

CHAIRPERSON
MARC THOMAS

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

FINANCE COMMITTEE
MARK GREBNER, CHAIR
CURTIS HERTEL, JR.
TINA WEATHERWAX-GRANT
VICTOR CELENTINO
ANDY SCHOR
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON MONDAY, OCTOBER 13, 2008 AT 6:00 P.M. IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [September 17, 2008](#) and [September 24, 2008](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Ingham County Treasurer
 - a. [1st Quarter Investment Report](#)
 - b. [2nd Quarter Investment Report](#)
2. Sheriff's Office
 - a. Resolution to Distribute \$1,000.00 of Drug Forfeiture Funds to the Mid Michigan [Crime Stoppers](#) Program
 - b. Resolution to Accept \$6,000.00 from the Meridian Township Police Department for Equipment from the Youth Alcohol Portion of the Michigan Safe Communities Grant from [OHSP](#)
3. Ingham County Circuit Court, Friend of the Court - Resolution Authorizing Acceptance of a [Safe Havens](#) Supervised Visitation and Safe Exchange Grant
4. Equalization/Tax Mapping - Resolution to Approve the [2008 Apportionment Report](#) (*Report to be Distributed at the Meeting*)
5. Ingham County Parks & Recreation Commission - Resolution Authorizing the Submission of a Funding Request to the Michigan State Police, Emergency Management and Homeland Security Division, State Public Assistance Office Through Which Federal Emergency Management Agency ([FEMA](#)) Funding is Distributed for the Rayner Park Storm Damage
6. Facilities Department – Resolution Amending the Agreement with [Teachout Security Services, Inc.](#) to Provide Unarmed Guard Services at the Ingham County Family Center

7. Human Resources Department
 - a. Resolution Authorizing Contracting with [Concentra](#) Medical Centers to Provide Occupational Health Services to Ingham County Applicants and Employees
 - b. Resolution Authorizing American Family Assurance Corporation of Columbus ([AFLAC](#)) to Offer Voluntary Employee Benefit Products to Ingham County Active Employees
8. Controller's Office - [Angel House](#) – Resolution Authorizing a Bridge Appropriation for a 2008 Agreement for the Child And Family Services Angel House Program (*Referred Back to Committee from the Board of Commissioners' August 26, 2008 Meeting*)

Announcements
Public Comment
Adjournment

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

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

FINANCE COMMITTEE

September 17, 2008

Minutes

Members Present: Mark Grebner, Curtis Hertel, Tina Weatherwax-Grant, Victor Celentino, Andy Schor, Steve Dougan and Board Chairperson Marc Thomas

Members Absent: None

Others Present: Teri Morton, Rick Terrill, Janeil Valentine, Mary Sabaj, Willis Bennett, Susan Pigg, Dr. Sienko, Sara Deprez, Scott Hughes and Jayson Welter

The meeting was called to order by Chairperson Grebner at 6:08 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the August 20, 2008 Minutes

The August 20, 2008 Minutes were approved as submitted. Absent: Comms. Hertel and Weatherwax-Grant

(Comm. Weatherwax-Grant arrived at 6:09 p.m.)

Additions to the Agenda

10b. Angel House – Resolution Authorizing a Bridge Appropriation for a 2008 Agreement for the Child and Family Services Angel House Program (Referred back to Committee from the Board of Commissioners' August 26, 2008 meeting.)
The Judiciary Committee pulled this item from their agenda.

12. Late – Resolution to Expand the Size of the Ingham County Road Commission

Limited Public Comment: None

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

1. Prosecuting Attorney's Office – Resolution to Accept a Grant from the U.S. Justice Department for Continuation of a Gang Resistance Program, to be Operated by the Lansing Police Department in the Lansing Public Schools
2. Sheriff's Office – Resolution to Authorize the Ingham County Sheriff's Office to Accept Donations for the Honor Guard
5. Ingham County Parks & Recreation Commission – Resolution Authorizing the Approval of Expenditures for an Outdoor Interactive Exhibit Using Australian Seed Eater Birds at the Potter Park Zoo

6. Health Department
 - a. Resolution to Amend the Child Care Provider Training Agreement with the Michigan 4C Association
 - b. Resolution Appointing Suganda Lowhim, M.D. as Deputy Medical Examiner
 - c. Resolution to Authorize an Amendment to the Resource and Referral Agreement with the Michigan 4C Association
 - d. Resolution to Amend the Regulation Requiring a License for the Retail Sale of Tobacco by Increasing Monetary Civil Penalties for Violating the Regulation
 - f. Resolution to Appoint Dennis Jurczak, M.D. and D. Bonta Hiscoe, M.D. as Deputy Medical Directors and Deputy Medical Examiners and to Authorize Employment Contracts
7. Facilities Department – Resolution Authorizing a Contract with B & J Painting, Inc. to Prep and Paint Post #4 at the Ingham County Jail
8. Community Corrections Advisory Board – Resolution Authorizing Entering into Subcontracts for FY 2008-2009 Community Corrections Programs
9. Human Services Committee – Resolution to Authorize a Cooperative Cash Match Agreement with the Michigan Department of Labor and Economic Growth – Michigan Rehabilitation Services
- 10a. Controller's Office - Third Quarter 2008 Budget Adjustments and Contingency Fund Update – Resolution Authorizing Adjustments to the 2008 Ingham County Budget

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Hertel

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. WEATHERWAX-GRANT, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Hertel

3. Circuit Court Family Division – Resolution Authorizing Acceptance of a Bureau of Juvenile Justice Grant to Ingham County Family Division for the Summer School Educational Costs at Ingham Academy

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. WEATHERWAX-GRANT, TO APPROVE THE RESOLUTION AUTHORIZING ACCEPTANCE OF A BUREAU OF JUVENILE JUSTICE GRANT TO INGHAM COUNTY FAMILY DIVISION FOR THE SUMMER SCHOOL EDUCATIONAL COSTS AT INGHAM ACADEMY.

Comm. Dougan stated the grant funds are for the Ingham Academy's 2008 summer school program. The Court is asking this Committee to approve grant funds for a program that has already ended. Comm. Dougan said it concerns him when the Committees are asked to approve contracts and funds when the contract or program has already ended.

Ms. Deprez explained that she received the State contracts for the summer school contract at the end of August. Comm. Dougan stated his concern that the County will spend grant funds before they are received. Chairperson Grebner stated someone from the State probably informed the Court that it will receive the grant so that it could move forward with the summer school program. Ms. Deprez stated the Court has asked for County dollars to fund the academic year, including the next summer school program.

MOTION CARRIED UNANIMOUSLY.

4. Economic Development Corporation – Resolution Authorizing Submission of a Community Development Block Grant Application for \$250,000 to Advance the Jackson National Life Insurance Company Economic Development Infrastructure Project

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. WEATHERWAX-GRANT, TO APPROVE THE RESOLUTION AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR \$250,000 TDO ADVANCE JACKSON NATIONAL LIFE INSURANCE COMPANY ECONOMIC DEVELOPMENT INFRASTRUCTURE.

Comm. Dougan requested a clarification about the facility. Ms. Pigg explained the tower will service the existing structure. The EDC has drawings for an expanded facility. It hopes the economy will support this expansion in the future.

Comm. Schor stated the CDBG funds can be used for a public building that is being used for a private purpose. He then asked about using the lines for other commercial development. Ms. Pigg stated the capacity could be used for residential or commercial uses.

MOTION CARRIED UNANIMOUSLY.

- 6e. Health Department - Resolution to Authorize the Creation of a Health Program Assistant

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION TO AUTHORIZE THE CREATION OF A HEALTH PROGRAM ASSISTANT.

Comm. Dougan stated he is not in favor of adding a new position when there are a number of laid off positions in the 2009 budget. Comm. Schor explained the laid off positions are funded through the General Fund. This position will be funded by the Ingham Health Plan Corporation.

MOTION CARRIED with Comm. Dougan voting NO.

12. Resolution to Expand the Size of the Ingham County Road Commission

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. WEATHERWAX-GRANT, TO APPROVE THE RESOLUTION TO EXPAND THE SIZE OF THE INGHAM COUNTY ROAD COMMISSION.

Chairperson Grebner stated the County Attorney advised that the Resolution should have been approved without any amendments at the County Services Committee last evening. Board Chairperson Thomas stated he agreed with Chairperson Grebner's efforts at the County Services meeting. Chairperson Grebner said the Resolution before this meeting is the version that the County Attorney approved.

Comm. Celentino asked about the compensation issue. Chairperson Grebner stated that issue would be addressed in a separate resolution.

Comm. Dougan stated he will vote in favor of this Resolution for the public hearing issue. He then stated he will not support an increase for the total compensation for the Road Commission.

MOTION CARRIED UNANIMOUSLY.

11. Board Referrals

- a. Notice of a Public Hearing from the City of Lansing Economic Development Corporation Regarding the Establishment of an Obsolete Property Rehabilitation Certificate for Property Located at 1030 S. Holmes Street, Lansing
- b. Notice of a Public Hearing from the City of Lansing Economic Development Corporation Regarding Approval of a New Personal Property Exemption for XYZ Machine & Tool Fabrication
- c. Letter and Report from Rehman Robson Regarding the Audit of Ingham County Financial Records for the Fiscal Year Ending December 31, 2007 (Report was distributed at the Board of Commissioners' August 26, 2008 Meeting.)

The Board Referrals were received and placed on file.

Announcements

Comm. Dougan spoke regarding AXA and the recent stock market situation.

Public Comment: None

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

Debra Neff

FINANCE COMMITTEE

September 24, 2008

Minutes

Members Present: Mark Grebner, Curtis Hertel, Tina Weatherwax-Grant, Victor Celentino, Andy Schor, Steve Dougan and Board Chairperson Marc Thomas

Members Absent: None

Others Present: Matthew Myers, John Neilsen, Jared Cypher, Teri Morton, Becky Bennett, Mary Sabaj, Sally Auer, Gene Wriggelsworth, Jim Webster, John Jacobs, Bob Sheehan, Rick Terrill, Alan Spyke, Sam Davis, Sr. Sienko, Judge Boyd, Pat Lindemann, Tony Lindsey and others

The meeting was called to order by Chairperson Grebner at 6:06 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Additions to the Agenda

8. Recommended Adjustments to 2009 Budget and List of Items Referred by Liaison Committees

Comm. Celentino stated he did his best about the Airport Millage.

Limited Public Comment

Ms. Smith stated she has worked in the Circuit Court for 30 years. Her position is eliminated in the 2009 budget. Ms. Smith said she hopes the County can find her another job because she would like to stay with the County.

Ms. Auer, UAW Chairperson, stated the 2009 Budget eliminated 25 positions. Of the 25 positions, 13 are UAW positions. Seven of the 13 positions are filled. She then stated she spoke to the County Services Committee about a custodian position that is eliminated from the 2009 budget. The Committee indicated it would try to arrange for the position to be maintained. Apparently, the arrangement didn't work out. Ms. Auer further stated she doesn't believe the Committee considered placing the position on its z list.

Comm. Celentino asked if this Committee can place positions on the z list. Chairperson Grebner explained that this Committee generally defers to the liaison Committees to place positions on the z list. We should be careful when we consider adding things to the liaison Committee's budgets.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE BASE RECOMMENDATIONS FOR THE COUNTY SERVICES COMMITTEE, HUMAN SERVICES COMMITTEE, JUDICIARY COMMITTEE AND LAW ENFORCEMENT COMMITTEE.

Comm. Dougan withdrew his motion and Comm. Schor withdrew his support of said motion.

1. Overview of Liaison Committee Recommendations

Ms. Morton informed the Committee that she distributed a memorandum that consists of proposed technical adjustments to the 2009 Budget. Attached to the memorandum was a list of items referred by the liaison Committees for the z list.

Comm. Weatherwax-Grant asked for an explanation of the CATS funding. Mr. Myers stated the Correctional Assessment Treatment Services is a program for the inmates.

