

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
DALE COPEDGE

VICE-CHAIRPERSON PRO-TEM
RANDY SCHAFER

FINANCE COMMITTEE
MARK GREBNER, CHAIR
DEB NOLAN
REBECCA BAHAR-COOK
TODD TENNIS
LAURA DAVIS
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, FEBRUARY 4, 2009 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 [January 21, 2009](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Ingham County Clerk - Resolution to Adopt a [Fee Increase for Certified Copies](#) of Vital Records Issued by the County Clerk's Office
2. Prosecuting Attorney's Office - Resolution to Accept [Prosecuting Attorney Title IV-E](#) Reimbursement Grant Contract
3. Health Department - Resolution Authorizing [Deputy Medical Examiner Appointments](#) and to Authorize Contracts
4. Management Information Services Department - Resolution Entering into an Agreement with [Key Government Finance, Inc.](#) for the Financing of New Cisco Core Infrastructure Equipment and Maintenance for the Ingham County Management Information Services Department
5. City of Lansing/911 Advisory Board - Resolution Authorizing Contract with the City Lansing for a Replacement [NetClock](#) for the 911 Center
6. 911 Advisory Board/Controller's Office - Resolution Authorizing a Contract with M/A-COM, Inc. for the [BDA Installations](#) at Two Sites for the Public Safety Wireless Voice Communication System
7. Board of Commissioners - Appointment of Equalization Subcommittee
8. Board Referral - Letter from [Government Finance Officers Association](#) Regarding a Certificate of Achievement for Excellence in Financial Reporting

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

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

FINANCE COMMITTEE

January 21, 2009

Minutes

Members Present: Mark Grebner, Rebecca Bahar-Cook, Todd Tennis, Laura Davis, Steve Dougan and Board Chairperson Debbie DeLeon

Members Absent: Deb Nolan

Others Present: Teri Morton, Janeil Valentine, Rick Terrill, Jim Hudgins, Tom Edman, Tom Shewchuk, Bruce Johnston, Carol Read, Dr. Sienko, Robert Smith, Dale Copedge, Tony Lindsey and Matthew Myers

The meeting was called to order by Chairperson Grebner at 6:04 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the December 3, 2008 Minutes

The December 3, 2008 Minutes were accepted as printed. Absent: Comm. Nolan

Additions to the Agenda

9a. Substitute Resolution

Limited Public Comment: None

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

- 1b. Ingham County Treasurer - Resolution to Set Policy for Certain Delinquent Tax Payments
- 2a. Sheriff's Office - Resolution to Accept a \$1,800.00 Donation from the Tri-County Bicycle Association, DALMAC Fund Grant for the Purchase of Two New Police Bicycles
3. 55th District Court – Resolution Authorizing the County to Accept a Grant Award from the State Court Administrators Office/Office Highway Safety Planning (SCAO/OHSP) for the Ingham County 55th District Court Sobriety Court Program
4. Ingham County Circuit Court/Family Division – Resolution for the Ingham County Circuit Court/Family Division to Accept an Award of \$1,000 for the Family Dependency Treatment Program
5. Housing Commission – Resolution Accepting 2008 Community Development Block Grant Funding from the Michigan State Housing Development Authority in the Amount of \$256,100

6. Ingham County Parks & Recreation Commission – Resolution Authorizing a Contract Between Republic/Allied Waste Services of Western Michigan and Ingham County for Dumpster Service at All Ingham County Parks
7. Health Department
 - a. Resolution to Establish Medical Records Copying Fees for the Health Department
 - b. Resolution to Amend Resolution #08-229 Authorizing an Agency Agreement with Michigan State University to Delegate Certain Environmental Health Responsibilities
8. Facilities Department
 - a. Resolution Authorizing Entering into a Lease Agreement with the Agricultural Preservation Board for Use of Office Space in the Economic Development Office at the Hilliard Building
 - b. Resolution Authorizing a Contract with AT&T Wireless and ID Solutions to Upgrade the Interior Analog Surveillance System to a Digital IP Based Security System at the Ingham County Veterans Memorial Courthouse and Grady Porter Building
 - c. Memorandum Regarding Emergency Repair – Jail Hot Water Storage Tank
 - d. Information – 2008 Capital Improvement Project Summary (CIP) Report
- 9b. Human Resources Department - Resolution Extending an Agreement with the Accident Fund for Administration of the Self-Funded Workers' Compensation Program
10. MIS Department – Resolution to Approve the Renewal of the US Signal Annual Support Agreement
- 11b. Controller's Office - Resolution to Amend the 2009 Fair Fund Budget

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.
Absent: Comm. Nolan

- 1a. Ingham County Treasurer - Resolution Approving Entering into an Agreement with Kelley Cawthorne, PLLC and John Crongeyer, Esq. to Join a Class Action Lawsuit Against On-Line Hotel Booking Companies

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION APPROVING ENTERING INTO AN AGREEMENT WITH KELLEY CAWTHORNE, PLLC AND JOHN CRONGEYER, ESQ. TO JOIN A CLASS ACTION LAWSUIT AGAINST ON-LINE HOTEL BOOKING COMPANIES.

