

CHAIRPERSON
CALVIN LYNCH

VICE-CHAIRPERSON
CURTISHERTEL, JR.

VICE-CHAIRPERSON PRO-TEM
THOMAS L. MINTER

COUNTY SERVICES COMMITTEE
VICTOR CELENTINO, CHAIR
DIANNE HOLMAN
DEBBIE DE LEON
ANDY SCHOR
MICHAEL SEVERINO
JOHN NEVIN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, JUNE 17, 2003 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 [June 3, 2003](#), May 20, 2003 and June 3, 2003 Executive Session Minutes

Additions to the Agenda

Limited Public Comment

1. Boards and/or Commissions Presentations
 - a. Historical Commission Interview
 - b. Greater Lansing Convention and Visitors Bureau - Update
 - c. Ingham County Youth Commission - [Quarterly Report](#)
 - d. Ingham County [Road Commission](#) - 2003 First Quarter EEO Report
2. Circuit Court/Family Court-Juvenile Division - Juvenile Division Accountant - Initial Starting [Salary Request](#)
3. Health Department - Resolution to Authorize a Public Health Nursing Letter of Understanding with the [Ingham Intermediate](#) School District
4. Human Resources Department - Resolution Approving a Collective Bargaining Agreement Between the County of Ingham, Ingham County Probate Court, Thirtieth Judicial Circuit Court, Fifty-fifth [Judicial District Court](#), Ingham County Prosecuting Attorney, Ingham County Clerk, Ingham County Register of Deeds, Ingham County Treasurer, Ingham County Drain Commissioner and Ingham County Sheriff with the Technical, Office, Para-professional and Service Classifications of the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) - Local 2256
5. Controller's Office
 - a. Resolution Approving a Contract with the [University of Cincinnati](#)
 - b. Resolution Establishing a Policy to Require the [Payment of a Living Wage](#)

6. Board Referrals

- a. Letter from the Ypsilanti Township [Board of Trustees](#) Supporting a Living Wage
- b. Letter from [Derwood Boyd](#) Expressing Opposition to a Living Wage Ordinance for Ingham County
- c. Letter from the [Michigan Chamber](#) of Commerce Expressing Opposition to a Living Wage Ordinance for Ingham County
- d. Resolution from [Kalamazoo](#) County in Support of Allowing for Change in the Composition of County Boards of Road Commissioners

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.

COUNTY SERVICES

June 3, 2003

Minutes

Members Present: Victor Celentino, Dianne Holman, Debbie DeLeon, Andy Schor, John Nevin and Board Chairperson Calvin Lynch

Members Absent: Mike Severino

Others Present: Jerry Ambrose, Harold Hailey, Bob Moore, June Pallotini, Dale Springer, Chris Swope, Glen Freeman, John Midgley, Bill Sepick, Janet Lyon, Dallas Henney, Chris Jordan, Scott Everett, Don Vickers, Stacy Sheridan, Todd Cook, Bob Hughes and Paul Kindell

The meeting was called to order by Chairperson Celentino at 6:44 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the May 20, 2003 and the May 6 and May 20 Executive Session Minutes

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. DELEON, TO APPROVE THE MAY 29 MINUTES AS AMENDED. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Severino

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE MAY 6 EXECUTIVE SESSION MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Severino

The May 20 Executive Session Minutes will be approved at the next meeting.

Additions to the Agenda

9b. Updated Letter

Limited Public Comment

Mr. Cook, Director of Government Relations, Lansing Regional Chamber of Commerce, stated he believes the County's proposed Living Wage Policy (Policy) contains some serious flaws. The Policy will increase County costs by approximately \$300,000 per year. Due to the current financial climate, Mr. Cook stated it is not the right time to institute such a Policy. He further stated the County should hold a serious debate regarding the proposed Policy.

Mr. Hughes, Greater Lansing Regional Chamber of Commerce, spoke regarding the proposed Policy. He stated ACORN, of California, was in support of its minimum wage law until the effects of the law were felt. ACORN sued for exemption from California's minimum wage law.

Mr. Freeman spoke in support of the proposed Policy. Corporations should provide appropriate health care coverage. Employees of corporations should not have to use the County Health Department for their health care concerns. Mr. Freeman also stated 96 counties within this State have Living Wage Policies.

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

1. Drain Commissioner - Resolution Pledging Full Faith and Credit to Cook and Thorburn Drainage District Bonds
2. Parks Department
 1. Resolution Authorizing a Park Police Services Agreement with Aurelius Township
 2. Resolution to Authorize the Acceptance of an "Able to Play" Grant for the Development of a Play Area Project at Hawk island County Park
3. Resolution Designating June 15, 2003 as "Lesbian, Gay, Bisexual and Transgender Pride Day" in Ingham County

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Severino

MOVED BY COMM. NEVIN, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Severino

4. Presentation at 7:00 p.m.
 1. Ingham County Road Commission - John Midgley and June Pallotini - Discussion Regarding Road Commission Operations

Ms. Pallotini stated she did not have a presentation prepared. However, she was happy to answer questions from the Committee.

Chairperson Celentino asked about the progress of the St. Joe project. Mr. Midgley stated the project will begin June 16. Completion should be late August. In response to Comm. Schor, Mr. Midgley explained the differences between using asphalt and concrete. Asphalt is easier to maintain in the long run. Concrete is tedious to maintain. Ms. Pallotini also stated asphalt is a recyclable material.

Comm. Nevin asked about the morale of the Road Commission employees. Ms. Pallotini stated she believes their morale is high. Comm. Nevin stated a number of Road Commission employees have expressed concerns to him regarding the Commission's promotion process. Ms. Pallotini explained the Commission recently hired outside of the Commission once to open the process. The Road Commission does not tend to promote from the outside.

Mr. Midgley also explained the Commission does not have a high turn-over rate with the exception of retirees. Ms. Pallotini stated some of these positions are left vacant due to budget constraints. Ms. Pallotini also addressed Comm. Nevin's concerns regarding two recent child/car accidents.

Mr. Midgley addressed Comm. Holman's concern regarding project scheduling. Townships are always aware of Road Commission projects. All appropriate parties attend project meetings,

including Tri-County Regional Planning. Ms. Pallotini stated the Commission meets with Meridian Township on a regular basis. Mr. Midgley explained that a main time line for Commission projects is difficult to develop due to funding issues.

In response to Mr. Hailey, Ms. Pallotini stated Dunkel Road is a City Road. She believes the City is going to widen and repave the road.

The Committee continued its discussion of Road Commission issues. Regarding Road Commission law suits, Ms. Pallotini stated there are two pending cases against the Commission. One case has been appealed to the State Supreme Court. The second case is in discovery at this time. Ms. Pallotini explained the nature of the lawsuits.

In response to Chairperson Lynch, Ms. Pallotini stated the Road Commission responds to City and Township growth. In regard to the Commission budget, Ms. Pallotini stated she is confident in looking at next year's budget.

Chairperson Celentino commended the Road Commission staff for clearing snow and ice from the road this past winter in a timely manner. Chairperson Celentino also stated he appreciated this discussion. The Commission and this Committee should continue to keep open lines of communication. Ms. Pallotini informed the Committee about the Commission's discussions regarding an increase in their per diems.

5. Presentation at 7:30 p.m. - Midwest Land Legacies - Regarding Purchase of Development Rights Program

Ms. Sheridan spoke regarding the history of the Purchase of Development Rights Program (PDR). Mr. Kindell, East Lansing resident, stated he has an interest in seeing rural, natural landscapes preserved. This is the goal of the Program.

Ms. Sheridan shared the Mission of the Ingham County Purchase of Development Rights Workgroup: Establish a voluntary process for landowners to permanently protect their property while ensuring a viable agriculture base, supporting environmental benefits, maintaining growth and enhancing the overall quality of life for all Ingham County citizens. Ms. Sheridan then reviewed information pertaining to the Mission of the Workgroup. This information was included in the Committee's agenda packet.

The Program is an economic and conservation tool to protect valuable farmland that is economically important to Michigan's second largest industry, agriculture. A PDR is a voluntary Program which compensates agricultural property owners for their willingness to accept a permanent deed restriction to their land. This deed limits future development of the land for non-agricultural purposes. Landowners are compensated for the fair market value of their land, based on the difference between what it could be sold for on the open market with no restrictions for development purposes and what it can be sold for agricultural purposes.

Once the easement is in place, the landowner still owns the land, retains all private property rights, can sell the land or pass it on to heirs, and has been fairly compensated for not exercising the developmental rights. The goal of the Program is to create blocks of protected farmland, helping to create a long-term environment for agriculture.

Mr. Kindell asked for this Committee's encouragement to continue the efforts of the Workgroup. Township letters supporting the Program were distributed to the Committee for their review. Mr. Henney asked for this Committee's support. This is a painless request which only requires the County to oversee the Program. In response to Comm. Schor, Ms. Sheridan stated the Drain Commissioner, Pat Lindemann, is very enthusiastic about this Program. The City of Lansing has indicated it would submit a letter of support for the Program.