2. Capital Region Airport Authority Mill Levy

3. Review and Action on County Services Committee Recommendations

4. Review and Action on Human Services Committee Recommendations

5. Review and Action on Judiciary Committee Recommendations

6. Review and Action on Law Enforcement Committee Recommendations

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE BASE BUDGETS RECOMMENDATIONS FOR THE COUNTY SERVICES COMMITTEE, HUMAN SERVICES COMMITTEE, JUDICIARY COMMITTEE AND LAW ENFORCEMENT COMMITTEE.

7. Action to Incorporate Strategic Planning Initiative Funds into Recommended Budget

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. HERTEL, TO AMEND THE MOTION TO APPROVE THE ITEMS ON THE Z LIST AS PRESENTED THIS TO THIS COMMITTEE.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. DOUGAN, TO AMEND THE MOTION TO ADD THE FACILITIES DEPARTMENT'S CUSTODIAN POSITION (\$42,905) TO THE Z LIST.

Comm. Schor asked if the custodian position was eliminated in the 2009 budget. He then asked if the above motion will reinstitute the position in the 2009 budget. Mr. Myers explained that he has worked with the Directors on the budget. It is very unlikely that a director will come before this Committee to ask to restore a position. The Directors recommended the positions to be eliminated in the 2009 budget.

Chairperson Grebner stated it is also likely that the Controller made wise decisions for the 2009 budget. We provide a good work environment and we have very few lay offs. The Board of

Commissioners should not be in business for providing employment services. It is our responsibility to make decisions to balance the budget and to provide efficient services.

Comm. Schor asked about other positions that are eliminated in the 2009 budget. Ms. Morton stated a position in the Circuit Court and a position in the Drain Office are the only permanent employees that are eliminated in the 2009 budget. Comm. Schor expressed his concern that the Committee will consider to add only one position to the z list.

Comm. Dougan asked how the work will be done if the custodian is laid off next year. Mr. Myers explained there is a custodian in the Sheriff's Office who will help to make up the work. Mr. Terrill stated his Department will adjust schedules for the custodians and some of the tasks will be done on the weekend instead of during the week.

Comm. Hertel stated he would support to add the position on the z list; however, he may not rank it very high when he considers the other items on the z list.

MOTION TO AMEND CARRIED with Comm. Grebner NO.

Comm. Celentino stated the Law Enforcement Committee felt the CCAB position is important to the County. He then said the position could be an in-house position instead of renewing the contract. Chairperson Grebner explained that changing the position to an in-house position will only affect the budget if it will save money. This discussion should take place at a Law Enforcement Committee meeting.

Comm. Schor said the wise route would be to remove the CCAB item from the z list or rank it low. If it is not ranked low, the Controller should decide if the contract should be renewed. Comm. Celentino stated the position should remain on the z list. The Chairperson of the Law Enforcement Committee should be informed of this Committee's concern about this position.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. HERTEL, TO AMEND THE Z LIST TO DIRECT STAFF TO INVESTIGATE THE TRANSFER OF THIS FUNCTION FROM CONTRACTUAL TO COUNTY STAFF. THIS LANGUAGE WILL BE ADDED TO THE BUDGET RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. CELENTINO, TO AMEND THE Z LIST TO ADD THE CIRCUIT COURT'S CASE PROCESSING COORDINATOR POSITION (\$67,000) TO THE Z LIST.

CIRCUIT COURT CLERK MOTION: CARRIED with Comms. Dougan and Grebner voting No.

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. CELENTINO, TO AMEND THE Z LIST TO ADD THE DRAIN OFFICE'S SOIL EROSION ENFORCEMENT POSITION (\$32,246) TO THE Z LIST.

Comm. Hertel stated this position affects different budgets, General Fund and the 639 Fund. Mr. Lindemann stated the position was created with the caveat that when the work load is down, the position will be eliminated. Per the job description, there is nothing for the employee to do at this time.

COMM. SCHOR WITHDREW HIS MOTION AND COMM. CELENTINO WITHDREW HIS SUPPORT FOR THE MOTION.

Comm. Weatherwax-Grant stated the Department directors struggled to make recommendations for the 2009 budget. They had reasons to recommend positions to be eliminated.

Comm. Hertel asked about the District Court Clerk position. Judge Boyd stated that was the only position that could be laid off. If this position is eliminated, documents will not be filed in a timely manner and it will mean slower service to the public.

Ms. Sabaj stated she understands the situation the County is facing. The Law Enforcement Committee ranked the CCAB position at the number one on their z list. She then said the CCAB office has two employees. The work load has increased tremendously over the last ten years and we have not increased the staff. Ms. Sabaj stated she doesn't know what the County will do without this position. We are seeking other funding to offset the cost of this position.

Comm. Weatherwax-Grant stated she spoke with Comm. Holman regarding this matter. Comm. Holman said the Law Enforcement Committee did prioritize this item highly. That Committee also discussed if the position should be in-house or if the contract should be renewed.

MOTION TO APPROVE THE Z LIST ITEMS CARRIED UNANIMOUSLY.

The Committee recessed at 6:58 p.m.

The meeting was called back to order at 7:11 p.m.

8. Adoption of Finance Recommended Budget

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. CELENTINO, TO AMEND THE Z LIST TO ADD THE DISTRICT COURT CLERK POSITION (\$37,901), TO ADD \$15,005 TO THE Z LIST APPROPRIATION FROM THE 2009 CONTINGENCY FUND AND TO REDUCE THE 2009 CONTINGENCY FUND BY \$15,005.

MOVED BY COMM. DOUGAN, TO AMEND THE AMENDMENT TO REDUCE THE 2009 CONTINGENCY FUND BY \$100,000 AND TO ADD THAT AMOUNT TO THE 2009 GENERAL FUND BALANCE. MOTION DIED due to lack of support.

Comm. Dougan stated the Committee needs to show that it is serious about the 2009 budget.

MOTION TO AMEND CARRIED UNANIMOUSLY.

MAIN MOTION AS AMENDED CARRIED UNANIMOUSLY.

Announcements: None

Public Comment: None

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Debra Neff



Ingham County
Portfolio Management
Portfolio Summary
March 31, 2008

Ingham County

AGENDA ITEM # 1a

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.
Certificates of Deposit	31,550,000.00	31,550,000.00	31,550,000.00	29.09	162	66	4.253
Business Checking	4,322,723.65	4,322,723.65	4,322,723.65	3.99	1	1	3.452
Reserve Acct/MM	3,909,677.69	3,909,677.69	3,909,677.69	3.60	1	1	3.344
Negotiable CDs	1,000,000.00	1,000,000.00	1,000,000.00	0.92	365	259	4.685
Commercial Paper Disc. -Amortizing	39,700,000.00	39,585,175.59	39,543,576.48	36.46	48	26	2.999
Federal Agency Coupon Securities	28,135,000.00	28,370,110.45	28,137,269.87	25.94	3,587	3,217	5.170
Investments	108,617,401.34	108,737,687.38	108,463,247.69	100.00%	999	866	3.973
Cash and Accrued Interest							
Accrued Interest at Purchase		0.00	0.00				
Ending Accrued Interest		699,944.81	699,944.81				
Subtotal		699,944.81	699,944.81				
Total Cash and Investments Value	108,617,401.34	109,437,632.19	109,163,192.50		999	866	3.973
Total Earnings	March 31 Period Ending						
Current Year	1,223,495.55						
Average Daily Balance	105,498,484.52						
Effective Rate of Return	4.65%						

I hereby certify that the attached statements are a true condition of the County Cash Balances and Investments Accounts as of the report date.

Eric Schertzing, Treasurer

Reporting period 01/01/2008-03/31/2008

Run Date: 04/11/2008 - 13:58

No fiscal year history available

Portfolio 1000
CC
PM (PRF_PMT) SymRept 6.42
Report Ver. 5.00

Ingham County
Portfolio Management
Portfolio Details - Investments
March 31, 2008

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Days to Maturity	Maturity Date
Certificates of Deposit												
SYS12108	12168	Fifth Third Cert. of Deposit		01/14/2008	1,000,000.00	1,000,000.00	1,000,000.00	3.870	3.870	78	0	04/01/2008
SYS12068	12068	Independent Bank		10/05/2007	500,000.00	500,000.00	500,000.00	4.833	4.833	180	1	04/02/2008
SYS12161	12161	Irwin Union Bank		01/07/2008	350,000.00	350,000.00	350,000.00	4.420	4.420	87	2	04/03/2008
SYS12131	12131	LaSalle Bank		12/14/2007	1,500,000.00	1,500,000.00	1,500,000.00	4.625	4.625	112	3	04/04/2008
SYS12078	12078	Independent Bank		10/12/2007	250,000.00	250,000.00	250,000.00	4.833	4.833	180	8	04/09/2008
SYS12071	12071	Capitol National Bank		10/09/2007	500,000.00	500,000.00	500,000.00	4.900	4.900	185	10	04/11/2008
SYS12160	12160	Mercantile Bank		01/04/2008	250,000.00	250,000.00	250,000.00	4.550	4.550	102	14	04/15/2008
SYS12164	12164	Charter One Bank		01/08/2008	2,000,000.00	2,000,000.00	2,000,000.00	4.390	4.390	101	17	04/18/2008
SYS12187	12187	Irwin Union Bank		01/28/2008	1,200,000.00	1,200,000.00	1,200,000.00	3.350	3.350	88	24	04/25/2008
SYS12167	12167	Citizens Bank		01/14/2008	1,800,000.00	1,800,000.00	1,800,000.00	4.050	4.050	108	30	05/01/2008
SYS12146	12146	Citizens Bank		12/18/2007	1,300,000.00	1,300,000.00	1,300,000.00	4.950	4.950	136	31	05/02/2008
SYS12157	12157	Comerica Bank		12/31/2007	2,000,000.00	2,000,000.00	2,000,000.00	4.500	4.500	123	31	05/02/2008
SYS12117	12117	Fifth Third Cert. of Deposit		11/26/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.780	4.780	172	45	05/16/2008
SYS12149	12149	Comerica Bank		12/20/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.750	4.750	148	45	05/16/2008
SYS12192	12192	LaSalle Bank		01/30/2008	1,000,000.00	1,000,000.00	1,000,000.00	3.000	3.000	107	45	05/16/2008
SYS12120	12120	Mercantile Bank		11/28/2007	1,200,000.00	1,200,000.00	1,200,000.00	4.800	4.800	184	59	05/30/2008
SYS12133	12133	Huntington Bank		12/14/2007	1,000,000.00	1,000,000.00	1,000,000.00	5.160	5.160	171	62	06/02/2008
SYS12127	12127	Independent Bank		12/10/2007	500,000.00	500,000.00	500,000.00	4.700	4.700	183	70	06/10/2008
SYS12130	12130	Union Bank		12/13/2007	250,000.00	250,000.00	250,000.00	4.685	4.685	180	70	06/10/2008
SYS12124	12124	Fifth Third Cert. of Deposit		12/07/2007	1,700,000.00	1,700,000.00	1,700,000.00	4.690	4.690	189	73	06/13/2008
SYS12155	12155	Citizens Bank		12/27/2007	900,000.00	900,000.00	900,000.00	4.800	4.800	169	73	06/13/2008
SYS12135	12135	Mason State Bank		12/13/2007	500,000.00	500,000.00	500,000.00	4.650	4.650	183	73	06/13/2008
SYS12184	12184	JPMorgan Chase Bank		01/25/2008	2,000,000.00	2,000,000.00	2,000,000.00	3.090	3.090	143	76	06/16/2008
SYS12132	12132	Huntington Bank		12/14/2007	1,000,000.00	1,000,000.00	1,000,000.00	5.160	5.160	196	87	06/27/2008
SYS12159	12159	Capitol National Bank		01/03/2008	250,000.00	250,000.00	250,000.00	4.720	4.720	180	91	07/01/2008
SYS12179	12179	Flagstar		01/22/2008	1,500,000.00	1,500,000.00	1,500,000.00	3.570	3.570	171	101	07/11/2008
SYS12188	12188	JPMorgan Chase Bank		01/29/2008	1,500,000.00	1,500,000.00	1,500,000.00	3.000	3.000	178	115	07/25/2008
SYS12004	12004	Stockbridge State Bank		07/31/2007	500,000.00	500,000.00	500,000.00	5.129	5.129	360	115	07/25/2008
SYS12201	12201	Capitol National Bank		02/18/2008	250,000.00	250,000.00	250,000.00	3.300	3.300	182	139	08/18/2008
SYS12123	12123	Citizens Bank		12/04/2007	800,000.00	800,000.00	800,000.00	4.700	4.700	262	143	08/22/2008
SYS12208	12208	Mason State Bank		03/03/2008	250,000.00	250,000.00	250,000.00	2.750	2.750	182	153	09/01/2008
SYS12217	12217	Mason State Bank		03/17/2008	250,000.00	250,000.00	250,000.00	2.750	2.750	182	167	09/15/2008
SYS12067	12067	Stockbridge State Bank		10/04/2007	500,000.00	500,000.00	500,000.00	5.000	4.932	365	185	10/03/2008
SYS12128	12128	Summitt Community Bank		12/06/2007	100,000.00	100,000.00	100,000.00	4.900	4.900	365	248	12/05/2008
SYS12126	12126	Capitol National Bank		12/09/2007	200,000.00	200,000.00	200,000.00	4.850	4.850	366	252	12/09/2008
SYS12181	12181	Union Bank		01/23/2008	250,000.00	250,000.00	250,000.00	4.750	4.750	366	297	01/23/2009

