



**BOARD COORDINATOR
GENESEE COUNTY BOARD OF COMMISSIONERS**

1101 BEACH STREET, ROOM 312
FLINT, MICHIGAN 48502

TELEPHONE: (810) 257-3020
FAX: (810) 257-3008

AMY ALEXANDER
COORDINATOR

**FINANCE COMMITTEE
Monday, June 19, 2017 at 9:15 a.m.
AGENDA**

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES – June 5, 2017

IV. PUBLIC COMMENT TO COMMITTEE

V. COMMUNICATIONS:

- 1) Jason Weller – Michigan Coalition Against Homelessness
- 2) Elizabeth Kelly – Michigan ID Task Force
- 3) Debra Hayes – Executive Director My Brother's Keeper Shelter for Men.

VI. OLD BUSINESS

VII. NEW BUSINESS

- A. F061917VIA: CONTROLLER'S OFFICE – Request approval for overnight travel For Nerhaoo Hemraj to attend the AGA Professional Development Training July 9-11, 2017 in Boston, MA – Attached **(ROLL CALL VOTE REQUESTED)**
- B. EQUALIZATION DEPARTMENT
 1. F061917VIIB1: EQUALIZATION – Request approval to create, fill and post Chief Examiner position – Attached **(ROLL CALL VOTE REQUESTED)**
 2. F061917VIIB2: EQUALIZATION – Request approval to contract with Bill Thompson for assistance with Equalization Study – Attached **(ROLL CALL VOTE REQUESTED)**

- C. F061917VIIC: OFFICE OF THE SHERIFF - Request approval to upgrade two positions from Deputy to Sergeant: one in District Court and one in the Paramedic Division – Attached
- D. F061917VIID: REGISTER OF DEEDS – Request approval to reduce or waive fees to obtain vital records for those facing financial hardship – Attached
(ROLL CALL VOTE REQUESTED)

VIII. OTHER BUSINESS

IX. ADJOURNMENT

Genesee County

County Controller Department



Moving Genesee County Forward

Date: June 12, 2017
To: Kim Courts, Chairperson
Finance Committee
From: Nerahoo Hemraj, County Controller
Re: **AGA Conference Approval**

I am requesting approval to attend the AGA Professional Development Training from July 9 thru July 12th 2017 at the John B. Haynes Veterans Memorial Convention Center in Boston, MA. This training event will enable me to attend various educational sessions that are directly applicable to my work and will allow me to network with a variety of governmental experts and partners from around the county. Some of the course offering that will benefit me will be in the areas of:

- 1) Budgeting & strategic planning
- 2) Accounting and financial planning
- 3) GASB standards
- 4) Internal controls
- 5) Purchasing and investment management
- 6) Pension accounting and management
- 7) Performance management
- 8) Grants management and reporting
- 9) Revenue forecasting
- 10) Debt management and treasury operations
- 11) Product pricing and indirect cost allocation
- 12) Project and systems management, etc.

Due to the lateness of this request **a roll call vote is requested, and** the cost for this training is not expected to exceed \$3,500.



Membership

Training & Events

CGFM Certification

Resources

My AGA Donate Sign Out

Training & Events

- Registration
- 50 Under 30
- Hotel & Travel
- Program/Schedule
- CPE Credit
- Exhibit/Sponsor/Advertise
- FAQs
- PDT Steps Challenge
- Future PDTs



SILVER SPONSOR

2017 Professional Development Training

July 9–12 | Boston or virtual | 24 CPEs

AGA's premier training and networking event

Registration & Fees

AGA Member	Online	Email/Mail
Early Bird (by June 9)	\$775	\$800
After June 9	\$875	\$900
Non-member		
Early Bird (by June 9)	\$975	\$1,000
After June 9	\$1,075	\$1,100

attend in person

attend virtually

Learn more about attending virtually.

join AGA to save \$200

view agenda

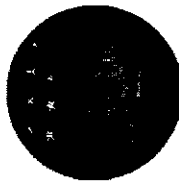
3 June



3 Reasons Why You Should Attend:

1. **Earn up to 24 CPEs:** Enhance your lifelong learning and gain the knowledge and understanding to better improve your job effectiveness. The presentations are facilitated by both industry experts and colleagues who have faced similar challenges. You can earn up to 24 CPEs.
2. **Stay on the cutting edge:** Includes top-notch speakers from federal, state, local, academia and the private sector bringing you key findings and educational experiences to augment your job knowledge and skills.
3. **Network and connect:** Connect with a variety of government financial experts and industry colleagues from around the nation facing the same or similar issues, and exchange ideas to bring back to your organization.

