THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, OCTOBER 17, 2005 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 October 3, 2005 Minutes
Additions to the Agenda
Limited Public Comment

1. Human Services Committee - Resolution Honoring Lloyd D. Fett

2. Health Department
   a. Resolution to Authorize a 2005-2006 Federal Abstinence Grant Program
   b. Resolution to Authorize a Master Agreement with Lansing Community College
   c. Resolution to Adjust the Status of a Position
   d. Resolution to Authorize a Refugee Assistance Program Contract with the Michigan Department of Human Services
   e. Resolution to Authorize a Year Three Medical Reserve Corps Grant and Subcontract
   f. Resolution to Amend the FY 2004-2005 4C Agreement with the State of Michigan Department of Human Services to Extend the Agreement Through the First Quarter of FY 2005-2006
   g. Resolution to Authorize Staffing Changes in the Adult Health, Sparrow and St. Lawrence Community Health Centers – this resolution was referred back to the Human Services Committee from the October 11, 2005 Board of Commissioners

3. Information Update: Laura Petersen, Ingham County Advantage Program – no materials

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

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

Members Absent: None

Others Present: John Neilsen, Bruce Bragg, Dr. Sienko and Stefanie Zin

The meeting was called to order by Chairperson Hertel at 7:00 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the September 19, 2005 Minutes
MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. DEDDEN, TO APPROVE THE SEPTEMBER 19 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY. Absent: Comms. Weatherwax-Grant and Severino

Additions to the Agenda
4. Revised Request

Limited Public Comment: None

1. Interviews
   b. Department of Human Services Board

Chairperson Hertel informed the Committee that Anthony Snyder withdrew his application for this Board.

(Comm. Severino arrived at 7:03 p.m.)

The Committee interviewed Donna Hufnagel and Adrian Johnson for a vacant position on the Human Services Board.

Chairperson Hertel expressed this Committee’s appreciation for the applicants’ interest in serving on the Human Services Board. They are both well qualified for the position. Comm. Holman stated her preference to recommend the appointment of Adrian Johnson.

(Comm. Weatherwax-Grant arrived at 7:08 p.m.)

Chairperson Hertel stated this Committee will make a recommendation to the full Board next Tuesday evening.

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. CELENTINO, TO RECOMMEND THE APPOINTMENT OF DONNA HUFNAGEL TO THE DEPARTMENT OF HUMAN SERVICES BOARD. MOTION CARRIED with Comm. Holman voting NO.

a. Community Health Center Board

The Committee interviewed Donia Walker for a position on the Community Health Center Board.
MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. SEVERINO, TO RECOMMEND THE APPOINTMENT OF DONIA WALKER TO THE COMMUNITY HEALTH CENTER BOARD.

Comm. Dedden expressed her support for the motion. She then wanted these minutes to reflect that the applicant who has not been interviewed as of this date is also very impressive. She requested that he be sent a letter notifying him of other commission vacancies within the County. The Committee held a brief discussion regarding the applicants in this item.

MOTION CARRIED UNANIMOUSLY.

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

2. Health Department
   a. Resolution to Authorize a Preventive Medicine Residency Program Agreement with the University of Michigan
   c. Resolution to Authorize a Teen Parent Program Grant Agreement with the Michigan Department of Human Services

3. Controller’s Office – Resolution Authorizing Adjustments to the 2005 Ingham County Budget

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

2b. Health Department – Resolution to Authorize Staffing Changes in the Adult Health, Sparrow and St. Lawrence Community Health Centers

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. DEDDEN, TO APPROVE THE RESOLUTION TO AUTHORIZE STAFFING CHANGES IN THE ADULT HEALTH, SPARROW AND ST. LAWRENCE COMMUNITY HEALTH CENTERS.

Comm. Weatherwax-Grant asked which Health Centers would be eliminating positions. Mr. Bragg stated the proposed changes will be made at the Adult Health Centers. The changes are being made in an effort to increase efficiency and effectiveness. He further stated the proposed positions are currently vacant. Functions will be more properly aligned with the skill and training of employees. It will also reduce the cost of a medical visit. The appropriate union has been informed of this proposal.

MOTION CARRIED UNANIMOUSLY.

4. Board of Commissioners Referral – Gateway Community Services, July 29, 2005 Communication

The updated request is dated September 27, 2005. Ms. Zin explained Gateway’s Clinic services were discussed at a recent roundtable meeting. It was clear from the discussion that the current model Gateway Clinic was operating under was not one that would ensure ongoing financial sustainability. To be considered for any funding increase, the Clinic would have to change its operating model. Ongoing financial sustainability as well as an ability to meet contract numbers are necessary requirements for other health care community partners to consider providing supplemental financial support for the Clinic.
After further consideration by Gateway’s Board of Directors, it became evident that a significant amount of agency time and resources would need to be deployed to develop the infrastructure necessary to develop and maintain a viable operation model. Ms. Zin stated the Clinic does not have adequate resources to undertake such an initiative at this time. The Board of Directors has directed staff to cease any further efforts to invigorate the Medical Clinic Program as operated by Gateway Community Centers.

