for those in need, such as food, clothing, and shelter or help to provide assistance in obtaining such things as household utilities, job skills and transportation that are needed by families and individuals?
- 2. The extent to which the proposal leverages other sources of funding.**
 - a. What other funding sources are being leveraged, including state, federal, other nonprofit, and private sources?
 - b. Will this funding be used as match for a larger grant or to leverage other funding?
- 3. The degree to which the proposal demonstrates collaborative approaches to program and service delivery.**
 - a. What other agencies and organizations are participating in the proposed project?
- 4. The extent to which the proposal demonstrates creativity and innovation.**
 - a. Does this proposal represent proven "best practices" in its particular subject?
 - b. Does the program produce measurable results?
 - c. Has this proposal ever been tried before?
 - d. If the proposal is not new, then what is the track record of success, has there been a positive impact on the community?
- 5. The number of years the agency has received County funding (fewer years = higher rating).**
- 6. Timeliness in submitting the proposal.**
 - a. Were deadlines (May 28, 2010) to submit the proposal met to a reasonable standard?
 - b. Was the proposal complete when submitted?

MEMORANDUM

TO: Finance and Liaison Committees

FROM: John L. Neilsen, Interim Controller/Administrator

DATE: April 22, 2010

SUBJECT: 2011 Update of County Fees

When the Board of Commissioners adopted Resolution #02-155, setting various fees for county services, the Controller/Administrator's Office was directed to annually review the fees and to recommend adjustments. This review has been completed and some adjustments are being presented to the Board of Commissioners for their consideration. This information is being presented at the current round of committee meetings as a discussion item. A resolution recommending any fee increases will be presented at the next round of meetings. A draft version for discussion is included in this packet.

Attached are spreadsheets detailing the recommended adjustments to fees to be effective for the Health Department and the Friend of the Court on October 1, 2010, and for all other departments on January 1, 2011.

The first set of spreadsheets is an analysis of the 2011 update of county fees. The following information is included for each fee:

1. Location of Service.
2. Fee Description.
3. The 2010 cost as calculated in last year's fee update process.
4. The cost increase factor. This is based on the 3-year average increase for each department's adopted General Fund Budget from 2007 to 2008, 2008 to 2009 and 2009 to 2010.
5. The 2011 cost, which is calculated by multiplying the 2010 cost by the cost increase factor.
6. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution #02-155. For other fees added after the passage of Resolution #02-155, in most cases, it is assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.

7. The 2010 fees were passed by Resolution #09-173. In August 2009, the Parks Department amended the vehicle entrance fees through Resolution #09-263. In March 2010, under Resolution #10-085, the Clerk's Office amended the Marriage Ceremony fee and added a fee for Expedited Service for Vital Records. In a Resolution scheduled to be considered by the Board at its April 27, 2010 meeting, the Clerk's Office is proposing to amend the Certified Copy fees. (Since passage of these resolutions, some fees have been amended or added, as noted on the spreadsheets.)
8. The 2011 calculated fee is based on the 2011 cost multiplied by the target percent.
9. Although many fees were proposed to remain unchanged in 2011, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount, and in some of the larger fees, rounded to the lower \$5 or \$10 increment. In some cases, the cost multiplied by the target percent is much more than the current fee, so only an incremental increase is proposed, with the full cost times target percent planned to be reached after several years. Fees that are proposed to increase are presented in bold.
10. Units. This information is used to calculate revenue to be generated by the proposed fees. This information was initially provided in the Maximus study, and in some cases, has been updated by the departments.
11. Department Recommendation. In most cases, the department agreed with the initial proposed fees. In cases where there is disagreement, information such as a memo of explanation from the department has been included.
12. Controller/Administrator Recommendation. In all cases, the Controller/Administrator agreed with the department recommendations.
13. Additional revenue is projected from the Controller/Administrator's Recommended increase in fees multiplied by the units.

The final spreadsheet presents a summary of fees proposed to be increased in 2011. The spreadsheet simply lists the 2010 fee, the department recommendations, the Controller/Administrator recommendation, and projected additional revenue, for each of the fees where an increase is proposed.

As shown in the attached correspondence, some of the departments disagreed with the initially proposed fees. The Controller/Administrator took this feedback under consideration and made final recommendations based on the Maximus study and the department input.

- (a) The Drain Commissioner's Office agreed with all the proposed fees except the Preliminary Commercial Site Plan Review, Preliminary Plat Review, 9 month Residential Soil Erosion Permit, and the deposits for the escrow accounts are

all recommended to stay the same as set for 2010. The Preliminary Commercial Site Plan Review and the Plat Review need to be set the same as the “first acre” Drainage Review fee which has a lower calculated fee. The escrow accounts are not actually fees, rather they are deposited funds which are utilized for additional costs only if necessary.

- (b) The Parks Department increased all of their fees, except for the Non-Resident Annual Pass. Research has shown that parking fees at our parks are lower than those of other county operated parks in Michigan. Even with these recommended increases, the fees will still be some of the lowest in the State. Also, the fee structure has not been increased in over 15 years.
- (c) The District Court expects that there will be fewer Pre-sentence Reports conducted in 2011. Therefore, they feel there is not justification for an increase in the fee. The District Court also reiterated that they do not charge for Preliminary Breath Tests. The Probation Oversight fee was recommended at \$45 in 2010; however, it was actually charged at \$35 and the department recommends it remain the same in 2011.
- (d) The Circuit Court, Family Division, and the Friend of the Court agreed with the initial proposed fees except for the Felony Case Costs and the Show Cause-Probation fees, which they are recommending to remain at the 2010 rate.
- (e) The Animal Control Department has recommended some fees above the initial proposed fees, including the fees for Un-sterilized Dog Licenses, Boarding, Euthanasia, Dog Kennel Inspections, Owner Surrender, Owner Pick-up, Rabies Decapitation, and Tranquilization for At-large Animals. The un-sterilized animals cause the greatest burden on the Department’s resources and are the majority of complaints. Therefore, the target percentages have been increased in order to recover more of the cost. The target percentages for boarding fees have also been increased to recover the increase in costs to care for these animals, especially the dangerous animals which require specialized equipment and repairs and sometimes injure staff and other animals. The recommended Euthanasia fee is still well below the average cost of a veterinary clinic and the procedure is time consuming and often requires two staff members and includes the cost of the disposal of the animal. The Dog Kennel Inspection requirements became more in-depth in 2006 with an extensive check list and sometimes requiring multiple visits or two officers. The Owner Surrender and Owner Pick-up fees are also recommended to increase due to the increased cost to house and provide care to the animals. The Rabies Decapitation Procedure is extremely difficult, tedious, time consuming, and dangerous. Therefore, additional precautions with additional supplies and equipment have been added which requires more staff time to perform and document information for the lab, as well as communicate with the bite victim and Health Department regarding results. For the Tranquilization for At-large Animals, the cost of the officer’s time as well as the dart supplies and the administrative costs warrant a higher fee for this service. When an officer discharges a tranquilizer gun they must also file a complete report for each time they discharged the weapon. The Department