Portfolio 1000
CC
PM (PRF_PM2) SymRept 6.42

Report Ver. 5.00

Ingham County
Portfolio Management
Portfolio Details - Investments
March 31, 2008

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Days to Maturity	Maturity Date
Certificates of Deposit												
SYS12228	12228	Capitol National Bank	35,612,903.23	03/28/2008	500,000.00	500,000.00	500,000.00	3.000	3.000	360	356	03/23/2009
		Subtotal and Average			31,550,000.00	31,550,000.00	31,550,000.00		4.253	162	66	
Business Checking												
SYS10556	10556	Comerica Bank			4,322,723.65	4,322,723.65	4,322,723.65	3.500	3.452	1	1	
		Subtotal and Average	5,757,637.63		4,322,723.65	4,322,723.65	4,322,723.65		3.452	1	1	
Reserve Acct/MM												
SYS10816	10816	Ambassador Funds MM			3,909,677.69	3,909,677.69	3,909,677.69	3.390	3.344	1	1	
		Subtotal and Average	3,983,134.63		3,909,677.69	3,909,677.69	3,909,677.69		3.344	1	1	
Negotiable CDs												
12144	12144	Dart Bank		12/17/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.750	4.685	365	259	12/16/2008
		Subtotal and Average	1,000,000.00		1,000,000.00	1,000,000.00	1,000,000.00		4.685	365	259	
Commercial Paper Disc. -Amortizing												
25179KD12	12197	Devon		02/13/2008	3,000,000.00	2,999,739.17	2,997,480.00		3.143	48	0	04/01/2008
9497K2D17	12210	Wellpoint		03/04/2008	4,000,000.00	3,999,846.67	3,990,106.67	3.180	3.188	28	0	04/01/2008
24902TD44	12211	Dentsply International		03/05/2008	2,000,000.00	1,999,251.11	1,994,383.33	3.370	3.379	30	3	04/04/2008
98386TD76	12162	XTO Energy		01/08/2008	1,000,000.00	999,130.83	988,825.00	4.470	4.521	90	6	04/07/2008
88320DE6	12218	Textron		03/17/2008	5,000,000.00	4,994,030.56	4,988,061.11	3.070	3.077	28	13	04/14/2008
26440ADF4	12204	Duke Energy		02/22/2008	2,100,000.00	2,097,182.50	2,090,044.83	3.220	3.235	53	14	04/15/2008
26244HDM2	12221	Duke Energy		03/19/2008	2,000,000.00	1,966,826.66	1,995,013.33	2.720	2.727	33	20	04/21/2008
18905LDQ1	12220	CLOXOX		03/18/2008	3,000,000.00	2,994,300.00	2,991,212.50	2.850	2.858	37	23	04/24/2008
18905LDW8	12226	CLOXOX		03/26/2008	2,000,000.00	1,995,133.33	1,994,322.22	2.920	2.928	35	29	04/30/2008
82434TDW7	12205	Sherwin Williams		02/25/2008	2,000,000.00	1,994,666.66	1,988,444.44	3.200	3.219	65	29	04/30/2008
9497K2E16	12219	Wellpoint		03/17/2008	3,400,000.00	3,392,182.83	3,388,652.50	2.670	2.679	45	30	05/01/2008
18905LE72	12229	CLOXOX		03/17/2008	1,000,000.00	997,070.00	996,988.61	2.930	2.939	37	36	05/07/2008
84351PEF8	12227	NCAT		03/27/2008	2,400,000.00	2,391,450.00	2,390,690.00	2.850	2.861	49	44	05/15/2008
65475LEL2	12223	Nissan		03/19/2008	2,000,000.00	1,992,777.77	1,991,044.44	2.600	2.612	62	49	05/20/2008
88732GEV2	12225	Time Warner		03/25/2008	1,800,000.00	1,792,035.00	1,791,225.00	2.700	2.713	65	58	05/29/2008
82434TFW5	12222	Sherwin Williams		03/19/2008	3,000,000.00	2,979,752.50	2,977,082.50	2.670	2.691	103	90	06/30/2008
		Subtotal and Average	33,836,659.49		39,700,000.00	39,585,175.59	39,543,576.48		2.999	48	26	

Portfolio 1000
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Ingham County
Portfolio Management
Portfolio Details - Investments
March 31, 2008

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Days to Maturity	Maturity Date
Federal Agency Coupon Securities												
31359M2P7	11886	Federal Nat'l Mfg. Assoc.		02/02/2007	500,000.00	502,500.00	499,950.00	5.250	5.181	502	78	06/18/2008
3136F6ZV4	11999	Federal Nat'l Mfg. Assoc.		07/12/2007	500,000.00	502,655.00	495,000.00	4.375	5.246	403	139	08/18/2008
3133MYRN9	11607	Federal Home Loan Bank		05/12/2006	500,000.00	515,155.00	494,550.00	5.000	5.289	1,112	422	05/28/2009
3128XO4W6	10778	Federal Home Loan Mortgage Co.		12/26/2003	775,000.00	776,333.00	773,573.95	5.000	4.955	3,405	1,847	04/22/2013
31331YSF8	12195	Federal Farm Credit Bank		02/05/2008	2,000,000.00	2,003,760.00	2,000,000.00	4.600	4.537	2,192	2,136	02/05/2014
3133XLLJ0	12000	Federal Home Loan Bank		07/23/2007	1,000,000.00	1,010,000.00	1,000,000.00	8.000	5.918	2,557	2,304	07/23/2014
3128X07E3	10972	Federal Home Loan Mortgage Co.		09/29/2004	500,000.00	500,815.00	500,000.00	5.250	5.178	4,222	2,942	04/21/2016
3133XNY45	12166	Federal Home Loan Bank		01/22/2008	2,000,000.00	2,035,620.00	2,000,000.00	5.050	4.981	3,104	3,034	07/22/2016
3133XPGN8	12198	Federal Home Loan Bank		02/19/2008	2,000,000.00	2,006,880.00	2,000,000.00	5.000	4.932	3,104	3,062	08/19/2016
3133XLL5	12001	Federal Home Loan Bank		07/24/2007	1,000,000.00	1,012,500.00	1,000,000.00	6.300	6.214	3,653	3,401	07/24/2017
31331YV74	12206	Federal Farm Credit Bank		02/28/2008	2,000,000.00	2,010,000.00	2,000,000.00	5.350	5.277	3,469	3,436	08/28/2017
3129256B1	10613	Federal Home Loan Mortgage Co.		06/09/2003	130,000.00	130,033.80	131,479.37	5.400	5.171	5,237	3,479	10/10/2017
3133FOWJ4	10685	Federal Home Loan Mortgage Co.		06/09/2003	500,000.00	500,120.00	505,662.60	5.250	5.068	5,242	3,484	10/15/2017
3133XNZV6	12115	Federal Home Loan Bank		11/21/2007	1,000,000.00	1,019,690.00	1,000,000.00	5.500	5.425	3,853	3,521	11/21/2017
3133XNG26	12147	Federal Home Loan Bank		12/19/2007	1,000,000.00	1,020,630.00	1,000,000.00	5.400	5.326	3,853	3,549	12/19/2017
3133XP2Q6	12176	Federal Home Loan Bank		02/06/2008	2,000,000.00	2,006,260.00	2,000,000.00	5.300	5.227	3,853	3,598	02/06/2018
3133MWE80	11102	Federal Home Loan Bank		02/04/2005	810,000.00	810,251.10	810,000.00	5.600	5.523	4,770	3,618	02/26/2018
3133XPR48	12199	Federal Home Loan Bank		03/20/2008	3,000,000.00	3,032,820.00	3,000,000.00	5.200	5.129	3,653	3,620	02/28/2018
31331YZC7	12224	Federal Farm Credit Bank		06/09/2003	320,000.00	3,019,680.00	3,000,000.00	5.200	5.129	3,653	3,640	03/20/2018
3133MYMW4	10614	Federal Home Loan Bank		06/26/2003	100,000.00	320,099.20	327,053.95	5.400	5.115	5,460	3,702	05/21/2018
31339XJM7	10630	Federal Home Loan Bank		07/17/2003	500,000.00	100,388.35	100,000.00	4.250	4.192	5,479	3,738	06/26/2018
31339Y3L4	10652	Federal Home Loan Bank		10/29/2004	1,000,000.00	500,470.00	500,000.00	4.250	4.192	5,479	3,769	07/17/2018
3136F6GY9	11002	Federal Nat'l Mfg. Assoc.		10/29/2004	1,000,000.00	1,000,630.00	1,000,000.00	5.000	4.932	5,478	4,228	10/29/2019
3136F6GY9	11003	Federal Nat'l Mfg. Assoc.		10/29/2004	1,000,000.00	1,000,630.00	1,000,000.00	5.000	4.932	5,478	4,228	10/29/2019
31331XWD0	11950	Federal Farm Credit Bank		04/20/2007	1,000,000.00	1,032,190.00	1,000,000.00	6.000	5.918	5,479	5,132	04/20/2022
Subtotal and Average					28,135,000.00	28,370,110.45	28,137,269.37		5.170	3,587	3,217	
Total and Average					108,617,401.34	108,737,687.38	108,463,247.69		3.973	999	866	

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Ingham County
Portfolio Management
Portfolio Details - Cash
March 31, 2008

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Days to Maturity
		Average Balance	0.00	Accrued Interest at Purchase		0.00	0.00			0	0
		Ending Accrued Interest			699,944.81	699,944.81	699,944.81				
		Subtotal			699,944.81	699,944.81	699,944.81				
Total Cash and Investments Value			107,682,172.59		108,617,401.34	109,437,632.19	108,163,192.50		3.973	999	866

AGENDA ITEM # 16

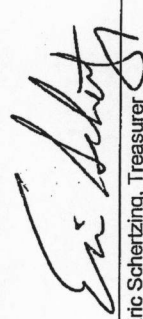
Ingham County

**Ingham County
Portfolio Management
Portfolio Summary
June 30, 2008**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.
Certificates of Deposit	32,150,000.00	32,150,000.00	32,150,000.00	35.73	179	95	2.976
Business Checking	519,224.02	519,224.02	519,224.02	0.58	1	1	2.010
Reserve Acct/MM	3,934,179.70	3,934,179.70	3,934,179.70	4.37	1	1	2.010
Negotiable CDs	1,000,000.00	1,000,000.00	1,000,000.00	1.11	365	168	4.885
Commercial Paper Disc. -Amortizing	20,100,000.00	20,122,237.29	20,013,660.84	22.24	161	40	2.576
Federal Agency Coupon Securities	32,360,000.00	32,363,068.92	32,363,745.92	35.97	3,822	3,480	5.237
	90,063,403.72	90,078,709.93	89,980,810.48	100.00%	1,478	1,296	3.672
Investments							
Cash and Accrued Interest							
Accrued Interest at Purchase		0.00	0.00				
Ending Accrued Interest		723,015.55	723,015.55				
Subtotal		723,015.55	723,015.55				
Total Cash and Investments Value	90,063,403.72	90,801,725.48	90,703,826.03		1,478	1,296	3.672

Total Earnings	June 30	Month Ending	Fiscal Year To Date
Current Year	313,894.88		2,183,396.66
Average Daily Balance	107,631,710.67		102,641,503.19
Effective Rate of Return	3.55%		4.27%

I hereby certify that the attached statements are a true condition of the County Cash Balances and Investments Accounts as of the report date.


