

CHAIRPERSON  
MARC THOMAS

VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
STEVE DOUGAN

HUMAN SERVICES COMMITTEE  
ANDY SCHOR, CHAIR  
REBECCA BAHAR-COOK  
CURTIS HERTEL, JR.  
TIM SOULE  
MIKE SEVERINO  
STEVE DOUGAN

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

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

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, NOVEMBER 17, 2008 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E) OF THE HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [November 3, 2008 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Ingham County Medical Care Facility/Department of Human Services Board - Resolution Authorizing an Expansion of the Ingham County [Medical Care Facility](#)
2. Health Department
  - a. Resolution to Authorize a Purchase Order Utilizing Remaining [Susan G. Komen](#) Detroit for the Cure, Inc. Grant Funds and Extend the Grant Period
  - b. Resolution to Authorize the Continuation of a Memorandum of Agreement and Grant from the Corporation for [National and Community Services](#)
  - c. Resolution to Amend the Agreement Between Ingham County and the Greater Lansing [Food Bank](#)
  - d. Resolution to Authorize Three Adolescent Health – Child and Adolescent Health Center Grant Agreements with the Michigan [Primary Care Association](#)
  - e. Resolution to Authorize an [Infectious Disease Physician](#) Agreement with the College of Osteopathic Medicine at Michigan State University
  - f. Resolution to Authorize a [Pediatric Physician](#) Agreement with the College of Human Medicine at Michigan State University
  - g. Resolution to Authorize a [Pediatric Physician](#) Agreement with the College of Osteopathic Medicine at Michigan State University
  - h. Resolution to Authorize a Client Services Agreement with the Michigan Department of Human Services for [Refugee Medical Assessment Services](#)
  - i. Resolution to Extend the Cooperative Operational Agreement with the Ingham [Community Health Center Board](#)
  - j. Resolution Authorizing a 2009 Contract and Lease Agreements with Our Savior Lutheran Church for the Operation of the [Food Pantry](#) Located at 1515 West Holmes Road, Lansing, Michigan
  - k. Resolution to Authorize an Agreement with [Volunteers of America](#) for the New Hope Day Shelter Program

- l. Resolution Honoring Dennis [Jurczak, M.D.](#)
- m. Resolution Honoring Donna [Wilson](#)

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](http://www.ingham.org)

## HUMAN SERVICES COMMITTEE

November 3, 2008

### Minutes

Members Present: Andy Schor, Rebecca Bahar-Cook, Curtis Hertel, Tim Soule, Mike Severino, Steve Dougan and Board Chairperson Thomas

Members Absent: None

Others Present: Jared Cypher, Wendy Ring, Manuela Kresz, Shirin Timms, D. Clark, Ana Thiel, Maria Zavala, Amy Graham, Evelyn Kay, Audry Maxoff, Brad Johnson, Paul Homeniuh, Dennis Neuner, Sandra Kowalk, Suzy Carter, Judith Wagner, Jennifer Edsal, Elaine Hardy, David Wiener, Steve Law and others

The meeting was called to order by Chairperson Schor at 7:02 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

#### Approval of the October 20, 2008 Minutes

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. SOULE, TO APPROVE THE OCTOBER 20 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

Absent: Comm. Dougan

Additions to the Agenda: None

Limited Public Comment: None

1. Ingham County MSU Extension – Resolution Authorizing Ingham County MSU Extension 4-H Youth Programs to Enter into a Contract with the Lansing School District to Provide 4-H School Programs to Lansing Middle and High School Students

(Comm. Dougan arrived at 7:04 p.m.)

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. HERTEL, TO APPROVE THE RESOLUTION AUTHORIZING INGHAM COUNTY MSU EXTENSION 4-H YOUTH PROGRAMS TO ENTER INTO A CONTRACT WITH THE LANSING SCHOOL DISTRICT TO PROVIDE 4-H SCHOOL PROGRAMS TO LANSING MIDDLE AND HIGH SCHOOL STUDENTS. MOTION CARRIED UNANIMOUSLY.

2. Controller's Office – Resolution Authorizing 2009 Agreements for Community Agencies

Chairperson Schor thanked the Community Agencies for providing their services to the County's residents. He then asked which Agencies were satisfied with the Controller's Recommendations. The following Agencies indicated their satisfaction with the Controller's Recommendations:

- Addiction Relief & Supported Recovery, Inc.
- Boys & Girls Club of Lansing
- Capital Area Community Services, Inc.
- Capital Area Literacy Coalition
- Cristo Rey Community Center
- Ele's Place
- EVE, Inc.
- Garden Project of the Greater Lansing Food Bank
- Gateway Community Services
- Haven House
- Habitat for Humanity of Greater Ingham County (formerly Ingham East Habitat for Humanity, Inc.)
- Legal Services of South Central Michigan – requested to speak to the Committee
- Leslie Outreach, Inc.
- Retired Senior and Volunteer Program – CAIR
- Refugee Development Center/Christ Lutheran Church
- Rural Family Services of Ingham County
- Southside Community Kitchen
- St. Vincent Catholic Charities/Ballentine Stepping Stones
- Stockbridge Community Outreach
- Women's Center of Greater Lansing, Inc.
- City of East Lansing/ALFA Adult Day Services
- Cristo Rey Community Center
- Girl Scouts of Michigan Capital Council
- Lansing Area Aids Network
- Lansing Area Parents' Respite Center, Inc.
- Lansing Area Safety Council
- Listening Ear, Inc. – indicated they want to speak to the Committee
- MSU Detroit College of Law Clinical Programs
- New Way In. Inc,
- NorthWest Initiative
- Southside Community Coalition
- Westside Community YMCA – indicated they want to speak to the Committee

**COMM. BAHAR-COOK DISCLOSED THAT THE GARDEN PROJECT OF THE GREATER LANSING FOOD BANK IS HER CLIENT AND HABITAT FOR HUMANITY OF GREATER INGHAM COUNTY IS ALSO HER CLIENT.**

**COMM. DOUGAN DISCLOSED THAT HE IS ON THE BOARD OF THE LANSING AREA SAFETY COUNCIL.**

## Legal Services of South Central Michigan

Ms. Korazon reviewed the services that Legal Services of South Central Michigan provides to Ingham County residents. She then stated Legal Services receives 40% of its office budget from grants, 20% from the State and 20% from local grants. The office's budget is \$80,000 per year.

Ms. Korazon further stated Legal Services has submitted funding proposals to the five other counties. Two of the counties have not responded to the proposals and the remainder has turned down their proposal.

The City of Lansing increased their funding level to \$25,000. Legal Services provides 60% of its services to Ingham County residents. A Friends of Legal Aid has been established to help with Legal Services' funding.

Ms. Tripp spoke regarding a few of the clients Legal Services has assisted. She then stated these clients could not have paid attorneys for their services. Ms. Tripp asked the Committee to continue allocating the funding level Legal Services received for 2008.

Comm. Severino asked Ms. Korazon or Ms. Tripp to address their expenses for travel and phone bill. Ms. Korazon stated the travel expense is to reimburse attorneys' travel to the six area counties. Another Legal Services representative stated the office has an intake hot line phone system. This system is expensive but the system receives many phone calls every day.

Comm. Hertel asked Mr. Cypher to explain how the Controller's Office made their funding recommendations. Mr. Cypher stated Resolution #08-197 states, in part, "the Controller/Administrator is authorized to evaluate, rank and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee . . . no agency shall receive more than 10% of the total available funding for community agencies in FY 2009."

Comm. Soule asked if that Resolution has to be amended to increase funding for some of the agencies. Chairperson Schor indicated the Resolution would have to be amended.

Chairperson Schor asked if Legal Services uses the Ingham County funds for Ingham County residents. The representative indicated that is the office's procedure. Ms. Tripp asked where Legal Services should a letter to request more funding. Chairperson Schor stated they should send their letter to Board Chairperson Thomas.

Comm. Bahar-Cook stated this Committee funds several Agencies year after year. In 2010, the Community Agency Funding applications will ask the Agencies how long they have received this funding. She then asked how many clients Legal Services won't be able to serve if they don't receive their full funding request. The representative stated their request will serve about 60% of Ingham County residents.

Comm. Hertel suggested that Legal Services should send a letter to Board Chairperson Thomas. At this time, however, the Committee has to follow its rules for Community Agencies or Legal Services could enter a contract for services with the County.

#### The Listening Ear, Inc.

Mr. Homeniuh stated Listening Ear provides services to Ingham County residents for about \$3.75 per client. If Listening Ear does not receive \$7,000, the office will be down from to full time persons to one full time person.

#### Westside Community YMCA

Ms. Hardy spoke about YMCA's Y Achievers Program. This Program helps low income youths to prepare for higher education once they graduate from high school. The Program allows students to tour historically black colleges and universities in southern states. Ms. Hardy stated this Program is an excellent program for high school students. This Program does raise money to help offset the cost of the tour. If the Program does not receive its \$4,500 funding request for 2009, it will mean some students will not be able to participate in the college tour.

Comm. Dougan asked Ms. Hardy how many students participated in the tour this year. Ms. Hardy said about 40 students toured the colleges this year. In the past two years, 24 of the students who toured the colleges are attending some of those colleges. She then stated she does not know the graduate rate.

Comm. Bahar-Cook asked Ms. Hardy if the YMCA can increase their membership fees to help fund this Program. Ms. Hardy said that is not possible because this is a community Program, it is not a membership program.

#### Ingham Conservation District

Mr. Johnson distributed Ingham Conservation District Request for Support to the Committee for their review. He then reviewed this information. Mr. Johnson stated perhaps the most important service the District provides is to play a critical role in the delivery of Federal Conservation Programs. In 2008, the District brought \$484,000 to Ingham County for NRCS, FSA and USF & WS programs. The District addresses many of the County's environmental and conservation needs.

Mr. Cypher explained why the Controller's Recommended Budget for 2009 does not include funding for the Ingham Conservation District. The County has funded the District for approximately 12 years. The District was once a part of the County Services' Community Agency process. Last year the District received \$21,000. This amount was a decrease from the preceding year as the Committee determined to reduce their funding for the District over the last several years. Mr. Cypher further explained the District was informed last year that it may be zeroed out for 2009.

Mr. Cypher reviewed the Ranking Criteria as contained in the agenda material. The number one priority in the ranking process asks if the proposal directly addresses specific challenges faced by Ingham County residents that may be brought on by, or exacerbated by, the current economic climate; including, but not limited to problems such as homelessness, unemployment, poverty, domestic violence, alcoholism, drug abuse, etc. The number one priority also asks if the proposal provides basic necessities for those in need, such as food, clothing and shelter or to help provide assistance in obtaining such things as household utilities, job skills and transportation that are needed by families and individuals. Mr. Cypher stated the District does not meet the number one priority.