Ms. Zin further explained the Center needs to provide transition services to its patients. This effort is called the “Medical Clinic Patient Transition Program.” Program services include securing written releases of information and confirming the identity of the patient requesting the records, retrieving medical records, photocopying medical records, contacting patients regarding lab results, etc.

Ms. Zin stated Gateway does receive funding support from the County, and, that Gateway does have a 2006 Community Agency funding request on file with the County.

The Committee held a general discussion regarding the provision of medical records to patients. Mr. Bragg stated Gateway most likely should maintain the original medical records for a long period of time.

In response to Comm. Dedden, Ms. Zin stated Gateway has contracted with the County for the provision of different programs. Gateway received approximately $97,000 for FY 05. As of the end of August, Gateway realized approximately $83,000 in expenses.

Chairperson Hertel requested that Gateway provide the County with a detailed breakdown of other categories for verification purposes regarding patients’ geographical residences. Ms. Zin stated she would provide that information to the County.

Comm. Severino suggested Gateway obtain costs estimates for professionals to maintain its medical records. Gateway should also determine the legal timeframe for keeping medical records on file.

Comm. Dedden asked where Gateway was referring its patients. Ms. Zin stated many are being referred to Dr. Saltman and some to the Ingham County Health Plan.

Mr. Neilsen asked if this is a one-time request from Gateway. Ms. Zin explained Gateway may have space rental issues. Gateway will pursue all other options to defray the costs associated with closing the Clinic.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. WEATHERWAX-GRANT, TO ALLOCATE FUNDING TO THE GATEWAY MEDICAL CLINIC IN THE AMOUNT OF $9,567.60.

Chairperson Hertel stated he would make an effort with the landlord of the rental property regarding the remainder of the lease costs.

Comm. Dedden suggested an amendment to allocate $4,200 to Gateway. This motion may be amended further by the Finance Committee on Wednesday evening. The Committee accepted this suggestion as a FRIENDLY AMENDMENT to the motion.

MOTION CARRIED UNANIMOUSLY.

Mr. Neilsen stated he would prepare a resolution in this matter for the Finance Committee’s consideration.
Announcements: None

Public Comment: None

The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Debra Neff
WHEREAS, since his appointment to the Ingham County Department of Human Services Board (formerly known as the Family Independence Agency Board), Lloyd D. Fett has served as Member, Vice Chair, and Chair for over six years, providing leadership and vision to the Ingham County Department of Human Services and the Ingham County Medical Care Facility; and

WHEREAS, Lloyd’s considerable experience, with over 39 years with social welfare agencies, and emphasis on the importance of planning, has made him a highly effective leader and compassionate Board Member; and

WHEREAS, in 2004, Lloyd supported the building of a 32-bed rehabilitation wing addition to the Ingham County Medical Care Facility serving the County’s elderly; and

WHEREAS, Lloyd’s attention to detail and belief in the Department of Human Services and the Medical Care Facility serves as a role model for others.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Lloyd D. Fett for his accomplishments as a member of the Ingham County Department of Human Services Board and for his dedication and commitment toward improving the quality of life for the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Board wishes him continued success in all of his future endeavors.
RESOLUTION STAFF REVIEW        DATE: October 11, 2005

Agenda Item Title: Resolution to Authorize a 2005-2006 Federal Abstinence Grant Program

Submitted by: Health Department

Committees: LE ___, JD____, HS*, CS*, Finance *

Summary of Proposed Action: (See the attached letter of explanation.)
This resolution will authorize a Federal Abstinence Program Grant of $276,826 for the period September 30, 2005 through September 29, 2006. Also authorized is a new part-time position (Educational Specialist-Health position, UAW TOPS C), subcontracts, mini-grants and the lease agreements.

Financial Implications: The 2006 budget is amended to accept a Federal Abstinence Program Grant of $276,826. There is no Ingham County General Fund contribution to this program.

Other Implications: This is year two of the five year period.

Staff Recommendation: JA ___ JN * ___ HH ___
This resolution should be approved.
MEMORANDUM

To: Human Services Committee
   County Services Committee
   Finance Committee

From: Bruce Bragg

Date: October 12, 2005

Subject: Recommendation to authorize 2005-2006 Federal Abstinence Grant Program

This is a recommendation to authorize a Federal Abstinence Program grant contract with the United States Department of Health and Human Services (DHHS).