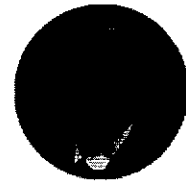
Keynote Speakers



Governor Charlie Baker
 Commonwealth of Massachusetts



Jessica Cox
 World's First Licensed Armless Pilot



Gene Dodaro, CGFM
 Comptroller General of the United States



Vikram Mansharamani
 Global Trend-Watcher
 Lecturer, Harvard & Yale Universities



Dan Thurmon
 Peak Performance Coach

All three hotels are walking distance to the Hynes Convention Center through the shopping mall.

Hotel rate: Room rate for all hotels is the low government per diem rate of **\$262 per night** plus 14.45% in taxes (subject to change). Complimentary internet access is included in the AGA room rate.

The discounted rate of \$262 per night is not guaranteed after June 16, 2017 or after the room block is full.

Note: *All reservations must be guaranteed at the time of booking with a valid credit card. If you are unable to honor your reservation with the hotel, please cancel by May 31, 2017. Cancellations made after May 31, 2017 will result in a one-night room and tax cancellation fee charged to the credit card on file. This cancellation policy is non-negotiable and will supersede any cancellation policy received from Sheraton, Marriott, or Westin. AGA has the right to cancel your room if you are not registered for PDT.*

Air & Ground Transportation

Boston Logan International Airport (BOS)

Distance from hotels area: 3.2 miles

Air Transportation Discount & Services

Delta Airlines

- Up to five percent off applicable classes of service for tickets purchased prior to the meeting for travel between July 7, 2017 and July 15, 2017. Boston only.
- Enter code NMPCF in the "Meeting Event Code" field

Airport Shuttle

Take the Back Bay Logan Express for \$7.50 one way (credit or debit card, no cash). The Back Bay Logan Express is a blue shuttle with orange accents. No advance reservations required.

Pick-Up Locations: Logan Airport terminals and Hynes Convention Center (located adjacent to Sheraton Boston Hotel)

Hours: Airport Shuttle depart every 20 minutes

- From Logan Airport – first departure: 6 a.m.; last departure: 10 p.m.
- From Hynes Convention Center – first departure: 5am; last departure: 9 p.m.

Hotels do not provide shuttle services to/from the airport. Visit Boston Marriott Copley, Westin Copley Hotel and Sheraton Boston Hotel, for more information about directions and transportation.

Ground Transportation Discount & Services

Restrictions apply. Service fees apply to ticketed reservations. You may also call your own agency or the vendors directly and refer to the following ID numbers:

- Hertz Rentals | Code: CV#031C0022 | 800.654.2240
- Enterprise | Code: 32H7476 | 800.593.0505
- Dollar Rentals | Code: CM0679 | 800.800.3665
- Advantage Rent A Car | Code: CD06BDFA1B

New to Uber? Download the app on your smartphone and receive \$20 off your first ride using promo code AGABOSTON or sign up at get.uber.com/go/AGABOSTON. This promo code is only valid for first-time riders. No discount available for any other Uber account holders.

Parking

Please contact the hotel for current parking fees

The Hynes Convention Center does not provide onsite parking. However, surrounding hotels and the Prudential Center garage is nearby.

Attendee ROI

- Download a guide on how to ask your manager to attend PDT
- Download a sample letter to send to your manager about all PDT offers



GENESEE COUNTY DEPARTMENT OF EQUALIZATION
1101 BEACH STREET-SUITE 206, FLINT, MICHIGAN, 48502-1468
TELEPHONE (810) 257-3017 FAX (810) 768-7954

Peggy L. Nolde, MMAO4, CAE, PPE

DIRECTOR

DATE: June 1, 2017

TO: Kim Courts, Chairman, Finance Committee
Genesee County Board of Commissioners

FROM: Peggy L. Nolde, Genesee County Equalization Director

SUBJECT: Request to Establish New Position in Equalization Department

This memo is being drafted to request a new position of Chief Examiner be approved within the Equalization Department. I have given much thought to this request and find it is necessary to make sure this department has highly trained staff for all functions within this department. In my tenure I have had three (3) very experienced Examiners retire. We were fortunate to be able to employ two (2) new Examiners to fill the positions. Both Examiners required some training and I see it would have been beneficial to have one designated Chief Examiner be the main source of the training.