Comm. Tennis asked for clarification regarding this lawsuit. Mr. Crongeyer explained the allegation is that hotel room wholesalers purchased rooms at reduced rates and then the wholesaler offers the room to consumers via the internet for a higher rate. The lawsuit seeks a legal ruling that the tax should be imposed on the higher rate the consumer paid for the room. He then said Mr. Kelley seems to be optimistic about the outcome of this lawsuit.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

2. Sheriff's Office

- b. Resolution to Enter into a Five (5) Year Lease Agreement with L-3 Mobile-Vision to Equip Twenty-Seven (27) Ingham County Patrol Vehicles with New Digital In-Car Cameras

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO ENTER INTO A FIVE (5) YEAR LEASE AGREEMENT WITH L-3 MOBILE-VISION TO EQUIP TWENTY-SEVEN (27) INGHAM COUNTY PATROL VEHICLES WITH NEW DIGITAL IN-CAR CAMERAS.

Comm. Dougan asked for clarification regarding the difference between leasing and purchasing this equipment. He then said the math concerns him. Mr. Shewchuk explained the two options were presented and the choice was made by the Sheriff's Office to lease all the necessary equipment to avoid equipment inconsistencies in the cars.

Mr. Myers said \$100,000 has been budgeted for this equipment. He also stated maintenance of the equipment is included in the lease rate. Comm. Dougan said the County could give the vendor \$100,000 and then it could finance the remaining \$40,000. Chairperson Grebner said it may be difficult to track this equipment.

Chairperson Grebner explained it is generally true that the County does not lease equipment. Mr. Myers said the County can purchase the equipment for \$1.00 at the end of the five year lease. Comm. Dougan said he would like to see options for this arrangement. He further said he would like to save money and have all the equipment at one time. Mr. Shewchuk stated he would work with the Controller regarding this matter.

Comm. Davis asked what would happen with the equipment if road patrol services are reduced or eliminated during the five year lease period. Mr. Myers informed Comm. Davis that the County would sell any unneeded equipment.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

7c. Health Department - Resolution to Adjust the Status of a Position in the Health Department

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO ADJUST THE STATUS OF A POSITION IN THE HEALTH DEPARTMENT.

Comm. Dougan said he would prefer that the employee's name be deleted from the fifth WHEREAS of the Resolution. This was accepted as a FRIENDLY AMENDMENT to the Resolution.

Comm. Dougan then stated his concern that additional positions will be cut from the 2010 budget. He then stated his concern regarding ratcheting up any positions at this time. Comm. Dougan said he will not vote in support of the motion on this item.

Chairperson Grebner said it's good not to include the employee's names in Resolutions; however, they are public employees. We are not declaring a policy to not include employee names in future resolutions.

Comm. Tennis asked if the grant entity would appropriate money to the County if it does not use the funds to increase services. Dr. Sienko stated that is true. He further explained the need for this adjustment to the current position.

Chairperson Grebner asked if this is a General Fund position. Ms. Morton said she would have to check that matter. The Committee then held a brief discussion regarding the Health Department's budget. Chairperson Grebner said the Health Department budget is very complicated.

MOTION CARRIED with Comm. Dougan voting NO. Absent: Comm. Nolan

11a. Controller's Office - Resolution Authorizing a Modification in the Rates Charged for Local and Long Distance Service for Inmate Telephones

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION AUTHORIZING A MODIFICATION IN THE RATES CHARGED FOR LOCAL AND LONG DISTANCE SERVICE FOR INMATE TELEPHONES.

Comm. Dougan said he will not vote in favor of this item as he prefers the previous rates. Comm. Tennis said the adjustment minimizes the hit to the County's budget and the hit to the inmates and their families. Comm. Copeedge concurred with Comm. Tennis's statement.

Comm. Bahar-Cook said this adjustment should produce revenue in the future. Mr. Myers said the 2010 budget appropriation will be based on the adjusted rates.

Comm. Davis asked if pay phones are available for the inmates' use. Chairperson Grebner stated pay phones are only located in public areas of the Jail. Mr. Myers said those telephones do not work. He also explained those phones are not as big an issue because most people have cell phones. Inmates do not have access to the public pay phones.

MOTION CARRIED with Comm. Dougan voting NO. Absent: Comm. Nolan

9. Human Resources Department

a. Substitute Resolution Approving Annual 2009 and 2010 Compensation for Non-Judicial County-Wide Elected Officials

Chairperson Grebner said the new language in the Substitute Resolution was discussed at the County Services Committee meeting last night. He then reviewed the changes. The language requires elected officials to give up all incidental income associated with their offices.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. DAVIS, TO APPROVE THE SUBSTITUTE RESOLUTION APPROVING ANNUAL 2009 AND 2010 COMPENSATION FOR NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS.

Comm. Dougan stated he would like to amend the compensation schedule to indicate the salary for 2009 will begin February 1, 2009. Ms. Morton indicated the elected officials will receive the new rates for the entire year of 2009.

MOVED BY COMM. DOUGAN TO AMEND THE RESOLUTION TO INDICATE THE 2009 START DATE WILL BE FEBRUARY 1, 2009. MOTION DIED due to lack of support.

Absent: Comm. Nolan

Comm. Bahar-Cook asked if the County usually approves the county-wide elected officials' compensation schedules separately from other departments' compensation schedules. Mr. Myers explained this Resolution should have been included in the previous compensation resolutions for other employees.

Comm. Copedge thanked staff for adding the additional language.

Comm. Dougan said he spoke with Board Chairperson DeLeon regarding this matter last week. He then stated he hoped the elected officials would accept the Board of Commissioner's action to accept lower salaries for the upcoming years. Since they did not accept this, he will vote against this Resolution.

