

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
DALE COPEEDGE

VICE-CHAIRPERSON PRO-TEM
RANDY SCHAFFER

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
LAURA DAVIS
BRIAN McGRAIN
ANDY SCHOR
STEVE DOUGAN
DONALD VICKERS

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, OCTOBER 5, 2009 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [September 9, 2009](#) and [September 14, 2009](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Presentation - Matt Wojack, Presentation on IMPACT System of Care
2. Health Department
 - a. Discussion – Janeil Valentine, Ingham County Purchasing Department - Lease Agreement for Cedar Pointe Location
 - b. Resolution to Authorize 2009-2010 Public Health Service Agreement with the [Ingham Health Plan](#) Corporation
 - c. Resolution Amending Resolution #09-239 - Resolution to Authorize a Michigan Community Service Commission [AmeriCorps](#) Grant
 - d. Resolution to Ratify an Amendment to the Ingham Community [Health Center](#) Board Bylaws
 - e. Resolution to Authorize [Amendment #1](#) to the 2009-2010 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health
3. Controller/Administrator's Office - Resolution Authorizing [Adjustments](#) to the 2009 Ingham County Budget
4. Board Referral - Letter from the [Mid-South Substance Abuse](#) Commission Requesting Its Share of the Cobo Hall Convention Facility Tax

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

HUMAN SERVICES COMMITTEE
September 9, 2009
Minutes

Members Present: Todd Tennis, Laura Davis, Brian McGrain, Andy Schor, Steve Dougan, Donald Vickers and Board Chairperson Debbie De Leon

Members Absent: None

Others Present: Matthew Myers, Jared Cypher, Becky Bennett, Teri Morton, Beth McLaughlin, Dean Sienko, John Jacobs, Renee Canady, Randy Rauch, Peggy Roberts, Randy Bell, Randy Marwede, Penelope Tsernoglou, Tamara Swihart and others

The meeting was called to order by Chairperson Tennis at 6:01 p.m. in the Personnel Conference Room "D&E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the August 17, 2009 Minutes

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE AUGUST 17, 2009 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

Absent: Comm. Davis and Dougan

Additions to the Agenda: None

Limited Public Comment

Peggy Roberts represented the "Power of We" Consortium regarding community agency grants that Ingham County had been issuing on an annual basis. She had noticed that others receiving grants by this Committee had been taking grants workshops given by the "Power of We" to learn about building internal capacity. They had then gone out and done more to help the community. She said that those grant dollars were being multiplied many times over, and asked Ingham County to please keep those grants up and thanked them for their generosity.

(Comm. Davis and Dougan arrived at approximately 6:04 p.m.)

1. Budget Hearings

Chairperson Tennis asked those who were in agreement with the Controller's Recommended Budget to stand and identify themselves.

Randy Marwede, Veterans Affairs; Marian Owen, Tri-County Aging Consortium; Gary VanNorman, Mid-South Substance Abuse Commission; Dean Sienko, Health Department and Medical Examiner; Randy Rauch, Department of Human Services; and Susan O'Shea, Ingham Medical Care Facility all accepted the Controller's Recommended Budget for their departments. Jared Cypher indicated that Community Mental Health and the Transportation Millage should be accepted as well.

Comm. Dougan disclosed that he and Comm. Davis are members of the Tri-County Aging Consortium.

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE FOLLOWING: VETERANS AFFAIRS, TRI-COUNTY AGING CONSORTIUM, TRANSPORTATION MILLAGE, MID-SOUTH SUBSTANCE ABUSE, MEDICAL EXAMINER, COMMUNITY MENTAL HEALTH AND THE MEDICAL CARE FACILITY. THE MOTION CARRIED UNANIMOUSLY.

1. Budget Hearings

e. Central Michigan 2-1-1

Ms. Suzanne Eman said they had received a large increase in their 2-1-1 calls with an increase over last year of 23.3 percent for July and 48.5 percent for August. The increase was attributed to the economy. They had to add staff and were struggling to pay for this service. They were looking for avenues for revenue and found the traditional sources not there. They felt their services were valuable to Ingham County residents and were asking Ingham County to support them at a greater level.

Comm. Dougan asked that she clarify their request for additional funding in relation to their call volume and in relation to support they were receiving from others. Ms. Eman stated that Eaton County had given them \$11,000 and Clinton County had given them \$5,000. She could not provide the relationship to the call volume. They had received \$10,000 from the City of Lansing, but the City of East Lansing had decreased their support to \$3,000 due to a lack of call volume from that community. The majority of calls came from Ingham County. She requested to be put on the "Z" list for an additional \$10,000 over what they would already be receiving. There was discussion.

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR CENTRAL MICHIGAN 2-1-1. MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. DAVIS, TO PUT \$10,000 FOR CENTRAL MICHIGAN 2-1-1 ON THE "Z" LIST. MOTION CARRIED UNANIMOUSLY.

g. Health Department

Comm. McGrain requested clarification on Neighborhood and Agencies Coordination and the Jail Medical Budget. Mr. Jacobs explained that Neighborhood and Agencies Coordination was supporting a variety of community focused activities that the Health Department had a hand in. Mr. Jacobs added that the Neighborhood Coordination section of the budget involved eight different projects. Overall the whole unit is either funded to either 100% with Federal or State funds or there would be a leverage of foundation money in County General Fund, as well as State Medicaid funds which depended on them spending money to receive up to 50 percent of

that money back from Medicaid through an administrative match. He explained that their Registration Enrollment Unit consisted of 4-1/2 staff members who would help with registration enrollment or to guide individuals to health care services that an individual might be eligible for, i.e., Medicaid, Ingham Health Plan. He clarified that could be a Medicaid match.

In regard to the “Power of We” they had two positions—a Coordinator and an Administrator. They coordinated the collaborative efforts of the 40-plus agencies in Ingham County. The “Power of We” had formed 11 coalitions within that group and helped them with their staffing. Mr. Jacobs said they contracted with 13 community agencies to improve health at the community level. This was done because those individuals would get into areas in which the County would not have employees. Some money would be earmarked for St. Vincent’s and Catholic Charities to assist in their work with the refugee population and to help pay for translators. They contracted with those community agencies who would actually get out into the neighborhoods doing outreach to get people signed up for Medicaid and Medicare. Those contracts were targeted toward people who have barriers to getting to the health care system and cannot get to the source of the services.

Comm. Dougan asked how many positions had been designated for layoff based upon the Controller’s Recommended Budget. Ms. Morton replied that one Program Specialist Federal Abstinence position would be eliminated due to the end of the grant. A total of 10 positions have been cut consisting of nine vacant positions and the filled grant position. They were not losing any matching money as a result of cuts they were making.

Dr. Sienko said that their budget was heavily leveraged with Ingham County General Fund dollars and that they guarded those positions and activities that draw down federal money. He said they looked at positions that are more focused right off the General Fund.