Chairperson Schor stated the Ingham Conservation District is not a community agency. He then said he will support the recommendation for now. The District should send a letter to Board Chairperson Thomas to request financial support from the County. Chairperson Schor stated he would support some level of funding for the District. The Controller's Office will review this matter.

Comm. Severino spoke about his experience with the District when it was in the County Services' Committee. The District provides good services to our residents. Comm. Severino said he appreciates the District's commitment on page three of their information. He also said he would support any amount of funding for the District. If he is on the Board of Commissioners in 2009, he will volunteer to sit on the District's Board as the Board of Commissioner's liaison.

Comm. Dougan echoed Chairperson Schor's sentiment about this issue. This is the first time the Board of Commissioners developed a ranking criteria, and we should not expect this process to be smooth for the first year. The Board of Commissioners should, through the Controller's Office, try to maintain funding in some reasonable proportion for some of the agencies.

Board Chairperson Thomas stated it sounds like this Committee wants to move the District to its former arrangement with the County. This discussion can be held at a later date.

**MOVED BY HERTEL, SUPPORTED BY COMM. SOULE, TO APPROVE THE RESOLUTION AUTHORIZING 2009 AGREEMENTS FOR COMMUNITY AGENCIES.**

Comm. Bahar-Cook stated the Board of Commissioners should review Resolution #08-197 as it relates to the 10% cap for the 2010 Community Agency process.

Comm. Dougan offered a Friendly Amendment to request the Controller to explore funding options for Ingham Conservation District and Legal Services of South Central Michigan.

Comm. Hertel said this Committee has expressed its desire for the two Agencies to send a letter to Board Chairperson Thomas. Comm. Dougan said his proposed amendment need not necessarily be a part of the Community Agency process. Board Chairperson Thomas said it would be appropriate to explore funding options. This process should not go any further than the exploration of options.

MAIN MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SEVERINO, TO REQUEST THE CONTROLLER TO LOOK FOR FUNDING OPTIONS FOR LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN AND THE INGHAM CONSERVATION DISTRICT. MOTION CARRIED with Comm. Schor voting NO.

3. Board Referral – Letter from Board of Health Regarding Coordinated Food Distribution Efforts

The Board Referral was received and placed on file.

Announcements: None

Public Comment

Ms. Clark, Capital Area Literacy Coalition, distributed information regarding the Coalition to the Committee for its review. She then spoke about the Coalition's programs.

Ms. Timms, Refugee Development Center, provided a fact sheet to the Committee. She then spoke about how the current economy has affected their program. Ms. Timms thanked the Committee for its continued support of the Center.

The meeting adjourned at 8:21 p.m.

Respectfully submitted,

Debra Neff

**Agenda Item 1**

**RESOLUTION STAFF REVIEW**

**DATE:** November 5, 2008

**Agenda Item Title:** Resolution Authorizing an Expansion of the Ingham County Medical Care Facility

**Submitted by:** Ingham County Medical Care Facility/Department of Human Services Board

**Committees:** LE \_\_\_\_, JD \_\_\_\_, HS  X , CS  X , Finance  X

**Summary of Proposed Action:** (See the attached November 3, 2008 Communication from Susan O'Shea, Administrator.)

This resolution will authorize the approval of the recommendation from the Ingham County Department of Human Services Board, for an expansion project for the Ingham County owned Medical Care Facility that will add an 1,800 square foot addition to the Therapy Gym in the Rehabilitation Wing. This expansion is necessary because the present gym becomes crowded during treatments and does not allow for expansion of therapy equipment.

**Financial Implications:** The Department of Human Services Board has a balance of \$8,949,419 in the Medical Care Facility Depreciation Fund, approximately \$650,000 of which will be committed to this project. No County General Fund dollars will be used.

**Other Implications:** None.

**Staff Recommendation:** MM\_\_ JN\_\_ TL\_\_ TM\_\_ JC  X   
Staff recommends approval of the resolution.

 Medical Care Facility  
& Rehabilitation Services  
OF INGHAM COUNTY

AGENDA ITEM # 1

November 3, 2008

Ingham County Board of Commissioners  
Mason, MI 48854

Dear Commissioners,

The Medical Care Facility (MCF) is seeking approval to construct an 1,800 sq. ft. addition to the Rehabilitation Wing.

In 2004, the Department of Human Services (DHS) Board and the Ingham County Board of Commissioners approved a 15,000 sq. ft. addition to the MCF. This project added 32 beds and ancillary areas for a short term rehabilitation program. The Rehab Wing opened in April 2006 and has since served 867 patients and provided 23,092 days of care.

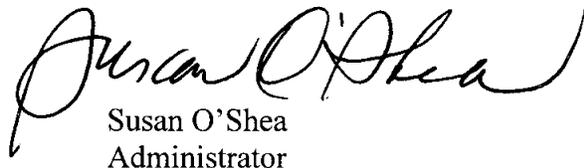
The current proposed addition would increase the size of the Therapy Gym in the Rehab Wing. The present gym becomes very crowded during treatments and does not allow for the expansion of therapy equipment.

A Request for Proposals was published in the *Lansing State Journal* on August 22, 2008. Moore Trosper Construction Company of Holt has been selected as the general contractor. Construction of the new addition will cost approximately \$650,000. The project will be fully funded by the MCF's Depreciation Reserves and would be completed by May 2009. (As of September 30, 2008, the Depreciation Fund balance was \$8,949,419.00.)

The DHS Board has reviewed this proposal and, at its October 2008 meeting, passed a resolution supporting the project.

As always, I appreciate your continued support.

Sincerely,

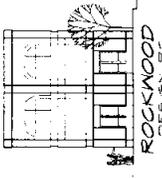
  
Susan O'Shea  
Administrator

SOS/jbf

cc: Matthew Myers, Ph.D.  
Ingham County Controller

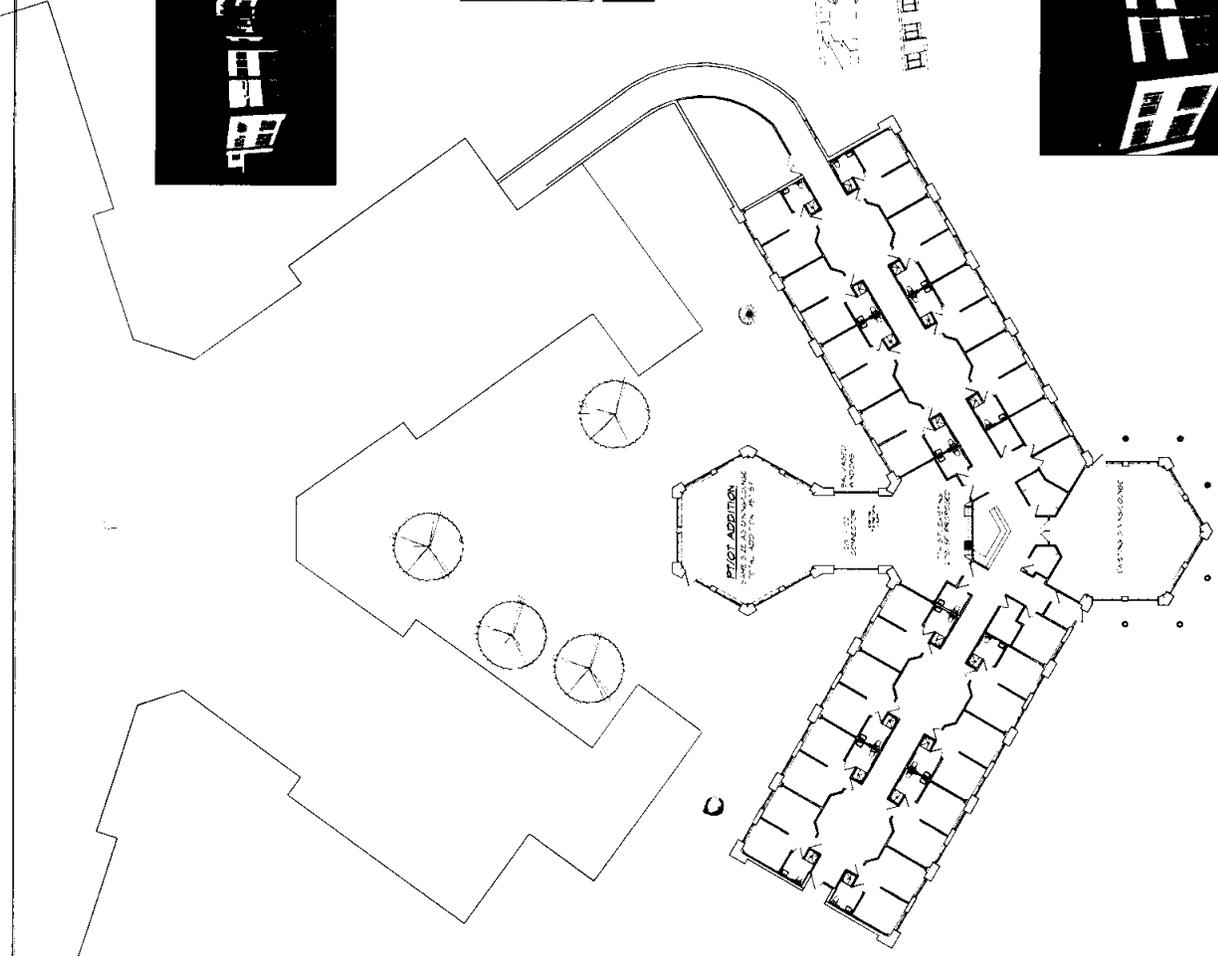
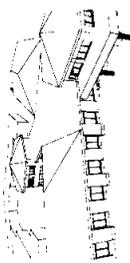
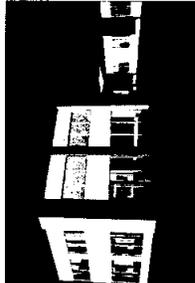
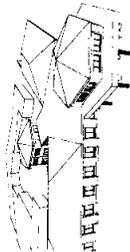
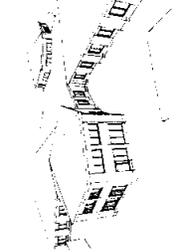
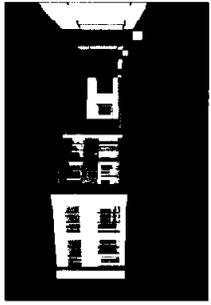
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 INGHAM COUNTY MEDICAL CARE FACILITY  
 2000 2000 ROAD  
 EAST LANSING, MI 48205  
 313.487.1000  
 www.ingham.org

