

CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE

ROBERT PEÑA, CHAIR
VICTOR CELENTINO
MARK GREBNER
RYAN SEBOLT
SIMAR PAWAR
KARLA RUEST
MONICA SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, OCTOBER 01, 2024 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/87805478336>.

Agenda

Call to Order

Approval of the [September 17, 2024 Minutes](#) and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Housing Trust Fund Committee – Interviews
2. Historical Commission – Interviews
3. Broadband Task Force – Interviews
4. Treasurer’s Office
 - a. Resolution to Authorize Acceptance of \$15,000,000 of [State of Michigan Appropriations](#) for the Housing Trust Fund to Allocate to Eligible Programs And Projects
 - b. Resolution to Approve Funding through the Housing Trust Fund to Establish a [Tenant Resource Center](#) with Unobligated ARPA Funds
5. Circuit Court
 - a. Resolution to Accept the FY 2025 [Michigan Mental Health Court Program Grant](#), Continue the Grant Funded Full-Time Mental Health Court-Court Services Coordinator Position, and Authorize Subcontracts with CMHA/CEI; Averhealth; JSG; MDOC; Northwest Initiative; and RISE
 - b. Resolution to Accept the FY 2025 [Swift and Sure Sanctions Probation Program Grant](#), Continue the Grant Funded Case Management Coordinator Position, and Authorize Subcontracts with Northwest Initiative; CEI-CMH; RISE; Averhealth; and JSG
6. Circuit Court – Juvenile Division – Resolution for the Acceptance of the [Michigan Drug Court Grant Program](#) for the Ingham County Family Treatment Court
7. Facilities Department
 - a. Resolution to Rescind Resolution #24-263 and to Authorize an Agreement with Billy White Roofing, Inc. to Replace the Roof at the [Ingham County Drain Commissioner’s Office](#)
 - b. Resolution to Rescind Resolution #24-264 and to Authorize an Agreement with Billy White Roofing, Inc. to Replace the Roof at the [Ingham County Family Center](#)

8. Controller's Office
 - a. Resolution to [Establish Interagency Agreements](#) to Obligate ARPA Funds by December 31, 2024
 - b. Resolution to Amend Resolution #22-053 to Change the Expiration Date of the COVID-19 [Related Sick Leave Policy](#)
 - c. Resolution to Accept the [MITTEN Grant Award](#) from the Michigan High-Speed Internet Office Contingent Upon National Telecommunication and Information Administration Approval and Authorize Ingham County to serve as Host Partner for an American Connection Corps Member

Announcements
Public Comment
Adjournment

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

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

COUNTY SERVICES COMMITTEE

September 17, 2024

Draft Minutes

Members Present: Sebolt, Peña, Celentino, Grebner, Pawar, and Schafer (Arrived at 6:11 p.m.)

Members Absent: Ruest.

Others Present: Treasurer Alan Fox, Luna Brown, William Lawrence, Ross Yednock, Angela Shaft, Becky Bennett, Gregg Todd, Sue Graham, Anika Ried and others.

The meeting was called to order by Chairperson Peña at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/87805478336>.

Approval of the August 28, 2024 Minutes

CHAIRPERSON PEÑA STATED, WITHOUT OBJECTION, THE MINUTES OF THE AUGUST 28, 2024 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Ruest and Schafer.

Additions to the Agenda

1. Housing Trust Fund Committee
 - b. Resolution to Approve Emergency Funding for Permanent Supportive Housing Program Services under the Ingham County Continuum of Care

12. Controller's Office
 - c. Consider an Attorney-Client Written Opinion Pursuant to MCL 15.268 (1)(H) (*Closed Session*)

Chairperson Peña stated the original Agenda Item No. 12c would become Agenda Item No. 12d.

Substitutes

10. Human Resources Department
 - a. Resolution Certifying Representatives for the MERS 2024 Retirement Conference

Limited Public Comment

None.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. SEBOLT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Circuit Court – Resolution to Amend Resolutions #22-271, #23-244, and #24-069 to Reflect Changes in the Pay Scale for the Grant Funded, Special Part-Time Pretrial Services Investigator

5. Potter Park Zoo
 - a. Resolution to Proceed with Plans for Constructing and Equipping the Feline & Primate Building at Potter Park Zoo

- b. Resolution to Authorize a Reorganization of the Potter Park Zoo Horticulture Grounds Manager and Zoo Maintenance Deputy Director Positions
6. Health Department
 - a. Notice of Emergency Purchase for Urgent Revenue Cycle Management Expertise
 - b. Resolution to Authorize Converting Position #601435 from a Finance Coordinator Position to an Accountant
 7. Innovation and Technology Department – Resolution to Approve the Renewal of the Informacast Support Subscription
 8. Facilities Department
 - a. Notice of Emergency Purchase Order for Inspection of Fire Alarm Panels at the Ingham County Justice Complex
 - b. Resolution to Authorize an Agreement with Hedrick Associates for Ingham County 9-1-1 Call Center Ac Upgrades
 - c. Resolution to Authorize an Agreement with Hedrick Associates for the Installation and Maintenance of an Additional Uninterrupted Power Supply (UPS) at the 9-1-1 Center
 - d. Resolution to Authorize an Agreement with RedGuard Fire & Security Inc. for Monitoring, Warranty, and Inspection Services of the Fire Panels at the Grady Porter Building and Veterans Memorial Courthouse
 - e. Resolution to Authorize a Contract with Laux Construction for Renovations at Forest Community Health Center
 - f. Resolution to Authorize an Agreement with Siemens Industry, Inc. for the Maintenance and Inspection of The Fire Alarm System at the Ingham County Justice Complex
 9. Road Department
 - a. Resolution for Public County Road Acceptance of the Extension of Sirhal Drive
 - b. Resolution to Support Safe Routes to School Program Funding Application
 - c. Resolution to Authorize the Issuance of a Purchase Order to Capital Asphalt For Corrective Action to Address Permit Violation
 - d. Resolution to Approve a Yield Sign Traffic Control Order for the Skewed Intersection of Dexter Trail and Milner Road
 10. Human Resources Department
 - a. Resolution Certifying Representatives for the MERS 2024 Retirement Conference
 - b. Resolution to Approve Reclassification Requests for ICEA County Professional Unit Employees
 - c. Resolution to Authorize an Agreement between Ingham County Human Resources Department and Tri-County Office on Aging for the Provision of Ergonomic Assessment
 - d. Resolution to Approve Reclassification Requests for UAW TOPS Unit Employees
 11. Board of Commissioners
 - a. Step Increase for Animal Control Director
 - b. Resolution Congratulating Nancy Webb, Webberville’s 2024 Citizen of the Year
 - c. Resolution Honoring Craig Whitford as the Recipient of the 2024 Historical Society of Michigan’s Lifetime Achievement Award
 12. Controller’s Office
 - a. Resolution Authorizing Reimbursement of Expenses from Bond Proceeds

Commissioner Pawar disclosed, under Agenda Item No. 9a and any other applicable items, that she had a contractual relationship with Meridian Township in an unrelated department.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Ruest and Schafer.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Ruest and Schafer.

2. Prosecuting Attorney's Office – Resolution to Activate Position #22917 (Paralegal) and Authorize the Creation of Two Additional Paralegal Positions within the Prosecutor's Office

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated it was a grant but they did not see whether there was continuation or if there was a formula.

Gregg Todd, Controller, stated the grant was received and the Prosecutor's Office had further received word that there would be an additional grant through 2027, but they would continue to look for legislation at the State level to better fund prosecutors' offices.