Comm. Schor asked about infant mortality programs. A doctor at Sparrow Hospital had commented that infant mortality is one area where government dollars directly correspond to a reduction in infant mortality numbers. He targeted advertising as being a large part of this success. Comm. Schor then asked with a \$130,000 reduction and the elimination of that program, what will that mean.

Dr. Renee Canady spoke about the loss of that State grant which had ended for the final 2009 quarter. Dr. Canady said they had been using that money to support women they knew were at high risk. Now they were grappling with how to support the needs of that high risk population. Based on having had successful outcomes in the past, the staff was trying to find ways to meet that need.

Comm. Vickers asked if the Office for Young Children was a licensing agency and what would be their role. He was told that daycares are licensed by a State agency, but Ingham County would work with daycares to improve the quality of services, perhaps assist on health care matters, training of staff. The program helped shape the pre-school years for members of the community.

Dr. Sienko said they did other things as well. They helped people find licensed day care and have also had staff money coming from other counties to pay Ingham County staff to go out into their communities to serve. No County dollars supported staff outside of Ingham County.

Comm. McGrain wanted to know more about the Jail Medical line item.

Dr. Myers explained that with the sale of Ingham Medical Hospital years ago the County had been able to use dollars that had been owed to Ingham County. Two years ago that money ran out. The Health Department runs the Jail Medical program now and it is statutory. Certain basics were required to be provided per Michigan MDOC. With the Health Department they could leverage what they were able to do much better than the Sheriff's Office could ever do. With the Ingham Medical money gone, their budget had to be funded through the General Fund. He noted that the number listed therein was much larger than in the past. It was pointed out that health care had to be provided in the jails. There was discussion.

Comm. Dougan asked for clarification as to how much money was being spent in the jails for health care and how much money would be going toward those leaving a jail in order to get treatment elsewhere?

Dr. Myers said that more are treated inside the Jail, but there would be as many as two to four per day who would leave for X-rays, various disease treatments or just emergencies.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. SCHOR TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE HEALTH DEPARTMENT. MOTION CARRIED UNANIMOUSLY.

h. Department of Human Services

Comm. McGrain inquired about the \$15,200 for Department of Human Services Board monthly expenses to go to conferences and for monthly travel expenses. Randy Rauch explained that the three individuals on the Department of Human Services Board had opted out of travel to the September conferences.

Comm. Schor asked if his Department was tracking or participating in the Kent County lawsuit. Ingham County was involved and held harmless between June and September 3, 2009. They would start billing again October 2009.

Mr. Rauch explained their budget issues with the biggest problem they faced. The County gives them money for IMPACT. We are changing IMPACT to working with ongoing Protective Services to keep more kids totally out of care. We need to try to reduce the number of children in care. Last year they had 784 in care. They currently had 692 children in care. The only way they could stay within their budget would be to keep more children out of care and their contracts had already been cut by 20 percent.

The biggest problem was the licensing of relatives which currently involved 91 families needing to be licensed and 126 children. To meet the ratios the State had set for them they would have to put more children into private agencies.

Dr. Myers said that if Kent County would be unsuccessful in the lawsuit clearly an expense would need to be paid and would come from the Contingency Fund. Considering all of the information from Attorney Peter Cohl's office, we do not feel the need to jump in right now. We are ready to support it.

Comm. Vickers asked about the current cost for foster care.

Mr. Rauch said the cost was \$18.94 per teen per day. The Difficulty of Care allowance averaged \$8.80 extra a day per child. Residential care was \$311 per day. It was at 26 percent for those who were with private agencies and at \$61.00 per day along with the new \$10.00 that had been added on.

Mr. Rauch said there were two types of foster care. We have direct foster care workers that are with the State and they are paid \$18.94. If they were to go with a private agency, the cost still would be \$18.94. The rest would be administrative cost which goes to the agency. The lawsuit would not let Ingham County hire more staff. By October 1, 2009 they were required to have 22:1 ratio of foster children to foster care workers. Ingham County has always run about 30:1. By October of next year the ratio would have to be 16:1 and they would need to buy more private beds. Relatives were cheaper than private agencies.

Board Chairperson DeLeon asked why the children could not be adopted by family members. Mr. Rauch explained that there was a backlog, which is also part of the lawsuit, and that a lot of effort is put into trying to get children adopted.

Mr. Rauch explained that a child cannot be a temporary ward longer than one year. Ingham County was said to be the sixth largest County with children in care. They hoped to have the policy changed to keep the children until they were 19.

MOVED BY COMM. DAVIS, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE DEPARTMENT OF HUMAN SERVICES.

Comm. McGrain asked how much had been spent on the Department of Human Services Board in the last year. Mr. Rauch replied that they may be able to return \$50,000 to the County.

Mr. Rauch said they had a Special Needs Fund that Ingham County had allowed them to have to assist in paying utilities, but with emergency requests being what they saw the most, with all of the foreclosures, evictions, power and gas shutoffs, that funds had been used up quickly.

Comm. De Leon asked if the \$37,000 allocated for special needs lasted all year. Mr. Rauch explained that it lasted this year because they did so much per month, and then stopped so it

would last all year. Comm. De Leon asked if there are other agencies that can help you as a last resort. Mr. Rauch explained that they always start with DHS, they are the last resort. Capital Area Community Services has been a great partner in helping. They lost a shelter this year, one of two in the City. Basically, he said they did everything, i.e., plumbing, fix elderly individual's furnaces, etc.

There was discussion regarding reappropriating the unused monies to be used as Special Needs funds. Ingham County appropriates a certain dollar amount to the Department of Human Services, Mr. Rauch would need to talk to the Department of Human Services Board regarding how to utilize the funding.

MOTION CARRIED UNANIMOUSLY.

It was asked how many requests might be made for Special Needs County funds per month. This would enable the Committee to have a better idea of the demands that DHS might not be able to meet with the current level of funding. A list was requested so they would be able to see how underfunded it was.

i. Cooperative Extension

Randy Bell addressed the Committee. He explained that MSU and Ingham County had shared a long-standing partner relationship which had helped them to service Ingham County residents through an educational program. He noted that the Controller had made a recommendation for a 16 percent reduction in their budget.

Among other things he pointed out that MSU Extension is active in youth development, community development, nutrition education, horticultural and agricultural programs. Any proposal to eliminate the horticulture program would slow down their opportunity to serve people in the community. Their combined efforts were described as educational in nature. Currently, people have been trying to grow gardens and small home orchards and hopefully avoid emergency assistance at food banks down the road. Soil testing would help educate the public on proper pesticide applications. The Controller's Recommended Budget had suggested a reduction of this contract. Mr. Bell proposed that they would go back into their Budget and find \$25,000 in reductions and offsets and then request an additional \$25,000 be added to the "Z" list to come up with necessary \$50,000. Mr. Bell said they could find funds to help backfill some of that \$25,000, items which were related to travel, summer and employment, etc. He felt they could do this on a short-term 2-year basis to get over the budget hump.