Board Chairperson DeLeon stated she did not recall the language in the last BE IT FURTHER RESOLVED paragraph in the Resolution. Chairperson Grebner explained this language has been in previous Resolutions. Mr. Myers said the County did pay the annual Michigan Bar Dues for the Prosecuting Attorney the last four years.

MOTION CARRIED with Comm. Dougan voting NO. Absent: Comm. Nolan

12. Board Referrals

- a. Letter from Lansing City Clerk's Office Regarding Notice of Public Hearing for the Taxpayers of the City of Lansing – Franklin Street Community Nonprofit Housing Corporation
- b. Letter from Lansing City Clerk's Office Regarding Notice of Public Hearing for the Taxpayers of the City of Lansing-Greater Lansing Housing Coalition
- c. Notice of Public Hearing from the City of Mason Regarding the Special Assessment Roll for the Sidewalk Improvements Special Assessment Project No. 2009-1

The Board Referrals were received and placed on file.

Comm. Bahar-Cook asked a question about agenda item 8d. Ms. Morton said this information was requested at a previous Finance meeting. She then said this is the first time the Committee has seen this report. Mr. Myers explained the report is a result of some big ticket expenditures last year. Comm. Bahar-Cook said she would like to receive this type of report on a regular basis.

Announcements

Comm. Dougan requested an update regarding the sick leave payments to the County's employees. Mr. Myers said the Managerial/Confidential and UAW groups were notified of their sick payouts. Some of those employees contacted staff to report that the payouts were incorrect. The Financial Services Department reviewed this matter and stopped payment on the checks. The Department then reissued new checks to the employees.

A review of the December sick time payouts determined some of those amounts were miscalculated. Those checks were cashed by the employees. This will result in a decrease in sick hours for those employees this year. The affected employees have been notified of this matter. Mr. Myers stated the miscalculations resulted in overpayments of approximately \$60,000. Mr. Lindsey said the employees were given the option to return the overpayments.

The Committee held a general discussion regarding potential losses for the miscalculations. Mr. Myers stated he has no idea of the potential loss.

Comm. Tennis said the employees who came forward regarding the overpayments should be awarded, not financially, for their honesty.

Public Comment: None

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Debra Neff

Agenda Item 1

RESOLUTION STAFF REVIEW

DATE January 23, 2009

Agenda Item Title: Resolution to Adopt a Fee Increase for Certified Copies of Vital Records Issued by the County Clerk's Office

Submitted by: Ingham County Clerk's Office

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

Summary of Proposed Action: Pursuant to a fee study conducted by Maximus in 2002, the Board of Commissioners established the percent of the cost of providing the services which should be recovered by such fees. This resolution authorizes the Clerk's Office to raise the fee collected for providing a copy of a vital record issued from \$15.00 to \$17.00. This is for the first page only. All additional pages will remain at the current \$8.00 per page.

Financial Implications: This will raise the annual revenue from the Clerk's Office by an additional \$25,000. (12,500 first copies are provided each year.)

Other Implications: None.

Staff Recommendation: MM_ X __ JN ____ TL ____ TM____ JC ____
Staff recommends approval of the resolution.

Agenda Item 1

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT A FEE INCREASE FOR
CERTIFIED COPIES OF VITAL RECORDS
ISSUED BY THE COUNTY CLERK'S OFFICE**

WHEREAS, the County Clerk's Office currently collects \$15.00 for the first copy and \$8.00 for each additional copy of a vital record issued by that office; and

WHEREAS, as the result of a fee study conducted by Maximus in 2002, the Board of Commissioners established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a "target percent"; and

WHEREAS, it has been determined that the fee for a first copy of a vital record issued by the County Clerk's Office should be increased in order to meet the target percent.

THEREFORE BE IT RESOLVED, the fee for the first copy of a vital record issued by the County Clerk's Office shall increase to \$17.00 and the fee for additional copies issued at the same time as the initial copy will remain at \$8.00 per copy.

BE IT FURTHER RESOLVED, that this fee increase shall become effective on Monday, February 16, 2009.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments required as a result of this resolution.

Agenda Item 2

RESOLUTION STAFF REVIEW

DATE: January 23, 2009

Agenda Item Title: Resolution to Accept Prosecuting Attorney Title IV-E Reimbursement Grant Contract

Submitted by: Prosecuting Attorney's Office

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

Summary of Proposed Action: This resolution will authorize accepting a grant from the Michigan Department of Human Services Title IV-E Reimbursement. The program will contribute approximately \$176,506 per year to the operating expenses of the Ingham County Prosecuting Attorney's Family Division's handling of neglect and abuse cases. It is anticipated these funds will be available on an ongoing basis and do not involve added substantial commitments to the staff time at the Prosecuting Attorney's Office.

Financial Implications:

The grant award is for \$176,506 per year for 2009 and 2010.

The Prosecutor's Office has experienced the loss of Byrne grant funding (\$73,359) in 2009, that was used to fund two APAs assigned to that Metro Narcotics Squad unit. The new grant is for \$176,506 that now results in a net revenue increase of \$103,147. The Prosecutor wants to explore a reorganization with the Human Resources Department, to be funded partially with this new money and potential cost savings. The balance of the additional revenue not used for this reorganization would in effect reduce the General Fund cost of operating the Ingham County Prosecuting Attorney's Office by that amount.

Other Implications: The Prosecutor will devise and cost out a reorganization with the Human Resources Department and present it to the Board of Commissioners for approval at a later time.