In FY 2004-2005 the Health Department was awarded a second five year grant from DHHS Office of Population Affairs, Office of Teen Parenting Prevention. DHHS has issued a Notice of Grant Award for the second year of the grant to provide abstinence education programming targeted at Ingham County youth, ages 9 to 17 and their parents. The second year award is for $276,826 for a period beginning September 30, 2005 and ending September 29, 2006.

This proposed program will work with community schools and agencies to provide research supported curriculum and activities that promote youth abstinence from risk-taking behaviors.

The Ingham County Health Department will partner with four community agencies to provide Abstinence programming through subcontracts. These agencies will agree to work with the Health Department to create abstinence programming to meet the specific needs of their community. Each subcontract will be in the amount of $7,500.

The Department will also enter into services contracts with individuals to conduct after-school abstinence education activities in four Ingham County schools. Facilitators will be paid $25 per hour, for approximately 672 total hours, including facilitator training time, and preparation.

Evaluation services for the program will be contracted with the Institute of Children, Youth, and Families of Michigan State University. The attached resolution will authorize a $15,000 contract with Michigan State University for the period September 30, 2005 to September 29, 2006. The evaluation will be supported by a data-based system developed through a contract with Public Sector Consultants for the amount of $20,000.

The 2005-2006 Program will utilize existing Health Department staff, and one new part-time position to implement the grant activities.

The Department will also contract with local recreational and/or meeting centers for the purpose of conducting Abstinence Program events.
The new part-time position, the subcontracts, mini-grants and the lease agreements are not included in the Department’s 2006 budget. It is necessary to authorize the Controller to amend the Department’s 2006 budget to insert the funding and the expense associated with these items. There is no Ingham County General Fund contribution to this program.

I recommend that the Board adopt the attached resolution and authorize the 2005-2006 Federal Abstinence Program Grant.

Attachment

c: Jaeson Fournier w/attachment
    John Jacobs w/attachment
    Kathy Way w/attachment
RESOLUTION TO AUTHORIZE A 2005-2006 FEDERAL ABSTINENCE GRANT PROGRAM

WHEREAS, young people can learn skills and techniques to assist in abstaining from early sexual activity, the use of tobacco, alcohol and other substances, and other risky behaviors that are dangerous to their health; and

WHEREAS, Ingham County has coordinated an Abstinence Program in Ingham County for several years; and

WHEREAS, the United States Department of Health and Human Services has offered an Abstinence Grant to Ingham County since FY 1999-2000; and

WHEREAS, the Health Department submitted a successful competitive proposal for a new five year cycle of funding beginning with FY 2004-2005; and

WHEREAS, the Federal Government has announced a $276,826 grant award for 2005-2006, year two of the five year period; and

WHEREAS, the Health Officer has advised the Board of Commissioners that the funding of this grant program is included in the Health Department’s 2006 budget, as recommended by the Controller and approved by the Human Services and Finance Committees, and recommends that the Board authorize and accept the Federal grant.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts a Federal Abstinence Program Grant of $276,826 for the period September 30, 2005 through September 29, 2006.

BE IT FURTHER RESOLVED, that a $15,000 contract with the Michigan State University Institute of Children, Youth and Families and a $20,000 contract with Public Sector Consultants be authorized for evaluation of the project for the same period as the grant award.

BE IT FURTHER RESOLVED, that four mini-grants of $7,500 are authorized with community agencies to create abstinence programming to meet specific community needs.

BE IT FURTHER RESOLVED, that the Health Department is authorized to execute contracts with individuals to conduct after-school abstinence education activities in community schools at the rate of $25 per hour for approximately 672 hours total, to include facilitator training time and preparation.

BE IT FURTHER RESOLVED, that a grant funded part-time Educational Specialist-Health position (UAW TOPS C) be established to replace the temporary, part-time position that was utilized in FY 2004-2005.

BE IT FURTHER RESOLVED, that the Health Department is authorized to execute contracts with local organizations for recreational and meeting space to support Abstinence Program activities.

BE IT FURTHER RESOLVED, that the County Controller is authorized to amend the Health Department’s 2006 budget in order to implement this resolution.
BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any grant documents, mini-grants, contracts or subcontracts authorized by this resolution after review by the County Attorney.
RESOLUTION STAFF REVIEW            DATE: October 11, 2005

Agenda Item Title: Resolution to Authorize a Master Agreement with Lansing Community College

Submitted by: Health Department

Committees: LE ___, JD____, HS*, CS ___, Finance ___

Summary of Proposed Action: (See the attached letter of explanation.)
This resolution will authorize a Master Agreement with Lansing Community College to utilize the Ingham County Health Department as a field placement site for students of Human, Health and Public Services Careers Division. The Master Agreement is being proposed by LCC to set out the terms and conditions of that relationship. The proposed agreement would be on-going after August 31, 2005. It could be terminated by either party, after giving six months notice to the other party.