Ms. Sheridan addressed funding questions from the Committee. P.A. 262 of 2000 established the State Agriculture Preservation Fund to provide matching funds to support local purchases of development rights programs. This Fund will provide up to 75% of the total cost. Local matching funding include funds from local units of government, landowner donations, land conservancies, foundations, grants or other private sources or a combination.

In addition, the federal farm bill has earmarked \$985 million for matching funds for farmland preservation. Ingham County can take advantage of over \$100 million available annually. Those funds can be used to cost share up to 50% of the total easement price. The other 50% can come from a combination of sources including state, local, landowner, conservancies or other sources.

Comm. Schor stated the Workgroup should provide funding options at the time they present their final report to this Committee. Mr. Ambrose stated the Growth Study may be an integral part of this issue.

Chairperson Celentino stated a draft resolution indicating the County's support of the Program may be submitted at the next County Services meeting.

MOVED BY COMM. NEVIN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE DRAFT RESOLUTION FOR A FARMLAND PRESERVATION PROPOSAL.

The draft Resolution was amended to include "**including County government**" in the partnership list in the fifth paragraph and item number two. The following enumerated items were also added to the draft Resolution:

- Add item #4. Identify funding options.
- Add item #5. Assuring that they obtain broad input

MOTION CARRIED UNANIMOUSLY as amended. Absent: Comm. Severino

Ms. Sheridan informed the Committee the next Workgroup meeting is scheduled for June 10 at 6:00 p.m. at the Vevay Township Hall. Mr. Kindell stated there is also another meeting scheduled for June 30 at 7:00 p.m. at Vevay Township Hall.

7. Controller's Office - Discussion Item - DRAFT - Resolution Establishing a Policy to Require the Payment of a Living Wage

Mr. Ambrose stated this Committee established a subcommittee earlier this year to continue the development of a living wage policy for the County. The proposed policy from the subcommittee would not apply to construction contractors required to pay prevailing wages, nor to contracts for the purchase of goods or the leasing or purchase of property. It would apply only to private contractors with five or more employees and where the total value of contracts with the County exceed \$50,000. The policy would only apply to non-profit contractors with 10 or more employees and where the total value of contracts with the County exceeded \$50,000.

Mr. Ambrose further explained the proposed policy would likely affect several contractors currently providing services to the County. Some of those contractors include custodial, cleaning and security services. The increased costs of compliance for the current custodial and cleaning contracts, which is currently estimated at \$296,000 annually, would most likely be reflected in higher costs paid by the County for the services. A cost estimate has not been developed for the implementation and monitoring of the numerous proposal requirements.

The Committee discussed the proposed Policy. Mr. Ambrose addressed questions from the Committee. The Hotel/Motel tax will be effected by the Policy. Mr. Hailey explained that unions which have current collective bargaining agreements with the County would be exempt. Mr. Ambrose stated he does not believe the estimated \$296,000 cost is out of line. Chairperson DeLeon stated all project costs would not be within the same calendar year. The projects would be phased in due to contract dates. She further stated county government should not be in the business of paying low wages. Governmental employees should not have to apply for governmental assistance to meet their daily needs. This discussion continued.

In response to Comm. Nevin, Comm. Swope explained the federal government establishes the poverty line. The County will look to those figures when adjusting the rates in the future. Comm. Schor also explained the County may opt out of a contract at any time with proper notice. The Board also has the opportunity to suspend or repeal the proposed Living Wage policy.

Comm. Holman expressed her concerns regarding the collective bargaining units. Comm. Schor stated he understands her position. However, the County should not insert itself in the contract process. Mr. Ambrose stated legal counsel will review the issue of collective bargaining units and their relation to the Policy.

Chairperson Celentino informed the Committee a resolution would be submitted at this Committee's June 17 meeting for consideration.

H. Board of Commissioners - Resolution Expressing the County's Objections to the Development and Tax Increment Financing Plan Adopted by Lansing Township (Referred from May 27 Board Meeting)

Mr. Ambrose distributed "Possible Guidelines for Agreement with Lansing Township" for the Committee review. He also explained the Resolution was referred back to this Committee by the Board because, as a whole, the Board was not comfortable with the proposed recommendations. It is very important for this Resolution to receive the consensus of the full Board.

The Finance Committee Chair is concerned that the Resolution does not contain a limit to the capture amount. A dollar amount should relate to the specific infrastructure projects. Mr. Ambrose reviewed his proposed Guidelines which are:

- I. Written Agreement
- II. Reasonable limit on total dollars to be captured*
- III. Mutually agreed date of termination
- IV. Process for amending Agreement
- V. Agreement as to including or excluding special millages

*Based on County policy restricting use of County dollars to infrastructure. Projects to be included to be based on staff recommendations.

The Finance Chair has also expressed his concern regarding the Township's proposal to capture the special millage funds. Comm. Swope stated it was clear that all Finance Committee members thought the proposed Resolution was not fair to the County. Finance is agreeable to negotiating an agreeable proposal to all the appropriate parties. Comm. Swope also stated Finance believes the language of the Resolution should be firm regarding our objections.

After some discussion, Comm. Schor stated the Resolution should be forwarded to the Board since County Services and Finance may not be able to agree on one proposal. Mr. Ambrose explained that his proposed Guidelines may ease the comfort level of both Committees. The Guidelines represent reasonable requests of the Board of Commissioners. He suggested this Committee may want to include the following language in the Resolution:

BE IT FURTHER RESOLVED, that in the interest of regional cooperation and avoiding potential litigation, the Board of Commissioners authorizes staff to negotiate an agreement with Lansing Charter Township within the five following parameters:

- I. Written Agreement
- II. Reasonable limit on total dollars to be captured*
- III. Mutually agreed date of termination
- IV. Process for amending Agreement
- V. Agreement as to including or excluding special millages

MOVED BY COMM. DELEON, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE RESOLUTION EXPRESSING THE COUNTY'S OBJECTIONS TO THE DEVELOPMENT AND

TAX INCREMENT FINANCING PLAN ADOPTED BY LANSING TOWNSHIP WITH THE ADDITIONAL BE IT FURTHER RESOLVED PARAGRAPH ABOVE.

Comm. Swope expressed his opinion that special millage funds which have been approved by the voters for a specific purpose should not be captured by the Township for other uses. The Committee discussed this issue at length. Chairperson Celentino stated this decision should be agreed upon by the full Board.

The Committee consented to eliminate the seventh BE IT FURTHER RESOLVED paragraph and to place it with the new BE IT FURTHER RESOLVED paragraph with the five guidelines in its place.

MOTION CARRIED UNANIMOUSLY as amended. Absent: Comm. Severino

VI. Board Referrals

- A. Notice of Public Hearing from the City of Lansing Regarding Brownfield Redevelopment Plan #13 - Lansing Housing Commission Redevelopment Project
- b. Letter from Capital Region Airport Authority Outlined their Budgetary Needs

The Board Referrals were received and placed on file. The Committee discussed item 6b briefly.

6. Human Resources Department

- A. 2003 First Quarter Labor Force Statistics Report

The Report was received and placed on file.

- B. Labor Negotiations Update (Closed Session Requested)

MOVED BY COMM. DELEON, SUPPORTED BY COMM. SCHOR, TO ENTER INTO A CLOSED SESSION FOR THE PURPOSE OF A LABOR NEGOTIATIONS UPDATE. MOTION APPROVED BY THE FOLLOWING UNANIMOUS VOTE: YEAS, COMMS. CELENTINO, HOLMAN, DELEON, SCHOR AND NEVIN. Absent: Comm. Severino

The Committee entered into Closed Session at this time.

The Committee returned to Regular Session at this time.

Announcements

Mr. Ambrose informed the Committee that the Greater Lansing Convention and Visitors Bureau has announced the appointment of Lee Latke as Interim Bureau Director.

Comm. DeLeon informed the Committee of the Mayor's Drug Free Youth Task Force Golf Classic. Raffle tickets will also be sold for this event.

Public Comment: None

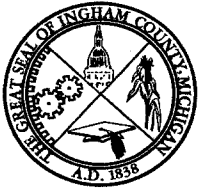
The meeting adjourned at 9:43 p.m.

Respectfully submitted,

Debra Neff

Ingham County Youth Commission

Ingham County MSUE, 121 E. Maple St. / P.O. Box 319, Mason, MI 48854
 Phone: (517) 676-7207 ~ Fax: (517) 676-7288 ~ E-Mail: cp_youth@ingham.org



June 2003

Over the past few months, the ICYC has completed their County Government Week Ad Campaign, drafted a set of by-laws, evaluated the first 18 months of the commission and planned for its future.