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

Agenda Item 2

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT PROSECUTING ATTORNEY TITLE IV-E REIMBURSEMENT GRANT CONTRACT

WHEREAS, the Ingham County Prosecuting Attorney's Office made application for a Title IV-E Reimbursement grant through the Michigan Department of Human Services in December 2008; and

WHEREAS, the Ingham County Prosecuting Attorney's Office has been advised by the Michigan Department of Human Services that the Prosecuting Attorney's Office has been offered a two-year contract worth \$353,012, for the handling of neglect and abuse cases from January 1, 2009 through December 31, 2010; and

WHEREAS, accepting the Title IV-E reimbursement contract will contribute \$176,506 per year to the operating expenses of the Ingham County Prosecuting Attorney's Family Division's handling of neglect and abuse cases.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the Michigan Department of Human Services Title IV-E Reimbursement Contract, in the amount of \$353,012 per the two-year contract.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Ingham County Prosecuting Attorney's Office 2009 Budget, by reducing the Bryne Grant revenues by \$73,359 and increasing Title IV-E Reimbursement Grant revenue by \$176,506.

BE IT FURTHER RESOLVED, that the Prosecutor will devise and cost-out a reorganization with the Human Resources Department and present it to the Board of Commissioners for approval at a later time, within the parameters of the new revenue and any cost-savings identified by the reorganization.

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

Agenda Item 3

RESOLUTION STAFF REVIEW

DATE January 23, 2009

Agenda Item Title: Resolution Authorizing Deputy Medical Examiner Appointments and to Authorize Contracts

Submitted by: Health Department

Committees: LE____, JD____, HS__X__, CS____, Finance__X__

Summary of Proposed Action:

This resolution appoints the following individuals as Deputy Medical Examiners, to terms of office expiring December 31, 2011:

Philip R. Croft, M.D.
Joyce L. deJong, D.O.
Michelle Penelope Elieff, M.D.
Michael Markey, M.D.
Kevin Piggott, M.D.

Financial Implications:

Deputy Medical Examiners shall be compensated at the rate of \$97.91 per day when on-call, plus an additional \$48.94 per day for each of the following holidays worked:

New Year's Eve
New Year's Day
Easter
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Friday following Thanksgiving Day
Christmas Day
Christmas Eve

Other Implications:

There is a need for additional Deputy Medical Examiners due to the departure of Dr. Dennis Jurczak and the temporary absence of Dr. D. Bonta Hiscoe.

Staff Recommendation: MM__ JN__ TL__ TM__ JC__X__

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean G. Sienko, M.D.
Medical Examiner

DATE: January 22, 2009

RE: Authorization to Appoint Deputy Medical Examiners.

This is a recommendation to appoint the following individuals as Deputy Medical Examiners:

Philip R. Croft, M.D.
Joyce L. deJong, D.O.
Michelle Penelope Elieff, M.D.
Michael Markey, M.D.
Kevin Piggott, M.D.

There is a need for additional Deputy Medical Examiners due to the departure of Dr. Dennis Jurczak and the temporary absence of Dr. D.Bonta Hiscoe.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING DEPUTY MEDICAL EXAMINER APPOINTMENTS
AND TO AUTHORIZE CONTRACTS**

WHEREAS, the Ingham County Board of Commissioners under the authority of Public Act 181 of 1953, as amended, is responsible for appointing the County Medical Examiner, and with the approval of the Medical Examiner, may appoint Deputy Medical Examiners; and

WHEREAS, the Board of Commissioners has granted authority to contract with the physicians appointed as Deputy Medical Examiners, and has set out certain contractual terms and conditions including the term of office and method and rate of compensation in Resolutions #07-325 and #07-326; and

WHEREAS, the Ingham County Board of Commissioners has appointed Dean G. Sienko, M.D. as the Medical Examiner in Ingham County to a term expiring December 31, 2011; and

WHEREAS, Dr. Sienko is requesting that the Board of Commissioners hereby appoints the following individuals as Deputy Medical Examiners:

Philip R. Croft, M.D.
Joyce L. deJong, D.O.
Michelle Penelope Elieff, M.D.
Michael Markey, M.D.
Kevin Piggott, M.D.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the appointments of the following Deputy Medical Examiners to terms of office expiring December 31, 2011, subject to the terms and conditions set out in Resolutions #07-325 and #07-326:

Philip R. Croft, M.D.
Joyce L. deJong, D.O.
Michelle Penelope Elieff, M.D.
Michael Markey, M.D.
Kevin Piggott, M.D.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes contracts subject to the terms and conditions set out in the attached Resolutions #07-325 and #07-326.

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH THE TERM OF OFFICE, TO SET COMPENSATION
FOR AND TO AUTHORIZE INDEPENDENT CONTRACTOR AGREEMENTS WITH
DEPUTY MEDICAL EXAMINERS**

RESOLUTION #07-326

WHEREAS, the Ingham County Board of Commissioners has the responsibility to appoint the Ingham County Medical Examiner, and upon the recommendation of the Medical Examiner appoint Deputy Medical Examiners; and

WHEREAS, the Ingham County Board of Commissioners wishes to establish the term of office, set the compensation, and authorize independent contractor agreements for Deputy Medical Examiners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby establishes the term of office of Ingham County Deputy Medical Examiners to concur with the term of office of the County Medical Examiner beginning January 1, 2008 through December 31, 2011.

