

INGHAM COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING – 6:30 P.M.
COMMISSIONERS ROOM, COURTHOUSE
341 SOUTH JEFFERSON, MASON, MICHIGAN 48854
PUBLIC PARTICIPATION OFFERED VIA ZOOM AT:
<HTTPS://INGHAM.ZOOM.US/J/86246962326>

JANUARY 28, 2025

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **DECEMBER 10, 2024** AND **JANUARY 2, 2025**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. RESOLUTION #2024-021 FROM THE LEELANAU COUNTY BOARD OF COMMISSIONERS **SUPPORTING HOUSE BILL 5430** FOR THE EXPANSION OF THE MICHIGAN HISTORIC PRESERVATION TAX CREDITS ESTABLISHED UNDER PUBLIC ACT 343 OF 2020
 2. A LETTER FROM **DANIELLE MCCANN RESIGNING** FROM THE INGHAM COUNTY WOMEN’S COMMISSION
 3. A LETTER FROM **TRACEY WOODEN RESIGNING** FROM THE INGHAM COUNTY WOMEN’S COMMISSION
 4. A LETTER FROM **STACEY MASON RESIGNING** FROM THE INGHAM COUNTY WOMEN’S COMMISSION
 5. THE CAPITAL AREA DISTRICT **LIBRARY 2023 COMMUNITY IMPACT REPORT**
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 6. COUNTY SERVICES COMMITTEE – RESOLUTION RECOGNIZING **BLACK HISTORY/CULTURAL DIVERSITY** MONTH IN INGHAM COUNTY

7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE \$2,000,000 TO [EASTSIDE COMMUNITY ACTION](#) FOR AFFORDABLE SINGLE-FAMILY HOME CONSTRUCTION AND REHAB PROJECTS AS AUTHORIZED IN THE \$15,000,000 MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE \$1,500,000 OF MICHIGAN APPROPRIATIONS [GRANT FUNDS TO LONZO](#) DEVELOPMENT GROUP TO DEVELOP 1001 W. SAGINAW ST. AND THE IRIS (900-918 W SAGINAW)
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT FOR THE CONSTRUCTION OF A [PORTION OF THE GARDENS](#) DRAIN WITHIN THE ROAD RIGHTS-OF-WAY
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION PLEDGING FULL FAITH AND CREDIT TO 2025 [DRAINAGE DISTRICT NOTES](#)
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION PLEDGING FULL FAITH AND CREDIT TO [GARDENS DRAIN DRAINAGE](#) DISTRICT BONDS
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE CONTRACT WITH [GABRIEL, ROEDER, SMITH & COMPANY](#) TO CONDUCT AN ACTUARY EVALUATION OF THE RETIREE HEALTH CARE PLAN AND PROVIDE ANNUAL GASB REPORTS
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE [REPLACEMENT OF UPS BATTERIES](#) AT THE MASON HISTORICAL COURTHOUSE
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A FIVE-YEAR CONTRACT [EXTENSION WITH EC AMERICA](#) INC. FOR PROJECT MANAGEMENT SOFTWARE
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH [TRANE U.S. INC. FOR CHILLERS](#) AT MULTIPLE COUNTY FACILITIES
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [MODULAR OFFICE SYSTEMS](#) FURNITURE INSTALLATION – HILLIARD BUILDING SUITE 202
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR [HOT MIX ASPHALTS](#) FOR 2025
18. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICE AGREEMENTS FOR [AS-NEEDED SIGNAL MODELING](#) AND TIMING PERMIT SERVICES FOR 2025-2026

19. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICE AGREEMENTS FOR AS-NEEDED PROFESSIONAL [SURVEYOR SERVICES](#) FOR 2025-2027
20. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR [BULK FUEL DELIVERY](#) FOR 2025
21. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS FOR [AS-NEEDED GUARDRAIL CONSTRUCTION SERVICES](#) FOR 2025-2026
22. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR [EMULSIFIED ASPHALTS](#) FOR 2025
23. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE [RECLASSIFICATION REQUESTS](#) FOR OPEIU FAMILY COURT, ICEA PUBLIC HEALTH NURSES, MANAGERIAL & CONFIDENTIAL, UAW TECHNICAL, OFFICE, PARA-PROFESSIONAL AND SERVICE, AND ICEA COUNTY PROFESSIONALS UNIT EMPLOYEES
24. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE AN [ECONOMIC DEVELOPMENT SERVICE](#) CONTRACT
25. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO TRANSFER SPECIAL PART-TIME [ADMINISTRATIVE ASSISTANT POSITION](#) FROM THE FACILITIES DEPARTMENT TO THE CONTROLLER’S OFFICE
26. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE PURCHASE OF [CONNECTIVITY FROM AT&T](#)
27. FINANCE COMMITTEE –2025 [BORROWING RESOLUTION](#) (2024 DELINQUENT TAXES)
28. FINANCE COMMITTEE – RESOLUTION AUTHORIZING 2025 [ADMINISTRATIVE FUND](#)
29. HUMAN SERVICES COMMITTEE – RESOLUTION TO ADOPT BY-LAWS FOR THE INGHAM COUNTY [MATERIALS MANAGEMENT PLANNING](#) COMMITTEE
30. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [THERESA BUYCKS](#)
31. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [TRACEY HOOD](#), MEDICAL ASSISTANT I
32. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [VALORIE HUNNICUTT](#)
33. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE USE OF CONTINGENCY FUNDS FOR ESTABLISHING [OFFICE SPACE FOR](#) THE INGHAM COUNTY OFFICE OF ENVIRONMENTAL SUSTAINABILITY
34. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES FOR [HEALTH SERVICES MILLAGE](#) ELIGIBLE SERVICES

35. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND [RESOLUTION #24 - 018](#) TO AUTHORIZE A CONTRACT AMENDMENT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES
36. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #23-575 FOR THE HEALTH SERVICES MILLAGE CONTRACT WITH THE INGHAM [HEALTH PLAN CORPORATION](#)
37. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE ENVIRONMENTAL SUSTAINABILITY DIRECTOR TO [SIGN STATE GRANT](#) REPORTS FOR RECEIVED STATE GRANTS
38. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #24-409 ACCEPTING THE [STORMWATER INFRASTRUCTURE](#) IMPROVEMENTS AT POTTER PARK ZOO GRANT FROM REPRESENTATIVE ELISSA SLOTKIN’S COMMUNITY PROJECT FUNDING PROGRAM
39. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO AUTHORIZE THE ADOPTION OF THE INGHAM COUNTY [HEALTH DEPARTMENT’S PLAN](#) OF ORGANIZATION
40. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO AUTHORIZE AGREEMENTS FOR THE [REGION 7 PERINATAL QUALITY](#) COLLABORATIVE
41. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON INGHAM COUNTIES FOR [OPIOID CRISIS RESPONSE](#) SUB-AWARD
42. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO AMEND RESOLUTION #17-163 WITH [AZARA HEALTHCARE](#) AND MICHIGAN PRIMARY CARE ASSOCIATION TO PURCHASE SOCIAL DETERMINANTS OF HEALTH AND CANCER SCREENING CUSTOMIZATION, MAPPING, AND VALIDATION SERVICES
43. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [MICHIGAN PRIMARY CARE](#) ASSOCIATION FOR COVID-19 SERVICES
44. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO ACCEPT FUNDS FROM AND ENTER INTO AN AGREEMENT WITH [MICHIGAN PUBLIC HEALTH](#) INSTITUTE
45. HUMAN SERVICES AND FINANCE COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [PUBLIC SECTOR CONSULTANTS](#)
46. LAW & COURTS COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT [WITH PETSZEL, LLC](#) TO PROVIDE PET ADOPTION FOLLOW-UP SERVICES
47. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN [INTERLOCAL AGREEMENT](#) WITH THE CITY OF LANSING FOR THE 2024 LOCAL JAG GRANT

48. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT FEDERAL COMPREHENSIVE, OPIOID, STIMULANT, AND SUBSTANCE USE SITE-BASED PROGRAM (COSSUP) GRANT FROM THE BUREAU OF JUSTICE ASSISTANCE AND THE DEPARTMENT OF JUSTICE FOR THE INGHAM COUNTY CORRECTIONAL FACILITY PROJECT ENTITLED “CREATING ACCESS TO THERAPEUTIC, RE-ENTRY, AND RECOVER SUPPORT SERVICES IN INGHAM COUNTY”

49. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE RENEWAL OF PROQA MEDICAL SOFTWARE LICENSES AND SUPPORT AND ACQUIRING CALL SIMULATOR FROM PRIORITY DISPATCH FOR THE INGHAM COUNTY 9-1-1 CENTER

- XII. SPECIAL ORDERS OF THE DAY
- XIII. PUBLIC COMMENT
- XIV. COMMISSIONER ANNOUNCEMENTS
- XV. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XVI. ADJOURNMENT

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, 517-676-7200.

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

FULL BOARD PACKETS ARE AVAILABLE AT: www.ingham.org

DECEMBER 10, 2024 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.

Remote Participation offered via Zoom at: <https://zoom.us/j/86246962326>

December 10, 2024

CALL TO ORDER

Chairperson Sebolt called the December 10, 2024 Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Sebolt, Tennis, and Trubac.

Members Absent: Ruest.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Sebolt asked Scott Wriggelsworth, Ingham County Sheriff, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Sebolt asked those present for a moment of meditation and reflection and to keep Jared Cypher, Deputy Controller, and his family in their thoughts as his father recently passed.

APPROVAL OF THE MINUTES

Commissioner Maiville moved to approve the minutes of the November 26, 2024 meeting. Commissioner Grebner supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioner Ruest.

ADDITIONS TO THE AGENDA

Chairperson Sebolt stated, without objection, the following substitute resolutions would be added:

27. RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENTS TO THE 511 FUND FOR FISCAL YEAR 2025
34. RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE ~~2023—2024~~ **2024 – 2025** AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT
39. RESOLUTION **REAFFIRMING** THAT INGHAM COUNTY IS A WELCOMING COMMUNITY

DECEMBER 10, 2024 REGULAR MEETING

Chairperson Sebolt stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Peña moved to consider the following resolution:

RESOLUTION TO ACCEPT THE STATE COURT ADMINISTRATIVE OFFICE VIRTUAL BACKLOG RESPONSE DOCKET AWARD

Commissioner Celentino supported the motion.

The motion to allow the resolution to be considered immediately carried unanimously. Absent: Commissioner Ruest.

Chairperson Sebolt stated the Resolution to Accept the State Court Administrative Office Virtual Backlog Response Docket Award would be added to the agenda as Agenda Item No. 41.

PETITIONS AND COMMUNICATIONS

Chairperson Sebolt stated there were no Petitions or Communications.

LIMITED PUBLIC COMMENT

Amanda Duarte, Ingham County Health Department Nurse Practitioner and Michigan Nurses Association (MNA) member, stated them and their fellow nurses were concerned that the Board of Commissioners were not receiving enough information to see the full picture and wondered if every avenue to increase revenue and reduce cuts had been examined. Duarte further stated, as many knew, Medicare and Medicaid had been inappropriately billed by an administrator for months, resulting in the need to pay back \$500,000, and it was their understanding that a third party had been hired to investigate.

Duarte stated that unpaid bills had been written off after just three notifications and wondered if there was a way to collect more of those. Duarte further stated there had been a failure to credential healthcare providers like themselves and that they needed to be credentialed in a timely manner.

Duarte stated the Health Department had failed to consistently credential healthcare providers and knew one provider who had been seeing patients for months before being credentialed, and this proposal would force them to do even more with less. Duarte further stated they were deeply concerned if this was the way administration planned to fix the department's financial problems and encouraged the Commissioners and the County to take a deeper look at what was going on.

Kelli Zurek, Ingham County Health Department Registered Nurse and MNA member, stated they believed it was possible to find other revenue raising methods. Zurek further stated they were in contract negotiations and wanted to point out that the Commissioners had just voted to give themselves a salary increase, and though they did not begrudge anyone making more money, they still thought fair was fair.

Zurek stated that other County employees should get wage increases for the same reasons the Commissioners did, which was recruitment and retention. Zurek further stated the nurses were not asking for a 65% increase, but did think that nurses were worth recruiting and retaining.

DECEMBER 10, 2024 REGULAR MEETING

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items with the exception of Agenda Item Nos. 20, 21, 22, 23, 24, 27, 29, 38, and 39. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioner Ruest.

Those agenda items that were on the consent agenda were approved via unanimous roll call vote. Absent: Commissioner Ruest.

Items voted on separately are so noted in the minutes.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 1**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DR. MARTIN LUTHER KING, JR.

RESOLUTION #24 –575

WHEREAS, Dr. Martin Luther King, Jr., a Baptist minister and passionate fighter for civil rights through non-violent action, was a vital personality of the modern era whose lectures and remarks stirred the concern and sparked the conscience of a generation; and

WHEREAS, the movements and marches led by Dr. Martin Luther King, Jr. brought significant changes in the fabric of American life; and

WHEREAS, his courageous and selfless devotion gave people of color and the disenfranchised people direction to thirteen years of civil rights activities; his charismatic leadership inspired men and women, young and old, in the nation and abroad; and

WHEREAS, Dr. King's concept of somebodiness gave black and poor people a new sense of worth and dignity, his philosophy of nonviolent direct action, and his strategies for rational and non-destructive social change, galvanized the conscience of this nation and reordered its priorities; and

WHEREAS, his wisdom, his words, his actions, his commitment, and his dreams for a new cast of life, are intertwined with the American experience; and

WHEREAS, few have had as much impact upon the American consciousness as Dr. Martin Luther King, Jr.; and

WHEREAS, the 20th of January, 2025 has been designated a national holiday in honor of the birthday of the late Dr. Martin Luther King, Jr.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Dr. Martin Luther King, Jr. in appreciation of the many accomplishments he made towards improving the quality of life for the citizens throughout the country, particularly those in Ingham County.

BE IT FURTHER RESOLVED, that the citizens of Ingham County are encouraged to celebrate this holiday and join the Board of Commissioners in the celebration of this notable holiday in honoring this great American hero and role model.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 2**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE PROCEEDING TO CLOSE PERMANENT CONSERVATION
EASEMENT DEEDS ON KIRKPATRICK, LYON 3, RICKETTS, COCHRAN, LYON 2, DAYTON,
SHEFF AND SCHRAUBEN PROPERTIES**

RESOLUTION #24 – 576

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and open space in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Preservation Board), charged with reducing sprawl and encouraging wise land use by purchasing development rights from owners of undeveloped rural land who might otherwise be forced by economic circumstances to develop their land; and

WHEREAS, the Ingham County Board of Commissioners established a strategic planning priority of building awareness and urgency to develop environmentally sustainable practices in county government; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2022 cycle and of which, said rankings were approved by Resolution #23-189; and

WHEREAS, the Ingham County Purchasing Department negotiated prices to be paid for the Conservation Easement Deeds through a “bid” process; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to close Permanent Conservation Easement Deeds on all properties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves proceeding to close on the Kirkpatrick, Lyon 3, Ricketts, Cochran, Lyon 2, Dayton, Sheff and Schrauben properties at a price not to exceed the amount listed in the chart below:

<u>Landowner Name</u>	<u>Acreage</u>	<u>Easement Value</u>	<u>Landowner Donation</u>
KIRKPATRICK	83.65 +/-	\$307,000.00	\$0.00
LYON 3, (Jeff and Kelly)	116 +/-	\$488,000.00	\$0.00
RICKETTS	150 +/-	\$498,000.00	\$0.00
COCHRAN	112 +/-	\$579,000.00	\$0.00

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LYON 2 (Tim and Tami)	81 +/-	\$271,000.00	\$0.00
DAYTON	109 +/-	\$390,000.00	\$0.00
SHEFF	40 +/-	\$120,000.00	\$12,000.00
SCHRAUBEN	35 +/-	\$186,000.00	\$0.00

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 3**

Introduced by the County Services Committee and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PARTICIPATION IN THE 2025 TRI-COUNTY REGIONAL
AERIAL IMAGERY PARTNER AGREEMENT**

RESOLUTION #24 – 577

WHEREAS, the Tri-County Regional Planning Commission is coordinating a regional flight of Ingham, Eaton, and Clinton counties in order to produce aerial imagery; and

WHEREAS, Clinton and Eaton counties and the State of Michigan have agreed to participate; and

WHEREAS, participation in this regional project would supply Ingham County and participating local jurisdictions with 4” pixel, true color, leaf-off digital orthoimagery; and

WHEREAS, users of this imagery include, but are not limited to, the Equalization and Tax Mapping Department, Environmental Health, 911 Emergency Operations, Economic Development, Parks and Recreation, the Road Department, and the Drain Commissioner’s Office; and

WHEREAS, Ingham County approved \$76,200 in the 2025 budget to acquire said imagery; and

WHEREAS, the State of Michigan, Department of Technology, Management and Budget (DTMB) through its MiSAIL program will partner in this agreement for \$14,502 of the County’s cost to be paid directly to Tri-County Regional Planning Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes participation in the 2025 Tri-County Regional Imagery Partner Agreement for a total project cost of \$56,763 for Ingham County imagery, and,

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the necessary letter of agreement with the Tri-County Regional Planning Commission, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 4**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE OCULARIS SOFTWARE LICENSING AGREEMENT FROM KNIGHTWATCH

RESOLUTION #24 – 578

WHEREAS, Ingham County has been using Ocularis for the camera management and video recording for many years; and

WHEREAS, KnightWatch has been providing licensing and support for Ocularis in the past and the Innovation and Technology department (ITD) is very satisfied with the service thus far; and

WHEREAS, ITD has reviewed the potential alternatives and deems KnightWatch as the most capable and cost-effective solution; and

WHEREAS, our current agreement expires on January 19, 2025 and ITD recommends renewing this agreement.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the software licensing and support renewal from KnightWatch in the amount not to exceed \$23,600.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county’s Network Fund #63625810-932030.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 5**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE SECURITY CAMERAS FOR GRADY PORTER BUILDING AND
VETERANS MEMORIAL COURTHOUSE PROVIDED BY SMART HOMES, INC.**

RESOLUTION #24 – 579

WHEREAS, Ingham County has downtown Lansing Court facilities that need to have proper security to ensure the safety of all those in the building; and

WHEREAS, Innovation and Technology Department (ITD) was able to obtain a quote for replacing aging security cameras, adding new cameras to blind spots, and the installation needed to provide a level of security for the building with a vendor that can handle both services and procurement under the Michigan MiDEAL contract; and

WHEREAS, the requested amount is in the 2024 budget; and

WHEREAS, ITD has reviewed the potential alternatives and deems Smart Homes, Inc. as the most capable and cost-effective solution.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize purchasing security cameras and installation from Smart Homes, Inc. in the amount not to exceed \$73,000.

BE IT FURTHER RESOLVED, the total cost will be paid from the County’s Court Fund (#664-13099-978000).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 6**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE UPGRADE OF THE ACCESS CONTROL SYSTEM AT THE
HILLIARD BUILDING**

RESOLUTION #24 –580

WHEREAS, the current premise system at the Hilliard Building requires replacement to ensure continued operational reliability and support; and

WHEREAS, Knight Watch, Inc. has provided a proposal (Proposal #ESTO 16 719, dated June 25, 2024) to remove the existing premise system and install a new Galaxy system, which will allow scalability for up to 16 doors within the provided large controller can; and

WHEREAS, the project scope includes removal of the old system, installation of the new Galaxy system, and programming of the hardware into the controller, with the customer (Ingham County) being responsible for programming cards and access groups; and

WHEREAS, the boards required for this system will be repurposed from the New Hope controller, reducing costs; and

WHEREAS, Knight Watch, Inc. will perform the work during normal business hours as outlined in their proposal, and partial invoicing will be issued upon ordering parts and for labor at the end of each month during the project; and

WHEREAS, the total cost for the project, as detailed in the proposal, is \$5,812.92; and

WHEREAS, funding for this project is available in account number 101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Knight Watch, Inc. for the removal of the existing premise system and installation of a new Galaxy access control system at the Hilliard Building, in an amount not to exceed \$5,812.92.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL WORK WITH SMART HOMES SMART OFFICES
FOR TECHNOLOGY UPGRADES AT THE HILLIARD BUILDING AND HSB CONFERENCE
ROOM A**

RESOLUTION #24 –581

WHEREAS, the Ingham County Board of Commissioners previously approved technology upgrades for HSB Conference Room A under Resolution #24-136 and surveillance upgrades at the Hilliard Building under Resolution #24-266; and

WHEREAS, additional needs have been identified, including wireless microphone integration with the AV system in HSB Conference Room A and the installation of a surveillance camera in the Hilliard Building; and

WHEREAS, Smart Homes Smart Offices, an approved MiDeals Cooperative Agreement vendor, has submitted Proposal #QUOQ19302-01 for this additional work; and

WHEREAS, the total cost of the additional work is \$2,432.65, and funds are available in the 2024 Building Repair and Maintenance line item #101-10100-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the additional work with Smart Homes Smart Offices for technology upgrades at the HSB Conference Room A and the Hilliard Building for an amount not to exceed \$2,432.65.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INSTALLATION OF A MOVABLE WALL BETWEEN JURY ROOMS 6 AND 7 IN THE VMC CIRCUIT COURT

RESOLUTION #24 –582

WHEREAS the Jury Rooms 6 and 7 in the VMC Circuit Court currently lack the capacity to accommodate larger groups required for criminal trials; and

WHEREAS removing a section of the wall between Jury Rooms 6 and 7 and replacing it with a retractable wall will allow the rooms to combine into one larger space as needed, improving the efficiency of jury deliberations during criminal trials; and

WHEREAS the project will be completed by Laux Construction, located at 1018 Hogsback Road, Mason, MI 48854, under MiDeals Contract #00865; and

WHEREAS the estimated cost for this project is not to exceed \$49,815, with a contingency of \$185.00, for a total project budget of \$50,000; and

WHEREAS funding for this project will be provided through the following accounts:

- 245-13099-931000-24F08: \$15,000.00
- 245-26710-978000-20F12: \$35,000.00

WHEREAS Prevailing Wage reporting will apply to this project, and a Pre-Construction meeting will be held to ensure compliance with all requirements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Facilities Department to proceed with the movable wall project as proposed at the Veterans Memorial Courthouse, with Laux Construction for a not to exceed cost of \$50,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

DECEMBER 10, 2024 REGULAR MEETING

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INSTALLATION OF ACOUSTIC PANELS AT PRETRIAL SERVICES IN THE GRADY PORTER BUILDING

RESOLUTION #24 –583

WHEREAS, the Pretrial Services area in the Grady Porter Building experiences significant sound transfer, affecting the ability of court staff to conduct sensitive conversations effectively; and

WHEREAS, the Facilities Department recommends installing acoustic panels to absorb and block sound, enhancing the functionality and privacy of the workspace; and

WHEREAS, DBI, located at 912 E Michigan Ave, Lansing, MI 48912, has provided a quote of \$20,038.52 for the work, with an additional \$2,000 allocated as contingency, bringing the total project cost to \$22,038.52; and

WHEREAS, funds for this project are available in account #664-13099-979000-22F20, with a total allocation of \$29,400.44; and

WHEREAS, this project will utilize a Cooperative Contract through TIPS, and therefore, three quotes are not required.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with DBI, 912 E. Michigan Avenue, Lansing, MI 48912, for the installation of acoustic panels at Pretrial Services in the Grady Porter Building, with a total project cost not to exceed \$22,038.52.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH HEDRICK ASSOCIATES FOR
THE SEWAGE PUMP REPLACEMENT PROJECT AT THE VETERANS MEMORIAL
COURTHOUSE**

RESOLUTION #24 –584

WHEREAS, the existing sewage pump and associated components at the Veterans Memorial Courthouse are experiencing significant wear and corrosion, creating potential operational and maintenance challenges; and

WHEREAS, Hedrick Associates has submitted Proposal #49107, dated November 21, 2024, to perform the Sewage Pump Replacement Project, which includes removing and replacing the existing sewage pump, installing a new Weil Vertical Sewage Pump and associated components, and testing the system for proper operation; and

WHEREAS, the total cost of the project is \$17,950, which includes materials, labor, installation, and freight, but excludes any additional repairs not outlined in the proposal; and

WHEREAS, funds for this project are available in the 2024 Building Repair and Maintenance line item #101-23303-933000; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Hedrick Associates for the Sewage Pump Replacement Project at the Veterans Memorial Courthouse in an amount not to exceed \$17,950.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE MODIFICATIONS TO THE
2022 - 2024 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL FOR 2025 -
2027**

RESOLUTION #24 –585

WHEREAS, the Managerial and Confidential Employee Steering Committee has met and discussed the 2022 – 2024 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, the Steering Committee recommends changes in the 2022 - 2024 Managerial and Confidential Employee Personnel Manual for 2025 – 2027.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves the following modifications, as proposed by the Managerial and Confidential Employee Steering Committee, to the 2022 - 2024 Managerial and Confidential Employee Personnel Manual (Manual) for 2025 - 2027 (with provisions unmodified remaining unchanged):

1. Update language in section B. Compensation Plan: the Manual is effective for a three-year period from January 1, 2025 through December 31, 2027.
2. Update language in section C. Compensation Levels: Effective the first full pay period on or after January 1, 2025, employees under this manual shall be compensated as outlined in Appendix D – Salary Schedule, reflecting a 3% increase to the 2024 salary schedule. Effective the first full pay period on or after January 1, 2026, employees under this manual shall be compensated as outlined in Appendix D – Salary Schedule, reflecting a 3% increase to the 2025 salary schedule. Effective the first full pay period on or after January 1, 2027, employees under this manual shall be compensated as outlined in Appendix D – Salary Schedule, reflecting a 4% increase to the 2026 salary schedule.
3. Update language in section E. Hospitalization – Medical Coverage: benefits are subject to annual modification for health plan years 2025 – 2027 to reflect the annual recommendation(s) of the Health Care Coalition.
4. Update language in section K. Severance Pay: clarify that in the case of layoff, severance pay and benefit continuation is made as specified, without execution of a release and waiver, to a maximum of six months, with extension of an additional six months for those employed ten or more continuous years at the description of the County Services Committee for amounts under \$10,000 and by the County Services Committee and Finance Committees for amounts between \$10,000 - \$50,000 and amounts above \$50,000 will require the approval of the Board of Commissioners. Further clarify that in the case of termination, severance pay and benefit continuation is made as specified, with execution of a release and waiver, to a maximum of six months, with extension of an additional six months for those employed

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ten or more continuous years at the description of the County Services Committee for amounts under \$10,000 and by the County Services Committee and Finance Committees for amounts between \$10,000 - \$50,000 and amounts above \$50,000 will require the approval of the Board of Commissioners.

5. Amend language in section M. Vacations: eliminate the prohibition on using credited vacation hours during the first six months of employment.
6. Update language in section P. Jury Duty: reflect current process of employees signing over Jury Duty pay to Ingham County in exchange for receiving full regular wages.
7. Amend language in section Q. Travel Allowance: eliminate paragraph 2 which requires repayment of conference expenses should the employee leave Ingham County employment within six months of attending the conference to reflect current practice.
8. Update language in Appendix C: Position Listing Managerial & Confidential (job titles and pay grade)
9. Update language in Appendix D - Compensation Levels: insert new wage tables.
10. Appendix E. Ingham County Road Department: Holidays – add Presidents Day and New Year’s Eve as holidays.
11. Update language in Appendix F – Helpful Links: include reference to current vendors and resources available.
12. Update obsolete language throughout the Manual.

BE IT FURTHER RESOLVED, that the 2025 – 2027 Managerial and Confidential Employee Personnel Manual will be effective January 1, 2025 and shall expire on December 31, 2027.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE CCLP CORRECTIONS UNIT**

RESOLUTION #24 –586

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the CCLP Corrections Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 2% public safety incentive wage scale adjustment and a 3% increase effective December 28, 2024, a 3% increase effective December 27, 2025, and a 4% increase effective December 26, 2026; and

WHEREAS, the agreement adds a non-discrimination clause based upon membership or non-membership in the Union; and

WHEREAS, the agreement adds an access to Ingham County premises provision; and

WHEREAS, the agreement adds date and time of application for Ingham County employment as a tie-breaker for seniority; and

WHEREAS, the agreement adds a thirty-day advance notice of layoff provision; and

WHEREAS, the agreement adds a notice of release of confidential information as well as for administrative leave in the event of the use of force as well as an MCOLES disclosure notice provision; and

WHEREAS, the agreement amends the grievance procedure to mirror the grievance procedure contained in the CCLP Law Enforcement Unit collective bargaining agreement; and

WHEREAS, the agreement amends the Elections of Remedies article; and

WHEREAS, the agreement provides for employer payment for the cost of any new training required to maintain employment; and

WHEREAS, the agreement provides for thirty-day notice of assignment change; and

WHEREAS, the agreement provides for clarification of inclement weather compensation and an increase in the annual cap from sixteen hours to twenty-four hours of leave; and

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WHEREAS, the agreement updates shift premium language and increases the shift premium from thirty-five cents to fifty cents per hour, and eliminates the repayment provision for the expense of conferences attended at Ingham County expense within six months of separation of employment; and

WHEREAS, the agreement increases Corrections training pay from thirty minutes to one hour, and adds a provision for Canine Handler pay of seven hours per pay period;

WHEREAS, the agreement eliminates longevity plan retention incentive pay for employees hired by Ingham County prior to December 1, 2012; and

WHEREAS, the agreement increases the equipment allowance from \$250 to \$1,500 per year, payable annually in November rather than in April; and

WHEREAS, the agreement provides double-time pay for overtime hours worked on holidays; and

WHEREAS, the agreement eliminates the limit on sick leave use for a family member, updates sick leave provisions to comply with the Michigan Earned Sick Leave Act, and provides for 100% payout of accrued sick leave in the event of a line of duty death, and eliminates a medical dispute provision; and

WHEREAS, the agreement eliminates the prohibition on vacation leave use until after six months of employment, and updates Bereavement (Funeral) Leave provisions to be consistent with that of other Ingham County collective bargaining agreements; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee; and

WHEREAS, the agreement amends the Workers' Compensation provisions to permit use of accumulated paid leave time to supplement workers' compensation benefits to 100% of regular pay, provides for employer paid health insurance in non-disputed cases for up to one year; and

WHEREAS, the agreement increases the month amount of practice ammunition provided to fifty from thirty rounds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the CCLP Corrections Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE CCLP COMMAND UNIT**

RESOLUTION #24 –587

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the CCLP Command Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 2% public safety incentive wage scale adjustment and a 3% increase effective December 28, 2024, a 3% increase effective December 27, 2025, and a 4% increase effective December 26, 2026; and

WHEREAS, the agreement adds a thirty-day advance notice of layoff provision; and

WHEREAS, the agreement adds a notice of release of confidential information as well as for administrative leave in the event of the use of force as well as an MCOLES disclosure notice provision; and

WHEREAS, the agreement adds a provision for three paid administrative leave days following a use of force incident along with a 72-hour period before the employee is required to make a statement; and

WHEREAS, the agreement adds an Elections of Remedies provision to the grievance procedure; and

WHEREAS, the agreement provides for thirty-day notice of assignment change; and

WHEREAS, the agreement provides for clarification of inclement weather compensation; and

WHEREAS, the agreement updates shift premium language and increases the shift premium from thirty-five cents to fifty cents per hour; and

WHEREAS, the agreement increases Canine Handler pay to seven straight hours per pay period from 15 minutes of daily overtime per day worked; and

WHEREAS, the agreement eliminates longevity plan retention incentive pay for employees hired by Ingham County prior to December 1, 2012; and

WHEREAS, the agreement increases the equipment allowance from \$250 to \$1,500 per year, payable annually in November; and

WHEREAS, the agreement increases the clothing allowance from \$800 to \$1,500 per year, payable annually in December; and

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WHEREAS, the agreement increases the month amount of practice ammunition provided to fifty from thirty rounds; and

WHEREAS, the agreement provides an employee with a minimum of 200 accrued vacation hours may cash out up to 40 hours annually by December 15 of each year; and

WHEREAS, the agreement provides double-time pay for overtime hours worked on holidays; and
WHEREAS, the agreement eliminates the limit on sick leave use for a family member, updates sick leave provisions to comply with the Michigan Earned Sick Leave Act, and provides for 100% payout of accrued sick leave in the event of a line of duty death; and

WHEREAS, the agreement updates Bereavement (Funeral) Leave provisions to be consistent with that of other Ingham County collective bargaining agreements; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee; and

WHEREAS, the agreement amends the Workers' Compensation provisions to permit use of accumulated paid leave time to supplement workers' compensation benefits to 100% of regular pay, provides for employer paid health insurance in non-disputed cases for up to one year; and

WHEREAS, the agreement provides for employer payment for the cost of any new training required to maintain employment; and

WHEREAS, the agreement includes an MCOLES disclosure notice provision.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the CCLP Command Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE CCLP LAW ENFORCEMENT UNIT**

RESOLUTION #24 –588

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the CCLP Law Enforcement Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 2% public safety incentive wage scale adjustment and a 3% increase effective December 28, 2024, a 3% increase effective December 27, 2025, and a 4% increase effective December 26, 2026; and

WHEREAS, the agreement adds a non-discrimination clause based upon membership or non-membership in the Union; and

WHEREAS, the agreement adds an access to Ingham County premises provision and removes the reference to Article 10, Internal Affairs regarding reasonable time for special meetings; and

WHEREAS, the agreement adds a thirty-day advance notice of layoff provision; and

WHEREAS, the agreement adds a notice of release of confidential information as well as for administrative leave in the event of the use of force as well as an MCOLES disclosure notice provision; and

WHEREAS, the agreement amends the Elections of Remedies article; and

WHEREAS, the agreement provides for employer payment for the cost of any new training required to maintain employment; and

WHEREAS, the agreement the agreement increases training pay from thirty minutes to one hour, and increases Canine Handler pay to seven straight hours per pay period from 15 minutes of daily overtime per day worked; and

WHEREAS, the agreement provides for thirty-day notice of assignment change; and

WHEREAS, the agreement provides for clarification of inclement weather compensation and an increase in the annual cap from sixteen hours to twenty-four and one-half hours of leave; and

WHEREAS, the agreement updates shift premium language and increases the shift premium from thirty-five cents to fifty cents per hour; and

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WHEREAS, the agreement eliminates longevity plan retention incentive pay for employees hired by Ingham County prior to December 1, 2012; and

WHEREAS, the agreement provides for a 50% match up to the first \$2,000 contributed by the employee to their 457(b) Plan for an amount not to exceed \$1,000 annually contributed by the Employer; and

WHEREAS, the agreement references the retire/rehire program whereby retired law enforcement officers are eligible for rehire subject to MERS rules regarding rehire; and

WHEREAS, the agreement increases the clothing allowance from \$800 to \$1,500 in the first year following promotion to detective rank and then \$1,000 per year thereafter, payable annually in December; and

WHEREAS, the agreement increases the equipment allowance from \$250 to \$1,500 per year, payable annually in November rather than in April; and

WHEREAS, the agreement provides double-time pay for overtime hours worked on holidays; and

WHEREAS, the agreement eliminates the limit on sick leave use for a family member, updates sick leave provisions to comply with the Michigan Earned Sick Leave Act, and provides for 100% payout of accrued sick leave in the event of a line of duty death; and

WHEREAS, the agreement eliminates the prohibition on vacation leave use until after six months of employment, and updates Bereavement (Funeral) Leave provisions to be consistent with that of other Ingham County collective bargaining agreements; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee; and

WHEREAS, the agreement amends the Workers' Compensation provisions to permit use of accumulated paid leave time to supplement workers' compensation benefits to 100% of regular pay, and provides for employer paid health insurance in non-disputed cases for up to one year; and

WHEREAS, the agreement increases the month amount of practice ammunition provided to fifty from thirty rounds; and

WHEREAS, the agreement includes clean-up of language as a housekeeping matter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the CCLP Law Enforcement Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

DECEMBER 10, 2024 REGULAR MEETING

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE TEAMSTERS LOCAL 214 ASSISTANT PUBLIC DEFENDERS UNIT**

RESOLUTION #24 –589

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the Teamsters Local 214 Assistant Public Defenders Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 3% increase effective the first full pay period following January 1, 2025, a 3% increase effective the first full pay period following January 1, 2026, and a 4% increase effective the first full pay period following January 1, 2027; and

WHEREAS, the agreement updates Disability Insurance language to be consistent with the current disability plan; and

WHEREAS, the agreement corrects the vacation leave accrual rate, and eliminates the prohibition on utilizing paid vacation leave accruals during the first six months of employment; and

WHEREAS, the agreement increases daily on-call pay as follows:

- 2025: from \$232 to \$250
- 2026: from \$239 to \$257.50
- 2027: \$267.90

WHEREAS, the agreement corrects the benefit multiplier percentage stated in the hybrid retirement language.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the Teamsters Local 214 Assistant Public Defenders Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

DECEMBER 10, 2024 REGULAR MEETING

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE TEAMSTERS LOCAL 243 ZOO SUPERVISORY UNIT**

RESOLUTION #24 –590

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the Teamsters Local 243 Zoo Supervisory Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 3% increase effective the first full pay period following January 1, 2025, a 3% increase effective the first full pay period following January 1, 2026, and a 4% increase effective the first full pay period following January 1, 2027; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee, and extends dental and vision insurance to probationary employees; and

WHEREAS, the agreement updates Disability Insurance language; and

WHEREAS, the agreement eliminates the prohibition on utilizing paid vacation leave accruals during the first six months of employment; and

WHEREAS, the agreement increases the cap on vacation leave accruals to 450 hours for employee use and limits the cap for payout at separation of employment to 380 hours, and permits use of vacation leave accruals in tenths of an hour; and

WHEREAS, the agreement expands the safety boot allowance to include clothing and increases it to \$200 from \$100; and

WHEREAS, the agreement modifies pronouns to gender neutral language.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the Teamsters Local 243 Zoo Supervisory Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

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COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

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**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A PAID PARENTAL LEAVE POLICY

RESOLUTION #24 –591

WHEREAS, the Ingham County Policy Review Committee was established to review existing policies and recommend new policies for Ingham County; and

WHEREAS, Resolution #24-419 directed the Policy Review Committee to develop a Paid Parental Leave Policy; and

WHEREAS, the purpose of the policy is to provide up to 12 weeks (60 days/480 hours), prorated according to assigned FTE, of paid parental leave to employees following the birth of an employee’s child or the placement of a child with an employee in connection with adoption or foster care; and

WHEREAS, employees must be actively employed with Ingham County as a full or part-time employee and must meet one of the following criteria:

- Have recently given birth to a child
- Recently become a legal parent/guardian of a child
- Have recently adopted a child or been placed with a foster child; and

WHEREAS, employees who are temporary, seasonal, or interns are not eligible for this benefit; and

WHEREAS, the attached draft Paid Parental Leave Policy establishes all of requirements, procedures, and processes associated with the policy.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves the new Paid Parental Leave Policy, which shall take effect upon the date Resolution #24-214 was approved.

BE IT FURTHER RESOLVED, that this policy shall be applicable to all departments of Ingham County and Elected Officials and the Courts that choose to participate.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest

Nays: Schafer **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.



INGHAM COUNTY POLICY

Name:	Paid Parental Leave	Policy #:	
Category:	General Administration	Effective Date:	08/27/2024
Last Reviewed:		Last Revised:	
		Next Review:	
Applicable To:	All Ingham County Operations		

1. **POLICY**

The Ingham County will provide up to 12 weeks (60 days/480 hours), prorated according to assigned FTE, of paid parental leave to employees following the birth of an employee’s child or the placement of a child with an employee in connection with adoption or foster care.

2. **PURPOSE**

The purpose of paid parental leave is to enable an employee to care for and bond with a newborn, newly adopted, or newly placed child. This policy will run concurrently with The Family and Medical Leave Act (FMLA) leave, as applicable.

3. **DEFINITIONS**

Recent: within the last 30 days after the effective date of the policy.

Child: person under the age of 18.

4. **PROCEDURE**

4.1. **Eligibility Requirement:** Employees must be actively employed with Ingham County as a full or part-time employee. Employees who are temporary, seasonal or interns are not eligible for this benefit.

4.2. In addition, employees must meet one of the following criteria:

1. Have recently given birth to a child.
2. Recently become a legal parent/guardian of a child.
3. Have recently adopted a child or been placed with a foster child.

Once eligibility has been met, the employee may be approved for parental leave time.

4.3. **Request for Paid Parental Leave**

1. The employee will complete the Paid Parental Leave form and submit to the human resource (HR) department with notice of the request for parental leave at least 90 days prior to the proposed date of the leave, or as soon as possible if unforeseen.
2. The employee is required to submit documentation to substantiate the request.

4.4. **Amount, Time Frame and Duration of Paid Parental Leave**

1. Eligible employees will receive a maximum of 12 weeks (60 days/480 hours), prorated according to their assigned FTE, of paid parental leave per birth, adoption or placement of a child/children occurring within the 12-month period of the date of eligibility. If a multiple birth, adoption, or placement occurs (e.g., the birth of twins or adoption of siblings) this does not increase the 12 weeks (60 days/480 hours) total amount of parental leave granted.

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2. Parental leave may be requested to be used during the 12-month period immediately following the birth, adoption or placement of a child with the employee. This leave time may not be used or extended beyond the 12-month time frame.
3. In situations where Ingham County employs both parents of a newborn/adopted/placed child, each parent may have the stated amount of paid parental leave under this policy, in coordination with the organization to assure efficient operations.
4. Each hour of paid parental leave is compensated at the employee's regular, hourly rate. Parental Leave time will not be counted as hours worked for overtime purposes.
5. Parental leave time does not have to be taken all at once but must be used within the 12-month time frame. Any unused parental leave will be forfeited at the end of the 12-month period from the effective date of eligibility. Employees must work with their supervisor for intermittent leave schedules.
6. Upon termination of employment, an employee will not be paid for any unused parental leave time and an employee may not use parental leave during the termination notice period, as that time is needed to coordinate and transition organizational operations.

4.5. **Coordination with Other Policies**

1. Paid Parental leave taken under this policy will run concurrently with leave under the FMLA; thus, any leave taken under this policy that falls under the definition of circumstances qualifying for leave due to the birth or placement of a child or due to adoption or foster care, the parental leave will be counted toward the 12 weeks of available FMLA leave per a 12-month period. All other requirements and provisions under the FMLA will apply. In no case will the total amount of leave, whether paid or unpaid be granted to the employee under the FMLA exceed 12 weeks during the 12-month FMLA period. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
2. After the paid parental leave is exhausted, the balance of FMLA leave (if applicable) may be compensated through employees' accrued sick time and annual leave time, as outlined in Collective Bargaining Agreements and policies. Upon exhaustion of accrued sick and annual leave time, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA. Employees who have exhausted paid leave time may request sick leave donations in accordance with County policy.
3. An employee who takes paid parental leave that does not qualify for FMLA leave will be afforded the same level of job protection for the period of time that the employee is on paid parental leave as if the employee was on FMLA-qualifying leave.
4. The employee and Ingham County will maintain all elected benefits during the paid parental leave period just as if they were taking any other leave.
5. Employees will remain responsible for any employee premiums, contributions, or other required deductions.
6. If a designated holiday occurs while the employee is on paid parental leave, the holiday will be paid as holiday pay, and the parental leave day is extended up to the maximum eligible time of 12 weeks 60 days/480 hours).
7. While on paid parental leave, an employee is not eligible for inclement weather pay.
8. As with all other leaves, employees on leave shall not have any other employment with any other entity that conflicts with the need for parental leave.

Coordination with Other Policies

5. **REFERENCES/ATTACHMENTS**

FMLA Statute

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 18**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTIONS #22-212 AND #23-564 AND TO ALLOCATE
REMAINING ARPA FUNDS BY DECEMBER 31, 2024**

RESOLUTION #24 –592

WHEREAS, Ingham County received \$56,796,438 in American Rescue Plan Act (ARPA) funds; and

WHEREAS, ARPA funds are required by the U.S. Department of Treasury to be obligated by December 31, 2024; and

WHEREAS, \$766,412.51 remain unallocated, \$351,412.51, which was reserved for possible project overages, and \$415,000 for a County fiber engineering and installation project with Western Tel-Com (Resolution #23-564), which has been cancelled; and

WHEREAS, two existing ARPA projects would benefit from additional funding:

- \$13,000 COVID Sick Leave (Resolution #22-053)
- \$753,412.51 for the Visiting Judge Program (Resolution #22-212); and

WHEREAS, COVID Sick Leave, approved with no defined expenditure, currently has \$989,790.39 expenditures to date; and

WHEREAS, allocating an additional \$13,000 to COVID Sick Leave will ensure adequate funding through December 31, 2024, which is when the program ends; and

WHEREAS, the Visiting Judge Program was approved as a three-year program, June 2022-June 2025, with a total approved expenditure of \$2,602,228; and

WHEREAS, current expenditures in the Visiting Judge Program are \$2,796,717.78 due to increased personnel costs and the acquisition of the 426 S. Walnut Street property for \$935,000 and

WHEREAS, allocating an additional \$753,412.51 to the Visiting Judge Program will help offset the cost of the property purchase and provide adequate funding for the project to run the proposed three-year term.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the following actions with regard to ARPA funding:

- Cancel Resolution #23-564, Resolution to Approve Fiber Engineering and Construction from Western Tel-Com

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- Amend Resolution #22-212, Resolution to Approve American Rescue Plan Funds for the 30th Circuit Court Visiting Judge Program by allocating \$415,000 from Resolution #23-564 and \$338,412.51 from unallocated ARPA funds
- Allocate remaining unallocated ARPA funds in the amount of \$13,000 to COVID Sick Leave

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None

Absent: None

Approved 12/03/24

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE
CONTRACT FOR LEGAL SERVICES WITH COHL, STOKER & TOSKEY, P.C.**

RESOLUTION #24 –593

WHEREAS, the Board of Commissioners has a contract for legal services with Cohl, Stoker & Toskey, P.C. (hereinafter “Contractor”); and

WHEREAS, that contract requires the Contractor to provide comprehensive legal services to the County under an annual fixed fee; and

WHEREAS, the Contractor has requested a base fee increase of a 3% base fee increase effective January 1, 2025, a 3% base fee increase effective January 1, 2026, and a 4% base fee increase effective January 1, 2027, consistent with the historical practice of the parties.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby authorizes a contract amendment with Cohl, Stoker & Toskey, P.C. to provide for a 3% base rate increase effective January 1, 2025, a 3% base rate increase effective January 1, 2026, and a 4% base rate increase effective January 1, 2027.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make a budget adjustment, as needed, for this contract amendment.

BE IT FURTHER RESOLVED, that Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents or purchase documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 20**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2024 INGHAM COUNTY BUDGET

RESOLUTION #24 –594

WHEREAS, the Board of Commissioners adopted the 2024 Budget on October 24, 2023 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2024 Ingham County General Fund budget at \$105,448,652.

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None

Absent: None

Approved 12/04/24

Commissioner Grebner moved to adopt the resolution. Commissioner Tennis supported the motion.

The motion to adopt the resolution carried via unanimous roll call vote. Absent: Commissioner Ruest.

DECEMBER 10, 2024 REGULAR MEETING

Ingham County

General Fund - Budget v. Actual Report

Year to Date as of September 30, 2024

Revenues	Amended Budget (Unaudited)	Actual	Percentage
Taxes	\$ 64,650,121	\$ 66,011,069	102.11
Grant Revenue	4,955,731	4,219,254	85.14
State Revenue	10,624,061	5,618,169	52.88
Register of Deeds Revenue	1,789,000	1,010,730	56.50
Police Contract	3,494,239	2,784,918	79.70
Indirect Costs	1,603,207	1,325,943	82.71
Investment earning/(loss)	1,400,000	762,923	54.49
Transfer In from Other Funds	4,510,613	986,893	21.88
Carryover Surplus Used	1,007,644	-	-
Other	11,014,036	12,673,005	115.06
Total Revenues	\$ 105,048,652	\$ 95,392,903	90.81
Expenditures			
Wages & Fringes	55,535,822	47,219,791	85.03
Supplies & Postage	2,255,998	1,799,258	79.75
Contractual Services	5,347,823	4,146,713	77.54
Building & Equip Maintenance	1,011,753	781,208	77.21
Drain Assessment	889,579	849,535	95.50
Utilities and Telephone	1,249,604	973,788	77.93
IT Services	3,337,865	2,937,740	88.01
Other Expenditures	8,247,997	6,370,525	77.24
Transfers Out to Other Funds	25,892,411	21,574,406	83.32
Contingency	176,784	-	-
Capital Outlay	1,103,016	1,340,108	121.49
Total Expenditures	\$ 105,048,652	\$ 87,993,071	83.76
Revenues less expenditures	\$ -	\$ 7,399,832	

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 21**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE REVISION OF THE 2024 APPORTIONMENT REPORT

RESOLUTION #24 –595

WHEREAS, the 2024 Ingham County Apportionment Report was approved by Resolution #24-491 on October 22, 2024; and

WHEREAS, Ingham County has received voter approval to levy a millage for Housing and Homeless for the purposes of expanding and improving the quality of housing available to low- and moderate-income families; and

WHEREAS, Ingham County has calculated and authorized the effective Housing and Homeless millage of 0.5000 mills (\$0.5000 for each \$1,000 of taxable value) to be levied on the Winter 2024 tax bills; and

WHEREAS, the City of Williamston has received voter approval to renew a previously authorized millage levy for the Williamston Area Senior Center; and

WHEREAS, the City of Williamston has calculated and authorized the effective Williamston Area Senior Center millage of 0.2475 mills (\$0.2475 for each \$1,000 of taxable value) to be levied on its Winter 2024 tax bills; and

WHEREAS, the Leroy Township has received voter approval to levy a millage for the Senior Center; and

WHEREAS, the Leroy Township has calculated and authorized the effective Senior Center millage of 0.2478 mills (\$0.2478 for each \$1,000 of taxable value) to be levied on its Winter 2024 tax bills; and

WHEREAS, the Meridian Charter Township has received voter approval to levy a millage for the CATA Redi-Ride; and

WHEREAS, the Meridian Charter Township at their November 12, 2024 meeting has declined to levy the millage previously approved (0.1966 mills); and

WHEREAS, the Wheatfield Township has received voter approval to renew a previously authorized millage levy for the Senior Center; and

WHEREAS, the Wheatfield Township has calculated and authorized the effective Senior Center millage of 0.2438 mills (\$0.2438 for each \$1,000 of taxable value) to be levied on its Winter 2024 tax bills; and

WHEREAS, the Williamstown Township has received voter approval to levy a millage for the Williamston Area Senior Center; and

DECEMBER 10, 2024 REGULAR MEETING

WHEREAS, the Williamstown Township has calculated and authorized the effective Williamston Area Senior Center millage of 0.2500 mills (\$0.2500 for each \$1,000 of taxable value) to be levied on its Winter 2024 tax bills; and

THEREFORE BE IT RESOLVED, that Resolution #24-491 be amended by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2024.

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Commissioner Grebner moved to adopt the resolution. Commissioner Maiville supported the motion.

The motion to adopt the resolution carried via unanimous roll call vote. Absent: Commissioner Ruest.

DECEMBER 10, 2024 REGULAR MEETING

Michigan Department of Treasury
1020 (Rev. 5-08)

L-4402
10/4/2024

Statement Showing Taxable Valuations and Mills Apportioned by the County Board of Commissioners of the County of Ingham for the Year 2024

This report is used under the authority of P.A. 282 of 1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of \$100.

1 Taxing Government Authority	2 Taxable Valuation	3 Separate or Allocated	Millages		6 Purpose
			4 Operating	5 Bldg./Site/Debt	
State Education Tax	10,524,145,921	6.0000			
County Operating	10,524,145,921	6.7479			
Veterans	10,524,145,921	0.0328			PA 363 of 2004
Animal Control	10,524,145,921		0.1500		
Juvenile Justice	10,524,145,921		0.6000		
Public Transportation	10,524,145,921		0.5988		
Potter Park Zoo	10,524,145,921		0.4986		
Farmland Preservation	10,524,145,921		0.1395		
Jail/Justice	10,524,145,921		0.8476		
Parks & Trails	10,524,145,921		0.4986		
Elder Care	10,524,145,921		0.3000		
911 Services	10,524,145,921		0.8483		
Health Services	10,524,145,921		0.6300		
Housing Homeless	10,524,145,921		0.5000		
TOWNSHIPS:					
Alaiedon Township	273,639,778	0.8314			
Aurelius Township	209,813,083	0.8200	0.5000		Fire
Bunker Hill Township	107,503,979	0.9812			
Delhi Charter Township	1,062,023,004	4.2410	4.4403		Fire, Police, EMS Eq., Parks/Rec
Ingham Township	102,727,952	0.9591			
Lansing Charter Township	368,591,363	4.6206	4.1285		Extra Operating & Sidewalks
Leroy Township	187,825,137	0.8062	0.2478		Seniors
Leslie Township	123,880,635	0.9997	.8892		Fire
Locke Township	100,169,011	0.9785			
Meridian Charter Township	2,274,309,498	4.1344	3.9285	2.1429	Streets, Com.Serv., Roads, Parks, Police, Fire, Paths, Land Preservation, (no CATA 2024)
Onondaga Township	115,929,842	0.9304	0.9729		Fire
Stockbridge Township	259,084,162	0.7810			
Vevay Township	168,247,173	0.9896			
Wheatfield Township	100,398,574	0.9628	0.2438		Seniors
White Oak Township	109,156,991	0.9915			
Williamstown Township	325,020,032	0.9712	0.2500		Seniors

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*values on this page exclude partial Disabled Veteran's Exemptions but include fractional Ren Zones

Continued on page 2

DECEMBER 10, 2024 REGULAR MEETING

Form 1020, Page 2

L-4402
10/4/2024

Statement Showing Taxable Valuations and Mills Apportioned by the County Board of Commissioners of the County of Ingham for the Year 2024

7 Taxing Authorities	8 2024 Real & Personal Taxable Value	9 2024 Total Tax Rates	10 DOLLARS OF AD VALOREM TAXES LEVIED
CITIES:			
East Lansing	1,247,802,178	16.3552	20,408,054
Lansing	2,856,418,163	23.6000	67,411,469
Lansing-Ren Zone 25% tax	9,815,200	9.0200	88,533
Lansing-Ren Zone 75% tax	42,015,300	18.7400	787,367
Leslie	49,574,729	16.6000	822,941
Mason	300,235,197	16.2391	4,875,549
Williamston	150,841,284	14.8663	2,242,452
Village Rates:			
Dansville	15,235,251	8.1734	124,524
Stockbridge	39,774,995	16.1628	642,875
Webberville	73,015,420	13.2000	963,804

CERTIFICATION

I hereby certify that this report is a true statement of the taxable valuations of each assessing district and of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Ingham for the year 2024

Signature of County Equalization Director

NOTARIZATION

Notary Public

County, Michigan

STATE OF MICHIGAN

County of _____ } ss

Subscribed before me this _____ day of _____
year _____

My Commission Expires: _____

continued on page 3

It is important that all city ad valorem taxes be entered on this sheet, County Board of Commissioners do not certify City or Village tax rates. These rates are for information purposes only. List all school districts on page 3.