Officers:

Samantha Schultz
President, Okemos
Alex Freeman
Vice President, Holt
Chloe Darnell
Secretary, Lansing
Amanda Wright
Treasurer, Lansing
Robert VanKirk
Reporter, Lansing
Kareem Janoudi
Webmaster, Okemos

Commissioners:

Eldred Carter II
Lansing
Aliesha Darnell
Lansing
Natasha Hall
Lansing
Morgan Lindstrom
Mason
Matt Moravec-Gallagher
East Lansing
Billing Nielsen-Williams
East Lansing
Jared Wein
East Lansing

Advisors:

Lisa Nassar
MSUE 4-H Youth Agent
Laura Hamlin
ICYC Coordinator

Ad Campaign (attachment)

- In order to promote the Ingham County Youth Commission and county government, the ICYC developed an ad campaign to run during National County Government Week. Various Ingham County radio stations and newspapers had agreed to run the ad, however, no one heard or saw any of them actually running the ad during that week. In the future, the ICYC will promote the ad as a public service announcement rather than an advertisement since many media sources are expected to run PSA's throughout the year. The youth learned a lot in preparing for this activity and had fun working with the media and the design of the promotion.

By-Laws (attachment)

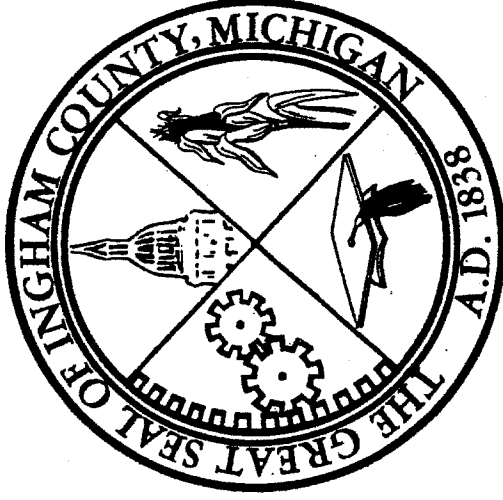
- Throughout the past several months, the ICYC has drafted a set of by-laws to include various aspects and functions of the group. Included in the by-laws are the mission and goals of the ICYC, membership guidelines, meeting expectations, officer structure and committee descriptions. ICYC members are submitting this draft to the County Services Committee for their feedback and approval as required by the resolution that established the ICYC.

Plans for the Future (attachment)

- MSUE designed and administered a survey to evaluate the pilot period of the ICYC. The results were shared with the County Services Committee as well as the ICYC members. Based on these survey results, various discussions and observations, the ICYC has drafted a plan of action for the next year.
- Included in the upcoming ICYC activities are maintaining a connection to the Mayor's Youth Advisory Council with whom the ICYC visited at their May meeting.
- In addition, the ICYC members will continue to attend judiciary sub-committee meetings over the summer and look forward to providing feedback to the BOC, when requested, throughout the time line of the juvenile justice millage.

We appreciate your continued support and are interested in any feedback you would like to give us related to the activities above or to the future direction of the ICYC.

**Get Involved
in Your
Local
Government....**



**.....it Affects
You More
Than You Think!**

**www.ingham.org
A Message From Your Ingham County Youth Commission**

**County Government Week
April 6-12, 2003**

Ingham County Youth Commission

Ingham County MSUE, 121 E. Maple St. / P.O. Box 319, Mason, MI 48854
Phone: (517) 676-7207 ~ Fax: (517) 676-7288 ~ E-Mail: cp_youth@ingham.org



March 13, 2003

To Whom It May Concern:

Officers:

Samantha Schultz
President, Okemos
Alex Freeman
Vice President, Holt
Chloe Darnell
Secretary, Lansing
Amanda Wright
Treasurer, Lansing
Robert VanKirk
Reporter, Lansing
Kareem Janoudi
Webmaster, Okemos

Commissioners:

Eldred Carter II
Lansing
Alisha Darnell
Lansing
Natasha Hall
Lansing
Morgan Lindstrom
Mason
Matt Moravec-Gallagher
East Lansing
Elling Nielsen-Williams
East Lansing
Jared Wein
East Lansing

Advisors:

Lisa Nassar
MSUE 4-H Youth Agent
Laura Hamlin
ICYC Coordinator

The Ingham County Youth Commission (ICYC) has been around for a little over a year now, yet many people do not know who we are. The ICYC is an official advisory board to the Ingham County Board of Commissioners. The ICYC is made up of youth ages twelve to eighteen. The ICYC was established in 2001; it currently consists of thirteen members, and is allowed no more than fifteen members. The main purpose of the ICYC is to be the youth voice in Ingham County Government. Other purposes include developing new and improving existing youth programs in the county and educating the youth about their county government.

April 6-12, 2003 is National County Government Week (NCGW). The goal of NCGW is to raise public awareness and understanding about the roles and responsibilities of county government. This is an important event to the ICYC because it is one of our missions as a commission to educate youth about their county government. This year's theme for Ingham County Government Week is "Counties Care for Kids." The ICYC is seeking assistance from the local media in getting the word out about Ingham County government during this very special week. Enclosed is a simple ad we have designed. We would like for you to run the ad in any or all editions of your newspaper during NCGW.

The purpose of this ad campaign is to get youth and adults interested in county government and to let them know that there are places that they can go if they need help or want a problem fixed. How can we help them if they don't know we are there to help? That is why we ask you to help us get our name out there and get youth excited about county government.

We would like to thank you for your time and hopefully participation in this ad campaign. We will be in touch with you next week to inquire about your participation, answer any questions you may have, and to determine the best format in which you would like to receive the ICYC ad (disk, hard copy, etc.).

Please contact Alex Freeman at (517) 694-4322 or via email at therunningdude@attbi.com if you have any questions.

Sincerely,


Alex Freeman


Robert VanKirk

Ingham County Youth Commission Bylaws

- I. Primary Purpose/Mission
- II. Goals/Objectives
- III. Membership
- IV. Meetings
- V. Officers
- VI. Amendments

I. Primary Purpose/Mission

The primary function of the Ingham County Youth Commission is to advise the Board of Commissioners, and others within the county government, on issues relating to young people throughout the county. The Ingham County Youth Commission is committed to expressing the ideas of opinions of all youth on issues involving local government and, therefore, will educate and create awareness for all youth in the county so that they will understand and have opportunity to respond to local issues affecting them.

II. Goals/Objectives

- A. The engagement of youth in the role of youth commissioners could increase youth knowledge and participation in local government; encourage youth to take ownership of their communities through service; and build many relationships between Ingham County youth and adults that will lead to improved youth-related policy and programs. Some of the specific goals set by the youth commission include:
 - To have youth voice their opinions/positions on issues related to their community and government
 - To develop leadership skills
 - To communicate with and serve as a model to other county commissions
 - To educate youth about local government
 - To develop new/improve existing community programs for youth

III. Membership

- A. The members of the ICYC will be chosen by the Board of Commissioners through the process normally used for the selection of members to other county advisory bodies. This will include an application process, an interview by the County Services (with one current ICYC representative present) and official appointment by the full Board of Commissioners.
- B. Using criteria such as residence, ethnicity, gender, interests, and age, provided that the members shall be no younger than 12 years of age and no older than 18 years of age.
- C. The number of members shall not exceed 15, and to the extent possible, there shall be balanced representation in all of the following age groups: 12-13 years, 14-16

years, and 17-18 years.

- D. Membership will be for no more than three years, with one additional reappointment for no more than an additional three years.

IV. Meetings

- A. The ICYC shall hold regular meetings, at least once per month, with additional meetings scheduled as needed. All meetings are open to the public.
- B. ICYC members shall decide (with their adult advisors) on the date, time, and location of their meetings and all meetings will be preceded by an agenda.
- C. A motion can pass with the majority vote of total ICYC members present. The person chairing the meeting at the time of a vote may only vote in the case of a tie.
- D. Each ICYC member is granted 3 absences from the monthly ICYC meetings. No more than 1 of those may be unexcused. For an absence to be considered excused, the ICYC member must notify an adult advisor of his/her absence at least 24 hours prior to the meeting. Any member exceeding 3 absences or 1 unexcused absence will have their membership reviewed by the Executive Committee. (See Review Board functions.)

V. Officers

ICYC officers shall consist of President, Vice President, Secretary, Treasurer, Public Relations Reporter, and Webmaster. These officers will be elected by the ICYC by October of each year and will serve for 1 year terms.

- A. *President* - The President will be in charge of the procedure of each meeting and will work with MSUE staff to develop appropriate agenda items for each meeting. The President will consult with other officers before each meeting to plan and prepare what needs to be accomplished at the meeting. The President, along with the Public Relations Reporter, will also be responsible for making quarterly reports to the Board of Commissioners.
- B. *Vice President* - The Vice President will be in charge of the proceedings of a meeting when the President is not present. The Vice President will communicate with the President before meetings to plan and prepare what needs to be accomplished at the meeting. The Vice President will be in charge of overseeing the subcommittee meetings and communicate with committee chairpersons of the ICYC.
- C. *Secretary* - The Secretary shall take notes at every meeting which will consist of all business discussed, the attendance, interesting and important comments, and miscellaneous notes. The Secretary will be responsible for typing the minutes and e-mailing them to the ICYC Adult Advisor two weeks after each meeting date.
- D. *Treasurer* - The Treasurer will be responsible for reporting on the condition of the budget at

each meeting. The Treasurer will manage the finances of fund-raising activities. The Treasurer will also be responsible for compiling a detailed report on the money spent and made and items purchased. He or she will then give a monthly report to the ICYC regarding these reports.