Financial Implications: There are no direct implications.

Other Implications: Lansing Community College is a growing developer of health career personnel in the Lansing Area, and this formalizes the relationship which benefits both parties.

Staff Recommendation: JA ___ JN * HH ___
This resolution should be approved.
MEMORANDUM

To: Human Services Committee

From: Bruce Bragg

Date: October 6, 2005

Subject: Recommendation to Authorize a Master Agreement with Lansing Community College

This is a recommendation to authorize and execute a Master Agreement with Lansing Community College. The College utilizes the Ingham County Health Department as a field placement site for students of Human, Health and Public Services Careers Division. The Master Agreement is being proposed by LCC to set out the terms and conditions of that relationship.

The proposed agreement would be on-going after August 31, 2005. It could be terminated by either party, after giving six months notice to the other party.

Lansing Community College is a growing developer of health career personnel in the Lansing Area. The relationship between the College and the Health Department has been building during the last few years to the benefit of both organizations.

I recommend that the Board adopt the attached resolution and authorize the Master Agreement.

Attachment

cc: Jaeson Fournier w/attachment
Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MASTER AGREEMENT WITH LANSING COMMUNITY COLLEGE

WHEREAS, Lansing Community College uses the Ingham County Health Department to provide clinical experiences for students in the College’s Human, Health and Public Services Careers Division; and

WHEREAS, the College has proposed a Master Agreement to set out the terms and conditions of the relationship; and

WHEREAS, Ingham County benefits from the placement of health career students in its clinical settings; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize and execute the agreement.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners authorizes a Master Agreement with Lansing Community College for the purpose of establishing the terms and conditions for placing students of the College’s Human, Health and Public Services Careers Division in programs operated by the Ingham County Health Department.

BE IT FURTHER RESOLVED, that the agreement shall commence on August 31, 2005 and shall be ongoing, subject to termination at the request of the County or the College, upon six months notification to the other party.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.
RESOLUTION STAFF REVIEW          DATE:  October 11, 2005

Agenda Item Title:   Resolution to Adjust the Status of a Position

Submitted by:    Health Department

Committees:      LE ___, JD____, HS * , CS *, Finance *

Summary of Proposed Action:  (See the attached letter of explanation.)
This resolution will authorize a change in the status of a Community Health Representative II position in the Public Health Preparedness Unit from three-quarter time to part-time, effective October 31, 2005. The recommendation is being made to support the request of the current employee.

Financial Implications:
Based on 2005 rates, the long-term savings from this staffing change will be $9,570.

Other Implications:  The Public Health Preparedness Coordinator has indicated that the Unit can function appropriately with the part-time CHR II position. The Unit does have clerical support from another program.

Staff Recommendation: JA ___  JN * ___  HH ___
This resolution should be approved.
MEMORANDUM

To: Human Services Committee
   County Services Committee
   Finance Committee

From: Bruce Bragg

Date: October 5, 2005

Subject: Recommendation to Change Status of a Position

This is a recommendation to change the status of a Community Health Representative II position in the Public Health Preparedness Unit from three-quarter time to part-time. The recommendation is being made to support the request of the current employee. The Public Health Preparedness Coordinator has indicated that the Unit can function appropriately with the part-time CHR II position. The Unit does have clerical support from another program.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the change in status to position 601053.

Attachment

cc: Dean Sienko w/attachment
    Sue McIntosh w/attachment
    John Jacobs w/attachment
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADJUST THE STATUS OF A POSITION

WHEREAS, the Public Health Preparedness Unit in the Health Department has a grant for a three-quarter time Community Representative II position; and

WHEREAS, the incumbent has requested a change to part-time status; and

WHEREAS, the Public Health Preparedness Coordinator supports the move to part-time status; and

WHEREAS, the Health Officer has recommended that the position be converted to part-time status.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a change in status, from three-quarter time to part-time for position 601053, Community Health Representative II, effective October 31, 2005.
RESOLUTION STAFF REVIEW  

**DATE:** October 11, 2005

**Agenda Item Title:** Resolution to Authorize a Refugee Assistance Program Contract with the Michigan Department of Human Services

**Submitted by:** Health Department

**Committees:** LE ___, JD____, HS___, CS ___, Finance___

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

This resolution will authorize a Michigan Department of Human Services Refugee Assistance Program Contract for the period October 1, 2005 through September 30, 2006. It is expected that DHS will extend annually, by amendment, this agreement through September 30, 2008.