Eric Schertzinger, Treasurer

9.26.08

Reporting period 06/01/2008-06/30/2008

Run Date: 09/26/2008 - 09:06

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Ingham County
Portfolio Management
Portfolio Details - Investments
June 30, 2008

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Days to Maturity	Maturity Date
Certificates of Deposit												
SYS12230	12230	Fifth Third Cert. of Deposit		04/01/2008	1,000,000.00	1,000,000.00	1,000,000.00	2.480	2.480	111	20	07/21/2008
SYS12281	12281	Fifth Third Cert. of Deposit		06/20/2008	1,000,000.00	1,000,000.00	1,000,000.00	3.180	3.180	273	262	03/20/2009
SYS12126	12126	Capitol National Bank		12/09/2007	200,000.00	200,000.00	200,000.00	4.850	4.850	366	161	12/09/2008
SYS12159	12159	Capitol National Bank		01/03/2008	250,000.00	250,000.00	250,000.00	4.720	4.720	180	0	07/01/2008
SYS12201	12201	Capitol National Bank		02/18/2008	250,000.00	250,000.00	250,000.00	3.300	3.300	182	48	08/18/2008
SYS12228	12228	Capitol National Bank		03/28/2008	500,000.00	500,000.00	500,000.00	3.000	3.000	360	265	03/23/2009
SYS12238	12238	Capitol National Bank		04/11/2008	500,000.00	500,000.00	500,000.00	2.600	2.600	360	279	04/06/2009
SYS12232	12232	Charter One Bank		04/01/2008	900,000.00	900,000.00	900,000.00	2.440	2.440	171	80	09/19/2008
SYS12246	12246	Charter One Bank		04/21/2008	1,500,000.00	1,500,000.00	1,500,000.00	2.820	2.820	207	136	11/14/2008
SYS12253	12253	Charter One Bank		04/30/2008	800,000.00	800,000.00	800,000.00	2.770	2.770	245	183	12/31/2008
SYS12254	12254	Charter One Bank		04/30/2008	1,000,000.00	1,000,000.00	1,000,000.00	2.720	2.720	184	122	10/31/2008
SYS12188	12188	JPMorgan Chase Bank		01/29/2008	1,500,000.00	1,500,000.00	1,500,000.00	3.000	3.000	178	24	07/25/2008
SYS12249	12249	JPMorgan Chase Bank		04/25/2008	1,500,000.00	1,500,000.00	1,500,000.00	2.820	2.820	126	59	08/29/2008
SYS12275	12275	JPMorgan Chase Bank		06/16/2008	2,000,000.00	2,000,000.00	2,000,000.00	2.630	2.630	91	76	09/15/2008
SYS12123	12123	Citizens Bank		12/04/2007	800,000.00	800,000.00	800,000.00	4.700	4.700	262	52	08/22/2008
SYS12258	12258	Citizens Bank		05/02/2008	1,600,000.00	1,600,000.00	1,600,000.00	2.720	2.720	105	45	08/15/2008
SYS12250	12250	Comerica Bank		04/30/2008	1,500,000.00	1,500,000.00	1,500,000.00	2.700	2.700	100	38	08/08/2008
SYS12245	12245	Firstbank		04/14/2008	250,000.00	250,000.00	250,000.00	3.100	3.058	179	101	10/10/2008
SYS12179	12179	Flagstar		01/22/2008	1,500,000.00	1,500,000.00	1,500,000.00	3.570	3.570	171	10	07/11/2008
SYS12252	12252	Huntington Bank		04/30/2008	1,000,000.00	1,000,000.00	1,000,000.00	2.960	2.960	240	178	12/26/2008
SYS12265	12265	Huntington Bank		06/02/2008	1,000,000.00	1,000,000.00	1,000,000.00	3.100	3.100	184	155	12/03/2008
SYS12271	12271	Huntington Bank		06/10/2008	2,000,000.00	2,000,000.00	2,000,000.00	2.600	2.600	84	63	09/02/2008
SYS12235	12235	Independent Bank		04/02/2008	500,000.00	500,000.00	500,000.00	2.900	2.860	180	90	09/29/2008
SYS12242	12242	LaSalle Bank		04/14/2008	1,000,000.00	1,000,000.00	1,000,000.00	2.400	2.400	186	108	10/17/2008
SYS12251	12251	LaSalle Bank		04/30/2008	2,000,000.00	2,000,000.00	2,000,000.00	2.625	2.625	138	76	09/15/2008
SYS12243	12243	Mercantile Bank		04/14/2008	1,000,000.00	1,000,000.00	1,000,000.00	2.600	2.600	144	66	09/05/2008
SYS12244	12244	Mercantile Bank		04/14/2008	1,000,000.00	1,000,000.00	1,000,000.00	2.750	2.750	242	164	12/12/2008
SYS12208	12208	Mason State Bank		03/03/2008	250,000.00	250,000.00	250,000.00	2.750	2.750	182	62	09/01/2008
SYS12217	12217	Mason State Bank		03/17/2008	250,000.00	250,000.00	250,000.00	2.750	2.750	182	76	09/15/2008
SYS12276	12276	Mason State Bank		06/13/2008	500,000.00	500,000.00	500,000.00	3.000	3.000	180	162	12/10/2008
SYS12233	12233	Private Bank		04/02/2008	500,000.00	500,000.00	500,000.00	3.000	3.000	288	178	12/26/2008
SYS12234	12234	Private Bank		04/02/2008	500,000.00	500,000.00	500,000.00	3.150	3.150	184	94	10/03/2008
SYS12239	12239	Private Bank		04/14/2008	500,000.00	500,000.00	500,000.00	3.000	3.000	93	15	07/16/2008
SYS12004	12004	Stockbridge State Bank		07/31/2007	500,000.00	500,000.00	500,000.00	5.129	5.129	362	26	07/27/2008
SYS12067	12067	Stockbridge State Bank		10/04/2007	500,000.00	500,000.00	500,000.00	5.000	4.932	365	94	10/03/2008
SYS12128	12128	Summit Community Bank		12/06/2007	100,000.00	100,000.00	100,000.00	4.900	4.900	365	157	12/05/2008

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Run Date: 09/28/2008 - 09:06

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Ingham County
Portfolio Management
Portfolio Details - Investments
June 30, 2008

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Maturity Date
Certificates of Deposit											
SYS12181	12181	Union Bank		01/23/2008	250,000.00	250,000.00	250,000.00	4.750	4.750	366	206 01/23/2009
SYS12274	12274	Union Bank		06/12/2008	250,000.00	250,000.00	250,000.00	3.000	3.000	180	161 12/09/2008
		Subtotal and Average	366,666.67		32,150,000.00	32,150,000.00	32,150,000.00		2.976	179	95
Business Checking											
SYS10556	10556	Comerica Bank			519,224.02	519,224.02	519,224.02	2.038	2.010	1	1
		Subtotal and Average	4,706,032.22		519,224.02	519,224.02	519,224.02		2.010	1	1
Reserve Acct/MM											
SYS10816	10816	Ambassador Funds MM			3,934,179.70	3,934,179.70	3,934,179.70	2.038	2.010	1	1
		Subtotal and Average	3,927,164.93		3,934,179.70	3,934,179.70	3,934,179.70		2.010	1	1
Negotiable CDs											
12144	12144	Dart Bank		12/17/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.750	4.685	365	168 12/16/2008
		Subtotal and Average	1,000,000.00		1,000,000.00	1,000,000.00	1,000,000.00		4.685	365	168
Commercial Paper Disc. -Amortizing											
22303RHF8	12279	COVIDIAN		06/19/2008	2,500,000.00	2,502,109.88	2,489,114.58	2.750	2.762	57	45 08/15/2008
36473LGM1	12266	Gannett		06/05/2008	2,000,000.00	2,003,986.80	1,992,691.11	2.860	2.870	46	20 07/21/2008
36473LH16	12273	Gannett		06/11/2008	2,000,000.00	2,003,180.18	1,991,500.00	3.000	3.013	51	31 08/01/2008
36473LHF5	12280	Gannett		06/20/2008	2,000,000.00	2,001,741.70	1,990,293.33	3.120	3.135	56	45 08/15/2008
3703E0HE3	12277	General Mills		06/17/2008	2,000,000.00	2,002,016.82	1,991,042.22	2.780	2.793	58	44 08/14/2008
3703EZKN9	12323	General Mills		09/22/2005	2,000,000.00	1,991,733.33	1,991,733.33	0.132	0.134	113	10/22/2008
64351PHV0	12278	NCAT		06/19/2008	2,500,000.00	2,502,150.78	2,486,194.44	2.800	2.816	71	59 08/29/2008
82434TGE4	12264	Sherwin Williams		05/29/2008	2,000,000.00	2,004,870.00	1,993,023.33	2.730	2.740	46	13 07/14/2008
9497K2G14	12259	Wellpoint		05/15/2008	2,100,000.00	2,107,324.80	2,092,542.67	2.720	2.730	47	0 07/01/2008
9497K2GJ5	12263	Wellpoint		05/20/2008	1,000,000.00	1,003,123.00	995,525.83	2.730	2.742	59	17 07/18/2008
		Subtotal and Average	1,991,733.33		20,100,000.00	20,122,237.29	20,013,660.84		2.576	161	40
Federal Agency Coupon Securities											
31331XW00	11950	Federal Farm Credit Bank		04/20/2007	1,000,000.00	1,000,630.00	1,000,000.00	6.000	5.918	5,479	5,041 04/20/2022
31331YSF8	12195	Federal Farm Credit Bank		02/05/2008	2,000,000.00	1,995,620.00	2,000,000.00	4.600	4.537	2,192	2,045 02/05/2014
31331YV74	12206	Federal Farm Credit Bank		02/28/2008	2,000,000.00	2,000,620.00	2,000,000.00	5.350	5.277	3,469	3,345 08/28/2017
31331YZC7	12224	Federal Farm Credit Bank		03/20/2008	3,000,000.00	2,985,930.00	3,000,000.00	5.200	5.129	3,652	3,549 03/20/2018
31331YC81	12237	Federal Farm Credit Bank		04/08/2008	2,000,000.00	1,992,500.00	2,000,000.00	5.000	4.932	2,922	2,838 04/08/2016

Run Date: 06/26/2008 - 09:06

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Ingham County
Portfolio Management
Portfolio Details - Investments
June 30, 2008