- E. *Public Relations Reporter* - The Public Relations Reporter, along with the President, will be responsible for making quarterly reports to the Board. The Public Relations Reporter will be in charge of writing press releases. The Public Relations Reporter will also update Youth Commissioners on pertinent current events or news stories that may be of interest to the ICYC.
- F. *Webmaster* - The Webmaster will be responsible for creating and updating the ICYC web page and for setting deadlines pertaining to the submitting of information to be used on the web page.

VI. Committees

All committees (with the exception of the Executive Committee and Review Board) shall be made up of ICYC members and can include Ingham County youth representatives who are not appointed ICYC members.

- A. Executive Committee
- B. Review Board (BOC Representative, Adult Advisors)
- C. Community Service Committee
The Community Service Committee is responsible for identifying various community service opportunities in which the ICYC could be involved. This committee coordinates the implementation of these activities along with the other ICYC members.
- D. Government Education Committee
The Government Education Committee is responsible for identifying assorted activities that would increase youth awareness of and involvement in various aspects of government. This committee coordinates the implementation of these activities.
- E. Public Relations and Marketing Committee
The Public Relations and Marketing Committee is responsible for coordinating and designing various publications the ICYC distributes including pamphlets, business cards, letterhead, etc. This committee is also responsible for designing an ICYC logo and ordering clothing for the youth commissioners. This committee directs the entire ICYC in recruiting for vacancies on the youth commission.

VII. Amendments

- A. Any of these bylaws may be amended or repealed and new bylaws adopted at any time by a 2/3 vote.
- B. All amendments will need approval of the Administrative Services/Personnel Committee.

Proposed ICYC 2004 Activity Schedule
DRAFT

June (choose date @ May meeting)	-quarterly report
June, July, August	-members attend BOC sub-committee meetings -MSUE staff to e-mail reminders
August	-plan for member recruitment -send reminder for September mtg. -plan September mtg. agenda
September	-hold first meeting -ice breaker or team building activity -develop plan of action for member recruitment -set calendar of mtg. for the year -begin preliminary plans for an activity in conjunction with another youth advisory board (ex: Make A Difference Day project in October)
October	-hold meeting -have a BOC representative visit and facilitate discussion around a specific current issue on which the BOC would like feedback -continue plans for youth activity -choose officers -continue recruitment efforts -include ice breaker or team building activity -review by-laws, committee structures and officers

November	<ul style="list-style-type: none"> -hold meeting -include ice breaker or team building activity -conclude youth activity -review by-laws, committee structures and officers and begin process for forming committees -prepare first quarterly report if time
December	<ul style="list-style-type: none"> -hold meeting -have a BOC representative visit and facilitate discussion around a specific current issue on which the BOC would like feedback -final preparation for quarterly report (present in December to County Services Committee) -include ice breaker or team building activity
January	<ul style="list-style-type: none"> -hold meeting -begin preliminary plans for County Government Week (in April...perhaps combine with April's national youth service day and provide county job shadowing opportunities to youth) -include ice breaker or team building activity
February	<ul style="list-style-type: none"> -hold meeting -have a BOC representative visit and facilitate discussion around a specific current issue on which the BOC would like feedback -continue planning for County Government Week -prepare second quarterly report if time

March	<ul style="list-style-type: none"> -hold meeting -continue planning for County Government Week -final preparation for quarterly report (present in March to County Services Committee)
April	<ul style="list-style-type: none"> -hold meeting (may be later in month due to spring break) -conclude County Government Week -develop and administer evaluation process for this year
May	<ul style="list-style-type: none"> -hold meeting -prepare third quarterly report -decide on summer schedule and activities -final preparation for quarterly report (present in June to County Services Committee) -continue to administer evaluation and compile results
June	<ul style="list-style-type: none"> -present quarterly report -wrap up past year and begin preparation for summer activities if any and next year's plans

Ingham County Youth Commission 2002-2003 Attendance Records

	9/4	10/23	12/4	1/8	2/5	3/5	4/23	5/7	no mtg.	no mtg.
Carter, Eldred	U	U	U	Unable to make mtg. date.	X	U	X	U		
Darnell, Alesha	U	U	U	U	U	U	U	U		
Darnell, Chloe	X	X	X	X	E	X	E	E		
Freeman, Alex	X	X	X	X	X	X	X	X		
Hall, Natasha	U	U	U	U	X	U	U	U		
Janoudi, Kareem	X	X	U	X	X	X	U	X		
Lindstrom, Morgan	X	X	X	X	X	E	X	X		
Moravec-Gallagher, Matt	X	X	X	X	X	E	E	E		
Nielsen-Williams, Eiling	X	X	X	X	X	U	X	X		
Schultz, Samantha	X	X	X	X	X	X	U	X		
VanKirk, Robert	U	X	E	X	X	X	X	X		
Wein, Jared	X	X	X	X	X	E	X	X		
Wright, Amanda	U	X	U	E	X	X	X	E		
VACANCY	-	-	-	-	-	-	-	-		
VACANCY	-	-	-	-	-	-	-	-		
TOTAL PRESENT	8	10	7	9	11	6	7	7		
TOTAL POSITIONS	13	13	13	13	13	13	13	13		

X = Present
 E = Excused Absence
 U = Unexcused Absence
 - = Vacancy/No Appointment

INGHAM COUNTY ROAD COMMISSION

AUSTIN E. CAVANAUGH ADMINISTRATION BUILDING
301 Bush Street P.O. Box 38 Mason, Michigan 48854-0038

June H. Pallottini, Chair
Jean M. McDonald, Vice Chair
Larry R. Smith, Commissioner

John W. Midgley, P.E., Managing Director

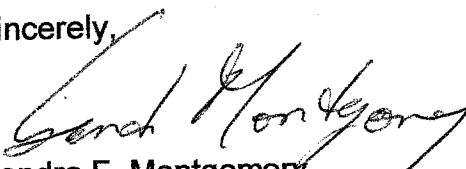
June 9, 2003

Victor Celentino
County Commissioner
1029 Andrus Ave.
Lansing, MI 48917

Dear Mr. Celentino:

June Pallottini asked that I send you the enclosed copy of the Ingham County Road Commission's EEO report for the first quarter of 2003. These statistics have not changed in the second quarter. Please contact me if you have any questions or concerns.

Sincerely,



Sandra F. Montgomery
Administrative Services Director

Cc: June Pallottini
Jean McDonald
Larry Smith
John Midgley

MEMORANDUM

June 11, 2003

TO: County Services Committee
FROM: Harold Hailey, Human Resources Director
RE: Juvenile Division Accountant - Starting Step

Human Resources has reviewed the request from Family Court to start an employee at Step 4, and is in support of the request.

Please let me know if you have any questions.

MEMORANDUM

To: Victor Celentino, Chair, County Services Committee
Harold Hailey, Human Resources Director

From: Nervy Oliver, Deputy Director, Juvenile Division - Family Court

Date: May 2, 2003

Subject: Juvenile Division Accountant - Initial Starting Salary Request

The current Juvenile Division Accountant is retiring on June 13, after having been with the county over 23 years. She currently earns \$42,594.00. It has been most challenging to locate someone with a background in government, Child Care Fund experience, and the skills necessary to fill this position. However, after interviews that included Harry Moxley (because of his accounting, Child Care Fund and technical background) we believe that we have found the best available person to meet our needs. Unfortunately, the starting salary for this position is not sufficient to obtain his services, and we make this request for authorization for initial compensation above Step 2 of the Salary Schedule to the County Services Committee pursuant to ARTICLE XXX, Section 1. B. of the OPEIU contract.

Mr. Hoffman is a highly qualified candidate by education and position relevant experience. He possesses a BBA, major Economics, minor Accounting and MA in Economics with post graduate work in Accounting.

The majority of his work history was with the State of Michigan Family Independence Agency where he began in 1972 as an Economic Analyst. During his 30 years with FIA he received seven promotions, ending his State employment as an Accounting Specialist 14, with responsibility for coordination of internal control policies and procedures.

Mr. Hoffman's understanding of the State Child Care Fund, Act 150, 220 and 4E funding will reduce his on-the-job learning curve considerably. Given his unique employment background, disruption to the financial aspects of the Family Court Juvenile Division should be minimal in comparison to the other candidates who lack his relevant experience. His accounting experience will be invaluable as we confront increasing complex budget and accounting issues, particularly in light of the Juvenile Justice Millage money. Additionally, as the Juvenile Division seeks grant funding to support and augment current and future programs his grant auditing expertise will serve well.

Currently Mr. Hoffman is contractually employed by the Washtenaw County Court Juvenile Division performing functions similar to those of our Court. This "court side" familiarity can only enhance his productivity within our system, and allow us to put his skills to greater use in the budgeting and accounting processes of the entire court.

Agenda Item 2

The opportunity to bring an employee with Mr. Hoffman's skills on board will enable us to have this position accomplish more than has been previously expected. His computer and data base management knowledge will provide the Juvenile Division additional expertise as we expand our capabilities in these important areas.