**Ingham County Medical Care Facility**

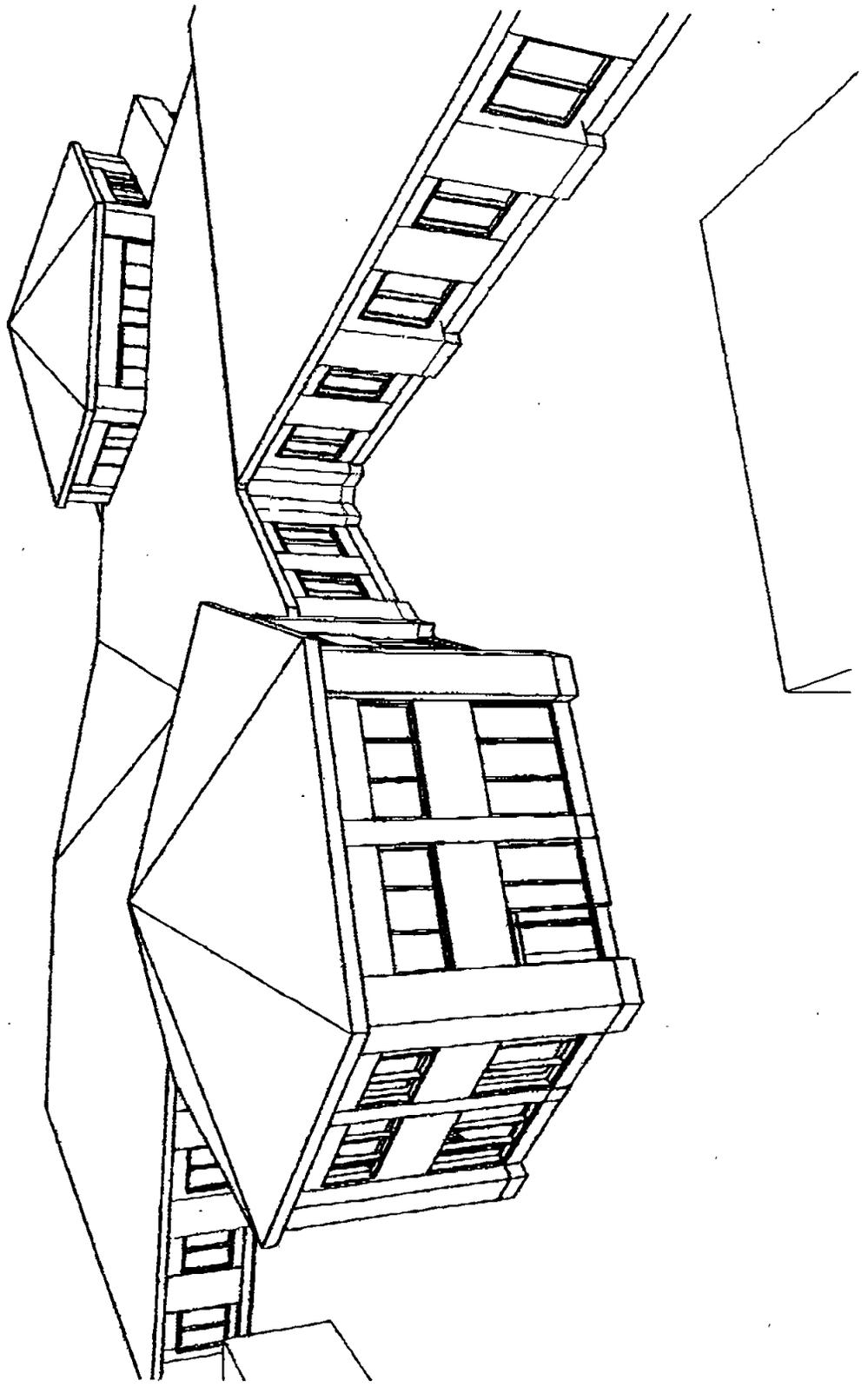


**ROCKWOOD**  
 ARCHITECTS  
 1000 1000 ROAD  
 EAST LANSING, MI 48205  
 313.487.1000  
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AREA CODE	PROJECT NAME	DATE
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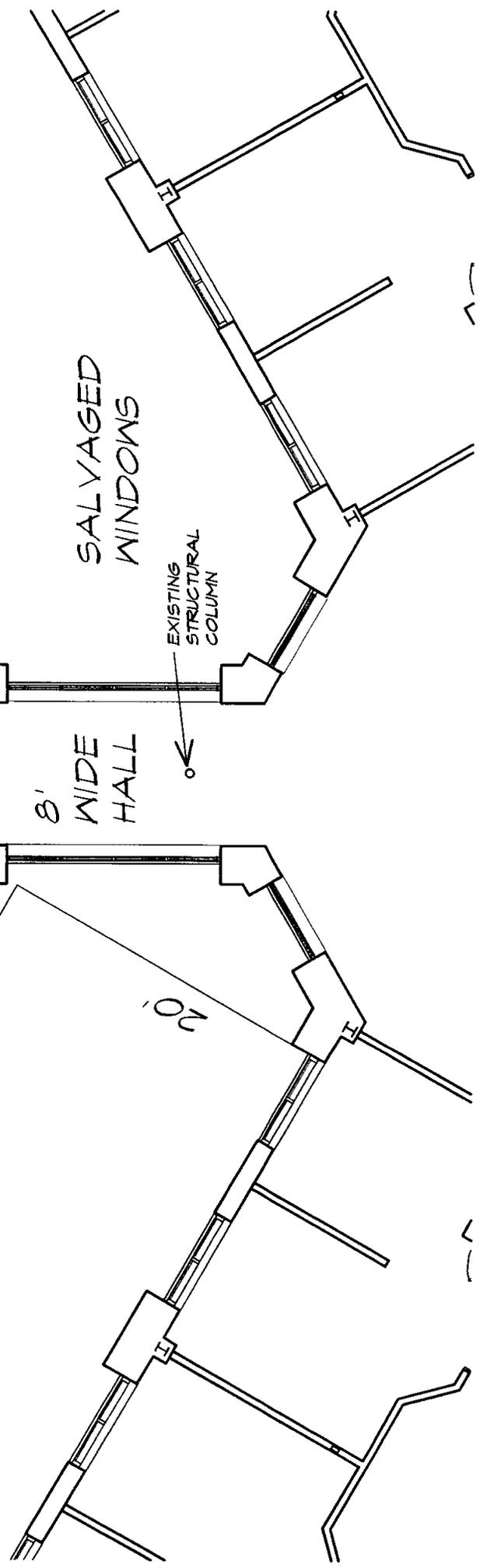
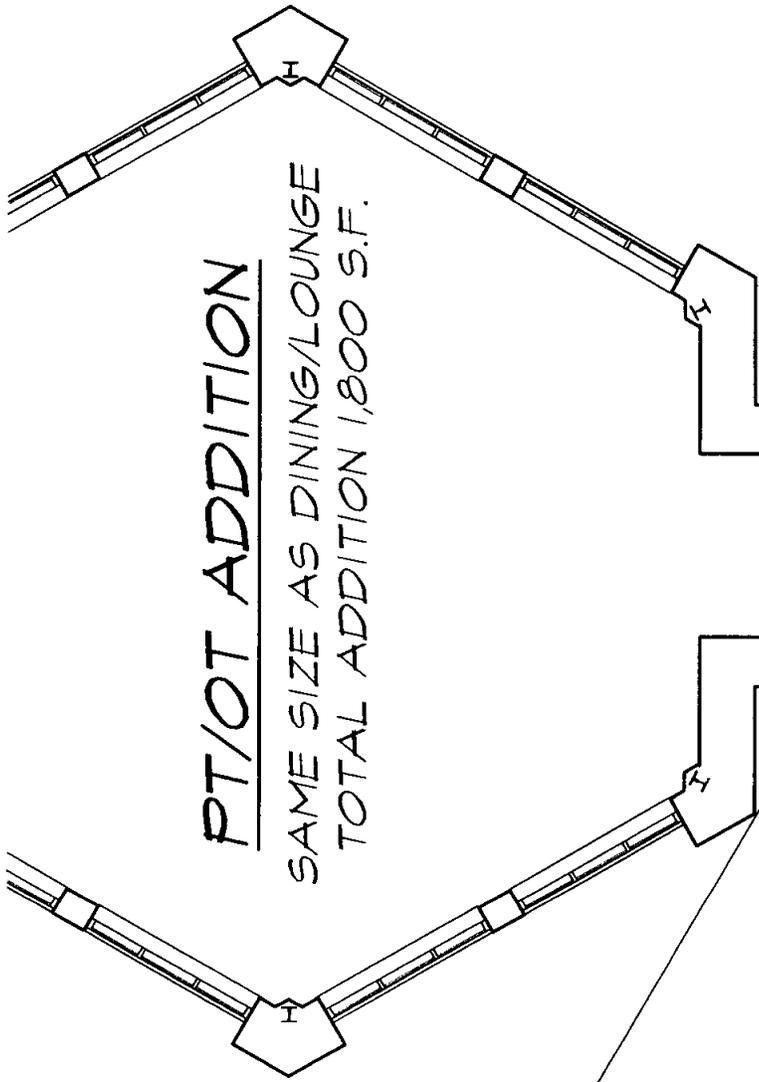


**PROPOSED ADDITION**  
 SCALE: 1/8" = 1'-0"  
 DATE: 10/10/08



PT/OT ADDITION

SAME SIZE AS DINING/LOUNGE  
TOTAL ADDITION 1,800 S.F.



**Agenda Item 1**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING AN EXPANSION  
OF THE INGHAM COUNTY MEDICAL CARE FACILITY**

WHEREAS, the Ingham County Department of Human Services Board is requesting that the Ingham County Board of Commissioners authorize an expansion of the Medical Care Facility in order to increase the size of the Therapy Room in the Rehabilitation Wing; and

WHEREAS, the Department of Human Services Board believes that the proposed addition is necessary to allow for the expansion of therapy equipment in the Therapy Gym because the present gym becomes very crowded during treatments; and

WHEREAS, the proposed expansion will add an 1,800 square foot addition to the Therapy Gym in the Rehabilitation Wing at a cost of approximately \$650,000; and

WHEREAS, cost of the project will be paid from the Medical Care Facility Depreciation Fund which has a current balance of \$8,949,419.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Department of Human Services Board to implement the proposed expansion of an 1,800 square foot addition to the Therapy Gym in the Rehabilitation Wing at the Medical Care Facility, at a cost not to exceed \$650,000, to be paid from the Medical Care Facility Depreciation Fund.