BE IT FURTHER RESOLVED, that Deputy Medical Examiners shall be compensated at the rate of \$95.99 per day when on-call, plus an additional \$47.98 per day for each of the following holidays worked:

New Year's Eve
New Year's Day
Easter
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Friday following Thanksgiving Day
Christmas Day
Christmas Eve

BE IT FURTHER RESOLVED, that the daily rate and holiday supplement shall be adjusted consistent with the salary rate adjustments authorized for managerial and confidential employees, effective each January 1, beginning on January 1, 2009.

ADOPTED - DECEMBER 11, 2007
Agenda Item No. 18

RESOLUTION #07-326

BE IT FURTHER RESOLVED, that Deputy Medical Examiners shall also be reimbursed for business related expenses in accordance with the Ingham County Travel Policies and Procedures, and at rates established in the Managerial and Confidential Employee Personnel Manual.

BE IT FURTHER RESOLVED, that independent contractor agreements are authorized for all Deputy Medical Examiners appointed by the Board of Commissioners, setting out the term of office, compensation and other terms of the appointment.

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

HUMAN SERVICES: Yeas: Hertel, Grebner, Bahar-Cook, Soule, Severino

Nays: None **Absent:** Schor **Approved 12/3/07**

FINANCE: Yeas: Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

Nays: None **Absent:** None **Approved 12/5/07**

ADOPTED - DECEMBER 11, 2007
Agenda Item No. 17

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPOINT DEPUTY MEDICAL EXAMINERS

RESOLUTION #07-325

WHEREAS, the Ingham County Board of Commissioners has the responsibility to appoint the Ingham County Medical Examiner, and upon the recommendation of the Medical Examiner, appoint Deputy Medical Examiners; and

WHEREAS, the Medical Examiner, Dr. Dean Sienko, is recommending that the Board of Commissioners appoint a set of physicians as Deputy Medical Examiners according to the terms and conditions set by the Board of Commissioners in a separate resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners appoints the following physicians as Deputy Medical Examiners for the period and according to the terms and conditions set out in a separate resolution and other terms and conditions set out in the independent contractor agreements:

Margaret Aguwa, D.O.
3880 Crooked Creek
Okemos, Michigan 48864

D. Bonta Hiscoe, M.D.
1817 Walnut Hills
East Lansing, Michigan 48823

Duane G. Mayhew, M.D.
1072 Applegate Lane
East Lansing, MI 48823

Linda Coniglio, D.O., Ph.D.
5680 Marsh Road
P.O. Box 10
Haslett, Michigan 48840

Dennis Jurczak, M.D.
5664 Bayonne
Haslett, Michigan 48840

Ron Rhule, D.O.
1785 Williamston Road
Williamston, MI 48895

Richard Griffin, D.O.
2946 Footman Drive
East Lansing, Michigan 48823

Martin Jones, M.D.
1433 N. Homer Street
Lansing, Michigan 48912

William Swords, D.O.
4265 Okemos Road
Okemos, Michigan 48864

Curtis A. Liechty, M.D.
1130 Farwood Drive
East Lansing, MI 48823

HUMAN SERVICES: Yeas: Hertel, Grebner, Bahar-Cook, Soule, Severino
Nays: None **Absent:** Schor **Approved 12/3/07**

FINANCE: Yeas: Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan
Nays: None **Absent:** None **Approved 12/5/07**

RESOLUTION STAFF REVIEW

DATE January 23, 2009

Agenda Item Title: Resolution Entering into an Agreement with Key Government Finance, Inc. for the Financing of New Cisco Core Infrastructure Equipment and Maintenance for the Ingham County Management Information Services Department

Submitted by: Management Information Services Department

Committees: LE____, JD____, HS____, CS__X__, Finance__X__

Summary of Proposed Action: This resolution authorizes the purchase of Cisco Core Infrastructure Equipment and maintenance for the MIS Department. The purchase for the equipment is from Analysts International. The purchase is through a capital improvement plan and would be replacing the current equipment that is five (5) years old.

Financial Implications:


- The Hardware product cost is \$337,827.00;
- The Cisco SmartNet Maintenance cost for three years is \$52,333.44;
- The Analysts Peak Recovery Maintenance Cost for three years is \$13,083.34;
- The total Hardware and Maintenance cost is \$403,244.28
- The interest rate is 4.24%;
- The total finance charges for three (3) years is \$16,856.01;
- The grand total is \$420,100.29;
- We chose the Option 1 financing (see the attached).

The proposal from Analyst International is over \$100,000 lower than the next lowest proposal.

Other Implications: Analyst International is a local vendor.