We now have an opening for an Examiner due to the retirement of Vickie Hall. This position was posted and published and I did interview two (2) candidates. One candidate qualified for the position but the pay scale was not high enough for her to accept. The other candidate had no commercial or industrial experience as is a requirement in the posting. This position has been reposted and published but it seems the more experienced workers will not be applying so it appears I may have to hire a less qualified person that has the certification but will need extensive training in order to become an asset to this department. I also know that even with the new hire coming to this department, there is training needed by staff in order to help that employee reach their potential of being a qualified Examiner with the Genesee County Equalization Department.

I am concerned as we move forward to staff this department with quality employees that not by having an identified person in charge of training means a new employee is left to try to do the best they can but would not have one consistent source from which to learn procedures and would therefore make it harder for them to achieve their potential. The Chief Examiner would be the person training and would be responsible to work with the new hire and mentor them, as well as handling his/her own workload.

Page 2

Request to Establish Position

The Chief Examiner would also work with me and oversee the land values for the units to make sure they are appropriate for appraisal studies as well as handling assigning tasks and working with Examiners for any unassigned unit of government.

I am hereby requesting a new position of Chief Examiner be approved and be allowed to be filled. I anticipate the new position will be filled internally and no additional staff would be needed. Due to the retirement of Vickie Hall there are sufficient funds available within the Equalization Department budget so there would be no additional funding needed from the General Fund for this position for the 2016-2017 fiscal year.

I am respectfully requesting your support for this position. If you have any questions or concerns feel free to contact me.

CHIEF EXAMINER

GENERAL STATEMENT OF DUTIES: Performs difficult and technical work in the appraisal of real and/or personal property; responsible to train new examiners; coordinates distribution of sale properties and oversees appraisal studies of unassigned unit(s) including assigning parcels to examiners for appraisal; works under the general supervision of the Director; performs related duties as required.

STATEMENT OF TASKS:

Train new examiners; to include accompanying on field inspections; land analyses criteria; and overseeing work product;
Work with examiners to coordinate and review land values used in all units for agricultural; commercial and industrial parcels
Prepares field sheets or drawings of buildings and/or alterations;
Studies individual parcels of property including permanent structures to determine value;
Classifies property so that proper computation of its value may be attained;
Uses appropriate methods to determine value of land, business and commerce and property;
Ensures that new parcels and construction are on tax rolls;
Assists in the preparation of the annual equalization report for the purpose of verifying State Equalized Valuation;
Audits and checks the accounting records of corporations, individuals, and partnerships to ensure that all items of inventory, machinery and equipment have been properly reported for the valuation process;
Takes physical inventories of machinery and equipment;
Maintains cost data files on all types of personal property and compares information obtained in the field with known averages and statistics in similar personal property accounts;
Contacts rental agencies to find where they have leased equipment within the County to verify its accountability;
Ensures that items on the appraisal are not double counted.
Determines valuations through the use of the State Tax Commission Manual.

The statement of tasks above is intended to be sufficient to identify the class and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all of the duties an employee assigned to this class may be required to perform.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of State tax laws;
Knowledge of personal property appraising;
Knowledge of real property appraising;
Knowledge of BS&A Equalizer software, Microsoft Excel and Word;
Ability to deal with the public in an effective manner;
Ability to make mathematical computations accurately;
Ability to maintain good interpersonal relationships;
Ability to attend work regularly and work under stressful conditions.

CHIEF EXAMINER

PG. 2

MINIMUM QUALIFICATIONS:

Advanced Assessing Officer (MAAO 3);

Minimum of one (1) year experience as Examiner within an Equalization Department

Michigan State Tax Commission Personal Property Examiner Certification (PPE)

Human Resources Director

PAY SCALE

CHIEF EXAMINER

	Start	After 1st Year	After 2nd Year	After 3rd Year	After 4th Year
Approx. Annual	57,712	64,818	66,948	68,956	71,025
Hourly	27.7463	31.1626	32.1864	33.1519	34.1466



GENESEE COUNTY DEPARTMENT OF EQUALIZATION
1101 BEACH STREET-SUITE 206, FLINT, MICHIGAN, 48502-1468
TELEPHONE (810) 257-3017 FAX (810) 768-7954

Peggy L. Nolde, MMAO4, CAE, PPE

DIRECTOR

DATE: June 5, 2017

TO: Kim Courts, Chairman, Finance Committee
Genesee County Board of Commissioners

FROM: Peggy L. Nolde, Genesee County Equalization Director

SUBJECT: *Request to Contract for Assistance with Equalization Study*

This memo is being drafted to request contracting with an individual to assist with the 2017/2018 Equalization Study for properties that were assigned to Vickie Hall and must be completed. I have thoroughly reviewed Ms. Hall's study parcels and find there is much yet to do that did not get done. Ms. Hall had 256 parcels assigned for her equalization study and she had only completed 86 of them. This equates to about 34% of the total study. Needless to say, I am dismayed with her progress and find this department needing help – fast. I have given much thought to this request and find it is necessary to make sure this department gets this project done timely and know the three (3) examiners currently employed within this department do not have the time to cover this workload as they are busy working on their own caseload.