BE IT FURTHER RESOLVED, that the project will be conducted in accordance with Ingham County Policies regarding the payment of Prevailing Wages and adherence to Equal Opportunity/Non-Discrimination Policies as provided by Resolutions #02-263, #02-283, #03-71, and #03-183, #04-219.

RESOLUTION STAFF REVIEW

DATE November 7, 2008

Agenda Item Title: Resolution to Authorize a Purchase Order Utilizing Remaining Susan G. Komen Detroit for the Cure, Inc. Grant Funds and Extend the Grant Period

Submitted by: Health Department

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

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution authorizes the Ingham County Health Department to carry forward the unused grant funds from the Susan G. Komen Detroit Race for the Cure from the 2005, 2006, and 2007 grant awards and to extend the 2007 grant period through September 30, 2009. The grant funds will be used to purchase an additional Breast and Cervical Cancer Control Program (BCCCP) caseload of 100 for Oakland County and to offset coordination expenses.

**Financial Implications:**

The total amount of unused grant funds is \$45,168.

The additional caseload of 100 women will include \$26,000 of Susan G. Komen Detroit Race for the Cure funds and \$4,000 of Oakland Coordination funds for a total of \$30,000. The remaining \$19,168 of the Susan G. Komen Detroit Race for the Cure funds will be used to offset salary expenses for case management and data management services.

**Other Implications:**

The Michigan Department of Community Health has approved this request.

**Staff Recommendation:** MM\_\_ JN\_\_ TL\_\_ TM\_\_ JC X

Staff recommends approval of the resolution.

**MEMORANDUM**

To: Human Services Committee  
County Services Committee  
Finance Committee

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

Date: November 6, 2008

Subject: Recommendation to Extend the Susan G. Komen Detroit Race for the  
Cure Grant Agreement and Authorize a Purchase Order

Ingham County coordinates the Breast and Cervical Cancer Control Program (BCCCP) in eight Michigan counties, including Oakland. The BCCCP program is funded with federal funds re-appropriated by the State and allocated by the Michigan Department of Community Health to local health departments.

The Ingham County Health Department BCCCP has been the recipient of funding from the Susan G. Komen Detroit Race for the Cure for the past several years to support breast cancer screening services in Oakland County. The Susan G. Komen Detroit Race for the Cure has granted permission to the Ingham County Health Department to carry forward the unused grant funds from the 2005, 2006, and 2007 grant awards and to extend the 2007 grant period through September 30, 2009. The total amount of unused grant funds is \$45,168.

The grant funds will be used to purchase an additional BCCCP caseload of 100 for Oakland County and to offset coordination expenses. The additional caseload of 100 women will include \$26,000 of Susan G. Komen Detroit Race for the Cure funds and \$4,000 of Oakland Coordination funds for a total of \$30,000. The remaining \$19,168 of the Susan G. Komen Detroit Race for the Cure funds will be used to offset salary expenses for case management and data management services.

The Michigan Department of Community Health has approved this request. I am recommending that the Board of Commissioners adopt the attached resolution and authorize an extension of the 2007 Susan G. Komen Detroit Race for the Cure Grant through September 30, 2009 and that a purchase order be issued to the state-wide BCCCP Third Party Administrator, Health Advantage, in the amount of \$30,000 for the purpose of purchasing an additional caseload of 100 for Oakland County.

- c. John Jacobs w/ attachment  
Laura Peterson w/attachment  
Karen Jennings w/ attachment, Janeil Valentine w/attachment

**Agenda Item 2a**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER UTILIZING REMAINING  
SUSAN G. KOMEN DETROIT FOR THE CURE, INC. GRANT FUNDS AND EXTEND  
THE GRANT PERIOD**

WHEREAS, Ingham County operates the Breast and Cervical Cancer Control Program (BCCCP) in eight Michigan counties, including Oakland; and

WHEREAS, the BCCCP Program is funded with federal funds re-appropriated by the State and allocated by the Michigan Department of Community Health to local programs and those funds are limited; and

WHEREAS, the Ingham County Health Department has been the recipient of funding from the Susan G. Komen Detroit Race for the Cure (an affiliate of the Susan G. Komen for the Cure, Inc.) for the past several years to support these services in Oakland County; and

WHEREAS, there are funds remaining from the 2005, 2006 and 2007 grant awards; and

WHEREAS, the amounts remaining include \$3,609 (2005 grant, Resolution #05-309), \$35,909 (2006 grant, Resolution #06-282) and \$5,650 (2007 grant, Resolution #07-302) for a project total of \$45,168; and

WHEREAS, the Susan G. Komen Detroit Race for the Cure has granted permission to the Ingham County Health Department to carry forward these remaining funds and to extend the 2007 grant through September 30, 2009, for the purpose of purchasing additional BCCCP caseload for 100 women in Oakland County and offset salary expenses for case management and data management services; and

WHEREAS, the additional caseload of 100 women will include \$26,000 of Susan G. Komen Detroit Race for the Cure funds and \$4,000 of Oakland Coordination funds for a total of \$30,000.

THEREFORE BE IT RESOLVED, \$19,168 of the remaining Susan G. Komen Detroit Race for the Cure funds will be used to offset salary expenses for case management and data management services.

BE IT FURTHER RESOLVED, a purchase order in the amount of \$30,000 will need to be issued to the BCCCP Third Party Administrator, Health Advantage.

BE IT FURTHER RESOLVED, the Michigan Department of Community Health has approved this request.

BE IT FURTHER RESOLVED, the Health Officer has recommended that the Board of Commissioners authorize this grant extension through September 30, 2009, and that a purchase order be issued to Health Advantage in the amount of \$30,000 for the purpose of purchasing an additional caseload of 100 for Oakland County.

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

**Agenda Item Title:** Resolution to Authorize the Continuation of a Memorandum of Agreement and Grant from the Corporation for National and Community Services

**Submitted by:** Health Department

**Committees:** LE \_\_\_\_, JD \_\_\_\_, HS  X , CS  X , Finance  X

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution will authorize the continuation of an agreement with the Corporation for National and Community Service to operate an AmeriCorps\*VISTA project in Ingham County for the period October 1, 2008 through September 30, 2009, with the Health Department acting as fiduciary on behalf of the Power of We Consortium.

**Financial Implications:**

The Corporation for National and Community Service (CNCS) will provide \$25,000 for a VISTA Coordinator, providing supervision, training and oversight to the VISTA volunteers and to their host agency supervisors. This position is housed within MSU Extension. This resolution authorizes the transfer of \$25,000 from the Health Fund to the 2008 Budget of the Ingham County MSU Extension to cover the employment costs of the VISTA Project Coordinator.

**Other Implications:**

None.

**Staff Recommendation:** MM \_\_ JN \_\_ TL \_\_ TM \_\_ JC  X

Staff recommends approval of the resolution.

**MEMORANDUM**

To: Human Services Committee  
County Services Committee  
Finance Committee

From: Randy Bell, Ingham County MSU Extension Director  
Dean Sienko, M.D., Health Officer

Date: November 10, 2008

Subject: Continuation of the Americorps\*VISTA Project Memorandum of Agreement

This is a recommendation to authorize the continuation of an agreement with the Corporation for National and Community Service to operate an AmeriCorps\*VISTA project in Ingham County.

Ingham County has enjoyed a rich tradition of hosting VISTA members who work to alleviate poverty while personally acquiring valuable leadership experience. In early 2006, the Ingham County Health Department, on behalf of the Power of We Consortium, applied to become a sponsor of a pool of 13 VISTA members in order to extend capacity-building support to community and faith-based organizations in Ingham County.

AmeriCorps\*VISTA is a federal program operating under the Corporation for National and Community Service (CNCS), with management in Michigan at the State CNCS office in Detroit. The original Memorandum of Agreement offered by CNCS and approved by the Board of Commissioners was for the period December 10, 2006 through December 8, 2007. It was renewed for the period October 1, 2008 through September 30, 2008 and the intent is that it be annually renewed for up to an additional two years.

The VISTA Coordinator provides supervision, training and oversight to the VISTA volunteers and to their host agency supervisors. This position is housed within MSU Extension. In 2007, the CNCS awarded Ingham County an \$18,250 grant toward support of the position. These were matched with County funds, via the MSU Extension budget, to support a full time position. In 2008, the CNCS provided \$25,000 toward this position. \$25,000 is pledged for 2009.

Our pool of VISTA members will continue to support projects that target low-income populations and will provide greatly needed capacity-building at a low cost for our community- and faith-based organizations.

We recommend that the Board of Commissioners adopt the attached resolution to continue the Memorandum of Agreement with the Corporation for National and Community Service to continue the VISTA project and to accept the grant that helps support the VISTA Coordinator position.

**Agenda Item 2b**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE CONTINUATION OF A MEMORANDUM OF AGREEMENT AND GRANT FROM THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES**

WHEREAS, the Ingham County Board of Commissioners has identified a priority to support the neighborhood network centers and uses the budgets of the Health Department and Ingham County MSU Extension as the principal vehicles of support; and

WHEREAS, Resolution #06-333 authorized a Memorandum of Agreement with the Corporation for National and Community Services (CNCS) for the purpose of providing Ingham County with up to thirteen (13) America Corps\*VISTA members to perform volunteer service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems; and

WHEREAS, Resolution #06-333 authorized that the Memorandum of Agreement for the period December 10, 2006 through December 8, 2007; and

WHEREAS, Resolution #07-307 authorized that the Memorandum of Agreement for the period October 1, 2007 through September 30, 2008; and

WHEREAS, the Health Officer and the Ingham County MSU Extension Director have recommended that the Board of Commissioners authorize the continuation of the Memorandum of Agreement with the CNCS and accept a \$25,000 grant.

THEREFORE BE IT RESOLVED, that a continuation of the Memorandum of Agreement and Grant from the corporation for national and community services be authorized, for the period October 1, 2008 through September 30, 2009, with the Health Department acting as fiduciary on behalf of the Power of We Consortium.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Grant from the CNCS of \$25,000 for the period October 1, 2008 through September 30, 2009, for the purpose of supporting a coordinator of VISTA volunteers assigned to Ingham County sites.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$25,000 from the Health Fund to the 2008 Budget of Ingham County MSU Extension to cover the employment costs of the VISTA Project Coordinator.