*values on this page exclude partial Disabled Veteran's Exemptions

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DECEMBER 10, 2024 REGULAR MEETING

Form 1020, Page 3

L-4402

Statement Showing Taxable Valuations and Mills Apportioned by the County Board of Commissioners of the County of Ingham for the Year 2024

11 Taxing Authorities	12 Taxable Value		13 2024 Operating Tax Rates	14 2024 Debt Tax Rates
Capital Area Transportation Authority	8,081,952,846		2.9895	
Delhi Charter Twp.	1,062,023,004			
Lansing Charter Twp.	368,591,363			
Meridian Charter Twp.	2,274,309,498			
City of East Lansing (Ingham)	1,247,802,178			
City of East Lansing (Clinton County)	154,024,644			
City of Lansing (Ingham County)	2,856,418,163			
City of Lansing (Eaton County)	118,783,996			
Capital Area District Library	9,290,004,132		1.5590	
Ingham County	9,225,619,530			
Eaton County	64,384,602			
Capital Regional Airport Authority	10,622,014,910		.6990	
Ingham County	10,490,180,646			
Eaton County	118,783,996			
Clinton County	13,050,268			
East Lansing Downtown Development Authority	192,208,552		1.6462	
Fowlerville District Library	16,758,938		1.3210	
Locke Township	1,005,920			
White Oak Township	15,753,018			
Northern Ingham Emergency Services Authority	864,254,038		1.9762	.9881
Leroy Twp.	187,825,137			
Locke Twp.	100,169,011			
Wheatfield Twp.	100,398,574			
Williamstown Twp.	325,020,032			
City of Williamston	150,841,284			
Stockbridge Area Emergency Services Authority	638,765,365		1.6000	
Bunker Hill Twp.	107,503,979			
Stockbridge Twp.	259,084,162			
White Oak Twp.	109,156,991			
Jackson County (Waterloo Twp.)	163,020,233			

*values on this page exclude partial Disabled Veteran's Exemptions

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DECEMBER 10, 2024 REGULAR MEETING

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L-4402

Statement Showing Taxable Valuations and Mills Apportioned by the County Board of Commissioners of the County of Ingham for the Year 2024

1	2	3	4	Millages			8
				5	6	7	
	Intermediate School Districts and Community College	List Each Twp/City Where Located Separately	Total Taxable Value	ISD Allocated	Charter	Voted	County Use Notes
	Ingham Intermediate School District		12,406,699,499	.1994			Operating
	Clinton County	679,254,482			4.4952	.2432	Special Education
	Eaton County	1,026,457,543			1.2912		Vocational Education
	Ingham County	10,308,538,732					Lansing Schools do not pay into vocational education
	Jackson County	156,051,333					
	Livingston County	185,116,758					
	Shiawassee County	9,811,100					
	Washtenaw County	41,469,551					
	Eaton Regional Education Service Area		116,391,337	.1775			Operating
	Aurelius Twp.	48,658,992				3.5700	Special Education
	Delhi Charter Twp.	15,713,692				.8896	Vocational Education
	Onondaga Twp.	52,018,653					
	Jackson Co. Intermediate School District		2,048,197	.3400			Operating
	Leslie Twp	588,515			4.6984	1.5408	Special Education
	Onondaga Twp	1,459,682			2.1286		Vocational Education
	Livingston Educational Service Authority		16,758,938				Operating
	Locke Twp	1,005,920				0.0625	Special Education
	White Oak Twp	15,753,018				3.1097	
	Shiawassee Regional Ed. Serv. Dist.		46,337,180				Operating
	Locke Twp	26,650,662				.2368	Special Education
	Williamstown Twp	19,686,518				4.0980	Vocational Education
						.9933	
	Lansing Community College		15,435,267,048				Operating
	Ingham County	10,308,538,732					
	Clinton County	2,135,621,216					
	Eaton County **	2,786,996,413					
	Ionia County	8,363,849					
	Livingston County	185,116,758					
	Shiawassee County	10,630,080					

*values on this page exclude partial Disabled Veteran's Exemptions

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DECEMBER 10, 2024 REGULAR MEETING

Form 1020, Page 4

L-4402

Statement Showing Taxable Valuations and Mills Apportioned by the County Board of Commissioners of the County of Ingham for the Year 2024

1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
248,840,603	55,751,231	708,672	DANSVILLE						
X			33040	Bunker Hill Twp	43,014,432			7.9785	
	X		33040	Bunker Hill Twp	15,110,720		18.0000		
		X	33040	Bunker Hill Twp	227,800		6.0000		
X			33040	Ingham Twp	102,718,159			7.9785	
	X		33040	Ingham Twp	13,076,232		18.0000		
		X	33040	Ingham Twp	107,500		6.0000		
X			33040	Leroy Twp	7,527,540			7.9785	
	X		33040	Leroy Twp	1,631,759		18.0000		
		X	33040	Leroy Twp	39,572		6.0000		
X			33040	Leslie Twp	1,175,243			7.9785	
	X		33040	Leslie Twp	15,150		18.0000		
			33040	Leslie Twp	-		6.0000		
X			33040	Stockbridge Twp	1,459,313			7.9785	
	X		33040	Stockbridge Twp	403,600		18.0000		
			33040	Stockbridge Twp	-		6.0000		
X			33040	Vevay Twp	6,169,047			7.9785	
	X		33040	Vevay Twp	591,539		18.0000		
			33040	Vevay Twp	-		6.0000		
X			33040	Wheatfield Twp	26,870,260			7.9785	
	X		33040	Wheatfield Twp	1,462,040		18.0000		
		X	33040	Wheatfield Twp	28,800		6.0000		
X			33040	White Oak Twp	59,906,609			7.9785	
	X		33040	White Oak Twp	23,460,191		18.0000		
		X	33040	White Oak Twp	305,000		6.0000		
1,473,875,131	732,139,610	34,112,700	EAST LANSING						
X			33010	Lansing Charter Twp	161,340			7.2956	
	X		33010	Lansing Charter Twp	161,340		18.0000		
			33010	Lansing Charter Twp	-		6.0000		
X			33010	Meridian CharterTwp	226,805,182			7.2956	
	X		33010	Meridian CharterTwp	59,010,348		18.0000		
		X	33010	Meridian CharterTwp	487,000		6.0000		

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DECEMBER 10, 2024 REGULAR MEETING

1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			EAST LANSING continued						
X			33010	City of East Lansing	1,172,412,648			7.2956	
	X		33010	City of East Lansing	610,779,285		18.0000		
		X	33010	City of East Lansing	30,506,900		6.0000		
X			33010	City of Lansing	74,495,961			7.2956	
	X		33010	City of Lansing	62,188,637		18.0000		
		X	33010	City of Lansing	3,118,800		6.0000		
116,391,337	10,024,224	700	EATON RAPIDS						
X			23050	Aurelius Twp	48,658,992			7.9851	
	X		23050	Aurelius Twp	3,927,469		17.8669		
			23050	Aurelius Twp	-		5.8669		
X			23050	Delhi Charter Twp	15,713,692			7.9851	
	X		23050	Delhi Charter Twp	1,280,477		17.8669		
			23050	Delhi Charter Twp	700		5.8669		
X			23050	Onondaga Twp	52,018,653			7.9851	
	X		23050	Onondaga Twp	4,816,278		17.8669		
		X	23050	Onondaga Twp	-		5.8669		
26,512,613	9,012,466	2,300	FOWLerville						
X			47030	Locke Twp	16,249,685			9.5500	
	X		47030	Locke Twp	1,530,226		18.0000		
			47030	Locke Twp	-		6.0000		
X			47030	White Oak Twp	10,262,928			9.5500	
	X		47030	White Oak Twp	7,482,240		18.0000		
			47030	White Oak Twp	2,300		6.0000		
597,404,585	116,156,241	2,476,800	HASLETT						
X			33060	Meridian Charter Twp	548,126,518			10.2828	
	X		33060	Meridian Charter Twp	108,834,813		18.0000		
		X	33060	Meridian Charter Twp	2,351,500		6.0000		
X			33060	Williamstown Twp	47,862,591			10.2828	
	X		33060	Williamstown Twp	5,957,152		18.0000		
		X	33060	Williamstown Twp	74,100		6.0000		
X			33060	City of East Lansing	1,415,476			10.2828	
	X		33060	City of East Lansing	1,364,276		18.0000		
		X	33060	City of East Lansing	51,200		6.0000		

DECEMBER 10, 2024 REGULAR MEETING

1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
20,175,942	3,880,819	68,600	HOLT						
X			33070	Delhi Charter Twp	1,304,251			8.2300	
	X		33070	Delhi Charter Twp	1,191,139		18.0000		
		X	33070	Delhi Charter Twp	48,600		6.0000		
X			33070	City of Lansing	18,700,202			8.2300	
	X		33070	City of Lansing	2,689,680		18.0000		
			33070	City of Lansing	20,000		6.0000		
X			33075	Delhi Charter Twp	171,489			.6000	Eaton Rapids tr from ER (2015)
								8.2300	Eaton Rapids tr to Holt (2015)
			33075	Delhi Charter Twp	-		18.0000		
			33075	Delhi Charter Twp	-		6.0000		
3,952,386,147	1,968,912,766	168,544,200	LANSING						
X			33020	Delhi Charter Twp	952,461,243			7.0575	
	X		33020	Delhi Charter Twp	310,390,594		17.4478		
		X	33020	Delhi Charter Twp	33,935,400		5.4478		
X			33020	Lansing Charter Twp	212,594,750			7.0575	
	X		33020	Lansing Charter Twp	158,210,381		17.4478		
		X	33020	Lansing Charter Twp	14,515,800		5.4478		
X			33020	City of East Lansing	73,822,314			7.0575	
	X		33020	City of East Lansing	66,845,079		17.4478		
		X	33020	City of East Lansing	6,875,800		5.4478		
X			33020	City of Lansing	2,713,507,840			7.0575	Includes partial Ren Zones - all
	X		33020	City of Lansing	1,433,466,712		17.4478		Included partial Ren Zones @ % tax
		X	33020	City of Lansing	113,217,200		5.4478		Included partial Ren Zones @ % tax
X			33021	City of Lansing-REZ	-			7.0575	Renaissance Zone
	X		33021	City of Lansing-REZ	-				Renaissance Zone
		X	33021	City of Lansing-REZ	-				Renaissance Zone
266,111,698	78,855,990	1,990,484	LESLIE						
X			33100	Bunker Hill Twp	45,076,665			4.3049	
	X		33100	Bunker Hill Twp	21,292,636		18.0000		
		X	33100	Bunker Hill Twp	10,300		6.0000		
X			33100	Leslie Twp	115,974,456			4.3049	
	X		33100	Leslie Twp	31,466,492		18.0000		
		X	33100	Leslie Twp	1,453,734		6.0000		

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DECEMBER 10, 2024 REGULAR MEETING

1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			LESLIE continued						
X			33100	Onondaga Twp	55,485,848			4.3049	
	X		33100	Onondaga Twp	7,426,389		18.0000		
		X	33100	Onondaga Twp	333,600		6.0000		
X			33100	City of Leslie	49,574,729			4.3049	
	X		33100	City of Leslie	18,670,473		18.0000		
		X	33100	City of Leslie	192,850		6.0000		
903,908,521	237,069,816	10,757,685	MASON						
X			33130	Ingham Twp	9,793			6.6645	
			33130	Ingham Twp	-		17.9748		
			33130	Ingham Twp	-		5.9748		
X			33130	Leslie Twp	261,177			6.6645	
			33130	Leslie Twp	-		17.9748		
			33130	Leslie Twp	-		5.9748		
X			33130	Alaiedon Twp	161,850,731			6.6645	
	X		33130	Alaiedon Twp	47,533,023		17.9748		
		X	33130	Alaiedon Twp	1,116,000		5.9748		
X			33130	Aurelius Twp	161,154,091			6.6645	
	X		33130	Aurelius Twp	11,070,922		17.9748		
		X	33130	Aurelius Twp	729,400		5.9748		
X			33130	Delhi Charter Twp	92,372,329			6.6645	
	X		33130	Delhi Charter Twp	17,347,715		17.9748		
		X	33130	Delhi Charter Twp	770,100		5.9748		
X			33130	Leslie Twp	5,881,244			6.6645	
	X		33130	Leslie Twp	574,683		17.9748		
		X	33130	Leslie Twp	72,205		5.9748		
X			33124	Leslie Twp	261,177			1.4500	Leslie tr to Mason (1996)
			33124	Leslie Twp	-			6.6683	Leslie tr to Mason (1996)
	X		33124	Leslie Twp	-		17.9748		
		X	33124	Leslie Twp	-		5.9748		
X			33130	Onondaga Twp	6,859,397			6.6645	
	X		33130	Onondaga Twp	1,199,965		17.9748		
			33130	Onondaga Twp	-		5.9748		
X			33130	Vevay Twp	162,078,126			6.6645	
	X		33130	Vevay Twp	34,752,101		17.9748		
		X	33130	Vevay Twp	1,300,550		5.9748		

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1		2		3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			MASON continued						
X			33130	Wheatfield Twp	5,002,438			6.6645	
	X		33130	Wheatfield Twp	533,669		17.9748		
			33130	Wheatfield Twp	-		5.9748		
X			33130	City of Lansing	11,215,117			6.6645	
	X		33130	City of Lansing	10,600,017		17.9748		
			33130	City of Lansing	-		5.9748		
X			33130	City of Mason	297,224,078			6.6645	
	X		33130	City of Mason	113,457,721		17.9748		
		X	33130	City of Mason	6,769,430		5.9748		
42,891,209	4,440,516	380,600	MORRICE						
X			78060	Locke Twp	42,891,209			7.0000	
	X		78060	Locke Twp	4,440,516		14.9910		
			78060	Locke Twp	380,600		2.9910		
2,048,197	220,280	-	NORTHWEST						
X			38140	Leslie Twp	588,515			4.0787	
	X		38140	Leslie Twp	75,774		18.0000		
			38140	Leslie Twp	-		6.0000		
X			38140	Onondaga Twp	1,459,682			4.0787	
	X		38140	Onondaga Twp	144,506		18.0000		
			38140	Onondaga Twp	-		6.0000		
1,665,870,309	569,220,981	28,422,900	OKEMOS						
X			33170	Alaiedon Twp	96,374,388			7.9850	
	X		33170	Alaiedon Twp	67,925,294		18.0000		
		X	33170	Alaiedon Twp	5,103,900		6.0000		
X			33170	Meridian Charter Twp	1,455,912,525			7.9850	
	X		33170	Meridian Charter Twp	475,376,904		18.0000		
		X	33170	Meridian Charter Twp	22,966,900		6.0000		
X			33170	Williamstown Twp	26,017,914			7.9850	
	X		33170	Williamstown Twp	1,147,307		18.0000		
			33170	Williamstown Twp	-		6.0000		
			OKEMOS continued						
X			33170	City of Lansing	87,565,482			7.9850	
	X		33170	City of Lansing	24,771,476		18.0000		
		X	33170	City of Lansing	352,100		6.0000		

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1		2		3		4		5		Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes			
49,307,738	7,133,360	-	PERRY									
X			78080	Locke Twp	29,621,220			8.5570				
	X		78080	Locke Twp	3,772,693		18.0000					
		X	78080	Locke Twp	-		6.0000					
X			78080	Williamstown Twp	19,686,518			8.5570				
	X		78080	Williamstown Twp	3,360,667		18.0000					
			78080	Williamstown Twp	-		6.0000					
106,262	1,400	-	SPRINGPORT									
X			38150	Onondaga Twp	106,262			6.1000				
	X		38150	Onondaga Twp	1,400		18.0000					
			38150	Onondaga Twp	-		6.0000					
292,790,749	150,658,870	527,400	STOCKBRIDGE									
X			33200	Bunker Hill Twp	19,412,882			3.3000				
	X		33200	Bunker Hill Twp	2,764,444		18.0000					
		X	33200	Bunker Hill Twp	44,200		6.0000					
X			33200	Stockbridge Twp	257,624,849			3.3000				
	X		33200	Stockbridge Twp	138,149,864		18.0000					
		X	33200	Stockbridge Twp	483,200		6.0000					
X			33200	White Oak Twp	15,753,018			3.3000				
	X		33200	White Oak Twp	9,744,562		18.0000					
		X	33200	White Oak Twp	-		6.0000					
158,599,334	75,334,599	3,320,000	WAVERLY									
X			33215	Lansing Charter Twp	155,835,273		1.7796	3.7000				
	X		33215	Lansing Charter Twp	75,284,090		18.0000					
		X	33215	Lansing Charter Twp	3,278,000		7.7796					Supp. HH oper all is included
X			33215	City of Lansing	2,764,061		1.7796	3.7000				
	X		33215	City of Lansing	50,509		18.0000					
		X	33215	City of Lansing	42,000		7.7796					Supp. HH oper all is included

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1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	Township/City Where Located	Taxable Value for Each	ISD Only Allocated	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
148,222,660	61,600,716	5,429,267	WEBBERVILLE						
X			33220	Leroy Twp	123,982,304			10.3000	
	X		33220	Leroy Twp	50,309,929		18.0000		
		X	33220	Leroy Twp	4,719,067		6.0000		
X			33220	Locke Twp	1,005,920			10.3000	
	X		33220	Locke Twp	176,739		18.0000		
		X	33220	Locke Twp	-		6.0000		
X			33220	White Oak Twp	23,234,436			10.3000	
	X		33220	White Oak Twp	11,114,048		18.0000		
		X	33220	White Oak Twp	710,200		6.0000		
576,416,371	116,595,646	4,375,010	WILLIAMSTON						
X			33230	Alaiedon Twp	15,414,659			9.5533	
	X		33230	Alaiedon Twp	2,551,704		18.0000		
		X	33230	Alaiedon Twp	215,200		6.0000		
X			33230	Leroy Twp	56,315,293			9.5533	
	X		33230	Leroy Twp	19,492,805		18.0000		
		X	33230	Leroy Twp	44,730		6.0000		
X			33230	Locke Twp	10,400,977			9.5533	
	X		33230	Locke Twp	785,292		18.0000		
			33230	Locke Twp	-		6.0000		
X			33230	Meridian Charter Twp	43,465,273			9.5533	
	X		33230	Meridian Charter Twp	2,698,796		18.0000		
		X	33230	Meridian Charter Twp	791,700		6.0000		
X			33230	Wheatfield Twp	68,525,876			9.5533	
	X		33230	Wheatfield Twp	7,329,173		18.0000		
		X	33230	Wheatfield Twp	646,300		6.0000		
X			33230	Williamstown Twp	231,453,009			9.5533	
	X		33230	Williamstown Twp	29,743,774		18.0000		
		X	33230	Williamstown Twp	1,146,900		6.0000		
X			33230	City of Williamston	150,841,284			9.5533	
	X		33230	City of Williamston	53,994,102		18.0000		
		X	33230	City of Williamston	1,530,180		6.0000		

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 22**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING FLORENSIO HERNANDEZ FOR SERVICE AS AN INGHAM
COMMUNITY HEALTH CENTER BOARD MEMBER**

RESOLUTION #24 –596

WHEREAS, Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to honor Floren시오 Hernandez for his exemplary service as a CHC board member; and

WHEREAS, the Ingham County Board of Commissioners acts as co-applicant with the Ingham Community Health Centers (ICHC) Board of Directors for the governance and oversight of the Federally Qualified Health Center through ICHD; and

WHEREAS, Floren시오 Hernandez has served as chair of the Membership Committee, Executive Director Evaluation Committee, and Allen Neighborhood Artwork Ad Hoc Committee, and as member of the Membership, Finance and Homeless Healthcare Committees; and

WHEREAS, Floren시오 lead efforts in the Ingham County COVID-19 Racial Disparities Project, and Latinx outreach for the Board; and

WHEREAS, Floren시오 Hernandez has honorably completed his CHC Board term in said positions and has contributed with integrity and commitment to ICHC’s mission during his term; and

WHEREAS, the Medical Health Officer, the ICHC Board of Directors and the Executive Committee wish to recognize Floren시오’s dedication and service as an ICHC board member and committee chair.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Floren시오 Hernandez for his years of service and dedication as an ICHC board member, and committee chair.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its sincere appreciation for Floren시오’s contributions and for the lasting and positive impact he made during his years of dedicated service.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes Floren시오 Hernandez continued success in all of his future endeavors.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 12/02/24**

Commissioner Cahill moved to adopt the resolution. Commissioner Tennis supported the motion.

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Commissioner Morgan asked if they could consider Agenda Item Nos. 22, 23, and 24 all at once.

Commissioner Cahill moved to amend their motion to include Agenda Item Nos. 22, 23, and 24.

The amendment was considered friendly.

Commissioner Morgan stated they had spent half of the year talking about how poorly the Community Health Centers (CHC) had been run into the ground and he felt it was disingenuous to turn around and congratulate three departing members for a job well done. Commissioner Morgan further stated he felt that it was an insult to the employees and did not think it was appropriate to honor those who had run the very important institution into the ground and caused many people immeasurable pain.

Commissioner Polsdofer stated he could not have said it any better than Commissioner Morgan had.

Commissioner Polsdofer moved to table Agenda Item Nos 22, 23, and 24.

Commissioner Polsdofer withdrew his motion to table to allow for further discussion.

Commissioner Tennis stated, though they understood the attitude of their fellow Commissioners, that whenever they asked members of the public to come spend their time doing this work, it was worthy of respect and they did not particularly blame any one person on the CHC Board, of which they were also a member, for how the crisis occurred. Commissioner Tennis further stated they were not defending any decisions made by the CHC Board either, but would say that the decisions made by the CHC Board were steered by the CHC Board Executive Committee and two of those folks being honored were not a part of that committee.

Commissioner Tennis stated that the CHC Board Executive Committee had taken its eye off the ball and took bad advice from the former Executive Director, which caused them to have to make some tough decisions. Commissioner Tennis further stated, with all that being said, it was proper to thank those who served, even if the outcome was not what they wanted, and they supported these resolutions as a matter of form, though they understood the hesitance.

Commissioner Pawar stated it was painful to determine if this was right or wrong, but she had supported the resolutions when they went through the Human Services Committee and agreed with Commissioner Tennis that the people worked hard on the CHC Board. Commissioner Pawar further stated that she knew two of the individuals being honored and believed not one ounce of hard work or effort was a waste and felt they had wanted to do the right thing.

Commissioner Pawar stated it was gut-wrenching to know they were making hard decisions and honoring those individuals at the same time.

Commissioner Morgan stated the Board of Commissioners did not pass resolutions honoring individuals who left other boards and if they were going to be selective, this was not the best place to start. Commissioner Morgan further stated he had wanted to address these resolutions together to avoid singling out any individual and just make them go away.

Commissioner Polsdofer stated that both he and Commissioner Morgan had served on various boards and did not receive any such honorary resolutions and felt they did not need to change course now.

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Discussion.

Chairperson Sebolt stated, while they understood the sentiment, the resolutions were now before the entire Board of Commissioners and regardless of the job those individuals did, they should be thanked. Chairperson Sebolt further stated that they had not been shy about their thoughts on the issue, but to pull these resolutions now looked petty and they did not agree they should be tabled.

Chairperson Sebolt stated that regardless of how they felt those individuals did, the Board of Commissioners did just reappoint someone to the CHC Board.

Commissioner Morgan stated that he disagreed that it was petty to table the resolutions and felt that it was part of their job as Commissioners and it was insulting to those who were left. Commissioner Morgan further stated that Chairperson Sebolt had made a good point about the reappointment and the Executive Committee, but he just wanted to avoid singling anyone out.

Commissioner Grebner stated that outside of the Board of Commissioners nobody really paid attention to honorary resolutions and that the Board of Commissioners just found their own policies by doing so. Commissioner Grebner further stated they supposed the Board of Commissioners was finding out how they felt about honorary resolutions under dubious circumstances.

Commissioner Polsdofer moved to table Agenda Item Nos. 22, 23, and 24. Commissioner Morgan supported the motion.

The motion to table Agenda Item Nos. 22, 23, and 24 failed via roll call vote.

Yeas: Cahill, Celentino, Grebner, Morgan, Polsdofer, Schafer. **Nays:** Sebolt, Trubac, Tennis, Peña, Pawar, Maiville, Lawrence, Johnson. **Absent:** Ruest.

The motion to adopt Agenda Item Nos. 22, 23, and 24 carried via roll call vote.

Yeas: Sebolt, Trubac, Tennis, Peña, Pawar, Maiville, Lawrence, Johnson, Celentino, Cahill.
Nays: Grebner, Morgan, Polsdofer, Schafer. **Absent:** Ruest.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 23**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING HOPE LOVELL FOR SERVICE AS AN INGHAM COMMUNITY
HEALTH CENTER BOARD MEMBER**

RESOLUTION #24 –597

WHEREAS, Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to honor Hope Lovell for her exemplary service as a CHC board member; and

WHEREAS, the Ingham County Board of Commissioners acts as co-applicant with the Ingham Community Health Centers (ICHC) Board of Directors for the governance and oversight of the Federally Qualified Health Center through ICHD; and

WHEREAS, Hope Lovell served as Board Chairperson, as well as chairs of the Executive and Strategic Growth Committees, and a member of the Finance and Homeless Healthcare Committees; and

WHEREAS, as an ICHC Board Member, Hope Lovell has honorably completed her term in said positions and has contributed with integrity and commitment to ICHC’s mission during her term; and

WHEREAS, the Medical Health Officer, the ICHC Board of Directors and the Executive Committee wish to recognize Hope’s dedication and service as an ICHC Board Chairperson, member, and committee chair.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Hope Lovell for her years of service and dedication as an ICHC Board Chairperson, member, and committee chair.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its sincere appreciation for Hope’s contributions and for the lasting, positive impact she made during her years of dedicated service.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes Hope Lovell continued success in all of her future endeavors.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 12/02/24**

Commissioner Cahill moved to adopt the resolution. Commissioner Tennis supported the motion.

Commissioner Morgan asked if they could consider Agenda Item Nos. 22, 23, and 24 all at once.

Commissioner Cahill moved to amend their motion to include Agenda Item Nos. 22, 23, and 24.

DECEMBER 10, 2024 REGULAR MEETING

The amendment was considered friendly.

Commissioner Morgan stated they had spent half of the year talking about how poorly the Community Health Centers (CHC) had been run into the ground and he felt it was disingenuous to turn around and congratulate three departing members for a job well done. Commissioner Morgan further stated he felt that it was an insult to the employees and did not think it was appropriate to honor those who had run the very important institution into the ground and caused many people immeasurable pain.

Commissioner Polsdofer stated he could not have said it any better than Commissioner Morgan had.

Commissioner Polsdofer moved to table Agenda Item Nos 22, 23, and 24.

Commissioner Polsdofer withdrew his motion to table to allow for further discussion.

Commissioner Tennis stated, though they understood the attitude of their fellow Commissioners, that whenever they asked members of the public to come spend their time doing this work, it was worthy of respect and they did not particularly blame any one person on the CHC Board, of which they were also a member, for how the crisis occurred. Commissioner Tennis further stated they were not defending any decisions made by the CHC Board either, but would say that the decisions made by the CHC Board were steered by the CHC Board Executive Committee and two of those folks being honored were not a part of that committee.

Commissioner Tennis stated that the CHC Board Executive Committee had taken its eye off the ball and took bad advice from the former Executive Director, which caused them to have to make some tough decisions. Commissioner Tennis further stated, with all that being said, it was proper to thank those who served, even if the outcome was not what they wanted, and they supported these resolutions as a matter of form, though they understood the hesitance.

Commissioner Pawar stated it was painful to determine if this was right or wrong, but she had supported the resolutions when they went through the Human Services Committee and agreed with Commissioner Tennis that the people worked hard on the CHC Board. Commissioner Pawar further stated that she knew two of the individuals being honored and believed not one ounce of hard work or effort was a waste and felt they had wanted to do the right thing.

Commissioner Pawar stated it was gut-wrenching to know they were making hard decisions and honoring those individuals at the same time.

Commissioner Morgan stated the Board of Commissioners did not pass resolutions honoring individuals who left other boards and if they were going to be selective, this was not the best place to start. Commissioner Morgan further stated he had wanted to address these resolutions together to avoid singling out any individual and just make them go away.

Commissioner Polsdofer stated that both he and Commissioner Morgan had served on various boards and did not receive any such honorary resolutions and felt they did not need to change course now.

Discussion.

DECEMBER 10, 2024 REGULAR MEETING

Chairperson Sebolt stated, while they understood the sentiment, the resolutions were now before the entire Board of Commissioners and regardless of the job those individuals did, they should be thanked. Chairperson Sebolt further stated that they had not been shy about their thoughts on the issue, but to pull these resolutions now looked petty and they did not agree they should be tabled.

Chairperson Sebolt stated that regardless of how they felt those individuals did, the Board of Commissioners did just reappoint someone to the CHC Board.

Commissioner Morgan stated that he disagreed that it was petty to table the resolutions and felt that it was part of their job as Commissioners and it was insulting to those who were left. Commissioner Morgan further stated that Chairperson Sebolt had made a good point about the reappointment and the Executive Committee, but he just wanted to avoid singling anyone out.

Commissioner Grebner stated that outside of the Board of Commissioners nobody really paid attention to honorary resolutions and that the Board of Commissioners just found their own policies by doing so. Commissioner Grebner further stated they supposed the Board of Commissioners was finding out how they felt about honorary resolutions under dubious circumstances.

Commissioner Polsdofer moved to table Agenda Item Nos. 22, 23, and 24. Commissioner Morgan supported the motion.

The motion to table Agenda Item Nos. 22, 23, and 24 failed via roll call vote.

Yeas: Cahill, Celentino, Grebner, Morgan, Polsdofer, Schafer. **Nays:** Sebolt, Trubac, Tennis, Peña, Pawar, Maiville, Lawrence, Johnson. **Absent:** Ruest.

The motion to adopt Agenda Item Nos. 22, 23, and 24 carried via roll call vote.

Yeas: Sebolt, Trubac, Tennis, Peña, Pawar, Maiville, Lawrence, Johnson, Celentino, Cahill.
Nays: Grebner, Morgan, Polsdofer, Schafer. **Absent:** Ruest.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 24**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING KATREVA BISBEE FOR SERVICE AS AN INGHAM
COMMUNITY HEALTH CENTER BOARD MEMBER**

RESOLUTION #24 –598

WHEREAS, Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to honor Katreva Bisbee for her exemplary service as a CHC board member; and

WHEREAS, the Ingham County Board of Commissioners acts as co-applicant with the Ingham Community Health Centers (ICHC) Board of Directors for the governance and oversight of the Federally Qualified Health Center through ICHD; and

WHEREAS, Katreva Bisbee served as Board Vice-Chair, Board Secretary, Racial Equity Task Force Liaison, chair of the Membership and Executive Director Evaluation Committees, member of Strategic Planning, Executive Director Evaluation and Executive Committees; and

WHEREAS, as an ICHC Board Member, Katreva Bisbee has honorably completed her term in said positions and has contributed with integrity and commitment to ICHC’s mission during her term; and

WHEREAS, the Medical Health Officer, the ICHC Board of Directors and the Executive Committee wish to recognize Katreva’s dedication and service as an ICHC Board Vice-Chairperson, secretary, member, and committee chair.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Katreva Bisbee for her years of service and dedication as an ICHC Board Vice-Chairperson, secretary, member, and committee chair.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its sincere appreciation for Katreva’s contributions and for the lasting, positive impact she made during her years of dedicated service.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes Katreva Bisbee continued success in all of her future endeavors.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

Commissioner Cahill moved to adopt the resolution. Commissioner Tennis supported the motion.

Commissioner Morgan asked if they could consider Agenda Item Nos. 22, 23, and 24 all at once.

DECEMBER 10, 2024 REGULAR MEETING

Commissioner Cahill moved to amend their motion to include Agenda Item Nos. 22, 23, and 24.

The amendment was considered friendly.

Commissioner Morgan stated they had spent half of the year talking about how poorly the Community Health Centers (CHC) had been run into the ground and he felt it was disingenuous to turn around and congratulate three departing members for a job well done. Commissioner Morgan further stated he felt that it was an insult to the employees and did not think it was appropriate to honor those who had run the very important institution into the ground and caused many people immeasurable pain.

Commissioner Polsdofer stated he could not have said it any better than Commissioner Morgan had.

Commissioner Polsdofer moved to table Agenda Item Nos 22, 23, and 24.

Commissioner Polsdofer withdrew his motion to table to allow for further discussion.

Commissioner Tennis stated, though they understood the attitude of their fellow Commissioners, that whenever they asked members of the public to come spend their time doing this work, it was worthy of respect and they did not particularly blame any one person on the CHC Board, of which they were also a member, for how the crisis occurred. Commissioner Tennis further stated they were not defending any decisions made by the CHC Board either, but would say that the decisions made by the CHC Board were steered by the CHC Board Executive Committee and two of those folks being honored were not a part of that committee.

Commissioner Tennis stated that the CHC Board Executive Committee had taken its eye off the ball and took bad advice from the former Executive Director, which caused them to have to make some tough decisions. Commissioner Tennis further stated, with all that being said, it was proper to thank those who served, even if the outcome was not what they wanted, and they supported these resolutions as a matter of form, though they understood the hesitance.

Commissioner Pawar stated it was painful to determine if this was right or wrong, but she had supported the resolutions when they went through the Human Services Committee and agreed with Commissioner Tennis that the people worked hard on the CHC Board. Commissioner Pawar further stated that she knew two of the individuals being honored and believed not one ounce of hard work or effort was a waste and felt they had wanted to do the right thing.

Commissioner Pawar stated it was gut-wrenching to know they were making hard decisions and honoring those individuals at the same time.

Commissioner Morgan stated the Board of Commissioners did not pass resolutions honoring individuals who left other boards and if they were going to be selective, this was not the best place to start. Commissioner Morgan further stated he had wanted to address these resolutions together to avoid singling out any individual and just make them go away.

Commissioner Polsdofer stated that both he and Commissioner Morgan had served on various boards and did not receive any such honorary resolutions and felt they did not need to change course now.

Discussion.

DECEMBER 10, 2024 REGULAR MEETING

Chairperson Sebolt stated, while they understood the sentiment, the resolutions were now before the entire Board of Commissioners and regardless of the job those individuals did, they should be thanked. Chairperson Sebolt further stated that they had not been shy about their thoughts on the issue, but to pull these resolutions now looked petty and they did not agree they should be tabled.

Chairperson Sebolt stated that regardless of how they felt those individuals did, the Board of Commissioners did just reappoint someone to the CHC Board.

Commissioner Morgan stated that he disagreed that it was petty to table the resolutions and felt that it was part of their job as Commissioners and it was insulting to those who were left. Commissioner Morgan further stated that Chairperson Sebolt had made a good point about the reappointment and the Executive Committee, but he just wanted to avoid singling anyone out.

Commissioner Grebner stated that outside of the Board of Commissioners nobody really paid attention to honorary resolutions and that the Board of Commissioners just found their own policies by doing so. Commissioner Grebner further stated they supposed the Board of Commissioners was finding out how they felt about honorary resolutions under dubious circumstances.

Commissioner Polsdofer moved to table Agenda Item Nos. 22, 23, and 24. Commissioner Morgan supported the motion.

The motion to table Agenda Item Nos. 22, 23, and 24 failed via roll call vote.

Yeas: Cahill, Celentino, Grebner, Morgan, Polsdofer, Schafer. **Nays:** Sebolt, Trubac, Tennis, Peña, Pawar, Maiville, Lawrence, Johnson. **Absent:** Ruest.

The motion to adopt Agenda Item Nos. 22, 23, and 24 carried via roll call vote.

Yeas: Sebolt, Trubac, Tennis, Peña, Pawar, Maiville, Lawrence, Johnson, Celentino, Cahill.
Nays: Grebner, Morgan, Polsdofer, Schafer. **Absent:** Ruest.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE 2025 COUNTY VETERAN SERVICE FUND GRANT

RESOLUTION #24 –599

WHEREAS, Michigan Public Act 192 of 1953, Section 35.623a, under the Michigan Veteran Affairs Agency has accepted the 2025 County Veteran Service Fund Grant application for Ingham County; and

WHEREAS, the grant award will be funded for up to \$172,795 of approved costs during the grant period; and

WHEREAS, Ingham County will receive a direct payment of \$50,000 and the remaining \$122,795 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the 2025 County Veteran Service Fund Grant in the amount of \$172,795.

BE IT FURTHER RESOLVED, that the 2025 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded MC Veteran Benefits Counselor position, marketing, office furniture, and emergency assistance funds effective October 1, 2024 to September 30, 2025.

BE IT FURTHER RESOLVED, that Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents with the resolution upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 26**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE 2025 COUNTY VETERAN SERVICE
FUND GRANT ON BEHALF OF CLINTON COUNTY**

RESOLUTION #24 –600

WHEREAS, Michigan Public Act 192 of 1953, Section 35.623a, under the Michigan Veteran Affairs Agency, has accepted the 2025 County Veteran Service Fund Grant for Clinton County; and

WHEREAS, a grant award will be funded for up to \$90,809 of approved costs during the grant period; and

WHEREAS, Ingham County, on behalf of Clinton County, will receive a direct payment of \$50,000 and the remaining \$40,809 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the 2025 County Veteran Service Fund Grant on behalf of Clinton County in an amount of \$90,809.

BE IT FURTHER RESOLVED, that the 2025 County Veteran Service Fund Grant for Clinton County will be used for the purpose of continuing a grant funded UAW Benefits Support Specialist position, effective October 1, 2024 to September 30, 2025.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with the resolution upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 27**

Introduced by the Human Services, County Services, and Finance Committee of the

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENTS TO THE 511 FUND FOR FISCAL YEAR
2025**

RESOLUTION #24 –601

WHEREAS, as of October 2024, Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) had a preliminary shortfall of \$4.2 million at the end of the fiscal year (September 2024), and the shortfall may increase upon the closing of the Ingham County Fiscal Year; and

WHEREAS, ICHD’s CHCs are committed to providing accessible and affordable health care services to the residents of Ingham County in a sustainable manner; and

WHEREAS, additional one-time revenue was included in the FY 2024 budget that will not be available during 2025 including \$1.8 million in Medicaid cost settlement funding, and a reduction in General Fund allocation of \$2 million leading to a total financial impact of over \$8 million; and

WHEREAS, in efforts to reduce the budget shortfall, the Ingham Community Health Center’s Board of Directors approved a budget reduction plan; and

WHEREAS, the budget reduction plan comprises of the adoption of a new model of care with fewer staff positions, a freeze on vacant positions in alignment with the existing county wide hiring freeze, an elimination of several positions to match the new model of care and reduce organization overhead, and temporary consolidation of the current Willow CHC into the existing Forest CHC; and

WHEREAS, new financial revenue opportunities have been identified including approximately \$817,000 in new 340B revenue, an ongoing increase in ICHC’s Medicaid Prospective Payment System (PPS) rate that will generate approximately \$1.5 million, and a modest 9% increase in visit volume that will add approximately \$1 million in new revenue over the course of fiscal year 2025; and

WHEREAS, financial savings of approximately \$1.4 million annually has already been approved via the resolution that closed the New Hope CHC location, and an additional \$1.5 million in savings will occur from the freezing of newly vacant positions, and nearly \$690,000 will be saved via the elimination of currently occupied positions within the CHC; and

WHEREAS, these budget adjustments although significant, leave a \$939,657 projected deficit for FY 2025 as further staff reductions will jeopardize the ability of the Health Centers to carry out their functions in a manner that will create growth in patients visits which will lead to ongoing sustainability in 2026 and beyond; and

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WHEREAS, these budget adjustments are critically important as the next step towards ongoing financial sustainability in fiscal year 2025 and beyond; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize the budget reduction plan approved by the Ingham CHC’s Board of Directors on November 21, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the budget reduction plan approved by the Ingham Community Health Centers Board of Directors on November 21, 2024.

BE IT FURTHER RESOLVED, that the budget reduction plan comprises the adoption of a new model of care with fewer staff positions, a freeze on vacant positions in alignment with the existing county wide hiring freeze, elimination of several positions to match the new model of care and reduce organization overhead, and temporary consolidation of the current Willow CHC into the existing Forest CHC.

BE IT FURTHER RESOLVED, that the following positions are hereby subject to layoff and frozen for fiscal year 2025:

Title	FTE	Effective
Health Center Nurse	1.0	Jan. 2, 2025
Health Center Nurse	1.0	Feb 14, 2025 (Retirement)
Community Health Rep III	1.0	Jan. 2, 2025
Community Health Rep IIV	1.0	Jan. 3, 2025 (Retirement)
Electronic Records Analyst	1.0	Feb. 15, 2025
Grants Administrator	1.0	Feb. 15, 2025

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the position allocation list, consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary contract documents upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 12/03/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Commissioner Cahill moved to adopt the resolution. Commissioner Johnson supported the motion.

DECEMBER 10, 2024 REGULAR MEETING

Chairperson Sebolt stated they felt this resolution should not be passed on the consent agenda since it affected hardworking County employees and, for the Commissioners who were not present at Committee meetings, the Health Department had tried to be as sensitive as possible. Chairperson Sebolt further stated they knew that this was not an ideal situation, that revenue was a part of the equation, and unfortunately until any other avenues proved to be sound methods the County General Fund could not continue to subsidize the CHCs to the point they had been.

Chairperson Sebolt stated that the proposal would likely come back to the Commissioners again asking for more and they understood it was hard, but thought things were getting set right and appreciated the hard work being done to make it happen. Chairperson Sebolt further stated that they could have reduced the deficit through cuts alone if they had only been concerned about numbers on a spreadsheet, but the Health Department had tried to think of the employees and patients.

The motion to adopt the resolution carried. **Yeas:** Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Sebolt, Tennis, Trubac. **Nays:** Celentino. **Absent:** Ruest.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 28**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE 2025 AGREEMENTS FOR COMMUNITY AGENCIES

RESOLUTION #24 –602

WHEREAS, the 2025 Ingham County Budget has been approved by the Board of Commissioners; and

WHEREAS, under the Community Agency Program a number of agencies have been allocated funds to provide important services that are consistent with the County’s Strategic Planning objective to Ingham County residents; and

WHEREAS, the 2025 budget includes \$200,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #24-274.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2025 through December 31, 2025, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$24,650 from the 2025 contingency fund to the community agency fund.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

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Organization	Program	2024 Amt. Received	2025 Grant Request	2025 Controller Recommendation	2025 Human Services Recommendation	2025 Finance Recommendation
Advancement Corporation	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Advent House Ministries	Provides food, shelter, and advocacy services for unhomed and poverty-stricken	\$18,250.00	\$18,750.00	\$5,000.00	\$5,000.00	\$5,000.00
Allen Neighborhood Center	Provides information, referral & advocacy services, bread and produce, and farm/garden education to those in need	\$2,500.00	\$5,000.00	\$3,500.00	\$3,500.00	\$3,500.00
Alpha Chi Boule Foundation	Provides a series of workshops and seminars focusing on healthy equity, financial literacy, entrepreneurship, and wellness practices	\$0.00	\$15,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Big Brothers Big Sisters	Provides adult volunteer mentors to youth who face academic, behavioral, social, and/or emotional challenges	\$9,375.00	\$23,750.00	\$3,200.00	\$3,200.00	\$3,200.00
Boy Scouts	Provides a social, structured extra-curricular program for youth, funding membership, accident/sickness insurance for youth parnters, and liability insurance for community partners, program supplies, day camps, and advancement awards	\$3,250.00	\$3,250.00	\$5,000.00	\$5,000.00	\$5,000.00
Boys & Girls Club	Provides lunch to youth ages 7-18 at the Boys & Girls Club during summer and snacks to youth after school	\$5,200.00	\$5,200.00	\$5,000.00	\$5,000.00	\$5,000.00
Cardboard Prophets	N/A	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Area District Libraries	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Area Housing Partnership - Ballentine	Provides project-based vouchered housing and case management to low-income families and individuals who are homeless, disabled, and/or survivors of domestic violence	\$2,230.00	\$8,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Capital Area Housing Partnership - Home for Good	Provides structured support housing for low-income families and individuals who are homeless, disabled, and/or survivors of domesti voilence	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
Capital Area Housing Partnership - Homeless Families	Provides structured support housing for low-income families who are homeless, disabled, and/or survivors of domesti voilence	\$2,500.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Capital Area Housing Partnership - Tuesday Toolmen	Provides free home repairs and modifications to help people remain safely in their homes	\$8,750.00	\$9,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Capital Area Housing Partnership - Walnut Manor	Provides structured support housing for low-income families and individuals who are homeless and with special needs requirements	\$9,000.00	\$9,000.00	\$5,000.00	\$5,000.00	\$5,000.00
CASA for Kids	Provides specialized training and support to CASA volunteers to equip youth with the tools needed for adulthood and are at risk of agin out of the fostercare system	\$5,000.00	\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00
Child & Family Charities - Gateway	Provides support services to youth starting their new homes in eith youth housing programs or youth moving out of shelters and into unsubsidized housing	\$19,125.00	\$22,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Community Mental Health	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cristo Rey Community Center - Community Kitchen	Provides prepared daily meals to those in need, including two hot and nutritious meals Monday - Friday to those in need	\$10,270.00	\$10,500.00	\$5,000.00	\$5,000.00	\$5,000.00
Cristo Rey Community Center - Food Access	Provides a food pantry once/month by appointment for community memebers and a bread rack daily for those in need	\$5,000.00	\$9,500.00	\$5,000.00	\$5,000.00	\$5,000.00

DECEMBER 10, 2024 REGULAR MEETING

Organization	Program	2024 Amt. Received	2025 Grant Request	2025 Controller Recommendation	2025 Human Services Recommendation	2025 Finance Recommendation
Cristo Rey Community Center - Prescription Assistance	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Cristo Rey Community Center - Refugee Housing	Provides refugees with one month's rent or utility assistance when in crisis	\$0.00	\$15,000.00	\$5,000.00	\$5,000.00	\$5,000.00
DAP Service and Resources	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Davies Project	Provides free rides to all kinds of medical care for seriously ill children, prenatal and postnatal care for expecting/new moms, and to the neonatal intensive care unit for new parents	\$0.00	\$25,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Eastside Community Action Center	Provides a food pantry with nutritious meal ingredients to those experiencing food insecurity and lightly-worn clothing to anyone in need	\$5,000.00	\$40,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Elite Focus Enterprise	Expands housing stability services by acquiring temporary emergency housing support, subsidizing rent for low-income families, and enhancing food and clothing support services; also educates youth and young adults on tenancy rights and responsibilities	\$0.00	\$25,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Epicenter of Worship Church	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
EVE, Inc.	N/A	\$9,300.00	\$0.00	\$0.00	\$0.00	\$0.00
Footprints	Provides shoes to anyone going to school in the fall for free to any child in need at the annual Kickz-for-Kidz event	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Greater Lansing Food Bank - Garden Project	Provides home and community garden support for low- to moderate-income residents to help them grow their own food	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Greater Lansing Food Bank - Care Kits	N/A	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Grit, Glam, and Guts	N/A	\$3,350.00	\$0.00	\$0.00	\$0.00	\$0.00
Habitat for Humanity	Provides accessibility ramps, critical home repairs, neighborhood revitalization, and new and rehabbed homes to those in need	\$15,312.00	\$25,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Haven House	Provides food and shelter to families in need	\$15,000.00	\$30,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Helping Women Period	Provides First Period Kits to 4th & 5th grade students in need throughout Ingham County	\$5,000.00	\$17,500.00	\$5,000.00	\$5,000.00	\$5,000.00
Holt Community Food Bank	Provides non-perishable and fresh food items to families in need	\$5,000.00	\$30,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Holy Cross Services	Provides day/night shelter, lunches, and snacks to homeless; also provides housing case management initiation services	\$15,000.00	\$30,000.00	\$5,000.00	\$5,000.00	\$5,000.00
ICHANGE	N/A	\$6,100.00	\$0.00	\$0.00	\$0.00	\$0.00
Lansing Area AIDS Network	Provides funding for gaps in Ryan White Part B and Housing Opportunities funding for individuals with HIV, including issues regarding immigration/refugee concerns, SUD treatment, criminal justice issues, affordable housing, domestic violence, and medical co-morbidities	\$6,250.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Lansing School District	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Larry Mitchell Trice Community Outreach Services	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Lelie Outreach	N/A	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00

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Organization	Program	2024 Amt. Received	2025 Grant Request	2025 Controller Recommendation	2025 Human Services Recommendation	2025 Finance Recommendation
Listening Ear	Provides internet and phone service to power Listening Ear's all-volunteer crisis hotline	\$2,000.00	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00
Loads of Love	N/A	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Mason Community Services	Provides food resources, clothing, shelter, transportation, laundry assistance, tax assistance, and education classes	\$18,250.00	\$25,000.00	\$5,000.00	\$5,000.00	\$5,000.00
MSU Safe Place	Provides food, basic needs supplies, and advocacy assistance funds to survivors of domestic violence and stalking, including their minor children	\$12,500.00	\$15,000.00	\$5,000.00	\$5,000.00	\$5,000.00
NorthWest Initiative	Provides wrap-around needs, resources, and services with a focus on basic needs for individuals leaving incarceration as well as Trauma-Informed Peer Mentors and Restorative Justice circles	\$6,250.00	\$12,000.00	\$5,000.00	\$5,000.00	\$5,000.00
One Love Global	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Open Arms Link	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Our Savior Lutheran	Provides food and personal care items to individuals with mental health concerns, homelessness, and veterans; will also provide new flooring and paint for the building	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Particular Council of Lansing Society of Saint Vincent De Paul	Provides food, clothing, and shelter for those experiencing acute financial distress	\$0.00	\$40,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Peckham, Inc.	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pilgrim Congregational United Church - Love Layette Program	N/A	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00
Pilgrim Congregational United Church - Meals to Go	N/A	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Pilgrim Congregational United Church - Small Children's Closet	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Punks With Lunch	Provides food assistance through a project coordinator, fuel costs for picking up donations & restocking food pantries, and will provide participants with bus tokens for increased access to the pantries	\$5,000.00	\$14,000.00	\$2,600.00	\$2,600.00	\$2,600.00
Refugee Development Center - BRIDGES	Provides food and clothing distribution, outreach & referral services with language support, and open entry/open exit survival English class	\$15,312.00	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Refugee Development Center - Newcomer Navigation	Provides health and housing navigation services to clients from choosing services to interaction to interpretation of services	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
RSVP	Provides training, monitoring, and reimbursement mileage for volunteers who provide medical driving for seniors in Ingham County and social calls to clients by phone 2/week to daily as needed	\$6,250.00	\$15,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Rural Family Services	Provides rental assistance to help keep families in their homes	\$9,000.00	\$14,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Salvation Army	Provides paper & food products to stock the Salvation Army Community Kitchen food menus	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Sleep in Heavenly Peace, Inc.	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
South Lansing Ministries	Provides supplement to their food pantry items with purchases through the GLFB	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00

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Organization	Program	2024 Amt. Received	2025 Grant Request	2025 Controller Recommendation	2025 Human Services Recommendation	2025 Finance Recommendation
South Side Community Coalition	Provides food, nutrition, and health care programs, including healthy snacks for their afterschool and camps programs, food during holiday breaks, senior luncheons & nutrition programs, and holiday food baskets and community wide food distribution programs	\$3,250.00	\$7,500.00	\$3,250.00	\$3,250.00	\$3,250.00
Southside Community Kitchen	Provides necessary ingredients in meals that are unavailable from donated sources, such fresh fruits and veggies, meat, dairy, oils, baking items, coffee, tea, etc.	\$1,000.00	\$5,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Stockbridge Community Outreach	Provides Milk Bucks for families that are eligible to obtain 1-2 gallons of milk per month at participating gas stations or markets in town due to lack of a general grocery store in the area	\$5,625.00	\$8,271.00	\$5,000.00	\$5,000.00	\$5,000.00
St. Vincent Catholic Charities	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Turning Point Lansing	Provides food, clothing, and other basic needs as necessary but focuses on emotional and relationship needs of young men and their families through mentorship including group and individual discussion, hands on experience education, and recreational and informal relationships through trust, academic support, and professional emotional development	\$12,500.00	\$50,000.00	\$5,000.00	\$5,000.00	\$5,000.00
TWIGS	Provides rent for a central location with office space for the board, director and volunteers to provide everyday tasks for cancer patients including rides to appointments, yard care, errands, and house cleaning	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
United Way of South Central Michigan - CapCAN	Provide a local match for state and federal funds allocated for 9 AmeriCorps members serving as college advisers in Ingham County high schools	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
United Way of South Central Michigan - Power of We	N/A	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Voices of Color	N/A	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
WAI-IAM - Care Unit	Provides bedding, pillow, towels, fresh food, backpacks with folder, pen, notebook, and toiletries for substance use recovery service for individuals entering the RISE Program	\$9,500.00	\$9,500.00	\$5,000.00	\$5,000.00	\$5,000.00
WAI-IAM - RISE Recover Community	Provides basic needs for recovery housing including utilities, household supplies, and kitchen supplies	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Women's Center of Greater Lansing	Provides renovations to the Career Boutique through new clothing racks, mennaquins, mirrors, and display cases as well as the inventory management system and new professional attire for women who are preparing for job interviews, starting new jobs, or seeking to advance in their careers, including survivors of domestic violence and those transitioning from unemployment or underemployment	\$5,000.00	\$15,000.00	\$4,000.00	\$4,000.00	\$4,000.00

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Organization	Program	2024 Amt. Received	2025 Grant Request	2025 Controller Recommendation	2025 Human Services Recommendation	2025 Finance Recommendation
YMCA	Provides fresh fruits and veggies and support staff to the Healthy Living Mobile Kitchen feeding Program that serves free feeding services to those in need in the community	\$2,500.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00
		\$430,049.00	\$750,821.00	\$224,650.00	\$224,650.00	\$224,650.00

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 29**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF JACK O’ LANTERNS UNLEASHED
FOR THE INGHAM COUNTY FAIRGROUNDS**

RESOLUTION #24 –603

WHEREAS, the Ingham County Fairgrounds hosts multiple events annually in support of the Ingham County Board of Commissioners strategic goals to provide recreational activities offered to the community; and

WHEREAS, it is necessary to bring in new and exciting events to provide an entertainment outlet for County residents, and fix the long-term structural revenue issues with the Fair; and

WHEREAS, the Ingham County Fairgrounds has rented Jack O’ Lanterns Unleashed from Debbi Katz Productions since 2021 with the rental term expiring in 2024; and

WHEREAS, the rental cost for Jack O’ Lanterns Unleashed is \$175,000 per year; and

WHEREAS, in 2024, Jack O’ Lanterns Unleashed generated over \$199,000 in revenue; and

WHEREAS, in 2024 and all previous years, Jack O’ Lanterns Unleashed operated at a deficit due in large part to the yearly rental cost; and

WHEREAS, average revenue over the previous four years was \$171,300 with a conservative estimate for 2025 of \$175,000; and

WHEREAS, estimated expenses in 2025, minus the rental cost, are \$147,690, which will generate an estimated \$23,610 surplus for the event; and

WHEREAS, the Fairgrounds receives 10% of the 230 Hotel/Motel Fund, which is roughly \$330,000 per year; and

WHEREAS, the 2025 Capital Improvement Plan Budget approved \$105,000 for Grandstand Improvements funded through the 230 Fund, which can be postponed until 2026; and

WHEREAS, utilizing the \$105,000 freed up from the postponement of the Grandstand Improvements, plus \$10,000 in Fairgrounds 230 Fund fund balance, provides the funding to purchase of Jack O’ Lanterns Unleashed for \$50,000 plus improvements and enhancements of \$65,000 for a total of \$115,000; and

WHEREAS, the Fair Board supports this purchase and voted unanimously to purchase Jack O’ Lanterns Unleashed for \$50,000 and \$65,000 in improvements and enhancements.

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THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of Jack O’ Lanterns Unleashed for \$50,000 and the purchase of additional improvements and enhancements for \$65,000 for a total not to exceed price of \$115,000 from Debbi Katz Productions.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the use of \$105,000 from the 2025 230 Hotel/Motel Fund that previously approved for Grandstand Improvements to be used toward the purchase and \$10,000 in 2024 230 Hotel/Motel Fund balance for the remainder of the purchase.

BE IT FURTHER RESOLVED, that if the 2024 year-end fund balance for the 230 Fund has an insufficient balance to cover the remaining \$10,000, the General Fund will be utilized to make up the difference.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Commissioner Cahill moved to adopt the resolution. Commissioner Maiville supported the motion.

Commissioner Celentino stated, after reading the resolution, he wanted to know how much money was made by the Ingham County Fair that year and how much Jack O’ Lanterns Unleashed would cost in the future.

Discussion.

Commissioner Maiville state he wished there had been more discussion at the Committee meetings, and that if the County was going to nix this show, they should have done it after the first year. Commissioner Maiville further stated they were now to the point that the contract had run out and this would not be a General Fund expense, as it would be mostly out of the Hotel/Motel Fund.

Commissioner Maiville stated they had just been waiting for this to turn into something that would not lose the County money and that it was now just this one-time expense to own the show. Commissioner Maiville further stated that would make it a profitable venture for the County from here on out.

Commissioner Maiville stated the County Fair had changed how they did things and that Jack O’ Lanterns Unleashed was something that Lindsey Mckeever, Fairgrounds Event Director, had brought to the table. Commissioner Maiville further stated that Mckeever had worked every year to change the structure to increase revenue for the County Fair.

Commissioner Maiville stated that this would eliminate a substantial cost and it would actually cost more to turn this down and send everything back.

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Commissioner Celentino asked if the County Fair made any money, as he had never seen any reports about it.

Commissioner Maiville stated he believed the County Fair did make money in 2024, though this event had been losing money, but they had been waiting for an opportunity like this one.

Discussion.

Commissioner Celentino asked how much money County Fair had made in 2024 during the Fair week and how much they would spend to buy the show.