I am in the process of trying to hire a new Examiner to fill this position and you have my previous memo that explains the dilemma in finding a person with experience to fill this vacant position. I am concerned the timeline for completion will not allow ample time for someone to come in and finish this very important project. I would much rather be proactive than reactive as I know the work needed to achieve this goal. By contracting with a “certified MAAO” to perform this duty, it would allow for the new-hire time to work to become familiar with this process for the following equalization study period.

I have been in contact with Bill Thompson of Thompson Property Tax Consulting and have attached his resume for your review. I believe Bill would be able to step in and handle this project with little direction. Mr. Thompson had previously worked for Oakland County as an appraiser and supervisor within the Equalization Department so he is very familiar with this process. He is an MAAO (3) and therefore qualified to do the job.

Page 2

Request to Contract (short term)

I would request a rate of \$50 per hour with no benefits. Mr. Thompson would use his own transportation and there would be no reimbursement. I would estimate a maximum of 300 hours @ \$50 per hour which equates to wages of up to \$15,000. Vickie Hall's entire benefit package for the 2016/2017 year is \$162,349 (/ 2080 hours = \$78.05 per hour). I believe the \$50 hourly rate would be reasonable for this task.

I am respectfully requesting this contract position be approved and be allowed to be filled short term. There are sufficient funds available within the Equalization Department budget so there would be no additional funding needed from the General Fund for this position for the 2016-2017 fiscal year. If you have any questions or concerns feel free to contact me.



Office of Genesee County Sheriff

SHERIFF ROBERT J. PICKELL

April 28, 2017

UNDERSHERIFF
CHRISTOPHER SWANSON

ADMINISTRATIVE SECRETARY
PAM COOKINGHAM

1002 S. SAGINAW STREET, FLINT, MI 48502
810-257-3407 810-257-3077-FAX

MEMORANDUM

TO: Chairperson Kim Courts
Finance Budget Subcommittee

FROM: Sheriff Robert J. Pickell *RJP*

SUBJECT: POSITION UPGRADE

I am requesting to upgrade two positions from Deputy to Sergeant, one in each of the following divisions:

District Court
Paramedic Division

Funds to be used from the Commissary Fund.
Funds to be used from the Paramedic Millage fund
balance.

The cost of a sixth-step Deputy position is \$83,146.00, and the cost of a first-step Sergeant position is \$86,970.00. Therefore, it would be an approximate increase in costs of \$3,824.00 for each position.

The two Deputy positions would be eliminated from the budget.

If you have any further questions, please contact me at 257-3407.

SERGEANT

	Start	After 1st Year	After 2nd Year	After 3rd Year	After 4th Year	After 5th Year
Approx. Annual	48,645	56,586	59,367	61,422	64,029	65,951
Hourly	23.3870	27.2049	28.5420	29.5296	30.7834	31.7070

JOHN J. GLEASON
GENESEE COUNTY CLERK

OFFICE OF THE COUNTY CLERK
GENESEE COUNTY COURTHOUSE
900 SOUTH SAGINAW STREET
FLINT, MICHIGAN 48502

ADMINISTRATION (810) 257-3224
COURT RECORDS (810) 257-3220
ELECTIONS (810) 257-3283
VITAL RECORDS (810) 257-3225

“Online! Not In Line!”

www.gc4me.com

To: Kim Courts – Chairperson – Finance Committee

From: John J. Gleason – Genesee County Clerk/Register of Deeds

Date: June 7, 2017

Action Requested: Approve request for reduced or waived fees to obtain vital records for those facing financial hardship.

Discussion: The Michigan ID Task Force was formed in July 2013 in Oakland County to institute programs to help those facing financial hardships obtain their vital records for reduced or waived fees. Vital records include certified birth and death certificates and marriage licenses. Our request includes utilizing Oakland County policies as benchmark for Genesee County.

The policy would require the resident to present a letter from an accredited social services agency or school letterhead at the time the of the records request. The letter must indicate whether the fee is to be waived or reduced. If reduced, the amount to be paid must be stated on the letter as determined by the agency.