BE IT FURTHER RESOLVED, that the Controller is authorized to amend the 2009 Health Department and Ingham County MSU Extension Budgets to implement this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the Memorandum of Understanding and any documents associated with the grant after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE November 7, 2008

Agenda Item Title: Resolution to Amend the Agreement Between Ingham County and the Greater Lansing Food Bank

Submitted by: Health Department

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

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

This resolution terminates an existing agreement with the Greater Lansing Food Bank, and authorizes the Health Department to move forward on a new agreement. The existing agreement has been in place since 1988, and its purpose is to clarify the relationship between the Greater Lansing Food Bank and the Ingham County Food Bank. The agreement term provides that it shall continue from year to year until terminated by either the County or the Greater Lansing Food Bank.

The agreement has never been updated to reflect changes in the duties and responsibilities of the parties. Both parties wish to renegotiate the agreement and have agreed upon the language to be included in a new agreement. The attached resolution will terminate the original agreement on December 31, 2008, and authorize a new agreement which will be effective January 1, 2009.

Financial Implications:

No direct financial implications.

Other Implications:

None.

Staff Recommendation: MM \_\_ JN \_\_ TL \_\_ TM \_\_ JC X

Staff recommends approval of the resolution.

**MEMORANDUM**

To: Human Services Committee

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

Date: November 10, 2008

Subject: Authorization to Amend the Agreement with Greater Lansing Food Bank

In 1988, the Human Resources Committee (now the Human Services Committee) directed the Health Department to work with the Greater Lansing Food Bank Board of Directors to develop an agreement clarifying the relationship with the Ingham County Food Bank. The agreement was authorized in Resolution #88-180 and was executed on December 28, 1988. The agreement term provides that it shall continue from year to year until terminated by either the County or the Greater Lansing Food Bank.

The agreement has never been updated to reflect changes in the duties and responsibilities of the parties. Both parties wish to renegotiate the agreement and have agreed upon the language to be included in a new agreement.

The attached resolution will terminate the original agreement on December 31, 2008 and authorize a new agreement which will be effective January 1, 2009. The County Attorney's office has recommended this procedure.

I recommend termination of the current agreement on December 31, 2008 and authorization for a new agreement effective January 1, 2009.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO  
AMEND THE AGREEMENT BETWEEN INGHAM COUNTY AND THE GREATER  
LANSING FOOD BANK**

WHEREAS, an agreement between the County of Ingham and Greater Lansing Food Bank was authorized in Resolution #88-180; and

WHEREAS, said agreement executed on December 28, 1988 clarified the relationship between the Ingham County Food Bank and the Greater Lansing Food Bank; and

WHEREAS, said agreement has not been changed or updated since its execution; and

WHEREAS, the duties and responsibilities of the Ingham County Food Bank and Greater Lansing Food Bank have changed during the term of the agreement; and

WHEREAS, both parties concur that the current agreement needs to be amended to set a termination date of December 31, 2008, and a new agreement be entered into effective January 1, 2009.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the current agreement between Ingham County and Greater Lansing Food Bank to set its term to terminate on December 31, 2008.

BE IT FURTHER RESOLVED, that a new agreement commencing on January 1, 2009 is authorized.

BE IT FURTHER RESOLVED, the new agreement shall be for a term not to exceed December 31, 2015, and update the duties and responsibilities of Ingham County Food Bank and Greater Lansing Food Bank.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

**Agenda Item Title:** Resolution to Authorize Three Adolescent Health – Child and Adolescent Health Center Grant Agreements with the Michigan Primary Care Association

**Submitted by:** Health Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_ X\_, CS\_\_\_\_, Finance\_ X\_

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution authorizes three School Based Health Center Grant agreements with the Michigan Primary Care Association. Ingham County operates three existing school based services that are supported by State grants. The State has renewed those grants for the period of October 1, 2008 through September 30, 2009.

The goals of these grant agreements are summarized as:

1. Increase access to health care services for medically underserved County youth.
2. Reduce teen pregnancy rates in Ingham County.
3. Develop and implement a successful weight management program for adolescents and their parents.
4. Increase number of uninsured youth and families accessing needed Medicaid services.

**Financial Implications:**

The award to support the clinical services at the Otto Community Health Center for this period is \$175,000. The award to support the clinical services at Willow Health Center is \$225,000. The award to support peer education (non-clinical) services provided through Willow Health Center is \$85,000. All of these grant awards are included as revenue in the Health Department's Fiscal Year 2009 budget.

**Other Implications:**

None.

**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, MD, MS, Health Officer

Date: November 10, 2008

Subject: Resolution to Authorize Three School Based Health Grant Agreements  
with the Michigan Primary Care Association

This is a recommendation to authorize three School Based Health Center grant agreements with the Michigan Primary Care Association. Ingham County operates three existing school based services that are supported by State grants. The State has renewed those grants for the period of October 1, 2008 through September 30, 2009.

The award to support the clinical services at the Otto Community Health Center for this period is \$175,000. The award to support the clinical services at Willow Health Center is \$225,000. The award to support peer education (non-clinical) services provided through Willow Health Center is \$85,000. All of these grant awards are included as revenue in the Health Department's Fiscal Year 2009 budget.

The goals of these grant agreements are summarized as:

1. Increase access to health care services for medically underserved County youth.
2. Reduce teen pregnancy rates in Ingham County.
3. Develop and implement a successful weight management program for adolescents and their parents.
4. Increase number of uninsured youth and families accessing needed Medicaid services.

I recommend that the Board adopt the attached resolution and authorize the three grant agreements with the Michigan Primary Care Association for the period of October 1, 2008 through September 30, 2009.

Attachment

c: Jaeson Fournier, DC, MPH, Deputy Health Officer w/attachment  
John Jacobs, CPA, Chief Financial Officer w/attachment  
Barbara Watts Mastin, MA, Chief Operating Officer w/attachment  
Carlos Moreno, MD, MBA, Health Center Administrator w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THREE ADOLESCENT HEALTH – CHILD AND ADOLESCENT HEALTH CENTER GRANT AGREEMENTS WITH THE MICHIGAN PRIMARY CARE ASSOCIATION**

WHEREAS, Ingham County operates three child and adolescent health center programs as part of its Community Health Center Network;

WHEREAS, the State has awarded grants for the period of October 1, 2008 through September 30, 2009, and will use the Michigan Primary Care Association as the fiduciary agent for the contracts; and

WHEREAS, the funds from these three grants are included in the Health Department's 2009 adopted budget; and

WHEREAS, the Health Officer has recommended that the Board authorize the grant agreements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with the Michigan Primary Care Association for a School Based Health Center Grant – Non-Clinical Model, for services to be delivered through the Willow Health Center, totaling \$85,000 in State funds for the period October 1, 2008 through September 30, 2009.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with the Michigan Primary Care Association for a School Based Health Center Grant – Community Based Clinical Model totaling \$225,000 in State funds, for the period October 1, 2008 through September 30, 2009, for services to be delivered through the Willow Health Center.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with the Michigan Primary Care Association for a School Based Health Center Grant – Community Based Clinical Model totaling \$175,000 in State funds, for the period October 1, 2008 through September 30, 2009, for services to be delivered through the Otto Community Health Center.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

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

**Submitted by:** Health Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_ X\_, CS\_\_\_\_, Finance\_ X\_

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution authorizes an agreement with the Michigan State University's College of Osteopathic Medicine (MSU COM) to provide infectious disease physician services within the Health Department's HIV Continuum of Care Program. This program is operated within the Cedar Community Health Center and ensures access to primary and specialty care for those afflicted with HIV/AIDS.

**Financial Implications:**

This agreement with MSU COM provides for a 0.4 full-time equivalent infectious disease physician at a rate of \$85,260 in 2009, \$86,539 in 2010, and \$87,837 in 2011. The rate is established as \$213,150 per full-time physician in 2009. This represents a 1.5% increase over the 2009 FTE physician rate. The rate increases by an additional 1.5% in 2010 and increases again by 1.5% in 2011.

**Other Implications:**

None.

**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., M.S., Health Officer

Date: November 10, 2008

Subject: Authorization for an Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine

This is a recommendation to authorize an agreement with the Michigan State University's College of Osteopathic Medicine (MSU COM) to provide infectious disease physician services within the Health Department's HIV Continuum of Care Program. This program is operated within the Cedar Community Health Center and ensures access to primary and specialty care for those afflicted with HIV/AIDS.

In order to ensure high quality and comprehensive health care services for those with HIV/AIDS the clinical expertise of an infectious disease physician is required. The Michigan State University's College of Osteopathic Medicine, through its Department of Internal Medicine and Dr. Peter Gulick, has long been the provider of clinical services for HIV/AIDS outpatient services in the community.

When the Health Department was awarded funding for its HIV Continuum of Care operations in July 2007 the Department secured MSU COM infectious disease physician expertise through MSU COM. The renewal of the existing agreement with MSU COM meets the County's needs. Consequently, I am recommending that the Board of Commissioners authorize an agreement with MSU COM for a 0.4 full-time equivalent infectious disease physician at a rate of \$85,260 in 2009, \$86,539 in 2010, and \$87,837 in 2011. The rate is established as \$213,150 per full-time physician in 2009. This represents a 1.5% increase over the 2009 FTE physician rate. The rate increases by an additional 1.5% in 2010 and increases again by 1.5% in 2011.

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

### Attachment

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

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

WHEREAS, the Health Department operates a HIV Continuum of Care Program within its Cedar Community Health Center; and

WHEREAS, the Health Department's HIV Continuum of Care Program ensures access to primary and specialty medical care for individuals with HIV/AIDS; and

WHEREAS, the Health Department receives external funding through the Michigan Department of Community Health's HIV Continuum of Care program in the amount of \$200,000 to ensure the provision of ambulatory HIV/AIDS services; and

WHEREAS, the Health Department requires a 0.4 full-time equivalent infectious disease physician to provide high quality medical care to those with HIV/AIDS; and

WHEREAS, the County has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for these services since establishing its HIV Continuum of Care Program; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement with MSU COM for infectious disease physician services for the period of January 1, 2009 through December 31, 2011.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the execution of an agreement with Michigan State University College of Osteopathic Medicine for a 0.40 full-time equivalent infectious disease physician, to provide infectious disease physician services within the Health Department's HIV Continuum of Care Program, who shall be a faculty member of the College and board certified in internal medicine with a subspecialty in infectious disease.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2009 through December 31, 2011.

BE IT FURTHER RESOLVED, that Ingham County shall pay MSU COM \$85,260 for these services in 2009, \$86,539 for these services in 2010, and \$87,837 for these services in 2011.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

**Agenda Item Title:** Resolution to Authorize a Pediatric Physician Agreement with the College of Human Medicine at Michigan State University

**Submitted by:** Health Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_ X\_, CS\_\_\_\_, Finance\_\_ X\_

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution authorizes an agreement with Michigan State University's College of Human Medicine (MSU CHM) to provide pediatric physician services within the Community Health Centers operated by the Health Department. The County has contracted with the MSU CHM for pediatric physician services to support its Well Child Health Center since mid-2005. This is a recommendation to continue that practice and to authorize an agreement for the period January 1, 2009 through December 31, 2011. The current agreement expires on December 31, 2008.