In light of the growing complexities of the Juvenile Division budget, which include the addition of millage funds and numerous new programs, activities and line items it is imperative that this position be filled by the most qualified candidate available. Therefore, we request permission to offer employment to Mr. Hoffman at grade P3, Step 4, at a starting salary of \$35,708.00. As the position is currently budgeted to be filled at the top step, the Juvenile Division will still realize an annualized savings of \$6,886.00. In addition, this position is 50% allocated to the Child Care Fund, meaning that a quarter of the salary is reimbursed by the State of Michigan. This request was approved and supported by Human Resource Director, Harold Hailey, Court Administrator David Easterday, Deputy Court Administrator Donald Reisig.

It is my understanding that the next County Services Committee meeting is scheduled for June 17, 2003. If it is your pleasure, I will be in attendance to address any question there may be regarding this request.

CC: Reisig, Easteday, Moxley

Agenda Item 3

RESOLUTION STAFF REVIEW

DATE: June 8, 2003

Agenda Item Title: Resolution to Authorize a Public Health Nursing Letter of Understanding with the Ingham Intermediate School District

Submitted by: Health Department

Committees: LE ____, JD ____, H.S. __*, CS __*, Finance __*

Summary of Proposed Action: (see attached letter of explanation)

This resolution will authorize the 2003-2004 Agreement effective July 1, 2003 through June 30, 2004 with the Intermediate School District for Early-On funds. This agreement purchases public health nursing and paraprofessional outreach services to support the needs of at-risk children, birth through three years of age.

Financial Implications: These funds (\$110,897) are anticipated in the FY 2003 and FY 2004 Health Department budgets.

Other Implications: This represents an expansion of a contractual relationship that began during FY 1996-97.

Staff Recommendation: JA ____ JN __*__ HH ____

This resolution should be approved.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Bruce Bragg

DATE: June 11, 2003

SUBJECT: Public Health Nursing Agreement with the Ingham Intermediate School District

The Ingham Intermediate School District has proposed a \$110,897 Agreement with Ingham County to purchase public health nursing and paraprofessional outreach services to support the needs of at-risk children, birth through three years of age. This represents an expansion of a contractual relationship that began during FY 1996-97.

The Health Department has collaborated with the IISD for many years to support the Early-On Program, directed at young children identified as at-risk for developmental delay. The proposed agreement will compensate the County for public health nursing and Jump Start paraprofessional outreach services. These funds are anticipated in the FY 2003 and FY 2004 Health Department budgets.

I recommend that the Board of Commissioners adopt the attached resolution to authorize the 2003-2004 Agreement effective July 1, 2003 through June 30, 2004, with the Intermediate School District for Early-On funds.

BBB/jcn

Attachment

cc: John Jacobs w/attachment
Bruce Miller w/attachment
Elaine Tannenbaum w/attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PUBLIC HEALTH NURSING
LETTER OF UNDERSTANDING WITH THE INGHAM INTERMEDIATE SCHOOL
DISTRICT**

WHEREAS, the Ingham Intermediate School District is the administrator of Michigan's Early-On Program, a program to identify and serve high risk infants and children through three years of age; and

WHEREAS, the Health Department's Public Health Nursing Unit and the Child Health Clinic represent important resources to identify, prevent, and correct health problems in high risk infants and children; and

WHEREAS, in FY 1996-97, the Intermediate School District initiated a Letter of Understanding with Ingham County to help support public health nursing services to high risk infants and children; and

WHEREAS, the Intermediate School District proposes to execute a new Letter of Understanding for public health nursing and paraprofessional outreach services for FY 2003-2004; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with the Intermediate School District to accept the funds and provide the supportive services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Ingham Intermediate School District to provide up to \$110,897 in Early-On funds to reimburse Ingham County for public health nursing and paraprofessional services to high risk infants and children.

BE IT FURTHER RESOLVED, that the period of the agreement shall be July 1, 2003 through June 30, 2004.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement and to sign any documents that might be required by the Intermediate School District, after review by the County Attorney.

Agenda Item 4

RESOLUTION STAFF REVIEW:

DATE: June 6, 2003

Agenda Item Title: Resolution Approving a Collective Bargaining Agreement Between the County of Ingham, Ingham County Probate Court, Thirtieth Judicial Circuit Court, Fifty-fifth Judicial District Court, Ingham County Prosecuting Attorney, Ingham County Clerk, Ingham County Register of Deeds, Ingham County Treasurer, Ingham County Drain Commissioner and Ingham County Sheriff with the Technical, Office, Para-professional and Service Classifications of the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) - Local 2256

Submitted By: Harold Hailey, Human Resources Director

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

Summary of Proposed Action:

NON-ECONOMICS:

1. Career Ladders - Eliminated. Employer will refer current employees to open positions at its discretion.
2. Compassionate Leave - "from the date of death until the day after the funeral" deleted. Added step-parents to list of approved family members for 2-days charged against sick time.
3. Discipline: The Employer shall not use an employee's prior record which is more than 2 years old except if it's involving the same type of infraction in which a suspension was imposed.
4. Employer Rights: Rules are not subject to the grievance procedure unless they violate the collective bargaining agreement.
5. Temporary Employees: If temporary employees work 1,560 hours or more in a 12-month period, in the same classification in the same department, they will become permanent employees.

ECONOMICS:

1. Auto Insurance: Increased from \$90 to \$120 annually.
2. Health Insurance: Utilize Health Coalition.
3. Health Waiver: If husband and wife are both our employees, the employee waiving insurance will only be eligible for single coverage commencing 1-1-05.
4. Life Insurance: Effective 1-1-04 = Full-time increased to \$30,000; three-quarter-time increased to \$10,000; and, shared / part-time increased to \$7,500.

5. Longevity: Base increased from \$18,000 to \$20,000.
6. Reclassifications/Reorganizations: Twelve (12) positions will be reclassified effective payroll period following ratification of this agreement by both parties. Women's Health and the Adult Health Clinic will be reorganized in 2003; Child Health, Sparrow, St. Lawrence, Otto, Willow and Leslie/Stockbridge Clinics will be reorganized in 2004.

The following steps will be followed regarding reorganizations and/or redesigns:

- A. Employer notifies Union Chairperson of intent to reorganize and/or redesign.
- B. Within six (6) months of such notification and an additional ninety (90) day trial period, the Employer and the Union will meet to discuss modified and/or new job descriptions.
- C. Upon establishment of finalized job descriptions, the Union and the Employer will jointly evaluate and agree upon appropriate classification levels and wage scales. If agreement is not reached, the wages will be subject to negotiation pursuant to PERA (Public Employers' Relations Act).
7. Retirement: Retirees will be allowed to purchase dental and vision at group rates. Units will be given an option to purchase the B4, FAC3, and/or the E2 at the employee's sole expense.
8. Wages: 12-28-02 = 2.75%; 12-27-03 = 3%; 12-25-04 = 3%

Financial Implications:

<u>Proposal</u>	<u>Estimated Increased New Cost for 2003</u>
<u>Longevity</u> :	\$32,120
<u>Travel</u> :	60
<u>Wages</u> : 2.75%	<u>\$310,309</u>
TOTAL	\$342,489

2003

<u>Reclassifications</u> (Effective 6-28-03)	\$19,545
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(Cost based on maximum step of current to maximum step of proposed)

<u>Reorganization</u> - Women's Health and Adult Health	Unknown
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2004

<u>Life Insurance</u>	\$ 5,342
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Agenda Item 4

Wages

Reorganization - Child Health, Sparrow, St. Lawrence, Otto, Willow,
and Leslie/Stockbridge Clinics

3%
Unknown

2005

Wages

Health Waiver for married employees at single rate. Estimated SAVINGS

3%
(\$9,984)

Other Implications: None

Staff Recommendation: JA _____ JN _____ HH **X**

Staff recommends the approval of this Resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

Resolution Approving a Collective Bargaining Agreement Between the County of Ingham, Ingham County Probate Court, Thirtieth Judicial Circuit Court, Fifty-fifth Judicial District Court, Ingham County Prosecuting Attorney, Ingham County Clerk, Ingham County Register of Deeds, Ingham County Treasurer, Ingham County Drain Commissioner and Ingham County Sheriff with the Technical, Office, Para-professional and Service Classifications of the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) - Local 2256

WHEREAS, an Agreement has been achieved between representatives of the UAW and the County of Ingham on a Collective Bargaining Agreement for 2003-2005 covering TOPS employees; and

WHEREAS, the Agreement has been ratified by the employees in that bargaining unit; and

WHEREAS, the Agreement has been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Collective Bargaining Agreement with the UAW for TOPS employees is hereby approved and the Chairperson of the Board of Commissioners and the County Elected Officials are authorized to sign the contract. Further, no wage increase or retro pay shall be given until the contract is signed by the parties.

BE IT FURTHER RESOLVED, that this Board of Commissioners recognizes and acknowledges that the Circuit, Probate and District Courts have the legal authority and are required to ratify the tentative agreement reached with the UAW for their employees before such tentative agreement can become effective for the court employees.