Mckeever stated they believed the County Fair had a profited roughly \$25,000 that year and that the cost to purchase Jack O' Lanterns Unleashed was \$115,000, which was \$50,000 to purchase the show and contingent on \$65,000 in upgrades to the show.

Commissioner Peña stated the deficit from the show had shrunk each year and in 2024 they were in the black. Commissioner Peña further stated that this was among a few services the County provided that brought in money and it was an intrinsic benefit as there was a lot of mental health that got overlooked and was an activity in the community for people to enjoy.

Chairperson Sebolt left at 7:07 p.m.

Commissioner Peña stated that Mckeever did put out a report for the County Fair once per month.

Commissioner Pawar stated she was glad this resolution was before them and that they had discussed it at the December 2, 2024 Human Services Committee meeting. Commissioner Pawar further stated that it took two to three years for something to become a big thing, that Jack O' Lanterns Unleashed had become a destination, and to get rid of it would be discouraging for the community.

Chairperson Sebolt returned at 7:09 p.m.

Discussion.

Commissioner Grebner stated the Ingham County Fair was so old it predated the Board of Commissioners, the Mason Historical Courthouse, and the courthouse before that. Commissioner Grebner further stated the County Fair had been around for 170 years and they had only been around for the last 50.

Commissioner Grebner stated the County Fair would always break even and even when it did not, the County would bail them out as it was a historic tradition. Commissioner Grebner further stated the County Fair always had a plan for attracting and entertaining the public, which worked for some time before it eventually fizzled out, and they would be voting yes on this resolution because it was the County Fair.

Discussion.

The motion to adopt the resolution carried. **Yeas:** Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Sebolt, Tennis, Trubac. **Nays:** Celentino. **Absent:** Ruest.

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**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 30**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT
FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT #TF23-0142 – RIVERBEND
NATURAL AREA IMPROVEMENTS**

RESOLUTION #24 –604

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$300,000 for the grant application titled Burchfield Park – Riverbend Natural Area Access Improvements #TF23-0142 to the Michigan Natural Resources Trust Fund Grant for accessibility improvements throughout the Riverbend Natural Area for people of all abilities at Burchfield Park; and

WHEREAS, these improvements will include removing and replacement of existing stairs/dock leading down to Grand River, remove and replace a new bridge over Peppermint Creek, new fishing pier, new 6-foot wide paths, new Americans with Disabilities Act (ADA) accessible parking spaces and amenities; and

WHEREAS, \$210,000 in matching funds will come from the Trails and Parks Millage line item 228-62800-967000-TR090 previously approved by Resolution #23-130.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, Ingham County, Michigan, does hereby accept the terms of the agreement for Grant #TF23-0142 for accessibility improvements at Burchfield Park as received from the Michigan Department of Natural Resources (Department), and that the Ingham County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide two hundred and ten thousand (\$210,000) dollars to match the grant authorized by the Department.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the Department for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this resolution.

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BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to make available the project amount of \$300,000 from the Michigan Department of Natural Resources Trust Fund Grant in line item 228-62800-967000-TR090.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$210,000 for the remainder of the financial commitment (Resolution #23-130) from the Trails and Parks Millage fund balance into line item 228-62800-967000-TR090.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 31**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH MATRIX CONSULTING ENGINEERS, INC.
FOR AN ENERGY EFFICIENCY LIGHTING STUDY, DESIGN AND RECOMMENDATIONS
WITHIN THE INGHAM COUNTY PARKS**

RESOLUTION #24 –605

WHEREAS, Ingham County has set a goal to reach net-zero carbon emissions in its operations by 2040; and

WHEREAS, Ingham County began working towards this goal by conducting a comprehensive energy efficiency lighting study within the Ingham County Parks; and

WHEREAS, the energy audit evaluated the County’s every optimization needs and informed deliberation and decision regarding energy use; and

WHEREAS, the energy audit recommended energy conservation measures largely including upgrading exterior lighting fixtures to Light Emitting Diodes (LEDs); and

WHEREAS, after careful review and evaluation of the proposals received, the Staff Evaluation Committee recommends that a contract be awarded to Matrix Consulting Engineers.

WHEREAS, that there are funds available in line item 228-75999-973190-24P07.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Matrix Consulting Engineers, Inc. for the base bid in the amount of \$15,450 for an energy efficiency lighting study, design and recommendations within the Ingham County Parks.

BE IT FURTHER RESOLVED, a contingency not to exceed \$3,550 be authorized, for a total not to exceed \$19,000.

BE IT FURTHER RESOLVED, that the remaining funds in this CIP line will be utilized for the first phase of implementation of upgrades and replacements of efficient lighting determined by the study.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

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FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 32**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH MI IMAGERY FOR FABRICATING AND
INSTALLING PARK MAIN ENTRANCE SIGNS FOR THE INGHAM COUNTY
PARKS DEPARTMENT**

RESOLUTION #24 –606

WHEREAS, the Purchasing Department solicited proposals from experienced vendors for the purpose of entering into a contract for fabricating and installing new park main entrance signs throughout the Ingham County Parks system; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to MI Imagery; and

WHEREAS, the park entrance signs to be fabricated and installed are as follows:

	Location	Cost	Upgrade to Commercial Solar Lighting	Total
1	Lake Lansing Boat Launch	\$29,968.55	\$600	\$30,568.55
2	Lake Lansing Park North	\$29,968.55	\$600	\$30,568.55
3	Lake Lansing Park South Sign 1	\$29,968.55	\$600	\$30,568.55
4	Lake Lansing Park South Sign 2	\$29,968.55	\$600	\$30,568.55
5	Hawk Island Park (Hardwire)	\$27,868.55	N/A	\$27,868.55
6	Riverbend Natural Area	\$29,968.55	\$600	\$30,568.55
7	Burchfield Park (Hardwire)	\$27,868.55	N/A	\$27,868.55
8	Lake Lansing South Portal Sign	\$39,981.00	1,722.50	\$41,703.50
				\$250,283.35

;and

WHEREAS, the funds for this contract are allocated in the Trails and Parks Millage funds under the appropriate project lines.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with MI Imagery for a cost of \$250,283.35 with a contingency not to exceed \$12,514.17 for a total not to exceed of \$262,797.52 for the following signs:

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	Location	Cost	Upgrade to Commercial Solar Lighting	Total
1	Lake Lansing Boat Launch	\$29,968.55	\$600	\$30,568.55
2	Lake Lansing Park North	\$29,968.55	\$600	\$30,568.55
3	Lake Lansing Park South Sign 1	\$29,968.55	\$600	\$30,568.55
4	Lake Lansing Park South Sign 2	\$29,968.55	\$600	\$30,568.55
5	Hawk Island Park (Hardwire)	\$27,868.55	N/A	\$27,868.55
6	Riverbend Natural Area	\$29,968.55	\$600	\$30,568.55
7	Burchfield Park (Hardwire)	\$27,868.55	N/A	\$27,868.55
8	Lake Lansing South Portal Sign	\$39,981.00	1,722.50	\$41,703.50
				\$250,283.35

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 33**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #22-522 TO AMEND THE CONTRACT WITH SPICER GROUP, INC. FOR BURCHFIELD CABINS – LAND AND WATER GRANT SCOPE CHANGE

RESOLUTION #24 –607

WHEREAS, the Ingham County Board of Commissioners previously approved Resolution #22-522, authorizing a contract with Spicer Group, Inc. for prime professional services; and

WHEREAS, an amendment to the scope of work is required for the Department of Natural Resources Land and Water grant #26-01860; and

WHEREAS, continued professional services are necessary to implement the revised scope of work associated with this grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves authorizes an amendment to the contract with Spicer Group, Inc. to increase the contract amount by \$104,900, for a total amended contract value of \$213,400 to provide prime professional services including those services related to the updates at Burchfield Park cabins (McNamara Landing).

BE IT FURTHER RESOLVED, all other terms and conditions of Resolution #22-522 remain in effect.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 34**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2024 – 2025 AGREEMENT WITH THE
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF
PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT**

RESOLUTION #24 –608

WHEREAS, the responsibility from protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health and Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD have entered into a 2024-2025 Master Agreement authorized in Resolution #24-452; and

WHEREAS, MDHHS has proposed Amendment #1 to adjust grant funding levels and clarify agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize MDHHS Amendment #1 to the 2024-2025 Master Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #1 to the 2024-2025 Agreement with the Michigan Department of Health and Human Services for the delivery of public health services under the Master Agreement Process.

BE IT FURTHER RESOLVED, that the period of agreement shall be October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that the total amount of the Master Agreement funding as amended by Amendment #1 shall increase from \$9,194,461 to \$9,992,117 an increase of \$797,656.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

Family Planning Services Program: increase of \$350,000 from \$492,168 to \$842,168
Hearing - East Lansing Public High School (ELPHS): increase of \$67,828 from \$67,809 to \$135,637
HIV Prevention-Forest Community Health: decrease of \$37,000 from \$137,000 to

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\$100,000

Nurse Family Partnership Services: increase of \$91,316 from \$788,300 to \$879,616

Oral Health-Kindergarten Assessment: increase of \$27,563 from \$67,273 to \$94,836

Public Health Emergency Preparedness October 1 to June 30: increase of \$4,594 from \$113,318 to \$117,912

Regional Perinatal Care System: increase of \$175,526 from \$305,155 to \$480,681

Vision ELPHS: increase of \$67,829 from \$67,808 to \$135,637

Local Health Department (LHD) Sharing Support: increase of \$50,000 from \$0 to \$50,000

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2025 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED that the Health Officer, Dr. Adenike Shoyinka, MD, MPH, or her designee, is authorized to submit Amendment #1 to the MDHHS 2024-2025 Master Agreement for the delivery of public health services electronically through the Mi-E Grants system after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

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**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 35**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
FY2025 FAMILY PLANNING FUNDS**

RESOLUTION #24 –609

WHEREAS, Ingham County Health Department’s (ICHHD) Community Health Centers (CHCs) wish to accept additional Michigan Department of Health & Human Services (MDHHS) Family Planning funding effective January 1, 2025 through September 30, 2025 in an amount not to exceed \$350,000; and

WHEREAS, this funding is considered “Performance Pay” to recognize efforts in meeting or exceeding performance caseload targets from Calendar Year 2023; and

WHEREAS, the grant amount detailed in the agreement for the delivery of family planning services will be available January 1, 2025 through September 30, 2025 in the amount of \$350,000 and is included in the FY 2025 CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting MDHHS funds to enhance and expand access family planning services, effective January 1, 2025 through September 30, 2025 in an amount not to exceed \$350,000.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners authorizes accepting MDHHS funds to enhance and expand access family planning services, effective January 1, 2025 through September 30, 2025 in an amount not to exceed \$350,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 36**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FUNDS FROM THE OFFICE OF REFUGEE RESETTLEMENT FOR
THE STAR GRANT PROGRAM**

RESOLUTION #24 –610

WHEREAS, Ingham County Health Department’s (ICHHD’s) Community Health Centers (CHCs) wish to accept \$497,130 in funding per year from the Office of Refugee Resettlement (ORR), effective September 30, 2024 through September 29, 2028; and

WHEREAS, these funds will be used to support the successful resettlement and integration of trauma-affected refugees and others eligible for ORR refugee program services; and

WHEREAS, recipients will provide holistic and integrated trauma assistance services to underserved refugees and other eligible newcomers, including case management, health, psychological, and social adjustment services; and

WHEREAS, there is no cost associated with this resolution; and

WHEREAS, the Ingham Community Health Center’s Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting funds from ORR, effective September 30, 2024 through September 29, 2028 in an amount not to exceed \$497,130 per year, totaling \$1,988,520 by the end of the grant project (September 29, 2028).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funds from ORR, effective September 30, 2024 through September 29, 2028 in an amount not to exceed \$497,130 per year, totaling \$1,988,520 by the end of the grant project (September 29, 2028).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 37**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #17-163 WITH AZARA HEALTHCARE AND MICHIGAN PRIMARY CARE ASSOCIATION TO PURCHASE THE AZARA PATIENT OUTREACH CAMPAIGN MODULE, UNIFORM DATA SYSTEM ENGAGEMENT, AND UNIFORM DATA SYSTEM VALIDATION AND DATA MAPPING SERVICES

RESOLUTION #24 –611

WHEREAS, Ingham County Health Department’s (ICHHD) Ingham Community Health Centers (ICHCs) wish to amend Resolution #17-163 with Azara Healthcare and Michigan Primary Care Association (MPCA) to purchase the Azara Patient Outreach (APO) Campaign Module, Uniform Data System (UDS) Engagement, and UDS Data Validation and Data Mapping Services for a total amount not to exceed \$30,000 Year 1 and \$10,000 for subsequent years effective upon approval through December 31, 2027; and

WHEREAS, the APO Campaign Module will deliver patient outreach messages and collect patient responses as defined by campaign entry and exit criteria to address gaps in clinical care; and

WHEREAS, ICHC is required to perform annual UDS reporting to the Health Resources and Services Administration (HRSA); and

WHEREAS, the UDS Engagement and UDS Data Validation and Data Mapping services will provide an analysis of ICHC’s UDS numbers, including in-depth validation while addressing data errors, and highlighting care gaps and surface opportunities for workflow improvement; and

WHEREAS, recommended by MPCA, Azara Healthcare is ICHC’s current vendor for data reporting and visualization, and is therefore the preferred solution and service vendor; and

WHEREAS, the cost of the APO Campaign Module (\$9,000/annually), UDS Engagement (\$12,000/one-time fee), and UDS Data Validation and Data Mapping Services (\$7,000/one-time fee) in a total amount not to exceed \$30,000 Year 1, and will be covered by the Quality Improvement Award: UDS Patient-Level Submission (QIA: UDS+) approved through Resolution #24-410; and

WHEREAS, the recurring annual cost of \$10,000 for the APO Campaign Module will be covered by general operating funds and will be effective upon approval through December 31, 2027; and

WHEREAS, the ICHC’s Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #17-163 with Azara Healthcare and MPCA to purchase the APO Campaign Module (\$9,000/annually), UDS Engagement (\$12,000/one-time fee), and UDS Data Validation and Data Mapping Services (\$7,000/one-time fee) for a total amount not to exceed \$30,000 Year 1 and \$10,000 for subsequent years effective upon approval through December 31, 2027.

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THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #17-163 with Azara Healthcare and MPCA to purchase the APO Campaign Module (\$9,000/annually), UDS Engagement (\$12,000/one-time fee), and UDS Data Validation and Data Mapping Services (\$7,000/one-time fee) for a cumulative amount not to exceed \$30,000 Year 1 and \$10,000 for subsequent years effective upon approval through December 31, 2027.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 12/02/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 38**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JUDGE JOYCE DRAGANCHUK

RESOLUTION #24 –612

WHEREAS, Judge Joyce Draganchuk began her esteemed career with Ingham County as an Assistant Prosecuting Attorney, where her tireless work ethic and unwavering commitment to justice led to her promotion as Chief Assistant Prosecuting Attorney; and

WHEREAS, Judge Joyce Draganchuk was elected to the Circuit Court bench in 2004, where she presided with fairness and empathy over domestic, criminal, and civil cases, earning the trust and respect of all who appeared before her; and

WHEREAS Judge Joyce Draganchuk was appointed by the Michigan Supreme Court as the Business Court Judge in 2013, serving with great distinction to the present day, and has also shared her expertise as a member of the Model Criminal Jury Instruction Committee since 2016 and as its Chair since 2020; and

WHEREAS, in recognition of her exceptional leadership, she was appointed Chief Judge in 2021 and reappointed in 2023; and

WHEREAS, Judge Joyce Draganchuk demonstrated a commitment to educating and mentoring others by teaching, guiding, and inspiring defense attorneys, prosecutors, probation agents, and fellow judges throughout her career, where her dedication to professional development extended to frequent panel appearances for the Michigan Judicial Institute and the Ingham County Bar Association on topics ranging from criminal sentencing to facilitative mediation in business cases; and

WHEREAS, Judge Joyce Draganchuk made community outreach a cornerstone of her service by regularly visiting local high schools to guest-teach classes on law and criminal justice, lecturing at WMU Thomas M. Cooley Law School, and contributing her expertise to the Institute of Continuing Legal Education on subjects such as business litigation and evidence, and most recently, she authored a chapter for an upcoming book on evidence; and

WHEREAS, Judge Joyce Draganchuk's outstanding contributions have been recognized with numerous honors, including the Camille S. Abood Distinguished Volunteer Award from the Ingham County Bar Association and the Carolyn Stell Award from the Mid-Michigan Region of the Women Lawyers Association, extending her mentorship to the MSU Chapter of the American Inns of Court, where she served as a mentor for years and as president from 2019 to 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Judge Joyce Draganchuk on the event of her retirement for her 37 years of exemplary service, her compassionate

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leadership, and her steadfast dedication to the citizens of Ingham County and the 30th Judicial Circuit Court and wishes her continued success and fulfillment in all her future endeavors.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its deepest gratitude to Judge Joyce Draganchuk, her legacy is one of compassion, integrity, and selfless service, embodying the highest ideals of the judiciary and leaving an indelible mark on Ingham County's legal community and the lives of countless individuals.

LAW & COURTS: Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Lawrence, Maiville, Schafer.
Nays: None. **Absent:** None **Approved 12/05/24**

Commissioner Polsdofer moved to adopt the resolution. Commissioner Celentino supported the motion.

The motion to adopt the resolution carried unanimously. Absent: Commissioner Ruest.

Commissioner Lawrence invited the Honorable Joyce Draganchuk, 30th Circuit Court Chief Judge, to join them at the podium and presented them with the honorary resolution. Commissioner Lawrence further thanked Judge Draganchuk for their 37 years of service and stated that they highlighted how important it was to have highly qualified, ethical, and experienced judges.

Commissioner Lawrence stated that Ingham County was privileged to have a deep bench of jurists who fit that bill and it was in no small part due to Judge Draganchuk. Commissioner Lawrence further stated that they had heard being a judge could be isolating and they sincerely hoped that they could enjoy their well-deserved retirement.

Judge Draganchuk stated their appreciation for the resolution and expressed their gratitude to the voters who had elected them back in 2004 and gave them an incredible opportunity to serve. Judge Draganchuk further thanked the Board of Commissioners as the governing body of Ingham County for making the County a fantastic place to live and they were grateful for every moment.

Chairperson Sebolt thanked Judge Draganchuk and wished them well.

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**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 39**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION REAFFIRMING THAT INGHAM COUNTY IS A WELCOMING COMMUNITY TO
IMMIGRANTS**

RESOLUTION #24 –613

WHEREAS, Ingham County is a welcoming community and respects the innate dignity of all people as affirmed in Resolution 14-333 and reaffirmed in Resolutions 15-452 and 17-056; and

WHEREAS, the Ingham County community has long been recognized as a hospitable and welcoming place, where people, families, and institutions thrive and the contributions of all are celebrated and valued; and

WHEREAS, residents of Ingham County live up to our highest American values of acceptance and equality, and treat newcomers with decency and respect, creating a vibrant community for all to live; and

WHEREAS, as a country it is not our custom to turn our backs on people who are in need, we denounce those who have played into fear tactics and attempted to close the door to immigrants who come here searching for a better life, Ingham County has been and will continue to be a safe and welcoming place for those who choose to resettle here; and

WHEREAS, Ingham County recognizes that the safety of American citizens is of utmost importance and welcoming immigrants does not compromise this safety.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners affirms that Ingham County is a safe place to live and will continue to be a welcoming community that respects the dignity of all people, including immigrants.

BE IT FURTHER RESOLVED, that the Board opposes any effort by those who discriminate against persons based on their country of origin, immigration status, or religion or to mischaracterize foreign-born persons as public safety threats.

BE IT FURTHER RESOLVED, that the County Clerk forward copies of this resolution to the other Michigan Counties.

LAW & COURTS: Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Lawrence, Maiville.

Nays: Schafer.

Absent: None

Approved 12/05/24

Commissioner Polsdofer moved to adopt the resolution. Commissioner Grebner supported the motion.

Commissioner Schafer stated she pulled the resolution because she believed that a part of her job as a Commissioner was to be held accountable for the district she represented. Commissioner Schafer further stated,

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as she read through the resolution, that she believed that Ingham County stood as a welcoming community, which was shown in their actions and initiatives, and should be understood without a needing a formal resolution.

Commissioner Schafer stated that she understood what the resolution talked about, but the biggest thing was that it did not state that Ingham County was a sanctuary county, and that was important to her. Commissioner Schafer further stated she did have a hard time thinking that she was elected to pass resolutions like this, which played one county against another, without some further discussion.

Commissioner Johnson stated that the resolution was great and at the end of the day Ingham County was welcoming, so if anyone had an issue with the resolution, then they were just telling voters they were not welcoming.

Commissioner Trubac stated that they would like to remind their fellow Commissioners that the resolution did not include mention of any other county, which was intentional.

Commissioner Tennis stated they were born in Ingham County in 1970 and remembered growing up with kids from all sorts of backgrounds. Commissioner Tennis further stated that Ingham County had been a refugee catchment area since the 1960s and had taken people in with the spirit of the Statue of Liberty.

Commissioner Tennis stated that they felt they should restate that Ingham County was welcoming to the refugee population, especially as they were under attack more than ever. Commissioner Tennis further stated the incoming Presidential Administration had bragged about how many people they planned to deport, when those people came here to escape poverty, violence, disease, or some other hardship.

Commissioner Tennis stated they were so proud to not have to travel the world to meet people from different backgrounds and the diversity in Ingham County was a part of what made them great and they ought to reaffirm that.

Commissioner Morgan moved to amend the resolution as follows:

RESOLUTION REAFFIRMING THAT INGHAM COUNTY IS A WELCOMING COMMUNITY TO IMMIGRANTS

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners affirms that Ingham County is a safe place to live and will continue to be a welcoming community that respects the dignity of all people, **including immigrants.**

This was considered a friendly amendment.

Commissioner Lawrence stated there should be nothing wrong with telling vulnerable populations that you support them and it should not be offensive. Commissioner Lawrence further stated their children went to a Chinese immersion school, which was a part of Lansing Public Schools, where an individual had recently approached the school in a threatening way because they were upset that children were studying Chinese on taxpayer dollars.

Commissioner Lawrence stated they were afraid that people like that would feel empowered in the next few years and they wanted to be part of a body that used what they could to combat that.

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Commissioner Peña stated they had grown up in the 1960s, which was a time of civil rights movements, and their parents had a deep history in Texas. Commissioner Peña further stated they could recall changes in civil rights during their childhood which had affected them and their family.

Commissioner Peña stated they were in favor of the resolution and wanted to convey that Ingham County was welcoming.

Commissioner Pawar thanked the residents of Ingham County and stated, as a true immigrant to the United States of America from India, that she felt Ingham County had respect for many things. Commissioner Pawar further provided her family's story of coming to Ingham County and stated that there was no harm to say what they believed in out loud.

Commissioner Pawar stated they were blessed to live in Ingham County.

Commissioner Schafer stated that everyone had reaffirmed what she said in the beginning, which was that Ingham County was welcoming, she just wanted to affirm that the resolution was focused on Ingham County being a welcoming community and not a sanctuary county, so she would be voting in support of the resolution.

Chairperson Sebolt stated that they had noticed the word "sanctuary" thrown around quite a bit and wanted to point out that Resolution 17-056 was the first resolution they had passed as a Commissioner. Chairperson Sebolt further stated they had worked closely with the Sheriff to draft the language for how Ingham County would work with immigrants, what the Ingham County policies would be, and what the Sheriff would be doing.

Chairperson Sebolt stated they deeply appreciated working with the Sheriff on that resolution. Chairperson Sebolt further stated that they were sitting there and parsing words about Ingham County being sanctuary county or not when they did not have the Constitutional authority to direct the Sheriff what to do.

Chairperson Sebolt stated they could not formally put such a thing in a resolution, though they wished they could say that Ingham County was a sanctuary county. Chairperson Sebolt further stated that this entire country was made up of immigrants in some way or another.

Chairperson Sebolt stated that they were seeing people in Ingham County and other counties parse words, but they felt that this Country should be one that welcomed immigrants, so they were glad that this resolution reaffirmed their stance and added immigrants. Chairperson Sebolt further stated, whether the resolution stated it or not, in their mind Ingham County was a sanctuary county.

The motion to adopt the resolution, as amended, carried.

Yeas: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Sebolt, Tennis, Trubac. **Nays:** Schafer. **Absent:** Ruest.

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**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 40**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT GRANT FUNDS FROM THE MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS MICHIGAN JUSTICE TRAINING FUND FOR THE 2025 INGHAM REGIONAL ACTIVE VIOLENCE PREPAREDNESS TRAINING PROGRAM

RESOLUTION #24 –614

WHEREAS, the Ingham County Sheriff’s Office applied to receive a grant for an Active Violence Preparedness Training Program from the Michigan Commission on Law Enforcement Standards (MCOLES) Michigan Justice Training Fund; and

WHEREAS, the Ingham County Sheriff’s Office needs to conduct regular, on-going training to maintain high levels of proficiency in responding to incidents involving active violence; and

WHEREAS, frequent training in active violence response enhances Deputies’ decision-making and performance in order to deliver effective law enforcement services to the citizens of Ingham County, while mitigating liability; and

WHEREAS, the award amount of the grant is \$71,903.21 for personnel wages, equipment, supplies, and operating expenses, with a required in-kind match of \$23,967.74 assumed by the Ingham County Sheriff’s Office in personnel wages, for a total project cost of \$95,870.95.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the acceptance of the 2025 Michigan Justice Training Fund grant for the Active Violence Preparedness Training Program grant in the amount of \$71,903.21, with an in-kind match of \$23,967.74 for a total budget of \$95,870.95 for the time period of January 1, 2025 through December 31, 2025.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make any necessary budget adjustments in the Ingham County Sheriff’s Office 2025 Budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

LAW & COURTS: Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Lawrence, Maiville, Schafer.

Nays: None. **Absent:** None **Approved 12/05/24**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

Nays: None **Absent:** None **Approved 12/04/24**

Adopted as a part of the consent agenda.

DECEMBER 10, 2024 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2024
AGENDA ITEM NO. 41**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE STATE COURT ADMINISTRATIVE OFFICE VIRTUAL
BACKLOG RESPONSE DOCKET AWARD**

RESOLUTION #24 –615

WHEREAS, on December 5, 2024, the State Court Administrative Office (SCAO) informed the 30th Judicial Circuit Court of potential unspent funds from the state's Virtual Backlog Reduction Docket grant, which Ingham County has received in 2023 and 2024; and

WHEREAS, the SCAO inquired if the 30th Judicial Circuit Court would be interested in applying for additional funding to help address the criminal backlog, specifically to continue operations of the Circuit Court Annex through December 31, 2025; and

WHEREAS, prior discussions with the Ingham County Controller's Office indicated the funding for the Circuit Court Annex was initially planned only through September 30, 2025; and

WHEREAS, the Circuit Court submitted a grant proposal requesting \$150,000 on December 6, 2024, as the Court was provided just a 24-hour window to submit the application; and

WHEREAS, since the inception of the Circuit Court Annex, a collaborative effort involving the Circuit Court, Ingham County Prosecutor's Office, Ingham County Public Defender's Office, and Ingham County Sheriff's Office has resolved 283 additional felony cases that were backlogged due to the COVID-19 pandemic; and

WHEREAS, there are currently 110 felony cases assigned to Visiting Judge Clinton Canady at the Circuit Court Annex, with the expectation that all cases can be resolved by December 31, 2025; and

WHEREAS, the additional \$150,000 in grant funding will allow continued operations of the Circuit Court Annex for Q4 of 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of the grant from the State Court Administrative Office in the amount of not to exceed \$150,000 to support the operations of the Circuit Court Annex through December 31, 2025.

BE IT FURTHER RESOLVED, that the Controller's Office is instructed to utilize this grant funding first, with any necessary additional funding requirements drawn from County's ARPA resources thereafter.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

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SPECIAL ORDERS OF THE DAY

Commissioner Lawrence stated there were no appointments.

PUBLIC COMMENT

Prince Solace, Outreach Coordinator for Michigan State Senator Sarah Anthony, stated they had met Commissioner Celentino a few months prior and had mentioned his retirement to Senator Anthony who expressed their love and respect for Commissioner Celentino. Solace further thanked Commissioner Celentino for his years of service.

Solace asked those present for a round of applause for Commissioner Celentino.

COMMISSIONER ANNOUNCEMENTS

Commissioner Tennis stated they had inadvertently forgotten to disclose, under Agenda Item No. 28, that the one of the Community Agency Grant recipients, the YMCA of Lansing, was a member of the State Alliance of YMCA's, which was a client of theirs. Commissioner Tennis further thanked Commissioner Celentino for being a mentor to them and that they were fortunate to have worked with him.

Commissioner Tennis thanked Commissioner Pawar for her work on the Human Services Committee and stated she had brought invaluable perspective and a love for learning.

Commissioner Trubac stated they found Commissioner Pawar to be inspirational and knew when she was appointed to the Board of Commissioners that she would do great. Commissioner Trubac further stated they felt they had learned a lot from Commissioner Celentino and it had been a privilege to serve with him.

Commissioner Cahill provided a fond memory of their time with Commissioner Celentino and thanked him for all his work. Commissioner Cahill further stated that Francis Park was having Night of Lights on Friday and Saturday nights and it was free to drive through.

Commissioner Morgan thanked Commissioner Celentino as a Commissioner and as an educator and stated that he had applied his day job skills to his evening job. Commissioner Morgan further provided a fond memory of his time with Commissioner Celentino and highlighted the impact he had on the Board of Commissioners.

Commissioner Morgan thanked Commissioner Pawar for bringing stability to her district and that she would be missed.

Commissioner Maiville thanked Commissioner Celentino and stated that it had been a pleasure to serve with him. Commissioner Maiville further stated that Commissioner Pawar and her insight would be missed and her passion and compassion were incredible.

Commissioner Cahill provided a fond memory about their time with Commissioner Pawar and stated that they appreciated her.

Commissioner Peña stated they would look for flowers when they went by Lake Lansing and think of Commissioner Pawar, and think of Commissioner Celentino when they drove by a school.

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Commissioner Polsdofer thanked Commissioner Celentino and stated it had been an honor to serve with him. Commissioner Polsdofer further stated that due to Commissioner Celentino, he had become much more refined serving as the Chairperson for the Law & Courts Committee.

Commissioner Polsdofer thanked Commissioner Pawar for being a partner for Meridian Township and stated that he was in awe of the energy that she had poured into the job.

Commissioner Pawar stated that she wanted to remind them all that when she first took office she was wearing the same scarf she was wearing that evening, which was a gift from her mother and someone had embroidered it all by hand. Commissioner Pawar further stated that she chose to wear the scarf that day because it represented how many hard working people trusted Ingham County.

Commissioner Pawar stated that she had once said she was proud to be dumbest person in the room and to be surrounded by all the intellectuals and service members in the County was a point of pride and joy for her. Commissioner Pawar further thanked Commissioners Celentino, Tennis, and Grebner for their leadership.

Commissioner Pawar stated that she had made a promise to her constituents that even though she was not their elected choice, she would try to work as though she had been. Commissioner Pawar further explained her experience becoming a Commissioner.

Commissioner Pawar stated she had taken many pointers from her fellow Commissioners and had not found one person in the County that did not belong in their job and everyone served with passion. Commissioner Pawar further stated she was thankful for her constituents and believed that Commissioner-Elect Pratt would do a great job.

Commissioner Shafer thanked Commissioners Celentino and Pawar.

Commissioner Johnson thanked Commissioners Celentino and Pawar.

Chairperson Sebolt presented a plaque to Commissioner Pawar, thanked her for stepping up in an odd situation, and stated that they felt they had found the right person for the job at that time. Chairperson Sebolt further stated she would be missed and they would recruit her for something at some point in the future.

Commissioner Pawar stated she was thankful to have been allowed to serve.

Chairperson Sebolt presented a plaque to Commissioner Celentino and stated that he had been a great mentor and role model.

Commissioner Celentino stated that after 24 years on the Board of Commissioners and 8 years on the Lansing Township Board, it had not started becoming real that he was leaving until that afternoon. Commissioner Celentino further thanked his constituents and stated he was grateful to them for putting their trust and confidence in him.

Commissioner Celentino stated he worked very hard to win his seat that very first election and had since been able to develop a rapport with his constituents. Commissioner Celentino further stated that he loved his hometown and provided an overview of how he came to be on the Board of Commissioners.

DECEMBER 10, 2024 REGULAR MEETING

Commissioner Celentino stated that Lansing Township was diverse, he was grateful for some of the accomplishments he had been a part of, and provided an overview of some things he had been involved in while serving on the Board of Commissioners. Commissioner Celentino further stated the Board of Commissioners passed the resolutions, but it was the staff that made them all look good.

Commissioner Celentino thanked Barb Byrum, Ingham County Clerk, and their staff for their professionalism and asked Clerk Byrum to convey to Diane Byrum, Michigan State University (MSU) Board of Trustees member and former Ingham County Commissioner, how thankful he was for their years of service and provided a story of how they had impacted his life. Commissioner Celentino further thanked all of the other County-wide elected Officials and former County-wide Elected Officials and hoped he had supported them all in any way he could have.

Commissioner Celentino thanked Gregg Todd, Controller, Jared Cypher, Deputy Controller, and the Corporation Counsel. Commissioner Celentino further thanked Becky Bennett, Board of Commissioners Director, and stated they had been the first person he had gone to when he join the Board of Commissioners.

Commissioner Celentino stated he was glad he listened to Bennett since they knew Ingham County inside and out and they were very blessed to have them. Commissioner Celentino further provided an overview of how much Bennett had helped him in his time on the Board of Commissioners and stated they had saved the County from many embarrassments.

Commissioner Celentino provided stories from his life that related to his time as a Commissioner. Commissioner Celentino further individually thanked Commissioners Tennis, Morgan, Lawrence, Peña, Sebolt, Polsdofer, Trubac, Pawar, Schafer, Johnson, Cahill, Grebner, and Maiville.

Commissioner Celentino provided a quote from Hubert Humphrey that had guided him throughout his years as a Commissioner and stated that he may have made some decisions that people did not like, but he had always done his best. Commissioner Celentino further thanked all those present and bid them farewell.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of \$25,410,140.24. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioner Ruest.

ADJOURNMENT

The meeting was adjourned at 8:23 p.m.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:00 p.m.
Remote Participation offered via Zoom at: <https://zoom.us/j/86246962326>
January 2, 2025

CALL TO ORDER

Clerk Byrum called the January 2, 2025 Organizational Meeting of the Ingham County Board of Commissioners to order at 6:00 p.m. Clerk Byrum further stated, without objection, that the Ceremonial Oaths of Office would be added to the agenda as Agenda Item V and the remainder of the agenda would be re-numbered accordingly.

Members Present at Roll Call: Cahill, Grebner, Johnson, Maiville, Peña, Polsdofer, Pratt, Ruest, Schafer, Sebolt, Tennis, Trubac, and Willis.

Members Absent: Lawrence and Morgan.

A quorum was present.

PLEDGE OF ALLEGIANCE

Clerk Byrum asked Quinton Mayes, Ingham County resident, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Clerk Byrum asked those present for a moment of meditation and reflection.

CEREMONIAL OATHS OF OFFICE

Clerk Byrum administered the Ceremonial Oaths of Office to the Board of Commissioners.

LIMITED PUBLIC COMMENT

None.

ADDITIONS TO THE AGENDA

Clerk Byrum stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Sebolt moved to allow the following resolutions to be considered by the Board immediately:

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE
ICEA COUNTY PROFESSIONALS UNIT

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE
ICEA COURT PROFESSIONALS UNIT

JANUARY 2, 2025 ORGANIZATIONAL MEETING

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA PUBLIC HEALTH NURSES UNIT

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA PARK RANGERS UNIT

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA ASSISTANT PROSECUTING ATTORNEY'S DIVISION

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE UAW TECHNICAL, OFFICE, PARAPROFESSIONAL SERVICE EMPLOYEES UNIT

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE OPEIU LOCAL 459 FOR THE CIRCUIT COURT/FAMILY DIVISION PROFESSIONAL EMPLOYEES

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE OPEIU LOCAL 512 SUPERVISORY UNIT

RESOLUTION APPROVING THE 2025-2027 COLLECTIVE BARGAINING AGREEMENT WITH THE OPEIU LOCAL 512 TECHNICAL CLERICAL UNIT

Commissioner Maiville supported the motion.

Commissioner Sebolt disclosed that the OPEIU and UAW were affiliated with their employer, the Michigan American Federation of Labor and Congress of Industrial Organizations (AFL-CIO).

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

Clerk Byrum stated the first four resolutions would remain on the agenda as Agenda Item Nos 5, 6, 7, and 8, and the remaining Resolutions would be numbered as follows:

9. RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA ASSISTANT PROSECUTING ATTORNEY'S DIVISION
10. RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE UAW TECHNICAL, OFFICE, PARAPROFESSIONAL SERVICE EMPLOYEES UNIT
11. RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE OPEIU LOCAL 459 FOR THE CIRCUIT COURT/FAMILY DIVISION PROFESSIONAL EMPLOYEES

JANUARY 2, 2025 ORGANIZATIONAL MEETING

12. RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE OPEIU LOCAL 512 SUPERVISORY UNIT
13. RESOLUTION APPROVING THE 2025-2027 COLLECTIVE BARGAINING AGREEMENT WITH THE OPEIU LOCAL 512 TECHNICAL CLERICAL UNIT

PETITIONS AND COMMUNICATIONS

A MEMO FROM SUE GRAHAM, HUMAN RESOURCES DIRECTOR, REGARDING RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA COUNTY PROFESSIONALS UNIT. Clerk Byrum stated this matter would be placed on file.

A MEMO FROM SUE GRAHAM, HUMAN RESOURCES DIRECTOR, REGARDING RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA COURT PROFESSIONALS UNIT. Clerk Byrum stated this matter would be placed on file.

A MEMO FROM SUE GRAHAM, HUMAN RESOURCES DIRECTOR, REGARDING RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA PUBLIC HEALTH NURSES UNIT. Clerk Byrum stated this matter would be placed on file.

A MEMO FROM SUE GRAHAM, HUMAN RESOURCES DIRECTOR, REGARDING RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE ICEA PARK RANGERS UNIT. Clerk Byrum stated this matter would be placed on file.

ELECTION OF OFFICERS

CHAIRPERSON: Clerk Byrum opened the floor to nominations for the position of Chairperson of the Board. Commissioner Tennis nominated Commissioner Sebolt for Chairperson. Commissioner Peña supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

Chairperson Sebolt began presiding over the meeting.

VICE-CHAIRPERSON: Chairperson Sebolt opened the floor for nominations to the position of Vice-Chairperson of the Board. Commissioner Tennis nominated Commissioner Trubac for Vice-Chairperson. Commissioner Peña supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

VICE-CHAIRPERSON PRO-TEM: Chairperson Sebolt opened the floor for nominations to the position of Vice-Chairperson Pro-Tem of the Board. Commissioner Schafer nominated Commissioner Maiville for Vice-Chairperson Pro-Tem. Commissioner Ruest supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

All agenda items which were on the consent agenda were approved via unanimous roll call vote. Absent: Commissioners Lawrence and Morgan.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 5**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE ICEA COUNTY PROFESSIONALS UNIT**

RESOLUTION #25 – 001

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the ICEA County Professionals Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 3% increase effective the first full pay period following January 1, 2025, a 3% increase effective the first full pay period following January 1, 2026, and a 4% increase effective the first full pay period following January 1, 2027; and

WHEREAS, the agreement increases call back pay to three (3) hours from two (2) hours; and

WHEREAS, the agreement updated the grievance procedure to be consistent with the arbitration procedures in the ICEA Public Health Nurses and ICEA Park Rangers Units collective bargaining agreements; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$40,000; and

WHEREAS, the agreement increases the cap for payout of unused vacation hours to a maximum of 380 hours; and

WHEREAS, the agreement increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

WHEREAS, the agreement provides for an annual employer matching contribution up to the first one thousand dollars (\$1,000.00) contributed by the employee not to exceed five hundred dollars (\$500.00) to all qualifying employees' 457(b) plans, with adjustments to the amount of this employer matching contribution made according to the level of funding available after at least sixty (60) calendar days' notice to the Union; and

JANUARY 2, 2025 ORGANIZATIONAL MEETING

WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

WHEREAS, the agreement provisionally includes allowing employees promoting into the bargaining unit to return to their former position in their former bargaining unit, voluntarily or involuntarily, within 30 calendar days of assuming the position, if the unions representing employees in bargaining units who move into this bargaining unit include the same or substantially similar language in their collective bargaining agreement; and

WHEREAS, the agreement includes activation of the Health and Safety Committee; and

WHEREAS, the agreement continues and incorporates a letter of understanding regarding 4 10-hour shifts for IT staff into the collective bargaining agreement; and

WHEREAS, the agreement incorporates a letter of understanding regarding the on-call Network Administrator and adds and extra hour per day; and

WHEREAS, the agreement provides that an employee temporarily assigned to perform a majority of their duties in a higher salary grade for more than 3 consecutive work days shall be paid at the lowest rate in the higher grade which is at least 5% above their regular rate; and

WHEREAS, the agreement provides that the Association President will receive a quarterly report of any bargaining unit member responsible for supervising or mentoring an intern, AmeriCorps member or other similar non-employee for any project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the ICEA County Professionals Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 6**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE ICEA COURT PROFESSIONALS UNIT**

RESOLUTION #25 – 002

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the ICEA Court Professionals Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 3% increase effective the first full pay period following January 1, 2025, a 3% increase effective the first full pay period following January 1, 2026, and a 4% increase effective the first full pay period following January 1, 2027; and

WHEREAS, the agreement increases call back pay to three (3) hours from two (2) hours; and

WHEREAS, the agreement updated the grievance procedure to be consistent with the arbitration procedures in the ICEA Public Health Nurses and ICEA Park Rangers Units collective bargaining agreements; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$40,000; and

WHEREAS, the agreement increases the cap for payout of unused vacation hours to a maximum of 380 hours; and

WHEREAS, the agreement increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

WHEREAS, the agreement provides for an annual employer matching contribution up to the first one thousand dollars (\$1,000.00) contributed by the employee not to exceed five hundred dollars (\$500.00) to all qualifying employees' 457(b) plans, with adjustments to the amount of this employer matching contribution made according to the level of funding available after at least sixty (60) calendar days' notice to the Union; and

JANUARY 2, 2025 ORGANIZATIONAL MEETING

WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

WHEREAS, the agreement provisionally includes allowing employees promoting into the bargaining unit to return to their former position in their former bargaining unit, voluntarily or involuntarily, within 30 calendar days of assuming the position, if the unions representing employees in bargaining units who move into this bargaining unit include the same or substantially similar language in their collective bargaining agreement; and

WHEREAS, the agreement provides for District Court employees that the Chief Judge may approve initial compensation upon original appointment through step 3 of the salary schedule and that approval for initial compensation above step 3 must be obtained from a majority of the judges of the Court; and

WHEREAS, the agreement provides for District Court employees that the Chief Judge may authorize an employee to be absent without pay for personal reasons not to exceed 150 days in any calendar year as well as special leaves of absence for any period or periods not to exceed one (1) calendar year for specific enumerated purposes and in excess of these limits for other specific and general enumerated purposes.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the ICEA Court Professionals Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 7**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE ICEA PUBLIC HEALTH NURSES UNIT**

RESOLUTION #25 – 003

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the ICEA Public Health Nurses Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 3% increase effective the first full pay period following January 1, 2025, a 3% increase effective the first full pay period following January 1, 2026, and a 4% increase effective the first full pay period following January 1, 2027; and

WHEREAS, the agreement increases call back pay to three (3) hours from two (2) hours; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$40,000; and

WHEREAS, the agreement increases the cap for payout of unused vacation hours to a maximum of 380 hours; and

WHEREAS, the agreement increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

WHEREAS, the agreement provides for an annual employer matching contribution up to the first one thousand dollars (\$1,000.00) contributed by the employee not to exceed five hundred dollars (\$500.00) to all qualifying employees' 457(b) plans, with adjustments to the amount of this employer matching contribution made according to the level of funding available after at least sixty (60) calendar days' notice to the Union; and

WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

JANUARY 2, 2025 ORGANIZATIONAL MEETING

WHEREAS, the agreement provisionally includes allowing employees promoting into the bargaining unit to return to their former position in their former bargaining unit, voluntarily or involuntarily, within 30 calendar days of assuming the position, if the unions representing employees in bargaining units who move into this bargaining unit include the same or substantially similar language in their collective bargaining agreement; and

WHEREAS, the agreement includes a provision whereby, beginning in 2022, an employee who earns their masters' degree when they are at the top step shall receive a one-time lump sum bonus of \$1,500 upon completion of the degree.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the ICEA Public Health Nurses Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 8**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE ICEA PARK RANGERS UNIT**

RESOLUTION #25 – 004

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the ICEA Park Rangers Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 3% increase effective the first full pay period following January 1, 2025, a 3% increase effective the first full pay period following January 1, 2026, and a 4% increase effective the first full pay period following January 1, 2027; and

WHEREAS, the agreement increases call back pay to three (3) hours from two (2) hours; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$40,000; and

WHEREAS, the agreement increases the cap for payout of unused vacation hours to a maximum of 380 hours; and

WHEREAS, the agreement increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

WHEREAS, the agreement provides for an annual employer matching contribution up to the first one thousand dollars (\$1,000.00) contributed by the employee not to exceed five hundred dollars (\$500.00) to all qualifying employees' 457(b) plans, with adjustments to the amount of this employer matching contribution made according to the level of funding available after at least sixty (60) calendar days' notice to the Union; and

WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

WHEREAS, the agreement provisionally includes allowing employees promoting into the bargaining unit to return to their former position in their former bargaining unit, voluntarily or involuntarily, within 30 calendar

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days of assuming the position, if the unions representing employees in bargaining units who move into this bargaining unit include the same or substantially similar language in their collective bargaining agreement; and

WHEREAS, the agreement includes a provision for a weekend incentive premium payment, whereby if a bargaining unit employee is required to work weekends (Saturday and/or Sunday) in the offseason (weekends that begin after Labor Day and end the weekend prior to Memorial Day), that employee will receive a premium payment of \$50 per day; and

WHEREAS, the agreement increases the uniform allowance from \$150 to \$250.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the ICEA Parks Rangers Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 9**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE ICEA ASSISTANT PROSECUTING
ATTORNEY'S DIVISION**

RESOLUTION #25 – 005

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County, the Prosecuting Attorney of the County of Ingham and the ICEA Assistant Prosecuting Attorney's Division for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027); effective the first full pay period following January 1, 2025 (or the first full pay period following the effective date of ratification, if later), a 2% market rate increase and a 3% increase, for a total of 5% increase, to all 2024 salary rates in Article 30 and eliminate "Step 1" in current scale – move current employees in Step 1 to new Step 1 (f/k/a/ Step 2) – all other members will remain in their current step rate of re-numbered scale and advance in the step scale on employee's anniversary date; a 3% increase effective the first payroll following January 1, 2026, and a 4% increase effective the first payroll following January 1, 2027; and

WHEREAS, the agreement amends on call pay by eliminating the daily on call pay provision for Saturday, Sunday or a holiday and increases weekly on call pay from \$677 to \$710 per week, from \$922 to \$968 per week with 1 holiday, and from \$1,168 to \$1,246 per week with 2 holidays; and

WHEREAS, the agreement eliminates the prohibition on using vacation hours until the employee has completed 6 months of continuous service; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement eliminates the exclusion of probationary employees from eligibility for dental and vision insurance; and

WHEREAS, the agreement corrects reference to a "short-term" disability plan to refer to a "disability plan"; and

WHEREAS, the agreement eliminates "Article 19 Longevity" and adds "Article 19 Clothing and Incidental Allowance" such that, effective January 1, 2025, all employees of this Bargaining Unit will receive a \$1,500 dollar clothing and incidental allowance each year, payable in one lump sum in the first full pay period in

JANUARY 2, 2025 ORGANIZATIONAL MEETING

November in each calendar year, provided the employee was on active payroll as of January 31 and through the first full pay period in November in each calendar year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County, the Prosecuting Attorney of the County of Ingham and the ICEA Assistant Prosecuting Attorney's Division and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 10**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE UAW TECHNICAL, OFFICE, PARAPROFESSIONAL SERVICE EMPLOYEES UNIT**

RESOLUTION #25 – 006

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the UAW Technical, Office, Paraprofessional Service Employees Unit for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027); effective the first full pay period following January 1, 2025 (or the first full pay period following ratification, if later), a 3% increase; effective the first full pay period following January 1, 2026, a 3% increase; and, effective the first full pay period following January 1, 2027, a 4% increase; and

WHEREAS, the agreement increases the block of time within which a lunch break may be taken from 2 to 3 hours; and

WHEREAS, the agreement increases call back pay to three (3) hours from two (2) hours; and

WHEREAS, the agreement clarifies that prior approval for overtime be in writing; and

WHEREAS, the agreement amends the grievance procedure for Circuit Court whereby the parties acknowledge the dual supervisory relationship in place for the bargaining unit employees in the Circuit Court, resulting with all grievances and related filings in this Article to include the Union, the Circuit Court Administrator and the County Clerk; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$40,000; and

WHEREAS, the agreement eliminates the prohibition on using vacation hours until the employee has completed 6 months of continuous service; and

WHEREAS, the agreement increases the cap for payout of unused vacation hours to a maximum of 380 hours; and

JANUARY 2, 2025 ORGANIZATIONAL MEETING

WHEREAS, the agreement increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

WHEREAS, the agreement corrects reference to a “short-term” disability plan to refer to a “disability plan”; and

WHEREAS, the agreement provides for an annual employer matching contribution up to the first one thousand dollars (\$1,000.00) contributed by the employee not to exceed five hundred dollars (\$500.00) per year to all qualifying employees’ 457(b) plans; and

WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

WHEREAS, the agreement amends Administrative Leave to be Suspension of Operations and incorporates the County’s Suspension of Operations Policy by reference (Resolution 16-010 as amended); and

WHEREAS, the agreement removes gendered pronouns throughout the collective bargaining agreement; and

WHEREAS, the agreement incorporates the County’s Parental Leave Policy by reference; and

WHEREAS, the agreement clarifies longevity language by replacing “Annual Wage” with “Stipulated Wage”; and

WHEREAS, the agreement adds Unit Chairperson to receive notice of investigation for potential disciplinary action; and

WHEREAS, the agreement updates the terms of the letter of understanding regarding on-call for Facilities Department employees and increases on-call pay from \$20 per week day to 2 hours of straight time pay and increases on-call pay from \$25 per weekend day or holiday to 4 hours of straight time pay.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the UAW Technical, Office, Paraprofessional Service Employees Unit contingent upon the UAW Technical, Office, Paraprofessional Service Employees Unit ratifying this agreement and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 11**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE OPEIU LOCAL 459 FOR THE CIRCUIT COURT/FAMILY DIVISION PROFESSIONAL
EMPLOYEES**

RESOLUTION #25 – 007

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County 30th Judicial Circuit Court/Family Division and OPEIU Local 459 for the Circuit Court/Family Division Professional Employees for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027); effective the first full pay period following January 1, 2025 (or the first full pay period following ratification, if later), a 3% increase; effective the first full pay period following January 1, 2026, a 3% increase; and, effective the first full pay period following January 1, 2027, a 4% increase; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$40,000; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement eliminates the exclusion of probationary employees from eligibility for dental and vision insurance; and

WHEREAS, the agreement eliminates the prohibition on using vacation hours until the employee has completed 6 months of continuous service; and

WHEREAS, the agreement increases the cap accrual of vacation hours to 400 but caps the payout of unused vacation hours to a maximum of 380 hours for non-probationary employees upon retirement or resignation, provided 2 weeks' notice is provided by the employee and provides that unused vacation hours will not be paid out in cases of discharge; and

WHEREAS, the agreement includes that vacation bonus hours will be pro-rated for employees employed for less than 12 months in a calendar year, consistent with County process; and

WHEREAS, the agreement clarifies use of sick leave language and increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

JANUARY 2, 2025 ORGANIZATIONAL MEETING

WHEREAS, the agreement updates language and includes in the definition of immediate family for purposes of funeral leave: other qualified adult, uncle, aunt, nephew, niece, brother in law, sister in law, daughter in law, son in law, grandfather and grandmother; and

WHEREAS, the agreement incorporates the County Sick Leave Donation Policy by reference in lieu of the Sick Time Donation language in the previous collective bargaining agreement; and

WHEREAS, the agreement updates language and corrects reference to a “short-term” disability plan to refer to a “disability plan”; and

WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

WHEREAS, the agreement amends Administrative Leave to be Suspension of Operations and incorporates the County’s Suspension of Operations Policy by reference (Resolution 16-010 as amended); and

WHEREAS, the agreement incorporates the terms of the letter of understanding (Resolution 19-238) regarding on-call for clinical mental health employees and increases on-call pay from \$20 to \$40 per week day and increases on-call pay from \$25 to \$45 per weekend day or holiday; and

WHEREAS, the agreement increases the cap on compensatory time accrual to 100 from 80 hours; and

WHEREAS, the agreement increases the license fee for the Psychologist to \$150 and updates the job title to “Mental Health Professional”.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County 30th Judicial Circuit Court/Family Division and OPEIU Local 459 for the Circuit Court/Family Division Professional Employees and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 12**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE OPEIU LOCAL 512 SUPERVISORY UNIT**

RESOLUTION #25 – 008

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and OPEIU Local 512 Supervisory Unit for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027); effective the first full pay period following January 1, 2025, a 3% increase; effective the first full pay period following January 1, 2026, a 3% increase; effective the first full pay period following January 1, 2027, a 4% increase; and, a one-time, lump sum payment of \$500 payable in the first quarter of 2025; and

WHEREAS, the agreement provides for updates Health, Dental and Vision Insurance provisions to be made, consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement eliminates the prohibition on using vacation hours until the employee has completed 6 months of continuous service; and

WHEREAS, the agreement updates language and includes in the definition of immediate family for purposes of funeral leave: other qualified adult, uncle, aunt, nephew, niece, brother in law, sister in law, daughter in law, son in law, grandfather and grandmother; and

WHEREAS, the agreement eliminates obsolete sick leave language; and

WHEREAS, the agreement incorporates the County Sick Leave Donation Policy by reference; and

WHEREAS, the agreement increases on-call pay to \$35/day; and

WHEREAS, the agreement provides that the language of the elections of remedies provision of the grievance procedure will be updated and the time period for filing a grievance is increased to 5 work days from 3 work days; and

WHEREAS, the agreement eliminates obsolete language regarding night patrol from the work schedule provision; and

JANUARY 2, 2025 ORGANIZATIONAL MEETING

WHEREAS, the agreement updates job titles in the recognition clause; and

WHEREAS, the agreement updates job titles in the clothing allowance language and eliminates the allowance for purchase of a hands-free cell phone.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and OPEIU Local 512 Supervisor Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

**ADOPTED – JANUARY 2, 2025
AGENDA ITEM NO. 13**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025-2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE OPEIU LOCAL 512 TECHNICAL CLERICAL UNIT**

RESOLUTION #25 – 009

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and OPEIU Local 512 Technical Clerical Unit for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027); effective the first full pay period following January 1, 2025, a 3% increase; effective the first full pay period following January 1, 2026, a 3% increase; effective the first full pay period following January 1, 2027, a 4% increase; and, a one-time, lump sum payment of \$500 payable in the first quarter of 2025; and

WHEREAS, the agreement provides for updates Health, Dental and Vision Insurance provisions to be made, consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement updates language and includes in the definition of immediate family for purposes of funeral leave: other qualified adult, uncle, aunt, nephew, niece, brother in law, sister in law, daughter in law, son in law, grandfather and grandmother; and

WHEREAS, the agreement increases the clothing allowance to \$350 and eliminates an allowance for purchase of a hands-free cell phone; and

WHEREAS, the agreement provides that the language of the elections of remedies provision of the grievance procedure will be updated; and

WHEREAS, the agreement provides for general language cleanup throughout the collective bargaining agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and OPEIU Local 512 Technical Clerical Unit, contingent upon OPEIU Local 512 Technical Clerical Unit ratifying this agreement and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 2, 2025 ORGANIZATIONAL MEETING

APPROVAL OF HIRING FREEZE EXEMPTIONS

Commissioner Peña moved to approve the hiring freeze exemptions. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

SPECIAL ORDERS OF THE DAY

STANDING COMMITTEE APPOINTMENTS: Chairperson Sebolt made the following appointments to standing committees. The first person named will serve Chairperson of the Committee; second person named will serve as Vice-Chairperson of the Committee:

County Services Committee: Commissioners Lawrence (Chair), Pratt (Vice-Chair), Grebner, Sebolt, Peña, Johnson, Maiville.

