

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

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THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, OCTOBER 19, 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 [October 5, 2009 Minutes](#)
Additions to the Agenda
Limited Public Comment

1. Appointments – Community Health Center Board
2. Health Department
 - a. Resolution to Authorize an Amendment to the [Lease of Property](#) with Cedar Management Company
 - b. Resolution to Enter into a Contract with [Dr. James D. Banner, D.O.](#) for Autopsy Services
3. Human Services Committee – Resolution Congratulating [Hospice of Lansing](#) on the Event of Their 30th Anniversary

Announcements
Public Comment
Adjournment

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

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

HUMAN SERVICES COMMITTEE

October 5, 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: Janeil Valentine, Megan Murphy, Peggy Roberts, Katie Van Dorn, Britiney Thayer, Kathy O'Neill, Jared Cypher, Dr. Dean Sienko, Dale Copedge, 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.

Approval of the September 9, 2009 and September 14, 2009 Minutes

MOVED BY COMM MCGRAIN, SUPPORTED BY COMM.VICKERS, TO APPROVE THE SEPTEMBER 9, 2009 AND SEPTEMBER 14, 2009 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

2c. Substitute - Resolution Amending Resolution #09-239 - Resolution to Authorize a Michigan Community Service Commission AmeriCorps Grant

Limited Public Comment

None

1. Presentation - Matt Wojack, Presentation on IMPACT System of Care

Comm. Copedge introduced this presentation on behalf of Matt Wojack, who was not present. He introduced Britiney Thayer, who spoke about the program. She and other youth from Ingham County attended a conference in Anaheim, CA, and she reported on their experiences there.

Comm. Copedge commended the youth and others involved in the program.

Katie Van Dorn announced that Chairperson De Leon will be a speaker at the Third Annual Report to the Community for IMPACT on October 29.

2. Health Department

a. Discussion – Janeil Valentine, Ingham County Purchasing Department - Lease Agreement for Cedar Pointe Location

Janeil Valentine reported on the terms of the new lease agreement being offered by the owners of the Cedar Pointe location. She stated that they are offering to renew the lease for five years with no increase for the first two years, and an increase in each of the last three years by the cpi or 3%, not to exceed 3% annually.

Comm. Schor stated he was not comfortable with the 3% annual increase. He pointed out that nobody gets 3% increases these days. There was discussion on how the cpi (consumer price index) is calculated.

When questioned on what it would cost the county to maintain a similar space with the services currently provided, if it owned the space, Mr. Cypher answered that it would be in the \$200,000 range. The current cost is around \$114,000, effective June 1, 2010 it will be around \$117,000.

Comm. Dougan expressed discomfort with the increase as described. He wondered if the County could have an "out clause" after the first two years.

Chairperson Tennis suggested that this be brought up as an action item at the next committee meeting and have further discussion on whether or not to accept the offer. There was no objection to this suggestion.

- b. Resolution to Authorize 2009-2010 Public Health Service Agreement with the Ingham Health Plan Corporation

MOVED BY COMM.DOUGAN, SUPPORTED BY COMM.VICKERS, TO APPROVE THE RESOLUTION TO AUTHORIZE 2009-2010 PUBLIC HEALTH SERVICE AGREEMENT WITH THE INGHAM HEALTH PLAN CORPORATION

Dr. Sienko explained how monies are pooled by county, state, and the federal government, and distributed in order to fund the purchased services.

MOTION CARRIED UNANIMOUSLY.

- c. Resolution Amending Resolution #09-239 - Resolution to Authorize a Michigan Community Service Commission AmeriCorps Grant

MOVED BY COMM.DOUGAN, SUPPORTED BY COMM.DAVIS, TO APPROVE THE RESOLUTION AMENDING RESOLUTION #09-239 - RESOLUTION TO AUTHORIZE A MICHIGAN COMMUNITY SERVICE COMMISSION AMERICORPS GRANT

MOTION CARRIED UNANIMOUSLY.

- d. Resolution to Ratify an Amendment to the Ingham Community Health Center Board Bylaws

MOVED BY COMM.VICKERS, SUPPORTED BY COMM.DAVIS, TO APPROVE THE RESOLUTION TO RATIFY AN AMENDMENT TO THE INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS

Comm. Shor asked if the change in the bylaws reducing the number of required board member would put us out of compliance.

Dr. Sienko explained that historically, the number of board members has been 11 or 12, which is non-compliant with our bylaws.

Chairperson Tennis pointed out that we are changing our bylaws to fit what we have been doing. The federal government says we have to follow our own bylaws.

MOTION CARRIED UNANIMOUSLY.

- e. Resolution to Authorize Amendment #1 to the 2009-2010 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health

MOVED BY COMM.MCGRAIN, SUPPORTED BY COMM.DAVIS TO APPROVE THE RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2009-2010 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

Dr. Sienko explained how the Public Health Emergency Response (PHER) Phase III funds will be used to implement H1N1 mass vaccination clinics and other activities designed to mitigate the potential threat of the virus in our community. He described the plans to immunize by priority groups first, i.e. healthcare workers, children, elderly and other high risk groups, and explained the different forms of the vaccine. Dr. Sienko stressed the importance of following CDC guidelines of treatment for those infected with the H1N1 virus.