also added fees for Rabies vaccination and Bordetella vaccination for redeemed dogs. In 2009, Animal Control began to provide vaccination for redeemed dogs to increase the sale of licenses. The cost to administer is approximately \$17.60 and the Department proposes charging \$10 for this vaccination which averages \$20-\$40 at a veterinarian office. State Law requires a Veterinarian to provide Rabies Vaccine and a staff member to retrieve and hold the dog for the vet. A clerk processes the paperwork and issues a rabies tag. In 2005, Animal Control began to vaccinate all dogs entering the shelter with a vaccine to protect the animals from Bordetella (kennel cough) which is often rampant in kennels and shelters and can often result in pneumonia if a dog is not vaccinated. The cost to administer this vaccine is approximately \$16.50. ICAC proposes charging the owners of dogs being redeemed a fee of \$5 for what is a life saving and necessary vaccination. Local veterinarians charge approximately \$25-\$40 for the same.

- (f) The Sheriff's Office agreed with all the proposed fees except for the Day Rate and the Costs for Command. On each of these rates, they are recommending an increase to equal the full calculated cost.
- (g) The Health Department recommended three of the fees below the proposed fee, which includes the Fixed Food Service-Nonprofit Fee, Temp Food Service Establishment-Nonprofit (FSE), Temp FSE and Nonprofit-Operations began before licensing (double). The Controller/Administrator is recommending these fees at the Department recommended rates as there is no significant impact on revenue. As noted on the schedule, there are a few other fees that are different from the proposed fees as these are set by the State. The Health Department agreed with all other proposed fees except for the Office for Young Children (OYC) fees. The Department recommended maintaining these fees at the 2010 rates to keep the training fees affordable to child care providers. Ingham County is one of the many counties in Michigan that are losing quality, licensed child care providers due to the loss of children to care for. Parents are losing jobs, therefore not taking their children to child care. In turn, child care providers may seek lower cost training options which are of lower quality and less comprehensive to meet licensing requirements. The success of the training programs have allowed for higher projections of training units, and therefore, higher revenue generation from fees overall.

If all fee increases were enacted as recommended by the Controller/Administrator's Office, it is projected that an additional \$498,775 would be generated in 2011. The current total revenue generated by the listed fees is approximately \$4.8 million, so the fee adjustments would increase the base by about 11.6%.

Please contact me if you have any questions regarding this information.

Attachments

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller/Administrator’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, this process begins with the calculation of a cost increase factor, which is equal to the previous three year average increase in the General Fund Adopted Budget for the appropriate departments; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller/Administrator, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller/Administrator makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller/Administrator’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees, and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller/Administrator's recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in Attachments A and B at the rates established effective January 1, 2011, with the exception of the Health Department and the Friend of the Court, where new rates will be effective October 1, 2010.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

ATTACHMENT A**SUMMARY OF FEES WHERE CHANGES ARE RECOMMENDED****County Services Committee**

Location of Service	Fee Description	2010 Fee	Department Recommend.	Controller Recommend.	Additional Revenue
Clerk	Certified Copy - 1st Copy (1) (10)	\$17.00	\$20.00	\$20.00	\$49,500
Clerk	Certified Copy - Add'l Copies (1)	\$8.00	\$10.00	\$10.00	\$40,800
Clerk	Marriage Solemnize (2)	\$26.00	\$50.00	\$50.00	\$4,800
Drain Comm.	Plat Drain Administration Fee	\$1,950.00	\$2,000.00	\$2,000.00	\$150
Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection	\$290.00	\$295.00	\$295.00	\$90
Equalization	Digitally Produced Paper Maps- Parcel Layer				\$0
Equalization	8.5" x 11" (6)	\$5.00	\$5.00	\$5.00	\$0
Equalization	11" x 17" (6)	\$11.00	\$11.00	\$11.00	\$0
Equalization	Digitally Produced Paper Maps- Parcel Layer-17" x 22" (6)	\$16.00	\$17.00	\$17.00	\$5
Equalization	22" x 34" (6)	\$22.00	\$22.00	\$22.00	\$0
Equalization	Digitally Produced Paper Maps- Parcel Layer-28" x 40" (6)	\$27.00	\$28.00	\$28.00	\$5
Equalization	Digitally Produced Paper Maps- Parcel Layer-34" x 44" (6)	\$33.00	\$34.00	\$34.00	\$5
Equalization	Digitally Produced Paper Maps - Parcel layer w/2005 Digital Photo Layer				\$0
Equalization	8.5" x 11" (6)	\$11.00	\$11.00	\$11.00	\$0
Equalization	11" x 17" (6)	\$22.00	\$22.00	\$22.00	\$0
Equalization	Digitally Produced Paper Maps- Parcel layer w/2005 Digital Photo Layer-17" x 22" (6)	\$33.00	\$34.00	\$34.00	\$20
Equalization	Digitally Produced Paper Maps- Parcel layer w/2005 Digital Photo Layer-22" x 34" (6)	\$44.00	\$45.00	\$45.00	\$5
Equalization	Digitally Produced Paper Maps- Parcel layer w/2005 Digital Photo Layer-28" x 40" (6)	\$55.00	\$57.00	\$57.00	\$10
Equalization	Digitally Produced Paper Maps- Parcel layer w/2005 Digital Photo Layer-34" x 44" (6)	\$65.00	\$68.00	\$68.00	\$15
Equalization	Custom Maps (11)	\$60.00	\$64.00	\$64.00	\$200
Parks	Resident Daily (13)	\$2.00	\$3.00	\$3.00	\$65,500
Parks	Resident Annual (13)	\$20.00	\$30.00	\$30.00	\$18,100
Parks	Non-Resident Daily (13)	\$4.00	\$5.00	\$5.00	\$12,500