MEMORANDUM

June 5, 2003

TO: Ingham County Board of Commissioners
FROM: Jerry Ambrose
RE: University of Cincinnati Contract for Advisor Services

Per Board authorization, the County Attorney's office has been finalizing the terms of the Agreement with the University of Cincinnati on behalf of the Center for Criminal Justice Research (CCJR). There is one issue which remains unresolved.

Specifically, the unresolved issue is the Nondiscrimination provision. It is the language that the County's Equal Opportunity Policy requires as set forth in Resolution #02-283. The language specifically references Michigan law (Elliott-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act). The University of Cincinnati does not want to be bound by Michigan law but will agree to be bound by federal law. The County Attorney's Office has drafted language which is acceptable to the University of Cincinnati.

The County Attorney's Office cannot approve the Agreement as to form with the University's language because it is inconsistent with the specific wording of the County's Policy. From a legal perspective, however, specifically listing federal law over Michigan law may not have a huge impact because all the major categories are still covered in the contract language as required by Michigan law and the Policy. In addition, the contractual language does say "including, but not limited to" so Michigan law is not prohibited; it is just not stated. Finally, the County Attorney's Office acknowledges that if the roles were reversed, they would not recommend that we agree to Ohio law.

Attached for your consideration is a resolution which would approve the contract as drafted by the County Attorney, including the revised language as drafted. Your approval of the resolution is recommended.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A CONTRACT WITH THE
UNIVERSITY OF CINCINNATI**

WHEREAS, the Ingham County Board of Commissioners authorized an agreement with the University of Cincinnati on behalf of the Center for Criminal Justice Research (CCJR) to advise Ingham County on the use of the Juvenile Justice Millage proceeds; and

WHEREAS, a contract has been negotiated which is in conformance with the expectations of the County and the Court, except that there is an impasse as to the inclusion of specific non-discrimination language as required by county policy; and

WHEREAS, the County Attorney's Office has negotiated alternate language, which, in their opinion, provides a level of protection to the county and to employees who may potentially be affected which is substantially the same as required by county policy; and

WHEREAS, the Board of Commissioners wishes to approve the contract with the alternate non-discrimination language as proposed by the County Attorney.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the contract authorized in Resolution #03-118 as negotiated and as recommended by the County Attorney with the inclusion of the following nondiscrimination language, which waives the Ingham County Equal Opportunity Policy in part for this Agreement only:

Nondiscrimination. The Consultant, as required by law and/or the Ingham County Equal Opportunity Employment/Nondiscrimination Policy, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual orientation, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. The Consultant shall adhere to all applicable Federal and State rules, regulations, and policies prohibiting discrimination, including, but not limited to, the following:

- (a) Civil Rights Act of 1964 Title VI and Title VII (42 USC 2000d), as amended.

- (b) Rehabilitation Act of 1973 (29 USC 794 Section 504), as amended, and rules adopted thereunder.
- (c) The Americans with Disabilities Act of 1990, PL 101-336, 104 Stat 327 (42 USCA § 12101 et seq.), as amended.
- (d) Equal Employment Opportunity Act of 1972 (42 USC 2000e et seq.)

Breach of this Section shall be regarded as a material breach of this Agreement.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign said agreement.

MEMORANDUM

TO: County Services Committee
Finance Committee

FROM: Jerry Ambrose

DATE: June 11, 2003

RE: *Draft* - Resolution Establishing a Policy to Require the Payment of a Living Wage

Attached is the memorandum that was provided to the County Services Committee at its last meeting and the most recent draft of the proposed policy to require payment of a living wage.

GWA/smr

MEMORANDUM

May 28, 2003

TO: County Services Committee

FROM: Jerry Ambrose

RE: Discussion of a Proposed Living Wage Policy for Ingham County

Earlier this year County Services Committee Chairperson Celentino established a subcommittee consisting of Commissioners De Leon, Dedden, Swope, Grebner, and himself to continue the development of a living wage policy for Ingham County. Considerable discussion on the advantages and disadvantages of such a policy took place in 2002, but no formal resolution was brought forth for Board consideration. The subcommittee decided to begin its work where last year's committee stopped. Attached is the most recent draft of the policy drafted by the subcommittee.

A living wage policy would generally require certain businesses and non-profit organizations providing services to the county to pay those employees directly providing services to the county a "living wage." The policy proposed by the subcommittee would not apply to construction contractors required to pay prevailing wages, nor to contracts for the purchase of goods or the leasing or purchase of property. It would apply only to private contractors with 5 or more employees and where the total value of contracts with the county exceeded \$50,000. It would apply only to non-profit contractors with 10 or more employees and where the total value of contracts with the county exceeded \$50,000.

A "living wage" is defined as an hourly wage rate related to poverty standards set by the federal government. The proposed policy establishes a "living wage" as equivalent to 125% of the federal poverty level for a family of 4. The cost of employer paid health insurance could be counted toward as much as 1/5 of the required wage; however, the hourly rate paid to the employee could not be less than 100% of the federal poverty level for a family of four. (For 2003, 125% of the federal poverty level equates to \$11.50 per hour, and 100% equates to \$9.20 per hour.)

It is likely that several contractors currently providing services to Ingham County would be affected by such a policy, including those providing custodial, cleaning, and security services. The increased costs of compliance for the current custodial and cleaning contracts, which is currently estimated at some \$296,000 annually, would most likely be reflected in higher costs paid by the county for the services. The impact of compliance for other contractors, on covered non-profit corporations is not known. Finally, no process or cost estimate has been developed for the cost of implementation and monitoring the numerous requirements in the proposal.

cc: Finance Committee

5/28/03

Preliminary analysis of the financial impact of enacting a living wage as it relates to security and cleaning contracts.

Background:

According to the U.S. Dept. of Health & Human Services, the 2003 poverty level with a family of four—assuming working 2000 hours per year— is \$18,400 or \$9.20 per hour with health care benefits. Under the proposed living wage ordinance, firms not paying health care benefits would be required to pay its employees 125% of the poverty level or \$11.50 per hour.

Security Contract:

Moore's Security has approximately (100) employees, (20) of whom are assigned to Ingham County buildings. (10) are full-time and (10) are part-time. Moore's Security pays its employees on average \$7.50 per hour without health care benefits. The total paid to Moore's in 2002 was \$175,794. Assuming that Moore's Security paid its employees \$11.50 per hour, the County could reasonably expect to realize an estimated increase in its security costs of 53% or **\$93,171** annually.

Custodial Contacts (2):

Lansing Building Services: Lansing Building Services has 50 employees, (9) of which work at the HSB. (3) employees are considered full-time and the other (6) are part-time (20 - 30 hours/week.) Lansing Building Services pays its employees on average \$8 per hour without health care benefits. In 2002, the County paid Lansing Building Services \$139,083* for janitorial services at the HSB. Assuming Lansing Building Services was required to pay its employees \$11.50 per hour, the estimated cost increase to the County would be 44% or \$61,197 annually.

***Note:** the contract with Lansing Building Services started in July 2002, and therefore, the County only paid Lansing Building Services for six months of service. It is reasonable to assume then, that in 2003 the County will pay Lansing Building Services around \$278,166. The total cost increase to the County if Lansing Building Services pays its employees \$11.50 per/hour would actually be estimated at **\$122,394** annually.

Dietz: Dietz has 45 employees. Six of them are currently working at the VMC and the GPB; all are full-time employees. Dietz pays its employees on average \$8.00 per hour without health care benefits. In 2002, the County paid Dietz \$109,472* to clean the VMC, Annex and the Willow Clinic. Assuming Dietz paid its employees \$11.50 per hour, the estimated cost increase to the County would be 44% or \$48,168 annually.

***Note:** In 2003— at the completion of the renovation of the GPB— Dietz began cleaning the GPB, and therefore, this total does not include monies that will be paid to Dietz to clean the GPB for 2003 and beyond. The contract to clean the GPB is \$73,493 annually. Adding in the cost to clean the GPB brings the total increased cost to the County estimated at **\$80,505** annually.

Total estimated annual financial impact for the above contracts would be \$296,070 not including other cost factors such as administering the program. It is likely that other contracts would be affected by the ordinance.