MOTION CARRIED UNANIMOUSLY.

- 3. Controller/Administrator's Office - Resolution Authorizing Adjustments to the 2009 Ingham County Budget

MOVED BY COMM.DOUGAN, SUPPORTED BY COMM.MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2009 INGHAM COUNTY BUDGET

Comm. Vickers asked why the Board had to vote on this now since it was passed in 2008? This implies that we can vote this down now. He suggested that Lake Lansing Park parking lot project could be scaled down to \$75,000 and the remaining \$20,000 be used to keep Rayner Park open.

Chairperson Tennis replied that he believes this money is coming out of the capital budget, and we are not allowed to use capital budget funds for operating expenses.

Comm. Vickers stated that originally it was all general fund money.

Chairperson Tennis stated that he will refer this to Comm. Grebner in Finance because he is the expert on intermingling funds.

Comm. Schor and Comm. Davis commented about IRS regulations prohibiting transfers of funds.

Comm. Vickers stated that he would like an attorney's opinion. Mr. Cypher stated that he will discuss this with Matthew Myers in the morning to take it through the appropriate channels.

MOTION CARRIED with Comm. Vickers voting "no".

4. Board Referral - Letter from the Mid-South Substance Abuse Commission Requesting Its Share of the Cobo Hall Convention Facility Tax

The Board Referral was received and placed on file.

Announcements

Comm. Vickers announced that the 4H Awards are Sunday, October 11th, at 2:00 pm at the fairgrounds and invited those present to attend.

Public Comment

None.

The meeting adjourned at approximately 8:05 p.m.

Respectfully submitted,

Mary Waller

RESOLUTION STAFF REVIEW

DATE October 9, 2009

Agenda Item Title: Resolution to Authorize an Amendment to the Lease of Property with Cedar Management Company

Submitted by: Health Department

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

Summary of Proposed Action:

This resolution authorizes an extension of the lease between Ingham County and Cedar Management Company for the property located at 5656 South Cedar Street in Lansing. Ingham County Health Department, Health Plan Management Services and the Breast and Cervical Cancer Control Program have occupied this building since June 2005. The current lease of this property gives Ingham County the option to extend the lease by an additional five (5) years by providing 60 days notice prior to the expiration of the lease.

The current lease will expire May 31, 2010. However, Cedar Management Company has offered to make significant improvements to the space currently occupied by Health Plan Management Services if Ingham County exercises its option to extend the lease at this time. Exercising this option will extend the lease to May 31, 2015. All other terms and conditions of the lease will remain in effect.

Financial Implications:

The cost of this lease is approximately \$113,792 in the first year with no cost increases the first two years, and cost increases of 3% per year for each of the following three years of the agreement.

Year 1:	\$113,792
Year 2:	\$113,792
Year 3:	\$117,206
Year 4:	\$120,722
Year 5:	\$124,344

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: October 13, 2009

Subject: Recommendation to Amend the Lease for 5656 South Cedar Street

This is a recommendation to amend the lease between Ingham County and Cedar Management Company for the property located at 5656 South Cedar Street in Lansing. Ingham County Health Department, Health Plan Management Services and the Breast and Cervical Cancer Control Program have occupied this building since June 2005.

The current lease will expire May 31, 2010. However, Cedar Management Company has offered to make significant improvements to the space currently occupied by Health Plan Management Services if Ingham County agrees to extend the lease until May 31, 2015 at this time. Initial cost estimates for these improvements are \$80,000 to \$90,000; however Cedar Management Company is hopeful the costs will not exceed \$50,000. Cedar Management Company has also agreed to amend the rent escalation clause to eliminate an increase in rent for the first two years of the amendment. The third through fifth years of the lease County will incur a 3% rent increase per year.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an amendment to the lease of this property so improvements to the space can be made at this time.

Attachment

c: Laura Peterson w/attachments
Jayson Welter w/attachments
John Jacobs w/attachments

Agenda Item 2a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE LEASE OF PROPERTY
WITH CEDAR MANAGEMENT COMPANY**

WHEREAS, Ingham County has leased space located at 5656 South Cedar Street in Lansing since June 2005; and

WHEREAS, Ingham County has an option under the lease to extend the lease for an additional five (5) year period; and

WHEREAS, Cedar Management Company has agreed to make improvements to the space occupied by Ingham County Health Department, Health Plan Management Services if the County amends the lease to extend the expiration date until May 31, 2015; and

WHEREAS, Cedar Management Company has agreed to amend the rent escalation clause in the lease to eliminate an increase in rent for the first two years of the amendment and provide for a three percent increase per year for the remaining three years; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the amendment to the lease based on these terms.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Health Department to amend the lease between Ingham County and Cedar Management Company for the property located at 5656 South Cedar Street in Lansing to extend the expiration date to May 31, 2015.