**Financial Implications:**

The agreement with MSU CHM will be for 0.5 full-time equivalent physicians at a rate of \$99,232 in 2009, \$101,216 in 2010 and \$103,241 in 2011. The rate is established as \$198,464 per full-time physician in 2009. This represents a 2.0% increase over the 2008 FTE physician rate. The rate increases by an additional 2.0% in 2010 and increases again by 2.0% in 2011.

**Other Implications:**

The County has contracted with the MSU CHM for pediatric physician services to support its Well Child Health Center since 2005.

**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, MD, MS, Health Officer

Date: November 10, 2008

Subject: Authorization for a Pediatric Physician Services Agreement with Michigan State University's College of Human Medicine

This is a recommendation to authorize an agreement with Michigan State University's College of Human Medicine (MSU CHM) to provide pediatric physician services within the Community Health Centers operated by the Health Department. The County has contracted with the MSU CHM for pediatric physician services to support its Well Child Health Center since the mid-2005. This is a recommendation to continue that practice and to authorize an agreement for the period January 1, 2009 through December 31, 2011. The current agreement expires on December 31, 2008.

The renewal of this MSU CHM agreement meets the County's needs. I am, therefore, proposing that the Board of Commissioners authorize an agreement with MSU CHM for 0.5 full-time equivalent physicians at a rate of \$99,232 in 2009, \$101,216 in 2010 and \$103,241 in 2011. The rate is established as \$198,464 per full-time physician in 2009. This represents a 2.0% increase over the 2008 FTE physician rate. The rate increases by an additional 2.0% in 2010 and increases again by 2.0% in 2011.

A stable set of high quality physician services is a vital resource for the Department to carry out its role of assuring primary care access for Medicaid-eligible and uninsured persons at the Well Child Health Center. During the current contract period, MSU CHM has delivered a high quality service that meets the County's needs.

I recommend that the Board adopt the attached resolution and authorize the agreement for pediatric physician services with the College of Human Medicine at Michigan State University.

### Attachment

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PEDIATRIC PHYSICIAN AGREEMENT WITH  
THE COLLEGE OF HUMAN MEDICINE AT MICHIGAN STATE UNIVERSITY**

WHEREAS, the Health Department requires 0.5 full-time equivalent pediatric physicians to support the operation of its network of community health centers and to support the primary care services to Medicaid-eligible and low-income children; and

WHEREAS, the County has contracted with the Michigan State University College of Human Medicine (MSU CHM) since July 2005, for pediatric physician services, to support the primary care provided to children through the County's network of community health centers; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement with MSU CHM for pediatric physician services for the period of January 1, 2009 through December 31, 2011.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a pediatric physician services agreement with the MSU CHM.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2009 through December 31, 2011.

BE IT FURTHER RESOLVED, that MSU CHM shall provide 0.5 full-time equivalent board certified physicians trained in pediatrics and adolescent medicine to implement the following scope of services:

1. Direct patient care (approximately 20 patients per physician per half-day session) to pediatric and adolescent patients of the Ingham County Community Health Center Network.
2. Provide medical consultation to registered nurses and other health team members on pediatric and adolescent health care matters.
3. Provide medical consultation related to pediatric and adolescent health care to other Community Health Center staff.
4. Provide and arrange emergency coverage (telephone triage) 24-hours a day, 7 days a week for the Health Department's pediatric patients.
5. Provide inpatient admissions, rounding and discharge when necessary and appropriate.
6. Referral of patients for specialty care.
7. Participate in team meetings with other staff members.
8. Provide routine physicals of children entering foster care.
9. Provide physical assessments by trained physicians in the area of abuse and neglect, for children who are suspected victims of abuse and neglect.

10. When services are provided by the contractor under the agreement to members/patients of a health plan that has contracted with Ingham County, the Contractor and its physicians shall comply with the applicable terms and conditions of the County's contract with the member's health plan.

BE IT FURTHER RESOLVED, that Ingham County shall pay Michigan State University College of Human Medicine \$99,232 for these services in 2009, \$101,216 for these services in 2010, and \$103,241 for these services in 2011.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

**Agenda Item Title:** Resolution to Authorize a Pediatric Physician Agreement with the College of Osteopathic Medicine at Michigan State University

**Submitted by:** Health Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS X, Finance X

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution authorizes an agreement with the Michigan State University's College of Osteopathic Medicine (MSU COM) to provide pediatric physician services to the Community Health Centers operated by the Health Department. The County has contracted with the MSU COM for pediatric physician services to support its community health centers since the mid-1970's. This is a recommendation to continue that practice and to authorize an agreement for the period January 1, 2009 through December 31, 2011. The current agreement expires on December 31, 2008.

**Financial Implications:**

The agreement with MSU COM will be for 1.8 full-time equivalent physicians at a rate of \$357,235 in 2009, \$364,380 in 2010 and \$371,668 in 2011. The rate is established as \$198,464 per full-time physician in 2009. This represents a 2.0% increase over the 2008 FTE physician rate. The rate increases by an additional 2.0% in 2010 and increases again by 2.0% in 2011.

**Other Implications:**

The County has contracted with the MSU COM for pediatric physician services to support its community health centers since the mid-1970's.

**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., M.S., Health Officer

Date: November 10, 2008

Subject: Authorization for a Pediatric Physician Services Agreement with Michigan State University's College of Osteopathic Medicine

This is a recommendation to authorize an agreement with the Michigan State University's College of Osteopathic Medicine (MSU COM) to provide pediatric physician services to the Community Health Centers operated by the Health Department. The County has contracted with the MSU COM for pediatric physician services to support its community health centers since the mid-1970's. This is a recommendation to continue that practice and to authorize an agreement for the period January 1, 2009 through December 31, 2011. The current agreement expires on December 31, 2008.

The renewal of this MSU COM agreement meets the County's needs. I am, therefore, proposing that the Board of Commissioners authorize an agreement with MSU COM for 1.8 full-time equivalent physicians at a rate of \$357,235 in 2009, \$364,380 in 2010 and \$371,668 in 2011. The rate is established as \$198,464 per full-time physician in 2009. This represents a 2.0% increase over the 2008 FTE physician rate. The rate increases by an additional 2.0% in 2010 and increases again by 2.0% in 2011.

A stable set of high quality physician services is a vital resource for the Department to carry out its role of assuring primary care access for Medicaid-eligible and uninsured persons. For more than 25 years, the County has contracted with MSU COM for pediatric physician services. MSU COM has consistently delivered a high quality service that meets the County's needs.

I recommend that the Board adopt the attached resolution and authorize the agreement for pediatric physician services with the College of Osteopathic Medicine at Michigan State University.

### Attachment

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PEDIATRIC PHYSICIAN AGREEMENT WITH  
THE COLLEGE OF OSTEOPATHIC MEDICINE AT  
MICHIGAN STATE UNIVERSITY**

WHEREAS, the Health Department requires 1.8 full-time equivalent pediatric physicians to support the operation of its network of community health centers and to support the primary care services to Medicaid-eligible and low-income children; and

WHEREAS, the County has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for more than 25 years for pediatric physician services to support the primary care provided to children through the County's network of community health centers; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement with MSU COM for pediatric physician services for the period of January 1, 2009 through December 31, 2011.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a pediatric physician services agreement with the MSU COM.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2009 through December 31, 2011.

BE IT FURTHER RESOLVED, that MSU COM shall provide 1.8 full-time equivalent board certified physicians trained in pediatrics and adolescent medicine to implement the following scope of services:

1. Direct patient care (approximately 20 patients per physician per half-day session) to pediatric and adolescent patients of the Ingham County Community Health Center Network.
2. Provide medical consultation to registered nurses and other health team members on pediatric and adolescent health care matters.
3. Provide medical consultation related to pediatric and adolescent health care to other Community Health Center staff.
4. Provide and arrange emergency coverage (telephone triage) 24-hours a day, 7 days a week for the Health Department's pediatric patients.
5. Provide inpatient admissions, rounding and discharge when necessary and appropriate.
6. Referral of patients for specialty care.
7. Participate in team meetings with other staff members.
8. Provide routine physicals of children entering foster care.

9. Provide physical assessments by trained physicians in the area of abuse and neglect, for children who are suspected victims of abuse and neglect.
10. When services are provided by the contractor under the agreement to members/patients of a health plan that has contracted with Ingham County, the Contractor and its physicians shall comply with the applicable terms and conditions of the County's contract with the member's health plan.

BE IT FURTHER RESOLVED, that Ingham County shall pay Michigan MSU COM \$357,235 for these services in 2009, \$364,380 for these services in 2010, and \$371,668 for these services in 2011.

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

RESOLUTION STAFF REVIEW

DATE November 7, 2008

Agenda Item Title: Resolution to Authorize a Client Services Agreement with the Michigan Department of Human Services for Refugee Medical Assessment Services

Submitted by: Health Department

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

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

This resolution authorizes an agreement with the Michigan Department of Human Services (DHS) to deliver refugee screening services for the period October 1, 2008 through September 30, 2011. Under the agreement, the Health Department performs medical assessments of newly arrived refugees within 30 days of arrival in the United States. Assessments must include a comprehensive health assessment, an age appropriate physical examination, a number of laboratory tests, including tests for communicable disease, immunizations, provide TB screening services, and community referrals as appropriate for further evaluation based on significant findings. Services must be language appropriate and culturally relevant.

Financial Implications:

DHS will pay Ingham County a maximum of \$372,000 per year. The Health Department will settle with DHS each month with reimbursement based on services. Reimbursement will be based on a fee screen that ensures that the Health Department costs of providing these services are covered.

Other Implications:

None.

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., M.S., Health Officer

Date: November 6, 2008

Subject: Recommendation to Authorize an Agreement with the Michigan Department of Human Services to Deliver Refugee Screening Services

This is a recommendation to authorize an agreement with the Michigan Department of Human Services (DHS) to Deliver Refugee Screening Services for the period October 1, 2008 through September 30, 2011. Since the late 1970's, the Health Department has been working with the refugee settlement agencies in the Lansing Area to screen newly arriving refugees.