WORKING DRAFT

June 4, 2003

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING A POLICY TO REQUIRE THE PAYMENT OF A LIVING WAGE

1 **WHEREAS**, the Ingham County Board of Commissioners desires to increase the quality and reliability
2 of services procured for Ingham County or provided Ingham County inhabitants by promoting higher
3 productivity and retention of employees working for Ingham County on Ingham County contracts; and
4

5 **WHEREAS**, the Ingham County Board of Commissioners desires to use Ingham County spending and
6 procurement of services to require covered employers who provide services to Ingham County to pay
7 their employees a "Living Wage" sufficient to meet their employees' basic subsistence needs; and
8

9 **WHEREAS**, the Ingham County Board of Commissioners desires to raise the income of low-income
10 working people and their families employed by covered employers on Ingham County contracts; and
11

12 **WHEREAS**, the Ingham County Board of Commissioners desires to use Ingham County spending and
13 financial assistance to encourage the development of jobs paying wages above the poverty level; and
14

15 **WHEREAS**, the Ingham County Board of Commissioners, under this policy, does not intend to
16 establish any generally applicable County minimum wage, or regulate the wages paid by any business
17 or individual that chooses not to provide services covered by this policy to the County; and
18

19 **WHEREAS**, the Ingham County Board of Commissioners desires to provide incentives for covered
20 employers to provide health insurance to their employees; and
21

22 **WHEREAS**, the economic research summarized in the Economic Policy Institute's August 2000 issue
23 guide, "Higher Wages Lead to More Efficient Service Provision," indicate that payment of higher
24 wages is associated with greater business investment in employee training, higher productivity, and
25 lower employee turnover; and
26

27 **WHEREAS**, the Ingham County Board of Commissioners references the Michigan League for Human
28 Services October 1998 report, "Economic Self-Sufficiency: A Michigan Benchmark," that a family of
29 three required at that time, on average \$2,724 a month to pay for housing, food, child care, health care,
30 transportation, clothing, household supplies, a telephone, and taxes, and this was at the time equivalent
31 to an hourly wage of \$15.83 for households with a single worker and \$7.92 for households with two
32 workers; and
33

34 **WHEREAS**, while the 2002 United States Department of Health and Human Services federal poverty
35 guideline was \$18,100 a year for a four-person family income near the poverty level is not a desirable
36 standard of living sufficient to meet the subsistence needs of a family in Ingham County and its
37 surrounding communities.
38

39 **THEREFORE BE IT RESOLVED**, that the Ingham County Board of Commissioners hereby requires
40 that each contractor pay its employees providing services under the contract wages which are greater
41 than or equal to a living wage, and meets other conditions, as defined in this policy.
42

43 **BE IT FURTHER RESOLVED**, that this policy applies to any individual, proprietorship, partnership,
44 corporation, trust, association or other entity that is a contractor or grantee, defined as follows:
45

46 i. A “contractor” is a party to a contract with Ingham County primarily for the
47 furnishing of services (as opposed to purchasing or leasing of goods or property), where
48 the total expenditure for such contract exceeds \$50,000 in a twelve-month period and
49 employs five or more employees, or where the total value of contracts that the contractor
50 has in effect on the effective date of the contract with Ingham County exceeds \$50,000
51 and where the contractor employs five (5) or more employees. It does not include
52 contractors who pay Ingham County a commission for the right to offer their services in
53 county facilities or in conjunction with county events;
54

55 ii. A “subcontractor” is a party to a contract with a contractor providing services to
56 Ingham County who is required to pay a “living wage” under the terms of this policy;
57 whose contract with the contractor is for the purpose of furnishing services to Ingham
58 County under the terms of the contractor’s contract with Ingham County; where the
59 subcontractor employs five or more employees and where the total value of the
60 subcontractor’s contract for that purpose exceeds \$25,000.
61

62 **BE IT FURTHER RESOLVED**, that the living wage requirement of this policy shall apply
63 with respect to any employee of a contractor or subcontractor who is employed either part time or full
64 time providing services directly under the contract.
65

66 **BE IT FURTHER RESOLVED**, that for the purposes of this policy, the following terms and
67 phrases are defined as follows:
68

- 69 1. “Contract” means an agreement to perform services, including the subcontracting of services.
70 Contracts for the purchase of goods and contracts to lease or purchase property are excluded.
71
- 72 2. “Employer” means a person who engages employees to provide labor in exchange for payment
73 of wages or salary.
74
- 75 3. “Federal poverty line” means the official poverty line defined by the Office of Management and
76 Budget based on Bureau of Census data for a family of four (4), as adjusted to reflect the
77 percentage change in the Consumer Price Index for all urban consumers.
78
- 79 D. “Health care benefits” means the right granted to an employee under a contract, certificate or
80 policy of insurance to have payment made by a health care insurer or health care corporation
81 for specified medical or health care services for the employee and dependents.
82
- 83 E. “Living wage” means an hourly wage rate which is equivalent to 125% of the federal poverty
84 line on an annual basis when calculated based on forty (40) hours per week, fifty (50) weeks
85 per year; provided however, that costs paid by the employer for an employee’s health care
86 benefits may be counted toward up to one-fifth (1/5) of the hourly rate payable to the employee.

87 F. "Person" includes individuals, proprietorships, partnership, corporations, trusts, associations,
88 joint ventures, and other legal entities, either incorporated or unincorporated, however
89 operating or named, and whether acting by themselves or by a servant, agent or fiduciary, and
90 includes all legal representatives, heirs, successors and assigns thereof.
91

92 G. "Public entity" means the State of Michigan including all agencies thereof, any public body
93 corporate within the state, including all agencies thereof, or any non-incorporated public body
94 within the state of whatever nature, including all agencies thereof.
95

96 **BE IT FURTHER RESOLVED**, that the County Controller shall annually adjust the living wage as
97 provided herein to incorporate changes in the federal poverty level. The Controller shall notify the
98 Board of Commissioners of any change in the amount of the living wage, and shall notify each
99 contractor of such changes and such contractors shall, no later than 30 days after notification, adjust the
100 hourly rates of affected employees as necessary to comply with this policy.
101

102 **BE IT FURTHER RESOLVED**, that the County Controller shall include an explanation of the
103 requirements of this policy in all requests for proposals that may be covered by this policy.
104

105 **BE IT FURTHER RESOLVED**, that each contract covered by this policy shall require compliance
106 with this policy. Each such contract shall provide that a violation of this policy shall be considered a
107 material breach of the contract and Ingham County shall have the right to terminate the contract and
108 disbar the contractor from future Ingham County contracts as provided below.
109

110 **BE IT FURTHER RESOLVED**, that every contractor shall post in a conspicuous place on all job
111 sites subject to this policy a copy of the living wage rate required under this policy. The contractor
112 shall keep accurate records of the names and actual wages and benefits paid to each employee
113 providing services under the contract and subcontract and provide Ingham County with such records
114 within five (5) business days, if requested by the County.
115

116 **BE IT FURTHER RESOLVED**, that each contract shall provide that contractors who are found to be
117 in violation of this provision shall be required to pay each affected employee the amount of deficiency
118 for each day the violation occurs. The contract shall also provide that contractors shall be required to
119 also pay Ingham County \$100 per affected employee for each day the violation occurs beginning with
120 the third day after the contractor receives notification of the violation. The County may withhold from
121 payments to the contractor such amounts as are necessary to effectuate the payments or penalties
122 provided in this paragraph.
123

124 **BE IT FURTHER RESOLVED**, that a contractor who is found to be in violation of this provision and
125 is subsequently required to pay the \$100.00 penalty provided above for more than three (3) incidents
126 within a two (2) year period shall be barred from bidding on or entering into any contracts with the
127 County for a period of ten (10) years from the date of the last violation. An incident for purposes of
128 this paragraph is defined as a failure to pay the living wage rate in a payroll period, a payday or
129 numerous paydays, regardless of the number of employees affected by each incident.
130

131 **BE IT FURTHER RESOLVED**, that anyone with knowledge of a violation of this policy may file a
132 complaint with the County Controller, who shall have thirty (30) days to investigate and remedy the
133 complaint. If the complaint is not resolved to the complainant's satisfaction within the thirty (30) day
134 period, the complainant or his representative may bring forward his/her complaint to the County

135 Services Committee of the Ingham County Board of Commissioners. The Committee shall forward its
136 recommendation on the matter to the Board of Commissioners for final resolution.
137

138 **BE IT FURTHER RESOLVED**, a contractor or subcontractor found to have retaliated in violation of
139 federal or state law against an employee for filing a claim of non-payment of a wage rate shall be
140 ineligible to bid on any contract involving the County for a period of (five) 5 years from the date of
141 such finding.
142

143 **BE IT FURTHER RESOLVED**, that the following exemptions from this policy apply:
144

- 145 **A.** Public entities are exempt from compliance with this policy.
- 146
- 147 **B.** Entities with 501(c)(3) status with who have nine (9) or fewer employees are exempt from
148 compliance with this policy.
- 149
- 150 **C.** Employees who are working under the terms of a collective bargaining agreement are exempt
151 from compliance with this agreement.
152
- 153 **D.** Exempt employees working on projects where federal, state or local law, or Ingham County
154 policy requires payment of a prevailing wage are exempt from compliance with this policy.
155
- 156 **E.** The following programs are exempt if developed specifically for high school and/or college
157 students by Ingham County or one of its contractors:
158
 - 159 1. A bona fide training program;
 - 160
 - 161 2. A summer or youth employment program;
 - 162
 - 163 3. A work study, volunteer/public service, or internship program;
 - 164
- 165 **F.** Co-op employees employed as part of a high school or college co-op program which is part of
166 the employee's educational curricula.
167
- 168 **G.** Programs which operate to train people with disabilities and which are designated as
169 community rehabilitation programs, work activity centers and/or sheltered workshops.
170
- 171 **H.** Temporary or seasonal employees hired by a contractor. For purposes of this policy, temporary
172 and/or seasonal employees are defined as employees hired to augment the regular workforce
173 and are hired for three (3) months or less in the case of a temporary employee or nine (9)
174 months or less in the case of a seasonal employee.
175

176 **BE IT FURTHER RESOLVED**, that a contractor may request a wavier of the provisions of this
177 policy if they believe that the application of the policy to the contractor would violate federal, state, or
178 local laws. Requests for waivers shall be made to the Controller, who shall refer such request to the
179 County Services Committee of the Board. The Committee shall review the request and provide its
180 recommendation to the Board of Commissioners for final action.