Finance Committee: Commissioners Morgan (Chair), Grebner (Vice-Chair), Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest.

Human Services Committee: Commissioners Tennis (Chair), Cahill (Vice-Chair), Trubac, Morgan, Willis, Ruest, Schafer.

Law & Courts Committee: Commissioners Johnson (Chair), Willis (Vice-Chair), Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer.

Commissioner Grebner moved to confirm the Standing Committee Appointments. Commissioner Tennis supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

OTHER APPOINTMENTS: Chairperson Sebolt made the following Commissioner and staff appointments to other advisory boards and commissions:

Animal Control Shelter Advisory Board	Chris Trubac, Myles Johnson (Law & Courts Chair)
Board of Health	Irene Cahill
Broadband Task Force	Irene Cahill, Randy Maiville
Capital Area Michigan (WORKS) Board	Irene Cahill, Ryan Sebolt, Karla Ruest
CARTS Committee	Bob Peña, alt Jared Cypher
CATA Board	Mark Grebner
Capital Region Airport Authority Liaison	Bob Peña
Community Services Administration	County Treasurer Alan Fox, Bob Peña, alt. Monica Schafer
Convention Visitors Bureau	Gabrielle Lawrence
Drainage Board	Ryan Sebolt, Bd Chair, Thomas Morgan, Fin. Chair
Environmental Affairs Commission	Chris Trubac
Equal Opportunity Committee	Ryan Sebolt, Tanya Pratt (alt)
Housing Trust Fund Committee	County Services Chair/designee – Gabrielle Lawrence

JANUARY 2, 2025 ORGANIZATIONAL MEETING

Ingham County Chapter, Michigan Townships Association	Randy Maiville, Rachel Willis
Ingham Family Center Adv. Board	Myles Johnson (Law & Courts Chairperson)
Ingham Health Plan	Tanya Pratt
McLaren Board of Directors	Medical Officer Adenike Shoyinka
Land Bank	Thomas Morgan
Local Emergency Planning Committee	Ryan Sebolt
LEAP	Mark Polsdofer, Gabrielle Lawrence (alt)
MALPH Board	Medical Officer Adenike Shoyinka
Mason Local Development Finance Authority	Karla Ruest
MSUE District Extension Council	Irene Cahill
Parks Board	Irene Cahill
Potter Park Zoo Bard	Irene Cahill (Parks Rep)
Racial Equity Task Force	Bob Peña, Ryan Sebolt (ex-officio)
Substance Use Disorder Advisory Committee	alternate Tanya Pratt
Smart Zone Board	Irene Cahill
Tri-County Aging Consortium	Bob Peña, Irene Cahill, Thomas Morgan
Tri-County Regional Planning Commission	Irene Cahill, Robert Peña (road), Rachel Willis
Women’s Commission	Rachel Willis, (alt) Tanya Pratt
FOIA Appeals Committee	Randy Maiville, Thomas Morgan, Ryan Sebolt, Mark Grebner, Monica Schafer
Roadways Ad Hoc Subcommittee	Gabrielle Lawrence, Randy Maiville, Bob Peña, Rachel Willis, Karla Ruest, Monica Schafer

Chairperson Sebolt stated that if any Commissioners were currently serving on a Board, and their name was not read, their term had not expired and they were still a member of that Board.

Commissioner Peña moved to confirm the appointments. Commissioner Tennis supported the motion.

The motion carried unanimously. Absent: Commissioners Lawrence and Morgan.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting was adjourned at 6:14 p.m.

**Leelanau County
Resolution #2024-021**

**A RESOLUTION IN SUPPORT OF HOUSE BILL 5430 FOR THE EXPANSION OF THE
MICHIGAN HISTORIC PRESERVATION TAX CREDITS ESTABLISHED UNDER PUBLIC
ACT 343 OF 2020**

LEELANAU COUNTY BOARD OF COMMISSIONERS
November 19, 2024

Prepared by: The Michigan Historic Preservation Network
Edited by: Kat Slocum, Historic Preservation Specialist, Office of Community and Economic
Development.

WHEREAS, the historic buildings, residential neighborhoods, and traditional villages, in Leelanau County help to distinguish community and provide character, beauty, and a sense of place that contribute to the quality of life enjoyed by Leelanau County residents and visitors; and

WHEREAS, the preservation and rehabilitation of these historic buildings, residential neighborhoods, and traditional villages, contribute to the economic vitality of Michigan's cities, towns, villages, and rural areas; and

WHEREAS, Michigan greatly benefitted from the state historic preservation tax credit program available from 1999-2011 that leveraged \$71 M in credits to generate \$1.46 B of investment in rehabilitation projects, leveraged \$251 M in federal tax credits that brought back federal dollars that would not otherwise have returned to the state, created 36,000 jobs, and resulted in each \$1.00 of credit leveraging \$10.56 in direct economic impact; and

WHEREAS, preservation projects help meet Governor Gretchen Whitmer's housing goal of building *or rehabilitating* 10,000 housing units, providing options at all price-points of affordable and market-rate housing, accommodating all age-groups, and sustainably recycling various historic buildings – from schools to mills to factories; and

WHEREAS, preservation projects have positively impacted rural areas, and villages in Leelanau County by filling funding gaps for historic property owners and developers; and

WHEREAS, a preservation project's return on investment provides local benefits through employment of local suppliers, professionals, and skilled tradespeople who spend locally and pay local taxes, and have greater economic impact than equivalent new construction because rehabilitation is more labor-intensive; and

WHEREAS, preservation projects are recognized for advancing sustainability by keeping demolition waste out of landfills, curbing urban sprawl by utilizing existing infrastructure, eliminating the carbon released during both demolition and new construction, conserving the embodied energy invested during initial construction, retrofitting older buildings to make them energy efficient, and recycling various historic buildings for new uses; and

WHEREAS, preservationists have succeeded in keeping traditional downtowns and neighborhoods vibrant, returning valuable real estate to local and state tax rolls, attracting residents to authentic, walkable places that become cultural centers for their regions and heritage tourism destinations; and

WHEREAS, the historic preservation tax credit is the only program singularly focused on the state's oldest real estate that often exhibits the most intractable problems deemed too risky for traditional financing, providing a program underpinned by the simple provision of tax credits made available only after the owner has incurred all the risk, covered all the costs, and returned their property to use; and

WHEREAS, the current historic preservation tax credit program under Public Act 343 of 2020 did reinstate the 25% credit for both historic income-producing and residential projects, it did so with a \$5 M annual credit cap that, within hours of its on-line portal opening, had applications representing \$368 M in qualified work translating into \$92 M of credit requests – over 18 times what was available; and

WHEREAS, the Michigan Legislature presently is considering House Bill 5430 that will increase the annual credits from \$5 M to \$100 M made available to owners of both historic income-producing and residential properties who complete their work in keeping with the U.S. Secretary of the Interior's *Standards for Rehabilitation*; and

WHEREAS, House Bill 5430 proposes additional improvements to the current tax credit program such as sorting applicants into four groups so their applications are compared with projects of similar size, increasing the 25% credit to 30% for residential and small income-producing projects, expanding eligibility so that projects from the smallest towns and unincorporated, often rural, areas of the state have access to the program, and more; and

WHEREAS, the Leelanau County Poor Barn Board supports House Bill 5430 and calls on the Leelanau County Board of Commissioners to approve such resolution; and

NOW, THEREFORE, BE IT RESOLVED that the Leelanau County Board of Commissioners supports House Bill 5430 and calls upon the Michigan Legislature to vote approval of this important legislation and Governor Whitmer to sign it, to stimulate economic development while also protecting irreplaceable historic buildings and enhancing the quality-of-life in Michigan; and


NOW, THEREFORE, BE IT FURTHER RESOLVED, the Leelanau County Board of Commissioners request the County Clerk forward the Resolution to all 83 counties, State Representative Betsy Coffia, State Senator John Damoose, and Governor Gretchen Whitmer.

Motion by Ross, Seconded by Rexroat

ROLL CALL: Ross – YES; Wessell – YES; Allgaier – YES; Lautner – YES; O'Rourke – YES; Rexroat – YES

YEAS – 6 NAYS – 0

Resolution adopted this 19th day of November, 2024.



Michelle L. Crocker, Leelanau County Clerk
Clerk to the County Board of Commissioners


Ty Wessell, Chairman
Leelanau County Board of Commissioners



State of Michigan
County of Leelanau

I, Michelle L. Crocker, Clerk of said County and Clerk of Circuit Court for said County, the same being a Court of record having a seal, do hereby certify that the above is a true copy of the Record now remaining in my office and of the whole thereof. In Testimony whereof, I have hereto set my hand and affixed the seal of the Circuit Court the 19th day of November, 2024.


Michelle L. Crocker, Leelanau County Clerk

Becky Bennett

To: Danielle McCann
Subject: RE: Women's Commission Resignation

From: Danielle McCann <daniellemarie667@gmail.com>
Sent: Wednesday, October 2, 2024 2:21 PM
To: Becky Bennett <BBennett@ingham.org>
Subject: Women's Commission Resignation

Hello Becky,

After much thought and consideration, I have decided to resign my position as an appointed member of the Ingham County Women's Commission. I appreciate the appointment given to me by the Ingham County Board of Commissioners. Unfortunately, I have family obligations which conflict with the monthly meetings and it would not be prudent for me to remain a member of the commission.

If you have any questions, please do not hesitate to contact me.

Thank you!
Danielle McCann

January 8, 2025

Becky –

As I mentioned in my previous email, this commission cannot operate effectively without additional members. It has been almost two years since I was appointed, and membership has not increased. For this commission to truly grow, it will require a unique individual willing to take on a leadership role. Unfortunately, I don't see that happening in the near future. Therefore, please accept my resignation from the commission. I wish this committee and everyone the best.

Tracey Wooden, MBA

Chief Financial Officer

Mason Public Schools

201 W. Ash Street, 2A

Mason, MI 48854

Phone: 517.676.6493

Email: woodent@masonk12.net



An exemplary learning community –
Every student. Every day.

AGENDA ITEM# 4

From: Stacey Mason <mason.stacey2019@gmail.com>
Sent: Monday, January 6, 2025 1:15 PM
To: Becky Bennett <BBennett@ingham.org>
Cc: LAVERNE MICKEL <lavernedm@comcast.net>; Tracey Wooden <woodent@masonk12.net>
Subject: Re: Womens Coommission Meeting

Hi Becky,

Please accept this email as my formal resignation as a member of the Ingham County Women's Commission. I wish everyone the best moving forward.

Sincerely,

Stacey Mason

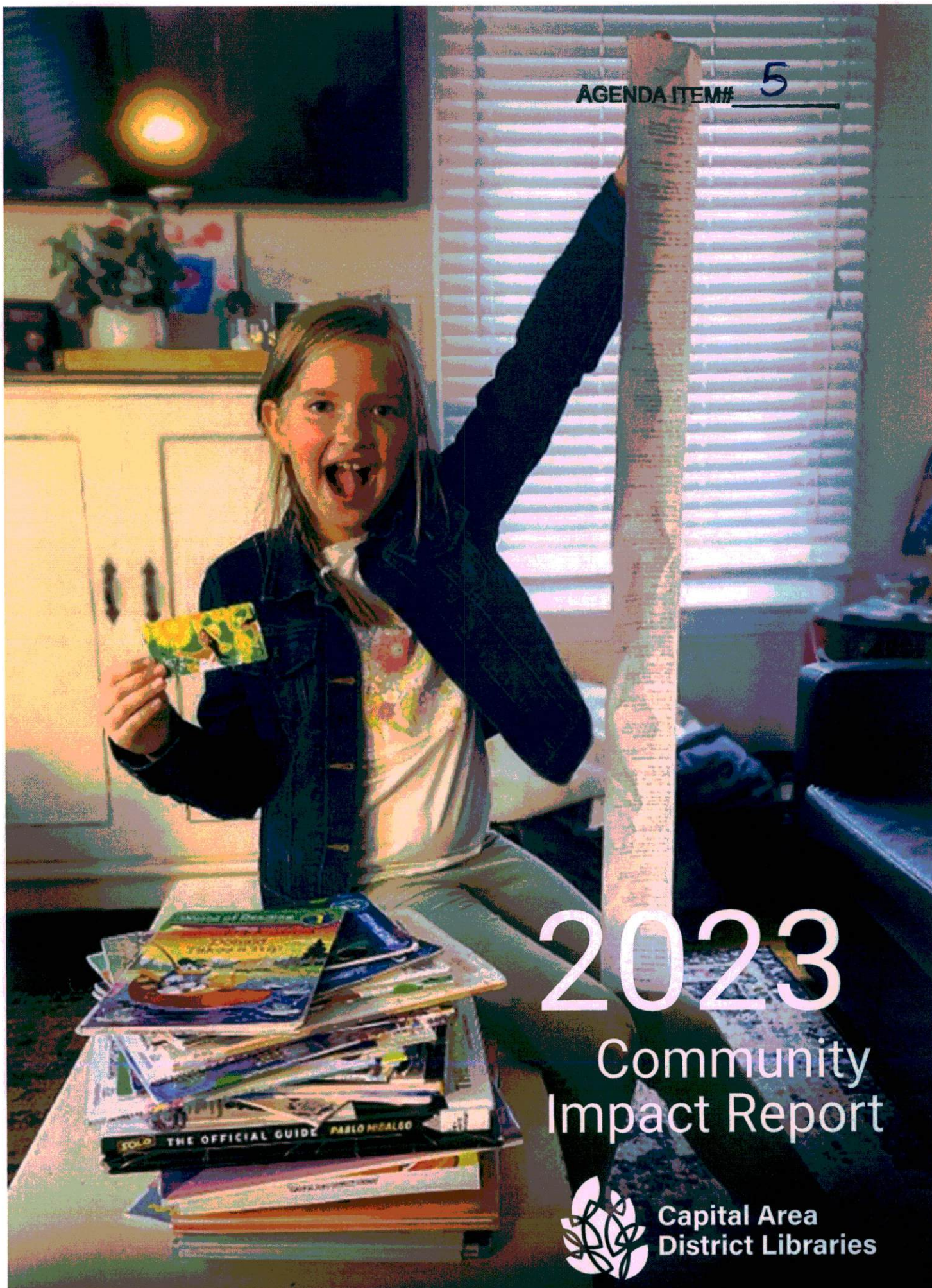
AGENDA ITEM# 5

2023

Community Impact Report



Capital Area
District Libraries



Dedicated to empowering
our diverse communities to
learn, imagine and connect.

- 5** Numeric Narratives
- 7** 25 years - thousands of stories
- 9** Fostering Inclusive and Accessible Library Spaces and Collections
- 11** Advancing Digital Inclusion
- 12** Building a Culture of Creation, Learning, Literacy, and Collaboration
- 16** Connecting With Our Communities
- 18** Strengthening Staff Engagement and Expertise
- 22** Our Libraries

WELCOMING EVERY STORY

Capital Area District Libraries (CADL) have been a cornerstone of the community for 25 years, fostering an environment where learning, imagination, and connections thrive. The vibrant pages of our 2023 Annual Community Impact Report showcase a year of continued dedication to expanding community access to library services.



Numeric Narratives

Delivering Value

CADL strives to be an invaluable asset to the communities we serve by offering diverse and wide-ranging collections, services and programs that support personal enrichment, early literacy, education, economic mobility, community engagement, public health, environmental sustainability, and cultural diversity. We take our role as a responsible steward of public dollars seriously while advancing our mission to empower our communities to learn, imagine and connect.

In 2023, the return on investment for taxpayers was profound. We're proud to share that taxpayers in our communities saved a total of \$29,077,786 by using library services and resources. We are deeply grateful to our community and partners for investing in our community's future through your support of CADL. In 2024, we are excited and eager to expand and enhance our efforts to keep our community informed, connected, healthy, and resilient!

Total Circulation
+10.5%
2,394,301 Items circulated

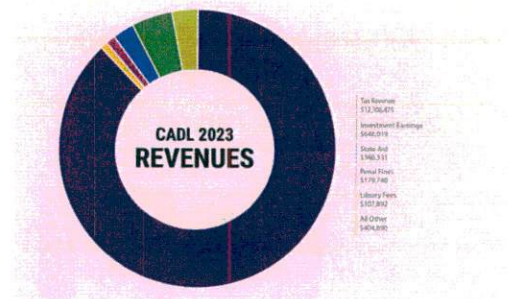
CADL Membership
+2.2%
94,454 members

Total Branch Visits
+9.1%
737,152 visits to CADL branches

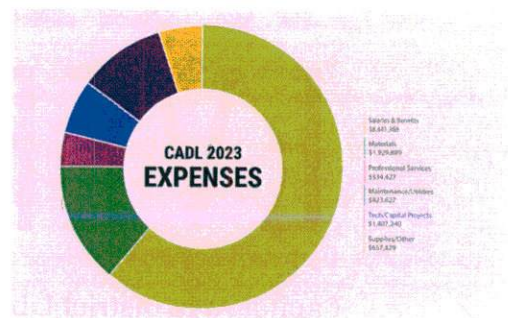
Financial Highlights

Behind the bustling activity at each CADL branch lies a robust framework of fiscal responsibility and strategic resource management. In 2023, CADL demonstrated exceptional financial stewardship, with a budget that not only sustained but also expanded our services.

Total tax revenue was \$12.30M for the year, representing a healthy 4.9% increase from 2022. State revenue decreased by \$28.8K to a total of \$360K. Grant revenue increased for the year to \$136.6K. Library fees also saw a slight increase of \$7.1K, due to an increase in use of printing services. We continue to see a decrease in Penal fines, with a reduction of \$75K in 2023. Interest income has increased \$456.3K, and interest rates have increased this past year. Donations decreased by \$24.7K in 2023. The combination of all these factors led to reported annual revenue of \$14.0M, an overall increase of \$1.0M from 2022.



On the expense side, salaries and benefits were \$8.4M and about \$407K higher than in 2022. The primary reason was additional labor cost. The library spent \$1.9M on its collections in 2023, \$22K more than the previous year. All other expenses for the year were \$3.42M versus the budgeted amount of \$3.3M. The overage is due to the implementation of GASB 96 Subscription Based IT Arrangements.



Each dollar spent is accounted for, with a keen focus on maximizing value for our members and community. For instance, the expansion of our digital resources and physical collections was not just an expenditure but an investment in the intellectual and recreational lives of our community members. The 2023 audit results were outstanding for the 17th consecutive year, with a clean opinion. Our pension plan with MERS saw a 2% decrease in funding from the previous year and CADL is now 85% funded.

“I love CADL! The employees are always friendly and willing to help with finding books or troubleshooting issues. The resources provided are excellent! I love that I can borrow books instead of buying them. I love that you’re constantly thinking of new and different ways to engage the community!”

-Sue R. (Mason)

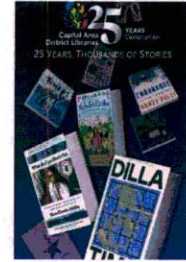


25 Years, Thousands of Stories

2023 marked a pivotal year for CADL—our 25th anniversary. This milestone was not merely a reflection of longevity but a vibrant celebration of the stories that have shaped us. Throughout the year, we hosted a series of events that drew the community closer—storytelling nights, author visits, and historical exhibits, each echoing our journey and evolution.

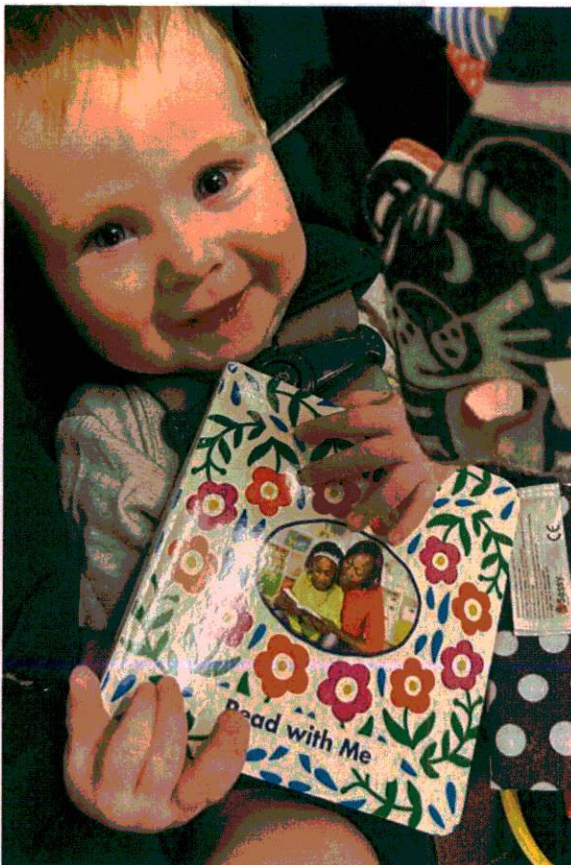
The narrative of our silver anniversary intertwines the past and the present, showcasing how foundational decisions and community support have culminated in a thriving library network.

Limited-edition memorabilia became keepsakes of our shared history, while a special anniversary reader's advisory booklet offered booklists exploring notable events and memorable cultural moments throughout the past 25 years.



We also created our first board book, "Read with Me," and a commemorative poster featuring original artwork by Belpré Honor Award winner Elisa Chavarri, who also illustrated CADL's Mobile Library.

This celebratory year also prompted us to look forward, envisioning the future of CADL. Engagements from these events have been instrumental in shaping our strategies, ensuring that as we honor our past, we also pave the way for future innovations and community service.



A young member holds a copy of CADL's board book, "Read With Me."



A family reads together in the library.



Special edition 25th Anniversary poster illustrated by Belpré Honor Award winner Elisa Chavarri



Fostering Inclusive and Accessible Library Spaces and Collections

The theme of innovation permeated through our efforts to make our spaces and collections more inclusive and accessible. The Aspen catalog system, introduced this year, revolutionized how our patrons discover and access library resources. Its intuitive design and enhanced functionalities reduced barriers, making it easier for everyone, including patrons with disabilities, to navigate and utilize our vast collection.

Additionally, we made major upgrades to support our technology-based services, which rely on a smoothly functioning data center and network. Significant projects in 2023 included implementing a server management platform, completing migration of core switches, evaluating needs for server and storage capacity and procuring refreshed hardware.

Our commitment to accessibility was further demonstrated through significant renovations at the Foster and Mason branches. These branches were transformed with modernized layouts that accommodate a variety of needs, from physical to sensory. New technologies have been integrated to enhance the user experience, ensuring that our facilities are welcoming to all.

The expansion of the Picture Book Neighborhoods into CADL Leslie and Mason was another highlight, bringing tailored, age-appropriate collections to additional branches. This initiative supports early literacy and significantly impacts the circulation of our early childhood literacy collections. Since the pilot began in 2022, we have seen a 31% increase in circulation of this collection.

The increase in circulation in these collections is a testament to their success, showcasing how targeted collections can foster a lifelong love of reading and how public libraries like CADL are integral to child development within our communities.



CADL Lansing Libraries Head Librarian, Melissa Cole, and Cassie Veselovsky, a Head of Public Services for Lansing Libraries, play in CADL Foster's refreshed playspace.



CADL Assistant Director, Jolee Hamlin, shows off special edition Mason renovation staff t-shirts.



CADL Mason Head Librarian, Heather Groupil, shows excitement over the CADL Mason renovation progress.

“Congratulations on your outstanding new online catalog! The former version was very user friendly, but the new one far surpasses it. Well done!”

- CADL Member



Advancing Digital Inclusion

As the digital divide continues to challenge communities nationwide, CADL has taken proactive steps to ensure that no member of our community is left behind. Our involvement in the Ingham County Broadband Taskforce highlighted our commitment to digital equity, pushing for initiatives that expand internet access across the region. Additionally, CADL maximized use of the federal Emergency Connectivity Fund program to secure \$164,500 to expand and sustain our hotspot lending service throughout the pandemic era.

The enhancement of our Library of Things, particularly through the addition of hotspots and high-tech gadgets, has democratized access to technology. This program not only provides essential tools for connectivity but also supports educational and professional development, enabling patrons to pursue new learning opportunities and economic advancements.

Our digital inclusion efforts are rounded out with programming that teaches digital literacy skills, ensuring that our community not only has access to technology but also the knowledge to use it effectively. From senior citizens learning to navigate the internet to children participating in coding workshops, our programs are designed to build confidence and competence in the digital world.



CADL Williamston youth members access live tutoring through Tutor.com

Computer Use

+13.5%

Increase in patron computer use over 2022

Wireless Use

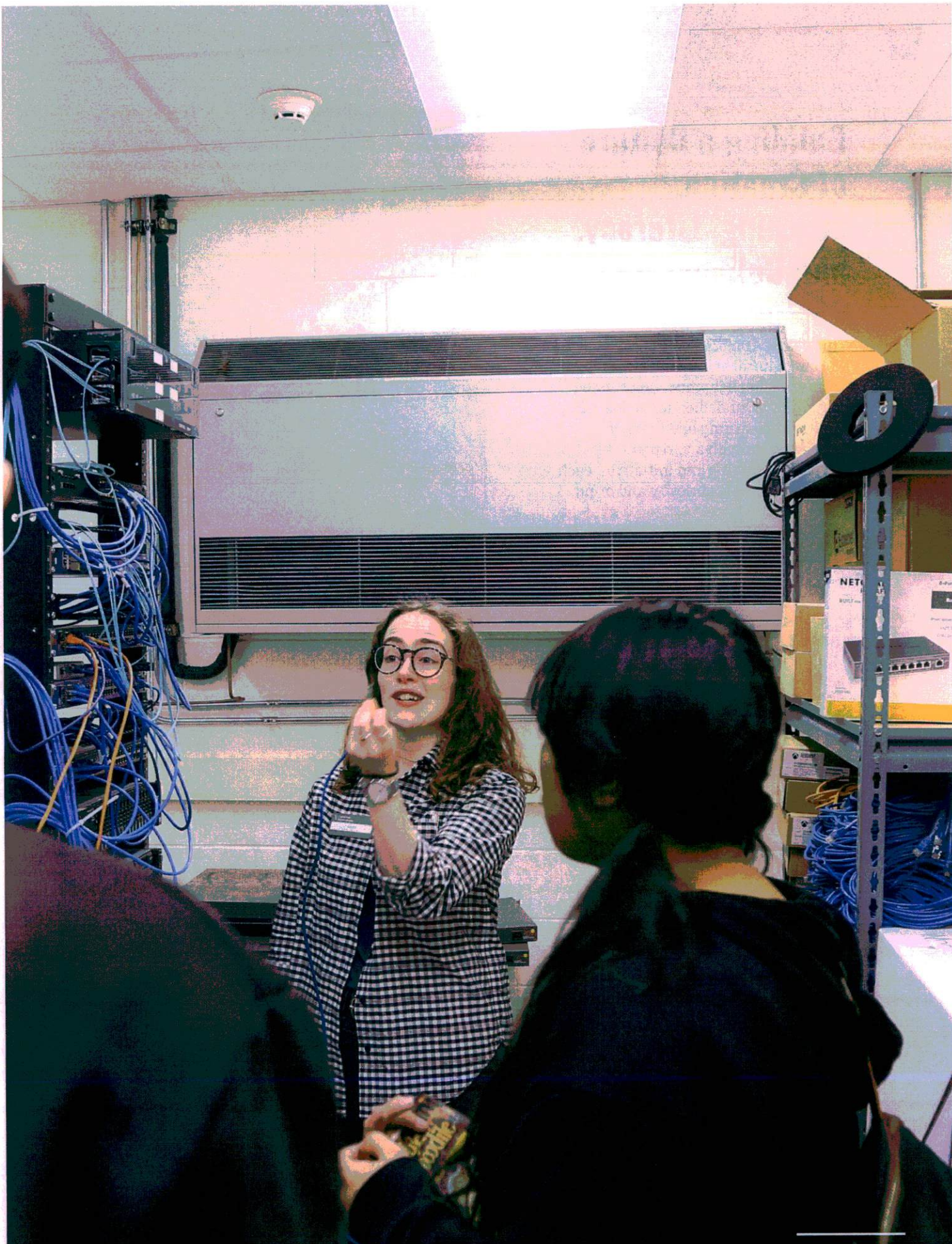
+15.1%

Increase in patron wireless internet use over 2022

Hotspot & Device Lending

10.5%

Increase in hotspot and device checkout

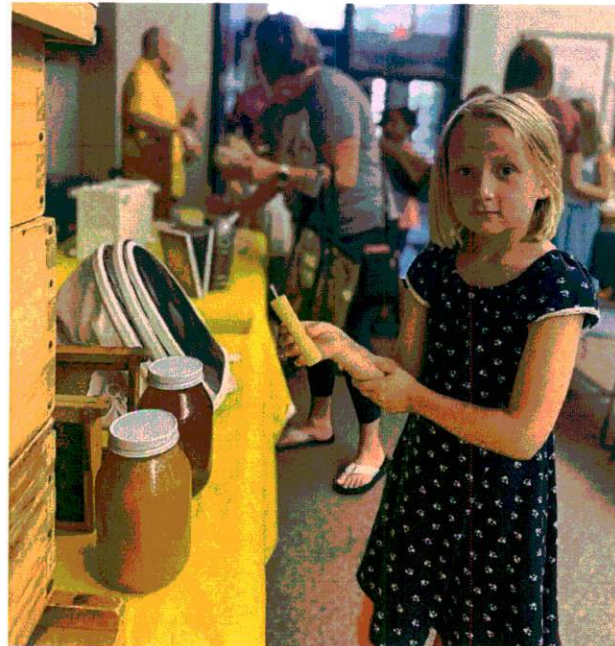


CADL Systems Administrator, Sophie Stiener, explains IT upgrades to CADL staff.



Building a Culture of Creation, Learning, Literacy, and Collaboration

This year, CADL branches buzzed with vibrant cultural energy, acting as creative and collaborative hubs for our community. Our dedication to fostering a culture of learning and literacy blossomed through a variety of dynamic programs and initiatives, each designed to ignite curiosity and bring people together.



A Honeybee event at CADL Holt-Delhi engaged kids and adults alike.



Lunar New Year celebration at CADL Okemos

“Such a relaxing safe space for me. The staff is welcoming and friendly. Always available and willing to help. Just a top tier experience for me.”

- Destiney T. (South Lansing)



Student Success Initiative

One of our key successes was in educator training sessions, where local teachers were equipped with the tools to seamlessly integrate library resources into their curricula. These sessions are designed to support our Student Success Initiative and aim to enhance student engagement and improve learning outcomes. Serving over 20,000 students in our service area, SSI empowers educators and students with access to educational services and resources they would not otherwise have access to through their school libraries.

Aurelius Head Librarian, Jennifer DeGroat, along with Dansville Head Librarian, Lynn Harper, and Collection Development Director, Thais Rousseau, presented about our Student Success Initiative and Educator Trainings at the Michigan Library Association Annual Conference. Not only did this help to raise CADL's profile in the library profession, but also led to follow-up conversations with other library systems about implementing similar programs.

Number of SSI Accounts

20,678

students served with SSI library cards

SSI Account Use

15.5%

increase in students using SSI cards

SSI Computer Use

67%

increase in SSI in-library computer use over 2022

Teachers Trained

49

teachers trained through SSI Educator Training Series

Programming

Our cultural and literary programs transformed the act of reading from a solitary endeavor into a communal celebration. The resounding success of these programs is evident in the rising participation rates and the glowing feedback from our members, who treasure these opportunities to connect with others through shared interests.

A highlight of the year was our Fall Flavors series, which included delightful activities such as Donut Decorating, Maple Syrup Making, a fascinating exploration of the History of Strange Matter Coffee, and an educational All About Apples program hosted at eight library locations. These events were made possible through partnerships with Groovy Donuts, Strange Matter, and MSU Extension.

Our reading programs continued to offer both lifelong learning and entertainment. The impact of our Summer Reading program was particularly noteworthy, marking a significant post-pandemic comeback with a 20% increase in participation over two years, serving 7,200 Ingham County residents. The Winter Reading program also saw a remarkable 45% increase in participation, with 1,300 CADL residents enjoying the 'Reading S'more!' theme.

A memorable moment of the year was welcoming Kwame Alexander, the Newbery and Coretta Scott King Award-winning author, for an intimate visit where he discussed his powerful book, "The Door of No Return."

Our virtual programming also continued to captivate audiences, offering accessible and engaging content for patrons to enjoy from the comfort of their homes. The Michigan Tales series shone a spotlight on diverse aspects of history and culture from Lansing's role in the Civil War to the history of the Kellogg Cereal Company, and a conversation with Michigan's first female prison warden. Additionally, our Cooking with CADL series shared the rich flavors of global cuisines, featuring Middle Eastern, African, Japanese, and vegetarian dishes.

In every program and initiative, CADL remains committed to enriching the lives of our community members, fostering a shared love for learning, culture, and connection.

Programs and Events

4,153

community programs and events

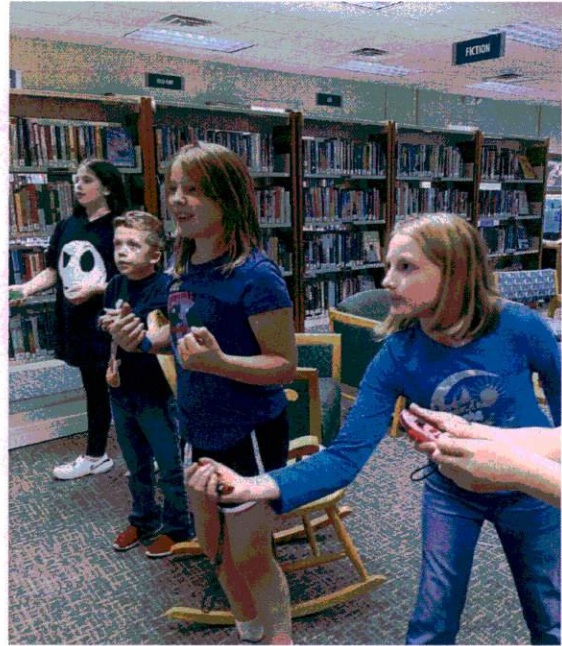
Program Attendees

66,228

CADL program attendees



A young CADL Webberville member plays with a kite take & make.



Switch game night at CADL Leslie.



Newbery and Coretta Scott King Award-winning author Kwame Alexander signs copies of his book *The Playbook*.



Connecting With Our Communities

Innovative Services and Community Partnerships

In 2023, CADL's Citizenship and ESL services enabled seven patrons to become citizens, with weekly assistance provided at both the Refugee Development Center and the South Lansing Library. Our Books by Mail services reached four dozen homebound individuals, distributing 800 library items. We expanded our Mobile Library service to include two vehicles, anticipating a significant impact.

Permanent StoryWalks were installed at Fenner Nature Center and Southside Community Coalition grounds. The Library of Things achieved its highest circulation since inception, enhanced by a new discovery layer that includes images and supplemental materials. About 100 hotspots were upgraded, and CADL partnered with Ingham County Parks to offer park passes with various benefits.

These efforts are about more than just providing books; they are about building relationships. Whether it's delivering materials to homebound seniors or hosting pop-up libraries in rural areas, our outreach programs are designed to ensure that everyone has access to library resources and services.

Many major partners make this work possible, including Ingham County Jail, Ingham County Fairgrounds, the Refugee Development Center, WKAR, the Early Childhood Literacy Coalition, the Immigrant & Refugee Resource Collaborative, Ingham ISD, and the Ingham County Health Department. Thank you!



CADL's new Kid's Mobile Library hit the road in late 2023, featuring original artwork by Belpré Honor Award winner Elisa Chavarri.

Local History

The Local History collection is a vital community resource that supports research, education, and a deeper understanding of our shared heritage.

In 2023, Local History made significant strides in preserving and making Lansing's rich historical records accessible. Through a powerful partnership with the City of Lansing and support from the Library of Michigan, we have completed the digitization of over 100 years of Lansing City Council Proceedings, now available on Local History Online. Additionally, thanks to a successful grant application by Local History staff, we were awarded a newspaper digitization grant by Central Michigan University.

This grant has allowed us to add unique volumes of the Ingham County News to our collection. We have also seamlessly rolled out a cloud-based edition of Local History Online, updating all our content in the Digital Public Library of America in collaboration with Michigan Memories, staffed by MSU and UM librarians and archivists. Finally, we are proud to announce the completion of the Oldsmobile Oral History Collection cataloging project, which began in 2018. Now, 180 audio files from this unique collection are accessible to all in perpetuity.

CADL Cares

CADL's commitment to outreach extends beyond our physical branches. Our CADL Cares initiative enhances our dedication to providing exceptional library service by organizing opportunities for staff to volunteer with local organizations and special collection events that support the efforts of community organizations and charities that align with our mission.

Through CADL Cares, we have formed partnerships that focus on education, health, and essential services for vulnerable community members to help ensure they receive the vital support they need. By connecting our resources and people with those who need them most, CADL fosters a culture of compassion and community service.

In 2023 CADL partnered with Sleep in Heavenly Peace to combat child bedlessness, which impacts nearly three percent of children, by collecting bedding.



In 2023, CADL members helped combat childhood bedlessness through a partnership with Sleep in Heavenly Peace.



Strengthening Staff Engagement and Expertise

At the heart of our operations are our dedicated staff members, whose expertise and passion drive the success of CADL. In 2023, we focused on further strengthening staff engagement and development, recognizing that our people are our greatest asset. In tandem with celebrating our 25th anniversary as a library system, we welcomed 39 new employees and celebrated 32 employee milestones, including 11 outstanding staff members who have been with us since the beginning:

25 Years of Service

- Linda Bissell, Technical Services
- Dee Brokaw, CADL South Lansing
- Diane Speerbrecker, CADL South Lansing
- Tracey Worman, CADL Haslett
- Mark Buzzitta, Community Engagement
- Harriet Chesley, CADL Dansville
- Deb Ketchum, CADL Downtown Lansing
- Rose Marshall, CADL Stockbridge
- Jim MacLean, Community Partnerships
- Zarada Larive, Technical Services
- Jackie McDonald, CADL Williamston

20 Years of Service

- Maxine Budzynski
- Mark Neese

10 Years of Service

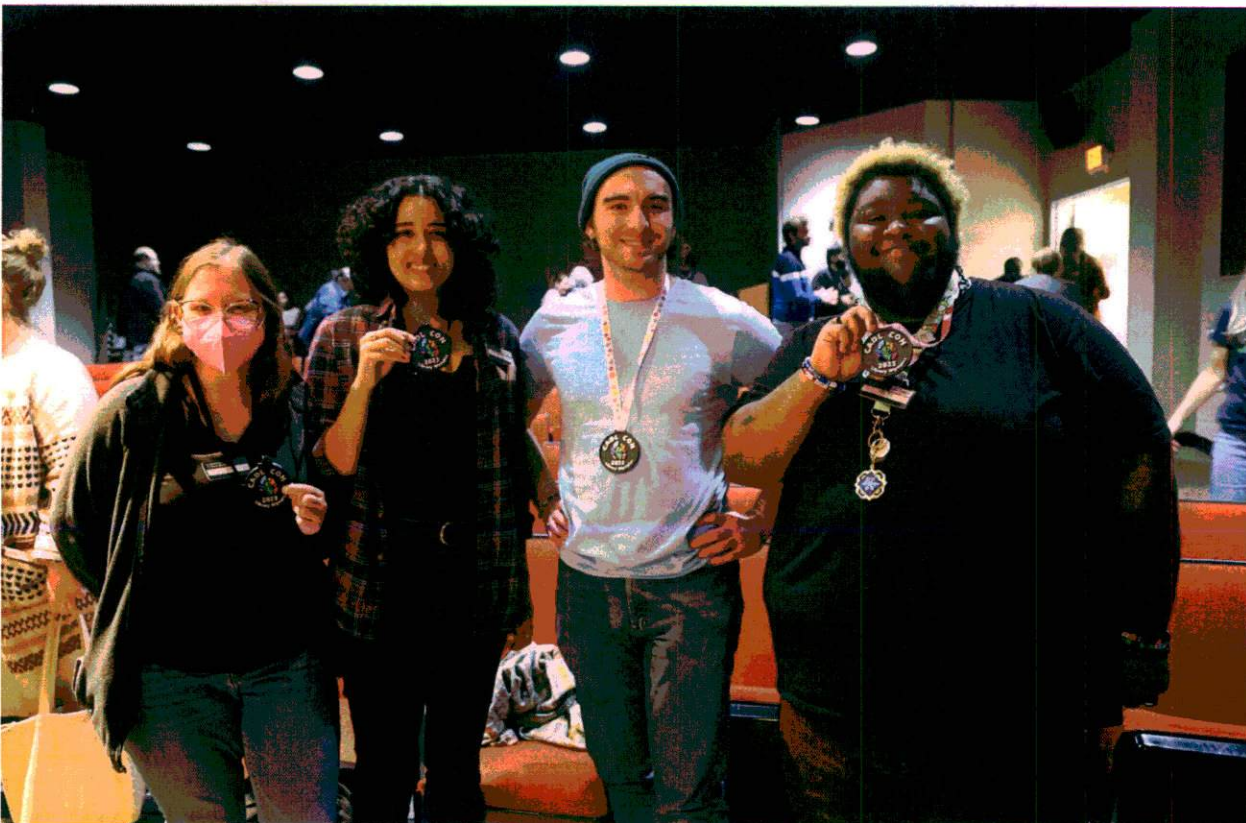
- Tammy VanderMolen
- Jessica Goodrich
- Chris Carl

15 Years of Service

- Melissa Cole
- Kate Newcombe
- Marisela Garza
- Julie Chrisinski
- Sai Krishnamurhi
- Leisa Gustin
- Jennifer DeGroat

5 Years of Service

- Kathleen Phillips
- Rita Ntamizigiro
- Daniel Sneathen
- Jan Matlock
- Pam Dennis
- Ryan Horkey
- Audrey Karr
- Sally Meitz



CADL staff teamed up during CADL Con to compete in the Library Olympics.

"I stay because I love my job. I've worked on a dairy farm my whole life. That's work! Being at the library just isn't that kind of work. It's fun! I feel like every day at the library is like Christmas - Opening boxes to find new books, read, and share with patrons. I enjoy being able to recommend and I love it when they recommend books to me."

- Rose Marshall, 25 Year CADL Employee

“The library gives me the opportunity to serve our community in a meaningful way and I am truly thrilled that I get the wonderful job of welcoming people into our branches each day.”

- Christie Nikoloff, 2023 McConnell Award Recipient, CADL Lansing Libraries

McConnell Awards

The McConnell Awards—a long-standing CADL tradition—highlight individuals who go above and beyond in serving our community, demonstrating exceptional customer service and innovative program development.

The 2023 McConnell Award for Innovation was presented to Thomas Moore, regional head librarian of CADL Haslett and Okemos. Moore was recognized for his collaborative leadership style and the impactful outreach initiatives he has developed that help CADL have a greater presence in the community.

For Thomas, the library is a place of connections. “We connect people to resources and to each other. It is the connections that we make in the community with our residents and other

community organizations and partners that make the library truly part of the community. By strengthening those connections, relationships, collaborations and partnerships we can work together to build a healthier and stronger community.”

The 2023 McConnell Award for Customer Service was awarded to Christie Nikoloff, a circulation head at CADL’s Lansing branches. Nikoloff was recognized for her problem-solving, compassion and leadership, which have tremendously impacted CADL.



Former CADL board member and McConnell Awards namesake, Dr. Robert McConnell, poses with 2023 McConnell Award winners, Thomas Moore (left) and Christie Nikoloff (right)



Our Libraries

Under the leadership of an appointed Board of Trustees, CADL serves most residents in Ingham County and part of Eaton County. With 13 branch libraries and a Mobile Library, our service area includes 23 unique municipalities.

Aurelius

1939 S. Aurelius Road
Mason, MI 48854
517-628-3743

Dansville

1379 E. Mason Street
Dansville, MI 48819
517-623-6511

Downtown Lansing

401 S. Capitol Avenue
Lansing, MI 48933
517-367-6363

Foster

200 N. Foster Avenue
Lansing, MI 48912
517-485-5185

Haslett

1590 Franklin Street
Haslett, MI 48840
517-339-2324

Holt-Delhi

2078 Aurelius Road
Holt, MI 48842
517-694-9351

Leslie

201 Pennsylvania Street
Leslie, MI 49251
517-589-9400

Mason

145 W. Ash Street
Mason, MI 48854
517-676-9088

Okemos

4321 Okemos Road
Okemos, MI 48864
517-347-2021

South Lansing

3500 S. Cedar Street
Lansing, MI 48910
517-272-9840

Stockbridge

200 Wood Street
Stockbridge, MI 49285
517-851-7810

Webberville

115 S. Main Street
Webberville, MI 48892
517-521-3643

Williamston

3845 Vanneter Road
Williamston, MI 48895
517-655-1191

Local History

401 S. Capitol Avenue
Lansing, MI 48933
517-367-6313

Outreach Services

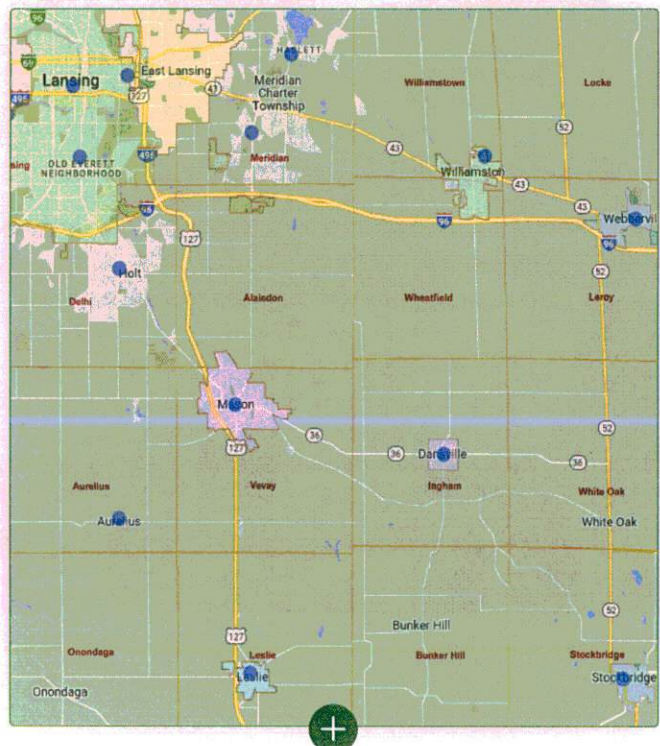
Mobile Library
517-367-6352

Books-by-Mail
517-334-1519

CADL Service Area Communities

Alaiedon Township
Aurelius Township
Bunker Hill Township
Dansville Village
Delhi Charter Township
Ingham Township
Lansing City
Lansing Township
Leroy Township
Leslie City
Leslie Township
Locke Township

Mason City
Meridian Township
Onondaga Township
Stockbridge Township
Stockbridge Village
Vevay Township
Webberville Village
Wheatfield Township
White Oak Township
Williamston City
Williamstown Township



"Having the network of libraries makes it super easy to request holds and expands our access to books."

- CADL Member (Holt-Delhi)



CADL Aurelius



HEAD LIBRARIAN
JENNIFER DEGROAT

2023 By the Numbers

AURELIUS TOWNSHIP

Circulation: 52,922

Circulation per Capita: 12

Value of Items Checked Out: \$1,058,440.00

Millage Revenue: \$267,577.98

Value above Millage: \$790,862.02

Nearly all of our vital statistics increased in 2023: 6.5% in total circulation; 11.5% in library visits; 42% in computer use; 27% in wireless sessions; 76% in Outreach programming; 6.5% in Book a Librarian sessions; and 8% in regular library card holders.

We hosted one of, if not the, largest programs Aurelius has ever held in 2023. With about 500 people in attendance, our year end open house was a hit with our community!

We continued to strengthen our relationships with community partners, including Precious Hearts Daycare, the VFW National Home, Aurelius Baptist Church, Robbins United Methodist Church, Faith Church, and North Aurelius Elementary. We were pleased to be able to grow one of these relationships by hosting a music program provided by Faith Church. We were also very pleased to work alongside CADL Leslie to form a new partnership with an important community resource, Onondaga Meet Up and Eat Up.

We began hosting monthly Family Nights to reach even more people in our community. These events were well-attended and included Teddy Bear Storytime, where each attendee received their own teddy bear, Gingerbread House decorating, and Sticker Night.



A family learns how to build a solar stove at CADL Aurelius.



Kids enjoyed the fruits of their labor at CADL Aurelius' Gingerbread House event.



A child has fun with stickers during a Family Night event at CADL Aurelius.

NOTE OF THANKS

Thank you to Aurelius Township, our loyal patrons and community, our supportive Aurelius Friends of the Library, our community partners, and our CADL Administration and Board. We are grateful for each of you!



Baby and Toddler Storytime at CADL Aurelius.

"We don't have home internet access. The hotspot we borrowed allowed my high school aged son to take online college classes. This has meant a lot to our family."

- CADL Member (Aurelius)



CADL Dansville



HEAD LIBRARIAN
LYNN HARPER

2023 By the Numbers

VILLAGE OF DANSVILLE

Circulation: 3,748

Circulation per Capita: 7

Value of Items Checked Out: \$74,960.00

Millage Revenue:

Value above Millage: \$74,960.00

INGHAM TOWNSHIP

Circulation: 19,585

Circulation per Capita: 8

Value of Items Checked Out: \$391,700.00

Millage Revenue: \$143,016.89

Value above Millage: \$248,683.11

Thanks to our strong relationships with community partners, the Dansville community connected with the library at a greater rate in 2023 than in 2022. Visits increased by 2%; program attendance increased by 48%; and outreach connections increased by 31%. Additionally, CADL Dansville had the highest increase of library card usage compared to all CADL branches during summer 2023.

In October we coordinated the Fall Flavors in Freer Park event with the three local preschool programs, Ingham Township, and Ingham Township Fire Department. Participants decorated donuts from Groovy Donuts; touched a fire truck; explored the Storywalk (new in 2023); and participated in hands-on learning activities. Over the summer we hosted the elementary enrichment program for class visits in June that led to over 200 check-outs of library materials with Student Success Initiative accounts.

Our after school Drop-in STEAM series on Thursdays averages a monthly attendance of



A young member enjoys local donuts as part of our Fall Flavors event series.



Attendees painted with natural objects at our STEM Woodland Habitat event.

65 children and parents. While the participants enjoy the variety of activities, they enjoy the opportunity for social interaction even more.

The Dansville Library coordinated with Dansville Preschool and Child Development Center to decorate the fence in front of the library for the winter holidays.

NOTE OF THANKS

The Dansville Library thanks Ingham Township and the Village of Dansville for their support in providing space and services; the Friends of the Library for their advocacy and sponsorship of events; community partners who extend our impact through collaboration; and everyone who volunteers time, skills, and financial donations. We are so grateful that the Dansville community utilizes the library as a space to gather and learn.



A youth member applies what they learned during a Grassland Habitat event at CADL Dansville

"The library is important to me as a teacher because it allows children who may not have access to the local library to still experience it! CADL does an amazing job of giving children the opportunity to fall in love with books in a fun, and engaging way."

- Charlotte Birmingham, GSRP teacher, Dansville Schools



CADL Lansing



HEAD LIBRARIAN
Melissa Cole

2023 By the Numbers

CITY OF LANSING

Circulation: 671,049

Circulation per Capita: 6

Value of Items Checked Out: \$13,420,980.00

Millage Revenue: \$3,630,360.63

Value above Millage: \$9,790,619.37

LANSING TOWNSHIP

Circulation: 31,505

Circulation per Capita: 4

Value of Items Checked Out: \$630,100.00

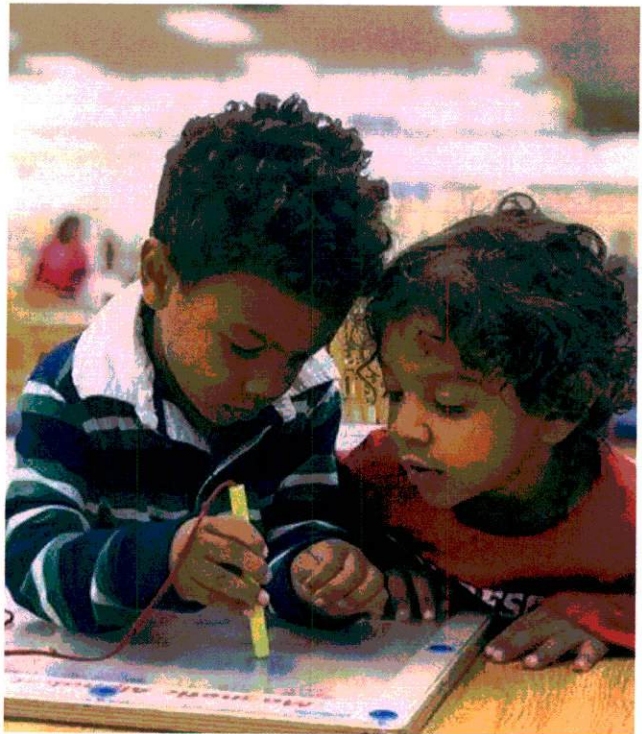
Millage Revenue: \$499,162.08

Value above Millage: \$130,937.92

Staff at the Lansing branches worked with a variety of organizations through community meetings, outreach, and in the library including: South Lansing Kiwanis, SLBA, DLI, Lansing School District Kids 4 Kindergarten, Lansing School District schools, Lansing Area AIDS Network, Great Start, MSU Community Music School, Lansing Parks and Recreation, DICE, Ingham County Health Department, Wharton Center, Tri-County Office on Aging, Greater Lansing Food Bank, HRCS, Advent House, Red Cedar Writing Project, Power of We, CAMP, ENO, Summit Comics, Oak Park YMCA, MSU, EVE, Potter Park, Fenner, City of Lansing, and more.

Through our collaborations, Lansing Libraries brought author Sherri Winston to three Lansing School buildings: North Elementary, Pattengill, and Dwight Rich in May 2023. We secured an HRCS grant from the City of Lansing to offer Direct Social Services with Advent House. At South Lansing and Downtown, we provided meals through the Meet Up and Eat Up program and partnered with Greater Lansing Food Bank to distribute food packs.

And we continued to champion early literacy by serving 4,373 participants at our storytimes in 2023.



Kids playing in the CADL South Lansing children's playspace.



A family of Smurf enthusiasts picking up a movie at CADL Downtown.

NOTE OF THANKS

Thank you to the City of Lansing, Friends of the Lansing Libraries, local businesses and organizations, Lansing schools and teachers, and our patrons for supporting CADL's Downtown Lansing, South Lansing, and Foster branches. With your support, we can continue to provide excellent services and resources.



"Thank you for sending Clayton and Andrew to our Family Math Night at Gardner. They were SO engaging, and the families all learned a new math trick. We appreciate you, CADL and your staff. Together we are helping our Lansing area families navigate the educational systems in place, are exposing them to great literature and creating lifelong readers."

- Educator, Lansing School District



Downtown Lansing

CADL Downtown has the most visits in the system with an increase in 2023 of 21.5%. We also increased program attendance by 1.1%, computer usage by 23%, wireless usage by 39%, overall card use by 7%, and SSI card use by 2% from 2022.

CADL Downtown was voted Best Library in the 2023 Lansing City Pulse Top of Town competition.

Thanks to a grant from the National Endowment for the Humanities in partnership with Red Cedar Writing Project, we have new toys in our Baby & Toddler Space at CADL Downtown! It is a space designed to promote early literacy skills for our littlest library users. The space is for kids 4 years and under and their caregiver.

We partnered with Masaki Takahashi, Poet Laureate of Lansing to bring poetry workshops and performances to CADL Downtown.

Foster

CADL Foster was renovated in 2023 to improve access to the collection, including new shelving, carpet, paint, and improvements to our service desk, new tables and a playspace for our young members.

Program attendance at CADL Foster increased by 12.7% in 2023 and card usage increased a whopping 79%, helping us take second place in the 2023 CADL Library card challenge.

We continued our Movies in the Park programming in 2023. Many families enjoyed the warm weather, snacks, and family friendly movies on a big screen provided by Lansing City TV.