Judiciary Committee

Location of Service	Fee Description	2010 Fee	Department Recommend.	Controller Recommend.	Additional Revenue
Family Division	Delinquency Costs	\$150.00	\$175.00	\$175.00	\$43,125
Family Division	Tether	\$15.00	\$20.00	\$20.00	\$13,125
FOC	FOC Bench Warrants	\$225.00	\$250.00	\$250.00	\$30,000

Law Enforcement Committee

Location of Service	Fee Description	2010 Fee	Department Recommend.	Controller Recommend.	Additional Revenue
Animal Control	Enforcement/Dog License Fees- Sterilized - Delinquent	\$35.00	\$40.00	\$40.00	\$12,500
Animal Control	Enforcement/Dog License Fees-Un-Sterilized (5)	\$46.00	\$50.00	\$50.00	\$16,000
Animal Control	Enforcement/Dog License Fees-Un-Sterilized Delinquent (5)	\$92.00	\$120.00	\$120.00	\$14,000
Animal Control	Enforcement/Dog License Fees-Un-Sterilized 3 year License (5)	\$110.00	\$135.00	\$135.00	\$6,250
Animal Control	Boarding Fee for Dangerous Animals (8)	\$22.00	\$25.00	\$25.00	\$600
Animal Control	Boarding Fee per day-others (4)	\$11.00	\$15.00	\$15.00	\$14,667
Animal Control	Euthanasia Fee (10)	\$55.00	\$75.00	\$75.00	\$2,000
Animal Control	Ten Dog Kennel Inspection Fee (11)	\$125.00	\$150.00	\$150.00	\$250
Animal Control	Over Ten Dog Kennel Inspection Fee(11)	\$135.00	\$175.00	\$175.00	\$400
Animal Control	Owner Surrender (4)	\$25.00	\$40.00	\$40.00	\$16,500
Animal Control	Owner Pick-up Fee (4)	\$20.00	\$30.00	\$30.00	\$400
Animal Control	RABIES DECAP (4)	\$30.00	\$40.00	\$40.00	\$200
Animal Control	TRANQ. AT-LARGE FEE (4)	\$15.00	\$30.00	\$30.00	\$600
Pros Atty	Diversion - Service Fee-Misdemeanor Offender	\$420.00	\$440.00	\$440.00	\$9,760
Pros Atty	Diversion - Service Fee-Felony Offender	\$730.00	\$750.00	\$750.00	\$2,240
Pros Atty	Costs-eligible convictions - Guilty Plea	\$100.00	\$105.00	\$105.00	\$3,000
Jail	Day Rate (3)	\$50.00	\$52.44	\$52.44	\$54,772
Sheriff	Costs for Command (2)	55.00	\$62.35	\$62.35	\$0

Human Services Committee

Location of Service	Fee Description	2010 Fee	Department Recommend.	Controller Recommend.	Additional Revenue
Coop. Ext.	Soil Box Analysis (6)	\$12.00	\$15.00	\$15.00	\$900
Comm. Health	Conting Ed. Fee Diseased Control/Imm. (4)	\$12.00	\$13.00	\$13.00	\$150
Comm. Health	INS Vaccination Verif Form I-693 (8)	\$31.00	\$33.00	\$33.00	\$600
Comm. Health	Immuniz Record Copying Fee (4)	\$3.00	\$4.00	\$4.00	\$750
Comm. Health	MIHP Tran. Bus/Van (5)	\$29.72	\$31.29	\$31.29	\$628
		(max)	(max)	(max)	
Comm. Health	MIHP - Trans Taxi (5)	\$27.18	\$28.62	\$28.62	\$101
		(max)	(max)	(max)	
Comm. Health	MIHP Trans. Volunteer (5)	\$0.29	\$0.31	\$0.31	\$1
		per mile	per mile	per mile	
Comm. Health	Compreh Envir Investigation (5)	\$255.00	\$265.00	\$265.00	\$110
Comm. Health	Assessment of Home (5)	\$105.00	\$110.00	\$110.00	\$25
Comm. Health	Immigration Physical Exams (8)	\$165.00	\$170.00	\$170.00	\$50
Imm. Clinic	Internat'l Travel Consult	\$52.00	\$55.00	\$55.00	\$1,050
Imm. Clinic	Influenza - Mass Vacc. Clinic (9)	\$34.00	market price	market price	\$0
Med Examiner	Cremation Permits	\$22.00	\$23.00	\$23.00	\$950
Med Examiner	Autopsy Report Copies (family)	\$14.00	\$15.00	\$15.00	\$50
Med Examiner	Autopsy Report Copies (others)	\$37.00	\$39.00	\$39.00	\$50
Env. Health	Fixed Food Svc Estab-Nonprofit	\$250.00	\$275.00	\$275.00	\$1,750
Env. Health	FSE Initial License incl.2 hrs Plan Rev	\$1,150.00	\$1,200.00	\$1,200.00	\$1,500
Env. Health	FSE Initial Restricted License	\$590.00	\$620.00	\$620.00	\$30
Env. Health	FSE Initial License (Mobile)	\$415.00	\$430.00	\$430.00	\$0
Env. Health	FSE-Multiple facility renewal license	\$180.00	\$190.00	\$190.00	\$0
Env. Health	FSE Renewal Lic -At least \$750,000 (1)	\$950.00	\$1,000.00	\$1,000.00	\$10,300
Env. Health	FSE Renewal Lic-At least \$500,000,less than \$750,000 (1)	\$800.00	\$840.00	\$840.00	\$2,680
Env. Health	FSE Renewal Lic-At least \$250,000,less than \$500,000 (1)	\$620.00	\$650.00	\$650.00	\$3,450
Env. Health	FSE Renewal Lic-Less than \$250,000 (1)	\$425.00	\$450.00	\$450.00	\$5,025
Env. Health	Seasonal Renewal License, FSE				
Env. Health	FSE Seasonal Renewal -Gross sales exc. \$750,000	\$590.00	\$600.00	\$600.00	\$0
Env. Health	FSE Seasnl renewal- at least \$500,000,less \$750,000	\$480.00	\$500.00	\$500.00	\$0
Env. Health	FSE Seasnl Renewal -at least \$250,000,less \$500,000	\$370.00	\$390.00	\$390.00	\$100
Env. Health	FSE Seasonal renewal -less than \$250,000	\$265.00	\$275.00	\$275.00	\$20
Env. Health	Fixed Food Svc Estab-Nonprofit	\$250.00	\$275.00	\$275.00	
Env. Health	FSE Renewal -Non-profit	\$92.00	\$96.00	\$96.00	\$0
Env. Health	FSE - DOE Schools Program - Production Kitchen	\$450.00	\$490.00	\$490.00	\$3,560
Env. Health	FSE - DOE Schools Program - Satellite Kitchen	\$300.00	\$310.00	\$310.00	\$500
Env. Health	Change of Ownership of FSE	\$350.00	\$360.00	\$360.00	\$320
Env. Health	Fixed FSE - Initial License, Nonprofit	\$250.00	\$300.00	\$300.00	\$100
Env. Health	Initl Lic Fee Exmpt(plan revw only) Govt	\$200.00	\$210.00	\$210.00	\$10
Env. Health	FSE - Indigent-late renewal - additional	\$120.00	\$125.00	\$125.00	\$320
Env. Health	Public Pool Inspection	\$200.00	\$210.00	\$210.00	\$1,300
Env. Health	Each add'l pool at same location	\$100.00	\$105.00	\$105.00	\$255