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 360	Term	Days to Maturity	Maturity Date
Federal Agency Coupon Securities												
3133MYMW4	10614	Federal Home Loan Bank		06/09/2003	320,000.00	313,195.25	327,053.95	5.400	5.115	5.460	3,611	05/21/2018
31339XJM7	10630	Federal Home Loan Bank		06/26/2003	100,000.00	100,479.43	100,000.00	4.250	4.192	5.479	3,647	06/26/2018
31339Y3L4	10652	Federal Home Loan Bank		07/17/2003	500,000.00	497,345.00	500,000.00	4.250	4.192	5.479	3,668	07/17/2018
3133MWVB0	11102	Federal Home Loan Bank		02/04/2005	810,000.00	810,251.10	810,000.00	5.600	5.523	4.770	3,527	02/26/2018
3133MYRN9	11607	Federal Home Loan Bank		05/12/2006	500,000.00	514,988.38	494,550.00	5.000	5.289	1,112	331	05/28/2009
3133XLLJ0	12000	Federal Home Loan Bank		07/23/2007	1,000,000.00	1,002,190.00	1,000,000.00	6.000	5.918	2,557	2,213	07/23/2014
3133XLLL5	12001	Federal Home Loan Bank		07/24/2007	1,000,000.00	1,002,500.00	1,000,000.00	6.300	6.214	3,653	3,310	07/24/2017
3133XNZV6	12115	Federal Home Loan Bank		11/21/2007	1,000,000.00	1,006,250.00	1,000,000.00	5.500	5.425	3,653	3,430	11/21/2017
3133XNGZ6	12147	Federal Home Loan Bank		12/19/2007	1,000,000.00	1,003,750.00	1,000,000.00	5.400	5.326	3,653	3,458	12/19/2017
3133XNY45	12166	Federal Home Loan Bank		01/22/2008	2,000,000.00	1,995,000.00	2,000,000.00	5.050	4.981	3,104	2,943	07/22/2016
3133XPQ06	12176	Federal Home Loan Bank		02/06/2008	2,000,000.00	1,988,120.00	2,000,000.00	5.300	5.227	3,653	3,507	02/06/2018
3133XPGN8	12198	Federal Home Loan Bank		02/19/2008	2,000,000.00	1,990,000.00	2,000,000.00	5.000	4.932	3,104	2,971	08/19/2016
3133XPR48	12199	Federal Home Loan Bank		02/28/2008	3,000,000.00	2,987,820.00	3,000,000.00	5.200	5.129	3,653	3,529	02/28/2018
3129256B1	10613	Federal Home Loan Mortgage Co.		06/09/2003	130,000.00	128,571.98	131,479.37	5.400	5.171	5,237	3,388	10/10/2017
3133FOWJ4	10685	Federal Home Loan Mortgage Co.		06/09/2003	500,000.00	493,318.08	505,662.60	5.250	5.068	5,242	3,393	10/15/2017
3136F6GY9	11002	Federal Nat'l Mtg. Assoc.		10/29/2004	1,000,000.00	1,000,630.00	1,000,000.00	5.000	4.932	5,478	4,137	10/29/2019
3136F6GY9	11003	Federal Nat'l Mtg. Assoc.		10/29/2004	1,000,000.00	1,000,630.00	1,000,000.00	5.000	4.932	5,478	4,137	10/29/2019
3136F6ZV4	11999	Federal Nat'l Mtg. Assoc.		07/12/2007	500,000.00	506,469.70	495,000.00	4.375	5.246	403	48	08/18/2008
3136F9KV4	12257	Federal Nat'l Mtg. Assoc.		05/01/2008	2,000,000.00	2,026,260.00	2,000,000.00	5.750	5.671	5,478	5,417	05/01/2023
3136F9UZ4	12272	Federal Nat'l Mtg. Assoc.		06/30/2008	2,000,000.00	2,000,000.00	2,000,000.00	6.000	5.918	5,478	5,477	06/30/2023
Subtotal and Average			66,666.67		32,360,000.00	32,353,068.92	32,363,745.92		5.237	3,822	3,480	
Total and Average			12,058,263.81		90,063,403.72	90,078,709.93	89,980,810.48		3.672	1,478	1,296	

Portfolio 1000
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PM (PRF_PM2) SymRept 6.42

RESOLUTION STAFF REVIEW

DATE: September 8, 2008

Agenda Title: Resolution to Distribute \$1,000.00 of Drug Forfeiture Funds to the Mid Michigan Crime Stoppers Program

Submitted by: Sheriff's Office

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

Summary of Proposed Action: This resolution will authorize the Sheriff's Office to donate \$1,000.00 to the non profit, Mid Michigan Crime Stoppers program from forfeiture funds.

Financial Implications: These funds are from forfeiture funds. This donation is applicable under the Michigan Public Health Code, Act 368 of 1978 under section 7524 (b) (ii), which allows police agencies that seize funds under Michigan Forfeiture Laws to use those funds or a portion of those funds to be distributed to nonprofit organizations whose primary activity is to assist law enforcement agencies with drug related criminal investigations and obtaining information for solving crimes.

Other Implications: None.

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

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO DISTRIBUTE \$1,000.00 OF DRUG FORFEITURE FUNDS
TO THE MID MICHIGAN CRIME STOPPERS PROGRAM**

WHEREAS, since 1989, the Mid Michigan Crime Stoppers program has worked with local law enforcement in fielding over 4,300 anonymous tips which have resulted in solving many local felony crimes, assisted in obtaining over 405 felony warrants for those crimes solved, and assisted in the arrest of over 685 fugitive felons; and

WHEREAS, the Ingham County Sheriff's Office along with other mid Michigan police agencies participates in the Mid Michigan Crime Stoppers program, which takes anonymous tips on unsolved crimes or tips on wanted felons, and then passes those tips to local police agencies to assist in solving crimes or arresting fugitives; and

WHEREAS, the Ingham County Sheriff's Office has benefitted from Mid Michigan Crime Stoppers program many times over the years in solving crimes and apprehending known felons, including receiving information that led to the arrest and conviction of the subject responsible for a brutal Armed Robbery and Homicide in Delhi Township in 1998; and

WHEREAS, the Ingham County Sheriff's Office wants to distribute \$1,000.00 from forfeiture funds presently held by this Office; and

WHEREAS, this distribution is allowable under the Michigan Public Health Code, Act 368 of 1978 under section 7524 (b) (ii), which allows police agencies that seize funds under Michigan Drug Forfeiture Laws to use those funds or a portion of those funds to be distributed to nonprofit organizations whose primary activity is to assist law enforcement agencies with drug related criminal investigations and obtaining information for solving drug crimes.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the distribution of \$1,000.00 from the Ingham County Sheriff's Office Forfeiture Fund to Mid Michigan Crime Stoppers.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller to make the necessary budget adjustments in the Ingham County Sheriff's Office 2008 forfeiture budget.

RESOLUTION STAFF REVIEW

DATE: September 8, 2008

Agenda Item Title: Resolution to Accept \$6,000.00 from the Meridian Township Police Department for Equipment from the Youth Alcohol Portion of the Michigan Safe Communities Grant from OHSP

Submitted by: Sheriff's Office

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

Summary of Proposed Action: This resolution will authorize the Sheriff's Office to accept \$6,000.00 from the Meridian Township Police Department for the Youth Alcohol Grant. The grant funds will allow the purchase of four (4) night vision goggles and ten (10) PBT's and PBT mouth pieces.

Financial Implications: This is a \$6,000 Youth Alcohol Grant. There are no matching funds required for this grant.

Other Implications: None.

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

Agenda Item 2b

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT \$6,000.00 FROM THE MERIDIAN TOWNSHIP POLICE
DEPARTMENT FOR EQUIPMENT FROM THE YOUTH ALCOHOL PORTION OF
THE MICHIGAN SAFE COMMUNITIES GRANT FROM OHSP**

WHEREAS, the Office of Highway Safety Planning (OHSP) has approved a Michigan Safe Communities Grant for the Meridian Township Police Department to be shared by the Ingham County Sheriff's Office; and

WHEREAS, the Ingham County Sheriff's Office's portion of the grant is \$6,000.00 for the purchase of equipment on the OHSP pre-approved purchase list, with no match from the Ingham County Sheriff's Office required; and

WHEREAS, the purpose of the Michigan Safe Communities Grant, Youth Alcohol Equipment Portion, is to assist law enforcement in enforcement of violations of the alcohol laws, specifically as it relates to the youth of Ingham County; and

WHEREAS, the Ingham County Sheriff's Office will be spending \$2,000.00 on night vision goggles and \$4,000.00 on PBT's and PBT mouth pieces, for a total of \$6,000.00 received from the Meridian Township Police Department under this grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to accept \$6,000.00 from the Meridian Township Police Department for the purchase of night vision goggles, PBT's and PBT mouth pieces.

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

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners directs the Controller to make any necessary budget adjustments in the Ingham County Sheriff's Office 2008 budget.

Agenda Item 3

RESOLUTION STAFF REVIEW

DATE September 26, 2008

Agenda Item Title: Resolution Authorizing Acceptance of a Safe Havens Supervised Visitation and Safe Exchange Grant

Submitted by: Ingham County Circuit Court – Friend of the Court

Committees: LE___ JD_ X_, HS___, CS___, Finance_ X _

Summary of Proposed Action: This resolution authorizes accepting a Grant from the Office on Violence Against Women (OVW), Department of Justice, for the sum of \$350,745, to increase available supervised visitation and safe exchange services, and to support supervised visitation and safe exchange options for families with a history of domestic violence, child abuse, sexual assault, teen dating violence and stalking.

It also subcontracts the funds through an agreement with End Violent Encounters, Inc. (EVE, Inc.) and Michigan State University Chance at Childhood Program. EVE, Inc. will provide leadership and guidance for all direct service staff and volunteers; Chance at Childhood will provide staff, interns, and volunteers to supervise parenting time and exchanges. The Ingham County Friend of the Court will provide a Project Director, and a Parenting Time Referral Specialist.

Financial Implications: (See the attached budget.)

The total project cost is \$427,426.20 including a grant in the amount of \$350,745.20 and in-kind costs of \$76,681.

The EVE, Inc. contract shall not exceed \$104,673.92 for the term of the grant (2008-2011). The Chance at Childhood Contract shall not exceed \$27,221, for the term of the grant (2008-2011).

The Ingham County Friend of the Court will provide the Project Director. Funding for this position will be provided as in-kind services. The Ingham County Friend of the Court Senior Enforcement Specialist/Parenting Time Advocate will serve as the Parenting Time Referral Specialist. The grant will provide 25% of the salary of this position for three years, not to exceed \$42,919.53 total.

There are also funds for equipment, travel and supplies for the program over the three year period.

Other Implications: None

Staff Recommendation: MM___ JN_ X _ TL ___ TM___ JC ___
Staff recommends approval of the resolution.

Budget Summary

	<u>Year 1</u>	<u>Year 2 & 3</u>	<u>Total</u>
A. Personnel	\$18,077.75	\$37,376	\$55,453.75
B. Fringe Benefits	\$6,717.25	\$36,202.28	\$42,919.53
C. Travel	\$18,546	\$37,092	\$55,638
D. Equipment	\$3561	\$504	\$4,065
E. Supplies	\$425	\$2,800	\$3,225
F. Construction	\$0	\$0	\$0
G. Consultants	\$60,303.72	\$173,421.20	\$233,724.92
H. Other	\$0	\$32,400	\$32,400
Total Direct Costs	\$96,607.72	\$254,137.48	\$350,745.20
I. Indirect Costs	\$0	\$0	\$0
PROJECT COSTS		\$427,426.20	
IN-KIND COSTS		-\$76,681	
In-kind costs include the Project Director for the County and the Interns/Volunteers through Michigan State University.			
TOTAL REQUESTED (FUNDED THROUGH GRANT)		\$350,745.20	

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ACCEPTANCE OF A SAFE HAVENS SUPERVISED VISITATION AND SAFE EXCHANGE GRANT

WHEREAS, the Office on Violence Against Women, U. S. Department of Justice has awarded to Ingham County the sum of \$350,745, for purposes of providing supervised visitation and safe visitation exchange services; and

WHEREAS, Ingham County will sub-contract with End Violent Encounters, Inc. (EVE, Inc.) and Michigan State University Chance at Childhood Program to provide these services.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes accepting a three year Grant for the time period October 1, 2008 through September 30, 2011, from the Office on Violence Against Women, U. S. Department of Justice, for purposes of providing supervised visitation and safe visitation exchange services to families with a history of domestic violence, child abuse, sexual assault, teen dating violence and stalking, with a total project cost of \$427,426, including a grant in the amount of \$350,745.20 and in-kind costs of \$76,681.