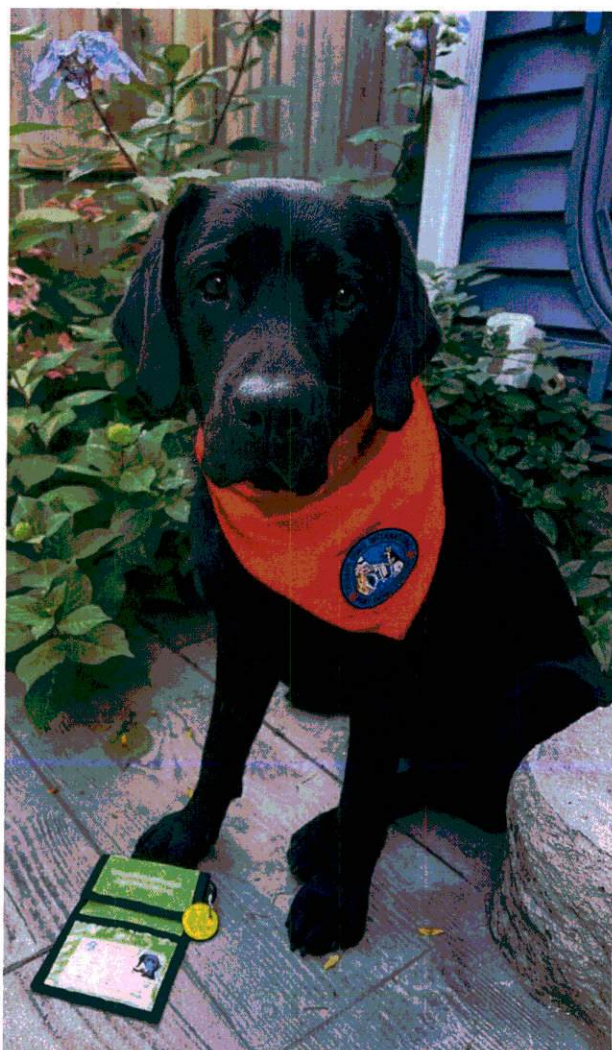
South Lansing

South Lansing has the highest program and outreach attendance in CADL, with an 8.9% increase in visits, 1.3% increase in program attendance, 128% increase in outreach connections, 10.5% increase in computer usage, 5.2% increase in wireless usage, and 4% increase in card usage in 2023.

We worked with the City of Lansing and the Southside Community Coalition to replace the Storywalk at Beacon Park.



Attendees enjoying a dog sledding event at CADL South Lansing.



Certified therapy dog, Reba, is a member favorite at our Lansing branches.



Thanks to NEH grant funds, CADL Downtown Lansing added new toys in the Baby and Toddler playspace.

"As my child grows up, I am very excited to make going to the library a regular activity and look forward to exploring and participating in more of the events and activities."

- CADL Member (South Lansing)



CADL Meridian



HEAD LIBRARIAN
Thomas Moore

2023 By the Numbers

MERIDIAN TOWNSHIP

Circulation: 586,496

Circulation per Capita: 13

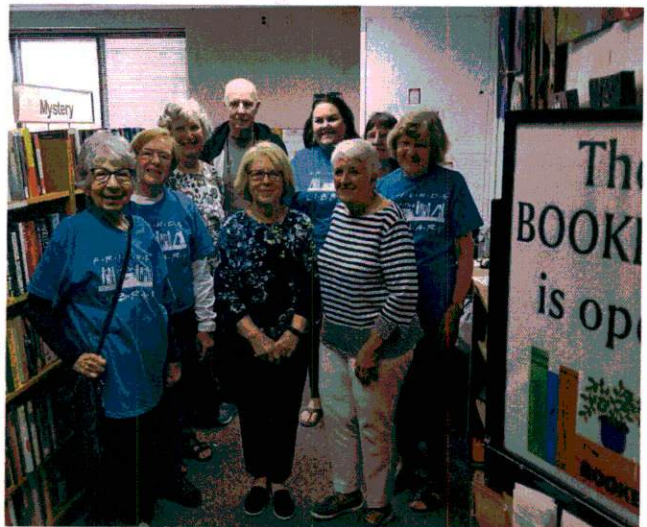
Value of Items Checked Out: \$11,729,920.00

Millage Revenue: \$3,110,581.00

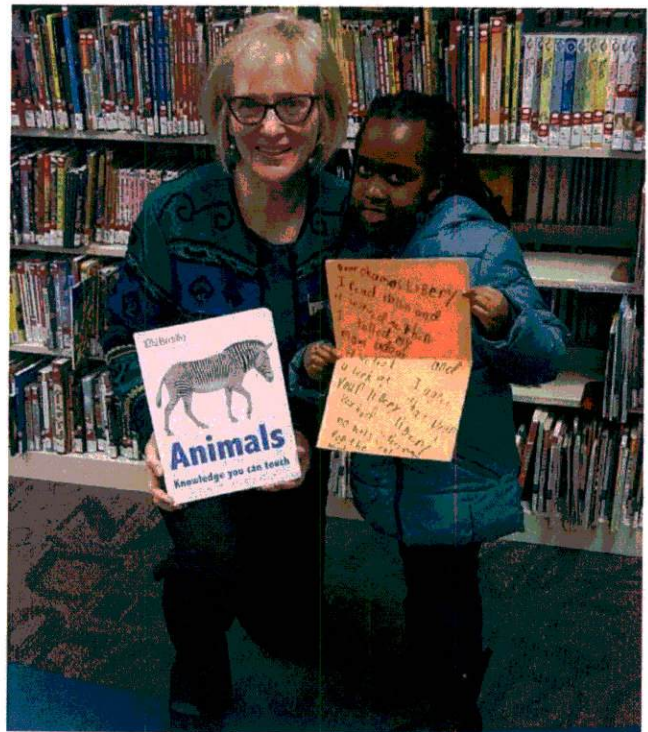
Value above Millage: \$8,619,339.00

CADL Meridian Libraries in the Community

We take pride in being a part of our community and participated in over 200 community events in 2023. We visited preschools and daycares for storytimes, gave presentations at Senior Living Facilities, promoted the Student Success Initiative and Summer Reading Challenge at the schools, hosted school groups and summer camps in the library and attended larger school and community events like Science Nights, Multi-Cultural Nights, Block Parties, Meridian's Pride Event, Meridian Heritage Festival, and Wednesday Farmers Markets. We took our services to the community with a PopUp Library – checking out books, offering engaging crafts, registering people for library cards, and we made our way into the neighborhoods with PopUp StoryWalks that were displayed around the community throughout the summer. At CADL Meridian we take pride in being a part of the community outside our walls.



Friends of CADL Haslett pose in the Friends run bookstore, The Bookend.



A young CADL Okemos member was inspired to donate a braille book to the CADL Okemos collection after becoming inspired by a biography she read.

NOTE OF THANKS

We love being a part of Meridian Township! Thank you to all the people and organizations who supported the library in 2023, including: our two incredible Friends of the Library organizations at the Haslett and Okemos Libraries; the staff at Meridian Township for allowing us to be a part of our community events and maintaining the grounds and building at the Okemos Library; Haslett Beautification Association for partnering to keep the outside of the library beautiful and welcoming; Meridian Senior Center; Friends of Historic Meridian, Grange Acres, Brookdale Senior Living, Edgewood Early Childhood Center, Little Lambs Preschool, and both Haslett and Okemos Public Schools. Finally, a big thank you to the Spartan Chinese School for your incredible support of our Lunar New Year Celebrations.



Head of Meridian Libraries, Thomas Moore engages with young members at a member meetup event.

"The work you and the people around you do is powerful. I hope you never lose sight of that fact. You are heroes, and the champions of a better world."

- CADL Member (Haslett)



Championing Literacy

Each year our libraries are the community champion for reading and literacy checking out an incredible 334,000 items. Beyond simply providing access, we champion early literacy through our fun and engaging storytimes for babies, toddlers, and preschoolers where we model the 5 early literacy skills of sing, talk, read, write, play.

In 2023 the Meridian Libraries had hosted 241 storytimes with 6,500 attendees. We host 6 monthly book groups to encourage people to think about and discuss what they are reading.

We encourage and reward reading all year long during our popular Summer and Winter Reading Challenges which saw over 2,500 readers enrolled, and smaller celebrations like March is Reading Month and Banned Books Week.

Creativity and Community Spaces

Each year our libraries are the community champion for reading and literacy checking out an incredible 334,000 items. Beyond simply providing access, we champion early literacy through our fun and engaging storytimes for babies, toddlers, and preschoolers where we modeled the 5 early literacy skills of sing, talk, read, write, play.

In 2023 the Meridian Libraries had hosted 241 storytimes with 6,500 attendees. We host 6 monthly book groups to encourage people to think about and discuss what they are reading. We encourage and reward reading all year long during our popular Summer and Winter Reading Challenges which saw over 2,500 readers enrolled, and smaller celebrations like March is Reading Month and Banned Book Week.

Celebrating Diversity

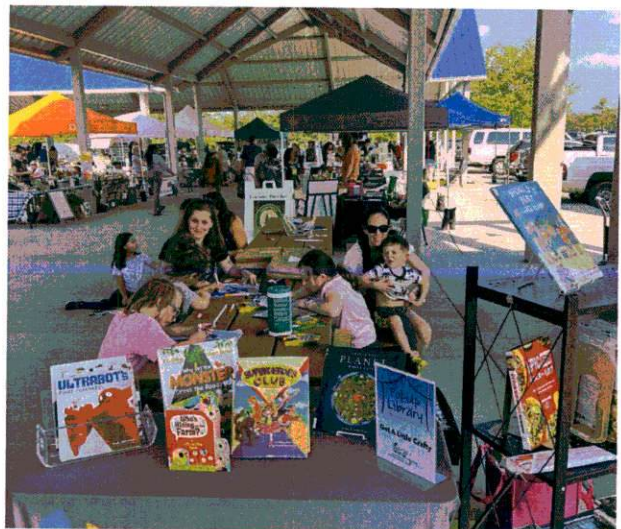
Our libraries are welcoming places where we strive to create a safe and welcoming place for everyone in our community. We celebrate our differences and diversity by highlighting parts of our collection that reflect the diversity we see in our community and by celebrating everyone's Freedom to Read. Our Okemos Branch is home to one of the best used World Language collections in CADL featuring books and films in Spanish, Korean, Japanese, Chinese, Arabic, Tamil, Telugu, and Hindi.



CADL members enjoy a spring break dino hunt at CADL Haslett.



CADL members enjoy pumpkin painting at CADL Haslett.



Community members explore a CADL Meridian popup library at the Meridian Township Farmers Market.



A young CADL Okemos member enjoys a craft from a Diwali event

“I am so touched by the event yesterday. That was the best event we have put on to date, and it will remain in my heart forever. I am so grateful.”

- Author presenting at CADL Okemos



CADL Holt-Delhi



HEAD LIBRARIAN
Karon Walters

2023 By the Numbers

DELHI CHARTER TOWNSHIP

Circulation: 288,973

Circulation per Capita: 10

Value of Items Checked Out: \$5,779,460.00

Millage Revenue: \$1,320,911.59

Value above Millage: \$4,458,548.41

In 2023, CADL Holt-Delhi patrons increased their use of the library in nearly every way, including a 6% increase in Student cards being used, 13% increase in Library visitors, 18% increase of wireless sessions, 20% increase in circulated items, 27% increase in computer use, and a whopping 61% increase in program attendance.

By expanding our presence in the community through events like the Holt Farmers Market, spring carnivals for multiple schools, back to school day, Trick or treat in the park, visiting the high school and many others, we reached 57% more community members in 2023.

We offered some popular new programs in 2023, including a meet your new librarians party, a summer visit from the Sweet Treats truck, a Honeybee education program, an author visit from Ebony LaDelle, and a Ukulele class that was so popular we created a second Ukulele program to meet the demand!

We hosted multiple school visits in the library to ensure students know how to use their Student Success library cards. During the visits, students got to explore the library and learn about our summer programs. Through our student engagements we learned there is a huge interest in our Vox and Wonder books, which have an audiobook built right into the book.



A kindergarten class from Sycamore Elementary visits CADL Holt-Delhi.



A family enjoys sweet treats at a CADL Holt-Delhi Member Meetup event.

NOTE OF THANKS

Thank you to our community for their amazing support! Thank you to our Friends group for all the dedication and hard work they put into the book sales and support for the library. Thank you to the Holt-Delhi Township for our library space and the use of their spaces when needed.



A family has fun with a Summer Reading Challenge activity at CADL Holt-Delhi.

"The library is my 'happy place' and all of the people at the Holt branch are so good at what they do, and its a very welcoming place."

- CADL Member (Holt-Delhi)



CADL Leslie



HEAD LIBRARIAN
Jeff Antaya

2023 By the Numbers

CITY OF LESLIE

Circulation: 12,467
Circulation per Capita: 6
Value of Items Checked Out: \$249,340.00
Millage Revenue: \$69,999.51
Value above Millage: \$179,340.49

LESLIE TOWNSHIP

Circulation: 25,666
Circulation per Capita: 10
Value of Items Checked Out: \$513,320.00
Millage Revenue: \$166,872.69
Value above Millage: \$346,447.31

ONONDOGA TOWNSHIP

Circulation: 14,575
Circulation per Capita: 4
Value of Items Checked Out: \$291,500.00
Millage Revenue: \$155,467.36
Value above Millage: \$136,032.64

BUNKER HILL TOWNSHIP

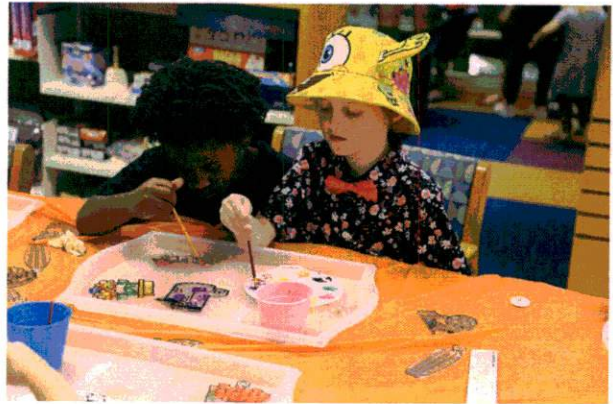
Circulation: 10,411
Circulation per Capita: 5
Value of Items Checked Out: \$208,220.00
Millage Revenue: \$148,435.60
Value above Millage: \$59,784.40

In 2023, Outreach programming attendance increased 11.5%. We partnered with Leslie Public Schools to bring back many traditions, such as Summer Reading and Student Success Initiative class visits and started some new traditions such as signing up children for the Summer Reading Challenge at Preschool Parent Advisory Night. We initiated a new partnership with Onondaga Township and CADL Aurelius to provide children's activities at Onondaga Township Meetup and Eat Up. We also provided Super Mario children's activities and a magician performance at the Leslie Fall Festival and Leslie Township Movie & Music at the Pavilion.

We saw a 35% increase in program attendance through our new Community Led Programming initiative in 2023. We partnered with the Leslie Area Chamber of Commerce to provide the first annual Smart Money Series. We expanded our partnership with the Leslie Area Historical Society to provide genealogy workshops. The Friends of the Leslie Library helped us host authors Bevin Cohen and Rod Sadler, and a wonderful year end celebration with live alpacas and special character guests. Along with CADL's silver anniversary celebration, we celebrated the Leslie Library building's 25th anniversary with a big celebration and over 500 people in attendance!



Kids enjoy STEM activities on the patio at CADL Leslie.



Friends enjoy a craft together at a Member Meetup event.

The community engaged with the library in a big way this year! CADL Leslie patrons increased 13%, regular library card use increased by 11% and over 70% of CADL Leslie card holders used their library card in 2023. Student Success Library card use increased 5% over 2022 with 31% of Leslie Public School Students using their cards. CADL Leslie visits increased by nearly 19%, public computer sessions by 33% and wireless internet sessions by 8%.

The Friends of the Leslie Library installed electrical outlets next to the Library Patio in 2023. These outlets provide power for performers and area residents while they enjoy the patio. In the aftermath of a major storm in the Summer of 2023, community members used these outlets to charge their devices while much of the area did not have power.

NOTE OF THANKS

Thank you to the Friends of the Leslie Library for installing electrical outlets for community members to use on the library patio 24/7 and everything else you do for the Leslie Library. Thank you to Leslie Public Schools for your continued partnership in increasing literacy for Leslie Area Youth. Thank you to the City of Leslie, Leslie Township, and Onondaga Township for your continued support. Finally, thank you to Leslie Area Chamber of Commerce and the Leslie Historical Society for partnering with us for new and innovative programming.

Members connect to celebrate summer reading, enjoy sweet treats and have fun at CADL Leslie.



Our Libraries - Leslie

"Thank you CADL Leslie and Friends of the Leslie Library for hosting these awesome events for families to enjoy!"

- Rachel M. (Leslie)



CADL Mason



HEAD LIBRARIAN
Heather Groupil

2023 By the Numbers

ALAIEDON TOWNSHIP

Circulation: 29,565
Circulation per Capita: 10
Value of Items Checked Out: \$591,300.00
Millage Revenue: \$414,751.57
Value above Millage: \$176,548.43

VEVAY TOWNSHIP

Circulation: 29,989
Circulation per Capita: 8
Value of Items Checked Out: \$599,780.00
Millage Revenue: \$235,017.53
Value above Millage: \$364,762.47

CITY OF MASON

Circulation: 76,516
Circulation per Capita: 9
Value of Items Checked Out: \$1,530,320.00
Millage Revenue: \$413,745.17
Value above Millage: \$1,116,574.83

In 2023, a long overdue renovation at CADL Mason officially kicked off and we're proud to say, proceeded on schedule. Phase Two, including all mechanical, electrical, plumbing, HVAC were replaced or upgraded. In 2024, we're excited to start working on the 'fun' stuff including accessible space design and furniture selection, right down to the small but mighty details like working with Mason High School art students to provide content for our new displays.

During renovations, we focused on planning and implementing a mini-branch model to provide services during all phases of renovation, a first for CADL. Thanks the diligent planning and work of CADL staff and substantial community engagement, we successfully kept the branch open to the public with fewer than five closure days and only a 16% decrease in overall circulation, outreach and program attendance at near-normal levels and a steady 2,000+ visits a month – all this with fewer staff, ad hoc workspaces, and the constant disruptions that happen in construction conditions. Notably, even without self-check, staff interactions increased by 9%! Achieving these numbers with fewer staff and limited space illustrates the importance of library services to our community.

In 2023, we staffed dozens of events and visited over 70 elementary classrooms in the Mason area. We also partnered with the City of Mason to provide



Young members show their love for CADL Mason.



Members learned to make Pysanky Eggs at CADL Mason.

twice weekly Storytimes at City Hall and we were delighted to see families and kids join us at this alternate location.

Other notable impacts included Ingham County Farm Bureau's ProjectRed event where we provided free seeds to students across Ingham County, helping to promote CADL's expanded Seed Sharing project.

Staff also found creative ways to connect, including providing hundreds of weekly craft kits for all ages; from STEM kits to handmade paintable wooden cars, we made sure there was always something fun and educational to pick up at the library even when there was not a lot of room for conventional events.

NOTE OF THANKS

Thank you to the City of Mason, Vevay and Alaiedon Townships, Mason Public Schools, Ingham County, Chamber of Commerce, and all our civic and business partners. Thanks to Friends of the Mason Library for their essential funding support and the City of Mason for providing spaces for our core programs. We are looking forward to welcoming everyone back to the branch in 2024—you belong here.

Kids pick up seeds and information during Ingham County Farm Bureau's ProjectRed event.



"The Mason Branch teamed up with us for Blind Date with a Book! Using their Student Success Initiative cards, MHS students were able to choose a covered book, unwrap it, and borrow the book from CADL. Thank you, CADL, for being an amazing partner"

- Mason High School Staff



CADL Stockbridge



HEAD LIBRARIAN
Sherri McConnell

2023 By the Numbers

STOCKBRIDGE TOWNSHIP

Circulation: 20,446
Circulation per Capita: 5
Value of Items Checked Out: \$408,920.00
Millage Revenue: \$390,216.37
Value above Millage: \$18,703.63

VILLAGE OF STOCKBRIDGE

Circulation: 11,567
Circulation per Capita: 9
Value of Items Checked Out: \$231,340.00
Millage Revenue:
Value above Millage: \$231,340.00

WHITE OAK TOWNSHIP

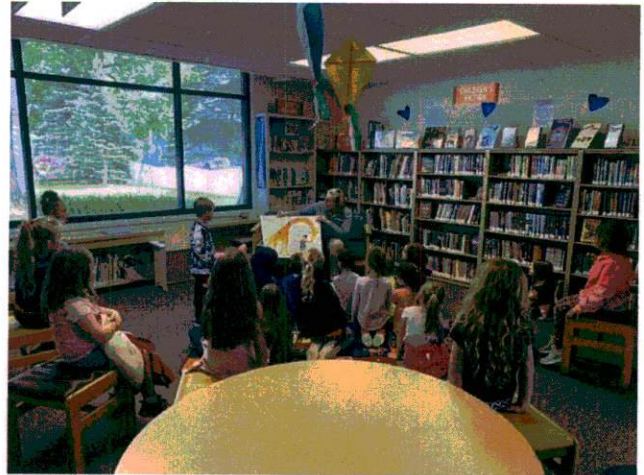
Circulation: 8,161
Circulation per Capita: 7
Value of Items Checked Out: \$163,220.00
Millage Revenue: \$118,681.85
Value above Millage: \$44,538.15

Stockbridge staff issued and renewed the highest percentage of library cards across the system from May to September, which to us means the Stockbridge community values the library and the services we provide.

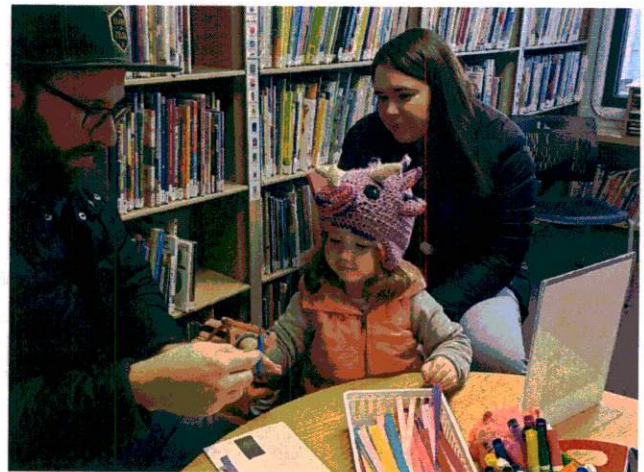
All the Stockbridge staff enjoyed reading books to third, fourth, fifth and sixth grade classes at Heritage Elementary School during the 2022-23 school year. It was a delight to be a part of the school's community-building activities and share picture books with positive messages.

In 2023 nearly 2,400 people participated in or attended our events. We hosted programs about bees, freshwater mussels and blending herbal tea. We were visited by a juggler, a hula hoop expert, and a drumming master. People visiting the library wove a wall hanging, created glowing egg people, mixed Halloween slime, and painted wooden cars. Fluffy llamas and traditional hammer dulcimer music was a highlight of the holiday season.

In 2023 the Stockbridge branch removed the grass lawn in front of the building and installed a native plant garden with the generous donation of many plants from a



Students from Smith Elementary visit CADL Stockbridge.



A family gets crafty together at CADL Stockbridge

community member and the help of community volunteers. In a few years the library will have a thriving haven for bees and butterflies.

The Seed Library has become a highlight of the spring season. It's great to see so many gardeners in the community and they took away 993 seed packets in 2023.

NOTE OF THANKS

We are very appreciative of Stockbridge Township for ensuring the library building is well maintained. A big "thank you" to Heritage Elementary School for inviting us to participate in their community and to Smith Elementary School for allowing us to visit their classrooms. We appreciate the community partners who collaborated with us in 2023: Stockbridge Area Senior Center, members of Stewarding Stockbridge, Community Outreach, Stockbridge Community News, Stockbridge High School FFA, Ingham Intermediate School District, and Stockbridge Area Chamber of Commerce. We want to express our gratitude to the Friends of the Stockbridge Library for their support and fund-raising efforts to support the library and its mission to empower our diverse communities to learn, imagine and connect.



Community volunteers help us do the pollinator garden at CADL Stockbridge.

"I am on a fixed income and love to read so this is a very big help to me. Thank you. I also love that I was able to get Potter Park passes this year and take my autistic grandson who loves the otters."

- CADL Member (Stockbridge)



CADL Webberville



HEAD LIBRARIAN
AMANDA VORCE

2023 By the Numbers

VILLAGE OF WEBBERVILLE

Circulation: 10,880
Circulation per Capita: 8
Value of Items Checked Out: \$217,600.00
Millage Revenue: \$217,600.00
Value above Millage: \$217,600.00

LOCKE TOWNSHIP

Circulation: 12,077
Circulation per Capita: 6
Value of Items Checked Out: \$241,540.00
Millage Revenue: \$135,257.11
Value above Millage: \$106,282.89

LEROY TOWNSHIP

Circulation: 16,301
Circulation per Capita: 4
Value of Items Checked Out: \$326,020.00
Millage Revenue: \$233,409.43
Value above Millage: \$92,610.57

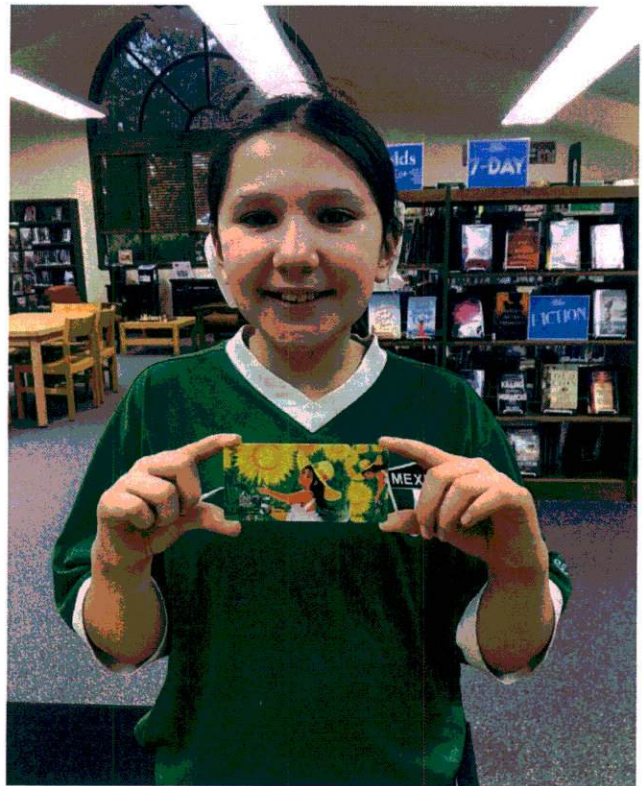
This year we started a tradition of having "guest stars" for our monthly storytimes. These guests included characters like Frozen's Elsa and Cookie Monster, but we also featured local celebrities such as an FFA student with her bunnies and even a Sparrow nutritionist.

In collaboration with the elementary school and its parent boosters group, we were able to put on an epic trick or treat festival—"Boofest"! It culminated in a circus performance put on by the library and a costume contest judged by the Webberville citizen of the year Mark Lott.

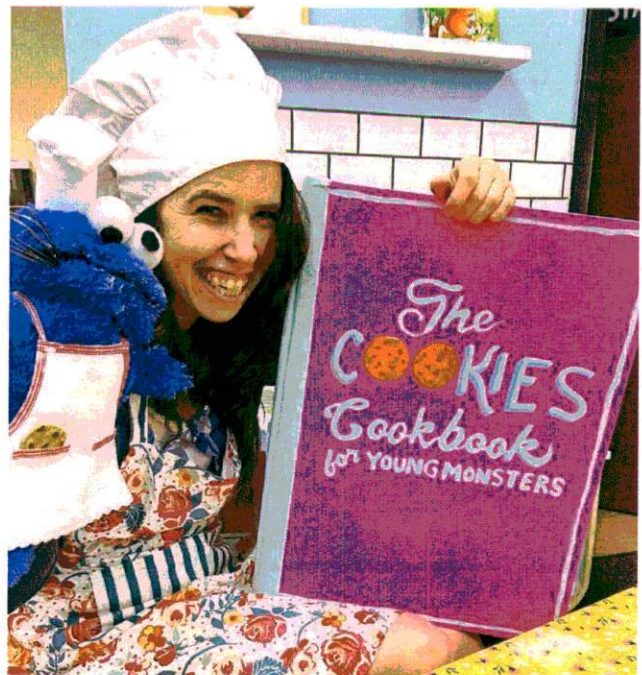
Our pop-up storytime series continued with more of an "around town" focus and included storytimes at places like Summit St. Shop, an ice cream truck at the park, the fire station, etc.



A summer reading challenge participant matches picks up a prize.



A new member receives a limited edition 25th Anniversary library card.



Cookie Monster and CADL Webberville Head Librarian Amanda Vorce get ready for storytime.

NOTE OF THANKS

We'd like to express our gratitude to the Village of Webberville, Leroy Township and Locke Township for their constant support. We'd also like to thank the Friends of the Webberville Library for being a vital partner in improving library services. Above all, we'd like to thank the Webberville community for whom it has been our honor, and joy, to serve.



Expert storytellers Amanda Vorce (Webberville) and Lauren Clarke (Williamston) integrate the five early literacy practices into their fun and engaging storytimes.

"It's his birthday so we have to come to his favorite place, the library!" Chelsea F. about her son Oliver."

- Chelsea F. about her son Oliver (Webberville)



CADL Williamston



HEAD LIBRARIAN
JULIE CHRISINSKE

2023 By the Numbers

CITY OF WILLIAMSTON

Circulation: 47,148
Circulation per Capita: 12
Value of Items Checked Out: \$942,960.00
Millage Revenue: \$206,252.46
Value above Millage: \$736,707.54

WHEATFIELD TOWNSHIP

Circulation: 18,588
Circulation per Capita: 11
Value of Items Checked Out: \$371,760.00
Millage Revenue: \$137,696.75
Value above Millage: \$234,063.25

WILLIAMSTOWN TOWNSHIP

Circulation: 67,347
Circulation per Capita: 14
Value of Items Checked Out: \$1,346,940.00
Millage Revenue: \$444,440.78
Value above Millage: \$902,499.22

In September, the library presented a special tea party for kindred spirits featuring one of our librarians dressed as L.M. Montgomery's beloved red-headed heroine, Anne of Green Gables. This special program offered a unique opportunity for intergenerational sharing, bringing together Anne fans of all ages, many of whom dressed up for the occasion. It was also a lovely opportunity to partner with the Williamston Area Senior Center, whose members donated the beautiful teacups and saucers that were used.

The library's Summer Reading kick-off Touch-A-Truck event was a wonderful example of community partners of all types coming together to provide a fun, free activity for children and families. With a multitude of vehicles and equipment that people usually don't get the chance to see up close, including a tractor, CATA bus, ambulance, and fire truck, the event drew hundreds of attendees.

The Williamston Library was excited to offer a full seed library for the first time in 2023. From the display in the library to the traveling display used at outreach events like the Farmers Market, community members were surprised and pleased to have access to free seeds and information on how to successfully grow the various types of flowers, herbs, and vegetables available. Over 1,200 packets of seeds were distributed to community gardeners.



Fairy Garden fun at CADL Williamston.



Families connect and learn about summer reading at a CADL Williamston Touch-a-Truck event.

NOTE OF THANKS

Heartfelt thanks go to our supporters and collaborators, including the hardworking Friends of the Williamston Library, the staff and administrators of Williamston Community Schools, Art Williamston, the Williamston Senior Center, the City of Williamston, Williamstown Township, Wheatfield Township, and our loyal members. We are proud to make a difference alongside you!



Adult storytime at CADL Williamston is specifically designed to engage adults with varied developmental disabilities.

"Do you remember my name?' That's a question we always get from Jack, a library visitor who attends a monthly story time for adults with varied developmental disabilities. When we tell him, 'Yes, we do – it's Jack,' he always replies with a big smile and, 'Oh, I love you guys.' It's a joy to brighten Jack's day!"

-Julie Chrisinske, Head Librarian, CADL Williamston

Thank You!

2023 was a year marked by resilience, innovation, and community. We experienced a significant leadership transition when, after 18 years of service, Executive Director Scott Duimstra, left CADL to take on a new directorship role. Under Scott's leadership from 2017-2023, CADL navigated numerous challenges and grew membership and our impact in the community. In September, the Board of Trustees, led by Chair DeYeya Jones, appointed CADL's Assistant Director, Jolee Hamlin as interim director and initiated a search for new leadership. In December, the board selected Jenny Marr as CADL's next Executive Director, to steer us toward continued success.

The stories captured in these pages are a testament to the enduring power of libraries to transform lives and strengthen communities. With gratitude for the unwavering support of our patrons, staff, and partners, we look forward to continuing our journey of empowering our community to learn, imagine, and connect. Here's to welcoming every story, today and for many years to come.



Kids engage at a music themed storytime at CADL Holt-Delhi.



A family enjoys a craft together at CADL Stockbridge.



CADL kids enjoy Kona Ice at a CADL Leslie member meet up event.



A young CADL member picks up a limited edition CADL board book at CADL Downtown Lansing.



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Brian Baer, Vice-Chairperson
Mark Stewart, Treasurer
Debora Bloomquist, Secretary
Quinn Clifton-O'Donnell, Trustee
Sandy Drake, Trustee
Ashley Smith, Trustee

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Jolee Hamlin, Assistant Director
Thais Rousseau, Collection Development Director
Julie Laxton, Human Resources Director
Michael Moore, Operations Director
Miriam Mattison, Finance Director
Sheryl Cormicle Knox, IT Director
Victoria Meadows, Marketing and Communications Director

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING BLACK HISTORY/CULTURAL DIVERSITY MONTH
IN INGHAM COUNTY**

RESOLUTION #25 –

WHEREAS, each February “National African American History Month” also known as “Black History Month” is observed to celebrate and honor the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, in 1915, Dr. Carter Godwin Woodson founded the Association for the Study of Negro Life and History and through that Association, he began pressing for the establishment of Negro History Week as a way to bring national attention to the accomplishments of African Americans; and

WHEREAS, Dr. Woodson's dream became a reality in 1926, he chose the second week of February for the observance because of its proximity to the birthdays of Abraham Lincoln and Frederick Douglass, two individuals whom Dr. Woodson felt had dramatically affected the lives of African Americans; and

WHEREAS, in the early 1970's the event was called Black History Week, and in 1976, the Association succeeded in expanding the observance, which then became Black History Month; and

WHEREAS, the United States is a diverse nation comprised of citizens from various ethnic groups and cultures; and

WHEREAS, it is important to promote a greater awareness of the history and culture of all ethnic groups across our country.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2025 as “Black History/Cultural Diversity Month” in Ingham County.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE \$2,000,000 TO EASTSIDE COMMUNITY ACTION FOR AFFORDABLE SINGLE-FAMILY HOME CONSTRUCTION AND REHAB PROJECTS AS AUTHORIZED IN THE \$15,000,000 MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY

RESOLUTION #25 –

WHEREAS, Budget Section 1019 of the FY 2025 State Budget authorized \$15,000,000 in funding to Ingham County, including no more than \$5,000,000 for three specific affordable or workforce housing projects located in the City of Lansing; and

WHEREAS, in Resolution #24-467, the Ingham County Board of Commissioners authorized the Ingham County Housing Trust Fund to accept State Budget Funds through the Michigan State Housing Development Authority (MSHDA) Enhancement Grant, including \$2,000,000 for Eastside Community Action (ECAC) for affordable single-family housing development and rehab projects; and

WHEREAS, a nonprofit organization with several single-family home rehabilitation projects already underway, ECAC submitted a proposal requesting \$2,000,000 for construction of five new homes and rehab of six units of existing housing within the Potter-Walsh and Baker Donora neighborhoods to be made available at a reduced rate to ECAC Housing Program participants with incomes below 120% of the Area Medium Income; and

WHEREAS, the Housing Trust Fund (HTF) committee recommends that the Ingham County Board of Commissioners approve \$2,000,000 in MSHDA Enhancement Grant funds to ECAC to construct five new homes and rehabilitate six units of existing housing with a start date of October 1, 2024; and

WHEREAS, the MSHDA Enhancement Grant does not require compliance with Davis Bacon, and because ECAC has already initiated work on existing homes in need of repairs and rehabilitation, the HTF Committee recommends that the Ingham County Board of Commissioners approve an exception to the County Prevailing Wage Policy be made for this agreement.

THEREFORE BE IT RESOLVED, that the HTF committee recommends the Ingham County Board of Commissioners approve an amount of \$2,000,000 to be committed to the Eastside Action Community Center to oversee and complete the construction of five new homes and rehabilitation of six units of existing housing.

BE IT FURTHER RESOLVED, that the agreement will include specific terms, consistent with the MSHDA Enhancement Grant requirements, in adherence with the County Living Wage Policy, but that adherence to the County Prevailing Wage Policy will not be required

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign all applications, attachments, grant agreements, and all amendments, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Peña, Johnson, Maiville

Nays: Sebolt

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE \$1,500,000 OF MICHIGAN APPROPRIATIONS GRANT FUNDS TO LONZO DEVELOPMENT GROUP TO DEVELOP 1001 W. SAGINAW ST. AND THE IRIS (900-918 W SAGINAW)

RESOLUTION #25 –

WHEREAS, Budget Section 1019 of FY 2025 State Budget authorized \$15,000,000 in funding to Ingham County including no more than \$5,000,000 for three specific affordable or workforce housing projects located in the City of Lansing; and

WHEREAS, in Resolution #24-467, the Ingham County Board of Commissioners authorized the Ingham County Housing Trust Fund to accept State Budget Funds through the Michigan State Housing Development Authority (MSHDA) Legislative Enhancement Grant; and

WHEREAS, \$5,000,000 of those funds is budgeted for three specific affordable and workforce housing projects in the City of Lansing; and

WHEREAS, the MSHDA Legislative Enhancement Grant specifically allocated \$1,500,000 to Lonzo Development Group. \$750,000 for development of 1001 W. Saginaw St. and \$750,000 for The Iris (900-918 W Saginaw) for the purpose of creating business space and affordable residential rental units for household's income qualified at or below 120% AMI.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Lonzo Development Group for the development of 1001 W. Saginaw St, and 900-918 W Saginaw St. with terms consistent with the Michigan Appropriations Grant requirements.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR THE
CONSTRUCTION OF A PORTION OF THE GARDENS DRAIN WITHIN THE ROAD RIGHTS-OF-WAY**

RESOLUTION #25 –

WHEREAS, the Drainage District is an established body corporate in the County of Ingham, State of Michigan, pursuant to Public Act 40 of 1956, as amended (“Drain Code”), and the Drain Commissioner has jurisdiction of the Gardens Drain (“Drain”), an established county drain, which services the properties within the Drainage District; and

WHEREAS, the Drain Commissioner received a petition dated October 22, 2020, requesting improvements, including the cleaning out, relocating, widening, deepening, straightening, tiling, extending, improving, relocating along a highway, providing structures, mechanical devices and pumping equipment, adding lands, adding branches, and adding a relief drain (the “Improvements”) to the Drain; and

WHEREAS, an Order of Necessity was entered on February 9, 2021, determining that the Improvements petitioned therefore are necessary and conducive to the public health, convenience or welfare, and that the Drain should be improved and ordered to remove lands from the Drainage District; and

WHEREAS, the Drainage District is developing plans and specifications for the Improvements to the Drain within the Drainage District, and is in the process of securing easements necessary therefore; and

WHEREAS, the Improvements are intended to relieve drainage problems and flooding of roads and properties, providing cause for the Petition previously filed, in a manner consistent with now-existing federal and state statutes and regulations, and local ordinances; and

WHEREAS, said Improvements entail work to be performed in the public road rights-of-way under the control and jurisdiction of the Ingham County Road Department (hereinafter, the “ICRD”), as depicted in the attached Exhibit A, for which permission must be obtained from the ICRD pursuant to Section 321 of the Drain Code, MCL 280.321; and

WHEREAS, the Drain Commissioner has requested that the ICRD grant such permission to construct the Drain in road rights-of-way under the jurisdiction of the ICRD; and

WHEREAS, the ICRD and the Drain Commissioner agree to cooperate to assure that drainage from properties and roads is unobstructed and that the roads are left in equal, or better, condition once construction is completed in accordance with the terms of the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Gardens Drain Drainage District by and through the Ingham County Drain

Commissioner to construct the portion of the Gardens Drain within road rights-of-way under the jurisdiction of the ICRD, as depicted in Exhibit A.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreements that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

GARDENS DRAIN DRAINAGE DISTRICT

Patrick E. Lindemann
 Registrar
 Ingham County Drain
 Commission



IGN
 Lindemann, Anderson
 & Associates, Inc.
 3981 Chancel Road
 Suite 600
 Okemos, MI 48864
 517-335-3331
 www.ign-inc.com

KEY PLAN

REVISIONS

NO.	DATE	DESCRIPTION

FILE LOG

NO.	DATE	DESCRIPTION

Project No. 130-0715-009
 Date: DECEMBER 17, 2024

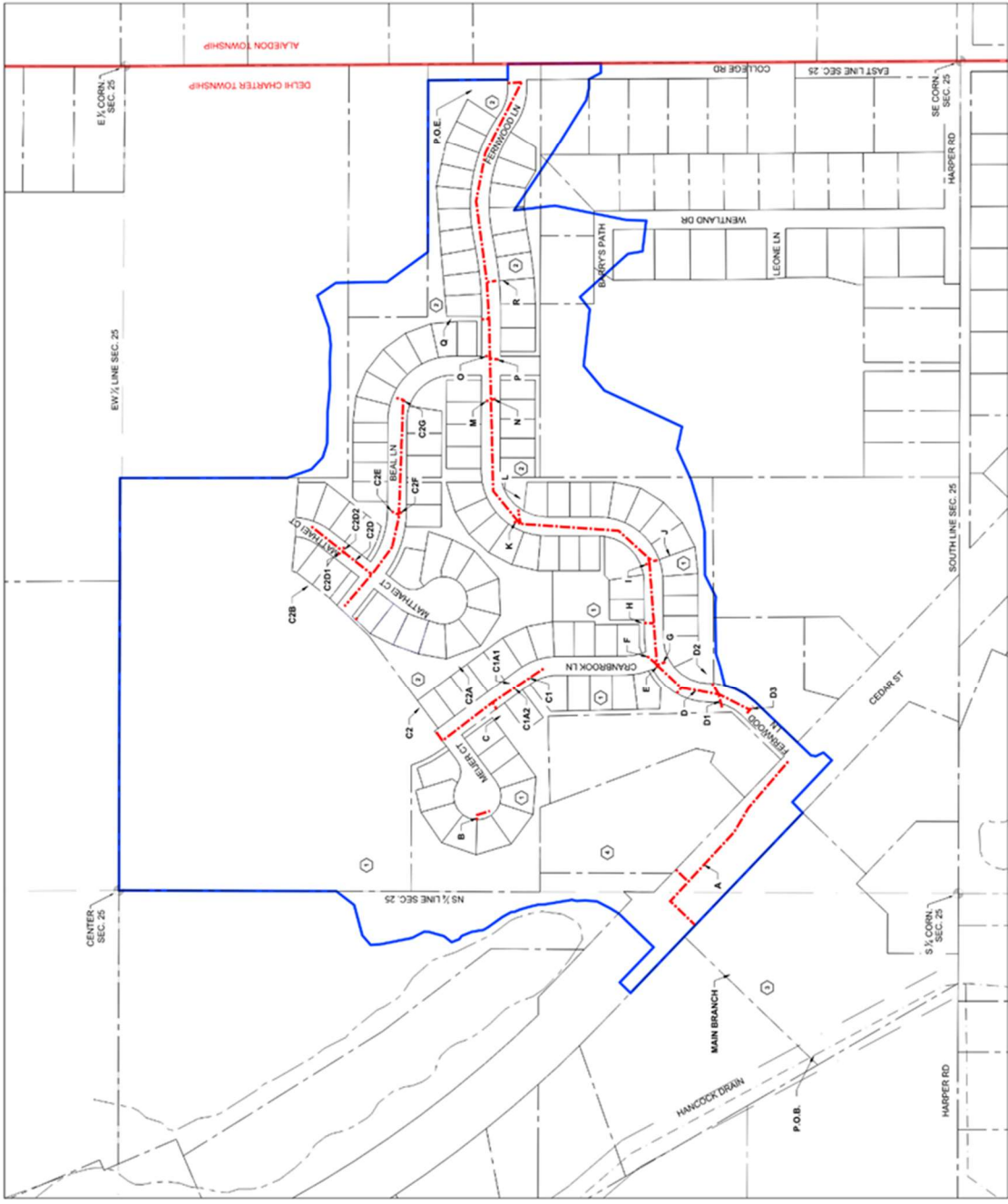
GARDENS DRAIN DRAINAGE DISTRICT BOUNDARY & ROUTE AND COURSE

EXHIBIT A

1 of 1

SCALE 1"=200'

GARDENS DRAIN DRAINAGE DISTRICT BOUNDARY
 GARDENS DRAIN - 221 AGREEMENT
 TOWNSHIP BOUNDARY LINE



GARDENS DRAIN DRAINAGE DISTRICT BOUNDARY & ROUTE AND COURSE

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
2025 DRAINAGE DISTRICT NOTES**

Resolution # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the County on _____, 2025, at 6:30 p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner _____:

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act") to establish drainage districts in the County of Ingham (the "County"); and

WHEREAS, in certain drainage districts petitions have been filed with the Drain Commissioner for the making of certain improvements to the drains located in the drainage districts (the "Petition Projects"), which are being undertaken by the drainage district having jurisdiction over the drain; and

WHEREAS, the drainage districts are obligated to inspect, repair, and maintain the drains under their jurisdiction (the "Maintenance Projects"); and

WHEREAS, the Petition Projects and the Maintenance Projects (together, the "Projects") are necessary for the protection of the public health; and

WHEREAS, in order to provide funds to pay preliminary costs of the Petition Projects, to pay all or a portion of the costs of the Maintenance Projects, and to refinance notes previously issued to provide funds to pay costs of the Projects, it is necessary for the drainage districts to issue notes from time to time pursuant to Section 434 of the Act; and

WHEREAS, the principal of and interest on notes issued for Petition Projects will be payable from bonds to be issued by the drainage districts constructing the Petition Projects to provide the permanent financing for the Petition Projects (the "Bonds"); and

WHEREAS, the principal of and interest on notes issued for Maintenance Projects will be payable from special assessments levied against benefitted properties and public corporations for the maintenance of the drains; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Petition Projects and informed the County that the drainage districts' ability to issue the Bonds and their ability to levy special assessments for the payment of interim costs of the Petition Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Petition Projects; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Maintenance Projects and informed the County that the drainage districts' ability to levy special assessments for the payment of the costs of the Maintenance Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Maintenance Projects; and

WHEREAS, the Drain Commissioner deems it advisable and necessary to request that this Ingham County Board of Commissioners (the "Board") adopt a resolution pledging the limited tax full faith and credit of the County on notes that may be issued by drainage districts in calendar year 2025; and

WHEREAS, the Board may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued pursuant to Section 434 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the notes is necessary to enable the drainage districts to continue to design, acquire and construct the Petition Projects and to pay the costs of the Maintenance Projects; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued in calendar year 2025 in an amount not to exceed \$20,000,000.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on any notes issued by County drainage districts pursuant to Section 434 of the Act in calendar year 2025 in the aggregate principal amount of not to exceed \$20,000,000, and on notes issued thereafter to refinance these notes (the "Notes"). In the event that Bonds are not issued on or before the date on which the principal of and interest on the Notes are due or in the event that moneys are not available to the drainage districts on the date the principal of and interest on Notes are due, the County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Notes when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Notes when due. The ability of the County to levy taxes to pay the principal of and interest on the Notes shall be subject to constitutional and statutory limitations on the taxing power of the County. The Notes may be issued in one or more Note issues.

2. In the event that, pursuant to said pledge of full faith and credit, the County advances County funds to pay any part of the principal of and interest due on a Note, the County shall take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer, the County Finance Director, and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Notes and to execute any documents or certificates necessary to complete the issuance of the Notes, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates or other documents relating to federal or state securities laws, rules, or regulations and to sign such documents and give any approvals necessary therefor.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None Absent: None Approved: 01/21/25

FINANCE:

Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None Absent: Tennis Approved: 01/22/25

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2025, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: _____, 2025

Barb Byrum, Clerk
County of Ingham

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS
RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
GARDENS DRAIN DRAINAGE DISTRICT BONDS**

RESOLUTION #25 –

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on _____, 2025, at _____ p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner:

WHEREAS pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the “Drain Commissioner”), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intra-county drain improvements referred to as the Gardens Drain Maintenance and Improvement Project (the “Project”), which is being undertaken by the Gardens Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District’s bonds (the “Bonds”) in an amount not to exceed One-Million Five Hundred Thousand Dollars (\$1,500,000) pursuant to the Act; and

WHEREAS, the principal of and interest on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District (the “Special Assessments”); and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the Drainage District, has analyzed the Special Assessments and the proposed Bonds; and informed the County that there is no other indebtedness of the Drainage District secured by the Special Assessments, and that the Special Assessments will be levied in an amount equal to or greater than the par amount of the Bonds, assuring the County that there is a

sufficient amount of Special Assessments levied, which together with interest thereon is projected to be sufficient to make payments of the principal of and interest on the Bonds as they become due; and

WHEREAS, PFM Financial Advisors LLC has been engaged by the Drainage District to review such projections and to assist the Drainage District as registered municipal advisor for the issuance of the Bonds; and

WHEREAS, the Ingham County Board of Commissioners (the "Board") may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the Bonds will reduce the interest cost of financing the Project thus reducing the interest cost of the County and the property owners in the Drainage District for the Project; and

WHEREAS, if the County has advanced funds pursuant to its full faith and credit pledge and the Drainage District does not have funds to reimburse the County, the Act requires the Drain Commissioner to levy an additional assessment in such an amount as is required to reimburse the County for its advance; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds; and

WHEREAS, based on the recommendation of the Drain Commissioner, the Board agrees to pledge the full faith and credit of the County to the Bonds.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed One-Million Five Hundred Thousand Dollars (\$1,500,000). The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer, the County Finance Director, and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents and give any approvals necessary therefor.