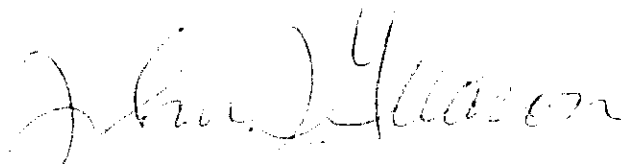
The Genesee County Clerk’s office currently works with the YWCA Safe House, Eastside Compassionate Mission, & the First Presbyterian Church with voucher programs. YWCA vouchers are paid with Victims of Crime Act grant dollars while the Eastside Compassionate Mission and First Presbyterian referrals are paid by the agencies themselves.

Attached to this request are statistics regarding homelessness and the financial impact homelessness can have on Genesee County. Many homeless are without identification and to obtain a state issued ID you must provide a birth certificate. Parents cannot enroll their children in school without a birth certificate and some benefits may require birth, death and marriage records in order to qualify.

Also attached is an example of an agency letter from Oakland County and the Calhoun County resolution for your review.

We estimate a minimal impact to the General Fund balance to be \$35,000 or less. A roll call vote is requested.

Thank you for your consideration,



John J. Gleason – Genesee County Clerk/Register

Below are unduplicated homeless numbers for Genesee County:

2014 CY – 2335 homeless, 1935 literally homeless/category 1

2015 CY – 2562 homeless, 1909 literally homeless/category 1

2016 CY – 2640 homeless, 2104 literally homeless/category 1

Destinations:

- In 2014, 1205 clients exited to a permanent housing destination. Of these, 88 entered PSH (Permanent Housing for Formerly Homeless Persons), 184 entered into another subsidy-based housing (including VASH), and the rest went into some type of permanent housing without subsidy.
- In 2015, 1120 clients exited to a permanent housing destination. Of these, 104 entered PSH (Permanent Housing for Formerly Homeless Persons), 175 entered into another subsidy-based housing (including VASH), and the rest went into some type of permanent housing without subsidy.
- In 2016, 1068 clients exited to a permanent housing destination. Of these, 89 entered PSH (Permanent Housing for Formerly Homeless Persons), 224 entered into another subsidy-based housing (including VASH), and the rest went into some type of permanent housing without subsidy.

Cumulatively from 2014-2016, 3302 unduplicated clients exited to a permanent housing destination. Of these, 272 entered PSH (Permanent Housing for Formerly Homeless Persons), 575 entered into another subsidy-based housing (including VASH), and the rest went into some type of permanent housing without subsidy.

- In 2015, the First Presbyterian Community Ministry assisted clients with 489 birth records. This number is much lower than previous years due to changes in programming. We are back up and running weekly. Previous year we had assisted with over 600-birth records/year. The majority of the birth records were requested for housing, identification/driver licenses, and school for school-aged children. Birth records across the country range from \$15.00 to \$50.00 and it is \$25.00 in our county and \$34.00 in our state.

The financial impact.

Typically, a Genesee County birth certificate is \$25.00 per client or \$125.00 for a family of five.

- The reduction in fees and waiver at the client's ability to pay would have a significant effect of the probability of a homeless or indigent person receiving permanent supportive housing (PSH) housing.

National coalition on homeless usually projects average annual cost of homelessness around \$60000.

- This includes shelter, increased healthcare costs, jail because they have no bond money, increased interaction with police, etc.
- In addition, the impact on City improves when you reduce loitering, outside toileting, etc. and foot traffic increases to improve merchant traffic, etc. and improved public safety.
- People go from living in the moment to planning for their future.

1068 @ 25.00 equals \$26,700 if/or 1068 @10.00 (10,680)

489 @ 25.00 equals \$12,225 if/or 489 @ 10.00 (4890)

\$15,570 while a cost savings could translate into 622.8 nights of shelter at \$25.00 a night.

If, the clients were able to get PHS housing by receiving a Birth Certificate/ID, the average cost of PHS housing is \$550.00 a month or \$6000.00 a year.