Env. Health	Pool Reinspection (after violation)	\$100.00	\$105.00	\$105.00	\$35
Env. Health	Child&Adult Care Fac Ins-Full	\$190.00	\$200.00	\$200.00	\$580
Env. Health	Child&Adult Care Fac Ins.-W&S	\$125.00	\$130.00	\$130.00	\$230
Env. Health	Child & Adult Care Fac non-compl W&S (10)	\$100.00	\$105.00	\$105.00	\$0
Env. Health	Child & Adult Care Plan Review	\$350.00	\$380.00	\$380.00	\$0
Env. Health	Initial STFU license Incl. Plan Review	\$320.00	\$330.00	\$330.00	\$80
Env. Health	STFU late inspection request (10)	\$200.00	\$210.00	\$210.00	\$60
Env. Health	* Special food svc estab surchrg 2nd step of formal hearing (10)	\$220.00	\$230.00	\$231.00	\$11
Env. Health	* Special food svc estab surchrg 3rd step of formal hearing (10)	\$450.00	\$460.00	\$473.00	\$0
Env. Health	Tattooing Business Initial License	\$750.00	\$800.00	\$800.00	\$0
Env. Health	Tattooing Business License Renewal (1)	N/A	\$400.00	\$400.00	\$0
Env. Health	Tattooing Lic-late renewal-additional	\$120.00	\$125.00	\$125.00	\$0
Env. Health	Tattooing w/o initial license/reinstatement of revoked (10)	\$500.00	\$525.00	\$525.00	\$0
Env. Health	Tattooing non-compliant with inspection (10)	\$100.00	\$105.00	\$105.00	\$0
		per hour	per hour	per hour	
Env. Health	Temp FSE - Non-Profit (2)	\$120.00	\$125.00	\$125.00	\$220
Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	\$190.00	\$200.00	\$200.00	\$0
Env. Health	Temp FSE- Preparation Type (2)	\$200.00	\$215.00	\$215.00	\$750
Env. Health	Temp FSE-Ops Began Before Licg (double)	\$400.00	\$430.00	\$430.00	\$0
Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	\$66.00	\$69.00	\$69.00	\$36
Env. Health	Temp Event Inspection Request - Late Fee	N/A	\$430.00	\$430.00	\$0
Env. Health	Vending:1-3 Licensable Mach. in Same Loc.	\$74.00	\$78.00	\$78.00	\$256
Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	\$95.00	\$100.00	\$100.00	\$45
Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.	\$130.00	\$135.00	\$135.00	\$0
Env. Health	Sewage Only (new)	\$500.00	\$540.00	\$540.00	\$1,000
Env. Health	Well Only (new)	\$500.00	\$540.00	\$540.00	\$1,000
Env. Health	Vacant Land Evaluation	\$500.00	\$520.00	\$520.00	\$500
Env. Health	On-Site Sewage repair/replace	\$480.00	\$520.00	\$520.00	\$3,000
Env. Health	Repair - Well	\$180.00	\$190.00	\$190.00	\$1,000
Env. Health	Altern On-site Sewage Syst Plan Revw (4)	\$380.00	\$400.00	\$400.00	\$1,000
Env. Health	Hourly Rate Over Standard Service	\$102.00	\$105.00	\$105.00	\$45
Env. Health	Subdivision Evaluation of Preliminary Plat	\$200.00	\$210.00	\$210.00	\$0
Env. Health	Bathing Area Operational Permit	\$200.00	\$210.00	\$210.00	\$0
Env. Health	Reinstmt of bathing area permit	\$102.00	\$105.00	\$105.00	\$0
Env. Health	Sanitary Surv for Prop. Bathg Beach	\$400.00	\$420.00	\$420.00	\$0
Env. Health	Munic Requ Eval. of Well/Septic	\$102.00	\$105.00	\$105.00	\$30
Env. Health	Septic or Well ownershp trsfr,not installed at time of transfer (10)	\$170.00	\$175.00	\$175.00	\$25
Env. Health	Septic tank repair or replacement inspection fee (10)	\$260.00	\$265.00	\$265.00	\$50
Env. Health	Campground Inspection 0-99 Sites	\$135.00	\$140.00	\$140.00	\$15
Env. Health	Campground Inspection 100-199 Sites	\$205.00	\$215.00	\$215.00	\$30
Env. Health	Campground Inspection 200+ Sites	\$270.00	\$280.00	\$280.00	\$30
Env. Health	Campground 0-99 sites -after July 1 fine for late inspection -150% (14)	N/A	\$210.00	\$210.00	\$0