BE IT FURTHER RESOLVED, that a three year sub-contract with End Violent Encounters, Inc. (EVE, Inc) is authorized for \$136,914, to provide for one project coordinator that will provide development planning and supervision to the monitors, interns and staff for the time period October 1, 2008 through September 30, 2011.

BE IT FURTHER RESOLVED, that a three year sub-contract with Michigan State University Chance at Childhood Program is authorized for \$27,221, to provide monitors, interns, staff and supervision of staff, interns, volunteers and monitors for the time period October 1, 2008 through September 30, 2011.

BE IT FURTHER RESOLVED, that the Controller is authorized to make the necessary budget adjustments to the 2008/09 Circuit Court Family Division, Friend of the Court Budgets in accordance with this Resolution.

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

Ingham County
Equalization/Tax Mapping

MEMO

To: Finance Committee
Ingham County Board of Commissioners

From: Douglas Stover, Director
Equalization/Tax Mapping

Date: October 8, 2008

Re: 2008 County Apportionment Report

Attached please find “Resolution Approving 2008 Apportionment Report” for presentation at the Finance Committee meeting on October 13, 2008. The Apportionment Report is not complete at this time. I will distribute the report to you prior to the meeting.

It will be necessary to amend the Apportionment Report after the results of the November 4 election.

Agenda Item 4

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2008 APPORTIONMENT REPORT

WHEREAS, State Law required that the annual Apportionment Report be approved by the Board of Commissioners on or before October 31st of each year.

THEREFORE BE IT RESOLVED, that the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year 2008 are hereby approved.

Agenda Item 5

RESOLUTION STAFF REVIEW

DATE: September 30, 2008

Agenda Item Title: Resolution Authorizing the Submission of a Funding Request to the Michigan State Police, Emergency Management and Homeland Security Division, State Public Assistance Office Through Which Federal Emergency Management Agency (FEMA) Funding is Distributed for the Rayner Park Storm Damage

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE____, JD____, HS____, CS__X__, Finance __X__

Summary of Proposed Action:

During the time period June 6, 2008 to June 13, 2008 severe storms passed through Ingham County causing significant damage to Rayner Park including damages to the community built playground, public restroom building, fencing and 41 trees. Subsequently, FEMA announced that federal disaster aid was available to Ingham County. Park staff determined the extent of the damage and coordinated debris cleanup and facility repairs. The total clean up and repair costs were \$40,966.84. These funds may be recoverable if submitted as a request for disaster assistance to the Michigan State Police, Emergency Management and Homeland Security Division, State Public Assistance Office.

Financial Implications:

Funds expended for cleanup of the Rayner playground, public restroom building, and an eight acre cleanup, for a project total of \$40,966.84, could be recovered if this funding request is submitted and approved.

Other Implications: None.

Staff Recommendation: MM__X__ JN____ TL____ TM____ JC____

Staff recommends approval of the resolution.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of September 29, 2008

RESOLUTION #23-08

RESOLUTION RECOMMENDING A FUNDING REQUEST BE SUBMITTED TO THE MICHIGAN STATE POLICE, EMERGENCY MANAGEMENT AND HOMELAND SECURITY DIVISION, STATE PUBLIC ASSISTANCE OFFICE THROUGH WHICH FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FUNDING IS DISTRIBUTED FOR THE RAYNER PARK STORM DAMAGE

WHEREAS, during the time period June 6, 2008 – June 13, 2008 severe storms passed through Ingham County causing significant damage to Rayner Park including damages to the community built playground, public restroom building, fencing and 41 trees; and

WHEREAS, on July 14, 2008 the Federal Emergency Management Agency (FEMA) announced that federal disaster aid was being made available to several Michigan counties including Ingham; and

WHEREAS, park staff determined the extent of the damage and coordinated debris clean up and facility repairs; and

WHEREAS, repair to the playground totaled \$7,313.76; and

WHEREAS, repair to the public restroom building totaled \$5,318.00; and

WHEREAS, debris covered an 8 acre area and cleanup totaled \$28,335.08; and

WHEREAS, total clean up and repair cost was \$40,966.84; and

WHEREAS, it was determined that a funding request for disaster assistance was in order.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends to the Ingham County Board of Commissioners that a funding request be submitted to the Michigan State Police, Emergency Management and Homeland Security Division, State Public Assistance Office to assist in the funding of the emergency expenditures required to make repairs and carry out debris clean up at Rayner Park.

Moved by Mr. Smith and Supported by Mr. Czarnecki that Resolution #23-08 be approved. Yes-10; No-0. MOTION CARRIED.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE SUBMISSION OF A FUNDING REQUEST TO
THE MICHIGAN STATE POLICE, EMERGENCY MANAGEMENT AND
HOMELAND SECURITY DIVISION, STATE PUBLIC ASSISTANCE OFFICE
THROUGH WHICH FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
FUNDING IS DISTRIBUTED FOR THE RAYNER PARK STORM DAMAGE**

WHEREAS, during the time period June 6, 2008 – June 13, 2008 severe storms passed through Ingham County causing significant damage to Rayner Park including damages to the community built playground, public restroom building, fencing and 41 trees; and

WHEREAS, on July 14, 2008 the Federal Emergency Management Agency (FEMA) announced that federal disaster aid was being made available to several Michigan counties including Ingham; and

WHEREAS, park staff determined the extent of the damage and coordinated debris clean up and facility repairs; and

WHEREAS, repair to the playground totaled \$7,313.76; and

WHEREAS, repair to the public restroom building totaled \$5,318.00; and

WHEREAS, debris covered an eight acre area and cleanup totaled \$28,335.08; and

WHEREAS, total clean up and repair cost was \$40,966.84; and

WHEREAS, it was determined that a request for disaster assistance was in order; and

WHEREAS, the Parks & Recreation Commission passed Resolution #23-08 at the September 29, 2008 meeting, recommending the Board of Commissioners approve the submission of a funding request to assist in the funding of the emergency expenditures to make repairs and carry out debris clean up at Rayner Park.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the submission of a funding request to the Michigan State Police, Emergency Management and Homeland Security Division, State Public Assistance Office to assist in the funding of the emergency expenditures required to make repairs and carry out debris clean up at Rayner Park.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson is authorized to sign any funding request paperwork consistent with this Resolution.

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

Agenda Item 6

RESOLUTION STAFF REVIEW

DATE September 29, 2008

Agenda Item Title: Resolution Amending the Agreement with Teachout Security Services, Inc. to Provide Unarmed Guard Services at the Ingham County Family Center

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS_ X __, Finance_ X __

Summary of Proposed Action: This Resolution will amend the contract with Teachout Security to provide security at the Ingham County Family Center. The amendment will add the Ingham County Family Center as part of the original contract and will be effective from October 1, 2008 through May 31, 2010.

Financial Implications: The rate for security at the Ingham County Family Center will be \$18.65 per hour for 65 hours per week. Funds will be transferred into the Maintenance-Contractual line item from the Juvenile Justice Millage.

Other Implications: None.

Staff Recommendation: MM X JN ____ TL ____ TM ____ JC ____
Staff recommends approval of the resolution.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Richard Terrill, Facilities Director

DATE: September 25, 2008

SUBJECT: Resolution Amending the Agreement with Teachout Security Services, Inc. to Provide Unarmed Guard Services at the Ingham County Family Center

Due to the addition of the new Ingham County Family Center it is has become necessary to amend Resolution #07-088 authorizing security services provided by Teachout Security. Teachout Security will provide these services 65 hours per week, at a rate of \$18.35 per hour. This rate is slightly higher for the Family Center than the other facilities, due to the higher liability at a school.

The funds are available thru Maintenance-Contractual line item number 292-66229-931100.

I recommend approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH TEACHOUT SECURITY SERVICES, INC. FOR UNIFORMED UNARMED GUARD SERVICES AT VARIOUS COUNTY FACILITIES

RESOLUTION #07-088

WHEREAS, the current contract for guard services at the Human Services Building, Veterans Memorial Courthouse, and 55th District Court will expire on May 31, 2007; and

WHEREAS, the Purchasing Department has solicited interested and qualified private and commercial vendors to submit proposals for unarmed guard services for three (3) County facilities for a contract term of three (3) years starting June 1, 2007 through May 31, 2010, with an option to renew for two (2) additional years, this contract requires the payment of living wages; and

WHEREAS, after review, both the Purchasing and Facilities Departments recommend that a three (3) year contract be awarded to Teachout Security Services, Inc. to provide unarmed guard services for the first year at a billable rate per hour of \$15.97, the second and third years of the contract will be based on the increase in the living wage rate as follows:

Living Wage Increase

2% increase/\$13.17 hr.

3% increase/\$13.30 hr.

4% increase/\$13.43 hr.

Billing Rate Increase

2.25% increase/\$16.33 hr.

3.25% increase/\$16.49 hr.

4.25% increase/\$16.65 hr.

WHEREAS, the funds for this contract are available within the appropriate 818000 contractual accounts.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a three (3) year contract with Teachout Security Services, Inc., 416 Frandor Avenue, Ste. 103, Lansing, Michigan 48912 to provide unarmed guard services for the Human Services Facility, Veterans Memorial Courthouse, and 55th District Court, the agreement period will be effective June 1, 2007 through May 31, 2010, based on their proposal as recommended by the Purchasing and Facilities Departments.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the option of a two (2) year extension upon the recommendation of the County Controller and approval of the County Services Committee.

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

COUNTY SERVICES: Yeas: De Leon, Copedge, Nolan, Severino, Dougan
Nays: None **Absent:** Tennis **Approved 4/17/07**

FINANCE: Yeas: Celentino, Weatherwax-Grant, Grebner, Hertel, Soule, Dougan
Nays: None **Absent:** None **Approved 4/18/07**

Agenda Item 6

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING THE AGREEMENT WITH TEACHOUT SECURITY SERVICES, INC. TO PROVIDE UNARMED GUARD SERVICES AT THE INGHAM COUNTY FAMILY CENTER

WHEREAS, Resolution #07-88 authorized a three year contract with Teachout Security Services, Inc., for unarmed guard services for the Human Services Facility, Veterans Memorial Courthouse, and 55th District Court; and

WHEREAS, with the addition of the Ingham County Family Center, it is necessary to amend the contract to include security services for that facility; and

WHEREAS, Teachout Security Services, Inc. will provide an additional 65 hours per week of unarmed guard services for the Ingham County Family Center at a rate of \$18.35 per hour; and

WHEREAS, funds for this service are available within the Facilities Department's Maintenance-Contractual line item 292-66229-931100.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends the contract with Teachout Security Services, Inc., 416 Frandor Avenue, Ste. 103, Lansing, Michigan 48912, to add an additional 65 hours of unarmed guard services per week for the Ingham County Family Center, at a rate of \$18.35 per hour for the period of October 1, 2008 through May 31, 2010.

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

Agenda Item 7a

RESOLUTION STAFF REVIEW

DATE September 25, 2008

Agenda Item Title: Resolution Authorizing Contracting with Concentra Medical Centers to Provide Occupational Health Services to Ingham County Applicants and Employees

Submitted by: T.A. Lindsey, Human Resources Director
Research and Preparation Robert K. Smith, SPHR

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

Summary of Proposed Action: Contract with Concentra Medical Services to provide occupational health services to Ingham County applicants and employees as needed.