**Financial Implications:** The County shall be compensated by DHS, $550 per completed screening service, not to exceed $330,000 during the October 1, 2005 through September 30, 2006 period. Funds are expected and included in the 2006 budget.

**Other Implications:** 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 and to link them to regular sources of health care.

**Staff Recommendation:** JA ___ JN ___ HH ___

This resolution should be approved.
MEMORANDUM

To: Human Services Committee
    Finance Committee

From: Bruce Bragg

Date: October 4, 2005

Subject: Recommendation to Authorize a Refugee Assistance Program Contract

This is a recommendation to authorize a Refugee Assistance Program Contract for the period October 1, 2005 through September 30, 2006.

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 and to link them to regular sources of health care. Originally, the State paid the County for these services on a fee for service basis. In FY 2002 the Family Independence Agency required a contract for services to assure quality services and to authorize payment. The Board of Commissioners authorized the contract in Resolution No. 02-021 for FY 2001-2002. The contract was amended in 2003 and in 2004 to extend it through September 30, 2005.

The Michigan Department of Human Services is now offering a contract for the period beginning October 1, 2005 and ending September 30, 2006, with the intent to extend annually by amendment through September 30, 2008. The MDHS will pay $550 per refugee assessment/medical screening, not to exceed 600 screenings during the contract period. The assessments will preferably be performed within 30 days of arrival in the United States. Assessments must include a complete physical examination, a number of laboratory tests, including tests for communicable disease, immunizations, referrals for services, provision of language assistance and transportation for health care purposes.

Ingham County has for many years provided similar services with support of community agencies. The County has contracts with the Refugee Services Program at Catholic Social Services and with the Family and Community Development Services which provide language, transportation and cultural assistance necessary to provide the comprehensive service required by the contract.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the amendment to the FIA Refugee Assistance Program Contract. The revenue and expenditures identified in this memo and resolution are included in the Department’s 2006 budget request.

Attachment

cc: John Jacobs w/attachment
    Jaeson Fournier w/attachment
    Bob Townsend w/attachment
INTRODUCED BY THE HUMAN SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A REFUGEE ASSISTANCE PROGRAM CONTRACT WITH THE MICHIGAN DEPARTMENT OF HUMAN SERVICES

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

WHEREAS, under the contract, Ingham County conducts health assessments of refugees, preferably within 90 days of arrival in the United States, and the assessments include a complete physical examination, a number of laboratory tests, including tests for communicable diseases, immunizations, referrals for services, provision of language assistance and transportation for health care purposes; and

WHEREAS, the Michigan Department of Human Services has approved a contract to extend the relationship through September 30, 2006, to be extended by amendment annually through September 30, 2008; and

WHEREAS, the Health Officer has advised that the funds generated from the refugee screening services are included as revenue in the Department’s 2006 budget and has recommended that the Board of Commissioners authorize the contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Refugee Assistance Program Contract with the Michigan Department of Human Services.

BE IT FURTHER RESOLVED, that the period of the contract shall be October 1, 2005 through September 30, 2006 and that the County shall be compensated $550 per completed screening service, not to exceed $330,000, during the October 1, 2005 through September 30, 2006 period.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the contract after review by the County Attorney.
RESOLUTION STAFF REVIEW

DATE: October 11, 2005

Agenda Item Title: Resolution to Authorize a Year Three Medical Reserve Corps Grant and Subcontract

Submitted by: Health Department

Committees: LE ___, JD____, HS *, CS ___, Finance *

Summary of Proposed Action: (See the attached letter of explanation.)
This resolution will authorize a third year of a Federal Department of Health and Human Services grant to develop an Ingham County Medical Reserve Corps. The Department of Health and Human Services has now awarded a third year of funding for the period October 1, 2005 through September 30, 2006.

Financial Implications: The Department of Health and Human Services has awarded a third year of funding at $49,896, which will be subcontracted to So What? Evaluation Resources.

Other Implications: The Ingham County Local Emergency Planning Committee originally applied for the federal funding. The grant is administered through the Health Department.

Staff Recommendation: JA ___ JN * ___ HH ___
This resolution should be approved.
MEMORANDUM

To: Human Services Committee
    Finance Committee

From: Bruce Bragg

Date: October 12, 2005

Subject: Authorization of a Medical Reserve Corps Grant and Subcontract

This is a recommendation to authorize a third year of a Federal Department of Health and Human Services grant to develop an Ingham County Medical Reserve Corps. The year one grant and subcontract were authorized by Resolution No. 03-320 and were extended for a second year by Resolution No. 05-188. The Department of Health and Human Services has now awarded a third year of funding for the period October 1, 2005 through September 30, 2006.