Chairperson Tennis had commented that essentially to eliminate the Horticulturalist position would eliminate the entire program in that there would be no one for them to hand it off to. Another option had been to eliminate a clerical position.. Neither had seemed like a good idea. Mr. Bell had suggested that they would find another place in their Extension budget to cut \$25,000 and the Board would put the remainder on the "Z" List and negate terminating more Staff.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. DAVIS TO AMEND THE CONTROLLER'S RECOMMENDED BUDGET TO ALLOW MR. BELL TO RESTRUCTURE HIS COSTS APPROPRIATELY TO HELP FUND THE HORTICULTURALIST POSITION AND TO ADD THE REMAINING \$25,000 NECESSARY TO THE "Z" LIST.

Comm. Vickers asked Mr. Bell if it should not go through the "Z" List, could he maintain a half-time position? Mr. Bell said he would come back at that point to discuss other options. Comm. McGrain was supportive and hoped the Finance Committee would push this item through.

MOTION CARRIED UNANIMOUSLY.

Comm. Schor said that he had given thought and concern about the \$10,000 allocated to the Youth Commission. The Board has been talking about funding necessary services, he is considering making a motion to amend on board floor to make a shift in the budget.

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. McGRAIN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET, AS AMENDED, FOR COOPERATIVE EXTENSION. MOTION CARRIED UNANIMOUSLY.

k. Community Agencies

Chairperson Tennis explain that he felt that the Community Agencies did some very important things. The amount seemed tiny when compared to the overall County budget, but they went a long way toward making Ingham County a better place in which to live. He clarified that the numbers in the Controller's Recommended Budget did not necessarily reflect the agencies' current spending; it only reflected requested amounts.

Ms. Morton said that 17 percent had been cut from the community agencies budget, or \$34,000. Part of that was that they would not be funding Legal Aid.

Ingham East Habitat was briefly discussed and said to be based out of Williamston. Mr. Cypher said they had bought a new vehicle and had received help to cover the costs to move equipment. Ms. Morton said that Ingham County had a contract with them. Dr. Myers stated that the agencies all had contracts and have a specific scope of service. Comm. Tennis added that these agencies would all come before the Board later in 2009.

Comm. Vickers had questions about Northwest Initiative. Ms. Roberts described it as a new initiative and a neighborhood center such as Southside Community Coalition, It had been developed to serve a specific generally low income group, including youth programs, etc. and served the whole northwest section of Lansing.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. DAVIS, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE COMMUNITY AGENCIES. MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. DAVIS TO ADD \$25,000 TO THE “Z” LIST FOR COMMUNITY AGENCIES. MOTION CARRIED UNANIMOUSLY.

2. Final Ranking

1. Cooperative Extension - Horticulturalist - \$25,000
2. Community Agencies – Additional Support - \$25,000
3. Central Michigan 2-1-1 Alliance - \$10,000

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. McGRAIN, TO ADOPT THE RANKINGS. MOTION CARRIED UNANIMOUSLY.

Announcements:

None.

Public Comment:

None.

The meeting adjourned at approximately 7:38 p.m.

Respectfully submitted,
Tamara A. Swihart

HUMAN SERVICES COMMITTEE
September 14, 2009
Minutes

Members Present: Todd Tennis, Brian McGrain, Andy Schor, Steve Dougan, Donald Vickers and Board Chairperson Debbie DeLeon

Members Absent: Laura Davis

Others Present: Jared Cypher, Janeil Valentine, Dean Sienko, Marcus Cheatum, Penelope Tsernoglou, Tamara Swihart and others

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

Additions to the Agenda: There were no additions to the agenda.

Limited Public Comment: There was no limited public comment.

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

2. Health Department
 - b. Resolution to Authorize Administrative Support Services Agreements with County Health Plans
 - c. Request for Authorization for Out of State Travel – DHHS Compassion Capital Fund Grant
 - d. Resolution to Amend the Contract with JoHo Technologies, Inc.
 - e. Resolution to Amend the Call Center Services Agreement with Peckham, Inc.
 - g. Resolution to Authorize a 2009-2010 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services Under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process
 - h. Resolution to Authorize an Amendment to an Agreement with the Shiawassee Regional Education Services District

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Davis

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. McGRAIN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Davis

1. Community Mental Health Authority of Clinton-Eaton-Ingham Counties - Resolution Providing Consent to Mortgage by the Community Mental Health Authority of Clinton-Eaton-Ingham Counties of Land at 821 East Jolly Road, Lansing, Michigan

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE RESOLUTION PROVIDING CONSENT TO MORTGAGE BY THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON-EATON-INGHAM COUNTIES OF LAND AT 821 EAST JOLLY ROAD, LANSING, MICHIGAN

Comm. Vickers indicated that he understands Community Mental Health owns the property and asked if the Board should be concerned with what is going on the property, will they be following the County's bid procedure? Mr. Cypher indicated Community Mental Health owns the property and will probably follow their own bid procedures. Comm. Vickers would like to see some correspondence between Community Mental Health and the Board of Commissioners as to what is happening, such as what type of storage building will be constructed for \$180,000, what will the building look like, what is the bid procedure. His concern is that the property was purchased on a land contract and what if the land is reverted back to the County.

Comm. Dougan pointed out that if the County inherits this property somewhere through the process, the County would also inherit the mortgage. Staff was asked to check on the status of the purchase to see if there is any risk of this property reverting back to the County. There was further discussion.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Davis

2. Health Department

- f. Resolution to Authorize the Health Department to Exercise an Option to Extend the Lease of Property

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE A RESOLUTION TO AUTHORIZE THE HEALTH DEPARTMENT TO EXERCISE AN OPTION TO EXTEND THE LEASE OF PROPERTY.

Dr. Sienko explained that the landlord is interested in extending the lease for the property right now and doing some renovation work. Laura Peterson added that Cedar Management Company came to her asking if the Health Department was interested in occupying space closer to where most of the staff is located in building, moving to front of building allowing the other space to be rented out. He is aware of the Health Department's space needs and is very willing and open to do what is necessary, at his expense, so he can lease the south side of the building. The landlord would like the County to exercise its option in the lease to extend through May 31, 2015, so he does not put money into the facility and have the County vacate a year later. This is an annual 3% increase.

Comm. Schor asked if the lease was negotiated and a lower percentage increase suggested? Ms. Valentine explained that the original contract was authorized in 2005, the amount suggested was 5%. The increase was not discussed this time around. Comm. Schor pointed out that the economy has changed.

Comm. Dougan agreed with Comm. Schor and felt that a landlord should be happy to get a 0% increase for five years from a customer that pays bills on time and keeps the place up. Three percent for a lease over 3 years is about \$18,000. Is he going to spend \$18,000 in improvements beyond what he would normally be spending? Ms. Peterson indicated that the landlord was going to get back with staff. The renovations they are requesting are quite extensive. The current and previous landlords have been extremely responsive to all requests that the Health Department has asked of them. There was further discussion regarding the renovations.