Staff Recommendation: MM__X__ JN__ TL__ TM__ JC__

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

CISCO SYSTEMS CAPITAL LEASING OPTION								
January 20, 2009								
Ingham County 341 South Jefferson Mason, MI 48854 Mr. Tom Shewchuk								
LEASE RATE EXPIRATION DATE: February 20, 2009								
EQUIPMENT								
LEASE OPTION:		The lease financing will be completed by Key Government Finance, Cisco Systems Capital's financing partner for government and education customers. Payments due under the Lease financing will be made directly to Key Government Finance at P.O. Box 1187, Englewood, CO 80150-1187.						
LESSOR:		Key Government Finance, Inc.						
LESSEE:		Ingham County						
EQUIPMENT:		Cisco Systems Products						
		Option 1	Option 2	Option 3				
Cisco Systems Equipment		\$337,827.50	\$503,972.50	\$788,210.00				
Installation and other services		\$0.00	\$0.00	\$0.00				
SmartNet Maintenance Cost for 3 years		\$52,333.44	\$95,270.28	\$95,270.28				
Peak Recovery Maintenance Cost for 3 years		\$13,083.34	\$23,817.56	\$23,817.56				
TOTAL AMOUNT TO BE LEASED		\$403,244.28	\$623,060.34	\$907,297.84				
FINANCING								
STRUCTURE:		This is a tax-exempt state and municipal government lease with the title to the equipment passing to lessee. This is a net lease under which Lessee pays all costs, including insurance, maintenance and taxes, for the term of the lease. At the end of the lease term the equipment can be purchased for \$1						
Amount to be Leased	Customer Interest Rate	Annual Payment	Payment Factor(*)	Pmts / Year	Term	Adv. / Arr.		
\$403,244.28	4.24%	\$140,033.43	0.347267	1	3 Years	Advance		
\$623,060.34	0.00%	\$207,686.78	0.33333333	1	3 Years	Advance		
\$907,297.84	0.00%	\$302,432.61	0.33333333	1	3 Years	Advance		
(*) The payment factor expresses the payment as a percentage of the Equipment Cost. To calculate the periodic lease payment for any Equipment Cost, multiply the payment factor by the Equipment Cost.								
RATE INDEX:		If funding does not occur by the Expiration Date, Lessor reserves the right to re-price, indexing the Lease Rate directly to the current Interest Rate Swap rate index for the corresponding maturity, and the Lease Rate shall be fixed for the term of the Lease thereafter. The Interest Rate Swap Index can be viewed on the Federal Reserve website at the following address: http://www.federalreserve.gov/releases/H15/update/						
INTEREST RATE DISCOUNT:		This proposal is based on the assumption that Cisco Systems, Inc. will provide a discount, as shown above, to Cisco Systems Capital prior to lease funding. This discount must be approved by a Cisco Systems, Inc. Area Controller prior to lease funding.						
APPROVAL:		The financing contemplated by this proposal is subject to the execution and delivery of all appropriate documents (in form satisfactory to Lessor), including without limitation, to the extent applicable, the Master Lease Agreement, any Schedule, financing statements, legal opinion or other documents or agreements reasonably required by Lessor. This proposal, until credit approved, serves as a quotation, not a commitment by Key Government Finance to provide credit. Final acceptance of this proposal is subject to credit, collateral and essential use review and approval by Lessor.						
		The interest rate quoted herein assumes that the interest component of the Payments is exempt from federal income tax. Lessor will provide a taxable financing proposal if it is determined that the financing will not qualify for tax-exempt interest rates.						
NOTES:		Alternative financing options available on request.						
CONTACT:		Dan Fry- US State & Local Government Account Manager Cisco Systems Capital 614-718-2719 office 614-570-2142 cell danfr@cisco.com			Meredith Ebersole - Inside Sales Representative Key Government Finance, a Cisco Systems Capital Partner 1000 South McCaslin Blvd Superior Colorado 80027 720-304-1069, 1479FAX meredith.w.ebersole@Key.com			
		Kevin Scott -SE & Mid-Atlantic Region Manager Key Government Finance, a Cisco Systems Capital Partner 216-689-0209 Kevin.p.scott@Key.com						

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Purchasing Director

DATE: January 22, 2009

SUBJECT: Proposal Summary – Core Infrastructure

Project:

This project consists of upgrading and replacing the County's current Cisco core and edge infrastructure to current state-of-the-art Cisco technology.

Proposal Summary:

Proposers Contacted: 5 Local: 2
Proposers Responding: 3 Local: 2

The following firms submitted a proposal:

<u>Firm</u>	<u>Cost</u>	<u>Location</u>	<u>Local Preference</u>
Analysts International Corp.	\$420,100	Lansing, MI	Yes
Sentinel Technologies, Inc.	\$513,856	Ann Arbor, MI	No
AT & T, Inc.	\$681,617	Lansing, MI	Yes

Recommendation:

Accept proposal from Analysts International Corp. and enter into an agreement with Key Government Finance, Inc., for the financing of new Cisco core infrastructure equipment and maintenance at a cost not to exceed \$420,100.29.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ENTERING INTO AN AGREEMENT WITH KEY GOVERNMENT FINANCE, INC. FOR THE FINANCING OF NEW CISCO CORE INFRASTRUCTURE EQUIPMENT AND MAINTENANCE FOR THE INGHAM COUNTY MANAGEMENT INFORMATION SERVICES DEPARTMENT

WHEREAS, the Management Information Services (MIS) Department has a need to replace the current five-year old Cisco core network infrastructure with new, state-of-the-art Cisco core infrastructure; and

WHEREAS, the MIS Department in conjunction with the Purchasing Department sought proposals for new Cisco core infrastructure, and after review and evaluation, are recommending accepting the proposal from Analysts International Corporation; and

WHEREAS, Analysts International's proposal included financing options available through Key Government Finance, Inc., a Cisco Systems Capital's financing partner, for the purchase of new Cisco equipment and maintenance priced at \$420,100.29, which includes both principle and interest; and

WHEREAS, the financing for the new core infrastructure will be through an Installment Purchase Agreement with Key Government Finance, Inc. at 4.24% interest per annum; and

WHEREAS, the payments to Key Government Finance, Inc. shall be over a three-year period, with the final payment due in 2011 in the amount of \$140,033.43 per annum, which includes both principle and interest.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the purchase of the new core Cisco infrastructure for the MIS Department, priced at \$420,100.29, to be paid through an Installment Purchase Agreement with Key Government Finance, Inc. at 4.24% per annum interest, with three (3) payments of \$140,033.43 per annum which includes both principle and interest.