The Ingham County Local Emergency Planning Committee originally applied for the federal funding. The grant is administered through the Health Department. The grant activities are all subcontracted.

The development of a Medical Reserve Corps is supportive of the County’s overall preparation for responding to emergencies. In large scale emergency situations the existing medical systems will be overwhelmed. This project is working to develop a network of reserve workers who can support existing medical resources in emergencies. The subcontractor, “So What? Evaluation Resources,” works very closely with the Health Department’s Public Health Preparedness Unit.

So What? Evaluation Resources will be the subcontractor in year three.

I recommend that the Board adopt that attached resolution and authorize grant and the subcontract.

Attachment

c: John Jacobs w/attachment
    Sue McIntosh w/attachment
Introduction by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A YEAR THREE MEDICAL RESERVE CORPS GRANT AND SUBCONTRACT

WHEREAS, the Board of Commissioners authorized a Federal Health and Human Services Department grant to establish an Ingham County Medical Reserve Corps in December 2003, and continued for a second year through September 30, 2005; and

WHEREAS, this initiative is supported by the Local Emergency Planning Committee and the grant funds are administered through the Health Department; and

WHEREAS, the grant activities have been subcontracted with So What? Evaluation Resources; and

WHEREAS, the Department of Health and Human Services has awarded a third year of funding at $49,896; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the year three Medical Reserve Corps grant and the subcontract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a year three grant from the Federal Department of Health and Human Services to establish an Ingham County Medical Reserve Corps.

BE IT FURTHER RESOLVED, that the period of the grant award is October 1, 2005 through September 30, 2006 and the total available funding is $49,896.

BE IT FURTHER RESOLVED, that the Board authorizes a subcontract with So What? Evaluation Resources to implement the grant program in year three.

BE IT FURTHER RESOLVED, that the subcontract period shall be October 1, 2005 through September 30, 2006 and that the amount of funding shall not exceed $49,896.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the grant award and the subcontract after review by the County Attorney.
RESOLUTION STAFF REVIEW  

DATE: October 11, 2005

Agenda Item Title: Resolution to Amend the FY 2004-2005 4C Agreement with the State of Michigan Department of Human Services to Extend the Agreement through the First Quarter of FY 2005-2006

Submitted by: Health Department

Committees: LE ___, JD____, HS___, CS ___, Finance___

Summary of Proposed Action: (See the attached letter of explanation.)
This resolution will authorize a three-month extension of the current 4C Agreement to continue these services from October 1, 2005 through December 31, 2005. The Agreement continues funding for services to include child care referral services in each of the four counties in the OYC service area (Ingham, Eaton, Clinton and Shiawassee Counties). The Office for Young Children has assessed its current resources and capabilities and proposes to use existing staff to continue to deliver the level of services called for in the Agreement.

Financial Implications: The State is offering funding for three months at $113,915.50 (which is exactly one quarter of last year’s annual funding) to continue providing essentially the same scope of services as last year. The Health Department will respond to the RFP to continue services the last nine months of the 2005/06 Fiscal Year.

Other Implications: The Department of Human Services has advised that it will issue an RFP for the remainder of the 2005/06 FY, the period January 1, 2006 through September 30, 2006. It had intended to have competitive proposals submitted for the entire 2006 Fiscal Year, but was not able to get the process underway. The Department is offering to extend the 2005 agreement for three months in order to conduct the competitive proposal process.

Staff Recommendation: JA ___ JN ___ HH ___
This resolution should be approved.
MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Bruce Bragg

DATE: September 27, 2005

SUBJECT: 4C Agreement with the Michigan Department of Human Services

For many years, the Michigan Family Independence Agency (now known as Michigan Department of Human Services) has helped fund the Office for Young Children through a Community Coordinated Child Care (4C) Agreement. The Michigan Department of Human Services is now offering the County a three-month extension of the current Agreement to continue these services from October 1, 2005 through December 31, 2005. The Department of Human Services has advised that it will issue an RFP for the period January 1, 2006 through September 30, 2006. It had intended to have competitive proposals submitted for the entire 2006 Fiscal Year, but was not able to get the process underway. The Department is offering to extend the 2005 agreement for three months in order to conduct the competitive proposal process.

The State is offering funding for three months at $113,915.50 (which is exactly one quarter of last years annual funding) to continue providing essentially the same scope of services as last year. The Agreement continues funding for services to include child care referral services in each of the four counties in the OYC service area (Ingham, Eaton, Clinton and Shiawassee Counties). The Office for Young Children has assessed its current resources and capabilities and proposes to use existing staff to continue to deliver the level of services called for in the Agreement.