4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “**County**”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2025, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Barb Byrum, Clerk

County of Ingham

Date: _____, 2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE CONTRACT WITH GABRIEL, ROEDER, SMITH & COMPANY
TO CONDUCT AN ACTUARY EVALUATION OF THE RETIREE HEALTH CARE PLAN AND
PROVIDE ANNUAL GASB REPORTS**

RESOLUTION #25 –

WHEREAS, the County of Ingham is required to have an actuarial evaluation performed on the Retiree Health Care Plan as of December 31, 2023; and

WHEREAS, the previous actuarial evaluation was completed as of December 31, 2021; and

WHEREAS, Governmental Accounting Standards Boards (GASBs) 74 and 75 require certain actuarial data be provided in each annual audit for the years ending December 31, 2024 and December 31, 2025; and

WHEREAS, the fee for the actuarial valuation as of December 31, 2023 is \$26,500 and the fees for the GASB reports are \$14,000 for the year ending December 31, 2024 and \$14,000 for the year ending December 31, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract with Gabriel, Roeder, Smith & Company in an amount not to exceed \$26,500 to conduct an actuary evaluation as of December 31, 2023 and for an amount not to exceed \$14,000 per year, provide GASB reports as of December 31, 2024 and December 31, 2025 for the Retiree Health Care Plan.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE REPLACEMENT OF UPS BATTERIES AT THE MASON
HISTORICAL COURTHOUSE**

RESOLUTION #25 –

WHEREAS, the current Uninterruptible Power Supply (UPS) battery systems at the Mason Historical Courthouse require replacement to ensure continued operational reliability and support; and

WHEREAS, Vertiv Corporation has provided a proposal (CPQ-758213-1) to replace 48 HX205 batteries, including installation, testing, and recycling services, as outlined in their scope of work; and

WHEREAS, the scope of work includes proper disposal of old batteries in accordance with Environmental Protection Agency (EPA) guidelines and commissioning to ensure the system meets manufacturer specifications; and

WHEREAS, the work will be performed during normal business hours to reduce costs; and

WHEREAS, this project will be completed under a cooperative contract through MI Deals, which meets purchasing policy requirements and eliminates the need for additional competitive quotes; and

WHEREAS, the total cost for this project is \$15,829.07, with funding available in account number #101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Vertiv Corporation for the replacement of UPS batteries at the Mason Historical Courthouse, in an amount not to exceed \$15,829.07.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A FIVE-YEAR CONTRACT EXTENSION WITH EC AMERICA
INC. FOR PROJECT MANAGEMENT SOFTWARE**

RESOLUTION #25 –

WHEREAS, the current contract for project management software with EC America Inc. is set to expire on March 8, 2025; and

WHEREAS, the project management software has proven to be an essential tool for streamlining project workflows, consolidating operations, and improving overall efficiency within the Facilities Department; and

WHEREAS, under the Memo of Understanding, Community Mental Health will continue to utilize this software under Ingham County's license and will reimburse the County 50% of the total cost, thereby reducing the County's expenses; and

WHEREAS, the proposed five-year contract extension would ensure continuity of operations while avoiding disruption and the higher costs associated with replacing and implementing new software solutions; and

WHEREAS, EC America Inc. has provided a quote for a five-year contract extension, effective from March 9, 2025, through March 8, 2030, for a total contract value of \$63,634.60, with the following pricing structure:

- Base Year (2025-2026): \$12,726.92
- Option Year 1 (2026-2027): \$12,726.92
- Option Year 2 (2027-2028): \$12,726.92
- Option Year 3 (2028-2029): \$12,726.92
- Option Year 4 (2029-2030): \$12,726.92; and

WHEREAS, with the 50% reimbursement from Community Mental Health, the County's actual cost will be \$6,363.46 annually, totaling \$31,817.30 over the five-year term; and

WHEREAS, funds are available in the maintenance contractual line item 931100 to cover the County's share of the cost.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a five-year contract extension with EC America Inc., 8444 Westpark Drive, Suite 200, McLean, VA 22102, for project management software, effective March 9, 2025, through March 8, 2030, for an amount not to exceed \$63,634.60 over the contract period, with 50% reimbursement from Community Mental Health per the Memo of Understanding.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH TRANE U.S. INC. FOR
CHILLERS AT MULTIPLE COUNTY FACILITIES**

RESOLUTION #25 –

WHEREAS, the chillers at the Human Services Building, Youth Center, Potter Park Zoo, Animal Control, and Hilliard Building are essential for ensuring efficient operation and comfortable building temperatures for staff and the public; and

WHEREAS, the proposed service agreement with Trane U.S. Inc., who is on the Omnia co-operative agreement and therefore exempt from the requirement of obtaining three quotes per the Ingham County Purchasing Policy, will cover the maintenance of these chillers; and

WHEREAS, this agreement will provide routine maintenance and operational inspections, preventing failures and ensuring reliable operation; and

WHEREAS, Trane U.S. Inc. has submitted a proposal of \$78,896 for a three-year term covering maintenance and inspections; and

WHEREAS, funds are available in the maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a service agreement with Trane U.S. Inc. for the maintenance of chillers at the Human Services Building, Youth Center, Potter Park Zoo, Animal Control, and Hilliard Building for a three-year term at a total cost of \$78,896.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE MODULAR OFFICE SYSTEMS FURNITURE INSTALLATION –
HILLIARD BUILDING SUITE 202**

RESOLUTION #25 –

WHEREAS, the Ingham County Facilities Department has identified the need to install modular office systems furniture in Suite 202 Hilliard building to create additional office space and enhance workspace functionality; and

WHEREAS, the proposed project includes the purchase, delivery, and installation of modular office systems furniture from Haworth c/o DBI under Contract #22000000043; and

WHEREAS, the total project cost is \$8,908.59, which includes furniture, design, and installation services as outlined in the proposal dated January 6, 2025; and

WHEREAS, electrical and data services will be coordinated by the Facilities Department to ensure a seamless installation process; and

WHEREAS, funds for this project are available in the Facilities Building Repair & Maintenance Operating fund, line item #101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase and installation of modular office systems furniture for Suite 202 from Haworth c/o DBI for the total amount of \$8,908.59.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Facilities Department will oversee the installation process to ensure timely and efficient completion of the project.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR HOT MIX ASPHALTS FOR 2025

RESOLUTION #25 –

WHEREAS, the Road Department annually purchases approximately 50,000 tons of Hot Mix Asphalt for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #261-24) from experienced and qualified vendors for the purchase of Hot Mix Asphalt with a trucking option for the 2025 calendar year, receiving five bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the Hot Mix Asphalt; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to execute a purchase order with the following for Hot Mix Asphalt with optional trucking:

Rieth-Riley Construction Co., Inc. – 2325 Kipp Road, Mason, MI 48854

Capital Asphalt LLC – 3888 S Canal Rd., Lansing, MI 48917

Michigan Paving & Materials Co. – 1600 N Elm St., Jackson, MI 49202.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes a purchase order with Rieth-Riley Construction Co., Inc. located at 2325 Kipp Road, Mason, MI 48854, Capital Asphalt LLC located at 3888 S Canal Rd., Lansing, MI 48917 and Michigan Paving & Materials Co. located at 1600 N Elm St., Jackson, MI 49202 for Hot Mix Asphalt and optional trucking on an as-needed, unit price basis for a one-year period, at the rates detailed in the bid response to Invitation for Bid #261-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Rieth-Riley Construction Co., Inc., Capital Asphalt LLC and Michigan Paving & Materials Co. to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICE AGREEMENTS FOR AS-NEEDED
SIGNAL MODELING AND TIMING PERMIT SERVICES FOR 2025-2026**

RESOLUTION #25 –

WHEREAS, the Road Department occasionally requires miscellaneous signal modeling, optimization, and preparation of signal timing permits to improve traffic operations throughout the County on an as-needed basis; and

WHEREAS, the Purchasing Department solicited proposals (RFP #243-24) from Michigan Department of Transportation prequalified vendors to provide as-needed miscellaneous signal modeling, optimization, and preparation of signal timing permits for the 2025 and 2026 calendar years, with the option to extend the term for the 2027 and 2028 calendar years, receiving five proposals; and

WHEREAS, Road Department and Purchasing Department staff have reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective vendor who is able to provide the experience and expertise necessary for the specific project; and

WHEREAS, the Road Department budget includes sufficient funds for this contract for the 2025 and 2026 calendar years; and

WHEREAS, it is the recommendation of the Road Department to execute professional services agreements with the following:

Clark Dietz – 6709 Centurion Drive, Suite 300, Lansing, MI 48917

Colliers Engineering & Design – 7050 W. Saginaw Hwy, Suite 200, Lansing, MI 48917

DLZ – 1425 Keystone Avenue, Lansing, MI 48911.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into professional services agreements with Clark Dietz – 6709 Centurion Drive, Suite 300, Lansing, MI 48917, Colliers Engineering & Design – 7050 W. Saginaw Hwy, Suite 200, Lansing, MI 48917 and DLZ – 1425 Keystone Avenue, Lansing, MI 48911 to provide the as-needed signal modeling and timing permit services for the 2025 and 2026 calendar years at rates not to exceed those stated in their proposals to RFP #243-24.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICE AGREEMENTS FOR AS-NEEDED
PROFESSIONAL SURVEYOR SERVICES FOR 2025-2027**

RESOLUTION #25 –

WHEREAS, the Road Department occasionally requires surveying services for Road Department construction projects on an as-needed basis; and

WHEREAS, the Purchasing Department solicited proposals (RFP #245-24) from Michigan Department of Transportation prequalified vendors to provide as-needed professional surveyor services for the 2025, 2026, and 2027 calendar years; and

WHEREAS, Road Department and Purchasing Department staff have reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective vendor who is able to provide the experience and expertise necessary for the specific project; and

WHEREAS, the Road Department budget includes sufficient funds for this contract for the 2025, 2026, and 2027 calendar years; and

WHEREAS, it is the recommendation of the Road Department to execute professional services agreements with the following:

Spalding DeDecker – 313 N. Capitol Ave, Suite 100, Lansing, MI 48933

Hubbell, Roth & Clark – 2101 Aurelius Road, Suite 2, Holt, MI 48842

Mannik & Smith Group – 2193 Association Drive, Suite 200, Okemos, MI 48864.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into professional services agreements with Spalding DeDecker – 313 N. Capitol Ave, Suite 100, Lansing, MI 48933, Hubbell, Roth & Clark – 2101 Aurelius Road, Suite 2, Holt, MI 48842 and Mannik & Smith Group – 2193 Association Drive, Suite 200, Okemos, MI 48864 to provide the as-needed professional surveyor services for the 2025, 2026, and 2027 calendar years at rates not to exceed those stated in their proposals to RFP #245-24.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR BULK FUEL DELIVERY FOR 2025

RESOLUTION #25 –

WHEREAS, the Road Department annually purchases approximately 180,000 gallons of fuel for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #260-24) from experienced and qualified vendors for the purchase of bulk fuel, including unleaded gasoline and diesel, with included delivery for the 2025 calendar year, receiving six bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the cost associated with the purchase of the bulk fuel with delivery; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to execute a purchase order with the following for bulk fuel delivery of unleaded gasoline and diesel:

Coyne Oil Corp d/b/a Avery Oil & Propane - 402 North St., Mason, MI 48854

Corrigan Oil Co. - 775 N. Second, Brighton, MI 48116.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes a purchase order with Coyne Oil Corp d/b/a Avery Oil & Propane located at 402 North St., Mason, MI 48854 and Corrigan Oil Co. located at 775 N. Second, Brighton, MI 48116 for bulk fuel delivery on an as-needed, unit price basis for a one-year period, at the rates detailed in the bid response to Invitation for Bid #260-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Coyne Oil Corp d/b/a Avery Oil & Propane and Corrigan Oil Co. to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS FOR AS-NEEDED
GUARDRAIL CONSTRUCTION SERVICES FOR 2025-2026**

RESOLUTION #25 –

WHEREAS, the Road Department occasionally requires the installation or repair of guardrail throughout the County on an as-needed basis; and

WHEREAS, the Purchasing Department solicited proposals (RFP #244-24) from Michigan Department of Transportation prequalified vendors to provide as-needed guardrail construction services for the 2025 and 2026 calendar years, with the option to extend the term for the 2027 and 2028 calendar years, receiving two proposals; and

WHEREAS, Road Department and Purchasing Department staff have reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective vendor who is able to provide the experience and expertise necessary for the specific project; and

WHEREAS, the Road Department budget includes sufficient funds for this contract for the 2025 and 2026 calendar years; and

WHEREAS, it is the recommendation of the Road Department to execute professional services agreements with the following:

RMD Holdings, Ltd. d/b/a Nationwide Construction Group- 69951 Lowe Plank Road, Richmond, MI 48062

Action Traffic Maintenance, Inc.- 5182 South Saginaw Rd, Grand Blanc, MI 48507.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into professional services agreements with RMD Holdings, Ltd. d/b/a Nationwide Construction Group, 69951 Lowe Plank Road, Richmond, MI 48062 and Action Traffic Maintenance, Inc., 5182 South Saginaw Rd, Grand Blanc, MI 48507, to provide the as-needed guardrail construction services for the 2025 and 2026 calendar years at rates not to exceed those stated in their proposals to RFP #244-24.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR EMULSIFIED ASPHALTS FOR 2025

RESOLUTION #25 –

WHEREAS, the Road Department annually purchases approximately 445,000 gallons of Emulsified Asphalt for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #262-24) from experienced and qualified vendors for the purchase of Emulsified Asphalt or the 2025 calendar year, receiving three bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the Emulsified Asphalt; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to accept bids from all three vendors; and

WHEREAS, the Road Department recommends a purchase order with Asphalt Materials, Inc. for CM-300, and Pug Mill Services; and

WHEREAS, the Road Department recommends a purchase order with Michigan Paving and Materials for Low Track Bond Coat, AE-90, and Fog Seal; and

WHEREAS, the Road Department recommends a purchase order with Bit-Mat Products of Michigan for Low Track Bond Coat, CRS-2M, AE-90, and Fog Seal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes the purchase of Emulsified Asphalts from the following:

Asphalt Materials, Inc. located at 940 N. Wynn Rd., Oregon, OH 43616 for CM-300 and Pug Mill Services.

Michigan Paving and Materials Co. located at PO Box 772212, Detroit, MI 48277-2212 for Low Track Bond Coat and AE-90

Bit-Mat Products of Michigan located at PO Box 428, Ashley, IN 46705 for Low Track Bond Coat, CRS-2M, AE-90, and Fog Seal

on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #262-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Asphalt Materials, Inc., Michigan Paving and Materials Co. and Bit-Mat Products of Michigan to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE RECLASSIFICATION REQUESTS FOR OPEIU FAMILY COURT,
ICEA PUBLIC HEALTH NURSES, MANAGERIAL & CONFIDENTIAL, UAW TECHNICAL,
OFFICE, PARA-PROFESSIONAL AND SERVICE, AND ICEA COUNTY PROFESSIONALS UNIT
EMPLOYEES**

RESOLUTION #25 –

WHEREAS, the OPEIU Family Court, ICEA Public Health Nurses, UAW Technical, Office, Para-Professional and Service, and ICEA County Professionals Unit collective bargaining agreements and the Managerial & Confidential Employee Personnel Manual were effective January 1, 2022 through December 31, 2024; and

WHEREAS, these documents include a process for employee submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the approval process for reclassification requests for employees in these groups for requests submitted during 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
140093	Family Treatment Court Coordinator	Move from OPEIU FDTC to OPEIU 6
601070	Senior Program Manager to Ryan White Services Program Manager	ICEA PHN 4 (Job Description Update)
601137	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601139	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601140	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601142	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601145	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601159	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601227	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601438	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601439	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601440	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601441	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601526	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601141	Nurse Supervisor	Move from ICEA PHN 5 to ICEA PHN 6
601144	Nurse Supervisor	Move from ICEA PHN 5 to ICEA PHN 6
601426	Nurse Supervisor	Move from ICEA PHN 5 to ICEA PHN 6
601512	Nurse Case Manager	Move from ICEA PHN 3 to ICEA PHN 4
223002	Assistant to the Controller to	

	Assistant to the Controller/Broadband Coordinator	Move from MC 5 to MC 7
223011	Environmental Sustainability Director	Move from MC 11 to MC 12
601215	Hearing & Vision Technician	Move from UAW D to UAW G
601216	Hearing & Vision Technician	Move from UAW D to UAW G
601217	Hearing & Vision Technician	Move from UAW D to UAW G
601219	Hearing & Vision Technician	Move from UAW D to UAW G
601152	Family Outreach & Support Services Supervisor	Move from ICEA Pro. 9 to ICEA Pro 10

	2024	2024	
<u>Position Title</u>	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	<u>Difference</u>
Family Treatment Ct. Coordinator	OPEIU FDTC: 61,785.62	OPEIU 6: 78,671.62	16,886.00
Ryan White Services Program Mgr.	ICEA PHN 4: 83,407.40	ICEA PHN 4: 83,407.40	0.00
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
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Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Nurse Supervisor	ICEA PHN 5: 87,119.20	ICEA PHN 6: 90,603.97	3,484.77
Nurse Supervisor	ICEA PHN 5: 87,119.20	ICEA PHN 6: 90,603.97	3,484.77
Nurse Supervisor	ICEA PHN 5: 87,119.20	ICEA PHN 6: 90,603.97	3,484.77
Nurse Case Manager	ICEA PHN 3: 79,678.36	ICEA PHN 4: 83,407.40	3,729.04
Asst. to the Controller/Broadband Coordinator	MC 5: 57,281.89	MC 7: 66,802.36	9,520.47
Environmental Sustainability Dir.	MC 11: 94,168.03	MC 12: 101,103.43	6,935.40
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Family Outreach & Support Services Supervisor	ICEA Pro 9: 87,119.20	ICEA Pro 10: 94,090.34	6,971.14

TOTAL: \$ 178,355.40

BE IT FURTHER RESOLVED, that these reclassifications are effective the first full pay period following the date of their submission to the Human Resources Department.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN ECONOMIC DEVELOPMENT SERVICE CONTRACT

RESOLUTION #25 –

WHEREAS, Lansing Economic Area Partnership Agreement (LEAP), of which Ingham County is a member, is widely recognized as the capitol region economic development coordinator; and

WHEREAS, LEAP contracted with Ingham County from 2018 through 2024 to provide economic development services, including but not limited to coordination of the Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, LEAP is able and willing to continue its role in promoting and administering economic development activities on behalf of Ingham County; and

WHEREAS, LEAP has the ability to provide staff services to the County Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, working directly with LEAP will assure coordination with regional economic development activities.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby authorize the approval of an economic development service agreement in an amount not to exceed \$130,000 per year for a period of three years, beginning on January 1, 2025 and ending December 31, 2027.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER SPECIAL PART-TIME ADMINISTRATIVE ASSISTANT POSITION
FROM THE FACILITIES DEPARTMENT TO THE CONTROLLER'S OFFICE**

RESOLUTION #25 –

WHEREAS, the Ingham County Commissioners passed Resolution #24-473, which approved the acceptance of \$857,909 from the Michigan High Speed Internet Office for a four-year HEART of the MITTEN project to promote digital equity; and

WHEREAS, the grant will provide funding for a 0.5 FTE for Year 1, 0.625 FTE for Year 2, and 0.75 FTE for Years 3 and 4; and

WHEREAS, Assistant to the Controller Rachel Prettenhofer, will staff the grant and the FTE funding will offset her existing salary each year of the grant in the amounts listed above; and

WHEREAS, additional administrative help will be required in the Controller's Office to backfill work currently being completed by the Assistant to the Controller while that position is staffing the HEART of the MITTEN grant; and

WHEREAS, the Facilities Department currently has a vacant Special Part-Time Administrative Assistant position (position number 233039) that could be transferred to the Controller's Office to provide administrative support during the term of the grant; and

WHEREAS, the existing budgeted funding for Position 233039 along with the salary savings generated through the FTE funding in the grant will make this position cost neutral.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of Special Part-Time Administrative Assistant Position 233039 to the Controller's Office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the Position Allocation List.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF CONNECTIVITY FROM AT&T

RESOLUTION #25 –

WHEREAS, Ingham County’s Public Defender’s office is moving to a new location; and

WHEREAS, there is an urgent need for data network connectivity back to the County’s network; and

WHEREAS, a connectivity solution from AT&T has been determined to meet all data connectivity needs while providing the best price for performance; and

WHEREAS, the Michigan Indigent Defense Commission (MIDC) grant for the Public Defender’s Office provides the funds necessary to satisfy this need.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of connectivity from AT&T in an amount not to exceed \$80,000 for 36 months.

BE IT FURTHER RESOLVED, that the recurring monthly fees will be paid from the Public Defender’s Telephone fund (26028200-921050).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**2025 BORROWING RESOLUTION
(2024 DELINQUENT TAXES)**

RESOLUTION #25 –

A _____ meeting of the Board of Commissioners of the County of Ingham, Michigan (the “County”), was held in Mason, Michigan, on _____, 2025. The following Commissioners were

PRESENT: _____

ABSENT: _____

The resolution set forth below was offered by Commissioner _____ and supported by Commissioner _____.

**2025 BORROWING RESOLUTION
(2024 DELINQUENT TAXES)**

WHEREAS, ad valorem real property taxes are imposed by the County and the local taxing units within the County on July 1 and/or December 1 of each year; and

WHEREAS, a certain portion of these taxes remain unpaid and uncollected on March 1 of the year following assessment, at which time they are returned delinquent to the County's treasurer (the “Treasurer”); and

WHEREAS, the Treasurer is bound to collect all delinquent taxes, interest and property tax administration fees which would otherwise be payable to the local taxing units within the County; and

WHEREAS, the statutes of the State of Michigan authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the Treasurer; and

WHEREAS, the County Board of Commissioners (the “Board”) has adopted a resolution authorizing the County's Delinquent Tax Revolving Fund (the “Revolving Fund Program”), pursuant to Section 87b of Act No. 206, Michigan Public Acts of 1893, as amended (“Act 206”); and

WHEREAS, such fund has been established to provide a source of monies from which the Treasurer may pay any or all delinquent ad valorem real property taxes which are due the County, and any city, township, school district, intermediate school district, community college district, special assessment district, drainage district, or other political unit within the geographical boundaries of the County participating in the County's Revolving Fund Program pursuant to Act 206 (“local units”); and

WHEREAS, the Treasurer is authorized under Act 206, and has been directed by the Board, to make such payments with respect to delinquent ad valorem real property taxes (including the property tax administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2024 to the County and the local units (collectively, the “taxing units”) which will have remained unpaid on March 1, 2025 and the Treasurer is authorized to pledge these amounts in addition to any amounts not already pledged for repayment of prior series of Notes (or after such prior series of Notes are retired as a secondary pledge) all as the Treasurer shall specify in an order when the Notes authorized hereunder are issued (the “Delinquent Taxes”); and

WHEREAS, the Board has determined that in order to raise sufficient monies to adequately fund the Revolving Fund, the County must issue its General Obligation Limited Tax Notes, Series 2025 in one or more series, in accordance with Sections 87c, 87d, 87g and 89 of Act 206 and on the terms and conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED:

**I.
GENERAL PROVISIONS**

101. Establishment of 2025 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2025 Delinquent Tax Revolving Fund (the “Revolving Fund”) as a separate and segregated fund within the existing Delinquent Tax Revolving Fund of the County previously established by the Board pursuant to Section 87b of Act 206.

102. Issuance of Notes. The County shall issue its General Obligation Limited Tax Notes, Series 2025 in one or more series (the “Notes” or “Note”), in accordance with this Resolution and Sections 87c, 87d, 87g and 89 of Act 206, payable in whole or in part from the Delinquent Taxes and/or from the other sources specified below.

103. Aggregate Amount of Notes.

(a) The Notes shall be issued in an aggregate amount to be determined in accordance with this Section by the Treasurer.

(b) The aggregate amount of the Notes shall not be less than the amount by which the actual or estimated Delinquent Taxes exceeds (i) the County's participating share of Delinquent Taxes, and (ii) any sums otherwise available to fund the Tax Payment Account established under Section 702 (including any monies held in respect of Section 704(c)).

(c) The aggregate amount of the Notes shall not be greater than the sum of (i) the actual amount of the Delinquent Taxes pledged to the payment of debt service on the Notes, plus (ii) the amount determined by the Treasurer to be allocated to a reserve fund. Original proceeds of the Notes devoted to a reserve fund shall not exceed the lesser of (A) the amount reasonably required for those of the Notes secured by the reserve fund, (B) 10% of the proceeds of such Notes, (C) the maximum amount of annual debt service on such Notes, or (D) 125% of average annual debt service on such Notes.

(d) The aggregate amount of the Notes shall be designated by the Treasurer by written order after (i) the amount of the Delinquent Taxes, or the amount of Delinquent Taxes to be funded by the issuance of the Notes, has been estimated or determined, and (ii) the amount of the reasonably required reserve fund has been calculated. Delinquent Taxes shall be estimated based on delinquencies experienced during the past three fiscal years and on demographic and economic data relevant to the current tax year, and shall be determined based on certification from each of the taxing units. The amount of the reasonably required reserve fund shall be calculated pursuant to such analyses and certificates as the Treasurer may request.

104. Proceeds. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated to occur to allow distribution of the proceeds of the Notes within 20 days after the date of issue, the proceeds of the Notes shall be deposited in the County's 2025 Delinquent Tax Project Account and thereafter used to fund the whole or a part of the County's 2025 Tax Payment Account, 2025 Notes Reserve Account and/or 2025 Note Payment Account, subject to and in accordance with Article VII. If the Notes are issued and sold on or after such time, the proceeds of the Notes shall be deposited directly into the County's 2025 Tax Payment Account, 2025 Notes Reserve Account and/or 2025 Note Payment Account, as provided in Article VII.

105. Treasurer's Order Authorizing Notes and Establishing Delinquent Taxes. At or prior to the time any Note is issued pursuant to this resolution, the Treasurer, as authorized by Act 206, may issue a written order specifying the amount and character of the Delinquent Taxes, the Article or Articles under which the Notes are being issued and any other matters subject to the Treasurer's control under either this resolution or Act 206.

II. FIXED MATURITY NOTES

201. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article II. All reference to "Notes" in Article II refers only to Notes issued pursuant to Article II, unless otherwise specified.

202. Date. The Notes shall be dated as of the date of issue or as of such earlier date specified by written order of the Treasurer.

203. Maturity and Amounts. Notes issued pursuant to this Article II shall be structured in accordance with subsections (a) or (b) below as determined by the Treasurer pursuant to written order.

(a) The first maturity of the Notes or of a series of the Notes shall be determined by the Treasurer pursuant to written order, but shall not be later than three years after the date of issue. Later maturities of the Notes shall be on the first anniversary of the preceding maturity or on such earlier date as the Treasurer may specify by written order. The Notes shall be structured with the number of maturities determined by the Treasurer

to be necessary or appropriate, and the last maturity shall be scheduled for no later than the sixth anniversary of the date of issue. The amount of each maturity or of any mandatory or optional call date shall be set by the Treasurer when the amount of Delinquent Taxes is determined by the Treasurer or when a reliable estimate of the Delinquent Taxes is available to the Treasurer. In determining the exact amount of each maturity or of any mandatory or optional call date the Treasurer shall consider the schedule of delinquent tax collections prepared for the tax years ending December 31, 2024, or ending any other years and the corollary schedule setting forth the anticipated rate of collection of those Delinquent Taxes which are pledged to the repayment of the Notes. The amount of each maturity and the scheduled maturity dates of the Notes shall be established to take into account the dates on which the Treasurer reasonably anticipates the collection of such Delinquent Taxes and shall allow for no more than a 15% variance between the debt service payable on each maturity date, the Notes, and the anticipated amount of pledged monies available on such maturity date to make payment of such debt service.

(b) Alternatively, the Notes or a series of the Notes may be structured with a single stated maturity falling not later than the fourth anniversary of the date of issue. The Notes issued under this subsection (b) shall be subject to redemption on such terms consistent with the applicable parts of subsection (a) of this section and with Section 209 as shall be ordered by the Treasurer, but in no event shall such Notes be subject to redemption less frequently than annually.

204. Interest Rate and Date of Record.

(a) Except as otherwise provided in this paragraph, the Notes issued pursuant to subsection (a) of Section 203 shall bear interest payable semi-annually, with the first interest payment to be payable (i) on the first date, after issuance, corresponding to the day and month on which the maturity of such Notes falls, or (ii) if the Treasurer so orders, six months before such date. In the event (i) any maturity of the Notes arises either less than six months before the succeeding maturity date or less than six months after the preceding maturity date and (ii) the Treasurer so orders in writing, interest on the Notes shall be payable on such succeeding or preceding maturity date. Subject to the following sentence, the Notes issued pursuant to subsection (b) of Section 203 shall, pursuant to written order of the Treasurer, bear interest monthly, quarterly, or semiannually, as provided by written order of the Treasurer. If the Notes issued under this Article II are sold with a variable rate feature as provided in Article IV, such Notes may, pursuant to written order of the Treasurer, bear interest weekly, monthly, quarterly or on any put date, or any combination of the foregoing, as provided by written order of the Treasurer.

(b) Interest shall not exceed the maximum rate permitted by law.

(c) Interest shall be mailed by first class mail to the registered owner of each Notes as of the applicable date of record, provided, however, that the Treasurer may agree with the Registrar (as defined below) on a different method of payment.

(d) Subject to Section 403 in the case of variable rate Notes, the date of record shall be not fewer than 14 nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

205. Note Form. The form of Note shall be consistent with the provisions of this Resolution and shall reflect all material terms of the Notes. Unless the Treasurer shall by written order specify the contrary, the Notes shall be issued in fully registered form both as to principal and interest, registrable upon the books of a Note Registrar (the "Registrar") to be named by the Treasurer. If the Notes are issued in bearer form the Treasurer shall appoint a paying agent (the "Paying Agent"). (The Registrar or Paying Agent so named may be any bank

or trust company or other entity, including the County Treasurer, offering the necessary services pertaining to the registration and transfer of negotiable securities.)

206. Denominations and Numbers. The Notes shall be issued in one or more denomination or denominations of \$1,000 each or any integral multiple of \$1,000 in excess of \$1,000, as determined by the Treasurer. Notwithstanding the foregoing, however, in the event the Notes are deposited under a book entry depository trust arrangement pursuant to Section 208, the Notes may, if required by the depository trustee, be issued in denominations of \$5,000 each or any integral multiple of \$5,000. The Notes shall be numbered from one upwards, regardless of maturity, in such order as the Registrar shall determine.

207. Transfer or Exchange of Notes.

(a) Notes issued in registered form shall be transferable on a Note register maintained with respect to the Notes upon surrender of the transferred Notes, together with an assignment executed by the registered owner or his or her duly authorized attorney-in-fact in form satisfactory to the Registrar. Upon receipt of a properly assigned Note, the Registrar shall authenticate and deliver a new Note or Notes in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

(b) The Notes may likewise be exchanged for one or more other Notes with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the Note or Notes being exchanged, upon surrender of the Note or Notes and the submission of written instructions to the Registrar or, in the case of bearer Notes, to the Paying Agent. Upon receipt of a Note with proper written instructions the Registrar or Paying Agent shall authenticate and deliver a new Note or Notes to the owner thereof or to the owner's attorney-in-fact.

(c) Any service charge made by the Registrar or Paying Agent for any such registration, transfer or exchange shall be paid for by the County as an expense of borrowing, unless otherwise agreed by the Treasurer and the Registrar or Paying Agent. The Registrar or Paying Agent may, however, require payment by a Noteholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

208. Book Entry Depository Trust. At the option of the Treasurer, and notwithstanding any contrary provision of Section 212, the Notes may be deposited, in whole or in part, with a depository trustee designated by the Treasurer who shall transfer ownership of interests in the Notes by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Notes. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the Treasurer after consultation with the depository trustee. The Treasurer is authorized to enter into any depository trust agreement on behalf of the County upon such terms and conditions as the Treasurer shall deem appropriate and not otherwise prohibited by the terms of this Resolution. The depository trustee may be the same as the Registrar otherwise named by the Treasurer, and the Notes may be transferred in part by depository trust and in part by transfer of physical certificates as the Treasurer may determine.

209. Redemption.

(a) Subject to the authority granted the Treasurer pursuant to subsection (c) of this Section (in the case of fixed rate Notes) and to the authority granted the Treasurer pursuant to Section 404 (in the case of variable rate Notes), the Notes or any maturity or maturities of the Notes shall be subject to redemption prior to maturity on the terms set forth in subsection (b) below.

(b) Notes scheduled to mature after the first date on which any Notes of the series are scheduled to mature shall be subject to redemption, in inverse order of maturity, on each interest payment date arising after the date of issue.

(c) If the Treasurer shall determine such action necessary to enhance the marketability of the Notes or to reduce the interest rate to be offered by prospective purchasers on any maturity of the Notes, the Treasurer may, by written order prior to the issuance of such Notes, (i) designate some or all of the Notes as non-callable, regardless of their maturity date, and/or (ii) delay the first date on which the redemption of callable Notes would otherwise be authorized under subsection (b) above.

(d) Notes of any maturity subject to redemption may be redeemed before their scheduled maturity date, in whole or in part, on any permitted redemption date or dates, subject to the written order of the Treasurer. The Notes called for redemption shall be redeemed at par, plus accrued interest to the redemption date, plus, if the Treasurer so orders, a premium of not more than 1%. Redemption may be made by lot or pro rata, as shall be determined by the Treasurer.

(e) With respect to partial redemptions, any portion of a Note outstanding in a denomination larger than the minimum authorized denomination may be redeemed, provided such portion as well as the amount not being redeemed constitute authorized denominations. In the event less than the entire principal amount of a Note is called for redemption, the Registrar or Paying Agent shall, upon surrender of the Note by the owner thereof, authenticate and deliver to the owner a new Note in the principal amount of the principal portion not redeemed.

(f) Notice of redemption shall be by first class mail 30 days prior to the date fixed for redemption, or such shorter time prior to the date fixed for redemption as may be consented to by the holders of all outstanding Notes to be called for redemption. Such notice shall fix the date of record with respect to the redemption if different than otherwise provided in this Resolution. Any defect in any notice shall not affect the validity of the redemption proceedings. Notes so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with a paying agent to redeem the same.

210. Discount. At the option of the Treasurer, the Notes may be offered for sale at a discount not to exceed 2%.

211. Public or Private Sale. The Treasurer may, at the Treasurer's option, conduct a public or private sale of the Notes. After a Public sale the Treasurer shall either award the Notes to the lowest bidder or reject all bids. The conditions of a Public sale shall be as specified in a published Notice of Sale prepared by the Treasurer announcing the principal terms of the Notes and the offering. Alternatively, the Treasurer may, at the Treasurer's option, negotiate a private sale of the Notes as provided in Act 206. If required by law, or if otherwise determined by the Treasurer to be in the best interest of the County, (a) the Notes shall be rated by a national rating agency selected by the Treasurer, (b) a good faith deposit shall be required of the winning bidder, and/or (c) CUSIP numbers shall be assigned to the Notes. If a public sale is conducted or if otherwise required by law or the purchaser of the Notes, the Treasurer shall prepare or cause to be prepared and disseminated an offering memorandum or official statement containing all material terms of the offer and sale of the Notes. Pursuant to any sale of the Notes, the County shall make such filings, shall solicit such information and shall obtain such governmental approvals as shall be required pursuant to any state or federal law respecting back-up income tax withholding, securities regulation, original issue discount or other regulated matter.

212. Execution and Delivery. The Treasurer is authorized and directed to execute the Notes on behalf of the County by manual or facsimile signature, provided that if the facsimile signature is used the Notes shall be authenticated by the Registrar or any tender agent as may be appointed pursuant to Section 801(c). The Notes shall be sealed with the County seal or imprinted with a facsimile of such seal. The Treasurer is authorized and directed to then deliver the Notes to the purchaser thereof upon receipt of the purchase price. The Notes shall be delivered at the expense of the County in such city or cities as may be designated by the Treasurer.

213. Renewal, Refunding or Advance Refunding Notes. If at any time it appears to be in the best interests of the County, the Treasurer, by written order, may authorize the issuance of renewal, refunding or advance refunding Notes. The terms of such Notes, and the procedures incidental to their issuance, shall be set subject to Section 309 and, in appropriate cases, Article X.

III. SHORT-TERM NOTES

301. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article III. All references to “Notes” in Article III refer only to Notes issued pursuant to Article III, unless otherwise specified.

302. Date and Maturity. The Notes shall be dated as of their date of issuance or any prior date selected by the Treasurer, and each issuance thereof shall mature on such date not exceeding three years from the date of their issuance as may be specified by written order of the Treasurer.

303. Interest and Date of Record. The Notes shall bear interest payable monthly, quarterly, or semi-annually and at maturity at such rate or rates as may be determined by the Treasurer not exceeding the maximum rate of interest permitted by law on the date the Notes are issued. The date of record shall be not fewer than two nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

304. Note Form. The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. The Notes shall, in the discretion of the Treasurer and consistent with Section 205, either be payable to bearer or be issued in registered form. If issued in registered form, the Notes may be constituted as book-entry securities consistent with Section 208, notwithstanding any contrary provision of Section 308.

305. Denomination and Numbers. The Notes shall be issued in one or more denomination or denominations, as determined by the Treasurer. The Notes shall be numbered from one upwards in such order as the Treasurer determines.

306. Redemption. The authority and obligations of the Treasurer set forth in subsections (b) and (c) of Section 209 (in the case of fixed rate Notes), or Section 404 (in the case of variable rate Notes), as the case may be, shall apply also to the Notes issued under Article III.

307. Sale of Notes. The authority and obligations of the Treasurer set forth in Sections 210 and 211 respecting Fixed Maturity Notes shall apply also to the Notes issued under Article III.

308. Execution and Delivery. The authority and obligations of the Treasurer set forth in Section 212 respecting Fixed Maturity Notes shall also apply to the Notes issued under Article III.

309. Renewal or Refunding Notes.

(a) The Treasurer may by written order authorize the issuance of renewal or refunding Notes (collectively the “Renewal Notes”). Renewal Notes shall be sold on the maturity date of, and the proceeds applied to the payment of debt service on, the Notes to be renewed. The maturities and repayment terms of the Renewal Notes shall be set by written order of the Treasurer.

(b) In the order authorizing Renewal Notes, the Treasurer shall specify whether the Notes shall be issued in accordance with this Article III, in which event the provisions of Article III shall govern the issuance of the Notes, or whether the Notes shall be issued in accordance with Article II, in which event the provisions of Article II shall govern the issuance of the Notes. The order shall also provide for and shall also govern with respect to:

- (i) the aggregate amount of the Renewal Notes;
- (ii) the date of the Renewal Notes;
- (iii) the denominations of the Renewal Notes;
- (iv) the interest payment dates of the Renewal Notes;
- (v) the maturity or maturities of the Renewal Notes;
- (vi) the terms of sale of the Renewal Notes;

(vii) whether any Renewal Notes issued in accordance with Article II shall be subject to redemption and, if so, the terms thereof; and

(viii) any other terms of the Renewal Notes consistent with, but not specified in, Article II or Article III.

(c) Regardless of whether Renewal Notes need be approved by prior order of the Department of Treasury, the Treasurer, pursuant to Section 89(5)(d) of Act 206, shall promptly report to the Department of Treasury the issuance of any Renewal Notes.

**IV.
VARIABLE INTEREST RATE**

401. Variable Rate Option. At the option of the Treasurer, exercisable by written order, the Notes, whether issued pursuant to Article II or Article III, may be issued with a variable interest rate, provided that the rate shall not exceed the maximum rate of interest permitted by law.

402. Determination of Rate. The order of the Treasurer shall provide how often the variable interest rate shall be subject to recalculation, the formula or procedure for determining the variable interest rate, whether and on what terms the rate shall be determined by a remarketing agent in the case of demand obligations consistent with Section 801(d), and whether and on what terms a fixed rate of interest may be converted to or from a variable rate of interest. Such formula or procedure shall be as determined by the Treasurer, but shall track or float within a specified percentage band around the rates generated by any one or more of the following indices:

- (i) Publicly reported prices or yields of obligations of the United States of America;
- (ii) An index of municipal obligations periodically reported by a nationally recognized source;
- (iii) The prime lending rate from time to time set by any bank or trust company in the United States with unimpaired capital and surplus exceeding \$40,000,000;
- (iv) Any other rate or index that may be designated by order of the Treasurer provided such rate or index is set or reported by a source which is independent of and not controlled by the Treasurer or the County.

The procedure for determining the variable rate may involve one or more of the above indices as alternatives or may involve the setting of the rate by a municipal bond specialist provided such rate shall be within a stated percentage range of one or more of the indices set forth above.

403. Date of Record. The Date of Record shall be not fewer than one nor more than 31 days before the date of payment, as designated by written order of the Treasurer.

404. Redemption. Notwithstanding any contrary provision of subsections (b) and (c) of Section 209, but subject to the last sentence of this Section 404, Notes bearing interest at a variable rate may be subject to redemption by the County and/or put by the holder at any time or times and in any order, as may be determined pursuant to written order of the Treasurer. Notes shall not be subject to redemption more frequently than monthly.

405. Remarketing, Repurchase and Resale.

(a) In the event the Notes issued under this Article IV are constituted as a demand obligation, the interest rate on the Notes shall be governed by, and/or shall be subject to, remarketing by a remarketing agent appointed in accordance with Section 801(c), under the terms of a put agreement employed in accordance with Section 801(d).

(b) The County shall be authorized, consistent with Act 206 and pursuant to order of the Treasurer, to participate in the repurchase and resale of the Notes in order to reduce the cost of, or increase the revenue, attendant to the establishment of the Revolving Fund and the issuance and discharge of the Notes. Any purchase of the Notes pursuant to this subsection (b) shall be made with unpledged monies drawn from revolving funds established by the County in connection with retired general obligation limited tax notes.

V. MULTIPLE SERIES

501. Issuance of Multiple Series. At the option of the Treasurer, exercisable by written order, the Note or Notes issued under Article II, Article III or Article X may be issued in two or more individually designated series. Each series shall bear its own rate of interest, which may be fixed or variable in accordance with Article IV. Various series need not be issued at the same time and may be issued from time to time in the discretion of the Treasurer exercisable by written order. In determining the dates of issuance of the respective series, the Treasurer shall consider, among other pertinent factors, the impact the dates selected may have on the marketability, rating and/or qualification for credit support or liquidity support for, or insurance of, the Note or Notes. The Note of each such series shall be issued according to this Resolution in all respects (and the term "Note" or "Notes" shall be deemed to include each series of Notes throughout this Resolution), provided that:

(a) The aggregate principal amount of the Notes of all series shall not exceed the maximum aggregate amount permitted under Section 103;

(b) Each series shall be issued pursuant to Article II or Article III, and different series may be issued pursuant to different Articles;

(c) Each series shall be issued pursuant to Section 502 or Section 503, and different series may be issued pursuant to different Sections;

(d) A series may be issued under Article II for one or more of the annual maturities set forth in Article II with the balance of the annual maturities being issued under Article II or under Article III in one or more other series, provided that the minimum annual maturities set forth in Section 203 shall be reduced and applied pro rata to all Notes so issued; and

(e) The Notes of all series issued pursuant to Article II above shall not, in aggregate, mature in amounts or on dates exceeding the maximum authorized maturities set forth in Section 203.

502. Series Secured Pari Passu. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be secured *pari passu* with the other by the security described in and the amounts pledged by Article VII below. Moreover, such security may, pursuant to further written order of the Treasurer, be segregated in accordance with the following provisions.

(a) The Treasurer may by written order establish separate sub-accounts in the County's 2025 Note Reserve Account for each series of Notes, into which shall be deposited the amount borrowed for the Note Reserve Account for each such series.

(b) The Treasurer may by written order establish separate sub-accounts in the County's 2025 Note Payment Account for each series of Notes, and all amounts deposited in the Note Payment Account shall be allocated to the sub-accounts.

(c)(i) In the event separate sub-accounts are established pursuant to subsection (b) above, and subject to Paragraph (ii) below, the percentage of deposits to the County's 2025 Note Payment Account allocated to each sub-account may be set equal to the percentage that Notes issued in the corresponding series bears to all Notes issued under this Resolution or to any other percentage designated by the Treasurer pursuant to written order; provided that if the various series are issued at different times or if the various series are structured with different maturity dates, (I) sums deposited in the Note Payment Account prior to the issuance of one or more series may upon the issuance of each such series be reallocated among the various sub-accounts established under Subsection (b) above to achieve a balance among the sub-accounts proportionate to the designated percentage allocation, and/or (II) deposits to the Note Payment Account may be allocated among the sub-accounts according to the total amount of debt service that will actually be paid from the respective sub-accounts.

(ii) Alternatively, the Treasurer may, by written order, rank the sub-accounts established under Subsection (b) above in order of priority, and specify that each such sub-account shall receive deposits only after all sub-accounts having a higher priority have received deposits sufficient to discharge all (or any specified percentage of) Notes whose series corresponds to any of the sub-accounts having priority.

(d) In the absence of a written order of the Treasurer to the contrary, the amounts in each sub-account established pursuant to this Section 502 shall secure only the Notes issued in the series for which such sub-account was established, until such Notes and interest on such Notes are paid in full, after which the amounts in such sub-account may, pursuant to written order of the Treasurer, be added pro rata to the amounts in the other sub-accounts and thereafter used as part of such other sub-accounts to secure all Notes and interest on such Notes for which such other sub-accounts were created, until paid in full. Alternatively, amounts held in two or more sub-accounts within either the Note Reserve Account or the Note Payment Account may be commingled, and if commingled shall be held *pari passu* for the benefit of the holders of each series of Notes pertaining to the relevant sub-accounts.

503. Series Independently Secured. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be independently secured in accordance with this Section 503.

(a) Each series of Notes shall pertain to one or more taxing units, as designated by the Treasurer pursuant to written order, and no two series of Notes shall pertain to the same taxing unit. A school district, intermediate school district, or community college district extending beyond the boundaries of a city in which it is located may, pursuant to written order of the Treasurer, be subdivided along the boundaries of one or more cities and each such subdivision shall be deemed a taxing unit for purposes of this Section 503.

(b) Separate sub-accounts shall be established in the County's 2025 Tax Payment Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account to only those taxing units designated as being in that series.

(c) In the event Notes are issued for deposit into the Project Account established under Section 701, separate sub-accounts shall be established in the Project Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account only to accounts, sub-accounts and/or taxing units designated as being in the series corresponding to the sub-account from which disbursement is being made.

(d) A separate sub-account shall be established in the County's 2025 Note Reserve Account for each series of Notes, into which shall be deposited the amount determined by the Treasurer under Section 103 or Section 703 with respect to the series. Each sub-account shall secure one and only one series.

(e) A separate sub-account shall be established in the County's 2025 Note Payment Account for each series of Notes. Each sub-account shall be allocated only those amounts described in Section 704 which pertain to the taxing units included in the series corresponding to the sub-account. Chargebacks received from a taxing unit pursuant to Section 905 shall be deposited in the sub-account corresponding to the series in which the taxing unit is included. Amounts held in each sub-account shall secure the debt represented by only those Notes included in the series corresponding to the sub-account, and disbursements from each sub-account may be applied toward the payment of only those Notes included in the series corresponding to the sub-account.

(f) The amounts in each sub-account established pursuant to this Section 503 shall secure only the Notes issued in the series for which such sub-account was established until such Notes and interest on such Notes are paid in full, after which any amounts remaining in such sub-account shall accrue to the County and shall no longer be pledged toward payment of the Notes.

VI. TAXABILITY OF INTEREST

601. Federal Tax. The County acknowledges that the current state of Federal law mandates that the Notes be structured as taxable obligations. Consequently, the Notes shall, subject to Article X, be issued as obligations the interest on which is not excluded from gross income for purposes of Federal income tax.

602. State of Michigan Tax. Consistent with the treatment accorded all obligations issued pursuant to Act 206, interest on the Notes shall be exempt from the imposition of the State of Michigan income tax and the State of Michigan single business tax, and the Notes shall not be subject to the State of Michigan intangibles tax.

603. Change in Federal Tax Status. In the event there is a change in the Federal tax law or regulations, a ruling by the U.S. Department of Treasury or Internal Revenue Service establishes that the Notes may be issued as exempt from Federal income taxes or a change in Michigan law causes the Notes in the opinion of counsel to be exempt from federal income taxes, the Notes may be so issued.

VII. FUNDS AND SECURITY

701. Delinquent Tax Project Account. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated in time to allow distribution of the proceeds of the Notes within 20 days after the date of issue, a 2025 Delinquent Tax Project Account (the "Project Account") shall be established by the Treasurer as a separate and distinct fund of the County within its general fund. The Project Account shall receive all proceeds from the sale of the Notes, including any premium or accrued interest received at the time of sale. The Project Account shall be held in trust by an escrow agent until the monies therein are disbursed in accordance with this Article VII. The escrow agent shall be a commercial bank, shall be located in Michigan, shall have authority to exercise trust powers, and shall have a net worth in excess of \$25,000,000. The form and content of the agreement between the County and the escrow agent shall be approved by the Treasurer. Subject to the following sentence, monies deposited in the Project Account shall be expended only (i) for the purpose of funding the Tax Payment Account established under Section 702 and (ii) to the extent permitted by Act 206, for the purpose of paying the expenses of the offering of the Notes. In the event the Treasurer by written order so directs, additional funding of the Project Account may be undertaken, and any surplus proceeds remaining in the Project Account after the Treasurer has completed the funding of the Tax Payment Account may be transferred to either the 2025 Note Reserve Account created under Section 703 or the 2025 Note Payment Account created under Section 704. Monies in the Project Account may be disbursed by the escrow agent to the County's 2025 Tax Payment Account at any time and from time to time, upon receipt of a written requisition signed by the Treasurer.

702. 2025 Tax Payment Account. The County's 2025 Tax Payment Account (the "Tax Payment Account") is hereby established as a distinct account within the Revolving Fund. The Treasurer shall designate all or a portion of the proceeds of the Notes, not to exceed the amount of Delinquent Taxes, for deposit in the Tax Payment Account. If, however, the proceeds of the Notes are initially deposited in the Project Account pursuant to Section 701, the Treasurer is instead authorized and directed to transfer monies included in the Project Account in accordance with the procedures set forth in Section 701. The County shall apply the monies in the Tax Payment Account to the payment of the Delinquent Taxes or expenses of the borrowing in accordance with Act 206. The allocation of monies from the Tax Payment Account may be made pursuant to a single, comprehensive disbursement or may instead be made from time to time, within the time constraints of Act 206, to particular

taxing units as monies are paid into the Tax Payment Account, such that the source of the monies (whether from the County's own funds, from the proceeds of a tax exempt borrowing or from the proceeds of a taxable borrowing) may be traced to the particular taxing unit receiving the funds. Moreover, and regardless of whether multiple series of Notes are issued, the Tax Payment Account may be divided into separate sub-accounts in order to allow the Treasurer to designate which taxing units shall receive borrowed funds and which shall receive funds otherwise contributed by the County.

703. 2025 Note Reserve Account. In the event funding is provided as described in this Section 703, the Treasurer shall establish a 2025 Note Reserve Account (the "Note Reserve Account") as a distinct account within the Revolving Fund. After depositing all of the monies to fund the Tax Payment Account pursuant to Section 702, the Treasurer shall next transfer to the Note Reserve Account, either from the Project Account or directly from the proceeds of Notes, any proceeds remaining from the initial issuance of the Notes. In addition, the Treasurer may transfer unpledged monies from other County sources to the Note Reserve Account in an amount which, when added to any other amounts to be deposited in the Note Reserve Account, does not exceed the amount reasonably required for the Notes secured by the Reserve Account or, if less, 20% of the total amount of the Notes secured by the Reserve Account. Except as provided below, all monies in the Note Reserve Account shall be used solely for payment of principal of, premium, if any, and interest on the Notes to the extent that monies required for such payment are not available in the County's 2025 Note Payment Account. Monies in the Note Reserve Account shall be withdrawn first for payment of principal of, premium, if any, and interest on the Notes before County general funds are used to make the payments. All income or interest earned by, or increment to, the Note Reserve Account due to its investment or reinvestment shall be deposited in the Note Reserve Account. When the Note Reserve Account is sufficient to retire the Notes and accrued interest thereon, the Treasurer may order that the Note Reserve Account be used to purchase the Notes on the market, or, if the Notes are not available, to retire the Notes when due. If so ordered by the Treasurer, all or any specified portion of the Note Reserve Account may be applied toward the redemption of any Notes designated for redemption in accordance with Section 209.

704. 2025 Note Payment Account.

(a) The County's 2025 Note Payment Account is hereby established as a distinct account within the Revolving Fund. (The County's 2025 Note Payment Account, as supplemented by monies held in any interim account that are designated for transfer to the 2025 Note Payment Account, is herein referred to as the "Note Payment Account".) The Treasurer is directed to deposit into the Note Payment Account, promptly on receipt, those amounts described below in Paragraphs (i), (ii), (iv), and (v) that are not excluded pursuant to Subsection (c) below. Furthermore, the Treasurer may, by written order, deposit into the Note Payment Account all or any portion of the amounts described below in Paragraph (iii).

(i) All Delinquent Taxes.

(ii) All statutory interest on the Delinquent Taxes.

(iii) All property tax administration fees on the Delinquent Taxes, net of any amounts applied toward the expenses of this borrowing.

(iv) Any amounts which are received by the Treasurer from the taxing units within the County because of the uncollectability of the Delinquent Taxes.

(v) Any amounts remaining in the Project Account after the transfers to the Tax Payment Account and Note Reserve Account have been made as specified in Sections 702 and 703.

(b) Monies in the Note Payment Account shall be used by the County to pay principal of, premium, if any, and interest on the Notes as the same become due and payable.

(c)(i) The Treasurer may by written order provide that only a portion of the sums described above in Subsection (a) shall be deposited into the Note Payment Account and applied toward the payment of debt service on the Notes, in which event those sums which are withheld from the Note Payment Account shall be deposited into the Tax Payment Account or, pursuant to further order of the Treasurer, applied toward any other purpose consistent with Act 206. The portion of any sums described in Subsection (a) which are withheld from the Note Payment Account pursuant to this Subsection shall be determined in accordance with the following Paragraph.

(ii) Prior to the issuance of the Notes, the Treasurer may by written order specify a cut-off date not earlier than March 1, 2025, and only those sums payable to the Note Payment Account and received by the County after the cut-off date shall be applied to the Note Payment Account.

(d) The Treasurer may by written order provide that at such time as sufficient funds shall have been deposited into the Note Payment Account to pay all remaining amounts owed under the Notes the pledge on any additional monies otherwise payable to the Note Payment Account shall be discharged and such monies shall not be deposited into the Note Payment Account or otherwise pledged toward payment of the Notes.

(e) The Treasurer may by written order provide that in the event Notes are issued pursuant to Article III, amounts which would otherwise be included in the Note Payment Account or the Note Reserve Account (or any sub-account therein for a particular series of Notes) shall not include any amounts received by the County prior to the latest maturity date of any series of Notes previously issued under Article II and/or Article III.

705. Limited Tax General Obligation and Pledge.

(a) The Notes shall be the general obligation of the County, backed by the County's full faith and credit, the County's tax obligation (within applicable constitutional and statutory limits) and the County's general funds. The County budget shall provide that if the pledged monies are not collected in sufficient amounts to meet the payments of the principal and interest due on the Notes, the County, before paying any other budgeted amounts, shall promptly advance from its general funds sufficient monies to pay such principal and interest.

(b) In addition, the monies listed below are pledged to the repayment of the Notes and, subject to Section 901, shall be used solely for repayment of the Notes until the principal of, premium, if any, and interest on the Notes are paid in full:

(i) All amounts deposited or earned in any Project Account, until disbursed in accordance with Section 701;

(ii) All net proceeds from the sale of the Notes deposited or earned in the Tax Payment Account, until disbursed in accordance with Section 702;

(iii) All amounts deposited in the Note Payment Account pursuant to Section 704(a);

(iv) All amounts deposited in the Note Reserve Account;

(v) All amounts earned from the investment of monies held in the Notes Payment Account or the Note Reserve Account; and

(vi) Any supplemental monies placed in the Note Payment Account and drawn in the discretion of the Treasurer from unpledged sums on the revolving funds, which pledge shall be subject to such limitations or exceptions as shall be set forth in the written order of the Treasurer.

(c) If the Notes shall be issued in various series pursuant to Article V, this pledge shall in the case of any independently secured series extend only to monies in accounts or sub-accounts pertaining to the particular series.

(d) If the amounts so pledged are not sufficient to pay the principal and interest when due, the County shall pay the same from its general funds or other available sources. Pursuant to written order of the Treasurer, the County may later reimburse itself for such payments from the Delinquent Taxes collected.

706. Security for Renewal, Refunding or Advance Refunding Notes. Renewal, refunding, or advance refunding Notes shall be secured by all or any portion of the same security securing the Notes being renewed, refunded or advance refunded. The monies pledged in Section 705 for the repayment of the Notes are also pledged for the repayment of the principal of, premium, if any, and interest on any renewal, refunding, or advance refunding Notes issued pursuant to this Resolution, and any such renewal, refunding, or advance refunding Notes shall be the general obligation of the County, backed by its full faith and credit, which shall include the tax obligation of the County, within applicable constitutional and statutory limits.

707. Use of Funds after Full Payment or Provision for Payment. After all principal of, premium, if any, and interest on the Notes have been paid in full or provision made therefor by investments of pledged amounts in direct noncallable obligations of the United States of America in amounts and with maturities sufficient to pay all such principal, premium, if any, and interest when due, any further collection of Delinquent Taxes and all excess monies in any fund or account of the Revolving Fund, and any interest or income on any such amounts, may, pursuant to written order of the Treasurer and subject to Article V, be used for any proper purpose within the Revolving Fund including the securing of subsequent issues of Notes.

VIII. SUPPLEMENTAL AGREEMENTS

801. Supplemental Agreements and Documents. The Treasurer, on behalf of the County, is authorized to enter into any or all of the following agreements or commitments as may, in the Treasurer's discretion, be necessary, desirable or beneficial in connection with the issuance of the Notes, upon such terms and conditions as the Treasurer may determine appropriate:

(a) A letter of credit, line of credit, repurchase agreement, Note insurance, or similar instrument, providing backup liquidity and/or credit support for the Notes;

(b) A reimbursement agreement, revolving credit agreement, revolving credit Note, or similar instrument, setting forth repayments of and security for amounts drawn under the letter of credit, line of credit, repurchase agreement or similar instrument;

(c) A marketing, remarketing, placement, authenticating, paying or tender agent agreement or dealer agreement designating a marketing, remarketing, authenticating, paying, tender or placement agent or dealer and prescribing the duties of such person or persons with respect to the Notes; and

(d) A put agreement or provision allowing the purchaser of the Notes to require the County to repurchase the Notes upon demand at such times as may be provided in such put agreement or provision.

(e) An agreement to use amounts formerly pledged to other years borrowings as security for the Notes when no longer so pledged.

802. Revolving Credit Notes. If the Treasurer enters into a revolving credit agreement (the “Agreement”) pursuant to Section 801 above, the Agreement may call for the issuance of one or more revolving credit Notes (the “Revolving Credit Notes”) for the purpose of renewing all or part of maturing Note or Notes that have been put pursuant to a put agreement or provision. Such Revolving Credit Notes shall be issued pursuant to Article II or III, as appropriate, and in accordance with the following provisions:

(a) Interest on the Revolving Credit Notes may be payable on maturity, on prior redemption, monthly, bimonthly, quarterly, or as otherwise provided in the Agreement.

(b) The Revolving Credit Notes may mature on one or more date or dates not later than the final maturity date of the Notes, as provided in the Agreement.

(c) The Treasurer may, at the time of the original issuance of the Notes, execute and deliver one Revolving Credit Note in a maximum principal amount not exceeding the lending commitment under the Agreement from time to time in force (and may substitute one such Note in a lesser principal amount for another in the event the lending commitment is reduced), provided that a schedule shall be attached to such Note on which loans and repayments of principal and interest are evidenced and further provided that the making of a loan and the evidencing of such loan on the schedule of any such Note shall constitute the issuance of a renewal Note for the purposes of this Resolution.

IX. MISCELLANEOUS PROVISIONS

901. Expenses. Expenses incurred in connection with the Notes shall be paid from the property tax administration fees collected on the Delinquent Taxes and, if so ordered by the Treasurer, from any earnings on the proceeds of the offering or from other monies available to the County.

902. Bond Counsel. The Notes (and any renewal, refunding or advance refunding Notes) shall be delivered with the unqualified opinion of Clark Hill PLC, attorneys of Detroit, Michigan, bond counsel chosen by the Treasurer, which selection may, at the option of the Treasurer, be for one or more years.

903. Financial Consultants. PFM Financial Advisors LLC, Ann Arbor, is hereby retained to act as financial consultant and advisor to the County in connection with the sale and delivery of the Notes.

904. Complete Records. The Treasurer shall keep full and complete records of all deposits to and withdrawals from each of the funds and accounts in the Revolving Fund and any account or sub-account created pursuant to this Resolution and of all other transactions relating to such funds, accounts and sub-accounts, including investments of money in, and gain derived from, such funds and accounts.

905. Chargebacks. If, by the date which is three months prior to the final maturity date of the Notes, sufficient monies are not on deposit in the Note Payment Account and the Note Reserve Account to pay all principal of and interest on the Notes when due, Delinquent Taxes not then paid or recovered at or prior to the latest tax sale transacted two or more months before the final maturity of the Notes shall, if necessary to ensure full and timely payment on the date of final maturity, be charged back to the local units in such fashion as the Treasurer may determine, and, subject to Article V, the proceeds of such chargebacks shall be deposited into the County's 2025 Note Payment Account no later than five weeks prior to the final maturity of the Notes. This Section 905 shall not be construed to limit the authority of the Treasurer under State law to charge back under other circumstances or at other times.

906. Investments. The Treasurer is authorized to invest all monies in the Project Account, in the Revolving Fund or in any account or sub-account therein which is established pursuant to this Resolution in any one or more of the investments authorized as lawful investments for counties under Act No. 20, Public Acts of 1943, as amended. The Treasurer is further authorized to enter into a contract on behalf of the County under the Surplus Funds Investment Pool Act, Act No. 367, Michigan Public Acts of 1982, as amended, and to invest in any investment pool created thereby monies held in the Project Account, in the Revolving Fund, or in any account or sub-account therein which is established pursuant to this Resolution.