Env. Health	Campground 100-199 Sites after July 1 fine for late inspection 150% (14)	N/A	\$322.00	\$322.00	\$0
Env. Health	Campground 200+ Sites after July 1 fine for late inspection 150% (14)	N/A	\$420.00	\$420.00	\$0
Env. Health	Campground 0-99 Sites after Sept 1 fine for late inspection 200% (14)	N/A	\$280.00	\$280.00	\$0
Env. Health	Campground 100-199 Sites after Sept 1 fine for late inspection 200% (14)	N/A	\$430.00	\$430.00	\$0
Env. Health	Campground 200+ Sites fine for late inspection after Sept 1 -200% (14)	N/A	\$560.00	\$560.00	\$0
Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr (10)	\$102.00	\$105.00	\$105.00	\$0
Env. Health	Type II Non Community - Sanitary Survey	\$400.00	\$420.00	\$420.00	\$400
		flat rate	flat rate	flat rate	
Env. Health	Board of Health appeal fee (10)	\$115.00	\$119.00	\$119.00	\$0
Env. Health	Reinstatemt of Susp FSE	\$500.00	\$560.00	\$560.00	\$120
Env. Health	Surchrge-Fail submit plans/chg own	\$500.00	\$540.00	\$540.00	\$40
Env. Health	Surcharge-Fail of applic - vending	\$170.00	\$180.00	\$180.00	\$0
Env. Health	Critical Follow-up Inspection fee	\$120.00	\$130.00	\$130.00	\$250
Env. Health	Reinstmt of Susp Tattooing License	\$190.00	\$195.00	\$195.00	\$0
Env. Health	Point of Sale- appl processing fee (7)	\$175.00	\$180.00	\$180.00	\$2,000
Env. Health	Point of Sale- on site evaluation well & waste treatment system by ICHD(7)	\$350.00	\$360.00	\$360.00	\$150
Env. Health	Waste Treatment Inspection by ICHD (excludes pumping fees)	\$200.00	\$210.00	\$210.00	\$0
Env. Health	Well Inspection by ICHD (includes water samples for bacteria and partial chemicals) (7)	\$145.00	\$150.00	\$150.00	\$0
Env. Health	Point of Sale- follow up/hr. -Extension Evaluations (7)	\$95.00	\$105.00	\$105.00	\$250
Env. Health	Point of Sale- Annl Inspector renwl fee (7)	\$115.00	\$120.00	\$120.00	\$70
Health Ed.	License- Tobacco Sales- 1yr.- Retailer (11)	\$280.00	\$290.00	\$290.00	\$2,500
Health Ed.	License- Tobacco Sales- 1yr.- Vend. Mach. (11)	\$280.00	\$290.00	\$290.00	\$90
Health Ed.	Tobacco -Temporary Sampling Permit Fee (11)	\$110.00	\$115.00	\$115.00	\$10
Vet. Affairs	County User Fee (13)	\$20.52	\$22.06	\$22.06	\$878