There are between 30-33 employees housed at this location. Comm. McGrain asked if there was an opportunity to relocate some employees from this location back to the Human Services Building? Ms. Peterson explained that it would be very difficult. All but 5 work together, they are all in the same

operation, the call center operation and administrators are there as well. When the health plan structures first began, they were all over the Health Department, they were relocated to the current location to consolidate.

Dr. Sienko stated they could inform the landlord that the Board thought 3% was high considering economic circumstances. There was further discussion. The Committee would like to know the costs associated with the improvements coming up right now and if the landlord is willing to negotiate the 3% increase.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. McGRAIN, TO TABLE THIS ITEM UNTIL THE NEXT MEETING WITH INSTRUCTIONS TO THE HEALTH DEPARTMENT TO REOPEN NEGOTIATIONS. MOTION CARRIED with Comm. Vickers and Tennis voting “no”.
Absent: Comm. Davis

2. Health Department

a. Informational Item: H1N1 Presentation/Discussion – Dr. Dean Sienko

Dr. Sienko updated the Committee on the latest information with H1N1. There are estimates that anywhere from 30-50% of the American population will become sick with this virus in the next year or so as it runs its course through the population. This is a new virus from an immunological standpoint. We become exposed to these microbes, our bodies develop antibodies and other immune mechanisms to fight them off again.

Dr. Sienko explained the immunological memory of this which differs by age groups is causing the recommendations for whom is going to be targeted for intervention. It appears that the H1N1 virus strikes young people in particular. The Center for Disease Control (CDC) recommendation, which is the way they are practicing and the guidelines they intend to follow, are for the following four groups: pregnant women; families of infants under 6 months of age; people 24 and under; and people 25 to 65 who have an underlying illness or medical condition. The thought is that people over 65 have been exposed decades ago to a relative of this virus that is offering them some level of protection. Whereas, the young people were not around back then so their bodies do not have the exposure, therefore, they are vulnerable. The disease they have been seeing tends to bear this out.

The US estimate of the number of people in those four groups is about 160 million Americans. Dr. Sienko indicated the best weapon is vaccine. There have also been discussions about hand washing, covering your mouth, etc. The scenario has changed from when we first approached this issue in the spring. We were a bit more aggressive in our approach, treating people with antivirals. The public health community is backing off from that now. The present recommendation, which is continually changing, is that you only treat with antivirals those who are in the hospital and have the virus, or a person seen in an outpatient setting that may have H1N1, *if* they have a base-line illness. If the patient is otherwise pretty healthy, the recommendation is to let the virus run its course.

Dr. Sienko stated of the vast majority of the influenza that we have been seeing all summer long and continue to this date, ninety eight plus percent in the US is H1N1. It has been there throughout the summer, which is unusual. The studies that are occasionally being done are coming back as H1N1. A month ago, the CDC said once the person recovers, after 7 days with no fever they can return to society, now the recommendation is for non-health care workers, you can return to society within 24 hours of the fever naturally breaking. Health care workers still have to wait 7 days.

Dr. Sienko explained that there is also a super priority group, that is, if the vaccine for some reason is very delayed or if there will be a shortage. Pregnant women; household members of infants under 6 months of age; children under 5; and kids with a chronic disease up to 18 are in this group. The focus is on kids. He does not expect to have to implement a policy for a super priority group, but probably will for the general priority group. The vaccine is expected in the first week of October, which also keeps changing.

The Health Department is planning major vaccination campaigns in schools, setting up mass vaccination clinics that would vaccinate about 3,000 people, largely students, family members and others in the community. He pointed out the challenges this presents for the Health Department. There are temporary hires coming in and a retired immunization nurse is back. The thinking right now is that they will go into schools in November - about 12-14 that are strategically located - and attract about 3,000 people. There will be 16 shooting lanes. Working with schools will be critical.

For healthy adults one shot will do. For kids, the assumption is they will have to be vaccinated twice. The Health Department will return to schools in December and repeat the procedures. There are some closed PODS (Point of Distribution), large institutions that will take care of themselves, such as MSU. All they ask from the Health Department are dosages of the vaccine. The vaccine is free, no one can charge for the vaccine.

With regard to potential risks, Dr. Sienko explained that they have to depend on what they hear from the CDC, NIH, and other national research agencies. The current recommendation is all pregnant women should be vaccinated, there are no safety issues at this time. Tests are being done in terms of safety. This vaccine is being manufactured no different than any other influenza vaccine. Researchers are taking a special step to look at the safety issue. Seasonal and H1N1 shots can be given at the same time. There was further discussion.

3. Board Referrals

- a. Resolution from Lake County Urging the Continuance of the Current Structure and Funding of Coordinating Agencies with Northern Michigan Substance Abuse Services
- b. Resolution from Lenawee County Expressing Opposition to the Language Proposed in Section 470 of the S-1 Version of the Community Mental Health Budget Bill

THE BOARD REFERRALS WERE RECEIVED AND PLACED ON FILE.

Announcements:

Comm. Vickers expressed thanks and appreciation on behalf of Kathy Doyle and her family for everyone's support at this very difficult time.

Public Comment: None.

The meeting adjourned at approximately 8:06 p.m.

Respectfully submitted,

Becky Bennett

RESOLUTION STAFF REVIEW

DATE September 25, 2009

Agenda Item Title: Resolution to Authorize 2009-2010 Public Health Service Agreement with the Ingham Health Plan Corporation

Submitted by: Health Department

Committees: LE____, JD____, HS__X__, CS____, Finance__X__

Summary of Proposed Action:

This resolution authorizes a Public Health Service Agreement for 2009-2010 with the Ingham Health Plan Corporation (IHPC).

The IHPC will contract with Ingham County to purchase public health services provided to low income residents of Ingham County. The purchased services include:

- Public Health Nursing
- Adult Dental
- Outreach and Enrollment
- Support for the Ingham Community Health Center Network

Financial Implications:

The IHPC proposes to purchase services for up to \$2,871,758, for the time period of October 1, 2009 through September 30, 2010.

Other Implications:

None.

Staff Recommendation: MJM__ 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: September 17, 2009

Subject: Resolution to Authorize Public Health Service Agreement with Ingham Health Plan Corporation

This is a recommendation to authorize a Public Health Service Agreement for 2009-2010 with the Ingham Health Plan Corporation (IHPC).

The IHPC will contract with Ingham County to purchase public health services provided to low income residents of Ingham County. The IHPC proposes to purchase services for up to \$2,871,758.00. The purchased services include:

Public Health Nursing
Adult Dental
Outreach and Enrollment
Support for the Ingham Community Health Center Network

I recommend that the Board of Commissioners adopt the attached resolution and authorize the proposed agreement with the Ingham Health Plan Corporation.