907. Mutilated, Lost, Stolen or Destroyed Notes. In the event any Note is mutilated, lost, stolen, or destroyed, the Treasurer may, on behalf of the County, execute and deliver, or order the Registrar or Paying Agent to authenticate and deliver, a new Note having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen, or destroyed. In the case of a mutilated Note, a replacement Note shall not be delivered unless and until such mutilated Note is surrendered to the Treasurer or the Registrar or Paying Agent. In the case of a lost, stolen or destroyed Note, a replacement Note shall not be delivered unless and until the Treasurer and the Registrar or Paying Agent shall have received such proof of ownership and loss and indemnity as they determine to be sufficient.

ARTICLE X. TAX-EXEMPT NOTES OR REFUNDING

1001. Refunding of Taxable Debt or Issuance of Tax-Exempt Debt. The County acknowledges that the current state of Federal law precludes the issuance of the Notes as obligations the interest on which is exempt from Federal income tax. However, the County presently contemplates that anticipated amendments to the Internal Revenue Code of 1986 (the "Code") and/or the Treasury Regulations issued thereunder (the "Regulations") or a change in Michigan law changing the character of the Notes may in the future permit the issuance of general obligation limited tax Notes on a tax-exempt basis, and, in view of this expectation, the County, through the offices of the Treasurer, shall issue tax-exempt Notes or issue obligations to refund any or all outstanding Notes issued as taxable obligations, at the time, on the terms, and to the extent set forth in this Article X.

1002. Timing of Refunding. The aforementioned refunding obligations (the "Refunding Notes") shall be issued after the effective date of any change in the Code, Regulations, Internal Revenue Service pronouncements

or judicial rulings which, as confirmed by the written opinion of bond counsel, permit the refunding of all or some of the outstanding Notes with proceeds from obligations the interest on which is excluded from gross income for purposes of Federal income tax.

1003. Extent of Refunding. Subject to the other provisions of this Section 1003, the Refunding Notes shall refund all Notes outstanding at or after the effective date of any change in the law described in Section 1002. This Section 1003 shall not, however, be construed to require the refunding of any Note prior to the time such Note may be refunded on a tax-exempt basis, nor shall this Section 1003 be construed to require the refunding of any Note, if that refunding would result in greater cost to the County (including interest expense, professional fees and administrative outlays) than would arise if the Note were to remain outstanding.

1004. Confirmatory Action. Subsequent to any change in the law described in Section 1002, the Board shall convene to consider any terms of the Refunding Notes requiring specific ratification by the Board.

1005. Arbitrage Covenant and Tax Law Compliance. In the event tax-exempt Notes or Refunding Notes are issued pursuant to this Article X, the following covenants shall be observed by the County:

(i) the County will make no use of the proceeds of the Notes or Refunding Notes and will undertake no other intentional act with respect to the Notes or Refunding Notes which, if such use or act had been reasonably expected on the date of issuance of the Notes or Refunding Notes or if such use or act were intentionally made or undertaken after the date of issuance of the Notes or Refunding Notes, would cause the Notes or Refunding Notes to be “arbitrage bonds,” as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”), in the Regulations promulgated under Sections 103 and 148 of the Code or in any successor or supplementary provision of law hereinafter promulgated,

(ii) the County will undertake all actions as shall be necessary to maintain the Notes or Refunding Notes as obligations the interest on which qualifies for the tax exemption provided by Section 103(a) of the Code, including, where appropriate and without limitation, filing informational returns with the Secretary of Treasury, keeping accurate account of all monies earned in any fund, account or sub-account authorized by this Resolution or any resolution adopted in accordance with Section 1004 above, certifying cumulative cash flow deficits of the County and the local units, and investing any required portion of the gross proceeds of the Notes or Refunding Notes, whether on behalf of the County or the local units, in tax-exempt obligations or State and Local Government Series obligations, and

(iii) the County will make timely payment to the United States of any investment earnings, realized by the County on the gross proceeds of the Notes or Refunding Notes, as may be subject to rebate under Section 148(f) of the Code, and, to the extent required under applicable law or deemed by the Treasurer to be in the best interest of the County pursuant to written order, the County's obligation to make such payment to the United States shall also account for excess investment earnings realized by local units on all or a portion of the gross proceeds distributed to, and held by, the local units pursuant to Section 702.

(iv) the Treasurer shall be directed to take such actions and to enter into such agreements and certifications, on behalf of the County, as the Treasurer shall deem necessary or appropriate to comply with the foregoing covenants.

1006. Undertaking to Provide Continuing Disclosure. If necessary, this Board of Commissioners, for and on behalf of the County of Ingham, hereby covenants and agrees, for the benefit of the beneficial owners of the Notes to be issued by the County, to enter into a written undertaking (the “Undertaking”) required by Rule 15c2-12

promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be substantially in the form as approved by the Underwriter of the Notes. The Undertaking shall be enforceable by the beneficial owners of the Notes or by the Underwriter on behalf of such beneficial owners (provided that the Underwriter's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific enforcement of the County's obligations hereunder and under the Undertaking), and any failure by the County to comply with the provisions of the Undertaking shall not be deemed a default with respect to the Notes.

The County Treasurer or other officer of the County charged with the responsibility for issuing the Notes shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the terms of the County's Undertaking.

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2025 ADMINISTRATIVE FUND

RESOLUTION #25 –

IT IS RESOLVED BY THE INGHAM COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

The County Treasurer, pursuant to Section 87c, Subsection (2), of Act 206, is designated as Agent for the County, and the Treasurer's office shall receive such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses.

Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote for each such resolution was as follows:

AYES: _____

NAYS: _____

ABSTAIN: _____

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

A sufficient majority having voted therefor, the two resolutions appearing above were adopted.

STATE OF MICHIGAN

COUNTY OF INGHAM

I certify that the foregoing is a true and accurate copy of the resolutions adopted by the Ingham County Board of Commissioners, that such resolutions were duly adopted at a _____ meeting held on the ____ day of _____, ____, and that notice of such meeting was given as required by law.

Barb Byrum, Clerk of the Ingham
County Board of Commissioners

[SEAL]

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT BY-LAWS FOR THE INGHAM COUNTY MATERIALS
MANAGEMENT PLANNING COMMITTEE**

RESOLUTION #25 –

WHEREAS, recent amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115) went into effect on March 29, 2023 and requires that all counties prepare a Materials Management Plan (MMP); and

WHEREAS, on March 26, 2024, the Ingham County Board of Commissioners approved Resolution #24-149, which accepted the County Approval Agency responsibilities and approved the submission of a Notice of Intent (NOI) to the Department of Environment, Great Lakes, and Energy (EGLE) to prepare an MMP; and

WHEREAS, pursuant to Resolution #24-245, Ingham County established the Ingham County Materials Management Planning Committee to primarily assist in the development and implementation of the MMP in addition to its other responsibilities under Part 115; and

WHEREAS, the Materials Management Planning Committee has developed proposed By-Laws and is recommending their adoption by the Ingham County Board of Commissioners pursuant to MCL 324.11572.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the By-Laws of the Ingham County Materials Management Planning Committee.

BE IT FURTHER RESOLVED, that the By-Laws as referenced herein and attached shall become effective immediately upon adoption by the Board of Commissioners.

HUMAN SERVICES: Human Services will meet on 01/27/25

INGHAM COUNTY MATERIALS MANAGEMENT PLANNING COMMITTEE

BY-LAWS

ARTICLE I

NAME, MEMBERS, HOW SELECTED

Section I: Name: The official name of this entity shall be the Ingham County Materials Management Planning Committee (hereinafter referred to as the "Materials Management Planning Committee") as authorized by Resolution #24-345.

Section II: Membership: The membership of the Materials Management Planning Committee composition shall be determined by the Board of Commissioners. Pursuant to Resolution #24-345, the Ingham County Board of Commissioners will appoint the individuals in accordance with the procedure set forth in the resolution and pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115).

Section III: Selection: The Ingham County Board of Commissioners shall select the members to sit on the Materials Management Planning Committee as required by the Board of Commissioners' resolution and pursuant to MCL 324.11572.

Section IV: Automatic Resignation: Members of the Materials Management Planning Committee, other than those members who are also members of the Ingham County Board of Commissioners, will automatically be deemed to have resigned their membership on the Materials Management Planning Committee if their absenteeism constitutes a violation of the County policy regarding attendance for advisory boards and commissions.

ARTICLE II

OFFICERS - TERM OF OFFICE, ELECTIONS, & DUTIES

Section I: The Officers of the Materials Management Planning Committee shall be the Chair, Vice-Chair, and Secretary.

Section II: Term of Office: Pursuant to Resolution #24-346 and MCL 324.11572, initial Materials Management Planning Committee members are appointed for 5-year terms. Their immediate successors shall be appointed for 2-, 3-, 4-, or 5-year terms such that, as nearly as possible, the same number are appointed for each term length. Subsequently, members shall be appointed for terms of 5 years. A member may be reappointed.

Section III: Elections: Officers shall be elected by majority vote of the full Materials Management Planning Committee at the first regular meeting of each calendar year.

Section IV: Duties of the Chair: The Chair shall be responsible for preparing the agenda and presiding at the meetings. Upon approval of the Materials Management Planning Committee, the Chair will speak for the Materials Management Planning Committee and represent the Materials Management Planning Committee at meetings of official and community groups when appropriate to participate. The Chair shall maintain communication with the Board of Commissioners.

Section V: Duties of the Vice-Chair: The Vice-Chair shall assume the duties of the Chair in the Chair's absence or by delegation. The Vice-Chair is also responsible for overseeing the implementation of the By-Laws by Materials Management Planning Committee members.

Section VI: Duties of the Secretary: The Secretary shall ensure that minutes are prepared for the Materials Management Planning Committee, make sure copies are distributed to the members, and shall place one copy on file in the Controller's Office. The Secretary shall be responsible for ensuring that the Open Meetings Act, 1976 PA 267, as amended, is adhered to. The Secretary shall assume the duties of Vice-Chair in the absence thereof.

Section VII: Designated Planning Agency: Resolution #24-345 appointed the Ingham County Controller's Office as the Designated Planning Agency. Pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115), the Designated Planning Agency is identified as the primary contact person for administering and preparing the County's Materials Management Plan and shall:

1. Serves as the primary government resource in the planning area for information about the Materials Management Plan and leads the Materials Management Plan development process.
2. Implements the general direction and policies of the Materials Management Planning Committee.
3. Not be a member of the Materials Management Planning Committee.
4. Under the direction of the Materials Management Planning Committee, prepare the Materials Management Plan using the format provided by the Michigan Department of Environment Great Lakes and Energy, facilitate and solicit public comment, and obtain Materials Management Plan approval pursuant to MCL 321.11574.
5. During the preparation of the Materials Management Plan, solicits the advice of and consults with the following organizations:
 - a. Municipalities, various organizations related to materials management, and the private sector, such as materials management facility operators, in the planning area.
 - b. The county or regional planning agency.
 - c. Counties and municipalities in counties that are adjacent to the planning area.
6. Pursuant to MCL 324.1157, provide notice of public meetings in which the Materials Management Plan will be discussed to the chief elected official of each municipality within the planning area and any other person within the planning area the planning area that requests notice.
7. Abide by County Purchasing policies and procedures, and all other applicable County policies.
8. Conduct or facilitate orientations with Materials Management Planning Committee appointees on County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as appropriate, per Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.

ARTICLE III

ORGANIZATION - DUTIES AND RESPONSIBILITIES OF THE MATERIALS MANAGEMENT

PLANNING COMMITTEE

Section I: Organizational Duties:

- A. The Materials Management Planning Committee shall elect its officers and hold regular meetings as established hereunder.
- B. Committees: The Materials Management Planning Committee is authorized and empowered to create standing committees (sub-committees and special committees) as it may determine from time to time to be in the best interests of the community, and to assign and delegate to such committees such duties and responsibilities as may be deemed appropriate. The Chair shall appoint all members to committees, sub-committees, and special committees, and remove any members at the Chair's discretion.

Section II: Duties:

- A. Pursuant to Resolution #24-345, assist in the development and implementation of Ingham County's Materials Management Plan.
- B. Direct the Designated Planning Agency in the preparation of the Materials Management Plan pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115). Review, direct revisions as applicable, and approve the Designated Planning Agency's work program pursuant to MCL 324.11587.
- C. Ensure that the Designated Planning Agency is fulfilling the requirements of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115) as to both the content of the Materials Management Plan and public participation. Pursuant to MCL 324.11573, notify the Designated Planning Agency of any deficiencies. If the deficiencies are not addressed by the Designated Planning Agency to the Materials Management Planning Committee's satisfaction, notify the County Approval Agency, Ingham County's Board of Commissioners. If the

deficiencies are not addressed by the County Approval Agency to the Materials Management Planning Committee's satisfaction, notify the State of Michigan's Department of Environment Great Lakes and Energy.

- D. Pursuant to MCL 324.11573: identify relevant local materials management policies and priorities, ensure coordination in the preparation of the Materials Management Plan, and advise counties and municipalities with respect to the Materials Management Plan.
- E. Review, direct revisions as applicable to the Designated Planning Agency, and approve the Materials Management Plan prior to and post public comment pursuant to MCL 324.11574 and 324.11575.
- F. Upon completion of the Materials Management plan, conduct and complete formal reviews of the Materials Management Plan pursuant to MCL 324.11578.

ARTICLE IV

MEETINGS, REGULAR MEETINGS, & SPECIAL MEETINGS,

NOTICE AND SCHEDULE OF MEETINGS, QUORUM AND MINUTES

Section I: Meetings: The time and place of regularly scheduled meetings shall be determined at the first annual meeting following the election of officers. Subsequently, a yearly calendar will be presented to the Materials Management Planning Committee and the Board of Commissioners.

Section II: Special Meetings: The Materials Management Planning Committee may meet in special meetings at the call of the: Designated Planning Agency, Chair, or a majority of the Materials Management Planning Committee members—if they file a written request addressed to the Designated Planning Agency at least twenty-four (24) hours in advance. The Designated Planning Agency shall notify all Materials Management Planning Committee members as soon as possible of the special meeting. Public notice shall be given for all special meetings as required by the Open Meetings Act, 1976 PA 267 by the Designated Planning Agency.

Section III: Order of Business: The agenda for Materials Management Planning Committee meetings shall be:

1. Call to Order

2. Approval of Previous Month's Minutes
3. Additions to the Agenda
4. Limited Public Comment (not to exceed three minutes)
5. Agenda and Discussion Items.
6. Announcements
7. Public Comment (not to exceed three minutes)
8. Adjournment

Section IV: All meetings of the Materials Management Planning Committee shall be open to the public as required by the Open Meetings Act, 1976 PA 267, excepting that closed sessions may be held for reasons provided for in the Open Meetings Act in accordance therewith.

Section V: Quorum: A quorum of the Materials Management Planning Committee shall consist of a majority of the members appointed by the Board of Commissioners. For the final passage of any measure, a majority of all of the appointed members shall be required.

Section VI: Minutes: The Materials Management Planning Committee shall cause minutes to be kept of each meeting and such minutes shall be kept on record at the Controller's office as required by the Open Meetings Act.

ARTICLE V

RULES AND ORDER OF BUSINESS AT MEETINGS

Section I: When not otherwise provided for by these By-Laws, Mason's Manual of Legislative Procedure shall govern the process and procedures of Materials Management Planning Committee meetings.

Section II: Materials Management Planning Committee members may abstain from voting with the approval of the Chair.

ARTICLE VI

AMENDMENTS TO BY-LAWS; SUSPENSION OF RULES

Section I: Amendments to By-Laws: The power to make, alter, amend, change, modify, and/or repeal By-Laws of the Materials Management Planning Committee is vested in 1.) the Materials Management Planning Committee, upon approval of the Ingham County Board of Commissioners and 2.) the Ingham County Board of Commissioners. No amendment by the Materials Management Planning Committee of all or any part of these By-Laws shall be considered or acted upon at any meeting unless the proposed change has been submitted to the entire Materials Management Planning Committee in writing not less than seven (7) days prior to the meeting at which the change is to be considered and acted upon. The affirmative vote of two-thirds (2/3) of the total Materials Management Planning Committee shall be necessary for the Materials Management Planning Committee to change, alter, modify, repeal, or amend all or any of these By-Laws contingent upon approval of the Board of Commissioners.

Section II: Suspension of Rules: The rules provided hereunder may be suspended at a Materials Management Planning Committee meeting by a vote of two-thirds (2/3) of the appointed members.

Section III: Effective Dates: These By-Laws shall take effect at the next regular meeting after adoption by the Board of Commissioners. Any amendment, change, modification or repeal of these By-Laws shall also take effect at the next regular meeting after such amendment, change, modification, or repeal of the same.

Section IV: If there is any conflict between a provision contained in these By-Laws and state law or Board of Commissioners resolution, then the state law or Board of Commissioners resolution shall supersede said provision or provisions.

Section V: The Materials Management Planning Committee shall adhere to County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as stated in Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING THERESA BUYCKS

RESOLUTION #25 –

WHEREAS, Theresa Buycks has dedicated twenty-three years of exemplary service to Ingham County; she began her career in December 2001 for Ingham County Health Department as a Community Health Representative II in the Children’s Special Health Care Services (CSHCS) program; and

WHEREAS, Theresa has demonstrated outstanding commitment as a Community Health Representative in the CSHCS program which has allowed her to serve countless numbers of clients and families with chronic health conditions; and

WHEREAS, Theresa has played a crucial role in overseeing care coordination for the clients and families enrolled in CSHCS; and

WHEREAS, Theresa has significantly contributed to the success and growth of the CSHCS program through her dedication to providing clients and families with the highest quality of services, consistently earning positive client feedback and numerous accounts of client and family gratitude; and

WHEREAS, Theresa worked diligently in her role as CSHCS Community Health Representative until September 2022 when her role was reclassified as CSHCS Benefit Representative in order to recognize the unique and multifaceted nature of the role; and

WHEREAS, Theresa Buycks has touched the lives of thousands of different clients and families throughout her twenty-three years of commitment to CSHCS; and

WHEREAS, as CSHCS Benefit Representative, Theresa’s selfless, kind, and compassionate approach to her work has allowed her to provide important support and assistance to countless numbers of clients and families during difficult times in their lives, easing many of the burdens placed upon them due to their serious and chronic health conditions; and

WHEREAS, as CSHCS Benefit Representative, Theresa’s program knowledge and expertise contributed greatly to successful community collaborations and partnerships as well as to the orientation of new staff to the ICHD CSHCS program; and

WHEREAS, Theresa embodied and consistently exemplified the Ingham Community Health Department Mission, Vision, and Core Values.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby expresses profound appreciation and recognition for Theresa Buycks and her twenty-three years of contributions to the Health Department.

BE IT FURTHER RESOLVED, that Theresa's impact on healthcare and the community is commendable and we extend our heartfelt gratitude and best wishes to Theresa Buycks for her continued success in all her future endeavors.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners honors Theresa Buycks for her exemplary service to the County of Ingham.

HUMAN SERVICES: Human Services will meet on 01/27/25

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING TRACEY HOOD, MEDICAL ASSISTANT I

WHEREAS, after 26 years of dedicated service to Ingham County Health Department (ICHHD) and the Ingham Community Health Centers (ICHC), Tracey Hood will be retiring on January 3, 2025; and

WHEREAS, Tracey began her career with Ingham County in October of 1998, as a Clinic Assistant, providing excellent customer service, welcoming patients, and performing registration processes with Willow Adolescent Health; and

WHEREAS, Tracey exemplified excellence in assuring front office processes, meeting all applicable policies and procedures, rules and regulations; and

WHEREAS, in December of 2010, Tracey was transferred to Otto Clinic, continuing to assist in adolescent health, and helping to educate and improve the lives of our adolescent population; and

WHEREAS, in June of 2017 to August of 2017, Tracey was temporarily transferred to Medical Records as a Medical Assistant I; and

WHEREAS, in August of 2017, Tracey was transferred to the Eastern Community Health Center as a Medical Assistant I to continue building a positive relationship with the adolescent population and to promote healthy practices and establish as a positive role model; and

WHEREAS, Tracey exemplified excellence in assisting adolescents in the community in obtaining better health as well as provided quality support to providers serving this population; and

WHEREAS, in November of 2024, Tracey was transferred to Willow Community Health Center; and

WHEREAS, Tracey worked collaboratively with the medical team to ensure patients had a great patient care experience; and

WHEREAS, Tracey has been loyal, dedicated, knowledgeable, and professional as she adhered to and executed the ICHD and ICHC Mission, Vision, and Core Values.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Tracey Hood for her 26 years of dedicated service to ICHD and for her exemplified leadership, customer service, patient care, and commitment to her work.

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

HUMAN SERVICES: Human Services will meet on 01/27/25

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING VALORIE HUNNICUTT

WHEREAS, after 19 years of dedicated service to Ingham County Health Department (ICHHD) and the Ingham Community Health Centers (ICHHC), Valorie Hunnicutt will be retiring on January 3, 2025; and

WHEREAS, Valorie began her career with Ingham County in December of 2005, as a Community Health Representative, providing excellent customer service, welcoming patients, and performing registration processes with Cedar Pediatrics; and

WHEREAS, Valorie worked collaboratively with the medical team to ensure patients had a great patient care experience; and

WHEREAS, Valorie coordinated the pediatric Refugee Program at Cedar Pediatrics; and

WHEREAS, Valorie worked collaboratively with Michigan State University College of Human Medicine and College of Osteopathic Medicine to assure provider coverage at Cedar Pediatrics; and

WHEREAS, Valorie worked closely with the University of Michigan Sparrow Residency Program to coordinate provider coverage at Cedar Pediatrics; and

WHEREAS, Valorie has been loyal, dedicated, knowledgeable and professional as she adhered to and executed the ICHHD and ICHHC Mission, Vision, and Core Values.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Valorie Hunnicutt for her 19 years of dedicated service to the Health Department and for her exemplified leadership, customer service, patient care, and commitment to her work.

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

HUMAN SERVICES: Human Services will meet on 01/27/25

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE USE OF CONTINGENCY FUNDS
FOR ESTABLISHING OFFICE SPACE FOR THE INGHAM COUNTY OFFICE OF
ENVIRONMENTAL SUSTAINABILITY**

RESOLUTION #25 –

WHEREAS, the Ingham County Board of Commissioners approved Resolution #20-301 to declare a climate emergency in Ingham County, thereby formally communicating its urgent intention to take bold action toward mitigating resource waste and greenhouse gas emissions while developing sustainable practices in County government; and

WHEREAS, Ingham County furthered these efforts through Resolution #21-210 to declare Ingham County's commitment to climate justice and committing to ensuring that greenhouse gas emissions attributable to Ingham County facilities and operations are reduced to net-zero by the year 2040; and

WHEREAS, Resolution #22-485 created the Environmental Sustainability Manager position due to the work necessary to achieve the County's goals; and

WHEREAS, Resolution #24-405 authorizes Ingham County to serve as a host partner site for a MI Healthy Climate Corps member; and

WHEREAS, establishing an office space for Ingham County's Office of Environmental Sustainability will support the County's work towards its sustainability goals; and

WHEREAS, the amount of \$25,500 shall be deducted from the county contingency fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes \$25,500 for the purpose establishing an office space for Ingham County's Office of Environmental Sustainability from the 2025 contingency account.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget consistent with this resolution.

HUMAN SERVICES: Human Services will meet on 01/27/25

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES
FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION #25 –

WHEREAS, the State of Michigan dramatically reduced State General Fund payments to Community Mental Health Authority of Clinton, Eaton, and Ingham (CMH) in fiscal year 2015; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services, and essential care such as preventive testing and treatment for cancer, diabetes, heart disease, and other serious illnesses; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage are allocated in the County's 2025 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$1,633,372 with CMH for services provided to Ingham County residents for the period of October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the fund balance of the Health Services Millage approved by the electorate in 2020.

BE IT FURTHER RESOLVED, that funds will be utilized by CMH for Health Services Millage eligible services as provided in the attached proposal.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties

Proposal for the continued use of Ingham County Health Services Millage FY2025

Summary of proposal: This proposal requests the continuation of Ingham County Health Services Millage funding, to the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), to support a comprehensive package of behavioral healthcare services designed to address of the most pressing behavioral healthcare needs in the Ingham County community.

Context and Need: Following the significant State General Fund reduction (2/3 of the funds formerly provided to CMHA-CEI) and the implementation of the Healthy Michigan Plan in 2015, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) realized growing service gaps resulting from significantly lower State General Fund dollars. While some of these gaps have been reduced through Ingham County Millage Funding and other federal, state, and local sources that CMHA-CEI has pursued, they persist and at the same time, community need for behavioral health services continues to increase.

These gaps include:

- Individuals who are uninsured which must be covered by scarce state general fund dollars or local dollars within CMHA-CEI's budget in order to maintain in service.
- Individuals with "spend down" Medicaid eligibility, which means they become eligible for Medicaid benefits only after meeting a large monthly spend-down amount.
- Those with severe, chronic and urgent specialized mental health treatment needs (crisis stabilization, community living supports or skill-building services, residential care, case management, etc..) not covered by any other coverage plan.
- Reductions in SUD State Block Grant funds have impacted access to SUD services for uninsured individuals.

Please note in the FY24 Summary of Services included below there is an explanation regarding increased utilization of Health Millage funds. We expect to see this continue into FY25.

Proposed Essential Services to close gaps in Ingham County:

Crisis Services: The community's free-standing (outside of hospital grounds) 24/7 Psychiatric Crisis Services and Inpatient Pre-Screening Unit: This unit provides around-the-clock access to highly trained behavioral health clinicians who provide: crisis intervention, psychiatric inpatient pre-screening (and funding authorization), short-term stabilization, diversion to appropriate levels of care, housing assistance, and linkages to needed services to adults, children, and adolescents. In effort to meet the growing need for crisis stabilization services in our service area and to reduce the need for scarce psychiatric hospital placements in situational crisis, CMHA-CEI has expanded adult and youth Urgent Care Services as part of the Crisis Services continuum, launched youth mobile crisis available 24/7 and initiated adult mobile crisis services. These services provide immediate intensive support to individuals and families in order to intervene, stabilize, and connect them to longer term resources for ongoing care.

The community's Assessment and Referral Team: This unit provides a full bio-psychosocial assessment and a comprehensive behavioral health and ancillary treatment, supports, and referral plan (using person-centered planning methods) for adults who are uninsured.

The community's urgent care and intensive home-based treatment program for at-risk children, youth, and their families: This program works to improve the ability of children and youth, with serious emotional disturbance, to function better at home, in school, in the community, and with peers by providing - primarily in the home, school, and workplace of the families enrolled in this program (with some services provided at CMHA-CEI offices) - family and individual psychotherapy, psychiatry, nursing, parenting skills, crisis therapeutic respite services, training and coaching, school liaison services, and referral network linkages.

A spectrum of community-based treatment teams for vulnerable populations: These multidisciplinary teams, made up of mental health therapists/case managers, psychiatrists, nurses, mental health workers/consumer services specialists, behavioral specialists, and peer support specialists, provide psychotherapy, psychiatry, nursing, and a range of supports **in a variety of settings with very high levels of mental health needs, those enrolled in a specialized older adult program, and adults and youth with intellectual/developmental disabilities.**

Psychiatric care and outpatient therapy for children and adults with mild to serious mental health needs: This community has long experienced a significant and growing gap in the availability of office-based outpatient psychotherapy for children, adolescents and adults. These services (along with CMHA-CEI's 24/7 psychiatric crisis services unit) provide the community's mental health safety net.

Substance Use Disorder Treatment for Adults: State Block Grant funds have been drastically cut, reducing access to detox, outpatient, and residential care for uninsured individuals.

Psychiatric inpatient care: CMHA-CEI pays all psychiatric inpatient claims on all uninsured individuals admitted to psychiatric inpatient facilities. Given that these claims are paid with State General Fund dollars and given the dramatic cut in this CMH's State General Fund revenues, **CMHA-CEI has limited funds to pay these psychiatric inpatient costs** and others previously funded by State General Fund dollars.

Cost of proposed services in FY2025:	\$1,633,372
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Estimated number of Ingham County residents meeting the millage criteria who will be served: 1,200* Please note, the number of residents served with funds are variable from year to year based on the intensity of eligible individual's service needs and the cost of those services.
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FY24 Summary of Services:

In total in FY24 CMHA-CEI served 9,590 Ingham County Residents. This is a 6.4% increase from FY24 and a 37.5% increase from FY21. In FY24 Millage dollars were used to help support services to 1172 eligible Ingham County residents*. The table below provides an overview of services, costs, and numbers of Ingham County residents served utilizing Ingham County Millage dollars in FY 24. **It is important to note that numbers of individuals served and amount charged to the millage has returned to pre-pandemic norm. This was due to the end of federal emergency measures implemented by Michigan Department of Health and Human Services during the pandemic that had allowed individuals to automatically remain on Medicaid and reduced the monthly spend-down expense required before individuals qualify for**

Medicaid. As expected with the end of the PHE and resumption of Medicaid redeterminations we have returned to normal levels of Health Millage Spending in FY24 and exceeded the amount of Health Millage dollars allocated to CMHA-CEI of \$1,614,924 by \$697,969.

Category	Amount	Individuals*
24/7 Psychiatric Crisis Services and Inpatient Screening		
Crisis Intervention	\$103,587.23	47
Transportation	\$1,378.65	5
Assessment and Treatment Planning		
Assessments	\$238,260.04	189
Treatment Planning	\$5,360.59	2
Behavioral Treatment Plan Review	\$4,564.46	2
Community-Based Mental Health Treatment and Supports		
Assertive Community Treatment (ACT)	\$133,347.56	10
Clubhouse Psychosocial Rehabilitation Programs	\$30,311.46	8
Nursing Facility Mental Health Monitoring	\$20,262.33	5
Targeted Case Management	\$501,128.43	166
Therapy (mental health)	\$179,032.19	61
Peer Directed Support Services	\$11,330.30	38
Families Forward Children's Services		
Family Training	\$135,772.33	29
Home Based Services	\$47,107.48	22
Wraparound Services	\$7,242.81	2
Prevention Services –Direct	\$2,883.04	2
Community Services for Developmentally Disabled		
Community Living Supports	\$373,752.16	109
Health Services	\$20,886.66	38
Personal Care in Licensed Specialized Residential Setting	\$11,819.65	38
Supported Employment	\$5,511.03	13
Adaptive Behavior Treatment		
Activity Therapy	\$891.02	1

Category	Amount	Individuals*
Adaptive Behavior Therapy	\$7,463.96	3
Family ABT Guidance	\$480	2
Modified Adaptive Behavior Therapy	\$2,790.00	2
Specialized Overnight Health & Safety	\$2,897.92	1
Psychiatric and Residential Care		
Medication	\$415.68	1
Medication Administration	\$5,609.33	10
Medication Review	\$30,478.16	29
Residential Services	\$351,265.17	212
Room and Board	\$143,914.67	116
Psychiatric Inpatient	\$54,120.71	9
Total	\$2,433,865.02	1,172*

*Individuals may be duplicate if receiving services in multiple categories.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #24 - 018 TO AUTHORIZE A CONTRACT
AMENDMENT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON,
EATON AND INGHAM COUNTIES FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION #25 –

WHEREAS, Resolution #24 – 018 authorized a contract with Community Mental Health (CMH) for services provided to Ingham County residents, funded by the Health Services Millage; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services, and essential care such as preventive testing and treatment for cancer, diabetes, heart disease, and other serious illnesses; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage were allocated in the County's 2024 budget for this purpose; and

WHEREAS, with the end of the public health emergency, people falling off Medicaid, or put on spend-downs and overall increases in people served, CMH spent all of the contracted health millage funds for 2024 and have \$697,969 in additional for services to individuals that would meet the millage requirements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #24 – 018 to authorize a contract amendment not to exceed an additional \$697,969 with CMH for services provided to Ingham County residents for the period of January 1, 2024 through December 31, 2024.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the fund balance of the Health Services Millage approved by the electorate in 2020.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #24 – 018 remain in effect.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville
Nays: Ruest **Absent:** Tennis **Approved 01/22/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #23-575 FOR THE HEALTH SERVICES MILLAGE CONTRACT WITH THE INGHAM HEALTH PLAN CORPORATION

RESOLUTION #25 –

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services and essential care such as preventive testing and treatment for cancer, diabetes, heart disease and other serious illnesses; and

WHEREAS, Ingham Health Plan Corporation (IHPC) provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance; and

WHEREAS, Ingham County Board of Commissioners Resolution #23-575 authorized a contract with IHPC for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage; and

WHEREAS, expenses exceeded the contractual amount by \$18,287.23 due to an increase in membership.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the 2024 Health Services Millage contract with IHPC, increasing the contract by an amount to not to exceed \$18,287.23 from the fund balance of the Health Services Millage approved by the electorate in 2020.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #23-575 remain unchanged.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ENVIRONMENTAL SUSTAINABILITY DIRECTOR
TO SIGN STATE GRANT REPORTS FOR RECEIVED STATE GRANTS**

RESOLUTION #25 –

WHEREAS, Ingham County Controller's Office and, subsequently, Ingham County's Environmental Sustainability Office, seek to obtain signing authority of grant reports for the Environmental Sustainability Director, effective upon approval; and

WHEREAS, the Environmental Sustainability Office obtains formal agreement execution approval from the Ingham County Board of Commissioners and County Attorney for numerous grant awards, which fund programs and projects; and

WHEREAS, the Michigan Department of Labor and Economic Opportunity (LEO), Michigan Department of Environment, Great Lakes, and Energy (EGLE), and other state agencies require the completion and submission of reports for approved grant awards; and

WHEREAS, certain grant reports are very time-sensitive and require a rapid turnaround to meet grant program requirements set by state agencies; and

WHEREAS, no costs are associated with this resolution, and approval of this resolution will ensure timely completion of grant reports for state grants received by Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Environmental Sustainability Director authority to sign the grant reports, including but not limited to quarterly, progress, and final reports effective upon the adoption of this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson will sign the grant agreements upon the adoption of the agreements by the Board of Commissioners and approved as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #24-409 ACCEPTING THE STORMWATER
INFRASTRUCTURE IMPROVEMENTS AT POTTER PARK ZOO GRANT FROM
REPRESENTATIVE ELISSA SLOTKIN'S COMMUNITY PROJECT FUNDING PROGRAM**

RESOLUTION #25 –

WHEREAS, Resolution #24-409 was approved for Potter Park Zoo to accept an Environmental Protections Agency (EPA) grant through Representative Elissa Slotkin's FY24 Community Project Funding program in the amount \$959,752; and

WHEREAS, Resolution #24-409 stated that the match required by Potter Park Zoo is \$191,950; and

WHEREAS, the required match amount needs to be amended to \$239,938 based on the calculation formula that is used by the EPA to determine the 20% cost share amount; and

WHEREAS, the 20% match of \$239,938 is a requirement of the grant of which the funds are available in the Zoo's fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #24-409 to include a 20% required match of \$239,938 from the Potter Park Zoo fund balance.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Controller/Administrator to make necessary adjustments to the Potter Park Zoo budget, consistent with this resolution.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #24-409 remain unchanged.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ADOPTION OF THE INGHAM COUNTY HEALTH
DEPARTMENT'S PLAN OF ORGANIZATION**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to update its Plan of Organization effective January 1, 2025 through December 31, 2027 for Local Public Health accreditation with the Michigan Department of Health & Human Services (MDHHS); and

WHEREAS, ICHD must submit the Plan of Organization, approved by the Ingham County Board of Commissioners (BOC), in advance of MDHHS's visit beginning March 3, 2025; and

WHEREAS, state accreditation typically occurs every three years, but was paused statewide due to COVID-19; and

WHEREAS, the BOC last approved the Plan of Organization in 2019 through Resolution #19-548; and

WHEREAS, the Plan of Organization has been updated to reflect personnel and program changes at ICHD over the past five years as well as the updated 2025 budget numbers; and

WHEREAS, these changes include the appointment of a Medical Health Officer, a new Deputy Health Officer-Public Health Services, a new Deputy Health Officer-Administration, and an Interim Deputy Health Officer/Executive Director-Ingham Community Health Centers; and

WHEREAS, all local health departments will maintain previous accreditation status in this cycle to focus on building capacity and organizational relationships post-pandemic; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize the attached Plan of Organization for ICHD effective January 1, 2025 through December 31, 2027.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes ICHD's updated Plan of Organization, effective January 1, 2025 through December 31, 2027.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign MDHHS's Local Health Department Plan of Organization Approval Form.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Ingham County Health
Department's

PLA N OF ORGANIZATION

January 2025



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INTRODUCTION

The Plan of Organization of the Ingham County Health Department (ICHD) was last approved by the Michigan Department of Health and Human Services (MDHHS) as part of its accreditation process in March 2020. In preparation for MDHHS' March 2025 accreditation visit, ICHD is updating its Plan of Organization to reflect any changes that have occurred since then. The department continues to be organized around three major branches: Public Health Services, Community Health Centers, and Community Health, Planning, and Partnerships. Adenike Shoyinka, MD, MPH, now serves as Medical Health Officer. The 2025 Plan of Organization will be approved by the Ingham County Board of Commissioners on January 28, 2025 and is now submitted for approval by the Michigan Department of Health and Human Services.

The electronic version of this document contains hyperlinks to materials as requested by MDHHS. For correct viewing, please use the electronic copy on a device connected to the Internet. To view the documents, place the cursor over the hyperlink, hold down the Control key and click the mouse.

LEGAL RESPONSIBILITIES & AUTHORITY

State and Local Statutory Authority for ICHD

The Constitution of the State of Michigan includes the following declaration:

“The public health and general welfare of the people of the State are hereby declared to be matters of primary public concern. The Legislature shall pass suitable laws for the protection and promotion of public health.”

In 1978, the Public Health Code was passed by the Legislature and signed by the Governor. The “Code” establishes a State/Local system to carry out the responsibility to protect and promote public health. The Code establishes the Michigan Department of Public Health with the responsibility to:

“. . .continually and diligently endeavor to prevent disease, prolong life, and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of diseases; prevention and control of health problems of particularly vulnerable population groups; development of health care facilities and health services delivery systems; and

regulation of health care facilities and health services delivery systems to the extent provided by law.” (MCL 333.2221)

The Michigan Department of Public Health is charged in the Public Health Code to:

“ . . .promote an adequate and appropriate system of local health services throughout the state.” (MCL 333.2224)

The Public Health Code requires every county to provide for a local health department.

County Boards of Commissioners are required to organize county or district health departments (MCL 333.2413) and it charges the local health departments with the same basic responsibilities as are given to the State:

“ . . .continually and diligently endeavor to prevent disease, prolong life and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of disease; prevention and control of health problems of particularly vulnerable population groups. . . ” (MCL 333.2433)

County Boards of Commissioners must appoint a health officer who has the authority and responsibility to protect the public's health:

“A local health department shall have a full-time local health officer appointed by the local governing entity... [who] may take actions and make determinations necessary or appropriate to carry out the local health department's functions under this part or functions delegated under this part and to protect the public health and prevent disease.” (MCL 333.2428)

The Michigan Administrative Code also defines the duties and responsibilities of Medical Directors of local public health departments.

- [Click here to view the Michigan Administrative Code](#)

Applicable State Law:

- [Click here to view the Public Health Code PA 368 of 1978](#)
- [Click here to view the Food Law PA 92 of 2000 as amended](#)
- [Click here to view the Natural Resources and Environmental Protection Act PA 451 of 1994](#)
- [Click here to view the Land Division Act PA 288 of 1967](#)
- [Click here to view the Condominium Act PA 59 of 1978](#)

- [Click here to view the Safe Drinking Water Act PA 399 of 1976](#)
- [Click here to view the Current Appropriations Bill \(2024\)](#)
- [Click here to view the Attorney General Opinions](#) Enter numbers 6501 and 6415

The Ingham County Board of Commissioners has responded to this mandate by establishing ICHD as a unit of government and appointing a [Medical] Health Officer to oversee the activities of the department. In addition, it has created the Sanitary Code of Ingham County which utilizes Michigan's public health code to empower the Health Officer to enforce public health laws. The Sanitary Code was adopted in 1973 and has been amended three times since then. The first amendment is incorporated into the Sanitary Code. Two other amendments created a point of sale program to ensure inspection and repair of well and septic systems, and directed complaints of foodborne illness to ICHD. Three county resolutions of public health significance—the licensing of tobacco vendors, eliminating smoking in public places, and prohibiting the sale of electronic smoking devices to minors —are not part of the Sanitary Code.

Applicable Local Law:

- [Click here to view the Sanitary Code of Ingham County](#)
- [Click here to view ordinance eliminating smoking in public places and worksites](#)
- [Click here to view Resolution Prohibiting Sale of Electronic Cigarettes](#)
- [Click here to view Food Borne Illness Reporting](#)
- [Click here to view Pollution Prevention Program](#)

Governing Entity Relationship with ICHD

ICHD is a unit of government in Ingham County. Ingham County is governed by a fifteen- member Board of Commissioners, elected to two-year terms. The Board of Commissioners appoints the Health Officer to serve as the Director of ICHD and establishes through its annual budget process the personnel and other resources available to ICHD to carry out its statutory mission and any other duties assigned to it by the Board of Commissioners. ICHD's primary point of contact with elected officials is the Human Services Committee of the Board of Commissioners which oversees the Department's strategic and financial planning and contracting, and guides the Department on legislative matters.

The Board of Commissioners has established administrative policies for the operation of all County departments. These include the operation of the personnel functions and the financial management functions (i.e. budgeting, general ledger, and purchasing). These functions are overseen by the County Controller, who is appointed by the Board of Commissioners as the County's Chief Administrative Officer. ICHD is bound by these policies and utilizes the resources of the Controller's Office (i.e. Human Resources Department, Financial Services Department, Purchasing Department, Budget Office, and IT Department) to implement all such functions.

Through its administrative processes, the Board of Commissioners negotiates agreements with several collective bargaining units and establishes a compensation plan for managers and confidential employees. Through these mechanisms, the job titles, classifications, wages and other terms of employment are established for all positions in ICHD. The Board of Commissioners charges the Human Resources Director, via the Controller, with the responsibility of implementing the collective bargaining agreements and the managerial compensation plan. The Health Officer utilizes these documents to employ and direct the staff of ICHD.

PA 30 of 1978 permits Counties to establish budget stabilization funds equal to fifteen percent of their budget. Ingham County utilizes this mechanism to the fullest extent possible in order to ensure continuation of County services, including public health services, in the event of a crisis.

Ingham County Board of Commissioners (2025) Ryan

Sebolt, Chairperson— District 9

Chris Trubac, Vice-Chairperson— District 3 Randy

Maiville, Vice-Chairperson Pro Tem— District 1

Karla Ruest— District 2 Todd

Tennis— District 4 Myles

Johnson— District 5 Rachel

Willis— District 6 Thomas

Morgan— District 7 Robert

Peña— District 8

Gabrielle Lawrence— District 10 Mark

Grebner— District 11 Irene Cahill —

District 12 Tanya Pratt— District 13

Mark Polsdofer — District 14

Monica Schafer — District 15

2025 Human Services Committee (Board of Commissioners) Todd

Tennis, Chair
Irene Cahill, Vice Chair

Chris Trubac
Thomas Morgan
Rachel Willis Karla
Ruest Monica
Schafer

The Board of Commissioners appoints the Ingham County Board of Health. The Board of Health serves as an advisory body, assisting ICHD staff and the Board of Commissioners.

2024* Ingham County Board of Health Felicia

Eshragh, JD, MPH - Board Chair

A'Lynne Boles Dukes, MMA, CNA, CDP - Vice Chair

Marcus Cheatham, PhD Saturnino
(Nino) Rodriguez, PhD Gary Rowe, RS,
MS

Lauren Schnoebelen Abby
Schwartz, BA, MPH Barbara
Worgess, MPH

Irene Cahill, Board of Commissioners Liaison (2025)

- [Click here to view Board of Health](#)

*2025 board members pending.

ICHD operates a network of Federally Qualified Health Centers (FQHC) funded under section 330(e) of the Public Health Services Act and/or through the Act's Health Care for the Homeless provision, section 330(h). This designation is important because it enables these Health Centers to obtain grants made available only through the Act.

Under the Public Health Services Act, federally funded Community Health Centers must be governed by a Community Health Center Board. As a public entity FQHC, Ingham County is a co-applicant for HRSA funding with the CHC Board. The majority of the members of the CHC

Board must be clients of the Community Health Center. This CHC Board oversees the implementation of the Section 330 grants and the operation of the network of Community Health Centers operated by ICHD. The Community Health Center Board partners with ICHD and the Board of Commissioners to implement health services for Ingham County residents through the network of community health centers. These services provide assurance that uninsured, under-insured, and low-income Ingham County residents have access to an organized system of health care.

2024* Ingham Community Health Center Board

Mary Malloy, Chairperson
Garrett Wheat, Vice Chairperson
Aurelius Christian, Secretary

Katreva Bisbee Vincent
Hall Florensio Hernandez
Hope Lovell
Rahma Rizk
Todd Tennis, Board of Commissioners Liaison
Simon Verghese
Jody Washington

- [Click here to view CHC Board of Directors](#)

*2025 board members pending.

Indemnification of Employees for Civil Liability

Ingham County is insured through the Michigan Municipal Risk Management Authority (MMRMA). Coverage is extended to all County elected officials and employees, including Health Department employees, for acts and omissions while in the course of their employment and within their scope of authority. MMRMA provides for civil defense, and coverage of any civil judgment or settlement over and above the County's deductible. Ingham County purchases malpractice insurance for health care providers who require it. We purchase malpractice insurance for physicians and dentists from The Doctors Company.

Delegation of Food Service Sanitation Program Responsibilities

ICHD contractually assigns partial authority to implement food service sanitation program responsibilities to Michigan State University for establishments on their property. These include the residence halls, stadium, ice arena, the Kellogg Hotel and Conference Center, the MSU Union, Sparty's Cafes, the Wharton Center, the Breslin Center, the International Center, the Agriculture Pavilion, Cowles House, the Dairy Store, the Golf Courses, and all other fixed, temporary, mobile and vending services. The Department's contract with MSU requires it to enforce 2000 PA 92, MCL 333.12534, MCL 722.113 and MCL 333.12506 and Chapter IV of the Ingham County Sanitary Code. The agreement requires MSU to keep records of inspections and violations as required by law, outlines when and how MSU must communicate with ICHD and details how ICHD shall oversee MSU's work. The agreement stipulates that all program enforcement and quality assurance shall be performed by ICHD.

- [Click here to view resolution regarding food service sanitation responsibilities at Michigan State University](#)
- [Click here to view 2017 Michigan State University's food service sanitation contract](#)

“Exposure Plan for Blood Borne Pathogens” and the “Chemical Hygiene Plan”

- [Click here to view ICHD's Workplace Injury Policy, including Exposure Plan](#)
- [Click Here to view ICHD's Chemical Hygiene Plan](#)

LOCAL HEALTH DEPARTMENT ORGANIZATION

LHD Organizational Structure

The Health Officer of a local health department is appointed by the governing board of the jurisdiction she or he serves. The Michigan Department of Health & Human Services verifies that a health officer meets the minimum qualifications outlined in the Administrative Code (325.13001). The Health Officer acts as the chief administrative officer of the local health department and must “Have powers necessary or appropriate to perform the duties and exercise the powers given by law to the local health officer and which are not otherwise prohibited by law.” The most serious of these powers relate to the declaration of “imminent danger to health or lives” which could lead to orders to restrain a condition, practice or person, and the issuance of emergency orders and procedures to include involuntary detention and

treatment of persons in the event of an epidemic. Adenike Shoyinka, MD, MPH was appointed by MDHHS as the Medical Health Officer on February 18, 2023.

To assure that a proper representative of ICHD is always available to exercise the powers and duties of the Health Officer, the following Chain of Command is established in ICHD's Continuity of Operations Plan and through the adoption of this Plan of Organization supported by the Ingham County Board of Commissioners and by the Director of the MDHHS:

- a. *Brenda Gray, PhD, MPH, Deputy Health Officer -Public Health Services*
- b. *Anne Barna, MA, Deputy Health Officer-Administration*
- c. *Russel Kolski, MSA, BSN, Interim Deputy Health Officer/Executive Director
Community Health Centers*

In the event that the chain of command is activated, there will be no official Acting Health Officer. However, the above list identifies the person authorized to act with the authority vested in the Health Officer via statute, rule or policy.

The Accounting Unit is managed by the Chief Financial Officer. Jennifer Mora has been the Chief Financial Officer since 2023. The Accounting Unit is responsible for operating the financial aspects of ICHD including budgeting, accounting, billing and reporting, purchasing and also supports certain County wide functions like payroll. Accounting, like the rest of the County, utilizes MUNIS financial information system to generate reports to keep Department managers informed about their budget position.

Administrative functions for the Department are overseen by Anne Barna, the Deputy Health Officer-Administration, who leads the Community Health, Planning, and Partnerships work and acts as the Public Information Officer and the HIPAA Privacy Officer.

Health Department Administrative Staff:

Adenike Shoyinka, MD, MPH, Medical Health Officer

**Brenda Gray, PhD, MPH, Deputy Health Officer-Public Health Services
Anne Barna, MA, Deputy Health Officer-Administration**

**Russel Kolski, MSA, BSN, Interim Deputy Health Officer/Executive Director CHCs
Jennifer Mora, Chief Financial Officer**

Ronald Charles, MD, MHSA, Medical Director-Ingham Community Health Centers

**Jessica Yorke, BA, Health Promotion & Prevention Director
Rod McNeill, MHA, Environmental Health Director**

Sumeer Qurashi, MD, MPH Communicable Disease Control Director

Sally Meyer, MPH, Maternal & Child Health Director

Medical Direction

Adenike Shoyinka, MD, MPH, serves as the Medical Health Officer providing medical direction and support to ICHD's administrative and Public Health Services operations. Ronald Charles, MD, is the Medical Director for the Community Health Centers and oversees the Health Center's standing orders and laboratories.

The position of Medical Examiner has been part of the functions of ICHD for many years. Since 2011, the Medical Examiner services for the county have been sub-contracted to Sparrow Hospital, now University of Michigan-Health Sparrow. Services are under the oversight of Michael Markey, MD. Dr. Markey is the Medical Director of UM Health-Sparrow Forensic Pathology Services and now serves as the Medical Examiner for Ingham County.

- [Click here to view the Resolution to Amend the Agreement with UM-Health Sparrow for Medical Examiner Services](#)

Department Structure

ICHD is organized into three overarching branches. One branch is Public Health Services where traditional and contemporary public health activities are located as well as Health & Resource Navigation. The second branch is Community Health Center Services, which houses our network of Federally Qualified Health Centers. Community Health, Planning, and Partnerships is the third branch and provides foundational capabilities, services, and programs that bridge both Public Health and Community Health Center services.

The Deputy Health Officer for Public Health Services is Brenda Gray, PhD, MPH. Public Health Services contains most of the public health functions that would be found in any other Health Department. There are approximately 130 FTEs working in Public Health Services which is divided into four divisions: Health Promotion and Prevention; Environmental Health; Communicable Disease Control; and Maternal and Child Health.

Jessica York, BA, directs the Health Promotion and Prevention division which includes Pathways to Care, Substance Use Disorder services, and Health & Resource Navigation services.

Rod McNeill, MHA, directs the department's Environmental Health division and oversees programs to prevent health and safety issues as they relate to the total environment. It has approximately 22 FTEs working in Public Health Services which has a budget of \$3,076,755. Environmental Health operates three program areas: Food and Facilities Programs (which includes the food service sanitation program), Land and Water Programs (including the water supply services and on-site sewage programs), and Prevention and Response programs.

Sumeer Qurashi, MD, MPH manages the Communicable Disease Control division which includes Immunizations, the HIV/STI Prevention Program, and the TB/LTBI programs.

Sally Meyer, MPH, directs the Maternal and Child Health Division which includes Children's Special Health Care Services, Family Outreach Services, Native American Outreach Program, Nurse Family Partnership, Vision and Hearing, Maternal Infant Health Program, Childhood Lead, and Women, Infants, and Children (WIC) with a budget of \$7,376,724.

Russel Kolski, MSA, BSN, serves as the Interim Deputy Health Officer/Executive Director of the Ingham Community Health Centers. The Ingham Community Health Centers operate the network of Federally Qualified Health Centers described above and the supportive services related to them. The health centers serve approximately 24,000 unduplicated individuals per year with a budget of approximately \$37 million dollars. There are 150 FTEs of County employees, including FTEs directly employed and contractual providers (physicians, dentists, nurse practitioners, and physician assistants). Ronald Charles, MD, is the Medical Director for the Health Centers. Dr. Charles also serves as the director for the clinical laboratories. The Health Centers provide primary care, OB/GYN and pediatric health care services, adolescent health care, infectious disease specialty services as well as adult and pediatric oral health care. Most of those served are people who are eligible for Medicaid; people who do not have health insurance; or people who are enrolled in the Ingham Health Plan. The health centers must remain compliant with federal, state, and local funding sources and guidelines.

Anne Barna, MA, serves as the Deputy Health Officer-Administration and oversees ICHD's Community Health, Planning, and Partnerships (CHPP) services and programs. CHPP works to power data-informed decision-making and to address social determinants of health, while developing partnerships and engaging in planning to promote wellness and health equity throughout Ingham County. Services and programs include: Public Health Emergency Preparedness, Workforce Development and Training, Communications, and Innovation and Planning (comprised of Community Health Assessment, Grant Coordination, Health Equity and Social Justice, Information Technology, and AmeriCorps).

- [Click here to view ICHD Organizational Chart](#)

Documentation of Approval of Local Health Department (LHD) Plan of Organization

The Ingham County Board of Commissioners are scheduled to approve the Plan of Organization on January 28, 2025.

Operating Budget and FTEs for Public Health Services

The annual operating budget of ICHD for 2025 is \$62,076,088 and was approved in the County's General Appropriations Resolution # 24-492. The Public Health Services and CHPP/Admin portion totals \$27,415,421 and is approximately 200 FTE. There are 350.25 full time equivalent positions employed in the Department at this time. The link below will take you to the controllers recommended budget. Please note the approved 2025 County Budget is not published online at this time but is expected to be out by the time of our 2025 site review. ICHD's budget summary is on page 13 (1-10) of this document.

- [Click here to view Controller's Recommended Budget for 2025](#)
- [Click here to view Ingham County 2025 General Appropriations Resolution](#)

Information Technology Capacity

The effective use of information technology is a priority for ICHD. Technology at ICHD is supported by Ingham County's Innovation and Technology Department (IT) and has support staff directly in the ICHD building. There are more than 350 computer users in seven different buildings using a Gigabit fiber backbone between IT and ICHD, and multiple high-speed connections reaching out to the remote sites. Every branch uses the enterprise email system. Each division also utilizes specialized applications appropriate to its needs. ICHD began redeveloping its website in 2020 and launched an updated, client-focused design in 2023. In addition, ICHD utilizes social media such as Facebook, X (formerly Twitter) and Instagram to distribute public health information and to gather input from stakeholders.

- ICHD is a member of the Michigan Health Information Network (MI-HIN). MI-HIN is a statewide entity legally, technically, and privately providing critical and comprehensive patient information to doctors, clinics, federally qualified health centers, hospitals, pharmacies, health insurance providers, and public health. MI-HIN represents a robust network of entities across the continuum of care that are connected by shared digital infrastructure and a set of standards, services, and policies.

- Financial Services uses the County's MUNIS system to automate financial and personnel administration.
- The Environmental Health division (EH) uses FetchEH GIS applications to collect and analyze geospatial data including Arc/GIS. It also electronically tracks and stores data regarding EH program inspections in the area of food, water, sanitation, vector issues, permits, complaints and pollution prevention and makes this available to the public over the Internet. EH uses a paperless system for storing and retrieving well and septic reports, which it will modernize over the next two years with a PHIG funding investment.
- The Immunization clinic uses the EHR to track immunizations. Records are transferred via the MI-HIN to the Michigan Care Improvement Registry (MCIR).
- Emergency Preparedness uses the Michigan Health Alert Network, Michigan Critical Incident Management System (MICIMS)/WebEOC (communicate w/community partners), Michigan Volunteer Registry (w/volunteers), RAVE (w/staff), RightFax (w/physicians and pharmacies) and email (w/community partners, e.g. long-term cares, disability organizations, schools, physicians, childcare, etc.) to help prepare and react to emergency events.
- The Communicable Disease Control division also uses MCIR, Epi-X and the Michigan Health Alert Network. It uses the Michigan Disease Surveillance System to receive and update cases of reportable diseases.
- Community Health Assessment (CHA) uses the data collected by each group to report to the community on the overall health of Ingham County. It has also utilized Alchemer via membership in the Academy of Sciences (AOS) to collect data and share best practices from LHDs across the state. The CHA group also uses R and Q software to analyze public health data and PowerBI for visualizations.