Michigan Coalition Against Homelessness

Empowering Communities, Ending Homelessness



State ID

Background

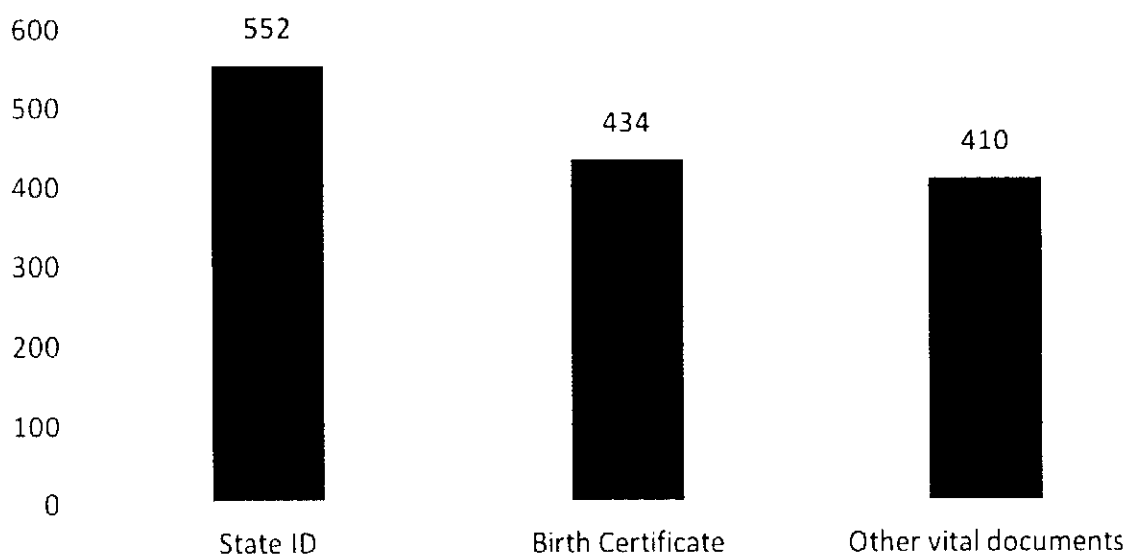
In order to complete most daily basic functions, one needs a State ID. For thousands of Michiganians obtaining valid proof of identity is far more difficult than it should be. They face obstacles ranging from a lack of supporting documents such as a birth certificate or Social Security card, they do not have the funds, or time to take public transportation multiple times to the local Secretary of State office.

In July 2013 a State ID Task Force was formed in Oakland County. The Taskforce worked with the Secretary of State to launch a pilot with two branch locations in Oakland county and one location in Wayne county. The pilot focused on expediting applications and allowing for alternate documentation through the SoS Exceptions unit for homeless individuals who were working with a case manager from one of a select few service providers. Since then the pilot has spread to Genesee, Macomb and Calhoun counties. Despite the success of the pilot and the need statewide, the Secretary of State currently does not plan to extend the pilot to any additional communities.

In February of 2016, the Michigan Coalition Against Homelessness in partnership with State ID Task Force, conducted a survey of homeless service providers to get a better sense of the scope and scale of the issue. We had 92 agencies respond to the survey and here are some of the key things we discovered:

Scope of the Issue

**Number of clients assisted per month
by service providers**



Michigan Coalition Against Homelessness

Empowering Communities, Ending Homelessness



Major Challenges to Obtaining an ID

Top 3 Barriers to Obtaining an ID:

- **Acquiring supporting documents**
- **Cost**
- **Transportation**

73% of clients go to the Secretary of State Office 2 or more times to obtain an ID with nearly 33% going 3 or more times

2 ½ Hours
The average amount of time staff assist clients with obtaining an ID

Only 13% of clients qualify for a fee waiver to cover costs

40% of birth certificates are obtained out of county and 23% are obtained out of state

How you can help

- Support legislation that makes it easier for people experiencing homelessness to obtain a State ID.
- Support increased funding for local County Clerks Offices to cover fee waivers for homeless individuals who need birth certificates.
- Encourage the Secretary of State to expand the pilot ID program to additional counties.

Contact

Jason Weller, Michigan Coalition Against Homelessness
Phone: 517-853-3888
Email: Jweller@mihomeless.org

**MICHIGAN COUNTY CLERKS
VITAL RECORD FEES**
(Price of the first copy listed first, each additional copy ordered at the same time follows.)