181 **BE IT FURTHER RESOLVED**, that a non-profit human services agency may request a waiver of the
182 provisions of this policy if they believe that the application of the policy would cause economic harm to
183 the agency in a fashion that would result in the harm created by application of the policy outweighing
184 the benefits of applying this policy. Requests for waivers shall be made to the Controller, who shall
185 refer such request to the County Services Committee of the Board. The Committee shall review the
186 request and provide its recommendation to the Board of Commissioners for final action.

187
188 **BE IT FURTHER RESOLVED**, that this policy shall apply to any contract entered into or renewed
189 after the effective date of this policy.

190
191 **BE IT FURTHER RESOLVED**, that entering an agreement for extension of a contract for a period
192 beyond its original term shall be considered entering a contract for purposes of this policy.

193
194 **BE IT FURTHER RESOLVED**, that this policy shall go into effect ninety (90) days after adoption by
195 the Ingham County Board of Commissioners.

196
197 **BE IT FURTHER RESOLVED**, that it is the intent of the Ingham County Board of Commissioners
198 that the requirement for payment of a living wage as defined in this policy will apply to employees of
199 Ingham County.



CHARTER TOWNSHIP OF YPSILANTI

SUPERVISOR'S OFFICE

7200 SOUTH HURON RIVER DRIVE • YPSILANTI, MICHIGAN 48197-7099
TELEPHONE (734) 481-0617 • FAX (734) 484-0002 • www.twp.ypsilanti.mi.us

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TREASURER

TRUSTEES
GEORGE G. BEAUDETTE
JEAN HALL CURRIE
WILLIAM L. GAGNON
DEE SIZEMORE

June 6, 2003

Mr. Vic Celentino
Ingham County Commissioner
1029 Andrus
Lansing, MI 48417

RE: Living Wage Ordinance

Dear Commissioner Celentino:

It is exciting to hear that you will be considering adopting a living wage ordinance for your community.

We adopted our Living Wage Ordinance on May 6, 1999. Since that time we have incurred no problems with our ordinance. In fact we were involved in a renovation project, converting a fire station into a police station and this project resulted in 12 bids. We believe this may be a record number of bids for a construction project in Ypsilanti Township. The competitiveness of the bids resulted in construction costs below our engineered estimates.

All other township projects and purchases are always competitively bid by many companies from both Washtenaw County and the greater southeastern Michigan area.

We encourage you to join us in promoting local control over tax dollars. The impact on our contracts with consultants, contractors and vendors appears to be negligible. Most were already paying an hourly rate equal to or higher than our ordinance requires due to the competitive labor market driven by a shortage of labor in our area.

The most significant issue in our ordinance is our ability to request corporations receiving a tax abatement from our community to pay a living wage. In our view, our residents are subsidizing corporations receiving tax abatements because most property owners in Ypsilanti Township do not receive an abatement. We feel very strongly that corporations who receive this subsidy must contribute to building our community by paying a living wage or have in place a collective bargaining agreement with a labor organization.



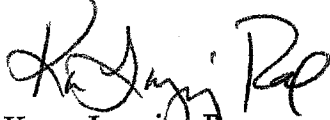
Living Wage
June 6, 2003
Page 2

The State of Michigan establishes very similar criteria in supporting corporations through state tax subsidies, grants and other economic development measures. There are many regulations that municipalities, school districts, non-profit organizations must meet in order to be eligible for state tax dollars.

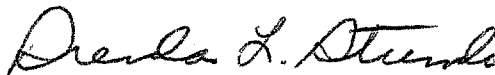
At the local level we concur with this concept. It is a matter of equality and fairness that at the local level, municipalities be allowed to set the criteria for organizations and corporations to be eligible for municipal generated tax dollars.

If you have any further questions please call.

Sincerely,



Karen Lovejoy Roe
Supervisor

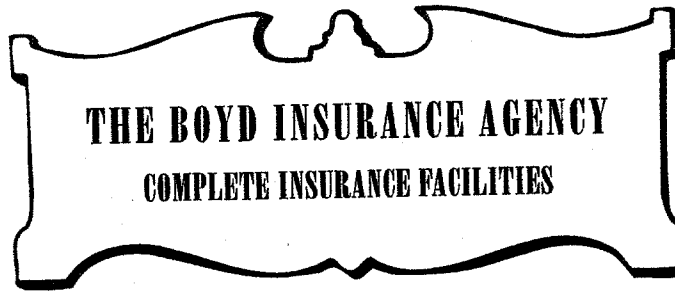


Brenda L. Stumbo
Clerk



Larry J. Doe
Treasurer





DERWOOD L. BOYD

3208 SOUTH PENNSYLVANIA
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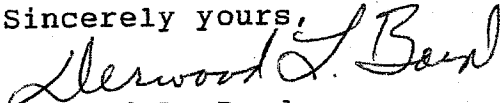
May 30, 2003

The Ingham County Board of Commissioners
P.O. Box 319
Mason, Mi. 48854

I am writing to oppose the so called "Living Wage" resolution. As a business owner, life long resident of Ingham County and one time chairman of Ingham County Board of Commissioners, I believe this will have serious consequences.

I feel it is fiscally irresponsible to pass a resolution that will raise the cost of county government by thousands of dollars during the current economic times. The result will be either tax increases or a reduction in county services, so please vote NO on the Living Wage resolution.

Sincerely yours,


Derwood L. Boyd



P.O. Box 27607 • Lansing, MI 48909
(517) 484-7989 • Fax (517) 484-7920

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MEMORANDUM

To: Ingham County Board of Commissioners

From: Philip Guyeskey, Director, Political Affairs

Date: June 3, 2003

I am writing to inform you of the Michigan Chamber opposition to the proposed living wage ordinance which is currently under consideration by the County Services Committee of the Ingham Board of Commissioners.

The Michigan Chamber of Commerce opposes the proposed living wage ordinance because it is a deterrent to job creation and business expansion. Adoption of the ordinance would result in:

- 1) **A lack of uniformity.**
When local communities adopt their own local living wage, employers are forced to comply with a patchwork of conflicting, overlapping and duplicative "minimum wages." This adds to their cost of operating a business, adds to the paperwork burden and increases regulations. Employers doing business in Ingham County will be forced to decide whether to pay their employees the so-called living wage, or lay off employees, or relocate.
- 2) **Increased costs to the taxpayer.**
According to the County Controller, if adopted, the living wage would add 53% to the county's security contract and 44% to custodial contracts. The overall fiscal impact would be over \$300,000. This at a time when revenues from the state to the county are being reduced and unemployment is on the rise. Now is not the time to add to the cost of doing business. We should be doing everything possible to lesson the financial burden on taxpayers, businesses and counties.
- 3) **Government dictating the level of wages an employer must pay.**
We believe compensation and benefits should be negotiated in good faith between employers and employees without intervention by government at any level.

We respectfully request that you vote "**no**" on the proposed living wage ordinance.

We at Schultz Inc. agree with the above and urge that you vote no on this proposed ordinance.

Thomas Fugener President Schultz Inc.



BOARD OF COMMISSIONERS

201 WEST KALAMAZOO AVENUE • KALAMAZOO, MICHIGAN 49007-3777

PHONE: (269) 384-8111

FAX: (269) 384-8032



May 23, 2003

At the May 6, 2003 meeting of the Kalamazoo County Board of Commissioners, the following Resolution was approved:

**RESOLUTION IN SUPPORT
OF ALLOWING FOR CHANGE IN THE COMPOSITION
OF COUNTY BOARDS OF ROAD COMMISSIONERS**

WHEREAS, state law currently provides that a county board of road commissioners shall consist of three members, each serving staggered six-year terms; and

WHEREAS, state law does not clearly provide for the creation of road commissioner districts within a county; and

WHEREAS, road commissioners risk violating the Open Meetings Act when communicating with one another outside a publicly noticed meeting; and

WHEREAS, road commissioners' inability to discuss procedural and substantive issues with each other, except at properly scheduled and noticed public meetings, hinders the professional development and growth of the road commissioners; and

WHEREAS, increasing the number of members on road commissioner boards from three members to five members would facilitate increased communication and a more cohesive working relationship among board members.

NOW, THEREFORE, BE IT RESOLVED that the Kalamazoo County Board of Commissioners does hereby support the introduction and adoption of legislation that provides a county board of commissioners with the option to increase its county road commissioners from three to five members.

BE IT FURTHER RESOLVED that the Kalamazoo County Board of Commissioners supports the introduction and adoption of legislation that provides county boards of commissioners with the option of setting the terms of road commissioners for four