A	B	C	D	E	F	G	H	I	J	K	L	M	N	
1	ATTACHMENT B													
2	2011 County Fee Analysis						FEES PROPOSED TO INCREASE ARE IN BOLD							
3	Human Services Committee													
4														
5	Location	Fee	2010	2011 Cost	2011	Target	2010	2011	2011		Department	Controller	Additional	
6	of	Description	Cost	Increase	Cost	Percent	Fee	Cost	Calc.	Initial	Units	Recommend.	Recommend.	Revenue
7	Service			Factor					Fee	Prop. Fee				
8	Coop. Ext.	Soil Box Analysis (6)	\$16.76	-3.07%	\$16.24	100.0%	\$12.00	\$16.24	\$15.00	300	\$15.00	\$15.00	\$900	
9	Comm. Health	GC Prob Tech (3)	\$17.66	5.29%	\$18.60	100.0%	COST	COST	COST	1,000	COST	COST		
10	Comm. Health	Conting Ed. Fee Diseased Control/Imm. (4)	\$12.76	5.29%	\$13.43	100.0%	\$12.00	\$13.43	\$13.00	150	\$13.00	\$13.00	\$150	
11	Comm. Health	INS Vaccination Verif Form I-693 (8)	\$31.89	5.29%	\$33.58	100.0%	\$31.00	\$33.58	\$33.00	300	\$33.00	\$33.00	\$600	
12	Comm. Health	Immuniz Record Copying Fee (4)	\$3.83	5.29%	\$4.03	100.0%	\$3.00	\$4.03	\$4.00	750	\$4.00	\$4.00	\$750	
13	Comm. Health	MIHP Tran. Bus/Van (5)	\$29.72	5.29%	\$31.29	100.0%	\$29.72	\$31.29	\$31.29	400	\$31.29	\$31.29	\$628	
14			(max)				(max)	(max)	(max)		(max)	(max)		
15	Comm. Health	MIHP - Trans Taxi (5)	\$27.18	5.29%	\$28.62	100.0%	\$27.18	\$28.62	\$28.62	70	\$28.62	\$28.62	\$101	
16			(max)		(max)		(max)	(max)	(max)		(max)	(max)		
17	Comm. Health	MIHP Trans. Volunteer (5)	\$0.29	5.29%	\$0.31	100.0%	\$0.29	\$0.31	\$0.31	50	\$0.31	\$0.31	\$1	
18			per mile		per mile		per mile	per mile	per mile		per mile	per mile		
19	Comm. Health	Compreh Envir Investigation (5)	\$255.12	5.29%	\$268.61	100.0%	\$255.00	\$268.61	\$265.00	11	\$265.00	\$265.00	\$110	
20	Comm. Health	Assessment of Home (5)	\$108.42	5.29%	\$114.16	100.0%	\$105.00	\$114.16	\$110.00	5	\$110.00	\$110.00	\$25	
21	Comm. Health	Immigration Physical Exams (8)	\$168.65	5.29%	\$177.57	100.0%	\$165.00	\$177.57	\$170.00	10	\$170.00	\$170.00	\$50	
22	Imm. Clinic	Internat'l Travel Consult	\$52.53	5.29%	\$55.31	100.0%	\$52.00	\$55.31	\$55.00	350	\$55.00	\$55.00	\$1,050	
23	Imm. Clinic	Influenza - Mass Vacc. Clinic (9)	\$45.56	5.29%	\$47.97	75.0%	\$34.00	\$35.98	\$35.00	4,000	market price	market price	\$0	
24	Med Examiner	Cremation Permits	\$22.25	7.06%	\$23.82	100.0%	\$22.00	\$23.82	\$23.00	950	\$23.00	\$23.00	\$950	
25	Med Examiner	Autopsy Report Copies (family)	\$14.83	7.06%	\$15.88	100.0%	\$14.00	\$15.88	\$15.00	50	\$15.00	\$15.00	\$50	
26	Med Examiner	Autopsy Report Copies (others)	\$37.09	7.06%	\$39.70	100.0%	\$37.00	\$39.70	\$39.00	25	\$39.00	\$39.00	\$50	
27	Env. Health	Fixed Food Svc Estab-Nonprofit	\$1,309.19	5.29%	\$1,378.43	25.0%	\$250.00	\$344.61	\$300.00	70	\$275.00	\$275.00	\$1,750	
28	Env. Health	FSE Initial License incl.2 hrs Plan Rev	\$2,378.46	5.29%	\$2,504.24	50.0%	\$1,150.00	\$1,252.12	\$1,200.00	30	\$1,200.00	\$1,200.00	\$1,500	
29	Env. Health	FSE Initial Restricted License	\$1,181.84	5.29%	\$1,244.34	50.0%	\$590.00	\$622.17	\$620.00	1	\$620.00	\$620.00	\$30	
30	Env. Health	FSE Initial License (Mobile)	\$837.14	5.29%	\$881.41	50.0%	\$415.00	\$440.70	\$430.00	0	\$430.00	\$430.00	\$0	
31	Env. Health	FSE-Multiple facility renewal license	\$369.33	5.29%	\$388.86	50.0%	\$180.00	\$194.43	\$190.00	0	\$190.00	\$190.00	\$0	
32	Env. Health	FSE Renewal Lic -At least \$750,000 (1)	\$1,969.74	5.29%	\$2,073.90	50.0%	\$950.00	\$1,036.95	\$1,000.00	206	\$1,000.00	\$1,000.00	\$10,300	
33	Env. Health	FSE Renewal Lic-At least \$500,000,less than \$750,000 (1)	\$1,612.72	5.29%	\$1,698.01	50.0%	\$800.00	\$849.00	\$840.00	67	\$840.00	\$840.00	\$2,680	
34	Env. Health	FSE Renewal Lic-At least \$250,000,less than \$500,000 (1)	\$1,243.40	5.29%	\$1,309.15	50.0%	\$620.00	\$654.58	\$650.00	115	\$650.00	\$650.00	\$3,450	
35	Env. Health	FSE Renewal Lic-Less than \$250,000 (1)	\$886.38	5.29%	\$933.26	50.0%	\$425.00	\$466.63	\$450.00	201	\$450.00	\$450.00	\$5,025	
36	Env. Health	Seasonal Renewal License, FSE												
37	Env. Health	FSE Seasonal Renewal -Gross sales exc. \$750,000	\$1,181.84	5.29%	\$1,244.34	50.0%	\$590.00	\$622.17	\$600.00	0	\$600.00	\$600.00	\$0	
38	Env. Health	FSE Seasnl renewal- at least \$500,000,less \$750,000	\$967.63	5.29%	\$1,018.81	50.0%	\$480.00	\$509.40	\$500.00	0	\$500.00	\$500.00	\$0	
39	Env. Health	FSE Seasnl Renewal -at least \$250,000,less \$500,000	\$746.04	5.29%	\$785.49	50.0%	\$370.00	\$392.75	\$390.00	5	\$390.00	\$390.00	\$100	
40	Env. Health	FSE Seasonal renewal -less than \$250,000	\$531.83	5.29%	\$559.95	50.0%	\$265.00	\$279.98	\$275.00	2	\$275.00	\$275.00	\$20	
41	Env. Health	Fixed Food Svc Estab-Nonprofit	\$1,291.81	5.29%	\$1,360.12	25.0%	\$250.00	\$340.03	\$300.00	70	\$275.00	\$275.00		
42	Env. Health	FSE Renewal -Non-profit	\$184.66	5.29%	\$194.43	50.0%	\$92.00	\$97.21	\$96.00	0	\$96.00	\$96.00	\$0	
43	Env. Health	FSE - DOE Schools Program - Production Kitchen	\$951.27	5.29%	\$1,001.58	50.0%	\$450.00	\$500.79	\$490.00	89	\$490.00	\$490.00	\$3,560	
44	Env. Health	FSE - DOE Schools Program - Satellite Kitchen	\$600.32	5.29%	\$632.06	50.0%	\$300.00	\$316.03	\$310.00	50	\$310.00	\$310.00	\$500	
45	Env. Health	Change of Ownership of FSE	\$704.18	5.29%	\$741.42	50.0%	\$350.00	\$370.71	\$360.00	32	\$360.00	\$360.00	\$320	
46	Env. Health	Fixed FSE - Initial License, Nonprofit	\$1,291.81	5.29%	\$1,360.12	50.0%	\$250.00	\$680.06	\$300.00	2	\$300.00	\$300.00	\$100	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
47		Location			2011 Cost				2011	2011				
48		of	Fee	2010	Increase	2011	Target	2010	Calc.	Initial		Department	Controller	Additional
49		Service	Description	Cost	Factor	Cost	Percent	Fee	Fee	Prop. Fee	Units	Recommend.	Recommend.	Revenue
50	Env. Health	Public Pool Inspection		\$204.36	5.29%	\$215.17	100.0%	\$200.00	\$215.17	\$210.00	130	\$210.00	\$210.00	\$1,300
51	Env. Health	Each add'l pool at same location		\$102.18	5.29%	\$107.58	100.0%	\$100.00	\$107.58	\$105.00	51	\$105.00	\$105.00	\$255
52	Env. Health	Pool Reinspection (after violation)		\$102.18	5.29%	\$107.58	100.0%	\$100.00	\$107.58	\$105.00	7	\$105.00	\$105.00	\$35
53	Env. Health	Child&Adult Care Fac Ins-Full		\$199.44	5.29%	\$209.98	100.0%	\$190.00	\$209.98	\$200.00	58	\$200.00	\$200.00	\$580
54	Env. Health	Child&Adult Care Fac Ins.-W&S		\$125.57	5.29%	\$132.21	100.0%	\$125.00	\$132.21	\$130.00	46	\$130.00	\$130.00	\$230
55	Env. Health	Child & Adult Care Fac non-compl W&S (10)		\$101.38	5.29%	\$106.74	100.0%	\$100.00	\$106.74	\$105.00	0	\$105.00	\$105.00	\$0
56	Env. Health	Child & Adult Care Plan Review		\$369.33	5.29%	\$388.86	100.0%	\$350.00	\$388.86	\$380.00	0	\$380.00	\$380.00	\$0
57	Env. Health	Initial STFU license Incl. Plan Review		\$640.17	5.29%	\$674.02	50.0%	\$320.00	\$337.01	\$330.00	8	\$330.00	\$330.00	\$80
58	Env. Health	STFU late inspection request (10)		\$410.08	5.29%	\$431.77	50.0%	\$200.00	\$215.89	\$210.00	6	\$210.00	\$210.00	\$60
59	Env. Health	* Special food svc estab surchrg 2nd step of formal hearing (10)		\$455.65	5.29%	\$479.75	50.0%	\$220.00	\$239.87	\$230.00	1	\$230.00	\$231.00	\$11
60	Env. Health	* Special food svc estab surchrg 3rd step of formal hearing (10)		\$911.30	5.29%	\$959.49	50.0%	\$450.00	\$479.75	\$460.00	0	\$460.00	\$473.00	\$0
61	Env. Health	* STFU in season inspection (12)		\$221.60	5.29%	\$233.31	50.0%	\$90.00	\$116.66	\$115.00	97	\$90.00	\$90.00	\$0
62	Env. Health	* STFU Renewal		\$231.44	5.29%	\$243.68	50.0%	\$110.00	\$121.84	\$120.00	65	\$110.00	\$110.00	\$0
63	Env. Health	Tattooing Business Initial License (10)		\$1,530.50	5.29%	\$1,611.44	50.0%	\$750.00	\$805.72	\$800.00	0	\$800.00	\$800.00	\$0
64	Env. Health	Tattooing Business License Renewal (1)		\$817.44	5.29%	\$860.67	50.0%		\$430.34	\$400.00	5	\$400.00		
65	Env. Health	Tattooing Lic-late renewal-additional		\$246.22	5.29%	\$259.24	50.0%	\$120.00	\$129.62	\$125.00	0	\$125.00	\$125.00	\$0
66	Env. Health	Tattooing w/o initial license/reinstatement of revoked (10)		\$1,025.21	5.29%	\$1,079.43	50.0%	\$500.00	\$539.71	\$525.00	0	\$525.00	\$525.00	\$0
67	Env. Health	Tattooing non-compliant with inspection (10)		\$202.76	5.29%	\$213.49	50.0%	\$100.00	\$106.74	\$105.00	0	\$105.00	\$105.00	\$0
68				per hour		per hour		per hour	per hour	per hour		per hour	per hour	
69	Env. Health	Temp. Food Svc Establmt- Fee-Exempt		\$0.00	5.29%	\$0.00	50.0%	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0
70	Env. Health	Temp FSE - Non-Profit (2)		\$258.81	5.29%	\$272.50	50.0%	\$120.00	\$136.25	\$135.00	44	\$125.00	\$125.00	\$220
71	Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)		\$393.95	5.29%	\$414.78	50.0%	\$190.00	\$207.39	\$205.00	0	\$200.00	\$200.00	\$0
72	Env. Health	Temp FSE- Preparation Type (2)		\$411.92	5.29%	\$433.71	50.0%	\$200.00	\$216.85	\$215.00	50	\$215.00	\$215.00	\$750
73	Env. Health	Temp FSE-Ops Began Before Licg (double)		\$820.03	5.29%	\$863.40	50.0%	\$400.00	\$431.70	\$430.00	0	\$430.00	\$430.00	\$0
74	Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc		\$132.96	5.29%	\$139.99	50.0%	\$66.00	\$69.99	\$69.00	12	\$69.00	\$69.00	\$36
75	Env. Health	Temp Event Inspection Request - Late Fee		\$408.40	5.29%	\$430.00	100.0%	N/A	\$430.00	\$430.00	0	\$430.00	\$430.00	\$0
76	Env. Health	Vending:1-3 Licensable Mach. in Same Loc.		\$148.67	5.29%	\$156.53	50.0%	\$74.00	\$78.27	\$78.00	64	\$78.00	\$78.00	\$256
77	Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.		\$197.91	5.29%	\$208.38	50.0%	\$95.00	\$104.19	\$100.00	9	\$100.00	\$100.00	\$45
78	Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.		\$260.97	5.29%	\$274.77	50.0%	\$130.00	\$137.38	\$135.00	0	\$135.00	\$135.00	\$0
79	Env. Health	Vending: Larger Loc (Add'l Machine > 10)		\$13.08	5.29%	\$13.77	50.0%	\$6.00	\$6.89	\$6.00	0	\$6.00	\$6.00	\$0
80	Env. Health	Surcharge-Failure to apply for vending license- Fee (14)		\$172.36	5.29%	\$181.47	100.0%	N/A	\$181.47	\$180.00	0	\$180.00	\$180.00	\$0
81	Env. Health	Sewage Only (new)		\$523.21	5.29%	\$550.88	100.0%	\$500.00	\$550.88	\$540.00	25	\$540.00	\$540.00	\$1,000
82	Env. Health	Well Only (new)		\$523.21	5.29%	\$550.88	100.0%	\$500.00	\$550.88	\$540.00	25	\$540.00	\$540.00	\$1,000
83	Env. Health	Vacant Land Evaluation		\$503.86	5.29%	\$530.50	100.0%	\$500.00	\$530.50	\$520.00	25	\$520.00	\$520.00	\$500
84	Env. Health	On-Site Sewage repair/replace		\$498.59	5.29%	\$524.96	100.0%	\$480.00	\$524.96	\$520.00	75	\$520.00	\$520.00	\$3,000
85	Env. Health	Repair - Well		\$184.66	5.29%	\$194.43	100.0%	\$180.00	\$194.43	\$190.00	100	\$190.00	\$190.00	\$1,000
86	Env. Health	Altern On-site Sewage Syst Plan Revw (4)		\$382.68	5.29%	\$402.91	100.0%	\$380.00	\$402.91	\$400.00	50	\$400.00	\$400.00	\$1,000
87	Env. Health	Hourly Rate Over Standard Service		\$102.18	5.29%	\$107.58	100.0%	\$102.00	\$107.58	\$105.00	15	\$105.00	\$105.00	\$45
88	Env. Health	Subdivision Evaluation of Preliminary Plat		\$204.36	5.29%	\$215.17	100.0%	\$200.00	\$215.17	\$210.00	0	\$210.00	\$210.00	\$0