2017 VITAL RECORD FEE				2017 VITAL RECORD FEE			
COUNTY	CLERK'S NAME	PHONE NUMBER	FEE	COUNTY	CLERK'S NAME	PHONE NUMBER	FEE
Alcona	Patricia Truman	989-724-9410	\$12.00/5.00	Lapeer	Theresa M. Spencer	810-667-0356	10.00/3.00
Alger	Mary Ann Froberg	906-387-7053	10.00/5.00	Leelanau	Michelle L. Crocker	231-256-9824	10.00/5.00
Allegan	Bob Geneski	10.00/4.00	15.00/4.00	Lenawee	Roxann Holloway	517-264-4599	16.00/6.00
Alpena	Bonnie Friedrichs	989-354-9520	15.00/5.00	Livingston	Elizabeth Hundley	517-546-0500	15.00/5.00
Antrim	Sheryl Guy	231-533-6533	10.00/3.00	Luce	Sharon Price	906-293-5521	10.00/3.00
Arenac	Rick Rockwell	989-846-4626	10.00/5.00	MacKinnac	Mary Kay Tamlyn	906-643-7300	10.00/5.00
Baraga	Wendy J. Goodreau	906-524-6100	10.00/3.00	Macomb	Karen A. Spranger	586-469-5120	15.00/5.00
Barry	Pam Palmer	269-945-1285	20.00/7.00	Manistee	Jill M. Nowak	231-723-3531	15.00/5.00
Bay	Cynthia A. Luczak	Senior Discount 65+	14.00/7.00	Marquette	Linda Talsma	906-225-8330	10.00/5.00
Benzie	Dawn Olney	989-895-4280	14.00/3.00	Mason	Cheryl K. Gily	231-884-8202	15.00/5.00
Berrien	Sharon Tyler	231-882-9671	10.00/3.00	Meosia	Marcee Purcell	231-592-0783	10.00/5.00
Branch	Terry Kubasiak	269-983-7111	13.00/4.00	Merominee	Marc Kleinman	906-863-9968	10.00/3.00
Calhoun	Anne Nordander	517-279-4306	18.00/5.00	Midland	Ann Marny	989-832-6739	14.00/6.00
Cass	Monica Kennedy	269-781-0730	10.00/5.00	Missaukee	Jessica Nielsen	231-839-4967	10.00/3.00
Charlevoix	Cheryl Browe	269-445-4464	15.00/5.00	Monroe	Sharon Lemasters	734-240-7020	12.00/5.00
Chippewagon	Karen L. Brewster	231-547-7200	10.00/5.00	Montcalm	Kristen Millard	989-831-7339	25.00/5.00
Chippewa	Cathy Maleport	231-627-8808	10.00/3.00	Montmorency	Cheryl Nelissen	989-785-8022	10.00/5.00
Clare	Lori Martin	906-633-6300	10.00/5.00	Muskegon	Nancy A. Waters	231-724-6221	20.00/10.00
Clinton	Diane Zuker	989-539-7131	15.00/5.00	Newaygo	Jason VanderStelt	Senior Discount 65+ Birth M/D	10.00/10.00
Crawford	Sandra Moore	989-224-5140	13.00/5.00	Oakland	Lisa Brown	248-858-0560	15.00/5.00
Delta	Nancy J. Kolich	906-789-5105	15.00/5.00	Ogemaw	Rebecca J. Griffin	Senior Discount 65+	10.00/5.00
Dickinson	Dolly L. Cook	906-774-0988	20.00/15.00	Ontonagon	Gary Klacking	231-873-4328	15.00/5.00
Easton	Diana Rosworth	517-543-2426	12.00/5.00	Oscoda	Stacy Preiss	989-345-0215	10.00/5.00
Emmet	Julie Wallin	231-348-1744	15.00/5.00	Osego	Karen Bluhm	906-884-4255	10.00/3.00
Genesee	John J. Gleason	810-257-3224	25.00/10.00	Otsego	Jeri Winton	231-832-3261	10.00/5.00
Gladwin	Laura Brandon-Malveal	989-426-4351	15.00/8.00	Otsego	Susan I. Defeyer	989-826-1110	10.00/5.00
Gogehic	Gerry R. Pellissero	906-663-4518	10.00/5.00	Otsego	Justin Roebuck	989-731-7500	12.00/5.00
Grand Traverse	Bonnie Scheele	231-922-4760	15.00/5.00	Otsego	Ann Marie Main	616-994-4537	15.00/6.00
Gratiot	Angie Thompson	989-875-5215	26.00/12.00	Otsego	Mitchell M. Stevenson	989-734-3288	10.00/3.00
Hillsdale	Marney Kast	517-437-3391	15.00/5.00	Otsego	Michelle J. Hanley	989-790-5251	15.00/7.00
Houghton	Jennifer Lorenz	906-483-1150	10.00/3.00	Otsego	Denise McGuire	810-648-3212	20.00/10.00
Huron	Lori Neal-Wonsowicz	989-269-9942	10.00/5.00	Otsego	Beth Edwards	906-341-3618	10.00/3.00
Ingham	Barb Bynum	517-676-7201	20.00/10.00	Otsego	Caroline Wilson	989-743-2242	15.00/5.00
Ionia	Jane K. Cooper	616-527-5322	10.00/5.00	Otsego	Lindsay Oswald	810-985-2200	13.00/4.00
Iosco	Nancy Huebel	989-362-3497	10.00/5.00	Otsego	Jodi Feiting	269-467-5602	15.00/6.00
Iron	Mirinde B. Lutz	906-875-3221	15.00/5.00	Otsego	Suzie Roehm	989-672-3780	13.00/4.00
Isabella	Amanda L. Kirkpatrick	517-788-4265	15.00/5.00	Otsego	Lawrence Kestenbaum	734-222-6720	15.00/5.00
Jackson	Timothy A. Snow	269-383-8840	10.00/4.00	Otsego	Cathy M. Garrett	313-224-6262	22.00/7.00
Kalamazoo	Deborah Hill	231-258-3349	10.00/3.00	Otsego	Eliane L. Richardson	231-779-9450	10.00/4.00
Kalkaska	Lisa Posthumus Lyons	616-632-7640	10.00/3.00	Otsego			
Kent	Julie Carlson	906-337-2229	10.00/3.00	Otsego			
Keweenaw	Patricia Pacola	231-745-4641	10.00/3.00	Otsego			
Lake				Otsego			