The most recent contract expired on September 30, 2008 and the Michigan Department of Human Services (DHS) and the Health Department have mutually agreed on the terms of a new agreement. For the period of October 1, 2008 through September 30, 2011 DHS will pay Ingham County a maximum of \$372,000 per year. The Health Department will settle with DHS each month with reimbursement based on services. Reimbursement will be based on a fee screen that ensures that the Health Department costs of providing these services are covered. The Health Department medical assessments of newly arrived refugees will be performed within 30 days of arrival in the United States. Assessments must include a comprehensive health assessment, an age appropriate physical examination, a number of laboratory tests, including tests for communicable disease, immunizations, provide TB screening services, and community referrals as appropriate for further evaluation based on significant findings. Services must be language appropriate and culturally relevant.

I recommend that the Board of Commissioners adopt the attached resolution and authorize execution of this Client Services Contract with DHS. The revenue and expenditures related to these services are included in the Health Department's 2009 Budget.

### Attachment

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CLIENT SERVICES AGREEMENT WITH THE  
MICHIGAN DEPARTMENT OF HUMAN SERVICES FOR REFUGEE MEDICAL  
ASSESSMENT SERVICES**

WHEREAS, Ingham County has since FY 2001-2002 had a Client Services Contract with the Michigan Department of Human Services (formerly the Michigan Family Independence Agency); and

WHEREAS, under the agreement, Ingham County conducts health assessments of refugees, within 30 days of arrival in the United States, and the assessments include a comprehensive health assessment, an age appropriate physical examination, a number of laboratory tests, immunizations, TB services, and community referrals when appropriate for further evaluation; and

WHEREAS, the Michigan Department of Human Services has presented an agreement for the term of October 1, 2008 through September 30, 2011, with a maximum annual allowable amount of \$372,000; and

WHEREAS, the Health Officer has advised that the Health Department will be reimbursed based on services rendered during an assessment and that the procedural fee screens sufficiently cover the cost of providing these services; and

WHEREAS, the Health Officer has advised that the funds generated from the refugee screening services are included as revenue in the Department's 2009 adopted budget and has recommended that the Board of Commissioners authorize the agreement.

**THEREFORE BE IT RESOLVED**, that the Ingham County Board of Commissioners authorizes execution of a client services agreement with the Michigan Department of Human Services for Refugee Medical Assessment Services, with a maximum annual allowable amount of \$372,000, for the period of October 1, 2008 through September 30, 2011.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

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

**Submitted by:** Health Department

**Committees:** LE \_\_\_\_, JD \_\_\_\_, HS X, CS \_\_\_\_, Finance \_\_\_\_

**Summary of Proposed Action:** (See attached memorandum.)

This resolution authorizes the execution of a Cooperative Operational Agreement with the Ingham Community Health Center Board (ICHCB) for the period of January 1, 2009 through December 31, 2009.

This agreement is necessary because Ingham County is required to comply with Section 330 of the Public Health Service Act and with the Health Center Program Expectations as issued by the US Department of Health and Human Services' Bureau of Primary Care (HHS). In order to fulfill this requirement HHS has permitted public entity Federally Qualified Health Centers (FQHCs), like Ingham County, to create a co-applicant Community Health Center Board with duties delineated through a Cooperative Operational Agreement. This agreement must specify that the health center board meet all the selection and composition requirements and perform all the responsibilities expected of health center governing boards with the public entity retaining the responsibility of establishing fiscal and personnel policies.

**Financial Implications:**

No direct financial implications; however, as a FQHC, Ingham County receives a cost-based adjustment for services provided to Medicaid and Medicare beneficiaries. The adjustment assures that the County is paid its cost, up to a cap, for services provided to Medicaid covered persons. For the Health Department's operation this provides an additional \$1,500,000 to \$2,000,000 annually that would otherwise require funds from the Ingham County General Fund in order to maintain the current service level.

**Other Implications:**

This Agreement has been continuously renewed/executed since January 1, 2003.

**Staff Recommendation:** MM \_\_ JN \_\_ TL \_\_ TM \_\_ JC X

Staff recommends approval of the resolution.

## MEMORANDUM

To: Human Services Committee

From: Dean G. Sienko, MD, MS  
Health Officer

Date: November 10, 2008

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

This is a recommendation to execute a Cooperative Operational Agreement with the Ingham Community Health Center Board (ICHCB) for the period of January 1, 2009 through December 31, 2009.

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

In order to fulfill this requirement HHS has permitted public entity FQHCs, like Ingham County, to create a co-applicant Community Health Center Board with duties delineated through a Cooperative Operational Agreement. This agreement must specify that the health center board meet all the selection and composition requirements and perform all the responsibilities expected of health center governing boards with the public entity retaining the responsibility of establishing fiscal and personnel policies.

In order to comply with these requirements, the Board of Commissioners adopted Resolutions 02-293 and 02-294 authorizing the creation of the Ingham Community Health Center Board (ICHCB), this body's By-Laws, and a Cooperative Operational Agreement that defined the ICHCB's authority as it relates to the Health Department's FQHC operation. As a consequence this Agreement has been continuously renewed/executed since January 1, 2003.

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

Without this renewal the substantial benefit that accrues to Ingham County through its designation as a FQHC would be comprised. Some of these benefits include:

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

Most importantly, as a FQHC, Ingham County receives a cost based adjustment for services provided to Medicaid and Medicare beneficiaries. The adjustment assures that the County is paid its cost, up to a cap, for services provided to Medicaid covered persons. For the Health Department's operation this provides an additional \$1,500,000 to \$2,000,000 million dollars annually that would otherwise require Ingham County General Fund in order to maintain the current service level.

Consequently, I recommend that the Board of Commissioners adopt the attached resolution and authorize execution of the Cooperative Operational Agreement for the period January 1, 2009 through December 31, 2009.

Attachment

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

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

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

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

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

WHEREAS, the Cooperative Operational Agreement between the Ingham County Board of Commissioners and the ICHCB has been renewed on an on-going basis since January 1, 2003 with the current agreement set to expire on December 31, 2008; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize execution of the Cooperative Operational Agreement for the period of January 1, 2009 through December 31, 2009.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes execution of a Cooperative Operational Agreement with the Ingham Community Health Center Board, as originally authorized in Resolution #02-294.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

**Agenda Item Title:** Resolution Authorizing a 2009 Contract and Lease Agreements with Our Savior Lutheran Church for the Operation of the Food Pantry Located at 1515 West Holmes Road, Lansing, Michigan

**Submitted by:** Health Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS X, CS\_\_\_\_, Finance X

**Summary of Proposed Action:**

This resolution authorizes a 2009 contract and lease agreements with Our Savior Lutheran Church, to keep the food pantry at its current location (the site of the Ingham County Family Center) for the period January 1, 2009 through September 30, 2009. These dates will bring the agreements in line with the Health Department's fiscal year – as the Health Department will begin monitoring the contract effective January 1, 2009 should this resolution be approved.

To keep the food pantry on site, the Juvenile Justice Millage must be reimbursed at fair market value. Fair market value for this site has been determined to be \$600 monthly.

**Financial Implications:**

A \$5,400 appropriation from the Health Department's FY 2009 budget is authorized to contract with Our Savior Lutheran Church. The church will then reimburse the County \$600 per month through the end of the agreement period. The County will then reimburse the Juvenile Justice Millage Fund the \$600 per month fair market value rent. Our Savior Lutheran Church agrees to pay all utility costs and any other costs associated with the operation of this Food Pantry.

**Other Implications:**

The Human Services Committee expressed its intent to continue the food pantry at the current site at the April 21, 2008 meeting.

**Staff Recommendation:** MM\_\_ JN\_\_ TL\_\_ TM\_\_ JC X

Staff recommends approval of the resolution.

## MEMORANDUM

To: Human Services Committee  
Finance Committee

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

Date: November 10, 2008

Subject: Contract and Lease Agreements with Our Savior Lutheran Church to support the Operation of Food Pantry

On December 11, 2007 the Ingham County Board of Commissioners authorized an appropriation from the Juvenile Justice Millage to purchase of Our Savior Lutheran Church and School located at 1601 West Holmes Road, Lansing, Michigan for the purpose of housing the Ingham County Family Center (Resolution #08-147).

Subsequently, on May 27, 2008 the Commissioners established a contract and a lease agreement with Our Savior Lutheran Church for the operation of the Food Pantry located at 1515 West Holmes Road, Lansing, Michigan (Resolution #08-147).

This Food Pantry is the largest in the area feeding over 2,000 families per year. The Human Services Committee expressed its intent to continue the food pantry at the current site at the April 21, 2008 meeting.

According to the County Attorney, in order to operate the food pantry on site, the Juvenile Justice Millage must be reimbursed at fair market value. This was determined to be \$600 per month. In Resolution #08-147 an agreement was established under which the County contracted with Our Savior Lutheran Church for the operation of the Food Pantry. The Church then reimbursed the County \$600 per month to lease the Pantry. The County then reimbursed the Juvenile Justice Millage Fund \$600. Our Savior Lutheran Church agreed to pay all utility costs and any other costs associated with the operation of this Food Pantry. This agreement will expire December 31, 2008.

In order to maintain the Food Pantry at this site, I recommend that the Commissioners authorize a new contract and a new lease agreement with Our Savior Lutheran Church, for the period January 1, 2009 through September 30, 2009. The total amount of the agreement is \$5,400 and it has been included in the Health Department's budget. These dates will bring the agreements in line with the Health Department's fiscal year.

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A 2009 CONTRACT AND LEASE AGREEMENTS  
WITH OUR SAVIOR LUTHERAN CHURCH FOR THE OPERATION OF THE FOOD  
PANTRY LOCATED AT 1515 WEST HOLMES ROAD, LANSING, MICHIGAN**

WHEREAS, over 20,000 families per year need emergency food in Ingham County; and

WHEREAS, on December 11, 2007, in Resolution #07-333, the Ingham County Board of Commissioners authorized an appropriation for the purchase of Our Savior Lutheran Church and School located at 1601 West Holmes Road, Lansing, Michigan for the purpose of housing the Ingham County Family Center; and

WHEREAS, Our Savior Lutheran Church operates the largest church Food Pantry in Ingham County, serving approximately 2,000 families per year, at this site; and

WHEREAS, on May 27, 2008 in Resolution #08-147, the Ingham County Board of Commissioners established a contract and a lease agreement with Our Savior Lutheran Church for the operation of the Food Pantry located at 1515 West Holmes Road, Lansing, Michigan; and

WHEREAS, the Ingham County Board of Commissioners desires to continue to support the Food Pantry at the current location.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract in the amount of \$5,400 with Our Savior Lutheran Church, 7910 E. St. Joe Highway, Lansing, Michigan 48917, for the operation of the Food Pantry located at 1515 West Holmes Road, Lansing, Michigan, for the time period of January 1, 2009 through September 30, 2009.

BE IT FURTHER RESOLVED, the lease agreement will provide that Our Savior Lutheran Church will pay Ingham County at a rate of \$600 per month to continue to operate the food pantry at this location.