BE IT FURTHER RESOLVED, that at the end of the lease term the equipment may be purchased for one dollar (\$1).

BE IT FURTHER RESOLVED, that the MIS Department budgeted for the replacement of the Cisco core infrastructure over a three-year period and the total cost will be paid out of the County's Network Fund.

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

BE IT FURTHER RESOLVED, that the Board Chairperson and the County Clerk are hereby authorized to sign any necessary documents after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE: January 20, 2009

Agenda Item Title: Resolution Authorizing a Contract with the City of Lansing for a Replacement NetClock for the 911 Center

Submitted by: City of Lansing/911 Advisory Board

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

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

This resolution will authorize a contract with the City of Lansing for a replacement NetClock. The City went through their normal purchasing requirements to identify vendors for this project. The current NetClock is in need of replacement. Lansing would purchase the device and pay for the shipment and Ingham County would reimburse the City upon completion of the project. The 911 Advisory Board has reviewed this request and is recommending it to the Board of Commissioners for approval.

Financial Implications:

The Lansing Dispatch Center is requesting up to \$8,700 from the 911 Emergency Telephone Dispatch Services Budget for Management and System Improvements for the purchase (\$8,579) and the shipping costs (\$121) for the replacement NetClock. The City will provide the installation of this device at no charge to the County. The County will ultimately receive \$500 back from the vendor or City of Lansing once the old NetClock is returned to the vendor for salvage.

The net cost will then be not to exceed \$8,700 less the \$500 salvage, for a net not to exceed \$8,200.

Other Implications: NetClock is a device which synchronizes the time-of-day among the separate technologies in the 911 Center. In the Lansing/Ingham County 911 Center we have connected our radio system, CAD system, 911 Phone system, and Recorder to the NetClock. The NetClock assures that our time stamps are identical based on the master atomic clock time. This prevents conflicting records and displays, establishes time and event stamps as legally traceable, protects against potentially costly litigation, and is fully automated to eliminate manual errors.

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



Rochester, New York 14623

January 28, 2009

95 Methodist Hill Drive • Suite 500 •

Quote

Jeff Kludy
LANSING POLICE DEPARTMENT
JKludy@ci.lansing.mi.us

Dear Jeff:

Thank you for the opportunity to quote our NetClock time synchronization solutions. We are pleased to submit the following quotation for your consideration.

Qty	Model	Full NENA Compliant NetClock GPS Package For 911 Command Center	Price	Extended Price
1	GP932-OCXO GPS Command Center Package With PresenTense Software	(1) 9383 : NetClock/GPS Master Clock with NTP and 5- year warranty. (1) OCXO Oscillator in 9383 (1) 8225 : GPS Outdoor Antenna (1) 8226 : GPS Surge Protector (1) CAL7200 : 200'GPS Antenna Cable (LMR 400) (1) TV400W : TimeView 400; 4" Display Clock (2) 8179T : TimeTap (RS-485-RS-232 Converter) (1) CW04100 : 100' RS-485 Station Cable (1) s-ntp-20s-1LAN : PresenTense Software Package	\$7,830	\$7,830.00
0	9388	Ethernet Time Server (Used for additional networks)	\$1,495	\$ 0.00
1	PSP-9383	Premium Support Package (Details Attached)	\$ 749.00	\$ 749.00
		Total		\$8,579.00

Spectracom has been designing and manufacturing NetClock GPS master clocks for over 35 years. We proudly synchronize over 4500 911 PSAP's across North America. We take pride in the quality of our products and offer an industry leading 5-year warranty and excellent tech support on all our products. I look forward to getting you set up with a Spectracom NetClock and having the opportunity to earn your business.

Our Pricing is based upon the following:

- 5-year Spectracom warranty
- Shipment stock to 4 weeks after acceptance of order
- All Shipping Charges paid by customer.
- FOB Rochester NY
- Credit Terms are Net/30 with credit approval
- All pricing above is firm for order placement within 30 days from date of this quotation.
- Spectracom's standard terms and conditions apply
- Installation is not included in this proposal.

If you have any questions about our equipment or its applications, please contact me.

Best Regards,

Michael Messina

Technical Sales

Direct: 585-321-5850

Cell: 585-704-8609

Agenda Item 5

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING CONTRACT WITH THE CITY OF LANSING FOR A REPLACEMENT NETCLOCK FOR THE 911 CENTER

WHEREAS, the Ingham County Board of Commissioners has established a 911 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County Emergency Dispatch System; and

WHEREAS, the Lansing 911 Center has identified the need to purchase and install a replacement NetClock; and

WHEREAS, the 911 Advisory Board is recommending that the Ingham County Board of Commissioners fund this request from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements and have verified that it meets the standards as established by the Ingham County Emergency Telephone Services Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of up to \$8,700 from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements, to reimburse with the Lansing 911 Center for the purchase and shipping of this replacement NetClock, to be completed by April 1, 2009.

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

Agenda Item 6

RESOLUTION STAFF REVIEW

DATE: January 19, 2009

Agenda Item Title; Resolution Authorizing a Contract with M/A-COM Inc. for the BDA Installations at Two Sites for the Public Safety Wireless Voice Communication System

Submitted by: 911 Advisory Board /Controller's Office

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

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

This resolution will authorize a contract with M/A-COM Inc. for the movement and installation of two Bi-Directional Amplifiers (BDA's) for the Public Safety Wireless Voice Communication System.