AGENCY LETTERHEAD

5/28/2014

Dear Oakland County Clerk/Register of Deeds,

Please be advised that Oakland County resident INSERT NAME qualifies to have fees reduced to the amount of \$___ for each requested vital record(s), pursuant to Oakland County Miscellaneous Resolution #14049

In order to apply for assistance or pursue other resources, INSERT NAME, requires vital records for the following household members:

1. _____
2. _____
3. _____
4. _____
5. _____

Resolution #14049 states:

It is the policy of the Oakland County Clerk/Register of Deeds office to provide services and copies of documents regardless of the Oakland County resident's ability to pay. Upon presentation of a letter by an accredited social services agency or other documentation evidencing financial hardship, the Oakland County Clerk/Register of Deeds may reduce or waive the fee for needed vital records.

If you have any questions related to this request, please feel free to contact me at (Direct dial phone number)

Thank You for your assistance in this matter

Sincerely,

(Staff Member)
AGENCY NAME



RESOLUTION FOR THE ADOPTION OF A PILOT PROGRAM TO WAIVE FEES FOR VITAL RECORDS FOR THE HOMELESS POPULATION

WHEREAS, one of the strategies for Michigan's Campaign to End Homelessness is to "streamline the process of securing identification documents" that includes exploring fee waiver options at county and state levels; and

WHEREAS, vital records such as a birth certificate are required for the receipt of essential services in the non-profit, governmental, and private sectors that can move a person from crisis into more stable situations; and

WHEREAS, vital records are a requirement to obtain a state ID, which is also needed to access many public services as well as open bank accounts, obtain employment, vote, and engage in other day-to-day activities; and

WHEREAS, according to the United Way's ALICE study, 17% of households in Calhoun County are below the Federal Poverty Line with an additional 29% that have an annual income that is below the survival budget threshold; and

WHEREAS, the cost of obtaining vital records is a significant barrier for the homeless population, low-income individuals and families, and for survivors of domestic violence; and

WHEREAS, according to the National Law Center on Homelessness and Poverty, roughly 50% of the homeless population in the U.S. have been denied access to basic needs services due to not having an ID or birth certificate; and

WHEREAS, 248 surveys were administered to attendees of the 2016 Battle Creek Homeless Health Fair that revealed that 24% of respondents did not have a birth certificate with the majority of them indicating they had trouble securing one and consequently, had been denied access to needed services; and

WHEREAS, research shows that increased access to financial planning and preventative health resources results in less need for more costly duplicated services for the indigent population of various municipalities;

NOW, THEREFORE, BE IT RESOLVED, that the Calhoun County Board of Commissioners hereby adopts a pilot program effective upon passage of this resolution and concluding on December 31, 2017 that provides a fee waiver for eligible residents with the total not exceeding \$3,000; and

BE IT FURTHER RESOLVED, that the Calhoun County Clerk/ Register of Deeds, upon presentation of a letter evidencing financial hardship from the SHARE Center located at 120 Grove Street, Battle Creek, MI. 49037, and completed proper documentation, may waive the fee for needed vital records.