BE IT FURTHER RESOLVED, the County will reimburse the Ingham County Juvenile Justice Millage Fund \$600 per month.

BE IT FURTHER RESOLVED, Our Savior Lutheran Church agrees to pay all utility costs and any other costs associated with the operation of this Food Pantry.

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 consistent with this resolution and approved as to form by the County Attorney.

**RESOLUTION STAFF REVIEW**

**DATE** November 7, 2008

**Agenda Item Title:** Resolution to Authorize an Agreement with Volunteers of America for the New Hope Day Shelter Program

**Submitted by:** Health Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_ X\_, CS\_\_\_\_, Finance\_ X\_

**Summary of Proposed Action:** (See the attached memorandum.)

This resolution authorizes an agreement with Volunteers of America (VOA) for the New Hope Day Center which provides services to homeless citizens of Ingham County.

Previous requests for funding were made by VOA in 2005 and 2007/2008. These requests were granted by the Board of Commissioners, and the Board also agreed to consider similar appropriations to VOA as part of the County's budget process if requested by VOA. VOA has requested an appropriation from the County for 2008. As outlined in the initial request last year, this is part of a three-year funding solution for the New Hope Day Shelter Program.

**Financial Implications:**

The attached resolution will authorize a 10-month (December 1, 2008 through September 30, 2009) contract with VOA of \$25,000. The abbreviated contract period will align the contract with the Health Department's fiscal year. Future contracts will be for a 12-month period based on the Health Department's fiscal year.

**Other Implications:**

None.

**Staff Recommendation:** MM\_\_ JN\_\_ TL\_\_ TM\_\_ JC\_ X

Staff recommends approval of the resolution.

## MEMORANDUM

To: Human Services Committee  
Finance Committee

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

Date: November 10, 2008

Subject: Authorizing a contract with Volunteers of America for the New Hope Day Shelter Program

Volunteers of America has operated the New Hope Day Shelter Program, a program offering refuge and recovery for homeless residents, for a number of years. Tax code changes at the federal level (the American Jobs Creation Acts) resulted in a loss to VOA of over two million dollars in 2007, putting the program at risk.

In Resolution #07-330, the Board of Commissioners authorized a contingency appropriation of \$30,000.00 to VOA for the New Hope Day Shelter Program. The Board also agreed to consider similar appropriations to VOA as part of the County's budget process if requested by VOA.

Patrick Patterson, VOA's V.P. of Lansing Operations has requested an appropriation from the County for 2008. As outlined in the initial request last year, this is part of a three-year funding solution for the New Hope Day Shelter Program.

The attached resolution will authorize a 10-month contract with VOA. The abbreviated contract period will align the contract with the Health Department's fiscal year. Future contracts will be for a 12-month period based on the Health Department's fiscal year.

I recommend that the contract be authorized.

c: John Jacobs w/attachment  
Renee Canady w/attachment  
Melany Mack w/attachment  
Patrick Patterson w/attachment

**Volunteers of America Michigan  
Homeless Day Center  
Scope of Services**

1. **Program Goals:**

- A. Reduce the number of homeless persons resting in public places by providing a safe haven for homeless men, women and children during time periods when overnight shelters are inaccessible.
- B. Provide case management services to assist homeless persons to stabilize for housing readiness and placement for available Housing first initiatives
- C. Address underlying causes of homelessness through collaboration with other human services agencies in the community.

2. **Program Objectives:**

- A. Provide day-shelter, lunches and healthy snacks to 700 different homeless persons (annual unduplicated county).
- B. Meet the basic needs (e.g. food, shelter, clothing) and emergency needs of seven hundred (700) different homeless day-shelter clients (annual unduplicated count).
- C. Enter basic case records in the Homeless Management Information System (HMIS) for seven hundred (700) different day-shelter clients. Case record entries will minimally include client profile data, universal data elements and identification of client needs and service provided (Service Transactions).
- D. Conduct basic assessments of presenting problems/client needs, develop individualized service plans and provide case-management services for at least three-hundred fifty (350) different day-shelter clients (annual unduplicated count).
- E. Pursuant to "2D" above, enter detailed HIMIS case records for three-hundred fifty (350) day-shelter clients receiving case-management services that include, at minimum, Client Profile data, Universal Data elements, appropriate assessments screens, identification of client needs and services provided (Service Transactions), referrals made on behalf of clients, and case notes.
- F. Facilitate arrangements for a cadre of other human services organizations to provide on-site resources at the Contractor's day shelter facility. On-site resources will address underlying problems associated with homelessness, as identified by clients and day-shelter staff. Assistance provided by on-site resources providers shall include, but not be limited to the following ten (10) service livery areas:

1. Acute and Primary Healthcare
  2. Employment Development
  3. Assistance for People with Disabilities
  4. Healthcare and Prescription Medicine Coverage
  5. HIV/AIDS Testing and Counseling
  6. Housing Placement
  7. Legal Services
  8. Mental Health Treatment
  9. Substance Abuse Treatment
  10. Veterans Services
- G. Provide referrals for three-hundred fifty (350) different day-shelter clients (annual unduplicated count) receiving assessment and case-management services to on-site agencies or other community-based providers, as appropriate, to address identified client needs and underlying problems associated with homelessness.

3. **Measurable Outcomes:**

- A. Pursuant to “2A and 2B” above, 100% of the (700) homeless clients served will receive on-site day-shelter and supportive services that meet basic and emergency needs, as documented in client case files maintained by the Contractor.
- B. Pursuant to “2C” above, 100% of day-shelter clients served (700) clients will have case records entered in the Homeless Management Information System (HMIS). Data quality will be monitored by the Contractor to ensure that at least 90% of the HMIS case records entered have at least 90% of the Universal Data Elements completed.
- C. Pursuant to “2D” and 2”2E” above, as indicated by HMIS reports and information received from on-site collaborating agencies, the Contractor will show:
  - The number/percentage of clients who achieve increases in entitlement and/or earned income;
  - The number/percentage of clients who secure employment;
  - The number/percentage of clients who are placed in Emergency (Overnight) Shelter;
  - The number/percentage of clients who are placed in Transitional or Permanent House; and,
  - The number/percentage of clients who show increases in self sufficiency.
- D. Pursuant to “2F” above, the contractor will execute inter-agency agreements with all of the organizations providing on-site services. The interagency agreements will include and established schedule and identification of space for the agencies to work on-site with day shelter clients.
- E. Pursuant to “2G” above, the number/percentage of day-shelter clients who follow through with referrals provided by the Contractor will be documented and reported upon request by the County.

**4. Time of Performance:**

- A. On December 1, 2008, the contractor shall commence performance of the services required under this contract.
- B. The Contractor shall continue to perform such services and activities until expiration of this contract on September 30, 2009, unless otherwise terminated pursuant to the terms of this agreement.

**5. Compensation, Method of Payment and Reporting:**

- A. As full and complete compensation for the Contractor's satisfactory performance under and completion of this contract, and as provided for by (Part I) Section 5, Sub-section "B", herein, Ingham County hereby agrees to pay the Contractor the amount of twenty-five (\$25,000.00) dollars from the City of Lansing General Funds.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH VOLUNTEERS OF AMERICA FOR THE NEW HOPE DAY SHELTER PROGRAM**

WHEREAS, the Volunteers of America has operated the New Hope Day Shelter Program to serve low-income, homeless County residents; and

WHEREAS, in Resolution #07-330 the Board of Commissioners authorized a contract for \$30,000 with the Volunteers of America for the New Hope Day Shelter Program from the 2007 Contingency Fund, for the period December 1, 2007 through November 30, 2008, for services to homeless Ingham County residents; and

WHEREAS, in Resolution #07-330 the Board of Commissioners also agreed to consider any similar future appropriations to the Volunteers of America as part of the County's budget process; and

WHEREAS, the Volunteers of America have requested a continuation contract; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract for \$25,000 with the Volunteers of America, 430 North Larch Street, Lansing, Michigan 48912 for the New Hope Day Shelter Program for the period of December 1, 2008 through September 30, 2009.

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

**MEMORANDUM**

TO: Human Services Committee

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

DATE: November 6, 2008

RE: Resolution to Honoring Dennis Jurczak, M.D.

Attached is a resolution honoring Dr. Dennis Jurczak, M.D. for his service to the Ingham County Health Department and community.

Introduced by the Human Services Committee:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING DENNIS JURCZAK, M.D.**

WHEREAS, Dr. Dennis Jurczak has served the Ingham County Medical Examiner's Office as a Deputy Medical Examiner for over 15 years; and

WHEREAS, in February 2001, he served as Acting Medical Director and Acting Chief Medical Examiner in Dr. Sienko's absence due to military leave; and

WHEREAS, in February 2003/2004, he again served as Acting Medical Director and Acting Chief Medical Examiner in Dr. Sienko's absence due to military leave; and

WHEREAS, he has provided Medical Direction support for both Barry-Eaton and Ionia Counties; and

WHEREAS, he has served in the capacity of Medical Director for Ingham County Emergency Preparedness in the development of a mass fatality plan; and

WHEREAS, he has assisted Dr. Sienko in the Medical Examiner's Office in the training of new Deputy Medical Examiners and has given direction and supervision to the Medical Examiner Investigators.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Dr. Dennis Jurczak for his many years of dedicated service to the County of Ingham and for the contributions he has made to the Ingham County Health Department.

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

**MEMORANDUM**

TO: Human Services Committee  
Finance Committee

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

DATE: November 7, 2008

RE: Resolution Honoring Donna Wilson

Attached is a resolution honoring Donna Wilson, Nurse in the Breast and Cervical Cancer Control Program.

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING DONNA WILSON**

WHEREAS, Donna Wilson began her career with Ingham County in September 1992 with the Breast and Cervical Cancer Control Program (BCCCCP) at the Ingham County Health Department; and

WHEREAS, the Ingham County BCCC Program was in the second cohort of counties to be funded by the State of Michigan, Michigan Department of Community Health and screened 61 women in Ingham County at the end of FY02; and

WHEREAS, the BCCC Program has grown to include seven additional counties as part of Ingham's service area and increased its annual caseload to over 4000 women; and

WHEREAS, Donna Wilson has been a compassionate advocate for thousands of women in the BCCC Program; and

WHEREAS, Donna Wilson has provided leadership to our community partners and providers in serving women through the BCCCCP; and

WHEREAS, for over 16 years she has been dedicated to serving the Ingham County Health Department and the community.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners hereby honors Donna Wilson for her many years of dedicated service to the County of Ingham and for the contributions she has made to the Ingham County Health Department.

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