Attached is a resolution to authorize a three-month extension of the Community Coordinated Child Care (4C) Agreement with the Michigan Department of Human Services to fund continuing services for the first quarter of FY2006. I recommend that the Board adopt this resolution and authorize this amendment to the Agreement for the three-month period.

Attachment

c: John Jacobs w/attachment
    Ken Sperber w/attachment
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS


WHEREAS, the Office for Young Children provides information and referral, training, and other services to child care organizations and to parents of children in Ingham, Clinton, Eaton and Shiawassee Counties; and

WHEREAS, the State of Michigan has provided financial support for these services for many years through State departments, recently as the Family Independence Agency, and now through the Michigan Department of Human Services; and

WHEREAS, the Michigan Family Independence Agency and the County of Ingham currently have a Community Coordinated Child Care (4C) Agreement authorized in Board Resolution #04-306; and

WHEREAS, the Michigan Department of Human Services is proposing an amendment for a Multi-Year Extension of the Agreement, for services through the first Quarter of Fiscal Year 2006; and

WHEREAS, the Health Department’s 2006 budget anticipated a continuation of 4C services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the proposed amendment to the 4C Agreement with the Michigan Department of Human Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment for the Extension of the 4C Agreement with the Michigan Department of Human Services.

BE IT FURTHER RESOLVED, that the period of the Extension Agreement shall extend from October 1, 2005 through December 31, 2005, and that the State of Michigan shall reimburse Ingham County for up to $113,915.50 for the first quarter of Fiscal Year 2006, for expenses related to the scope and units of service included in the Agreement.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment to the Agreement after review by the County Attorney.
This resolution was referred back to the Human Services Committee from the October 11, 2005 Board of Commissioners Meeting

RESOLUTION STAFF REVIEW                DATE: September 27, 2005

Agenda Item Title: Resolution to Authorize Staffing Changes in the Adult Health, Sparrow and St. Lawrence Community Health Centers

Submitted by: Health Department

Committees: LE ___, JD ___, HS___, CS___, Finance___

Summary of Proposed Action: (See the attached letter of explanation.)
This resolution will authorize staffing adjustments in the Community Health Centers for vacant positions. The recommended changes will more properly align functions with the skill and training of employees, and reduce the cost of a medial visit.

Reduce two vacant, full-time Health Center Nurse positions (one at the St. Lawrence Health Center and one at the Sparrow Health Center) to part-time status.

The following are recommended changes:

- Eliminate one vacant, full-time Nurse Assessor position in the Adult Health Center.

- Establish two full-time Clinic Assistant/Technician I positions (one at the Sparrow Health Center and one at the Adult Health Center).

Financial Implications:
Using 2005 rates, the long-term savings at the top of the scales from this proposal is $42,586.

Other Implications: None.

Staff Recommendation: JA ___ JN ___ HH ___
This resolution should be approved.
MEMORANDUM

To: Human Services Committee  
    County Services Committee  
    Finance Committee

From: Bruce Bragg

Date: September 22, 2005

Subject: Staffing Adjustment in Community Health Centers

The Primary Care Director has documented that the County’s network of community health centers are very high cost operations compared to similar health centers in Michigan and throughout the nation. The administrators in the community health center network are encouraged to continually evaluate the staffing patterns in the health centers and to look for opportunities to adjust staffing patterns to enhance services and to reduce the cost of services.

The Adult Health and Sparrow/St. Lawrence Health Center Administrators have recommended that the County take advantage of some currently vacant positions to adjust the staffing in those health centers. The changes are intended to more appropriately assign tasks such as cleaning and stocking rooms and preparing patients to see the provider to Clinic Assistant/Technicians. This would reserve Health Center Nurses and Nurse Assessors to focus on nursing functions, such as assessing and treating clients, telephone triage, management of medications, case management, and providing patient education.

The following recommended changes will more properly align functions with the skill and training of employees. It will also reduce the cost of a medical visit. We are going to have to look for more and more opportunities to be both efficient and effective in order to continue to operate the network of community health centers that is important to the lives of thousands of Ingham County residents. Recommended changes are:

- Reduce two vacant, full-time Health Center Nurse positions (one at the St. Lawrence Health Center and one at the Sparrow Health Center) to part-time status.

- Eliminate one vacant, full-time Nurse Assessor position in the Adult Health Center.

- Establish two full-time Clinic Assistant/Technician I positions (one at the Sparrow Health Center and one at the Adult Health Center).

I recommend that the Board adopt the attached resolution and authorize the recommended staffing adjustments.