A	B	C	D	E	F	G	H	I	J	K	L	M	N
119	Location of Service	Fee Description	2010 Cost	2011 Cost Increase Factor	2011 Cost	Target Percent	2010 Fee	2011 Calc. Fee	2011 Initial Prop. Fee	Units	Department Recommend.	Controller Recommend.	Additional Revenue
122	OYC	Consultation Request (per hr.)	\$61.55	5.29%	\$64.81	100.0%	\$61.00	\$64.81	\$63.00	7	\$61.00	\$61.00	\$0
123	OYC	Agency Training Request- Base, 1.5 hr.	\$184.67	5.29%	\$194.43	100.0%	\$180.00	\$194.43	\$185.00	8	\$180.00	\$180.00	\$0
124	OYC	Agency Training Request- Base, 2.5 hr.	\$307.77	5.29%	\$324.04	100.0%	\$300.00	\$324.04	\$310.00	7	\$300.00	\$300.00	\$0
125	OYC	Agency Training Request- Base, 3.0 hr.	\$374.30	5.29%	\$394.10	100.0%	\$370.00	\$394.10	\$380.00	10	\$370.00	\$370.00	\$0
126	OYC	Agency Training Request- Base, 5.0 hr.	\$623.82	5.29%	\$656.81	100.0%	\$620.00	\$656.81	\$640.00	7	\$620.00	\$620.00	\$0
127	OYC	Agency Train. Request- Base, 1.5 hr, each add.	\$13.18	5.29%	\$13.88	100.0%	\$13.00	\$13.88	\$13.00	0	\$13.00	\$13.00	\$0
128	OYC	Agency Train. Request- Base, 2.5 hr, each add.	\$18.47	5.29%	\$19.44	100.0%	\$18.00	\$19.44	\$18.00	0	\$18.00	\$18.00	\$0
129	OYC	OYC-Advertised Train.- 1.5 hr./per person (min. 15 attending)	\$24.62	5.29%	\$25.92	100.0%	\$24.00	\$25.92	\$25.00	82	\$24.00	\$24.00	\$0
130	OYC	OYC-Advertised Train.- 2.5 hr./per person (min. 15 attending)	\$30.78	5.29%	\$32.40	100.0%	\$30.00	\$32.40	\$31.00	322	\$30.00	\$30.00	\$0
131	OYC	OYC-Advertised Train.- 5.0 hrs./per person (min. 15 attending).	\$61.55	5.29%	\$64.81	100.0%	\$61.00	\$64.81	\$63.00	98	\$61.00	\$61.00	\$0
132	OYC	OYC - Advanced Training - 10 hrs./per person	\$93.51	5.29%	\$98.46	100.0%	\$93.00	\$98.46	\$95.00	40	\$93.00	\$93.00	\$0
133	OYC	OYC - Administrator Training - 16 hrs./per person	\$170.86	5.29%	\$179.89	100.0%	\$170.00	\$179.89	\$175.00	29	\$170.00	\$170.00	\$0
134	Vet. Affairs	County User Fee (13)	\$20.52	7.51%	\$22.06	100.0%	\$20.52	\$22.06	\$22.06	570	\$22.06	\$22.06	\$878
136													53,421