Financial Implications: Occupational health services have been provided as part of the in-kind medical services program related to the sale of Ingham Regional Medical Center. Effective October 1, 2008, the in-kind funds will be exhausted and Ingham County will need to contract directly with an occupational health provider and pay invoices directly. Medical costs have ranged from \$100,000 to \$160,000 annually over the last five years. Not all of these costs are with the occupational health provider; however, a typical year would produce \$50,000 in costs with the occupational health center.

Other Implications: Concentra is established, well known and has recently remodeled their location in Lansing. They have provided good service in the past.

Staff Recommendation: MM____ JN____ TL X TM____ JC____
Staff recommends approval of the resolution.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Purchasing Director

DATE: September 25, 2008

SUBJECT: Proposal Summary – Occupational Health Services

Project:

This project consisted of soliciting proposals from occupational medical facilities (non-personal practice) to provide occupational health services for county employees and applicants, including, but limited to, pre-employment physicals, annual physicals for specific job classes, and periodic fitness for duty evaluations.

Proposal Summary:

Proposers Contacted: 5 Local: 5
Proposers Responding: 3 Local: 3

The following firms submitted a proposal:

<u>Firm</u>	<u>Location</u>	<u>Local Preference Requested</u>
Concentra Medical Centers	Lansing, MI	Yes
E. W. Sparrow Hospital	Lansing, MI	Yes
Work Health Occupational Health	Holt, MI	Yes

Recommendation:

Contract with Concentra Medical Centers for a period of two (2) years, with an option to renew the contract annually upon the recommendation of the HR Director, Insurance Administrator and approval from the Controller/Administrator.

Advertisement:

The RFP was advertised in the City Pulse, and the Chronicle, and posted on the Purchasing Department Web Page.

Local Purchasing Preference:

Not applicable.

Contact Person(s): Tony Lindsey, HR Director; Robert Smith, Insurance Administrator; Jim Hudgins, Purchasing Director

Agenda Item 7a

To Jim Hudgins
From Robert J. Smith, SPHR
Benefits and Insurance Administrator
Date September 24, 2008
Subject Occupational Health RFP

I have reviewed the materials and information presented in response to the request for proposal to provide the occupational health services to Ingham County. Based on all the information, I would recommend that we recommend to the Board of Commissioners that we contract with Concentra Medical Centers.

I considered many factors.

- **Availability** The respondents all had relatively convenient locations. Concentra does have a central location which is modern and well kept. It has been remodeled and updated within the last five years.
- **Comprehensiveness of services** While all respondents were able to provide referrals out to other providers, Concentra has a higher concentration of providers and auxiliary staff (such as massage and physical therapists) for managing cases in a single location.
- **Hours of Availability** Concentra has the longest base operating hours.
- **Information access** Concentra appears to have the strongest web site and secured site access tools. Employers are able to retrieve reports and doctors orders directly in .pdf format, generally within 4-6 hours of the employees visit.
- **Cost of medical services for work related injuries** The costs of any medical services provided under worker compensation are regulated by a fee schedule updated annually by the state of Michigan. Providers may not bill at a higher fee, nor may they balance bill to the employee.
- **Cost of ancillary services** These costs were not consistently higher or lower by any one respondent. Although some of the services were more expensive at Concentra than one of the other respondents, other services may have been lower than other respondents.
- **Overall costs** Attached is a cost analysis of no schedule fee services and estimated annual costs based on historical activities. I would not be comfortable recommending Sparrow Health Services because the response was not as complete as the other two and there was no real strong comparables to use as a basis.

Occupation Health RFP Response Evaluation

- **Experience** While we have been using Concentra under the in-kind service agreement with Ingham Regional, I did not consider this as a factor. We have been pleased with their service.

Overall, based on the factors listed above and the minimal differences in cost estimations between Concentra and WorkHealth, I am comfortable recommending that we utilize Concentra Medical Services for our occupational health medical services.

Please feel free to contact me with any questions.

59-08 Occupational Health Bid Cost Comparisons

Service	WorkHealth	Concentra	Sparrow	Maximum	Annual Quantity	Workhealth	Concentra	Sparrow
Pre-employment medical history and physical exam (w/vision test)	\$ 35 or \$ 50 w/itmus	\$ 40 (includes vision)	\$ 34 (includes vision)	Workhealth/Concentra	80	\$ 4,000.00	\$ 3,200.00	\$ 2,720.00
Audiogram	\$ 25	\$ 30.50	\$ 18	Concentra	20	\$ 500.00	\$ 610.00	\$ 360.00
Drug Screen	\$ 30 express/5 panel	\$ 35	\$ 25	Workhealth/Concentra	25	\$ 750.00	\$ 875.00	\$ 625.00
Non-DOT Panel	\$ 30 or \$ 40 DOT	\$ 35	\$ 25	Workhealth/Concentra	14	\$ 560.00	\$ 490.00	\$ 350.00
MRO	\$ 15	no fee	\$ 9	Workhealth	45	\$ 1,350.00	\$ -	\$ 405.00
Breath Alcohol Test	\$ 25	\$ 40	\$ 24	Concentra	0	\$ -	\$ -	\$ -
Any separate specimen handling	\$ 15.45 collection only	N/A	none	Workhealth				
Any other charges	negotiable/depends on svc	no fee	none	n/a				
Musculoskeletal Evaluation	\$ 50	\$ 65	\$ 20 (materials handling capacity test)	Concentra	70	\$ 3,500.00	\$ 4,550.00	not applicable
Pulmonary Function Test	\$ 58	\$ 40	\$ 34	Workhealth	70	\$ 4,060.00	\$ 2,800.00	\$ 2,380.00
Lumbar Spine:								
3 View X-Ray	\$ 78	\$ 52	\$ 54	Workhealth	10	\$ 300.00	\$ 520.00	\$ 540.00
2 View X-Ray	\$ 65	\$ 50	\$ 52	Workhealth	10	\$ 300.00	\$ 500.00	\$ 520.00
EKG	\$ 45 stress EKG outsourced Ingham Reg	N/A	\$ 300 (treadmill/bike) / \$ 44 (12 lead resting)	Sparrow	5	\$ 225.00		\$ 1,720.00
TB skin test	\$ 13	\$ 15.25	\$ 14	n/a		IC Health Department		
Chest X-Ray (1 View)	\$ 44	\$ 42.50	\$ 36	Workhealth	10	\$ 225.00	\$ 425.00	\$ 360.00
Tetanus	\$ 10	\$ 30	\$ 25	Concentra	20	\$ 225.00	\$ 600.00	\$ 500.00
Separate Injection Fee	\$ 7	\$ 12	none	Concentra	n/a			
A antibody titer A	\$ 50	\$ 42	\$ 14.50	Workhealth	30	\$ 900.00	\$ 1,260.00	\$ 435.00
B antibody titer B	\$ 50	\$ 42	\$ 14.50	Workhealth	30	\$ 900.00	\$ 1,260.00	\$ 435.00
Separate specimen-handling fee for titers	\$ 15.45	no fee	none	Workhealth	30	\$ 463.50	Included	Included
Vaccination Hepatitis A	\$ 75/injection	\$ 72/per injection	\$ 48	Workhealth		IC Health Department		
Vaccination Hepatitis B	\$ 50/per injection, series 3 of needed	\$ 64/per injection	\$ 46	Concentra		IC Health Department		
Vaccination booster	pricing depends on booster needed	\$ 67.50	\$ 46	n/a		IC Health Department		
Separate injection fee for vaccination	\$ 7	\$ 12	none	Concentra		IC Health Department		
HIV:								
Antibody titer	\$ 45	\$ 136.40	\$ 28	Concentra	10	\$ 300.00	\$ 1,364.00	\$ 280.00
Separate specimen-handling fee	\$ 15.45	N/A	none	Workhealth	10	\$ 300.00	\$ -	\$ -
Counseling and follow-up appointments	\$ 74.46 - \$ 137.56	\$ 30 (level 2)	\$ 60	Workhealth	10	\$ 1,000.00	\$ 300.00	\$ 600.00
						\$ 1,600.00	\$ 1,664.00	\$ 880.00
Fitness for Duty:								
Evaluation and report preparation fee range	\$ 36 - \$ 118	\$ 40 - \$ 185	\$ 180 - \$ 250	Sparrow	25	\$ 1,875.00	\$ 2,125.00	\$ 5,000.00
Complex case	\$ 137 - \$ 201	\$ 102 - \$ 185	see above	Sparrow	50	\$ 10,050.00	\$ 9,250.00	
Expert witness testimony	\$ 250	\$ 500/day	\$ 400/hour	Concentra	n/a			
Fees for other exams/tests/services	negotiated as needed	negotiated as needed	negotiated as needed	n/a	n/a			
Rabies:								
Antibody titer	\$ 15 sent to State lab	\$ 132.50	\$ 10	Concentra	25	\$ 375.00	\$ 3,312.50	\$ 250.00
Separate specimen-handling fee	\$ 15.45	no fee	none	Workhealth	25	\$ 386.25	\$ -	\$ -
Counseling and follow up appointments	\$ 137.56	\$ 30	\$ 60	Workhealth	15	\$ 2,063.40	\$ 450.00	\$ 900.00
Exposure treatment	\$ 74.46	\$ 85 + injections & meds	see note below*	Sparrow	n/a			
Separate specimen-handling fee	\$ 15.45	no fee	none	Workhealth				
Counseling and follow up appointments	\$ 137 - \$ 201	\$ 30 (level 2)	\$ 60	Workhealth				
						\$ 36,208.15	\$ 35,555.50	\$ 19,260.00

* Sparrow Note: Treatment with RIG is weight dependent. The average 154 pound patient would require 9.3 ml of RIG and the fee would be \$ 660.00.

The recommended five dose regimen of rabies vaccine is in very short supply right now and would cost \$ 130.00 per dose.

If Sparrow is the successful bidder, further discussion will be needed regarding vaccine availability.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING CONTRACTING WITH CONCENTRA MEDICAL
CENTERS TO PROVIDE OCCUPATIONAL HEALTH SERVICES TO INGHAM
COUNTY APPLICANTS AND EMPLOYEES**

WHEREAS, Ingham County provides workers' disability compensation medical services to employees who may be injured while working; and

WHEREAS, Ingham County requires post-offer, pre-employment fitness for duty examinations for many positions within the County, and

WHEREAS, there are occasions when it is of great value to Ingham County to have a resource for fitness for duty and other types of medical examinations pertaining to employment related matters; and

WHEREAS, a Request for Proposal was issued concerning providing these occupational health services to Ingham County, its applicants and employees; and

WHEREAS, three organizations responded, all of whom are considered local vendors and evaluated by the Benefits and Insurance Administrator who recommends Concentra Medical Centers.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves entering into an agreement with Concentra Medical Centers to provide occupational health services to Ingham County for a period of two (2) years.

BE IT FURTHER RESOLVED, that the contract may be renewed annually thereafter upon the recommendation of the Director of Human Resources and the Benefits and Insurance Administrator and with the approval of the County Controller.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign appropriate documents after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE September 17, 2008

Agenda Item Title: Resolution Authorizing American Family Assurance Corporation of Columbus (AFLAC) to Offer Voluntary Employee Benefit Products to Ingham County Active Employees

Submitted by: Robert J. Smith, SPHR and T. A. Lindsey, Human Resources Director

Committees: LE____, JD____, HS____, CS_ X __, Finance _ X ____

Summary of Proposed Action: Add AFLAC voluntary employee benefit products to the benefit program for active employees.

A Participation Agreement and a Business Associate Agreement (required by HIPAA) between AFLAC and Ingham County will be prepared and approved by the County Attorney's Office. Banking arrangements to transmit monies withheld from paycheck will need to be arranged and tested.

The deductions will have to be added to the 125 Cafeteria Plan Document listing if premiums are paid on a pre-tax basis.

Deduction codes will need to be identified, tested and added to the payroll system.

A communications process to inform employees of the addition of AFLAC will be initiated upon approval by the Board of Commissioners.

Payroll deductions will commence with the paycheck dated January 9, 2009.