Commissioner Grebner stated, at the time they accepted the money for the Public Defender's Office, they were concerned there would be more strain on the rest of the criminal justice system, but was surprised at the lack of impact that adding what amounted to 30 full-time employees (FTE) had, and it somehow had not run the Prosecutor's Office or the Courts into the ground. Commissioner Grebner further stated they were not surprised that someone now had to generate response briefs here and there, so it was sort of the other shoe of going from an extremely poor indigent defense to every indigent arrested getting briefs, hearings, appeals, and everything else.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioners Ruest and Schafer.

4. Office of the Public Defender – Resolution to Authorize a Grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs, and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Creating Seven New Grant Funded Positions

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Commissioner Grebner asked if the resolution was in response to the County requesting more positions because they needed more, or if it was in response to the State allocating more money and the formula changing.

Todd stated the formula had not changed and was in response to the Public Defender's Office fulfilling their mission and requesting additional positions through the State. Todd further stated it was a unique State formula and Ingham County's contribution had not gone up since it started.

Todd stated it was not costing any more money from the County and it was not spurred on by anything, to their knowledge, the Board of Commissioners had asked for.

Commissioner Grebner stated one might wonder, where there was not a local match or State distribution formula, whether one might keep realizing all the additional moneys one might use to improve the services, but somewhere there must be a limit and, if not in local match or a State formula, things that could not go on forever did not.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioners Ruest and Schafer.

12. Controller's Office

- b. Resolution to Implement a Hiring Freeze on General Fund Positions and Positions that Could Have a Negative Impact on the General Fund

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Commissioner Grebner asked what the plan was with the hiring freeze.

Todd stated they had identified 11 General Fund positions through the Budget process that they froze, and this resolution would continue that freeze so if any vacant positions came up in the General Fund moving forward, they would have to be reviewed by the Controller's Office and be brought to the Board of Commissioners in order to be filled.

Commissioner Grebner stated, based on their experience with hiring freezes, there was a typical hiring freeze problem where someone resigned, retired, or took another job, and they could hiring freeze that vacancy to death, which would cause overtime and such. Commissioner Grebner further stated it got to the point where they understood positions like Correctional Officer were not frozen, and this idea became more and more routine until the freeze stopped being functional.

Commissioner Grebner stated that eventually hiring freezes would use up their time and it would be time to amend the position allocation list and change the structures of departments, so they were probing the Controller's Office to see if there was a plan or if they would just discover it over the next two years.

Commissioner Schafer arrived at 6:11 p.m.

Todd stated there was a plan in mind, but it had not been shared with Department Heads yet.

Discussion.

Commissioner Celentino asked if the freeze would go into effect immediately after it was adopted by the full Board of Commissioners after their meeting on September 24, 2024 or at the start of the next fiscal year.

Todd stated it would be in effect immediately.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioner Ruest.

1. Housing Trust Fund Committee

- a. Interviews

Luna Brown was interviewed for the Tenant Organization Representative position on the Housing Trust Fund Committee.

William Lawrence was interviewed for the Tenant Organization Representative position on the Housing Trust Fund Committee.

Ross Yednock was interviewed for the Builders/Developers Representative position on the Housing Trust Fund Committee.

Angela Shaft was interviewed for the Public Representative position on the Housing Trust Fund Committee.

Alan Fox, Ingham County Treasurer, stated one of the positions on the Housing Trust Fund Committee was reserved for someone outside the urban core, and had reached out to individuals in Mason and Leslie, but had not found anyone who wanted to serve.

Commissioner Schafer apologized for being late, and stated, regarding Agenda Item No. 1b, that she was concerned that they should be utilizing some of the extra American Rescue Plan Act (ARPA) Funds for the Visiting Judge program, as had been discussed at the September 12, 2024 Law & Courts Committee meeting. Commissioner Schafer stated she would like to know more about the utilization of the program, so she could understand the need better.

Treasurer Fox stated the Board of Commissioners had allocated nine million dollars for the Housing Trust Fund and the money needed to be committed before the end of the year. Treasurer Fox further stated they had been attempting to do that with the usual issues and had reached the point where they had committed all but about \$250,000.

Treasurer Fox stated there had been a discussion several weeks ago regarding a few programs that worked specifically with unhoused people that were about to run out of funds before they could get renewed funding from State and Federal sources that they usually relied on. Treasurer Fox further stated that one of those, if the Board of Commissioners committed the \$50,000 in the resolution, would tide it over into next year and they could revisit the question when they potentially had the Housing and Homeless Millage, as well as more locally generated resources.

Treasurer Fox stated it was a quick way to fill a gap and resulted in leveraging a significant amount of additional money that would otherwise be lost and would keep a program going that had been serving homeless people with medical issues.

Commissioner Schafer asked, of that extra funding available, if there would be there be anything available to go back into the ARPA Funds.

Treasurer Fox stated no, as they had committed the entire nine million dollars. Treasurer Fox further stated it had not all been spent, of course, as there had been some false starts and were still a few things they needed to sort about the flow of the money, but it had all been committed.

12. Controller's Office

- c. Consider an Attorney-Client Written Opinion Pursuant to MCL 15.268 (1)(H) (*Closed Session*)
- d. Discuss Pending Litigation with the County's Corporation Counsel as Permitted by MCL 15.268 (e) (*Closed Session*)

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO ENTER INTO CLOSED SESSION AT 6:51 P.M. PURSUANT TO MCL 15.268 (1)(h) TO CONSIDER AN ATTORNEY-CLIENT

WRITTEN OPINION BY COHL, STOKER & TOSKEY, PC, DATED SEPTEMBER 16 AND 17, 2024 AND TO CONSULT WITH THEIR ATTORNEY REGARDING LITIGATION STRATEGY IN CONNECTION WITH THE SPECIFIC PENDING LITIGATION OF *ST. VINCENT CATHOLIC CHARITIES V INGHAM COUNTY BOARD OF COMMISSIONERS*, U.S. DISTRICT COURT, WESTERN DISTRICT CASE NO. 1:19-CV-1050, PURSUANT TO MCL 15.268(e).

THE MOTION TO ENTER INTO CLOSED SESSION CARRIED VIA UNANIMOUS ROLL CALL VOTE.
Absent: Commissioner Ruest.

CHAIRPERSON PEÑA DECLARED THE COUNTY SERVICES COMMITTEE BACK IN OPEN SESSION AT 7:19 P.M.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO ACCEPT THE ATTORNEY RECOMMENDATIONS REGARDING BOTH CLOSED SESSION ITEMS.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Ruest.

Announcements

Commissioner Schafer stated the Taste of Williamston would be taking place on October 22, 2024 at the Williamston Area Senior Center and believed invites would be coming out soon. Commissioner Schafer further stated it was amazing how much work had been put into it every day.

Commissioner Pawar asked, regarding the Housing and Homeless Millage, if there would be information provided about down payment assistance, what the County guidelines and policy were regarding it, and if there would be a meeting where they could learn more about it.

Todd stated the Housing Trust Fund would work on those things over next few months.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:21 p.m.

**OCTOBER 1, 2024 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

4a. Treasurer's Office – Resolution to Authorize Acceptance of \$15,000,000 of State of Michigan Appropriations for the Housing Trust Fund to Allocate to Eligible Programs and Projects

This resolution accepts the \$15,000,000 in State FY25 appropriations to the HTF for the following eligible uses:

- (a) Direct financing support programs, including homeowner down payment assistance or other direct financing supports for eligible residents;
- (b) Foreclosure prevention programs that mitigate tax or mortgage foreclosures and provide financial supports to eligible residents who are at risk of foreclosure and forfeiture in coordination with nonprofit organizations, including, but not limited to, community action agencies;
- (c) Community improvement programs that may include blight elimination, stabilization, rehabilitation, or redevelopment of structures in coordination with the Ingham County Land Bank; and
- (d) Affordable or workforce housing projects located in the City of Lansing for a total amount not to exceed \$5,000,000.

See memo for details.