Attachment

c: Harold Hailey w/attachment  
Christine Chingman w/attachment  
Jaeson Fournier w/attachment  
Cindy LaFountain, MNA  
Tom Larkins w/attachment
INTRODUCED BY THE HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES OF THE

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE STAFFING CHANGES IN THE ADULT HEALTH, SPARROW
AND ST. LAWRENCE COMMUNITY HEALTH CENTERS

WHEREAS, the Administrators of the Community Health Centers are encouraged to continually evaluate staffing needs and to identify opportunities to reduce costs and improve efficiency; and

WHEREAS, the Adult Health, Sparrow and St. Lawrence Community Health Center Administrators have identified the opportunity to adjust staffing in a manner that will provide for the more efficient operation of the health centers; and

WHEREAS, the proposed adjustments can be implemented by taking advantage of currently vacant positions; and

WHEREAS, the Primary Care Director has advised the Health Officer that the community health center network is a relatively high cost operation and that it is necessary to find opportunities to lower the cost of a medical visit to a more acceptable range, comparing Ingham County cost with the cost of operating similar health centers in Michigan and elsewhere; and

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

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes that the following vacant positions be changed from full-time to part-time status, effective October 1, 2005:

Health Center Nurse (601188) (MNA 1)
Health Center Nurse (601288) (MNA 1)

BE IT FURTHER RESOLVED, that the vacant Nurse Assessor position (601230) (MNA 2) be eliminated, effective October 1, 2005.

BE IT FURTHER RESOLVED, that two Clinic Assistant/Technician I positions (UAW TOPS D) be established effective October 1, 2005.
To: Board of Commissioners

From: Chris Chingman, RN
       President Staff Council/MNA

Re: Opposition to Decreases in Nursing Staff Positions

Date: October 11, 2005

- Support nursing and patient care
- Nurses are assets/not liability
- Quality of patient care/ can we measure it
- Mission to serve vulnerable populations
- Keep nursing positions
The Data

- 10/23/02 issue of JAMA
- Linda Aiken, RN, Sean Clarke, RN, Julie Sochalski, RN, Jeffrey Silber, MD
- Increasing the number of surgical patients in the average nurse's caseload of 4 by one =
  - 15% increase in job dissatisfaction
  - 23% increase in nurse burnout
  - 7% increase in mortality

The Data

- July/August 2004, Health Affairs
- A. Aiken et al.
- ANA members, 393 unit-based FT staff nurses (+40% response rate)
- 2-week logs on work hours and errors
- 40% of shifts > 12 hours
- Increased risk of errors when:
  - > 12 hours working
  - Working OT
  - Worked > 40 hours per week

The Data

- Rothberg et al., "Improving nurse-to-patient staffing ratio as a cost-effective safety intervention," Medical Care, August 2005.
- "Considered as a patient safety intervention, improved nurse staffing has a cost-effectiveness that falls comfortably within the range of other widely accepted interventions."

Increase in costs...

- The cost of medical errors estimated by the IOM at $17 billion
- Hospitals are paying large sums to:
  - Recruit and orient new nurses ($42-$62,000)
  - Overtime pay, temps, agency, and travel nurses
  - McCue study
- APL-CIO's "The Costs and Benefits of Safe Staffing Ratios" at www.apic.org
- Michigan Nurses Association's "The Business Case for Reducing Patient-to-Nursing Staff Ratios and Eliminating Mandatory Overtime for Nurses" at www.minurses.org

The Data

- January 2004, Medical Care
- S. Person et al.
- Higher RN staffing associated with lower mortality rates for Medicare patients with AMI

Cost of better staffing

- McCue et al., Journal of Health Care Finance (Summer 2003):
  - 422 hospitals in 11 states
  - Increase 1% RN staffing = +0.25% operating costs -- but no decrease in profits
  - +1% non-RN = +0.18% operating costs and .21% decrease in profits
- Too few nurses = greater turnover, higher complication rates, longer lengths of stay, ? risk payouts

Spending priorities:

Comparison of incremental cost-effectiveness of two PTN ratios and 3 other patient interventions

<table>
<thead>
<tr>
<th>Intervention</th>
<th>Cost (000)</th>
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<tbody>
<tr>
<td>Pap testing</td>
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<tr>
<td>Thrombolytics in MI</td>
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<td>4:1 ratio</td>
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<tr>
<td>5:1 ratio</td>
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</tr>
<tr>
<td>HIV test blood</td>
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</table>

Cost per death averted

- 5/30/02 issue of the NEJM
- Jack Needleman, Peter Buerhaus, RN, et al.
- RN care associated with lower rates of urinary tract infections, gastrointestinal bleeding, pneumonia, shock and cardiac arrest.