Ms. Judy Dadd, Special Projects Coordinator, will be the primary sales and service agent from AFLAC to Ingham County.

Financial Implications: There are no direct costs to Ingham County as all premiums are paid by the employees via payroll deductions. There will be minimal indirect costs setting up and processing the deductions and forwarding the premiums to AFLAC.

Other Implications: Employees will have additional options of voluntary benefit options including choices of carriers and plan options. Offering the AFLAC products will not replace, but will augment the voluntary employee benefits currently offered by American Fidelity Assurance Company.

Staff Recommendation: MM__ JN__ TL_ X _ TM__ JC__
Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS
RESOLUTION AUTHORIZING AMERICAN FAMILY ASSURANCE CORPORATION
OF COLUMBUS (AFLAC) TO OFFER VOLUNTARY EMPLOYEE BENEFIT
PRODUCTS TO INGHAM COUNTY ACTIVE EMPLOYEES**

WHEREAS, the Ingham Health Coalition has recommended that voluntary employee benefit products from American Family Assurance Corporation of Columbus (AFLAC) be offered to Ingham County active employees; and

WHEREAS, such products include but are not limited to Personal Accident Indemnity, Personal Sickness Indemnity, Maximum Difference Cancer Indemnity Insurance, Hospital Protection, Specified Health Event Protection, Dental Insurance, Vision Insurance, Personal Disability Income Protector, Life Protector, and Term Life Insurance for ages 0 – 24; and

WHEREAS, language enabling these options to be effective January 1, 2009, would be added to the health care Letters of Agreement prepared for the various bargaining units; and

WHEREAS, the Ingham Health Coalition specifically recommended Ms. Judy Dadd, AFLAC special Projects Coordinator, be named as primary sales and service representative.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Letters of Understanding regarding the recommendations of the Health Coalition for adding AFLAC as a voluntary employee benefit provider. Ms Judy Dadd, Special Projects Coordinator for AFLAC will be recognized as the primary sales and service representative serving Ingham County employees.

BE IT FURTHER RESOLVED, that the Board Chairperson and is authorized to sign said letters on behalf of the County, contingent upon final approval of the bargaining units.

BE IT FURTHER RESOLVED, that the employer will provide access to AFLAC products to Managerial and Confidential Employees effective January 1, 2009.

BE IT FURTHER RESOLVED, that the Managerial/Confidential Personnel Manual shall be updated to incorporate the employee voluntary benefits being offered by AFLAC.

BE IT FURTHER RESOLVED, Participation Agreements and HIPAA compliant Business Associate Agreements between Ingham County and AFLAC be prepared.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign appropriate documents after review by the County Attorney, as needed.

(Referred Back to Committee from the Board of Commissioners' August 26, 2008 Meeting)

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A BRIDGE APPROPRIATION
FOR A 2008 AGREEMENT
FOR THE CHILD AND FAMILY SERVICES ANGEL HOUSE PROGRAM**

WHEREAS, Child and Family Services has operated the Angel House Program to serve County residents since May of 2006; and

WHEREAS, due to the loss of funding sources primarily due to a change in funding philosophy from the Michigan Department of Human Services (DHS) the Child and Family Services Angel House Program will be under-funded during this 2008 fiscal year; and

WHEREAS, Child and Family Services has requested a bridge appropriation to assist in the adequate funding of the Angel House Program; and

WHEREAS, the Ingham County Board of Commissioners previously approved entering into a contract for \$40,000 with Child and Family Services Angel House Program for the period of May 1, 2006 through December 1, 2006 for services to Ingham County residents as an emergency appropriation; and

WHEREAS, this request is consistent with the Board of Commissioners' priorities of "Meeting Basic Needs".

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract for \$25,000 from the Juvenile Justice Millage fund with Child and Family Services for the Angel House Program for the period of August 1, 2008 through December 1, 2008 for services to Ingham County residents as outlined in their attached proposal.

BE IT FURTHER RESOLVED, that the following stipulations must be met prior to adoption of this resolution by the full Board of Commissioners:

- Child and Family Services will provide the Ingham County Circuit Court Family Division, Ingham County Department of Human Services, and Board of Commissioners with a written Proposal for the new Residential Services to Pregnant and Parenting Adolescents Program and Children's Assessment Center (CAC) Program;
- Written confirmation is received from the State of Michigan Department of Human Services that the proposed new Residential Services to Pregnant and Parenting Adolescents Program and Children's Assessment Center (CAC) budget proposals are eligible for Child Care Fund match.

- Child and Family Services will provide the Ingham County Board of Commissioners with a long-term financial plan, including a description of how this transitional funding will help the organization remain financially solvent to maintain its long-term service to our community.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign the necessary contracts consistent with this resolution as prepared by the County Attorney.

Child & Family Services, Capital Area
Angel House - Children's Shelter and Assessment Center

Proposal to Ingham County
Grant Period: October 1 – December 31, 2008

Background

While there is no disagreement on the critical need for emergency shelter beds for abused and neglected children in Ingham County, the less-than-projected utilization of bed space at Angel House has become financially problematic. This apparent contradiction results from two conditions:

1. The original program design of Angel House highlighted its use as a point of single entry for children and adolescents entering the foster care system. Patterned after the “best-practice-approved” Polinsky Center in San Diego, California, Angel House was the local solution to a systemic problem: children entering foster care rarely receive adequate care and comfort at the point they are removed from their homes under crisis situations. The Angel House approach included 24/7 emergency shelter, trauma counseling and stabilization services, bio-psycho-social assessments, medical care, and placement planning support. As the doors of Angel House opened in June of 2006, the Michigan Department of Human Services was in the process of changing their philosophy on out-of-home care and deemed emergency shelters as a “placement of last resort.” This obviously resulted in downward pressure on the number and intensity of referrals to Angel House.
2. The fixed costs associated the 24/7 nature of emergency shelter operations are not fully supported by the per diem payment method, which only reimburses the program for actual beds used. The removal of abused and neglected children from their homes under emergency conditions is an unpredictable and cyclical business. At times, Angel House is filled to capacity. At other times, the house may be half full. In all cases, lengths of stay at Angel House are very short, often less than one week. Angel House requires an average daily census of twelve children to achieve financial breakeven. In 2007, the average daily census was seven children. In 2008, the average daily census is nine children.

Proposed Response: Change in Scope of Services

There has been growing demand for therapeutic residential services to pregnant and parenting teens in the juvenile justice and child welfare systems in the Ingham County area. This trend was exacerbated by the recent closure of Florence Crittenton Services in neighboring Jackson County. Florence Crittenton provided shelter and counseling services to troubled teen mothers in the Mid-Michigan region and they closed their operations in July due to financial problems.

Angel House has the capacity and staff credentials to expand programming and serve the pregnant and parenting adolescent population. Criteria for admission will be those youth who

will benefit from a residential stay in a structured programming environment, as mutually determined by the Angel House clinical team and the referring professional. Each client will receive intensive case management, parenting and life skills training, mental health and substance abuse counseling, and an action plan which specifies goals and objectives towards program completion. The primary goal is to fully prepare the youth for independent living and economic self-sufficiency and shorten their stay in the foster care system.

Angel House is within walking distance of the Ingham Intermediate School District Career Center and Mason School District alternative education facility. As appropriate, transportation will be provided to youth who will remain in their present educational setting.

The attached Angel House Teen Parent Program Overview provides more detail on the scope of services.

Rationale

Expanding the utilization of Angel House to serve this new and emerging population of teen mothers will fill the Florence Crittenton void, allow the program to market its services and solicit referrals statewide, increase and stabilize the census, tap substantially into federal IV-E funds (which is cost-neutral to the county and state), and significantly increase revenue to the level of long-term sustainability.

Further, it was recently announced by the Michigan Department of Human Services that a Request for Proposals (RFP) for teen parent residential services will be released before the end of the year and will target the mid-Michigan area. Thus, the change in scope of services for Angel House will provide the program with a strategic advantage to bid on the RFP. If Angel House submits a successful bid, Angel House will receive a state contract to house pregnant and parenting teens. Note: Angel House can provide this service without a state contract, but having a state contract makes referral process easier and with less strings attached.

Bridge Grant Request

For the remaining months of 2008, Angel House will continue to accept emergency placements but at limited capacity as the transition towards serving pregnant and parenting teens unfolds. In September, Angel House received its first teen parent referral from the court and is waiting for final approval from MDHS to accept referrals from DHS county offices. A bridge grant from Ingham County will help provide the funding necessary for Angel House to move to a new level of service to the community and financial sustainability.

Contact Information

Jim Paparella

Executive Director

Child & Family Services, Capital Area

4287 Five Oaks Drive

Lansing, MI 48911

517.882.4000 ext. 123

jim@childandfamily.org



TEEN PARENT PROGRAM OVERVIEW

Introduction

The Angel House Teen Parent Program is a residential treatment program that provides a supportive and instructive living environment for at-risk pregnant and parenting teens in the juvenile justice and child welfare systems.

The primary goal of the Teen Parent Program is to help teenage mothers become self-sufficient by providing them with a safe living environment, 24-hour supervision, support for long-term economic independence (such as high school diploma or GED), parenting and life skills training, and help finding affordable housing or appropriate alternative upon leaving the program.

Admission Criteria

Residents accepted into the program are teen girls ages 13-17 who are pregnant or already have a child. These young women are wards of the state/court due to abuse, neglect, or delinquency who require a residential and structured living environment to succeed. The girls will demonstrate motivation to work on building a positive and supportive life for baby and self, attend school or work towards GED completion, and in some cases obtain employment.

Program Goals

The goal of the Angel House Teen Parenting Program is for participants to:

- Increase self-sufficiency.
- Work toward obtaining a high school diploma, GED, or vocational training.
- Set short and long term personal goals in order to help achieve success in education, parenting, and self-growth.
- Enhance parenting skills.
- Develop good decision making skills.
- Learn to budget money, apply for housing and support services, and gain employment.
- Take responsibility for personal choices.

Services Provided

- Biopsychosocial assessments.
- Weekly counseling sessions and peer support groups.
- Onsite clinical case management.
- Assistance obtaining referrals for support services, medical care, and transportation.
- Tutoring and mentoring.
- Assistance with setting and completing goals.
- Structured programming for building parenting and life skills.
- Encouragement and emotional support.
- 24-hour supervision of daily activities within the program.
- Educational Groups: parenting, child development, child birth, cooking, budgeting, job seeking, career development, obtaining and maintaining housing, using community resources, physical and emotional health and well-being.

Length of Stay

The average length of stay will be six to nine months with a maximum length of stay of one year.

Referrals

The DHS, court, or private agency caseworker will call Angel House and request a referral packet (including intake forms) which will be faxed or emailed to them. The worker will complete the necessary forms and return them to Angel House. Upon receiving the intake forms the Angel House clinical team will review the information then set up an interview either in person or by telephone.

BUDGET PROPOSAL FOR ANGEL HOUSE (OCT-DEC 2008)

REVENUE:	Total
PER DIEM FROM DHS & COURT (10)	162,656
JUVENILE JUSTICE MILLAGE	25,000
TOTAL REVENUE	187,656
EXPENSES:	
SALARIES	108,241
BENEFITS	6,720
PAYROLL TAXES	7,790
PROFESSIONAL SERVICES:	1,269
SUPPLIES	4,707
TELEPHONE & INTERNET	2,172
POSTAGE AND SHIPPING	100
OCCUPANCY	12,090
LIABILITY INSURANCE	3,867
PRINTING AND PUBLICATIONS	250
TRANSPORTATION	663
TRAINING AND CONFERENCES	300
MEMBERSHIP DUES	1,098
LOAN INTEREST	2,253
DEPRECIATION (F&F)	2,592
DEPRECIATION (AH FACILITY)	12,834
MISCELLANEOUS	7,311
REPLACEMENT RESERVE	-
ADMINISTRATION	21,015
TOTAL EXPENSES	195,272
EXCESS OR (DEFICIT)	(7,616)