BE IT FURTHER RESOLVED, that the rent escalation clause in the lease be amended eliminate an increase in rent for the first two years of the amendment and provide for a three percent increase per year for the remaining three years.

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

RESOLUTION STAFF REVIEW

DATE October 9, 2009

Agenda Item Title: Resolution to Enter into a Contract with Dr. James D. Banner, D.O. for Autopsy Services

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X__

Summary of Proposed Action:

This resolution authorizes a contract with Dr. James D. Banner, D.O. for autopsy services for the time period of October 1, 2009 through September 30, 2012.

Dr. Banner is Board Certified in Anatomical and Clinical Pathology and has conducted autopsies for numerous medical examiner offices throughout the Lower Peninsula.

Financial Implications:

The costs for these services: Autopsy Fee \$800.00, Supplies \$20.00, and Toxicology \$200.00 are included in the budget for the Medical Examiner.

Other Implications:

The Ingham County Medical Examiner is required to determine the cause and manner of those deaths that met the definition of a "medical examiner death" and that occur in Ingham County. About 25-30% of the time, the Medical Examiner's Office needs to order an autopsy to assist in the determination of cause and manner of death or because the County Prosecutor desires forensic evidence for prosecutorial purposes.

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., M.S., Health Officer

Date: October 13, 2009

Subject: Authorizing a Contract for Autopsy Services

The Ingham County Medical Examiner is required to determine the cause and manner of those deaths that met the definition of a medical examiner death and that occur in Ingham County. Sometimes, about 25-30% of the time, the Medical Examiner's office needs to order an autopsy to assist in the determination of cause and manner of death or because the County Prosecutor desires forensic evidence for prosecutorial purposes.

I desire to enter into a contract with Dr. James Banner to conduct autopsies. Dr. Banner is Board Certified in Anatomical and Clinical Pathology and has conducted autopsies for numerous medical examiner offices throughout the lower peninsula. Dr. Banner has a good reputation and his rates are competitive.

I recommend that a contract be authorized with Dr. Banner for autopsy services to meet this important public need.

Agenda Item 2b

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO A CONTRACT WITH DR. JAMES D. BANNER, D.O.
FOR AUTOPSY SERVICES**

WHEREAS, the Ingham County Medical Examiner contracts for autopsy services to ensure that cases are resolved in a timely and cost efficient manner; and

WHEREAS, the Chief Medical Examiner recommends that the County authorize a contract with Dr. James D. Banner, D.O., for autopsy services; and

WHEREAS, Dr. Banner has completed specialty training in pathology and is Board Certified in Anatomical and Clinical Pathology; and

WHEREAS, Dr. Banner has expressed an interest in providing autopsy services to Ingham County for cases as determined by Dr. Sienko; and

WHEREAS, the costs for such services: Autopsy Fee \$800.00, Supplies \$20.00, and Toxicology \$200.00 are comparable to costs that would be incurred elsewhere.

THEREFORE BE IT RESOLVED, that a three year contract for autopsy services be authorized for Dr. James Banner, D.O., 8487 River Oaks Circle, Greenville, Michigan, 48838, beginning on October 1, 2009 through September 30, 2012, to include the following costs for services: Autopsy Fee \$800.00, Supplies \$20.00, and Toxicology \$200.00.

BE IT FURTHER RESOLVED, that the Chief Medical Examiner has determined that there are funds in the Medical Examiner budget to cover such costs.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a contract for autopsy service.

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

Agenda Item 3

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CONGRATULATING HOSPICE OF LANSING ON THE EVENT OF THEIR 30TH ANNIVERSARY

WHEREAS, Hospice of Lansing was founded in April of 1979 and is dedicated to providing the very best possible end of life experience for its patients and families; and

WHEREAS, along with providing care in the homes of patients and a wide range of elder care facilities, the Hospice of Lansing also has its own residential eight bed facility on 22 acres in South Lansing, Stoneleigh Residence; and

WHEREAS, Hospice of Lansing believes in providing personalized care-giving so that families can focus on the precious time they have while their loved ones live out their lives as fully as possible; and

WHEREAS, due to their partnership with others in the health care community, their trained and dedicated volunteers, and various support services for bereaved families and friends, Hospice of Lansing is able to insure that those persons dealing with a terminal illness have access to quality and compassionate care at a time when it is needed most; and

WHEREAS, Hospice of Lansing is a non-profit hospice dedicated to serving all by bringing kindness, respect and quality to the end of life, as the area's first hospice, they have met the needs of countless individuals and their families; and

WHEREAS, Hospice of Lansing will be celebrating its 30th Anniversary on November 10, 2009.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulate Hospice of Lansing on the event of their 30th anniversary and extend their sincere appreciation to the founders, staff and volunteers for their dedication and compassion to the people who need support during a very difficult time in their life.

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