Attachment

c: John Jacobs w/attachment
Jaeson Fournier w/attachment
Robin Reynolds w/attachment
Laura Peterson w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE 2009-2010 PUBLIC HEALTH SERVICE AGREEMENT WITH THE INGHAM HEALTH PLAN CORPORATION

WHEREAS, the Ingham Health Plan Corporation (IHPC) has historically contracted with Ingham County to purchase services to serve low-income populations in Ingham County; and

WHEREAS, the IHPC proposes to contract with Ingham County to purchase services from the Ingham County Health Department during the period October 1, 2009 through September 30, 2010; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize a Public Health Services Agreement with the Ingham Health Plan Corporation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Public Health Services Agreement, for up to \$2,871,758.00, with the Ingham Health Plan Corporation through which the Ingham Health Plan Corporation will purchase from Ingham County the following public health services:

- Public Health Nursing
- Adult Dental
- Outreach and Enrollment
- Support for the Ingham Community Health Center Network

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2009 through September 30, 2010.

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

RESOLUTION STAFF REVIEW

DATE September 25, 2009

Agenda Item Title: Resolution Amending Resolution #09-239 - Resolution to Authorize a Michigan Community Service Commission AmeriCorps Grant

Submitted by: Health Department

Committees: LE ____, JD ____, HS X__, CS X__, Finance X__

Summary of Proposed Action:

This resolution amends Resolution #09-239 to allow for agreements to be entered into with each AmeriCorps Host Site and with each AmeriCorps member and to authorize the Board Chairperson to sign those agreements.

Financial Implications:

The grant award is also increased from \$134,419 to \$149,419. All other terms and conditions set forth in Resolution #09-239 remain unchanged.

Other Implications:

None.

Staff Recommendation: MJM __ 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: September 28, 2009

Subject: AmeriCorps Project – Resolution Amending Resolution #09-239

The Ingham County Board of Commissioners authorized resolution #09-239 to accept an AmeriCorps grant of \$134,419 from the Michigan Community Service Commission (MCSC) for the period of October 1, 2009 through September 30, 2010 for the purpose of placing AmeriCorps members in the community to increase citizen access to healthy lifestyle opportunities.

Two issues have arisen that require approval of the Board of Commissioners:

1. On September 29, 2009, the MCSC increased the total grant amount by \$15,000 to a total of \$149,419 to assist with program start-up costs;
2. A condition of this grant requires the Ingham County Health Department to, at a minimum, enter into agreements with each AmeriCorps Host Site, and with each AmeriCorps member.

Therefore, we request that the Ingham County Health Department be authorized to accept the increased grant amount of \$149,419.

It also request that agreements be authorized with each of the host sites to provide cash contributions as their portion of the necessary match, and with each of the individual AmeriCorps members for the period of October 1, 2009 through September 30, 2010.

All other terms and conditions set forth in Resolution #09-239 remain unchanged.

I recommend that the Board of Commissioners authorize an amendment to the Health Department's budget to reflect the increased grant award.

I recommend that the Board of Commissioners adopt the attached resolution to amend Resolution #09-239.

c: John Jacobs w/attachment
Renee Canady w/attachment
Peggy Roberts w/attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A MICHIGAN COMMUNITY SERVICE COMMISSION
AMERICORPS GRANT**

RESOLUTION #09-239

WHEREAS, the Ingham County Board of Commissioners has as long term objectives the prevention and control of disease and meeting the basic needs of its citizens in a manner which emphasizes an educated and participating citizenry; and

WHEREAS, the Power of We Consortium successfully competed for a grant from the Michigan Community Service Commission (MCSC) for a Michigan's AmeriCorps project that will place ten full-time AmeriCorp members within organizations throughout the greater Lansing area to improve resident's physical activity and nutrition; and

WHEREAS, the ten AmeriCorps members will promote the use of non-motorized transportation on trails, greenways, and city streets, and increase the use of community gardens and farmers' markets in previous food deserts; and

WHEREAS, on June 23, 2009, MCSC awarded the Ingham County Health Department, acting as fiduciary for the Power of We Consortium, a grant of \$134,419 to implement the Consortium's AmeriCorps project for the period of October 1, 2009 through September 30, 2010; and

WHEREAS, the MCSC requires a non-federal 20% local match of cash and in-kind contributions for each budget period; and

WHEREAS, to implement this initiative, the Health Officer has requested authority to hire a limited term full-time grant-funded program coordinator; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners accept the AmeriCorps grant award.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts an AmeriCorps grant of \$134,419 from the Michigan Community Service Commission for the period of October 1, 2009 through September 30, 2010, for the purpose of placing AmeriCorps volunteers in the community to increase citizen access to healthy lifestyle opportunities.

BE IT FURTHER RESOLVED, that a non-federal local match of \$82,282 is authorized, including a \$10,000 cash match and in-kind contributions from the Health Department's Budget, with the remainder obtained through cash contributions of approximately \$7,000 from each of the ten AmeriCorps member host sites, as selected through a Request for Proposal process.

RESOLUTION #09-239

BE IT FURTHER RESOLVED, that the Health Department is authorized to hire a limited term full-time grant-funded program coordinator.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any grant award documents after review by the county attorney.

HUMAN SERVICES; Yeas: Tennis, Davis, McGrain, Schor, Dougan, Vickers

Nays: None **Absent:** None **Approved 7/20/09**

COUNTY SERVICES; Yeas: Celentino, Koenig, Holman, Copedge, Grebner, Vickers

Nays: None **Absent:** None **Approved 7/21/09**

FINANCE; Yeas: Grebner, Nolan, Bahar-Cook, Tennis, Davis, Dougan

Nays: None **Absent:** None **Approved 7/22/09**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION #09-239 - RESOLUTION TO AUTHORIZE
A MICHIGAN COMMUNITY SERVICE COMMISSION AMERICORPS GRANT**

WHEREAS, on July 28, 2009, the Ingham County Board of Commissioners authorized Resolution #09-239 to accept an AmeriCorps grant of \$134,419, from the Michigan Community Service Commission, for the period of October 1, 2009 through September 30, 2010, for the purpose of placing AmeriCorps members in the community to increase citizen access to healthy lifestyle opportunities; and

WHEREAS, on September 29, 2009, the Michigan Community Service Commission increased the total grant amount to \$149,419 to assist with program start-up costs; and

WHEREAS, as a condition of this grant, the Ingham County Health Department must, at a minimum, enter into agreements with each AmeriCorps host site and with each AmeriCorps member.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Health Department to accept the increased grant amount of \$149,419.

BE IT FURTHER RESOLVED, agreements for the period of October 1, 2009 through September 30, 2010 are authorized with each of the host sites to provide cash contributions as their portion of the necessary match, and with each of the AmeriCorps members for the purpose of promoting use of non-motorized transportation on trails, greenways, and city streets, and increase the use of community gardens and farmers markets.