Laptops, tablets and smartphones are used by staff on the Department's wireless network and when they are out in the community. Leadership team members utilize mobile technology to be more available to their staff or to be more accessible during an emergency. Since the COVID-19 pandemic, nearly all staff have the ability to work remotely.

The Innovation and Technology Department performs the backup and disaster recovery procedures. Backups happen nightly and are stored in multiple locations. Servers are in limited access secured rooms and all workstations lock after a period of time. IT uses multiple firewalls, anti-virus software, and spam filtering software to help reduce potential risks to data and infrastructure. Employees are given a Technology Use Policy and Computer Security Policy to help ensure IT security.

- [Click here to view Use of County Resources \(Including IT\) Policy](#)

Accounting and Auditing

Documents related to department finances are attached below: the 2023 Comprehensive Annual Financial Report (produced at the end of each fiscal year when all audits are complete); the Ingham County Single Audit. The attached documents detail findings and Ingham County's response/corrective action addressing those findings.

ICHD did not have any significant issues or other findings that required corrective action.

- [Click here to view Ingham County 2023 Comprehensive Annual Report](#)
- [Click here to view Ingham County Audited Financial Statement 2022](#)

MISSION, VISION, AND VALUES

ICHD regularly shares its mission, vision, and values with stakeholders and employees through its website, annual report, and on-site signage. As part of a strategic planning process for the department for 2023-2026, ICHD worked with a consultant, Kulik Strategic Advisors, to evaluate and update the department's existing mission, vision, and values. Two themes were selected in the strategic plan: Theme 1- Improve internal infrastructure and Theme 2- Improve community health outcomes. Six goals were set: Goal 1.1 ICHD has a highly engaged, appreciated, representative, and skilled workforce. Goal 1.2 ICHD's services, programs, and functions are integrated to build shared identity and increase collaboration internally. Goal 1.3 ICHD increases sustainable funding aimed at priority public health concerns and reduces administrative burdens. Goal 2.1 ICHD improves health equity in a coordinated, systemic way in partnership with the community. Goal 2.2 ICHD improves population health through its support of the Healthy! Capital Counties CHIP Priorities and expansion of chronic disease prevention efforts. Goal 2.3 ICHD will promote the practice of public health and healthcare for the underserved through collaboration and messaging.

Mission

Prior to October 2016

The ICHD has the statutory responsibility to protect and promote the public's health. The Department shall administer programs to prevent and control

environmental hazards, prevent and control disease and prevent and control health problems in vulnerable populations. The Department will assess and monitor the health status of Ingham County, identify major health problems, and develop strategies through a community-based process to achieve the highest level of health possible for Ingham County residents.

Adopted October 2016

To protect, improve, and advocate for the optimum health and well-being of our community by identifying and advancing the conditions under which all people can achieve optimum health.

Adopted October 2023

To protect, improve, and advocate for the health and well-being of all Ingham County residents.

Vision

Adopted October 2016

Excellence in health and well-being for all, honoring our diverse community.

Adopted October 2023

Ingham County Health Department is a trusted leader in providing excellent, reliable services, and a partner in creating an equitable community for the health and well-being of all.

Core Values

We frequently refer to the Core Values in describing how we want to relate to our clients and each other. The Core Values, which were slightly modified in 2023, are displayed prominently on the website, in social media, and in public and work areas of all the Department's facilities. The values are:

***Health Equity & Social Justice:** We improve the health of the entire community by working toward a fair and just distribution of the social opportunities needed to achieve well-being, challenging inequities and barriers to social, economic, and environmental opportunity.*

Respect for Others: We see the value of all people, understanding their unique strengths and challenges with compassion and respect.

Service Excellence: We serve people and our communities to the best of our ability, and continuously improve our performance.

Accountability: We are accountable for the quality, integrity and validity of our work.

Continuous Mutual Learning: We are committed to learning through the experience and insight of others.

Innovation: We seek new approaches and progressive solutions to problems, embracing change and accepting reasonable risk.

The Mission Statement, Vision and Core Values are publicized on ICHD's website and in other documents including the strategic plan.

- [Click here to view ICHD's website](#)
- [Click here to view ICHD's 2023-26 Strategic Plan](#)

LOCAL PLANNING AND COLLABORATION INITIATIVES

Priorities

Community Health Assessment Priorities

Beginning in 2011, ICHD, in conjunction with Barry-Eaton District Health Department, Mid-Michigan District Health Department, UM Health-Sparrow, and McLaren Greater Lansing, has conducted a community health assessment (CHA) project called Healthy! Capital Counties every three years, which includes Clinton, Eaton, and Ingham counties. This regional community health assessment encompasses the tri-county area and contains county and sub-county level statistics. In 2024, the aforementioned organizations, participated in a fifth cycle of community health assessment and published an updated Community Health Assessment report. The data presented in this report is a combination of primary and secondary sources. Primary data was gathered by local health departments directly from the source through surveys and focus groups. Secondary data was collected by other entities such as Michigan Profile for Healthy

Youth Survey (MiPHY) and American Community Survey (ACS), U.S. Census Bureau for purposes other than the Community Health Assessment.

Data collected for the HICC project includes both quantitative and qualitative components.

Quantitative data consisted of numerical information, such as statistics and measurements. Qualitative data was gathered through focus groups and captured participants' experiences and perspectives in written form. The community strategic priorities (generated with community and institutional input) developed as a result of that assessment are:

- a. *Healthcare Access*
- b. *Behavioral Health (Mental Health & Substance Use)*
- c. *Housing*

Community Health Improvement Plans (CHIP) based upon Cycles 4 and 5 of Healthy! Capital Counties

Cycle 4 of Healthy! Capital Counties resulted in a 2022-2024 Community Health Improvement Plan to address the priority areas identified by the community. While HICC partners have worked together on the CHA portion of the project for more than a decade, cycle 4 was the first collaborative CHIP.

- [Click here for the Cycle 4 CHIP](#)

Cycle 5 of Healthy! Capital Counties (HICC) is nearly complete and an updated 2025-2027 CHIP based upon the aforementioned priorities will be completed in early 2025. HICC uses the Mobilizing for Action through Planning and Partnerships (MAPP) 2.0 model, an equity-centered and community-driven strategic planning process. Community voices are included via surveys, focus groups and stakeholder representation. MAPP is a widely used evidence-based framework for community health improvement that was developed by the National Association of County and City Health Officials (NACCHO) and the Centers for Disease Control and Prevention (CDC). The model explores priorities in three categories: "Systems of Power, Privilege, and Oppression," "Social Determinants of Health," and "Health Behaviors or Health Outcomes."

The CHIP will be developed using CHA data, asset mapping process, and prioritization for the capital region of Clinton, Eaton and Ingham counties. A workshop to bring stakeholders together in planning objectives will take place in January 2025. Priorities to be addressed in the CHIP are similar to the previous cycle and include: 1) Healthcare Access, 2) Behavioral Health (Mental Health & Substance Use), and 3) Housing. The plan recognizes that everyone's contribution is important to help advance and monitor the implementation of the plan.

This is the second iteration of a coordinated effort at community health improvement planning. Some strategies included in this plan are regional in nature and others are more specific to Ingham County or a neighborhood within. Monitoring of implementation will follow a similar process as the last cycle with tracking/reporting progress twice a year. The community at large will be informed about the interim updates through a presentation.

- [Click here for Cycle 5 CHA report/update](#)

County Priorities

Since 1993 the work of Ingham County Government has been guided by a strategic plan reviewed by the Board of Commissioners. As part of the planning process, ICHD provides input to the Controller's Office. The Commissioners accept or modify the recommendations and incorporate them in the Strategic Plan. Commissioners use the plan to guide appropriations, budgetary and personnel decisions. The 2024-2028 plan contains the County's mission and vision statement and six overarching, long-term goals. Those goals are:

1. *Service to Residents*
2. *Community Engagement*
3. *Public Health & Safety*
4. *Recreational Opportunities*
5. *Roads & Infrastructure*
6. *Good Government*

Eight objectives in the Strategic Plan directly relate to current efforts and priorities in the health department.

- Public health and health care services, programs, and functions will be integrated to improve health outcomes.
- Support community efforts to address affordable housing needs.
- Increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.
- Promote the practice of public health and safety through collaboration and messaging.
- Assess and develop a program to collocate mental health crisis workers in Central Dispatch, public health, and other applicable departments, to divert appropriate mental health-related calls received with the goal of engaging the caller in addressing mental health issues in the mental health treatment system as opposed to the criminal justice system.

- Increase resilience and capacity to prepare for and respond to emergencies and incidents.
 - Reduce violence in Ingham County by supporting community engagement, stronger neighborhoods and helping to coordinate violence prevention efforts.
 - Consider the public health impacts of every county decision.
- [Click here to view 2024-28 Ingham County Strategic Plan](#)

ICHD's 2023-2026 Strategic Plan

Background

ICHD had a robust 2017-2019 strategic plan, meeting nearly all goals and objectives.

Unfortunately, capacity was lost through the COVID-19 pandemic and the department went without a plan for three years. ICHD hired consulting firm Kulik Strategic Advisers (KSA) in January 2023 to help the department realign under a new strategic plan post-pandemic.

The Strategic Planning Process

Strategic planning was conducted in five project phases, January through June 2023. Under the guidance of the consultant, ICHD formed a steering committee for the process and worked closely with the Leadership team. Site visits with facilitated conversation occurred with all team at all ICHD buildings, ensuring critical input from all staff. Focus groups and key informant interviews captured community perspectives.

Timeline of Key Strategic Planning Activities for the 2024-2026 Plan

- *February 2023*
Kickoff Meeting
- *March 2023*
Interviews/Focus Groups with 29 Key Internal Informants, 31 External Informants (Community Partners)
- *April 2023*
Strategic Planning Retreat for Leadership Team members
- *May 2023*
Developed list of proposed goals

- *June 2023*
Survey of all staff to rank the eight proposed goal statements
- *July 2023*
Developed final set of six goals in two theme areas
- *Aug-Sept 2023*
Conducted Staff Feedback Project to collect ideas from all staff on possible objectives or actions to address the six goals. Utilized over 15 sets flip chart paper input sheets posted in nearly every area and clinic of the health department and health centers, as well as virtual option.
- *September 2023*
Executive Team revised Mission, Vision, and Values based on input from the April Strategic Planning Retreat
- *October 2023*
Results of Staff Feedback Project shared, and Objective writing begins
- *Nov-Dec 2023*
Committees, Leadership Team, Branches, and Divisions determine the strategic plan objectives for FY 2024
- *January 2024*
FY 2024 Objectives finalized
- *March 2024*
Strategic Plan Published

The leadership team reviewed its mission, vision and core values and finalized minor changes (detailed on pages 18 and 19 of this Plan of Organization). The team attended a Strategic Planning Retreat in April 2023 and conducted a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis and a Strengths, Opportunities, Aspirations and Results (SOAR) Brainstorming. As a result of the SWOT, SOAR, staff engagement activities, and documentation review, ICHD came up with two themes, each with three goals:

- Theme 1: ICHD will improve internal infrastructure.
 - ICHD has a highly engaged, appreciated, representative, and skilled workforce.
 - ICHD's services, programs, and functions are integrated to build shared identity and increase collaboration internally.
 - ICHD increases sustainable funding aimed at priority public health concerns and reduces administrative burdens.

- *Theme 2: ICHD will improve community health outcomes.*
 - ICHD improves health equity in a coordinated, systemic way in partnership with the community.
 - ICHD improves population health through its support of the Healthy! Capital Counties CHIP Priorities and expansion of chronic disease prevention efforts.
 - ICHD will promote the practice of public health and healthcare for the underserved through collaboration and messaging.

Also, it should be noted that the Community Health Centers are included in the strategic planning process, but also have a requirement to conduct a strategic planning process with its board of directors as required by the federal government. To address the primary care needs of the medically underserved residents of Ingham County, ICHD formed the Community Health Care Services unit in the 1970s. This unit is home to the Ingham Community Health Centers (ICHC), which operate primary care centers in locations throughout the City of Lansing. ICHD was the first public-entity administered FQHC in the state. ICHC services are designed and coordinated to serve the area's most vulnerable populations. It also stands as a testimony to the Health Department's, County's, and the community's commitment to improve health, reduce health disparities, and address a multitude of significant health and social issues, including access to quality health care. (Source: Performance Measures for the Health Department)

Alignment with Ingham County Health Department Plans

Connection to the Healthy! Capital Counties Health Improvement Plan

As previously mentioned, the Ingham County Health Department is an active participant in the Healthy! Capital Counties project which is convened and co-facilitated by three local health departments (Ingham County Health Department, Barry-Eaton District Health Department and Mid-Michigan District Health Department). The Community Health Improvement Plan (CHIP) from Cycle 5 of Healthy! Capital Counties will have three priority areas: 1) Healthcare Access, 2) Behavioral Health (Mental Health & Substance Use), and 3) Housing. All three priorities were priorities in Cycle 4.

Connection to Quality Improvement, Workforce Development and Performance Management

As a governmental public health agency accountable to the local and state authorities, but also to the taxpayers, it is important to be good stewards and to utilize our resources as effectively and efficiently as possible. The strategic plan outlines our process to improve and enhance our operations.

The agency's Performance Management and Quality Improvement Committees works with agency staff and provide assistance with identified measures and quality improvement initiatives. While this work was largely paused during COVID-19 response, ICHD is in the process of relaunching, knowing that it is critical that we monitor our progress and identify opportunities for quality improvement initiatives.

- [Click here for ICHD's 2024-2026 Strategic Plan](#)

Priority Projects

ICHD works to strengthen and expand programming in response to aforementioned ICHD strategic planning goals, Ingham County strategic planning objectives, and priorities identified in the CHA/CHIP. Activities, both ongoing and new, are listed below.

New efforts and initiatives include:

- Housing – To advance access to safe and affordable housing in Ingham County, ICHD is an active participant in the Regional Housing Plan a MSHDA initiative; has received a MDHHS Good Housing=Good Health grant which it used it to create and hire two Housing-CHWs and develop a housing resource guide; is engaged with the County's Housing Trust Fund; and renewed its AmeriCorps State program with a change of focus now on Healthy Homes.
- Advance Peace- In partnership with MPHI and the City of Lansing, Ingham County has supported the implementation of this proven model to prevent retaliatory gun violence in the community.
- Mobile Health- To support COVID-19 response, ICHD acquired a mobile health unit that has allowed it to bring vaccines, health screenings and other preventive health services to places where people live, socialize and work increasing access to care for vulnerable or hard-to-reach populations.
- Neighborhood Wellness Center-

- Workforce Development- COVID-19 caused significant stress and burnout in the public health workforce at all levels (local, state and federal). To address the issue and improve job satisfaction and retention, ICHD hired a Workforce Development Coordinator and launched a Workforce Development Committee in 2022. The Workforce Development Committee also helps coordinate interns and students in a learning experience.
- AmeriCorps Public Health- The national AmeriCorps program created a public health focused national service program in response to public health workforce needs exacerbated by and identified during the COVID-19 pandemic. ICHD became a state program grantee in 2023. The program aims to increase healthcare access, racial equity, community resilience, and public health workforce development. The program placed 16 members in local host sites including the Michigan Association for Local Public Health (MALPHO, the Lansing School District and the Allen Neighborhood Center.
- Ingham Opioid Awareness Prevention Initiative (IOAPI)- Although the IOAPI launched in 2015, the collaborative and expanded upon programming with the development of an Overdose Spike Action Team, expansion and mapping of naloxone vending machines, and advocacy for people with substance use disorder.
- Health Equity Council- ICHD launched the Health Equity Council with a grant from MPH/MDHHS. The HEC includes 15 community members who work with ICHD and the Capital Area Health Alliance (CAHA) to support efforts to reduce COVID-19 disparities and more broadly support and offer input on health equity and social justice issued in the health department.
- Black Doula Cohort- The Maternal Child Health Division is working to train and support new Black doulas who will serve BIPOC families in the community. ICHD is pursuing a second cohort currently and hopes to include broader policy advocacy work in this next phase of the project.

Ongoing programs include:

- Toxicology Programs – This program includes radon testing, mercury spill response, residential indoor and outdoor air testing, clandestine drug laboratory response, sites of environmental contamination evaluation, and issues of other potential polluting materials.
- Food and Facilities Programs – The food safety program is involved with conducting inspections of restaurants, temporary food services, and vending machines and handling consumer complaints. Food handlers receive educational classes and information.

Inspections are also done for day care centers, adult foster care homes, mobile home parks, campgrounds, tattoo parlors, and swimming pools.

- Land and Water Programs – These programs involve private water supply systems, on-site septic systems, vacant land evaluations, private home transfer evaluations, evaluations for remodeling, wells, surface water monitoring, and sanitary complaints. Private home transfers come under the new Point of Sale (POS) program.
- Prevention and Response Programs – These programs include pollution incident prevention plans, SARA III-Community Right to Know, solid waste management, recycling, plan review for new businesses, hazardous waste inspections, household hazardous collections, Emergency Management Planning and Response and the Community Surface Water Monitoring Program.
- Communicable Disease Control – The Disease Control Division is charged with the responsibility for surveillance, investigation, and prevention and control of communicable diseases in Ingham County. The tuberculosis (TB) prevention and control program activities are part of the Communicable Disease Control Division.
- HIV/STI Prevention, Control, and Care Program – ICHD’s HIV/STI program is a comprehensive, integrated, and multifaceted program focused on preventing the transmission of sexually transmitted infections (STIs), particularly HIV. Primary prevention, education, individual risk reduction, counseling, and testing are provided at no cost to county residents. Ongoing STI education is provided to department staff, schools, college students, health care workers, faith-based groups, and employees at worksites.
- Immunization Clinic – Immunization program activities include routine childhood and adult vaccines, administering Vaccines for Children (VFC) and MI-VFC programs, administering the School Immunization Reporting System (SIRS), educating private providers on immunization practices and vaccine storage and handling, operating a mass immunization campaign for influenza, providing immunizations in the event of a disease outbreak, providing international travelers with health information and vaccines and regional coordination of vaccination clinics as needed.
- Pathways to Care- Pathways to Care is a home visiting program staffed by Community Health Workers who assist Medicaid-eligible, adult community members in overcoming obstacles related to accessing necessary care. The purpose of the program is to support clients to live longer, healthier lives by improving their access to preventive health services covered by Medicaid. The program also offers “Pathways to Care New Beginnings” to work specifically with jail residents who have substance use disorder. In both Pathways programs, Community Health Workers serve as liaisons between clients, community, and medical and social service systems to streamline health care services. Pathways to Care benefits clients by:

- Enhancing participants' ability to communicate with healthcare providers
- Providing culturally and linguistically appropriate health information and resources
- Advocating for individual and community health
- Providing referral and follow-up services
- Care coordination
- Health & Resource Navigation: Staff assess the eligibility of families and individuals and assists them in applying for a variety of health programs including:
 - Healthy Kids program
 - MIChild health insurance program
 - Healthy Michigan Plan
 - Maternal Outpatient Medical Services (MOMS)
 - Ingham Health Plan (IHP)
 - Ingham County Prescription Discount Card
 - ICHD is a certified navigator organization assisting consumers with health coverage options available through the marketplace.
- Maternal-Child Health Home Visiting Programs - staff provide a variety of services and activities within the community including prevention, education, case management and care coordination, and dissemination of community resources.
 - *Nurse Family Partnership*: Nurse-Family Partnership helps vulnerable first-time mothers and their babies. Through ongoing home visits (until the child is two years old) from registered nurses, mothers receive the care and support they need to have a healthy pregnancy, provide responsible and competent care to their infants and toddlers, and become more economically self-sufficient.
 - *Maternal Infant Health Program (MIHP)*: Support and education is offered to mothers in their homes, and transportation to medical visits is provided. Additionally, advocates link women to other community resources and supports to prepare them for the birth of their child.
 - *Family Outreach Service*: Family Outreach Services (FOS) is one of the home visiting programs of the Public Health Services Division the program uses non-medical public health professionals (called Advocates) to assist families in their psycho-social needs.
- Children's Special Health Care Services - The program provides in home intensive case management for medically fragile children who receive private duty nursing care in the home. These services enable children to remain in their own homes and out of acute or long-term care settings.
- Lead Prevention Program –We continue to provide case management utilizing public health nursing and environmental screening follow-up to children identified with

elevated blood lead levels. ICHD partners with City of Lansing to reach families (especially renters) to educate them about childhood lead.

- Women, Infants, and Children (WIC) Program - The principal goal of the WIC program is to eliminate nutritional deficiency as a contributing factor in neonatal death, low birth weight, and other significant health problems of children and pregnant or breastfeeding mothers. Clients are eligible for the program for several reasons including poor diet, low iron, weight abnormality, and other risks as defined by the State WIC Office.
- Hearing and Vision Screening Program- The goal of the hearing program is to prevent childhood hearing loss or to initiate steps to alleviate and reduce the trauma of hearing loss. The goal of the vision program is to promote eye health of children and the specified populations through prevention, identification, treatment, and health education. The technicians who conduct the screenings are trained and regularly evaluated by the Michigan Department of Health and Human Services to assure that the tests are administered properly. Children who do not pass the hearing or vision screening tests are referred for evaluation to a physician or optometrist. Families who need assistance with the securing of hearing aids, other adaptive equipment, or eyeglasses are referred to the appropriate community resource.
- Ingham Community Health Centers- Our network of Federally Qualified Health Centers (FQHCs) assures accessible healthcare. To meet the needs of the community, different health centers target different barriers or hard to reach populations in order to improve accessibility. All of our centers provide services to people regardless of financial means and immigration status, but some centers focus on additional barriers. Birch Health Center is located in the main office of Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) so that persons with moderate to severe mental health problems can obtain primary care without traveling to another site. At Forest Community Health Center we host CMHA-CEI providers to serve persons with mild to moderate mental health problems in the place where they receive their primary care. Forest Community Health Center also houses a Dental Clinic and pharmacy. Cedar Community Health Center-Pediatrics and Cedar Community Health Center Women's Health are located in the same building with other popular maternal and child health programs (i.e. WIC and Immunizations). Our school-based health centers and free-standing school-linked center offer health services to teen and young adults in a convenient and familiar setting.
 - *Social supports in the Community Health Centers*- Social workers and Community Health Workers are embedded within the clinical settings and connect patients and clients to resources to meet their basic needs including food and shelter.
 - *Mobile Dental Center*- brings preventive and restorative dental services directly to schools and offers care regardless of insurance status or ability to pay. The

program prioritizes rural and low-income schools, but all in-county schools may participate. In 2015, a \$500,000 grant from the Human Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services funded the fully-equipped, accessible bus in addition to other equipment.

Community Partnerships and Collaborative Efforts

To accomplish its mission to protect, improve, and advocate for the health and well-being of all Ingham County residents, ICHD recognizes that partnerships, collaboration and external relationships are essential. In community relationships, ICHD uses the Spectrum of Community Engagement to Ownership model, aiming to move beyond simply informing the community of initiatives to centering community power and ownership. ICHD has broad and expansive partnerships. Partnerships may be focused on health outreach, community collaboratives, or other special project or social determinates of health programming.

Health Outreach

ICHD works with many groups and organizations in the community. Health outreach partners identify uninsured residents and assist those who are eligible with enrollment in Medicaid, insurance plans, or other benefit programs such as the Ingham Health Plan. They also help those they serve to establish a medical home of their choosing and to use the coverage available to them for basic primary and preventive care. Outreach partners also connect residents with other useful services and resources while helping strengthen social connections in neighborhoods. Outreach partners with ICHD include:

- [Allen Neighborhood Center](#)
- [Capital Area Community Services](#)
- [Care Free Medical Clinic](#)
- [Cristo Rey Community Center](#)
- [Family & Community Development Services](#)
- [Northwest Initiative](#)
- [Southside Community Coalition](#)
- [St. Vincent Catholic Charities](#)
- [Epicenter of Worship](#)
- [Refugee Development Center](#)

Community Collaboratives

ICHHD is part of a variety of local and regional collaboratives or groups that are collectively engaged in protecting the health and safety of mid-Michigan residents and creating a healthy living environment. These organizations include the following:

- [Capital Area Health Alliance \(CAHA\)](#), CAHA is a regional hub for organizations with interest in health and health care. ICHHD participate in CAHA committees such as the Whole Person Care Committee and the Capital Area Community Nursing Network. ICHHD and CAHA also jointly support the Ingham Health Equity Council.
- [Ingham Substance Abuse Prevention Coalition \(ISAPC\)](#) – is dedicated to reducing the harm caused by addiction and substance abuse in Ingham County. ISAPC is made up of a broad array of community stakeholders, assesses the needs of specific populations at highest risk of substance use/abuse, shares relevant local data, prioritizes needs, and plans implementation of evidence-based strategies to prevent and reduce substance use/abuse.
- [Power of We Consortium \(PWC\)](#) – ICHHD is part of the Power of We Consortium (PWC) staffed by the Capital Area United Way, an inclusive planning and implementation multi-purpose collaborative body of over 250 human services, non-profit, governmental, faith-based, and business sector stakeholders that promote systems reform in Ingham County. The PWC is often referred to as a “community collaborative” or a “network of networks” and capitalizes on the power of social capital (such as trust, civic involvement, and connection) and diversity to achieve positive results for the community.
- [South Central Regional Housing Partnership-](#) Tri-County Regional Planning Commission, in partnership with the Capital Area Housing Partnership (CAHP), is leads the RHP effort for the tri-county region, serving Clinton, Eaton, and Ingham counties. ICHHD staff are part of the steering committee and serve on the working groups.
- [Ingham Opioid Awareness Prevention Initiative \(IOAPI\)](#) - The cross-sector group includes law enforcement, emergency medical services, local hospitals, treatment facilities, and community groups. They aim to increase understanding of the growing problem of opioid abuse, and ultimately, to decrease the number of overdoses and opioid-related deaths. ICHHD provides the staffing support for this coalition through funding from the Mid-State Health Network.
- [Sugar Smart Coalition-](#) The SSC is committed to advocacy, education, equitable practice and policy that improves healthy food and beverage options and choices.
- [Region 7 Perinatal Quality Collaborative-](#) Clinton, Eaton and Ingham counties work together and with MDHHS to improve disparate birth outcomes and infant health.

Other Projects

ICHHD, in addition to initiating community partnerships, also collaborates in community activities that benefit the health and wellbeing of Ingham County residents. Some of these collaborations include:

- [Healthy! Capital Counties](#) - Healthy! Capital Counties (H!CC) is a regional community health assessment and prioritization project undertaken by the local hospital systems (UM Health Sparrow , McLaren Greater Lansing, and Eaton Rapids Medical Center) and the three local health departments (Barry-Eaton District Health Department, ICHD, and Mid-Michigan District Health Department) serving Clinton, Eaton, and Ingham counties.
- [AmeriCorps](#) – ICHD AmeriCorps programs place service in host sites across the community to engage in direct service or capacity building that ultimately improves the health of the community. In 2023-24, ICHD placed 28 AmeriCorps members in 15 host sites.
- [Health Equity Council](#)- In 2022, Ingham County Health Department (ICHHD) and Capital Area Health Alliance (CAHA) created a Regional Health Equity Council (HEC) to combat COVID-19-related inequities and risk factors among Black Indigenous, and People of Color (BIPOC) communities within Ingham County. The Council is made up of community members and community organizations experienced in working with minority populations disproportionately impacted by COVID-19.
- [Advance Peace](#)- In partnership with MPHI and the City of Lansing, Ingham County has supported the implementation of this proven model to prevent retaliatory gun violence in the community. The program launched in 2022.

SERVICE DELIVERY

Locations and Hours

ICHD's main campus in south Lansing (5303 S. Cedar St., Building #3, 2nd Floor, Lansing, MI 48911) offers traditional public and population health services including Emergency Preparedness, Health Education, Nutrition, Immunizations, WIC, some communicable disease control programs including tuberculosis services, public health nursing including maternal and child health services, and environmental health services including onsite sewage, food service sanitation and pollution prevention programs. Regular office hours are Monday – Friday 8 a.m. to 5 p.m. The Immunization Clinic is open Monday, Tuesday, and Friday 9:30 a.m. to 4:00 p.m., Wednesday 9:30 a.m. to 5:30 p.m., and Thursday 1:00 p.m. to 4:00 p.m. The Immunization Clinic offers appointments for Ingham County residents and limited walk-in appointments are available on a first come first serve basis.

Clinical services are offered at the main campus (Cedar Community Health Center) through two clinics: Cedar Pediatrics and Women's Health Center. Clinical Services are also offered off campus through the following clinics: The Allen Community Health Center, Birch Community Health Center, Eastern Community Health Center, Everett Community Health Center, Forest Community Health Center, Gardner Community Health Center, Pattengill Community Health Center, and Sexton Community Health Center. The clinics utilize social workers, nutritionists, nurse practitioners, physician assistants and physicians to provide comprehensive primary care services to low-income residents, through extended hours described below. The HIV/STI program is located Forest Community Health Center.

Main Campus:

Cedar Community Health Center-Pediatrics

Human Services Building

5303 S. Cedar St.

Lansing, MI 48911

Phone: 517-887-4305

Hours of Operation M-

F: 8am-5pm

Pediatrics provides the following services to children 0-17 years of age and older:

- Primary Pediatric Health Services
- Well Child visits
- Immunization Services

- Sick visits and follow up
- Nutritional Services
- Behavioral Health Services

Cedar Community Health Center Women's Health

Human Services Building

5303 S. Cedar St.

Lansing, MI 48911

Phone: 517-887-4320

Hours of Operation M-

F: 8am-5pm

Women's Health provides the following services to women 18 years of age and older:

- Prenatal services
- Obstetrics
- Family planning (Title X)
- Maternal Infant Health Program
- Gynecology services
- Minor surgical procedures
- Pregnancy testing
- Nutritional counseling
- Behavioral Health Services
- Breast and Cervical cancer screenings

Off Campus:

Allen Community Health

Center 1601 E. Kalamazoo

Street Lansing, MI 48912

Phone: 517-679-2880

Hours of Operation M-

F 8am-5pm

Located in the Allen Neighborhood Center, Allen Community Health Center provides the following services:

- Adult health care

- Preventative care
- Disease management
- Immunizations
- Women's Health
- Nutrition counseling
- Community resource support
- Behavioral/mental health services
- Substance abuse screening and treatment
- On-site health care enrollment

Birch Community Health Center

812 E. Jolly Rd., Suite 112
 Lansing, MI 48910
 Phone: 517-244-8030

Hours of Operation M-
 F 8am-5pm

Birch Health Center is a joint effort between ICHD and Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) to provide medical care to patients who also receive mental health services. The center is a family practice community health center located in the Community Mental Health. The Health Center began operations in April 2013. Birch Health Center is located in the Community Mental Health building on the 1st floor. Birch Health Center provides the following services to adults 18 years of age and older:

- Servicing CMH patients
- General family practice services
- Annual physicals
- Gynecological services
- Minor office procedures
- Behavioral health counseling
- Nutritional services
- Preventative health services

Eastern Community Health Center

626 Marshall Street, Room 800
 Lansing, MI 48912
 Phone: 517-244-8014

**Hours of Operation M-
F 7am-4pm**

Eastern Health Center is located in the Eastern High School building on the 1st floor. Eastern Health Center provides the following services to people ages 5-25 years old:

- Primary medical care
- Treatment of minor illnesses and injuries
- Physicals
 - Sports, camp, and work
 - Well visits
- Immunizations, including flu shots
- Chronic disease management
- Hearing/Vision screenings
- Referrals for specialty care
- HIV counseling and testing
- Pregnancy tests
- Sexually Transmitted Infection
- Mental health screenings
- Crisis intervention
- Counseling
- Case management
- Referrals for additional mental health services

Everett Community Health Center

**3900 Stabler Street
Lansing, MI 48910
Phone: 517-272-4104**

**Hours of Operation M-
F 7am-4pm**

Everett Community Health Center, located in Everett High School, provides behavioral health screening and assessment.

Forest Community Health

Center 2316 South Cedar Street
Lansing, MI 48910
Phone: 517-887-4302

Hours of Operation M-F: 8am-5pm

Forest provides the following services to adults 18 years of age and older:

- Primary care health services
- Preventative services
- Chronic disease management
- Minor office procedures
- Gynecological services
- Specialty referrals
- Ryan White HIV Care Services for adults age 18 and older (16-17-year-old upon consultation)
- Case management
- Behavioral health services
- Nutrition counseling
- Dental Care (all ages, M-F: 8am-5pm)
- Pharmacy (all ages, M-Th8:30am-6:30pm and F: 8:30am-5pm)

*Public Health HIV/STI Services are also located at Forest

Gardner Community Health Center

**333 Dahlia Drive
Lansing, MI 48911
Phone: 517-272-4115**

**Hours of Operation M-F
7:30am-4:30pm**

Gardner Community Health Center, located in Gardner International Magnet School, provides behavioral health screening and assessment.

Pattengill Community Health Center

**815 N. Fairview, Room 100
Lansing, MI 48912
Phone: 517-887-4349**

**Hours of Operation M-F
7:30am-4:30pm**

Pattengill Community Health Center, located in Pattengill Biotechnical Magnet School, provides behavioral health screening and assessment.

Sexton Community Health Center

**102 S. McPherson Ave.
Lansing, MI 48915**

Phone: 517-244-8041, option 6

**Hours of Operation M-
F 7am-4pm**

Sexton Health Center is located in the Sexton High School building. Sexton Health Center provides the following services for students at Sexton High School and all students in the Lansing School District:

- Primary medical care
- Treatment of minor illnesses and injuries
- Physicals
 - Sports, camp, and work
 - Well visits
- Immunizations, including flu shots
- Chronic disease management
- Hearing/Vision screenings
- Referrals for specialty care
- HIV counseling and testing
- Pregnancy tests
- Sexually Transmitted Infection
- Mental health screenings
- Crisis intervention
- Counseling
- Case management
- Referrals for additional mental health services

Willow Community Health Center

**1115 S. Pennsylvania Ave.
Lansing, MI 48912**

Phone: 517-702-3500

**Hours of Operation M-
F: 8am-5pm**

Willow Health Center provides the following services to adolescents ages 5-25 years old:

- Primary Medical Care
- Treatment of Minor/Chronic Illnesses
- Physicals (school, sports, work, and yearly)
- Health Education (every visit)
- Immunizations
- Counseling Services
- Referrals to Agencies and Services Within the Community
- Birth Control Options
- Contraceptive Supplies
- Emergency Contraception
- HIV Counseling and Testing
- Physical Exam
- Pregnancy Testing
- Sexually Transmitted Infection Checks

REPORTING AND EVALUATION

Evaluation

Ingham County government has developed metrics it calls activity indicators, which it uses to benchmark the performance of ICHD and other County units. The Board of Commissioners and the Controller's Office require ICHD to develop activity indicators in every area of its work, to report annually on them, and to forecast future levels of activity. Over the years ICHD has incorporated the some of its activity indicators into its annual report so that those indicators would be available, not just to the Controller and the Board of Commissioners, but the public, department employees, and anyone exposed to the annual report.

Many of the evaluative methods involve presumptive associations or activities correlated to outcome measures. Additionally, performance monitoring systems that generate feedback to the County Commissioners and ICHD on public health activities are important activities.

Performance Management and Quality Improvement Activities

**** During COVID-19 PM/QI activities that were established in 2018 largely ceased due to limited staffing capacity. In 2023, ICHD received a technical assistance grant to revitalize and relaunch activities. It has since been working with MSU Institute for Health Policy to reestablish these committees and processes.**

The Performance Management (PM) and Quality Improvement (QI) committees are responsible for performance management activities for Public Health Services and Community Health Planning and Partnerships/Administration. Ingham County Health Department (ICHD) has collected data on Performance Measures and Activity Indicators since 2008. Each of the four Public Health Services (PHS) divisions and Administration/Community Health, Planning, and Partnerships (CHPP) has collected the information and reported it on an annual basis to the department's governing entity, the Ingham County Board of Commissioners (BOC), through the Controller's Office and the department's annual report.

In 2018, ICHD created formal Quality Improvement and Performance Management Plans for the Public Health Services and Community Health, Planning, and Partnerships branches that charge the Quality Improvement (QI) Committee to implement its Performance Management System. One key task for this group is to monitor the achievement of organizational objectives. The QI Committee monitors progress on the activities that support Ingham County's strategic plan, the health department's strategic plan, and the Community Health Improvement Plan (CHIP) developed from the Healthy! Capital Counties Community Health Assessments. These three documents contain the department's performance standards, including goals, targets and indicators. Progress on Ingham County's strategic plan is reported to members of the QI Committee, the ICHD leadership team, and the Board of Commissioners. Progress on ICHD's strategic plan is reported to the Deputy Health Officer-Administration by the champions for each area that are identified in the plan. Progress on the CHIP is collected from the responsible parties identified in the CHIP by the Health Analyst-Healthy Communities. Multiple ICHD staff members have undergone performance management and/or quality improvement training with MPHI and/or other entities.

Communication/Reporting Activities

ICHD employs health communication, risk communication, social marketing and public relations strategies to promote health across Ingham County. In 2014 ICHD hired a full time Health Communications Specialist. This has allowed the Department to plan and focus its communication activities. It has also allowed staff to develop communication-based

interventions and messaging based upon behavioral and social learning theories to positively influence the health behaviors and health beliefs of county residents. To reach county residents, ICHD engages in strategic communications, which include paid and earned media across digital and traditional platforms, to support ICHD's mission, goals and objectives, strategic plan and community health needs assessment. ICHD analyzes and solicits data via survey tools and focus groups to inform communication strategies (formative evaluation) and evaluates the overall outcomes of communications through social media and web metrics in addition to measuring health outcomes (summative evaluation).

Fact Sheets/Infographics

Eastern Equine Encephalitis (EEE):

https://docs.ingham.org/Department/Health%20Department/communicable%20diseases/fact%20sheets/EEE_ICHD.pdf

Mpox: <https://docs.ingham.org/Department/Health%20Department/communicable%20diseases/Mpox/MpoxGetTheFacts.pdf>

Billboards/Campaigns

This is Your Shot to Help:

<https://yourshottohelp.com/>

Marijuana Harm Reduction Campaign "Weed Facts" (on-going):

<http://hd.ingham.org/SeekingCare/SubstanceUse/Marijuana.aspx>

Preventing the Flu Starts with You:

https://health.ingham.org/health/communicable_disease/seasonal_flu.php

CENTIVIZE:

https://health.ingham.org/health/health_promotion_and_prevention/centivize.php

Reporting

ICHD utilizes a number of different mediums to communicate to the Community and the Board of Commissioners on the health status of the community and its activities. Below is a list of various types of communication techniques and our information dissemination activities in each.

Large meetings (e.g. town hall meetings)

- Healthy! Capital Counties (H!CC) community prioritization activities and workshop
- Capital Area Health Alliance meetings
- CMH-CEI's Elected and Appointed Officials Luncheon
- Impromptu, topic specific meetings such as encampment removal alternatives

Small meetings (e.g. department meetings)

- All Staff Meetings
- Leadership Team Assembly
- Board of Commissioners meetings
- Human Service Committee meetings
- Meeting with various community partners
- Board of Health meetings

Annual report: The Department releases annual reports. These reports are distributed widely in the Community and are also presented to the Board of Commissioners. The annual report provides detailed information about each of the activity areas described in the Services section, Part 5 of the Plan of Organization, and also reports on some of the activity indicators. In addition, the annual report informs the community about Health Department services and how to access them. Although these documents are available online, we find that distributing printed documents is still an effective means of communication, so we still do a small print run.

- [Click here for combined 2019 and 2020 Annual Report](#)
- [Click here for 2021 Annual Report](#)
- [Click here for 2022 Annual Report](#)

E-mail

In Good Health: This is a bimonthly informational departmental newsletter that is sent out to all departmental staff.

Surveillance Reports

Recognizing that not all health information or demographic information is available in the [Behavioral Risk Factor Survey Report](#) and that information is also essential to health

policy decisions, planning, and grant development, we have developed another statistical resource document for community stakeholders and county officials: Surveillance Reports. These reports provide information on demographic, mortality, pregnancy, natality adult and child health data for residents of Ingham County. It is available online and is updated as new information for each topic becomes available.

- [Click here to view surveillance reports](#)

Healthy! Capital Counties

Healthy! Capital Counties is a regional collaborative community health assessment involving four local hospital systems and three local health departments. The intent of Healthy! Capital Counties is: to conduct a common community health assessment; develop common community priorities; and have the priorities guide community health improvement activities in Clinton, Eaton, and Ingham counties. All documents related to Healthy! Capital Counties are online on the project's website.

- [Click here to view Healthy! Capital Counties](#)

Internet and Social Media

- Social Media: ICHD maintains Facebook, X (formerly Twitter) and Instagram accounts that it uses to engage the entire community. These tools can play a critical in public health practice and were heavily accessed by community during the COVID-19 pandemic.
 - [Click here to view ICHD Facebook page](#)
 - [Click here to view ICHD X page](#)
 - [Click here to view the ICHD Instagram page](#)
- ICHD Website: ICHD is continuing to update its website in order to make it more accessible to the community. The architecture was revised to improve search functions and usability for county residents.
 - [Click here to view ICHD website](#)

HEALTH OFFICER AND MEDICAL DIRECTOR

Procedure for Appointment

The Health Officer is appointed by the Ingham County Board of Commissioners. After a national search conducted by the Human Resources Department of Ingham County, finalists are interviewed by a selection committee from the Board of Commissioners. After ranking the candidates, the selection committee makes a final recommendation to the full Board.

The Health Officer submits qualifications for the Medical Director to MDHHS prior to their appointment. MDHHS verifies that the Health Officer and Medical Director meet the minimum qualifications established in the Administrative code.

- [Click here to view resolution appointing Adenike Shoyinka as Medical Health Officer](#)

Correspondence Regarding Appointment

- [Click here to view MDHHS letter approving the appointment of Dr. Shoyinka as Medical Health Officer.](#)

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS FOR THE
REGION 7 PERINATAL QUALITY COLLABORATIVE**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into agreements with Willow Tree Family Center, The New Citizens Press, The Davies Project, Child and Family Charities, North Star Birthing Services, and Next Generation Family Services in amounts not to exceed \$23,403.50, and enter into two agreements with Caring and Sharing Family Life Services, and Capital Area Health Alliance in amounts not to exceed \$17,552.50, effective October 1, 2024 through September 30, 2025 for a total amount not to exceed \$175,526; and

WHEREAS, ICHD has partnered with Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative in previous years; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton Counties; and

WHEREAS, in order to fund this collaborative work, MDHHS has given ICHD funds through the FY 24-25 Comprehensive Agreement authorized through Resolution #24-452; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize agreements with Willow Tree Family Center, The New Citizens Press, The Davies Project, Child and Family Charities, North Star Birthing Services, and Next Generation Family Services in amounts not to exceed \$23,403.50, and Caring and Sharing Family Life Services and Capital Area Health Alliance in amounts not to exceed \$17,552.50, effective October 1, 2024 through September 30, 2025 for a total amount not to exceed \$175,526.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes agreements with Willow Tree Family Center, The New Citizens Press, The Davies Project, Child and Family Charities, North Star Birthing Services, and Next Generation Family Services in amounts not to exceed \$23,403.50, and Caring and Sharing Family Life Services and Capital Area Health Alliance in amounts not to exceed \$17,552.50, effective October 1, 2024 through September 30, 2025 for a total amount not to exceed \$175,526.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON, EATON INGHAM COUNTIES FOR OPIOID CRISIS RESPONSE SUB-
AWARD**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH), effective upon approval through o twenty-four (24) months in an amount not to exceed \$100,136 for the purpose of implementing community-based solutions developed in response to Ingham County’s Request for Proposals #19-24, Opioid Crisis Response Grant; and

WHEREAS, ICHD wishes for the agreement to become effective upon the adoption of this resolution by the Ingham County Board of Commissioners, with the resolution adoption date serving as the agreement start date, and the agreement end date to be twenty-four (24) months after the resolution adoption date; and

WHEREAS, the purpose of this agreement will be for CMH to create one .50 FTE Peer Recovery Coach position to expand the current activities and capacity of the Ingham County Rapid Response Team, and to establish one or more special part-time Nurse Practitioner Positions to expand the current patient capacity of The Recovery Center; and

WHEREAS, the Ingham County Rapid Response Team formed in 2020 and is a cross-sector, multi-agency collaborative that works to reach individuals experiencing non-fatal overdoses to provide comprehensive harm reduction and recovery supports within 24-72 hours of overdose; and

WHEREAS, The Recovery Center (TRC) is a 10-bed, medically-monitored withdrawal management (detoxification) program, and is the only detox facility in Ingham County; and

WHEREAS, TRC provides a safe, caring environment for individuals withdrawing from alcohol and other substances, and is often unable to admit patients to its full bed capacity due to medical staff limitations; and

WHEREAS, this sub-award will allow TRC to serve more individuals in need of detox and recovery services in Ingham County in a timely manner; and

WHEREAS, by not entering into this agreement, ICHD will forfeit critical opioid crisis response services that would otherwise be made available to Ingham County residents; and

WHEREAS, this agreement will be funded by Opioid Litigation Settlement Funds allocated to Ingham County through lawsuits against drug manufacturers and distributors involved in misrepresenting the addiction potential of pharmaceutical drugs which fueled the present-day opioid crisis, and then awarded to ICHD through Ingham County RFP #19-24 (a competitive grant process); and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioner's authorize an agreement with CHM, effective upon approval through twenty-four (24) months, based upon solutions developed in response to Ingham County's Request for Proposals #19-24, Opioid Crisis Response Grant.

THEREFORE IT BE RESOLVED, that based on the information presented, the Ingham County Board of Commissioners authorizes entering into an agreement with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for a period of twenty-four (24) months in an amount not to exceed \$100,136 for the purpose of implementing community-based solutions developed in response to Ingham County Request for Proposals #19-24, Opioid Crisis Response Grant.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #17-163 WITH AZARA HEALTHCARE AND MICHIGAN PRIMARY CARE ASSOCIATION TO PURCHASE SOCIAL DETERMINANTS OF HEALTH AND CANCER SCREENING CUSTOMIZATION, MAPPING, AND VALIDATION SERVICES

RESOLUTION #25 –

WHEREAS, Ingham County Health Department's (ICHHD) Ingham Community Health Centers (ICHCs) wish to amend Resolution #17-163 with Azara Healthcare and Michigan Primary Care Association (MPCA) to purchase Social Determinants of Health (SDOH), anal cancer, and lung cancer screening customization, mapping, and validation services for a one-time fee of \$10,200 effective February 1, 2025; and

WHEREAS, SDOH assessment is essential for the purpose of understanding the non-medical factors impacting an individual's health and quality of life; and

WHEREAS, ICHCs electronic health record (EHR) stores SDOH assessment data; and

WHEREAS, through the purchase of Azara's SDOH module, ICHC can collect, manage, and report data in a standardized fashion while upholding Patient Centered Medical Home (PCMH), Accountable Care Organization (ACO), and other state and federal practices, while enhancing billing and revenue; and

WHEREAS, the purchase of Azara's custom measurement and alerting features for anal and lung cancer screening will improve access to screening data, strengthening quality improvement activities for the Ryan White program that align with current standards of care for People Living with HIV (PLWH); and

WHEREAS, recommended by MPCA, Azara Healthcare is ICHC's current vendor for data reporting and visualization, and is therefore the preferred solution and service vendor; and

WHEREAS, the cost of the SDOH mapping (\$1,200 one-time fee) and cancer screening measures and alerts for anal and lung cancer (\$9,000 one-time fee) is a total one-time amount not to exceed \$10,200 effective February 1, 2025; and

WHEREAS, SDOH mapping will be covered by ICHC administrative direct support funds (\$600) and Ryan White program Part B and Part D 340B reserve dollars (\$600); and

WHEREAS, cancer screening measures and alerts will be covered entirely by the Ryan White program 340B reserves (Part B \$4,500 and Part D \$4,500); and

WHEREAS, the ICHC's Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #17-163 with Azara Healthcare and MPCA to purchase the SDOH, anal cancer, and lung cancer screening customization, mapping and validation services for a one-time fee of \$10,200 effective February 1, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #17-163 with Azara Healthcare and MPCA to purchase SDOH, anal cancer, and lung cancer screening customization, mapping and validation services for a one-time fee of \$10,200 effective February 1, 2025.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PRIMARY CARE
ASSOCIATION FOR COVID-19 SERVICES**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to accept funding and enter into an independent contractor services agreement with Michigan Primary Care Association (MPCA), to accept 2024-2025 Michigan Health Center COVID-19 Vaccine administration funding in an amount not to exceed \$184,545; and

WHEREAS, in return, ICHD's CHCs agree to provide COVID-19 services to the community; and

WHEREAS, this agreement is effective November 1, 2024 through June 30, 2025; and

WHEREAS, payments will be made to ICHD based on the milestones achieved as outlined in the agreement and are limited to \$184,545; and

WHEREAS, Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting the 2025 Michigan Health Center COVID-19 Vaccine funds and entering into a services agreement with MPCA, effective November 1, 2024 through June 30, 2025 in an amount not to exceed \$185,545.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the 2025 Michigan Health Center COVID-19 Vaccine funds and entering into a services agreement with MPCA, effective November 1, 2024 through June 30, 2025 in an amount not to exceed \$185,545.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLOVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FUNDS FROM AND ENTER INTO AN AGREEMENT WITH
MICHIGAN PUBLIC HEALTH INSTITUTE**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (IHD) wishes to enter agreement and accept funds from Michigan Public Health Institute (MPHI) in an amount not to exceed \$16,014, effective October 1, 2024 through September 30, 2025 for Community Violence Intervention (CVI) work, particularly in support of Advance Peace; and

WHEREAS, funds will be used to support staff time; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement and accepting funds from MPHI in an amount not to exceed \$16,014, effective October 1, 2024 through September 30, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement and acceptance of funds from MPHI in an amount not to exceed \$16,014, effective October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement on behalf of the county upon approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PUBLIC SECTOR CONSULTANTS

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into contract with Public Sector Consultants (PSC) effective January 1, 2025 through September 30, 2025 in an amount not to exceed \$29,971, for the Capital Area Behavioral Risk Factor Surveillance Survey (BRFSS); and

WHEREAS, the Capital Area BRFSS measures a number of health indicators and quality of life indices including chronic diseases, cigarette and alcohol use, obesity and physical activity, and neighborhood safety; and

WHEREAS, data from the Capital Area BRFSS is essential to the Healthy! Capital Counties Community Health Assessment (CHA) done in collaboration with two neighboring health departments and the three local hospitals in the region; and

WHEREAS, from 2005 through 2024, the local United Way was a partner in the project and entered into contract with PSC on behalf of ICHD; and

WHEREAS, the work was authorized through Resolution #05-148, and amended in Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-16, #14-226, #15-176, #16-405, #17-325, #18-028, #19-196, #20-355, #21-458, #22-354, #23-336, and #24-208; and

WHEREAS, due to organizational changes at United Way of South Central Michigan, ICHD must now directly enter into contract with PSC; and

WHEREAS, these funds are included in ICHD's 2025 budget; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with PSC effective January 1, 2025 through September 30, 2025, for the Capital Area BRFSS in an amount not to exceed \$29,971.

THEREFORE BE IT RESOLVED, that that the Ingham County Board of Commissioners authorizes an agreement with Public Sector Consultants PSC effective January 1, 2025 through September 30, 2025, for the Capital Area BRFSS in an amount not to exceed \$29,971.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

HUMAN SERVICES: Human Services will meet on 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the Law & Courts Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PETSZEL, LLC TO PROVIDE PET
ADOPTION FOLLOW-UP SERVICES**

RESOLUTION #25 –

WHEREAS, Ingham County Animal Control and Shelter (ICACS) currently contacts all pet adopters by phone or email to provide follow-up pet adoption support services; and

WHEREAS, this post-adoption support ensures pets are properly cared for and lowers the chance of them being returned to the Shelter; and

WHEREAS, ICACS is seeking to expand the scope of post-adoption services and offer them virtually to increase accessibility for citizens; and

WHEREAS, ICACS seeks to enter into an agreement with Petszel, LLC, who will offer free virtual post adoption support for all animals adopted from ICACS.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Petszel, LLC to provide virtual pet adoption support services for ICACS.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INTERLOCAL AGREEMENT WITH THE CITY OF LANSING
FOR THE 2024 LOCAL JAG GRANT**

RESOLUTION #25 –

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff's Office were allocated \$133,615 from the 2024 Local JAG grant from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$12,702; and

WHEREAS, as part of the application process to receive this funding from the 2024 Local JAG grant, the Ingham County Sheriff's Office must enter into an interlocal agreement with the City of Lansing allowing for disbursement of allocated funds to both government police agencies; and

WHEREAS, the portion allocated for the Ingham County Sheriff's Office will be spent on the purchase of vehicle public address microphones and car radio conversion kits.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an interlocal agreement between Ingham County and the City of Lansing to accept the \$133,615 allocated portion of the 2024 Local JAG grant for the time period of October 2024 through September 2025.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$12,702 to the Ingham County Sheriff's Office for the purchase of public address microphones and car radio conversion kits.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustments to the 2024-2025 Sheriff's Office budget consistent with this resolution.

BE IT FURTHER RESOLVED that the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign any necessary contract documents that are consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FEDERAL COMPREHENSIVE, OPIOID, STIMULANT, AND
SUBSTANCE USE SITE-BASED PROGRAM (COSSUP) GRANT FROM THE BUREAU OF JUSTICE
ASSISTANCE AND THE DEPARTMENT OF JUSTICE FOR THE INGHAM COUNTY
CORRECTIONAL FACILITY PROJECT ENTITLED “CREATING ACCESS TO THERAPEUTIC,
RE-ENTRY, AND RECOVER SUPPORT SERVICES IN INGHAM COUNTY”**

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff’s Office and Correctional Facility is responsible for maintaining health care for incarcerated individuals; and

WHEREAS, the opioid epidemic is impacting our community and those incarcerated at the Ingham County Correctional Facility; and

WHEREAS, the Department of Justice released funding opportunities to address these issues, called the Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP) grants; and

WHEREAS, the Sheriff’s Office, in partnership with the Health Department, Community Mental Health of Clinton-Eaton-Ingham (CMH-CEI), and Wayne State University, submitted a federal grant proposal; and

WHEREAS, the proposed project submitted was entitled “Creating Access to Therapeutic, Re-Entry, and Recovery Support Services within Ingham County Criminal Justice System”; and

WHEREAS, the 36-month Ingham County project was selected by the Bureau of Justice Assistance for this Department of Justice federal grant opportunity; and

WHEREAS, the amount of \$1,299,804 was awarded to Ingham County for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of \$1,299,804 from the Department of Justice for this COSSUP grant.

BE IT FURTHER RESOLVED, Ingham County may enter into sub-contracts with CMH-CEI and Wayne State University and other entities as deemed necessary as part of the COSSUP grant for the grant period of 36 months.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE RENEWAL OF PROQA MEDICAL SOFTWARE LICENSES AND SUPPORT AND ACQUIRING CALL SIMULATOR FROM PRIORITY DISPATCH FOR THE INGHAM COUNTY 9-1-1 CENTER

RESOLUTION #25 –

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of Priority Dispatch's Emergency Medical Dispatch ProQA Program, under Resolution #14-081, and ProQA continues to be used for all medical calls received; and

WHEREAS, a quote for renewal of eight (8) licenses and four (4) training licenses for ProQA Medical software licenses, service, and support for April 1, 2025, through March 31, 2030, has been provided by Priority Dispatch at a cost of \$12,600 annually for Years 1 – 4 and \$13,520 for Year 5; and

WHEREAS, along with the licenses, service, and support renewal, ProQA is now offering a SkillLab with an AI simulator for a price of \$5,000 annually, which will enhance the training and performance of the Emergency Dispatchers at Ingham County 9-1-1 Central Dispatch Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of ProQA Medical software licenses, service, and support and acquiring the SkillLab with AI simulator for an amount not to exceed \$88,920 for a 5-year term, which will be billed annually from Priority Dispatch, as outlined by the Proposal/Sales quotation, #Q-77613.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$17,600 for contract Years 1 – 4 and \$18,520 for contract Year 5, billed annually from the 9-1-1 Fund for the total cost of this purchase.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign a software services support agreement with Priority Dispatch consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**