4b. Treasurer's Office – Resolution to Approve Funding through the Housing Trust Fund to Establish a Tenant Resource Center with Unobligated ARPA Funds

This resolution approves \$200,000 in unobligated HTF ARPA funds to the Tenant Resource Center to assist in providing a shared physical space for legal aid, service providers and other community organizations working with tenants and on tenant issues they can utilize.

See memo for details.

5a. Circuit Court – Resolution to Accept the FY 2025 Michigan Mental Health Court Program Grant, Continue the Grant Funded Full-Time Mental Health Court-Court Services Coordinator Position, and Authorize Subcontracts with CMHA/CEI; Averhealth; JSG; MDOC; Northwest Initiative; and RISE

This resolution authorizes the acceptance of the 2024 Mental Health Court Grant from SCAO in the amount of \$277,047, \$115,599 of which will go toward the funding of a full time Mental Health Court – Court Services Coordinator position, ICEA Pro 07 (existing grant funded position). \$156,168 will go toward subcontracts with various providers and \$5280 will be used for supplies, training, and software.

See memo for details.

5b. Circuit Court – Resolution to Accept the FY 2025 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Case Management Coordinator Position, and Authorize Subcontracts with Northwest Initiative; CEI-CMH; RISE; Averhealth; and JSG

This resolution authorizes the acceptance of the 2024 Swift and Sure Sanctions Probation Program (SSSPP) Grant from SCAO in the amount of \$190,000, \$111,327 of which is for the three-quarter grant funded salary

and fringe benefits of the SSSPP Case Management Coordinator position. The remaining \$78,123 will go toward subcontracts with various providers.

See memo for details.

6. Circuit Court – Family Division – Resolution for the Acceptance of the Michigan Drug Court Grant Program for the Ingham County Family Treatment Court

This resolution authorizes the acceptance of \$130,000 from the Michigan Drug Court Grant Program to fund a ¾ time Family Recovery Court Program Coordinator with benefits (OPEIU), and a Special Part-Time Family Recovery Court Program Assistant with no benefits (UAW B pay grade).

See memo for details.

7a. Facilities Department – Resolution to Rescind Resolution #24-263 and to Authorize an Agreement with Billy White Roofing, Inc. to Replace the Roof at the Ingham County Drain Commissioner’s Office

This resolution rescinds Resolution #24-263, which authorized a contract with Tremco, Inc., to replace the roof at the Ingham County Drain Office. Unfortunately, Tremco, Inc. is not an authorized in-network contractor for Weatherproofing Technologies, Inc., which holds the OMNIA contract through which the contractor was selected.

Billy White Roofing, Inc. is an authorized in-network contractor and can complete the work for the same amount that was approved in Resolution #24-263, \$65,000 (\$58,950 plus \$6,050 contingency).

See memo for details.

7b. Facilities Department – Resolution to Rescind Resolution #24-264 and to Authorize an Agreement with Billy White Roofing, Inc. to Replace the Roof at the Ingham County Family Center

Same reason as above, but at the Ingham County Family Center. Cost to complete is \$135,000 (\$124,362 plus \$10,638 contingency).

See memo for details.

8a. Controller’s Office – Resolution to Establish Interagency Agreements to Obligate ARPA Funds by December 31, 2024

This resolution authorizes interagency agreements per U.S. Treasury requirements to consider ARPA funds “obligated” for the following programs:

- 30th Circuit Court – Visiting Judge Program
- Health Department – Private Wastewater Systems
- Housing Trust Fund – Affordable Housing Initiatives

See memo for details.

8b. Controller’s Office – Resolution to Amend Resolution #22-053 to Change the Expiration Date of the COVID-19 Related Sick Leave Policy

This resolution amends the expiration date for the COVID-19 related sick leave policy in Resolution #22-053 from December 31, 2025 to December 31, 2024. This is based on current CDC guidelines, which state that normal activities can be resumed after 24 hours with improved overall symptoms and no fever without fever reducing medication along with input from the Human Resources Department and Health Department.

See memo for details.

8c. Controller's Office – Resolution to Accept the MITTEN Grant Award from the Michigan High-Speed Internet Office Contingent Upon National Telecommunication and Information Administration Approval and Authorize Ingham County to serve as Host Partner for an American Connection Corps Member

A big shout out to Rachel Prettenhofer, who researched, wrote, and organized the team that went after this \$857,909 four-year grant! This will require a slight re-org of the Controller's Office (re-org forthcoming), but will have no impact on the General Fund.

We are hopeful this is the first of a number of broadband grants that have funding ties to federal ARPA funds.

See memo for details.

Additional Items:

- 1. Housing Trust Fund Committee – Interviews**
- 2. Historical Commission – Interviews**
- 3. Broadband Taskforce – Interviews**

TO: Board of Commissioners County Services and Finance Committees
FROM: Alan Fox, Ingham County Treasurer and Housing Trust Fund Chair
DATE: September 23, 2024
SUBJECT: Request to authorize acceptance of \$15,000,000 in State budget appropriations funds for the Housing Trust Fund to allocate to eligible programs and projects

BACKGROUND

Following the Board of Commissioners' allocation of \$9 Million in American Rescue Act funds to establish the Housing Trust Fund (HTF), the HTF Committee has administered efforts to create more affordable housing opportunities that encourage homeownership and build wealth and equity in Ingham County. Approved in July, the State of Michigan 2025 Budget included \$15,000,000 to support activities of the Ingham County Housing Trust Fund. Eligible uses of State Budget Appropriations include funding for down payment assistance programs, foreclosure prevention and financial supports for eligible residents; Community improvement programs and project in coordination with the Ingham County Land Bank, and \$5,000,000 for specific affordable and workforce housing projects. The Housing Trust Fund Committee Board has recommended a spending plan for allocating state budget funds according to eligible uses for the funds included in the budget legislation.

ALTERNATIVES

Do not approve the use of \$15,000,000 in State budget appropriation funds.

FINANCIAL IMPACT

The financial impact will be \$15,000,000 for specific projects and programs as defined in the State budget legislation.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I recommend approval of the \$15,000,000 in State budget appropriation funds committed to Ingham County for projects and programming through the Housing Trust Fund as recommended by the Housing Trust Fund Committee.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ACCEPTANCE OF \$15,000,000 OF STATE OF MICHIGAN APPROPRIATIONS FOR THE HOUSING TRUST FUND TO ALLOCATE TO ELIGIBLE PROGRAMS AND PROJECTS

WHEREAS, the State of Michigan FY 2025 Budget was signed by Governor Gretchen Whitmer on July 24, 2024; and

WHEREAS, Budget Section 1019 of the FY 2025 State Budget commits \$15,000,000 to Ingham County to support activities of the Ingham County Housing Trust Fund; and

WHEREAS, eligible uses of the \$15,000,000 include:

- (a) Direct financing support programs, including homeowner down payment assistance or other direct financing supports for eligible residents;
- (b) Foreclosure prevention programs that mitigate tax or mortgage foreclosures and provide financial supports to eligible residents who are at risk of foreclosure and forfeiture in coordination with nonprofit organizations, including, but not limited to, community action agencies;
- (c) Community improvement programs that may include blight elimination, stabilization, rehabilitation, or redevelopment of structures in coordination with the Ingham County Land Bank; and
- (d) Affordable or workforce housing projects located in the City of Lansing for a total amount not to exceed \$5,000,000; and

WHEREAS, the Ingham County Board of Commissioners established the Housing Trust Fund through resolution 21-398 and authorized the Ingham County Housing Trust fund to utilize \$9 Million in American Rescue Plan funds for affordable housing opportunities through resolution 22-211; and

WHEREAS, the activities described above will allow Ingham County to continue and expand current activities of the Housing Trust Fund and the Ingham County Treasurer's Office; and

WHEREAS, the Ingham County Housing Trust Fund Committee recommends Board approval of the spending plan for State FY2025 Budget funds found attached to this resolution; and

WHEREAS, \$1,500,000 is budgeted for the County's down payment assistance program under Section 1019(a); and

WHEREAS, \$1,540,000 is budgeted to provide financial assistance and foreclosure prevention services under Section 1019(b); and

WHEREAS, \$6,960,000 is budgeted for home repairs, rehabs, and other community improvement activities to be coordinated with the Ingham County Land Bank under section 1019(c); and

WHEREAS, \$5,000,000 is budgeted for three specific affordable and workforce housing projects in the City of Lansing under section 1019(d); and

WHEREAS, no project costs will be incurred for a project prior to an official notice of an award, completion of required agreement and formal written authorization to incur costs is received from the State of Michigan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes that Ingham County accept \$15,000,000 of state budget appropriations general funds for the activities as described in this resolution.

BE IT FURTHER RESOLVED, that the Controller's Office will ensure the request is eligible for State Budget Appropriations funding.

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

BE IT FURTHER RESOLVED, that the County Treasurer is authorized to work with state officials to establish the terms of funding and sign and submit payment requests.

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, if deemed necessary.

TO: Board of Commissioners County Services and Finance Committees
FROM: Alan Fox, Ingham County Treasurer and Housing Trust Fund Chair
DATE: September 23, 2024

SUBJECT: Request to authorize \$200,000 in Housing Trust Fund ARPA funds to assist in the creation of the Tenant Resource Center

BACKGROUND

Following the Board of Commissioners' allocation of \$9 Million in American Rescue Act funds to establish the Housing Trust Fund (HTF), the HTF Committee has administered efforts to create more affordable housing opportunities that encourage homeownership and build wealth and equity in Ingham County. The HTF Committee has received over \$1,100,000 in funding requests to fund eviction prevention, supportive housing services, and additional resources for vulnerable populations.

The Tenant Resource Center, (The Center) has requested \$200,000 to assist in providing a shared physical space for legal aid, service providers and other community organizations working with tenants and on tenant issues. Putting these groups in proximity will strengthen collaboration, expand tenant options via referrals based on needs and interests and more effectively connect tenants to existing municipal, nonprofit, educational, and community resources.

The Peace Education Center, a registered 501(c)(3) organization, has agreed to be the fiscal agent and lead organization managing the Center. The Center Coordinator will work with staff experienced in nonprofit finances and ensure compliance with all state and federal rules and regulations.

ALTERNATIVES

Do not approve the use of available, uncommitted ARPA funds.

FINANCIAL IMPACT

The immediate financial impact will be \$200,000 of remaining HTF ARPA funds.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I recommend approval to enter into a contract with Tenant Resource Center to provide rental assistance and advocacy to Ingham County renters.

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE FUNDING THROUGH THE HOUSING TRUST FUND TO ESTABLISH A TENANT RESOURCE CENTER WITH UNOBLIGATED ARPA FUNDS

WHEREAS, Resolution #22-211 Allocated \$9,000,000 in American Rescue Plan funds to the Ingham County Housing Trust Fund (HTF); and

WHEREAS, approximately \$455,000 of available ARPA funds remain unobligated; and

WHEREAS, the HTF has heard from multiple sources that Ingham County tenants need advocacy, and assistance finding solutions to rental issues; and

WHEREAS, The Tenant Resource Center will be a needed drop-in and wrap-around referral resource space for Lansing Area tenants; and

WHEREAS, The Tenant Resource Center will provide a shared physical space for legal aid, service providers and other community organizations working with tenants and on tenant issues; and

WHEREAS, putting these groups in proximity will strengthen collaboration, expand tenant options via referrals based on needs and interests and more effectively connect tenants to existing municipal, nonprofit, educational, and community resources; and

WHEREAS, The Peace Education Center, a registered 501(c)3 organization, has agreed to be the fiscal agent and lead organization for the Center. The Center Coordinator will work with staff experienced in managing nonprofit finances and ensure compliance with all state and federal rules and regulations; and

WHEREAS, the HTF Committee recommends the Ingham County Board of Commissioners approve an amount of \$200,000 to be committed to the Tenant Resource Center for one year of operation.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve \$200,000 of unobligated HTF awarded ARPA dollars to the establishment of The Tenant Resource Center.

THEREFORE BE IT RESOLVED, that the agreement will include specific terms, consistent with American Rescue Plan 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 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.

TO: Law & Courts, County Services, and Finance Committees

FROM: Nicholas Hefty, Deputy Circuit Court Administrator – General Trial Division

DATE: September 17, 2024

SUBJECT: Felony Mental Health Court – FY 2024-2025 Operational Grant Award
For the meeting agendas of Law & Courts Committee September 26th and Finance Committee October 2nd, 2024

BACKGROUND

In 2014, the State Court Administrative Office (SCAO) awarded a planning grant to the Ingham County 30th Circuit Court to establish a Felony Michigan Mental Health Court (MHC) program. The Court received its first MHC operational grant in fiscal year 2016 with continued funding each year thereafter.

The goals of the Mental Health Court are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision, to minimize recidivism, and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle.

The 30th Circuit Court submitted a grant request of \$284,800 to SCAO to continue the Mental Health Court for the period of October 1, 2024 through September 30, 2025. We received notification that SCAO has awarded \$277,047 to continue the program; however, we have not received the contract. The 30th Circuit Court requests approval to accept the award and enter into the anticipated contract by December, 2024.

ALTERNATIVES

The 30th Circuit Court is unable to sustain the Mental Health Court financially without grant funding from SCAO. Program continuation is ideal because, as an important alternative to incarceration, MHC diverts eligible defendants with mental illness into judicially supervised, community-based treatment. Individuals who successfully complete MHC may realize improvements in employment status, educational level, mental health, and medication compliance. Additionally, SCAO reports that those who complete the program often have lower recidivism rates and an improved quality of life.

FINANCIAL IMPACT

SCAO provides funding assistance for the 30th Circuit Mental Health Court grant program. Funding is appropriated annually by the legislature. In-kind services are provided by defense attorneys, assistant prosecuting attorneys, Mid-Michigan Recovery Services and Professional Psychology Services. The financial impact to Ingham County is nominal; however, personnel within other Ingham County departments provide support services for the program.

STRATEGIC PLANNING IMPACT

Continuing the Felony Michigan Mental Health Court with the acceptance of the SCAO grant supports Ingham County's values as identified in the Strategic Plan. Further, acceptance of the grant award and entry into the contract support Strategic Plan goals including Services to Residents, Communication, Management, Finance, and Governance.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Through the enclosed resolution and based on the information presented, I respectfully recommend approval of the attached resolution to support the continuation of the 30th Circuit Court Felony Mental Health Court.

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2025 MICHIGAN MENTAL HEALTH COURT PROGRAM GRANT, CONTINUE THE GRANT FUNDED FULL-TIME MENTAL HEALTH COURT-COURT SERVICES COORDINATOR POSITION, AND AUTHORIZE SUBCONTRACTS WITH CMHA/CEI; AVERHEALTH; JSG; MDOC; NORTHWEST INITIATIVE; AND RISE

WHEREAS, the 30th Circuit Court submitted a grant request in the amount of \$284,800 to the State Court Administrative Office (SCAO) for continuation of the Felony Michigan Mental Health Court Operational Grant for the fiscal year of October 1, 2024 through September 30, 2025; and

WHEREAS, the SCAO has notified the Court that a grant in the amount of \$277,047 has been awarded to continue the program; and

WHEREAS, the goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision, to minimize recidivism, and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle; and

WHEREAS, the grant includes a total of \$115,599 for the grant funded salary and fringe benefits of the full-time Mental Health Court – Court Services Coordinator position, ICEA Pro 07; and

WHEREAS, the grant provides for implementation, services, and participant treatment and services as follows: mental health treatment services to be provided by CMHA/CEI; drug testing services to be provided by Averhealth; electronic monitoring services to be provided by JSG and/or Michigan Department of Corrections; ancillary services to be provided by Northwest Initiative; and transitional housing to be provided by RISE Recovery Community or Pinnacle or other available vendors (collectively not to exceed \$156,168); and

WHEREAS, the grant also provides funding for program software like Zoom and DocuSign (\$450), program supplies (\$2,450), and team training (\$2,380); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2024 Felony Michigan Mental Health Court Operational Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves and authorizes entering into a contract with the State Court Administrative Office for continuation of the Felony Michigan Mental Health Court Operational Grant for the fiscal year of October 1, 2024 through September 30, 2025 in the amount of \$277,047.

BE IT FURTHER RESOLVED, that as of October 1, 2024, the Ingham County Board of Commissioners authorizes the continuation of the Mental Health Court Services Coordinator position for the Michigan Mental Health Grant Program (\$115,599).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves and authorizes entering into subcontracts for the same grant with mental health treatment services to be provided by CMHA/CEI; drug testing services to be provided by Averhealth; electronic monitoring services to be provided by JSG and/or Michigan Department of Corrections; ancillary services to be provided by Northwest Initiative;

and transitional housing to be provided by RISE Recovery Community or Pinnacle or other available vendors (collectively not to exceed \$156,168).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes receiving grant funds for supplies, training, and program software in the amount of \$5,280.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2024-2025 budget and position allocation lists consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

TO: Law & Courts, County Services, and Finance Committees
FROM: Nicholas Hefty, Deputy Circuit Court Administrator – General Trial Division
DATE: September 19, 2024
SUBJECT: **Swift and Sure Sanctions Probation Program – FY 2024-2025 Operational Grant Award**
For the meeting agendas of Law & Courts Committee September 26th and Finance Committee October 2nd, 2024

BACKGROUND

The Swift and Sure Sanctions Probation Program (SSSPP) is an intensive probation supervision program that focuses on high-risk felony offender with a demonstrated history of three or more probation violations or behavioral noncompliance. The program’s primary goal is to increase compliance with probation terms by promptly imposing certain, swift, and consistent sanctions for probation violations. SSSPP and similar programs throughout the United States strive to improve the successful completion of probation among high-risk probationers.

SSSPP closely monitors participants and may require them to test frequently for drug and alcohol use and attend frequent meetings with probation and/or case management staff. The State Court Administrative Office (SCAO) shares that judges presiding over SSSPP courts report deduction in positive drug tests and failures to appear at scheduled meeting for their participants.

The 30th Circuit Court submitted a grant request of \$241,803 to SCAO to continue the SSSPP for the period of October 1, 2024 through September 30, 2025. We received notification that SCAO has awarded \$190,000 to continue the program; however, we have not received the contract. The 30th Circuit Court request approval to accept the award and enter into the anticipated contract by December 2024.

ALTERNATIVES

The 30th Circuit Court is unable to sustain SSSPP financially without grant funding from SCAO. The program goal of increasing the rate of successful probation completion among high-risk probationers cannot be met without this funding.

FINANCIAL IMPACT

SCAO provides funding assistance derived from the swift and sure probation supervision fund created within the state treasury for the Swift and Sure Sanctions Probation Program. The financial impact to Ingham County is nominal, however personnel within other Ingham County departments provide support services for the program.

STRATEGIC PLANNING IMPACT

Continuing the SSSPP with the acceptance of the SCAO grant supports Ingham County’s values as identified in the Strategic Plan. Further acceptance of the grant award and entry into the contract support Strategic Plan goals including Services to Residents, Communication, Management, Finance and Governance.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the continuation of the 30th Circuit Court Swift & Sure Sanctions Probation Program.

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2025 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT, CONTINUE THE GRANT FUNDED CASE MANAGEMENT COORDINATOR POSITION, AND AUTHORIZE SUBCONTRACTS WITH NORTHWEST INITIATIVE; CEI-CMH; RISE; AVERHEALTH; AND JSG

WHEREAS, the 30th Circuit Court submitted a grant request in the amount of \$241,803 to the State Court Administrative Office (SCAO) for the fiscal year of October 1, 2024 through September 30, 2025 to continue the Swift and Sure Sanctions Probation Program (SSSPP) Grant; and

WHEREAS, the SCAO has notified the Court that a grant in the amount of \$190,000 has been awarded to continue the program, however, we have not yet received the contract; and

WHEREAS, the primary goal of the SSSPP is to increase compliance with probation terms by imposing certain, swift and consistent sanctions for probation violations which is consistent with Ingham County's long term objective of providing appropriate sanctions for adult offenders; and

WHEREAS, \$111,327 of the grant application is for the grant funded salary and fringe benefits of the SSSPP Case Management Coordinator position; and

WHEREAS, continuing the SSSPP Case Management Coordinator position initially referenced in Resolution 13-390 will assist the Circuit Court in achieving the goals and objections stated above; and

WHEREAS, the 2025 SCAO Swift and Sure Sanctions Probation Program Grant provides for grant implementation services and participant treatment and services as follows: representation by a defense attorney; day reporting services to be provided by Northwest Initiative; drug treatment, mental health treatment, anger management, domestic violence counseling services and transitional housing to be provided by CEI-CMH and RISE Recovery Community; drug testing services to be provided by Averhealth; electronic monitoring services to be provided by JSG; and housing of participants serving jail sanctions at the Ingham County Jail (collectively not to exceed \$78,123); and

WHEREAS, the subcontracts who will provide grant implementation services and participant treatment and services for the 2025 SCAO Swift and Sure Sanctions Probation Program Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that as of October 1, 2024, the Ingham County Board of Commissioners authorizes continuation of the SSSPP Case Management Coordinator position for the Swift and Sure Sanctions Probation Program Grant that Begins on October 1, 2024 and ends on September 30, 2025.

BE IT FURTHER RESOLVED, that once the contract has been received, the Ingham County Board of Commissioners approves and authorizes entering into subcontracts for the same grant with defense attorneys, Northwest Initiative; CEI-CMH; Rise; Averhealth; JSG; and the Ingham County Jail (collectively not to exceed \$78,123).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2024-2025 budget and position allocation lists consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

TO: Law & Courts, County Services, and Finance Committees

FROM: Annette Ellison, Deputy Court Administrator-Juvenile Division
Mary Ferranti, Family Services Director

DATE: 09/19/2024

SUBJECT: Resolution for Acceptance of the Michigan Drug Court Grant Program for the Ingham County Family Treatment Court.

For the meeting agendas of September 26 and October 2, 2024

BACKGROUND

The Circuit Court Juvenile Division has successfully applied for grant funds from the State Court Administrator’s Office and the Michigan Drug Court Grant Program. These funds are used to provide enhanced services to participants who are petitioned to the Circuit Court for child abuse and neglect with their primary barrier being substance use. The grant provides for the funding of a ¾ time Family Treatment Court Program Coordinator as well as a Special Part-Time Family Treatment Court Program Assistant. Securing this grant will allow for the continuation of fully funding employment for these two positions as well as enhanced treatment, substance use testing, and other incentive programs which will allow for a better outcome for the participants and their families.

ALTERNATIVES

This programming allows for at least a 50% higher rate of success for this high risk/high need population and their families.

FINANCIAL IMPACT

The Juvenile Division does not have a budget for these positions or enhanced services which provide substance use disorder programming for parents who have children in their custody as well as parents with children in foster care. The grant funds awarded in the amount of \$130,000 provide for the continuation of two positions as well as enhanced treatment services.

STRATEGIC PLANNING IMPACT

Acceptance and continuation of grant funds enhances the strategic plan by supporting public safety. Family Treatment Court provides increases supervision of the families involved. This can also lead to quicker permanency for families in child neglect cases.

OTHER CONSIDERATIONS

None.

RECOMMENDATIONS

That the resolution be authorized.

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION FOR THE ACCEPTANCE OF THE MICHIGAN DRUG COURT GRANT PROGRAM FOR THE INGHAM COUNTY FAMILY TREATMENT COURT

WHEREAS, on September 16, 2024, the Michigan Supreme Court, State Court Administrator's Office awarded the 30th Judicial Circuit Court-Family Treatment Court, \$130,000 through the Michigan Drug Court Grant Program (MDCGP) for Fiscal Year 2025 (October 1, 2024 through September 30, 2025); and

WHEREAS, the Family Treatment Court handles cases involving parents of children petitioned to the Court for abuse and neglect with the parent's primary barrier being substance use; and

WHEREAS, the barriers affected with this grant will include supervision, transportation, peer recovery coaching, and substance use testing; and

WHEREAS, the grant award includes maintaining full funding for a $\frac{3}{4}$ time Family Treatment Court Program Coordinator to complete screenings of referrals and intake of new participants, implement program processes, data entry, and coordinate participant services; and

WHEREAS, the Family Treatment Court Program Coordinator position as been determined by the Ingham County Human Resources Department to be a $\frac{3}{4}$ time position with benefits and is a member of the OPEIU and funded for the duration of the grant ending September 30, 2025; and

WHEREAS, the grant award includes maintaining funding for a Special Part-Time Family Treatment Court Program Assistant to provide additional supervision, random substance use testing, and assisting with transportation; and

WHEREAS, the Family Treatment Court Program Assistant position has been determined by the Ingham County Human Resources Department to be a Special Part-Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant ending September 30, 2025; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Family Treatment Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Drug Court Grant Program for the Ingham County Circuit Court's Family Treatment Court for the sum of \$130,000 which includes continued full funding of a $\frac{3}{4}$ Family Treatment Court Program Coordinator that would be part of the OPEIU with benefits, and continued employment of grant funded Special Part-Time Family Treatment Court Program Assistant position, at a UAW B pay grade, without benefits, for the period of October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2024 and 2025 Circuit Court Juvenile Division budget and Position Allocation List.

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.

TO: Board of Commissioners, County Services & Finance Committees
FROM: Glenn Canning, Facilities Director
DATE: September 16, 2024
RE: Resolution to Rescind Resolution 24-263 and to Authorize an Agreement with Billy White Roofing, Inc. to Replace the Roof at the Ingham County Drain Commissioner's Office

For the meeting agendas of: October 1 & 2

BACKGROUND

The roof at the Ingham County Drain Commissioner's Office has outlived its rated life and is deteriorating, with numerous leaks causing water damage and damage to the roof structure. An initial agreement was authorized under Resolution #24-263 with Tremco Inc. However, upon further review by Weatherproofing Technologies, Inc. (WTI), the holder of the OMNIA contract, it was determined that Tremco Inc. does not meet the OMNIA contract requirements as a local NCCN in-Network contractor.

WTI has recommended Billy White Roofing, Inc., an approved NCCN local in-Network contractor, to perform the roof replacement work required at the Drain Commissioner's Office. Billy White Roofing, Inc. can complete the project at the same cost as previously set forth in Resolution 24-263. As per the OMNIA contract requirements, the completed project will be inspected by persons designated by WTI to ensure it meets the warranty requirements.

The Facilities Department is requesting to rescind Resolution #24-263 and authorize a new agreement with Billy White Roofing, Inc. for a proposed amount of \$58,950 to replace the roof, along with a contingency of \$6,050 for any unforeseen conditions, for a total amount not to exceed \$65,000.

ALTERNATIVES

The alternative would be to delay the necessary repairs, which would likely result in further damage to the roof structure.

FINANCIAL IMPACT

Funds are available in the approved 2024 CIP line item #245-27599-976000-24F05.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to rescind Resolution #24-263 and authorize an agreement with Billy White Roofing, Inc. to replace the roof at the Ingham County Drain Commissioner's Office.

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RESCIND RESOLUTION #24-263 AND TO AUTHORIZE AN AGREEMENT WITH BILLY WHITE ROOFING, INC. TO REPLACE THE ROOF AT THE INGHAM COUNTY DRAIN COMMISSIONER'S OFFICE

WHEREAS, the roof at the Ingham County Drain Commissioner's Office has outlived its rated life and is deteriorating, with numerous leaks causing water damage and damage to the roof structure; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the OMNIA co-operative agreement contract do not require three quotes; and

WHEREAS, Weatherproofing Technologies, Inc. (hereinafter "WTI") is the holder of the OMNIA contract through which a contractor in the National Cooperative Contractor Network (hereinafter "NCCN") may be selected to perform the roof replacement required at the Drain Commissioner's Office; and

WHEREAS, the NCCN was established to meet the budgeting needs of public procurement managers without sacrificing the quality and reliability of construction products and installation services; and

WHEREAS, the OMNIA contract requires that projects utilizing the NCCN must use either through a PO or contract, a local NCCN in-Network contractor; and

WHEREAS, WTI has advised the Facilities Department that Tremco, Inc., the Contractor authorized in Resolution #24-263, does not meet the OMNIA contract requirements of a local NCCN in-Network contractor; and

WHEREAS, WTI, using the NCCN delivery method, has recommended contracting with Billy White Roofing, Inc., an approved NCCN local in-Network contractor, to perform the roof replacement work required at the Drain Commissioner's Office at the same cost as set forth in Resolution #24-263; and

WHEREAS, the Facilities Department recommends an agreement with Billy White Roofing, Inc. for the proposed amount of \$58,950 to replace the roof at the Ingham County Drain Commissioner's Office which when completed will be inspected by persons designated by WTI to ensure the completed project meets the requirements of the warranties to be issued; and

WHEREAS, the Facilities Department is requesting a contingency of \$6,050 for any uncovered conditions; and

WHEREAS, funds are available in the approved 2024 CIP Public Improvement Fund Line item #245-27599-976000-24F05, which has a balance of \$65,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners rescinds Resolution #24-263 and authorizes an agreement with Billy White Roofing, Inc. to replace the roof at the Ingham County Drain Commissioner's Office for an amount not to exceed \$65,000, which includes a \$6,050 contingency, and is the same amount as approved in Resolution #24-263.

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.

TO: Board of Commissioners, County Services & Finance Committees

FROM: Glenn Canning, Facilities Director

DATE: September 16, 2024

RE: Resolution to Rescind Resolution #24-264 and to Authorize an Agreement with Billy White Roofing, Inc. to Replace the Shingled Roof at the Ingham County Family Center
For the meeting agendas of: October 1 & 2

BACKGROUND

The shingled roof on the south end of the Ingham County Family Center has outlived its rated life and is deteriorating, causing numerous leaks that have damaged the trusses, fascia boards, and decking. An initial agreement was authorized under Resolution #24-264 with Tremco Inc. However, Weatherproofing Technologies, Inc. (WTI), the holder of the OMNIA contract, has since advised that Tremco Inc. does not meet the OMNIA contract requirements as a local NCCN in-Network contractor.

WTI has recommended Billy White Roofing, Inc., an approved NCCN local in-Network contractor, to perform the roof replacement work required at the Family Center. Billy White Roofing, Inc. can complete the project at the same cost as previously set forth in Resolution #24-264. As per the OMNIA contract requirements, the completed project will be inspected by persons designated by WTI to ensure it meets the warranty requirements. The Facilities Department is requesting to rescind Resolution #24-264 and authorize a new agreement with Billy White Roofing, Inc. for the proposed amount of \$124,362 to replace the roof, along with a contingency of \$10,638 for any unforeseen conditions, for a total amount not to exceed \$135,000.

ALTERNATIVES

The alternative would be to delay the necessary repairs, which would likely result in further damage to the structure of the roof.

FINANCIAL IMPACT

Funds are available in the approved 2023 CIP Juvenile Justice Mileage Fund Line item #264-66400-976000-23F03.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to rescind Resolution #24-264 and authorize an agreement with Billy White Roofing, Inc. to replace the shingled roof on the south end of the Ingham County Family Center.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RESCIND RESOLUTION #24-264 AND TO AUTHORIZE AN AGREEMENT WITH BILLY WHITE ROOFING, INC. TO REPLACE THE ROOF AT THE INGHAM COUNTY FAMILY CENTER

WHEREAS, the shingled roof on the south end of the Ingham County Family Center (Family Center) is past its rated life and has numerous leaks causing damage to the trusses, fascia boards, and decking; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the OMNIA co-operative agreement contract do not require three quotes; and

WHEREAS, Weatherproofing Technologies, Inc. (hereinafter “WTI”) is the holder of the OMNIA contract through which a contractor in the National Cooperative Contractor Network (hereinafter “NCCN”) may be selected to perform the roof replacement required at the Family Center; and

WHEREAS, the NCCN was established to meet the budgeting needs of public procurement managers without sacrificing the quality and reliability of construction products and installation services; and

WHEREAS, the OMNIA contract requires that projects utilizing the NCCN must use either through a PO or contract, a local NCCN in–Network contractor; and

WHEREAS, WTI has advised the Facilities Department that Tremco, Inc., the Contractor authorized in Resolution #24-264, does not meet the OMNIA contract requirements of a local NCCN in-Network contractor; and

WHEREAS, WTI, using the NCCN delivery method, has recommended contracting with Billy White Roofing, Inc., an approved NCCN local in-Network contractor, to perform the roof replacement work required at the Family Center at the same cost as set forth in Resolution #24-264; and

WHEREAS, the Facilities Department recommends an agreement with Billy White Roofing, Inc. for the proposed amount of \$124,362 to replace the roof at the Ingham County Family Center which when completed will be inspected by persons designated by WTI to ensure the completed project meets the requirements of the warranties to be issued; and

WHEREAS, the Facilities Department is requesting a contingency of \$10,638 for any uncovered conditions; and

WHEREAS, funds are available in the approved 2023 CIP Juvenile Justice Mileage Fund Line item #264-66400-976000-23F03, which has a balance of \$135,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners rescinds Resolution No. 24-264 and authorizes an agreement with Billy White Roofing, Inc. to replace the shingled roof on the south end of the Ingham County Family Center for an amount not to exceed \$135,000, which includes a \$10,638 contingency, and is the same amount as approved in Resolution #24-264.

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.

TO: Board of Commissioners County Services and Finance Committees
FROM: Gregg Todd, Controller
DATE: September 18, 2024
SUBJECT: Resolution to Establish Interagency Agreements to Obligate ARPA Funds by December 31, 2024
 For the meeting agendas of October 1 and 2, 2024

BACKGROUND

The U.S. Department of the Treasury has recently implemented additional requirements on ARPA funds to meet the obligation deadline of December 31, 2024. The County has allocated all of its ARPA funds, but will need to take additional measures, specifically develop interagency agreements, with the following departments/boards for ARPA funded activities that last beyond December 31, 2024:

- 30th Circuit Court – Visiting Judge Program
- Health Department – Private Wastewater Systems
- Housing Trust Fund – Affordable Housing Initiatives

The requirements for an interagency agreement to court as an obligation are:

- Must be finalized by December 31, 2024
- Must be either an MOU or MOA that meets the following conditions:

<u>ONE</u> requirement from Column A:	<u>ALL</u> requirements from Column B:
Imposes conditions on the use of funds by recipient agency, department, or part of government	Has specific requirements (e.g., scope of work)
Governs provision of funds from one agency, department, or part of government to another	Is signed by the parties or evidences assent of parties
Governs the procurement of goods or services	Does not disclaim binding effect or state that it doesn't create rights or obligations

ALTERNATIVES

N/A

FINANCIAL IMPACT

ARPA funds only impacted, so no impact to GF.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH INTERAGENCY AGREEMENTS TO OBLIGATE ARPA FUNDS BY
DECEMBER 31, 2024**

WHEREAS, the Ingham County Board of Commissioners allocated American Rescue Plan Act (ARPA) funds to various agencies, organizations and departments throughout Ingham County; and

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

WHEREAS, Treasury originally defined “obligation” as “an order placed for property, and services and entering into contracts, subawards, and similar transactions that require payment”; and

WHEREAS, in 2024, Treasury amended the definition to add the following two requirements expanding on the “similar transactions that require payment” section:

- Certain interagency agreements (including MOUs)
- Under certain circumstances, payroll expenses for recipients’ employees; and

WHEREAS, the following ARPA allocations fall under the new requirement for interagency agreements:

- 30th Circuit Court – Visiting Judge Program
- Health Department – Private Wastewater Systems
- Housing Trust Fund – Affordable Housing Initiatives.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves establishing interagency agreements as required by Treasury to obligate ARPA funds with following:

- 30th Circuit Court – Visiting Judge Program
- Health Department – Private Wastewater Systems
- Housing Trust Fund – Affordable Housing Initiatives.

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

TO: Board of Commissioners County Services and Finance Committees
FROM: Gregg Todd, Controller
DATE: September 17, 2024
SUBJECT: Resolution to Amend Resolution #22-053 to Change the Expiration Date of the COVID-19
Related Sick Leave Policy
For the meeting agenda of October 1, 2024

BACKGROUND

Resolution #22-053 instituted the use of up to five (5) days (i.e., 40 hours) ARPA funded sick leave for the purposes of covering the time the employee is off of work due to COVID-19 related absences, with an expiration date of December 31, 2025. The resolution also stipulated a review every six months to ensure the COVID sick leave was still warranted.

In conversations with HR and the Health Department, coupled with the latest CDC guidance, which no longer requires a five-day isolation (current guidelines are that normal activities can resume after 24 hours if overall symptoms are better and no fever), we are requesting that the ARPA funded COVID sick leave expire December 31, 2024.

ALTERNATIVES

The Board of Commissioners may decline to amend the expiration date.

FINANCIAL IMPACT

As of June 30, 2024, we have expended \$942,255.13 in ARPA funds for COVID sick leave. This far exceeds our original funding expectation, and if we continue through 2025 at the current rate of use, we will not have ARPA funding available.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #22-053 TO CHANGE THE EXPIRATION DATE OF
THE COVID-19 RELATED SICK LEAVE POLICY**

WHEREAS, Resolution #22-053 approved the use of ARPA funded sick leave for employees up to five (5) days (i.e. 40 hours) if they are required to be absent from work due to COVID-19; and

WHEREAS, Resolution #22-053 had an expiration date of December 31, 2025 with six month reviews by the Controller/Administrator and the Human Resources Department; and

WHEREAS, current Centers for Disease Control (CDC) guidelines no longer advise a five (5) day period for isolation and/or quarantine for individuals that have tested positive for COVID-19; and

WHEREAS, current CDC guidelines state that normal activities can be resumed after 24 hours with improved overall symptoms and no fever without fever reducing medication; and

WHEREAS, based on this guidance from the CDC and in consultation with the Human Resources Department and the Ingham County Health Department, it is the Controller's recommended that the expiration date be amended to December 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves amending the expiration date in Resolution #22-053 from December 31, 2025 to December 31, 2024.

TO: Board of Commissioners County Services and Finance Committees

FROM: Rachel Prettenhofer, Assistant to the Controller

DATE: September 18, 2024

SUBJECT: Resolution to Accept the MITTEN Grant Award from the Michigan High-Speed Internet Office Contingent Upon National Telecommunication and Information Administration Approval and Authorizes Ingham County to Serve as Host Partner for an American Connection Corps Member For the meeting agendas of October 1 and 2, 2024

BACKGROUND

The Ingham County Board of Commissioners approved Resolution #21-601 establishing the Ingham County Broadband Task Force to explore countywide broadband equity and to explore funding and partnership opportunities that will result in countywide broadband equity. To this end, the Broadband Task Force has pursued the Michigan Inclusive Training, Technology, and Equity Network (MITTEN) Grant from the Michigan High-Speed Internet (MIHI) Office, a grant that aims to address digital equity throughout the State of Michigan through federal funding from the National Telecommunication and Information Administration (NTIA).

Each grant was determined by prosperity region in Michigan. Ingham County’s prosperity region is Region 7, which includes Ingham County, Eaton County, and Clinton County. In order to pursue this grant, a coalition was formed to unite the three counties as well as local digital equity organizations, called Hi-Speed and Equitable Access Team of the Michigan Inclusive Training, Technology, and Equity Network (HEART of the MITTEN), with Ingham County serving as the fiduciary and administrative lead. Region 7, and HEART of the MITTEN, was tentatively granted the MITTEN grant, contingent upon NTIA approval.

Acceptance of the grant also requires Ingham County to host and hire an American Connection Corps (ACC) member who will be dedicated to the grant mission at a cost of \$120,000 over 4 years. However, because NTIA has yet to give final approval, the ACC member has not been able to begin onboarding. Due to this, MIHI has stated that if NTIA approves the grant on or before October 14, 2024, then the ACC member will be required to be onboarded at their host sites on October 28, 2024. If NTIA approves the grant on or after October 15, 2024, then the ACC member will be onboarded in September of 2025, but the grant will still be given out for the first year.

In order to carry out the grant and build sustainability into the digital equity model, the MITTEN grant will also fund a 0.5 FTE administrative position in Year 1, 0.625 FTE in Year 2, and 0.75 FTE in Years 3 and 4, in addition to the ACC member. This position will be divided with the Assistant to the Controller position, resulting in a net savings for the Controller’s Office.

ALTERNATIVES

We could choose not to accept the grant; however, this would hinder the County’s mission to provide digital equity to the entire County of Ingham.

FINANCIAL IMPACT

Other than supplying a computer and general office supplies, there is no cost to the County. Implementing the administrative position at 0.5 FTE, 0.625 FTE, and 0.75 FTE will result in a net savings of approximately \$147,000 over 4 years (calculated at the Assistant to the Controller’s MC 5, Step 5 rate of \$27.54/hour).

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE MITTEN GRANT AWARD FROM THE MICHIGAN HIGH-SPEED INTERNET OFFICE CONTINGENT UPON NATIONAL TELECOMMUNICATION AND INFORMATION ADMINISTRATION APPROVAL AND AUTHORIZE INGHAM COUNTY TO SERVE AS HOST PARTNER FOR AN AMERICAN CONNECTION CORPS MEMBER

WHEREAS, the Ingham County Board of Commissioners approved Resolution #21-601 establishing the Ingham County Broadband Task Force to explore countywide broadband equity and to explore funding and partnership opportunities that will result in countywide broadband equity; and

WHEREAS, digital equity is a growing concern in Ingham County and the greater tri-county area (Ingham, Clinton, and Eaton County) because broadband infrastructure only works if the people for whom it exists are able to access it; and

WHEREAS, in June of 2024, the Michigan High-Speed Internet Office (MIHI) announced the Michigan's Inclusive Training, Technology, and Equity Network (MITTEN) Program, a grant to address digital equity throughout the State of Michigan through federal funds from the National Telecommunication and Information Administration (NTIA) by prosperity region; and

WHEREAS, Ingham County is in Prosperity Region 7, consisting of Ingham County, Clinton County, and Eaton County (Region 7); and

WHEREAS, in response to the growing digital inequity across the tri-county area, the Hi-Speed and Equitable Access Team of the Michigan Inclusive Training, Technology, and Equity Network (HEART of the MITTEN) was created through the application of MIHI's digital equity MITTEN grant with Ingham County leading as the fiduciary; and

WHEREAS, the goal of HEART of the MITTEN is to collaborate and convene digital skills, training, equity, and access organizations, including government institutions across the tri-county area, to develop a granular, community-level asset inventory of Region 7's digital skills, training, equity, and access organizations and to provide those organizations with the resources and training necessary to address digital equity needs in their community; and

WHEREAS, MIHI tentatively granted Ingham County, and HEART of the MITTEN, an award of \$857,909 for the proposed digital equity and HEART of the MITTEN collaboration efforts, contingent upon NTIA's approval; and

WHEREAS, a requirement of the MITTEN grant is to hire an American Connection Corps (ACC) AmeriCorps member at \$120,000 over the course of 4 years to serve as Regional Digital Navigator and correspond regularly with MIHI; and

WHEREAS, hiring of the ACC member by grantees is contingent upon when NTIA approves the grants before or after October 14, 2024; and

WHEREAS, if NTIA approves of the MITTEN grant awards on or before October 14, 2024, then HEART of the MITTEN and Ingham County will be required to hire and onboard an ACC member for the MITTEN grant by October 28, 2024; and

WHEREAS, if NTIA approves of the MITTEN grant awards on or after October 15, 2024, the ACC member will be hired in September of 2025; and

WHEREAS, regardless of when NTIA approves the grants, once approval is given, grantees will be required to begin digital equity efforts with or without the required ACC member; and

WHEREAS, in order to grow a sustainable model, an administrative position will be established to be funded at 0.5 FTE for Year 1, 0.625 FTE for Year 2, and 0.75 FTE for Years 3 and 4 to be funded by the grant for a total of \$150,368, calculated at MC 5, Step 5 at the expense of the Controller/Administrator's Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the Michigan High-Speed Internet Office (MIHI) Michigan's Inclusive Training, Technology, and Equity Network (MITTEN) grant award, contingent upon approval by the National Telecommunication and Information Administration (NTIA), on behalf of the Hi-Speed and Equitable Access Team of the Michigan Inclusive Training, Technology, and Equity Network (HEART of the MITTEN) initiative to expand digital equity services and skills in Region 7 (Ingham, Clinton, and Eaton counties) in the amount of \$857,909 from October 2024 through September 30, 2028.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes Ingham County to serve as a host partner site for an American Connection Corps member from October 2024 through September 30, 2028 contingent upon NTIA approval of the MITTEN grant award on or before October 14, 2024 or September 2025 through September 30, 2028, contingent upon NTIA approval of the MITTEN grant award on or after October 15, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners accepts the role of fiduciary of the HEART of the MITTEN collaborative, which will serve all residents in Region 7, and will serve as the central office for HEART of the MITTEN for the life of the MITTEN grant.

BE IT FURTHER RESOLVED, that \$120,000 of the MITTEN grant award will be designated to an ACC AmeriCorps Regional Digital Navigator role and will be housed in the Controller/Administrator's Office to work toward broadband efforts for the good of Ingham County and its affiliates.

BE IT FURTHER RESOLVED, that an administrative position will be established to be funded at 0.5 FTE for Year 1, 0.625 FTE for Year 2, and 0.75 FTE for Years 3 and 4 to be funded by the MITTEN grant for a total of \$150,368, calculated at MC 5, Step 5, to be housed in the Controller/Administrator's Office.

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 Controller/Administrator, or their designee, is authorized to sign and approve any EGrAMS documents associated with this resolution after approval as to form by the County Attorney.

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 review and approval as to form by the County Attorney.