BE IT FURTHER RESOLVED, that all other terms and conditions set forth in Resolution #09-239 remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's Budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary agreements after review by the county attorney.

RESOLUTION STAFF REVIEW

DATE September 25, 2009

Agenda Item Title: Resolution to Ratify an Amendment to the Ingham Community Health Center Board Bylaws

Submitted by: Health Department

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

Summary of Proposed Action:

This resolution authorizes an amendment to the Ingham Community Health Center Board Bylaws, to change the requirement for the minimum number of members on the Board from 13 to 9.

This action is necessary because the Health Resources and Services Administration (HRSA) has notified the Health Department as part of its annual Federally Qualified Health Center Look-Alike (FQHC LA) recertification that the Board is non-compliant with Article V, Section A of its Bylaws. Article V, Section A specifies that the Ingham Community Health Center Board “shall consist of not less than thirteen (13) and not more than seventeen (17) members.” When the Health Department submitted its annual FQHC-LA application in July, the Ingham Community Health Center Board had eleven (11) members. Over the last several years, the Ingham Community Health Center Board has maintained between ten (10) and twelve (12) members.

Financial Implications:

No direct financial implications, however the Health Department has been advised that the Ingham Community Health Center Board’s non-compliance with its Bylaws could result in de-designation of the Department’s FQHC-LA sites (Otto and Willow Health Centers). De-designation has significant fiscal ramifications as Medicaid and Medicare services provided through the Otto and Willow Community Health Centers would no longer be eligible for prospective payment system reimbursement provided to FQHC designated entities.

Other Implications:

The Ingham Community Health Center Board amended its Bylaws on September 23, 2009 changing Article V, Section A as follows: “The Community Health Center Board shall consist of not less than ~~thirteen (13)~~ nine (9) and not more than seventeen (17) members.”

Staff Recommendation: MJM__ JN __ TL __ TM__ JC X

Staff recommends approval of the resolution.

MEMORANDUM

To: Human Services Committee

From: Dean Sienko, M.D. Health Officer

Date: September 29, 2009

Subject: Ratify an Amendment to Ingham Community Health Center Board Bylaws

This is a recommendation to ratify an amendment to the Ingham Community Health Center Board's Bylaws.

In December 2002 (Resolution No. 02-294) the Board of Commissioners authorized a Cooperative Operational Agreement with the Ingham Community Health Center Board. This resolution also authorized and established the Bylaws for the Ingham Community Health Center Board of Directors.

The Ingham Community Health Center Board is required to have established Bylaws as required through Section 330 of the Public Health Services Act. This requirement was affirmed with programmatic guidance issued by the Health Resources and Services Administration (HRSA) in 1998 (Policy Information Notice 98-23). This document details the core requirements of a Community Health Center Board.

While the Ingham Community Health Center Board Bylaws are compliant with these requirements, HRSA has notified the Health Department's as part of its annual Federally Qualified Health Center Look-Alike (FQHC LA) recertification that the Board is non-compliant with Article V, Section A of its Bylaws. Article V, Section A specifies that the Ingham Community Health Center Board "shall consist of not less than thirteen (13) and not more than seventeen (17) members." When the Health Department submitted its annual FQHC-LA application in July the Ingham Community Health Center Board had eleven (11) members. Over the last several years, the Ingham Community Health Center Board has maintained between ten (10) and twelve (12) members and has been fully compliant in maintaining a membership comprised of at least fifty-one (51%) percent active users (i.e. patients) of the health center services as required by federal statute (42 CFR § 51c.304).

While the Ingham Community Health Center Board continues to recruit new members, the Board amended its Bylaws on September 23, 2009 changing Article V, Section A as follows: "The Community Health Center Board shall consist of not less than ~~thirteen (13)~~ nine (9) and not more than seventeen (17) members."

The Health Department has been advised that the Ingham Community Health Center Board's non-compliance with its Bylaws could result in de-designation of the Department's FQHC-LA sites (Otto and Willow Health Centers). De-designation has significant fiscal ramifications as Medicaid and Medicare services provided through the Otto and Willow Community Health Centers would no longer be eligible for prospective payment system reimbursement provided to FQHC designated entities.

As a consequence, I recommend that the Board of Commissioners adopt the attached resolution and ratify the amendment to the Ingham Community Health Center Board Bylaws.

Cc: Robin Turner w/attachment, Chairperson, Ingham Community Health Center Board
Dr. Jaeson Fournier w/attachment, Deputy Health Officer, Health Department

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RATIFY AN AMENDMENT TO THE INGHAM
COMMUNITY HEALTH CENTER BOARD BYLAWS**

WHEREAS, Ingham County operates a network of community health centers that provide outpatient ambulatory primary care health care services to 25,000 medically underserved individuals annually; and

WHEREAS, Ingham County operates two community health centers (Otto and Willow Health Centers) that undergo annual recertification through the Health Resources and Services Administration's Bureau of Primary Health Care (BPHC) as Federally Qualified Health Center Look-Alike (FQHC-LA) operations; and

WHEREAS, successful FQHC-LA recertification results in the BPHC's recommendation to the Centers for Medicare and Medicaid Services requesting continued designation of each of these community health centers as a Federally Qualified Health Center (FQHC); and

WHEREAS, the BPHC's review of Ingham County's FQHC-LA recertification has determined that the Ingham Community Health Center Board is not compliant with Article V, Section A of its Bylaws specifying that "The Community Health Center Board shall consist of not less than thirteen (13) and not more than seventeen (17) members"; and

WHEREAS, the Public Health Services Act specifies that organizations receiving funds through the Community Health Center Program must maintain a governing board of at least nine (9) but no more than twenty-five (25) members, as appropriate for its complexity (42 CFR § 51c.304); and

WHEREAS, the Ingham Community Health Center Board has struggled to maintain its Board composition above thirteen (13) members, while ensuring that a majority of its members are patients of the FQHC as required by federal statute [42 CFR § 51c.304(a)]; and

WHEREAS, the Ingham Community Health Center Board amended Article 5, Section A of its Bylaws on September 23, 2009 as follows: "The Community Health Center Board shall consist of not less than ~~thirteen (13)~~ nine (9) and not more than seventeen (17) members."

WHEREAS, the BPHC has indicated that failure to comply with this requirement could result in de-designation of the Health Department's two FQHC-LA community health centers; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners ratify the Ingham Community Health Center Board's amended Bylaws.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby ratifies the Ingham Community Health Center Board's amendment to Article V, Section A of its Bylaws as follows: "The Community Health Center Board shall consist of not less than ~~thirteen~~ ~~(13)~~ nine (9) and not more than seventeen (17) members."

RESOLUTION STAFF REVIEW

DATE September 25, 2009

Agenda Item Title: Resolution to Authorize Amendment #1 to the 2009-2010 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health

Submitted by: Health Department

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

Summary of Proposed Action:

This resolution authorizes Amendment #1 of the 2009 - 2010 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH).

The amendment provides the County with \$544,379 in Public Health Emergency Response (PHER) Phase III funds to implement H1N1 mass vaccination clinics and other activities to mitigate the potential threat of the H1N1 virus to the public health and well being of Ingham County residents.

Financial Implications:

Amendment #1 will increase the budget for Comprehensive Local Health Services from \$4,979,107 to \$5,523,486, for a net increase of \$544,379.

Other Implications:

None.

Staff Recommendation: MJM____ JN ____ TL ____ TM____ JC X

Staff recommends approval of the resolution.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

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

DATE: September 29, 2009

SUBJECT: CPBC Agreement Amendment #1 for 2009-2010

This is a recommendation to authorize Amendment #1 of the 2009 - 2010 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH). The CPBC Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The funds, of course, come with terms and conditions. The CPBC Agreement establishes the funding levels and the terms and conditions. The Board of Commissioners authorized the 2009-2010 Agreement in Resolution No. #09-308.

The CPBC Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #1 will increase the budget for Comprehensive Local Health Services from \$4,979,107 to \$5,523,486 for a net increase of \$544,379. The amendment provides the County with \$544,379 in Public Health Emergency Response (PHER) Phase III funds to implement H1N1 mass vaccination clinics and other activities to mitigate the potential threat of the H1N1 virus to the public health and well being of Ingham County residents. Guidance from the USDHHS Centers for Disease Control provides the PHER Phase III funds be used for the following activities:

- Administering vaccine at public health-organized clinics or other venues and point-of-dispensing (POD) sites organized on behalf of public health agencies.
- Entering into agreements with vaccinators and others for mass vaccination.
- Identifying, engaging, and enrolling private-sector partners for potential vaccine administration.
- Implementing a public health Incident Command System (ICS).
- Supporting logistical and administrative costs associated with vaccine administration sites.
- Maintaining cold-chain capacity where needed.
- Assuring vaccine safety monitoring and reporting.
- Tracking vaccine and vaccine ancillary supplies.
- Monitoring and reporting of vaccine doses administered.
- Implementing the vaccine communication strategy outlined in the PHER Phase II guidance.
- Implementing communication strategies to reach the public, especially those priority groups included in the Advisory Committee on Immunization Practices (ACIP) recommendations.
- Dispensing/distributing antiviral drugs.

- Implementing community mitigation activities/measures.
- Identifying medically vulnerable populations and providing access to vaccinations through mobile vaccination teams, home-based vaccination, institutional vaccination, outreach teams, or other similar means.
- Assuring adequate security at central receiving sites and/or vaccine administration sites.
- Developing information technology (IT) infrastructure for tracking H1N1 personnel, contractors, contracts, inventory, grant funding, and other expenses.
- Space rental, refrigeration, and transportation expenses related to distribution of vaccine from central receiving sites to vaccine administration sites.
- Assuring appropriate accounting and fiscal oversight.
- Purchasing of personal protective equipment (PPE) for the public sector mass vaccination workforce, fit testing costs, and maintenance of a respiratory protection program for public and health care sector workforce (in accordance with CDC guidance).
- Ensuring surge capability within a public health emergency operations center (EOC).
- Assuring medical/public health surge capability through mobilization of a volunteer workforce including Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP), Medical Reserve Corps (MRC), American Red Cross, community emergency response teams (CERT) and other volunteer agencies.
- Registering and credentialing of volunteers.
- Assuring interoperable communication systems.
- Direct assistance (DA) personnel.

I recommend that the Board of Commissioners adopt the attached resolution and that the Controller is authorized to amend the Health Department's 2010 budget in order to implement this resolution.

c: John Jacobs w/attachment
 Bob Townsend w/attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #1
TO THE 2009-2010 COMPREHENSIVE PLANNING,
BUDGETING AND CONTRACTING AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

WHEREAS, the responsibility for protecting the public health is a shared responsibility between the State and county governments in Michigan; and

WHEREAS, the Michigan Department of Community Health and Ingham County have historically entered into contracts to clarify the role and responsibility of each party in protecting the public health; and

WHEREAS, the MDCH and Ingham County have entered into a 2009-2010 Agreement for the delivery of public health services under the Comprehensive Planning, Budgeting and Contracting (CPBC) process to clarify roles and responsibilities, including funding relationships, authorized by Resolution #09-308; and

WHEREAS, the MDCH has proposed an amendment to the 2009-2010 CPBC to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer recommends the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #1 to the 2009-2010 Comprehensive Planning, Budgeting, and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the net adjustment in the total amount of CPBC funding shall be an increase of \$544,379 from \$4,979,107 to \$5,523,486 for Public Health Emergency Response Phase III activities, for the purpose of implementing H1N1 mass vaccination efforts.

BE IT FURTHER RESOLVED, that the Health Department is authorized to make capital purchases in connection with implementing its H1N1 mass vaccination efforts.

BE IT FURTHER RESOLVED, that the Health Department is authorized to hire temporary employees to assist with planning, preparing and implementing the County's H1N1 mass vaccination efforts.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the Agreement, and any contracts, subcontracts and lease agreements after review by the County Attorney.

Agenda Item 3

MEMORANDUM

September 23, 2009

TO: Finance and Liaison Committees

FROM: Teri Morton, Budget Director

RE: Third Quarter 2009 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the third quarter of fiscal year 2009. There is no increase to the General Fund.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

This quarterly adjustment contains adjustments requiring Board approval due to an increase in the size of the total budget (increasing the use of Potter Park Zoo millage funds to correct for several line items omitted from the 2009 budget). Also requiring Board approval is a transfer of temporary wages from the Park Fund to the Friend of the Court Fund for the Jail Alternative Sentencing Program. By budgeting this in the Friend of the Court Fund, 66% of the expense will be covered by the Cooperative Reimbursement Program. One reappropriation of a capital item omitted from the 1st Quarter Adjustment is included (Lake Lansing South parking lot project). Finally, the Machinery Equipment Revolving Fund is increased to replace various computer equipment.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$267,954. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$583,495.

Should you require any additional information or have questions regarding this process, please don't hesitate to contact me.

TM/lrs

Attachments

Agenda Item 3

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ADJUSTMENTS TO THE
2009 INGHAM COUNTY BUDGET**

WHEREAS, the Board of Commissioners adopted the 2009 Budget on October 28, 2008 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller/Administrator's staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller/Administrator to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2009 BUDGET 9/15/09</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$82,176,165	\$0	\$82,176,165
208	Parks	2,156,111	0	2,156,111
215	Friend of the Court	5,109,163	7,588	5,116,751
258	Potter Park/Zoo	4,581,404	265,000	4,846,404
450	Parks CIP	2,804,678	95,412	2,900,090
664	Mach./Equip. Revolving	1,294,721	26,232	1,320,953

GENERAL FUND REVENUES

	2009 Budget – <u>9/15/09</u>	<u>Proposed</u> <u>Changes</u>	2009 Proposed <u>Budget</u>
Tax Revenues			
County Property Tax	47,947,802		47,947,802
Property Tax Adjustments	(100,000)		(100,000)
Delinquent Real Property Tax	50,000		50,000
Unpaid Personal Property Tax	25,000		25,000
Industrial Facility Tax	475,000		475,000
Trailer Fee Tax	15,000		15,000
Intergovernmental Transfers			
Transfer from Rev. Sh. Res. Fund	5,927,744		5,927,744
Convention/Tourism Tax - Liquor	1,699,280		1,699,280
Health and Safety Fund	89,564		89,564
Use of Fund Balance	1,954,848		1,954,848
Department Generated Revenue			
Animal Control	659,542		659,542
Circuit Court - Family Division	802,721		802,721
Circuit Court - Friend of the Court	519,362		519,362
Circuit Crt - General Trial	2,264,627		2,264,627
Cooperative Extension	104,400		104,400
County Clerk	590,800		590,800
District Court	2,704,892		2,704,892
Drain Commissioner/Drain Tax	160,000		160,000
Economic Development	64,942		64,942
Elections	36,650		36,650
Emergency Operations	140,021		140,021
Equalization/Tax Mapping	30,800		30,800

Facilities	147,453	147,453
Human Resources	34,073	34,073
Probate Court	302,178	302,178
Prosecuting Attorney	724,593	724,593
Register of Deeds	1,576,376	1,576,376
Remonumentation Grant	103,009	103,009
Sheriff	5,612,382	5,612,382
Treasurer	7,094,789	7,094,789
Tri-County Regional Planning	61,740	61,740
Veteran Affairs	356,577	356,577
Total General Fund Revenues	82,176,165	82,176,165

GENERAL FUND EXPENDITURES

	2009 Budget – <u>9/15/09</u>	Proposed <u>Changes</u>	2009 Proposed <u>Budget</u>
Board of Commissioners	610,262		610,262
Circuit Court - General Trial	7,741,757		7,741,757
District Court	2,495,121		2,495,121
Circuit Court - Friend of the Court	1,357,167		1,357,167
Jury Board	1,757		1,757
Probate Court	1,473,557		1,473,557
Circuit Court - Family Division	6,491,004		6,491,004
Jury Selection	71,032		71,032
Elections	268,108		268,108
Financial Services	708,543		708,543
County Attorney	418,856		418,856
County Clerk	772,524		772,524
Controller	867,526		867,526
Equalization/Tax Services	690,735		690,735

Human Resources	610,432	610,432
Prosecuting Attorney	6,240,026	6,240,026
Purchasing	262,640	262,640
Facilities	1,881,683	1,881,683
Register of Deeds	622,767	622,767
Remonumentation Grant	103,009	103,009
Treasurer	704,587	704,587
Drain Commissioner	936,692	936,692
Economic Development	152,879	152,879
Community Agencies	202,265	202,265
Equal Opportunity Committee	500	500
Women's Commission	500	500
Environmental Affairs Comm	108	108
AC Shelter Advisory Board	500	500
FOC Advisory Committee	3,642	3,642
Historical Commission	500	500
Tri-County Regional Planning	102,900	102,900
Jail Maintenance	321,847	321,847
Sheriff	19,460,226	19,460,226
Community Corrections	134,481	134,481
Animal Control	1,452,313	1,452,313
Emergency Operations	267,350	267,350
Board of Public Works	440	440
Drain Tax at Large	325,000	325,000
Health Department	12,116,171	12,116,171
Medical Examiner	402,928	402,928
Substance Abuse	853,875	853,875
Community Mental Health	2,089,722	2,089,722

Department of Human Services	1,523,488	1,523,488
Tri-County Aging	80,237	80,237
Veterans Affairs	450,936	450,936
Cooperative Extension	811,431	811,431
Parks and Recreation	1,998,705	1,998,705
Contingency Reserves	267,954	267,954
2-1-1 Project	25,000	25,000
Strengthening Communities Grant	17,000	17,000
Transfer to Budget Stabilization	500,000	500,000
Capital Improvements	3,283,482	3,283,482
Total General Fund Expenditures	82,176,165	82,176,165

Non-General Fund Adjustments

Parks (F208)	Transfer funds from Parks seasonal wages to Friend of the Court temporary wages in order to receive cooperative reimbursement funding for administration of the Jail Alternative Sentencing program. (\$2,580)
Friend of the Court (F215)	Increase temporary wages to administer the Jail Alternative Sentencing program (\$7,588). \$2,580 in funding will come from a transfer from the Parks seasonal wages line item, and the remaining \$5,008 will come from cooperative reimbursement grant payments.
Potter Park/Zoo (F258)	Increase use of millage funds to accommodate unbudgeted expenses as follows: equipment repair (\$35,000), insurance and bonds (\$26,000), utilities (\$150,000), telephone allocation (\$4,000), and equipment service charge (\$50,000).
Parks CIP (F450)	Reappropriate funds for the Lake Lansing South Parking Lot project per the 2008 capital budget. (\$95,412)
Mach./Equip. Revolving (F664)	Increase CIP upgrade funds to purchase computer equipment necessary to implement the Prosecutor's paperless project (\$25,087) and a replacement scanner for the Clerk's Office (\$1,145)

2009 CONTINGENCY

Adopted Contingency Amount	\$583,495
R09-024: Inmate Telephones	(156,000)
R09-117: Telecommunications Expense Management	(48,000)
R09-118: LEAP Membership	(35,000)
R09-121: 1 st Quarter Adjustment	(6,141)
R09-214: FOC/Family Support Imaging	(40,551)
R09-227: 2 nd Quarter Adjustment	(12,849)
R09-240: Strengthening Communities Local Match	(17,000)
Current Contingency Amount	\$267,954

August 19, 2009

Matthew Myers, Ph.D.
Administrator/Controller
Ingham County Controller's Office
P.O. Box 319
Mason, MI 48854

Dear Mr. Myers:

My purpose in writing is to request the Mid-South Substance Abuse Commission's portion of the 2009 Ingham County P.A. 2 of 1986 "Cobo Hall Convention Facility Tax" or "Liquor Tax" funds. We have been informed a distribution was made to Ingham County as follows:

Month	Total Distribution	Mid-South Share
July 2009	\$663,525	\$331,762.50

Thank you in advance for handling this request as quickly as possible. We appreciate your attention to previous requests, and look forward to continued positive interactions. Please contact me at 517.337.4406 ext. 114 or at gvannorman@mssac.com if you need additional information.

Respectfully,


Gary VanNorman
Executive Director

cc: Commissioner Debbie DeLeon, Board Chairwoman
Commissioner Dale Copedge

RECEIVED

AUG 20 2009