139

140 * Fee set by the State of Michigan

141 (1) 2004 Fee set by R03-190.

142 (2) 2004 Fee set by R03-209.

143 (3) This fee is only to reimburse the Health Department for the cost of the test (the Health Department pays the State of Michigan).

144 Current Charge is \$13.50.

145 (4) 2004 Fee set by R03-190.

146 (5) 2004 Fee set by R03-114. MIHP trans fees limited by Medicaid reimbursement rates.

147 **(6) Target Percentage was reduced by R04-149, but now target is proposed to increased to 100% and department recovering full cost.**

148 (7) These fees were effective June 2006 per R06-110

149 (8) 2005 Fee set by R05-242.

150 (9) Charged at the market price due to a limited amount allowed to return.

151 (10) 2008 Fee set by R07-177

152 (11) 2008 Fee set by R07-176. Anticipated drop in units due to May 1 State of MI smoke free regulation.

153 (12) State Regulated Fee

154 (13) The number of units decreased significantly due to the loss of the Eaton County contract.

155 (14) This fee was established in 2011 through the annual review process.

156

157 NOTE: For the Health Department, in many cases, a fee increase is proposed with no additional revenue projected. In these cases,

158 fees are charged to Health Department clients on a sliding schedule based on income. An increase in fees will not necessarily result

159 in an increased cost to clients. The fees are proposed to increase in order to collect increased revenue from third party payers.

160

From: John Jacobs
To: Elizabeth McLaughlin
CC: Dean Sienko; Teri Morton
Date: 4/6/2010 11:38 AM
Subject: 2011 Fees
Attachments: 2011 Health Dept Fees.XLS

Hi Beth,

Please find attached the Health Department's recommended fees and updated unit projections for 2011.

The Health Department is recommending that Office for Young Children (OYC) fees not be increased for 2011 and be held at 2010 levels. The fees are generated by child care providers who utilize OYC developed training via correspondence (through mail or email), DVD (through mail), online (through Moodle), in a classroom setting (onsite), and hybrid (combination of classroom and independent study). The Health Department recommends that the training fees be kept as affordable as possible to the child care providers that we serve. Ingham County is one of many counties in Michigan that are losing quality, licensed child care providers due to the loss of children to care for. Parents are losing jobs, therefore not taking their children to child care. In turn, child care providers may seek lower cost training options which are of lower quality and less comprehensive to meet licensing requirements. The success of the training programs have allowed for higher projections of training units, and therefore, higher revenue generation from fees overall.

The Department is reviewing Environmental Health fees to see if the target percentage or the fee itself can be adjusted. There are two primary factors that contributed to the setting of fees at less than 100% of cost: 1) services are supported, in part, by a Local Public Health Operations grant from MDCH (formerly known as Cost Sharing). 2) the County's responsibility for the cost of basic services to meet its public health obligations, and whether these costs should be covered by service users and/or providers. The basis of the fees are also being reviewed, due to changes in economic activity and personnel adjustments (including the elimination of EH positions in recent budgets) which could result in the adjustment of fees - keeping in mind that fees cannot exceed the cost of services. Our initial projection is that the upper target percentage should be no greater than 75%

Aside from the units that changed, I've highlighted the items in red that should be deleted, or added, in yellow. Should you have any questions, please call me at 4430.

John

Our Senior Lutheran Food Bank
March 25, 2010

Jared:

I am writing you in regard to the backyard of our food bank located on your property at West Holmes in Lansing.

I would like to turn the backyard into a garden. I could then give the produce to the families coming to the food bank.

I was raised on a farm and when I look out the window facing the backyard I think of all the food I could grow to give to the families.

Sincerely
Sharon Miller

RECEIVED

MAR 26 2010

INGHAM COUNTY
CONTROLLER'S OFFICE