- 1) Move and install an existing BDA from Sparrow Hospital to the MSU Clinical Center, \$7,397.
- 2) Move and install an existing BDA from the Lansing City Jail to Community Mental Health, \$7,487.

Total Costs = \$14,884.

Financial Implications

This contract with M/A-COM Inc. for the movement and installation of these two BDA's are within the existing Project Budget. The Public Safety Radio Communications System budget contained \$355,000 for this purpose and there is still \$115,939 available in the budget.

Other Implications: The 911 Advisory Board has approved this recommendation to the Board of Commissioners.

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



Jackson Service Center
2900 Shirley Drive
Jackson, MI 49272

AGENDA ITEM # 6

December 2, 2008

Mr. John Neilsen
Ingham County Deputy Controller
Mason, Michigan

Dear Mr. Neilsen:

At the request of the 911 Advisory Board, I have prepared the following quotation to install a BDA for the MSU Clinical Center. The BDA will enhance the portable coverage within the clinical facility and provide two-way communications on the County's EDACS trunked radio system. We will move the BDA from Sparrow Hospital to the MSU Clinical Center.

Quoted price \$ 7397

BDA Install for the MSU Clinical Center

Bi-directional Amplifier

<u>Description</u>	<u>Part #</u>	<u>Qty</u>
Bi-directional Amplifier	61-70-06388-G1	0
1/2" Helix - plenum rated	HL4RP-50	300
1/2" Radiax - plenum rated	RXP4-1	300
N-male conn.	420152	12
N-female conn.	476126	6
N-"T" adapter	97169	4
UHF Yagi antenna	DB436	1
misc. materials		0.5
blade antenna	417780	5
Installation Labor		1

If this proposal is approved by the board, we anticipate it will take two weeks to schedule the installation. If you have any questions, please give me a call.

Sincerely,

Dennis Demaray
Sr. Field Service Manager
West

517-782-6868
800-578-6868
517-782-3969 (fax)

tyco / Electronics / **M/A-COM**



Jackson Service Center
2900 Shirley Drive
Jackson, MI 49272

AGENDA ITEM # 6

December 2, 2008

Mr. John Neilsen
Ingham County Deputy Controller
Mason, Michigan

Dear Mr. Neilsen:

At the request of the 911 Advisory Board, I have prepared the following quotation to install a BDA for the Community Mental Health Center. The BDA will enhance the portable coverage within the clinical facility and provide two-way communications on the County's EDACS trunked radio system. We will move the BDA from the Lansing City Jail to the Community Mental Health Center.

Quoted price \$ 7487

BDA Install for the Community Mental Health Ctr.

Bi-directional Amplifier

<u>Description</u>	<u>Part #</u>	<u>Qty</u>
Bi-directional Amplifier	61-70-06388-G1	0
1/2" Helix - plenum rated	HL4RP-50	500
1/2" Radiax - plenum rated	RXP4-1	0
N-male conn.	420152	21
N-female conn.	476126	3
N-"T" adapter	97169	9
UHF Yagi antenna	DB436	1
misc. materials		0.5
blade antenna	417780	10
Installation Labor		1
Crossband Coupler		1

BDA Install for the Community Mental Health Ctr.

If this proposal is approved by the board, we anticipate it will take two weeks to schedule the installation. If you have any questions, please give me a call.

Sincerely,

Dennis Demaray
Sr. Field Service Manager
West

517-782-6868
800-578-6868
517-782-3969 (fax)

tyco / Electronics / **M/A-COM**

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH M/A-COM, INC. FOR THE BDA
INSTALLATIONS AT TWO SITES FOR THE PUBLIC SAFETY WIRELESS VOICE
COMMUNICATION SYSTEM**

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County Public Safety Radio Communications System; and

WHEREAS, the Final System Design as recommended by the Ingham County 911 Advisory Committee and MLJ Consulting Inc., contained funds to purchase and install a quantity of Bi-Directional Amplifiers (BDA's) and Uni-Directional Amplifier (UDA's) to enhance the Public Safety Radio Communications System in Ingham County at critical buildings; and

WHEREAS, the Systems Administrator and the 911 Advisory Board have identified a plan to move existing BDA's from existing facilities to other critical buildings, with no loss of communications abilities at the existing facilities; and

WHEREAS, the 911 Advisory Board is recommending that the Ingham County Board of Commissioners fund this request from the 911 Emergency Telephone Dispatch Services - Ingham County Public Safety Radio Communications System Project Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with M/A-COM, Inc., at a cost not to exceed \$14,884, for the movement and installation of two BDA's for the Public Safety Wireless Voice Communication System:

- 1) Move and install an existing BDA from Sparrow Hospital to MSU Clinical Center;
- 2) Move and install an existing BDA from the Lansing City Jail to Community Mental Health.

BE IT FURTHER RESOLVED, these funds will come from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements, as part of the upgrade of the Public Safety Radio Communications System in Ingham, to be completed by June 1, 2009.

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



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

AGENDA ITEM #

8

December 9, 2008

Marc Thomas
Chairperson
Ingham County
121 East Maple
Mason

MI 48854-1655

Dear Mr. Thomas:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **December 31, 2007** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

Robin M. Naeyaert
Interim Director, Financial Services

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. To assist with this, enclosed are a sample news release and the Certificate Program "Results" for reports with fiscal years ended during 2006 representing the most recent statistics available.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds