

CHAIRPERSON  
RYAN SEBOLT

VICE-CHAIRPERSON  
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

**FINANCE COMMITTEE**  
MARK GREBNER, CHAIR  
THOMAS MORGAN  
TODD TENNIS  
RYAN SEBOLT  
MARK POLSDOFER  
GABRIELLE LAWRENCE  
MYLES JOHNSON  
RANDY MAIVILLE

**INGHAM COUNTY BOARD OF COMMISSIONERS**  
*P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264*

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, OCTOBER 02, 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/89160266022>.

Agenda

Call to Order

Approval of the [September 11, 2024 Minutes](#), [September 18, 2024 Minutes](#) and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Equalization – Resolution to Approve the 2024 Ingham County [Apportionment Report](#)
2. Parks Department – Resolution to Authorize a Contingency Fund Appropriation for the Repair of the [Hawk Island Splash Pad](#)
3. Health Department
  - a. Resolution to Amend Resolution #24-411 to Accept the FY [2024-2025 AmeriCorps State Grant](#) Funding
  - b. Resolution to Amend Resolution #24-414 with [LTS Staffing Services](#)
  - c. Resolution to Authorize an Agreement with [Nurse Family Partnership National Service Office](#)
4. 9-1-1 Dispatch Denter – Resolution to Authorize One Radio Tower Lease Termination and Two Radio [Tower Lease Extensions with SBA Structures, LLC](#)
5. 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
6. 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
7. Circuit Court – Juvenile Division – Resolution for the Acceptance of the [Michigan Drug Court Grant](#) Program for the Ingham County Family Treatment Court

8. 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](#)
  
9. 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
  - d. Hotel/Motel Tax (*Discussion*)

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](http://www.ingham.org)

FINANCE COMMITTEE

September 11, 2024

Draft Minutes

Members Present: Grebner, Morgan (Arrived at 6:07 p.m.), Tennis, Sebolt, Lawrence, and Maiville.

Members Absent: Polsdofer and Johnson.

Others Present: Treasurer Alan Fox, Commissioner Ruest, Commissioner Peña, Tim Morgan, Michael Townsend, Gregg Todd, Becky Bennett, Anika Ried and others.

The meeting was called to order by Chairperson Grebner 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/89160266022>.

Approval of the August 21, 2024 Minutes

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, THE MINUTES OF THE AUGUST 21, 2024 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Morgan, Johnson, and Polsdofer.

Additions to the Agenda

0. Discussion Regarding Controller's Proposed Millage.

Additional Information –

Chairperson Grebner stated Additional Information from Veterans Affairs Director would be added under Agenda Item No. 3, Review and Action on Human Services Committee Recommendations.

Limited Public Comment

None.

0. Discussion Regarding Controller's Proposed Millage Rates

Gregg Todd, Controller, provided an overview of the Controller's Proposed Millage Rates. Todd further stated they had discussed changing Health Care Services Millage to 0.2 mills and the Animal Shelter Millage at 0.15 and not fully allocating the Housing and Homeless Millage, if approved.

Todd stated they knew there had been discussion regarding the Health Care Services Millage being higher than 0.2 mills, so anything they could do to offset the Community Health Center (CHC) deficit would be worthwhile.

Chairperson Grebner asked what the higher rate would be.

Todd stated there were a lot of needs out there and they could probably assess the Millage at the full rate.

Commissioner Maiville asked if they did not allocate the rates until November.

Chairperson Grebner stated they were built into the budget.

Todd clarified that the Equalization Director had asked for them by the end of September.

Discussion ensued regarding the millage rate allocation process.

Commissioner Sebolt stated they were in favor of levying the Health Care Services Millage at the full rate with a small cut to the Animal Shelter Millage. Commissioner Sebolt further stated, should the Housing and Homeless Millage pass, they were also in support of levying it at the full 0.5 mills.

Chairperson Grebner suggested that when they got to that part they should move to amend the budget to include a clause stating the intent of the Board of Commissioners to levy the Housing and Homeless Millage at a certain rate. Chairperson Grebner further stated they could not guess they could formally allocate anything until the Millage was passed.

1. Overview of Liaison Committee Recommendations

Michael Townsend, Budget Director, provided an overview of the Proposed Budget and Liaison Committee Recommendations.

Commissioner Morgan arrived at 6:07 p.m.

Townsend stated there was a total of \$451,356 in Recommendations for the Z List, which was \$151,356 over the \$300,000 Z List Budget.

Commissioner Morgan apologized for his late arrival and stated that it was not the strong recommendation of the Human Services Committee to fund all of the requests, but rather to push them forward to the Finance Committee to look at with the totality of the Z List.

Discussion.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET WITHOUT THE Z LIST ITEMS.

Discussion ensued regarding the motion.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. MORGAN, TO AMEND THE MOTION AS FOLLOWS:

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET WITHOUT THE Z LIST ITEMS **AND TO LEVY THE ANIMAL SHELTER MILLAGE AT 0.15 MILLS.**

THE MOTION TO AMEND THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Polsdofer.

Discussion.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. TENNIS, TO AMEND THE RECOMMENDED BUDGET AS FOLLOWS:

**WHEREAS, voters have been asked to approve a Millage for Housing in the amount of 0.5 mills.**

**THEREFORE IT BE RESOLVED, that if the Millage is passed, the Board of Commissioners declares its intention to levy the Millage at the full 0.5 mills.**

Commissioner Tennis stated they wanted to be cognizant of the fact that they were creeping up and up, and asked what the rationale was for the full 0.5 mills.

Commissioner Sebolt stated, while they appreciated the Controller's Office trying to scale back, they did not find the argument that the Housing and Homeless Millage would take time to ramp up very convincing. Commissioner Sebolt further stated the Housing Trust Fund already had a process in place and had already shelled out nine million dollars in funding.

Commissioner Sebolt stated they already knew what they were doing, so the ramp up process would not exist like it did for other areas. Commissioner Sebolt further stated, from the first round of requests, they already knew the amount requested far exceeded what was available to spend.

Commissioner Sebolt stated they thought the County would be more than able to spend that money quickly and would rather go at the speed they were already going. Commissioner Sebolt further stated that the Millage would include services for the unhoused, and since the clinic serving the unhoused had recently closed, they would be able to find ways to spend money to serve them.

Chairperson Grebner asked if the County was likely to end up with a bubble of funds they would not spend in the first year or if they would have a process in place that would use the full five million dollars.

Alan Fox, Ingham County Treasurer, stated they did have a process in place and had requests which went far beyond the 15 million dollars that were allocated by the Legislature. Treasurer Fox further stated there was no question they could spend the money efficiently on needed projects and they had the staff ready to do it.

Treasurer Fox stated they understood the concern about ramping up, as it had been an issue in other areas, but thought they were in a position to spend money in first year. Treasurer Fox further stated there would be more funds from other sources and they had found the most efficient use of the money they received was as matching funds.

Treasurer Fox stated they would leave it to the Board of Commissioners to decide what the total tax rate should be. Treasurer Fox further stated that any Special Millage would go on the December 1<sup>st</sup> City and Township Tax bills and did not know when the County Board of Canvassers certified election returns, as the process had changed, but some municipalities had their Tax Bills to the printer as early as December 15<sup>th</sup>.

Treasurer Fox stated they encouraged any language to be worded in such a way that the Commissioners would not have to have another set of meetings between Election Day and when Tax Bills had to be printed.

Discussion ensued regarding the current motion.

Chairperson Grebner stated there was an understanding that the language of the motion should be, with the help of the County Attorneys, self-executing and sufficient enough to notify everyone properly and get the right numbers onto the Tax Bills.

Chairperson Grebner stated, as they had said before, they were all-in on housing preservation, but housing construction with the small amount of money they had would have no effect on the market. Chairperson Grebner further stated when the County had millions of dollars, and the housing value in the County was 30 billion dollars, they could not turn the market.

Chairperson Grebner stated they could help around the edges, could make their programs work better, and bring in outside money.

Commissioner Sebolt stated, as Treasurer Fox had mentioned, funds had been used as leverage to bring down other funding, so it was having much larger effect than doing it alone.

THE MOTION TO AMEND THE RECOMMENDED BUDGET CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Polsdofer.

2. Review and Action on County Services Committee Recommendations

None.

4. Review and Action on Law & Courts Committee Recommendations

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. TENNIS, TO ADD THE SHERIFF'S OFFICE Z LIST REQUESTS OF 45 NEW GENERATION GLOCK HANDGUNS, TRIJICON OPTICS, LIGHTS, HOLSTERS, AND ACCESSORIES FOR THE AMOUNT OF \$69,600 AND 18 NEW HONOR GUARD FORMAL UNIFORMS FOR THE AMOUNT OF \$16,100 TO THE Z LIST.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Polsdofer.

3. Review and Action on Human Services Committee Recommendations

Commissioner Tennis stated the Human Services Committee had discussed the possibility of the proposed Veterans Benefit Coordinator Position being funded through the Health Care Services Millage. Commissioner Tennis further stated since they had just agreed to increase the levy, they were not sure what needed to be done to ensure that happened.

Chairperson Grebner stated they did not think they needed to take action at that meeting as part of the budget.

Commissioner Morgan stated he did not support moving the position to the Z List as they now had a better picture of what the Health Care Services Millage would look like.

Chairperson Grebner asked if someone had determined that the position would fall within the revised language of the Millage.

Todd stated they had not received a legal opinion, but it was pretty clear that it would, however they could get a legal opinion.

Chairperson Grebner stated they were willing to trust that.

Commissioner Morgan stated that Commissioner Ruest was the leading proponent of making sure the position was maintained in some fashion, and he believed they were all in agreement about moving it forward through the Millage.

Chairperson Grebner asked why the request made by the Parks Department was not coming out of Parks and Trails millage.

Commissioner Morgan stated he had also made that point at the Human Services Committee meeting, but there

was a pleading of poverty, however, he was sure they could make it happen out of the Parks and Trails Millage in some fashion.

Chairperson Grebner asked what the current Fund Balance was for the Parks and Trails Millage.

Tim Morgan, Parks Director, stated it was \$4,798,486.

Discussion ensued regarding available funds within the Parks and Trails millage.

Chairperson Grebner stated the County had made commitments beyond funds available before, so if it ever happened that everything came in at once and the Fund Balance actually ran out, they had sufficient liquidity to cover them for months, and another Tax Collection was about five months away. Chairperson Grebner further stated they would not take any action on the Lake Lansing south pedestrian entrance because they assumed someone would eventually propose it because all parks were adjacent to trails.

Commissioner Sebolt stated they thought the Tri-County Office on Aging (TCOA) got plenty of funding through the Elder Services Millage and did not understand why their request had to come through the General Fund.

Discussion.

Commissioner Morgan stated he had voted to move the TCOA request forward for more context as well, but agreed that it could be paid out of the Elder Services Millage Fund.

Chairperson Grebner asserted that if no further amendments were adopted, they were taking the balance of the Strategic Planning Initiative Fund and adding to the Contingency Fund or to unspent balance.

Todd clarified the County was utilizing Fund Balance to balance the budget and would be able to reduce that amount with what was left over from the Strategic Planning Initiative Fund.

Chairperson Grebner stated they wanted to correct the historic record and that when the Z List was created, which they were present for, it was intended for permanent positions and continuing expenditure because it allowed the Board of Commissioners to add positions into the budget, so they could steer the ship. Chairperson Grebner further stated that over time the Board of Commissioners did less steering and more drifting and the Controller got to do all the steering.

Chairperson Grebner stated they did not really care that the Z List was no longer done the way it was in 1977, but wanted it noted that it had not always been done the way it was now.

Discussion ensued regarding a point of order.

5. Action to Incorporate Strategic Planning Initiative Funds into Recommended Budget

Chairperson Grebner proposed an amendment to the original motion.

THE PROPOSED AMENDMENT TO THE MOTION WAS AS FOLLOWS:

**MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET, INCLUDING THE SHERIFF'S OFFICE Z LIST REQUESTS OF 45 NEW GENERATION GLOCK HANDGUNS, TRIJICON OPTICS, LIGHTS, HOLSTERS, AND ACCESSORIES FOR THE AMOUNT OF \$69,600 AND 18 NEW HONOR GUARD FORMAL**

**UNIFORMS FOR THE AMOUNT OF \$16,100, TO USE REMAINING Z LIST FUNDS TO BALANCE THE BUDGET, ~~WITHOUT THE Z-LIST ITEMS~~ AND TO LEVY THE ANIMAL SHELTER MILLAGE AT 0.15 MILLS.**

THE MOTION TO AMEND THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Polsdofer.

Chairperson Grebner stated they believed the Board of Commissioners was moving into a mold where the important budget decisions were either made by the Controller or outside of the budget process, neither of which was terrible, but they needed to recognize the budget process was becoming a formality without a lot of “Sturm und Drang.” Chairperson Grebner further stated that somewhere there must be torment, upset, and anger, but it was not in the budget process.

Commissioner Maiville stated they were blessed with the staff who had been working on the budget since April.

Commissioner Sebolt stated they agreed with Commissioner Maiville and that if there were issues with the Proposed Budget, they would have heard them during the other Liaison Committee meetings. Commissioner Sebolt further stated the fact that they did not, spoke well about how the Proposed Budget had been put together.

Commissioner Tennis stated they agreed with Chairperson Grebner about the process having changed, but some of the places where decisions were being made, like at Board Leadership meetings where the entire Board of Commissioners could weigh in as to where they wanted to end up, was not necessarily a bad thing. Commissioner Tennis further stated the Commissioners were the commodores in the back directing the Controller.

Commissioner Morgan stated he did not want the Board of Commissioners to become a body where they micromanaged the staff and spend 50 hours every budget season horse trading and playing politics, so it was a good thing they could rely on the professional staff and the process was just fine.

Discussion.

6. Adoption of Finance Recommended Budget

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE CONTROLLER’S RECOMMENDED BUDGET, INCLUDING THE SHERIFF’S OFFICE Z LIST REQUESTS OF 45 NEW GENERATION GLOCK HANDGUNS, TRIJICON OPTICS, LIGHTS, HOLSTERS, AND ACCESSORIES FOR THE AMOUNT OF \$69,600 AND 18 NEW HONOR GUARD FORMAL UNIFORMS FOR THE AMOUNT OF \$16,100, TO USE REMAINING Z LIST FUNDS TO BALANCE THE BUDGET, AND TO LEVY THE ANIMAL SHELTER MILLAGE AT 0.15 MILLS.

THE MOTION CARRIED UNANIMOUSLY, AS AMENDED. Absent: Commissioners Johnson and Polsdofer.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:41 p.m.



FINANCE COMMITTEE

September 18, 2024

Draft Minutes

Members Present: Grebner, Morgan, Sebolt, Polsdofer, Lawrence, Johnson, and Maiville.

Members Absent: Tennis.

Others Present: Michael Townsend, Gregg Todd, Anika Ried and others.

The meeting was called to order by Chairperson Grebner 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/89160266022>.

Additions to the Agenda

Approval of the September 11, 2024 Minutes

13. Housing Trust Fund Committee – Resolution to Approve Emergency Funding for Permanent Supportive Housing Program Services under the Ingham County Continuum of Care
12. Controller’s Office
  - c. Discuss Pending Litigation with the County’s Corporation Counsel as Permitted by MCL 15.268 (e) (*Closed Session*)

Substitutes

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

Approval of the September 11, 2024 Minutes

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, THE MINUTES OF THE SEPTEMBER 11, 2024 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Tennis.

Limited Public Comment

None.

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

1. Michigan Rehabilitation Services – Resolution to Authorize a Cooperative Cash Match Agreement with Michigan Rehabilitation Services
2. Prosecuting Attorney’s Office
  - a. Resolution to Activate Position #22917 (Paralegal) and Authorize the Creation of Two Additional Paralegal Positions within the Prosecutor’s Office
  - b. Resolution to Authorize an Addendum to the Agreement between the Ingham County Prosecutor’s Office and Prosecution by Karpel for an E-Warrant Interface

3. Circuit Court – Juvenile Division – Resolution to Accept the Child and Parent Legal Representation Grant from the Michigan Department of Health and Human Services
4. 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
6. 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
7. Health Department
  - a. Resolution to Authorize an Agreement with Michigan Public Health Institute to Provide a Year Three Evaluation of the Lansing/Ingham Peace Maker Fellowship® and to Provide Year Three Fiduciary Services for Peacemaker Fellowship® LifeMAP
  - b. Resolution to Authorize a 2024-2025 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Comprehensive Agreement
  - c. Resolution to Authorize a 2024-2025 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Comprehensive Agreement
  - d. Resolution to Accept Ryan White Part C Early Intervention Services Supplemental Funds from the Health Resources and Services Administration
  - e. Resolution to Authorize Amendment #3 to the 2023 – 2024 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Master Agreement
  - f. Resolution to Authorize Converting Position #601435 from a Finance Coordinator Position to an Accountant
  - g. Resolution to Amend Resolution #24-301 with Michigan Department of Health and Human Services for the FY24-25 Master Agreement
  - h. Resolution to Amend Resolution #23-582 with Nextgen® Healthcare Information Systems, Inc. to Purchase SOTA Dental Imaging Software (SOTA Cloud)
  - i. Resolution to Authorize an Extended Agreement with Michigan Primary Care Association
  - j. Resolution to Authorize an Agreement with Optum Pharmacy 702, LLC for Participation in the 340B Drug Discount Program
  - k. Resolution to Authorize Amendment #4 to the 2023 – 2024 Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
8. Innovation and Technology Department – Resolution to Approve the Renewal of the Informacast Support Subscription
9. Facilities Department
  - a. Resolution to Authorize an Agreement with Hedrick Associates for Ingham County 9-1-1 Call Center AC Upgrades
  - b. 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
  - c. 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

- d. Resolution to Authorize a Contract with Laux Construction for Renovations at Forest Community Health Center
  - e. 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
10. Road Department – Resolution to Authorize the Issuance of a Purchase Order to Capital Asphalt for Corrective Action to Address Permit Violation
11. 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
12. Controller’s Office
- a. Resolution Authorizing Reimbursement of Expenses from Bond Proceeds
13. Housing Trust Fund Committee – Resolution to Approve Emergency Funding for Permanent Supportive Housing Program Services under the Ingham County Continuum of Care

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

5. 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. MAIVILLE, TO APPROVE THE RESOLUTION.

Commissioner Morgan stated he was philosophically concerned because the Prosecutor’s Office was so short staffed, they had no paralegals until they approved the grant, and no secretaries. Commissioner Morgan further stated he felt there was a huge imbalance between the Public Defender’s Office and the Prosecutor’s Office and was concerned about it, so they should be mindful and try to take action to find ways to give Prosecutor’s Office more funding to be able to help them prosecute.

Commissioner Morgan stated that the contribution the City of Lansing seemed awfully paltry, as they were only contributing \$22,000 compared to the County’s \$890,000, and wondered if anyone could explain that, especially when most of the work was being done in the City of Lansing.

Gregg Todd, Controller, stated, to their knowledge, it was a State formula and the County really had no say.

Chairperson Grebner stated it was based on what they were spending before, and the City of Lansing contribution was only for the defense of indigents charged with misdemeanors under a City Ordinance, so anyone charged with a State misdemeanor or felony, was not included. Chairperson Grebner further stated that because most ordinances did not result in jail time, in effect, almost nobody got representation and the City of Lansing put up very little money.

Chairperson Grebner stated if one was prosecuted by the City Attorney, they had a right to a defense attorney if it could result in jail time, and there was so little money being contributed by the City of Lansing, that it was what got grandfathered into the State system.

Discussion.

Commissioner Morgan stated it was a very generous grant but it was like the County owned the Yankees and the Red Sox, and the Red Sox were getting continuously screwed, while the Yankees got to sign all the best players.

Commissioner Maiville stated that Commissioner Morgan made a good point, and there was prior need for indigent defense, but felt the pendulum had swung really hard the other way. Commissioner Maiville further stated that he supported the Public Defender's Office, but it seemed they got money easier than the Prosecutor's Office.

Commissioner Lawrence asked why none of the other jurisdictions in the County contributed.

Chairperson Grebner explained that none had a budget for indigent defense facing their ordinance enforcement. Chairperson Grebner further provided examples.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION CARRIED.

**Yeas:** Sebolt, Polsdofer, Lawrence, Johnson, Maiville, Grebner      **Nays:** Morgan

**Absent:** Tennis

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. MAIVILLE, TO APPROVE THE RESOLUTION.

Commissioner Maiville asked, regarding the hiring freeze and positions being reviewed on a case by case basis, if certain positions which were more critical would be moved to the top.

Todd provided an overview of the planned process.

Commissioner Morgan asked if the County was all set with reclassifications.

Todd stated no because reclassifications could be requested through the end of the calendar year.

Commissioner Lawrence stated they recognized it would be a case by case situation, but hoped the freeze would not hinder the Prosecutor's Office hiring Paralegals.

Todd stated the Paralegals would be grant funded, so it would not be an issue.

Commissioner Morgan stated the Public Defender's Office was getting nearly \$12 million and Prosecutor's Office was getting one million dollars.

Chairperson Grebner clarified that the Prosecutor's Office had always been a County responsibility and nobody had taken responsibility of defending indigents, so if the State wanted it done under Headlee, the State had to pay

for it. Chairperson Grebner further stated it occurred there would effectively be an exception for positions the County had a terrible time filling anyway, like 9-1-1 or Assistant Prosecutor.

Todd clarified that the 9-1-1 Department had no vacancies.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Commissioner Johnson left at 6:12 p.m.

Public Comment

None.

12. Controller's Office

- c. 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. MORGAN, TO ENTER INTO CLOSED SESSION AT 6:13 P.M. 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 CARRIED VIA UNANIMOUS ROLL CALL VOTE. Absent: Commissioners Johnson and Tennis.

Commissioner Johnson returned at 6:16 p.m.

CHAIRPERSON GREBNER DECLARED THE FINANCE COMMITTEE OUT OF CLOSED SESSION AT 6:35 P.M.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. MORGAN, TO ACCEPT THE ATTORNEY RECOMMENDATION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:36 p.m.

## OCTOBER 2, 2024 FINANCE AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

1. **Equalization/Tax Mapping** – *Resolution to Approve the 2024 Ingham County Apportionment Report*

This resolution approves the 2024 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 2, 2024.

See memo for details

2. **Parks Department** - *Resolution to Authorize a Contingency Fund Appropriation for the Repair of the Hawk Island Splash Pad*

This resolution authorizes the use of County Contingency Funds in an amount not to exceed \$50,000 to repair the Hawk Island Splash Pad. There is currently \$176,784 available in the County Contingency Fund.

3a. **Health Department** - *Resolution to Amend Resolution #24-411 to Accept the FY 2024-2025 AmeriCorps State Grant Funding*

This resolution authorizes amending Resolution #24-411 to change the dates of the AmeriCorps State grant funding program year, effective September 1, 2024 to August 31, 2025. All other terms and conditions of Resolution #24-411 shall remain in effect.

3b. **Health Department** - *Resolution to Amend Resolution #24-414 with LTS Staffing Services*

This resolution authorizes amending Resolution #24-414 with LTS Staffing Services to amend the rates of pay and to add the category of Registered Nurses, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$190,000. The cost will be covered by the Michigan Department of Health and Human Services (MDHHS) COVID-19 Immunizations and Epidemiology and Laboratory Capacity (ELC) COVID-19 supplemental funding.

3c. **Health Department** - *Resolution to Authorize an Agreement with Nurse Family Partnership National Service Office*

This resolution authorizes an agreement with Nurse Family Partnership National Service Office effective October 1<sup>st</sup>, 2024, through September 30<sup>th</sup>, 2025, in an amount not to exceed \$60,000. This contract will allow ICHD to continue providing Nurse Family Partnership Home Visiting Services to low-income, first-time mothers in our community. This agreement will be supported with Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Grant money provided in partnership with Michigan Department of Health and Human Services (MDHHS).

**4. 9-1-1 Dispatch Center – Resolution to Authorize One Radio Tower Lease Termination and Two Radio Tower Lease Extensions with SBA Structures, LLC**

This resolution authorizes an extension of the tower leases in Leslie and Williamston and the termination of the tower lease in Meridian as that tower is no longer needed. The lease increases are for 5 years with a 3% annual increase in the Leslie tower lease and a 5% annual increase in the Williamston tower lease. The Meridian termination requires a \$20,000 termination fee, which was negotiated with the help of corporate counsel.

Funding for the leases and termination is available in the 9-1-1 Emergency Telephone Dispatch Services Fund.

See memo for details.

**5a. 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.

**5b. 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.

**6a. 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; Averahealth; 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.

- 6b. 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.

- 7. 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.

- 8a. 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.

- 8b. 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.



**9a. 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:

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

See memo for details.

**9b. 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.

**9c. 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**

This resolution is the acceptance of an \$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.

**PRESENTATION/DISCUSSION/OTHER ITEM:**

**9d. Controller's Office – Hotel/Motel Tax (Discussion)**

To: Finance Committee  
Ingham County Board of Commissioners

From: Rosemary A. Anger, Director  
Equalization & Tax Mapping Department

Date: September 24, 2024

Re: 2024 County Apportionment Report

Attached please find the resolution approving the 2024 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 18, 2024. The Apportionment Report is not complete at this time. The report will be distributed prior to the October 18, 2024 meeting.

Also, please be aware that any millage proposals that may be submitted and approved by the electorate for the upcoming November election may result in a necessity to amend the 2024 Apportionment Report.

Respectfully,

A handwritten signature in blue ink, appearing to read "Rosemary A. Anger".

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2024 INGHAM COUNTY APPORTIONMENT REPORT

WHEREAS, State Law requires that the Board of Commissioners approve on or before October 31st of each year the annual Apportionment Report stating millages to be apportioned and spread on the taxable valuations of real and personal property within the County.

THEREFORE BE IT RESOLVED, that the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year of 2024 is hereby approved.

**TO:** Board of Commissioners Human Services & Finance Committees  
**FROM:** Tim Morgan, Parks Director  
**DATE:** September 17, 2024  
**SUBJECT:** Resolution authorizing the repair of the Hawk Island Splash Pad  
For the meeting agenda of September 30, 2024 Human Services and October 2, 2024 Finance

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**BACKGROUND**

The Splash Pad at Hawk Island County Park is one of the main attractions of the Park during the summer months for the residents of Ingham County. The Splash Pad was built in 2006 and has increased in popularity during this time. During the past two summers, it has been increasingly difficult to maintain the main components and features of the Splash Pad, resulting in closures throughout the summer. Staff have had to modify filtration system, repair multiple leaks within system, and close off 3 of the current water features on the pad itself. The pumps are in need of replacement, many times we have to drain the 3,000 gallon water tank, refill, balance chemicals, and restart the splash pad when pumps fail during the night hours. This alone is a considerable expense in terms of water use and replenishment of chemicals. To avoid future closures in 2025 season and beyond (possibly up to 1 month or more at a time), the Parks Department is requesting emergency funds for the much needed repairs of the Splash Pad.

**ALTERNATIVES**

To not do the needed repairs resulting in the closure of the Splash Pad.

**FINANCIAL IMPACT**

The total cost would be \$50,000. There is currently \$176,784 available in the County Contingency Fund.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

**OTHER CONSIDERATIONS**

The Park Commission reviewed this request at their September 9, 2024 meeting and approves this approach in order to repair the Hawk Island Splash Pad.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the resolution authorizing the repair of the Hawk Island Splash Pad.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTINGENCY FUND APPROPRIATION FOR THE REPAIR  
OF THE HAWK ISLAND SPLASH PAD**

WHEREAS, the Hawk Island Splash Pad was built in 2006; and

WHEREAS, the Hawk Island Splash Pad is one of the main attractions of the Park during the summer months for residents of Ingham County; and

WHEREAS, during the past two summers, it has been increasingly difficult to maintain the main components and features of the Splash Pad, resulting in closures throughout the summer; and

WHEREAS, the Parks Department is requesting County Contingency Funds in an amount not to exceed \$50,000 for the much needed repair of the Splash Pad.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the use of County Contingency Funds in an amount not to exceed \$50,000 to repair the Hawk Island Splash Pad.

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.

**TO:** Board of Commissioners' Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** September 16, 2024  
**SUBJECT:** Amendment to Resolution #24-411 Accepting the FY 2024-2025 AmeriCorps State Grant Funding

For the Meeting Agendas of September 16, and September 18, 2024

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**BACKGROUND**

Ingham County Health Department wishes to amend Resolution #24-411 for a change to the program year dates to accept the Michigan Department of Labor and Economic Opportunity (MDLEO) FY24-25 AmeriCorps State grant funding effective September 1, 2024 through August 31, 2025 in an amount not to exceed \$269,985. Resolution #24-411 authorized the acceptance of grant funding from MDLEO to continue the AmeriCorps State Program. ICHD wishes to make this amendment to correctly match the dates with the AmeriCorps State program grant agreement with MDLEO for the FY 24/25.

**ALTERNATIVES**

The alternative is to change the grant program year should MDLEO allow it.

**FINANCIAL IMPACT**

There are no costs associated with this amendment to the agreement.

**STRATEGIC PLAN**

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize amending Resolution #24-411 to change the AmeriCorps State program FY24-25 dates to September 1, 2024 to August 31, 2025.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #24-411 TO ACCEPT THE FY 2024-2025 AMERICORPS STATE GRANT FUNDING**

WHEREAS, Ingham County Health Department wishes to amend Resolution #24-411 for a change to the program year dates to accept the Michigan Department of Labor and Economic Opportunity (MDLEO) FY24-25 AmeriCorps State grant funding effective September 1, 2024 through August 31, 2025 in an amount not to exceed \$269,985; and

WHEREAS, Resolution #24-411 authorized the acceptance of the AmeriCorps State grant funds from MDLEO for the AmeriCorps State Program in FY24-25; and

WHEREAS, ICHD wishes to amend Resolution #24-411 to correctly match the AmeriCorps State grant agreement #24-MSCS-MACFF-17 with MDLEO, effective September 1, 2024 to August 31, 2025; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #24-411 to change the dates of the AmeriCorps State grant funding program year, effective September 1, 2024 to August 31, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #24-411 to change the dates of the AmeriCorps State grant funding program year, effective September 1, 2024 to August 31, 2025.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #24-411 shall remain in effect.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the 2024-2025 budget electronically through the Corporation for National Community Service (CNCS) E-Grants system, and tentatively electronically approve the Memorandum of Agreement.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents and any budget amendments so long as they do not exceed the amount listed above, consistent with this resolution upon approval as to form by the County Attorney.

**TO:** Board of Commissioners' Human Services and Finance Committees  
**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** Sep 10, 2024  
**SUBJECT:** Authorization to Amend Resolution #24-414 with LTS Staffing Services  
For the Meeting Agendas of September 30, 2024 and October 2, 2024

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**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to amend Resolution #24-414 with LTS Staffing Services to amend the rates of pay and to add the category of Registered Nurses, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$190,000. LTS will provide ICHHD with temporary staffing that will allow the Communicable Disease Division (CD) to increase their capacity and to provide additional support for disease investigation and prevention efforts. LTS will provide temporary Immunization and Disease Control Nurses, and Community Health Representatives to aid in COVID-19 vaccinations, seasonal flu vaccinations, and other infection prevention and control investigation and response, including Health Care-related infections and congregate settings. Staffing will be compensated at the following increased rates:

- Immunization Nurse \$77.06
- Registered Nurse \$75.35
- Disease Control (DC) Nurse \$85.63
- Community Health Representative III \$42.81

**ALTERNATIVES**

Choosing not to enter into this agreement would result in a shortage of staffing and this would decrease the Communicable Disease division's capacity for disease investigation and prevention efforts.

**FINANCIAL IMPACT**

The financial impact of this agreement will be for an amount not to exceed \$190,000 and will be covered by the Michigan Department of Health and Human Services (MDHHS) COVID-19 Immunizations and Epidemiology and Laboratory Capacity (ELC) COVID-19 supplemental funding.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize amending Resolution #24-414 with LTS Staffing Services effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$190,000.



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #24-414 WITH LTS STAFFING SERVICES**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #24-414 with LTS Staffing Services to amend the rates of pay and to add the category of Registered Nurses, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$190,000; and

WHEREAS, LTS will provide ICHD with temporary staffing that will allow the Communicable Disease Division (CD) to increase their capacity and to provide additional support for disease investigation and prevention efforts; and

WHEREAS, LTS will provide temporary Immunization and Disease Control Nurses and Community Health Representatives to aid in COVID-19 vaccinations, seasonal flu vaccinations, and other infection prevention and control investigation and response, including Health care-related infections and congregate settings; and

WHEREAS, the financial impact of this agreement will not exceed \$190,000 and will be covered by the Michigan Department of Health and Human Services (MDHHS) COVID-19 Immunizations Epidemiology and Laboratory Capacity (ELC) COVID-19 supplemental funding; and

WHEREAS, staffing will be compensated at the following increased rates:

- Immunization Nurse \$77.06
- Registered Nurse \$75.35
- Disease Control (DC) Nurse \$85.63
- Community Health Representative III \$42.81; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #24-414 with LTS Staffing Services to amend the rates of pay and to add the category of Registered Nurses, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$190,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #24-414 with LTS Staffing Services to amend the rates of pay and to add the category of Registered Nurses, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$190,000.

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 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.

**TO:** Board of Commissioners' Human Services and Finance Committees

**FROM:** Adenike Shoyinka, MD, MPH, Medical Health Officer

**DATE:** September 4, 2024

**SUBJECT:** Authorization for an Agreement with Nurse Family Partnership National Service Office  
For the Meeting Agendas of September 16, and September 18, 2024

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**BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into an agreement with Nurse Family Partnership National Service Office effective October 1<sup>st</sup>, 2024, through September 30<sup>th</sup>, 2025, in an amount not to exceed \$60,000. This contract will allow ICHD to continue providing Nurse Family Partnership Home Visiting Services to low-income, first-time mothers in our community.

**ALTERNATIVES**

By not entering into this agreement, ICHD will forfeit critical health care services provided to Ingham County mothers and infants.

**FINANCIAL IMPACT**

This agreement will be supported with Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Grant money provided in partnership with Michigan Department of Health and Human Services (MDHHS).

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Nurse Family Partnership National Service Office, to serve low-income, first-time mothers and their children, effective October 1<sup>st</sup>, 2024, through September 30<sup>th</sup>, 2025, in an amount not to exceed \$60,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH NURSE FAMILY PARTNERSHIP  
NATIONAL SERVICE OFFICE**

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Nurse Family Partnership National Service Office effective October 1<sup>st</sup>, 2024, through September 30<sup>th</sup>, 2025, in an amount not to exceed \$60,000; and

WHEREAS, this contract allows ICHHD to continue providing Nurse Family Partnership Home Visiting Services to low-income, first-time mothers in our community; and

WHEREAS, this agreement will be supported with the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) grant money; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Nurse Family Partnership National Service Office effective October 1<sup>st</sup>, 2024 through September 30<sup>th</sup>, 2025, in an amount not to exceed \$60,000.

THEREFORE BE IT RESOLVED, that the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Nurse Family Partnership National Service Office to continue providing Nurse Family Partnership Home Visiting Services to low-income, first-time mothers in our community, effective October 1<sup>st</sup>, 2024 through September 30<sup>th</sup>, 2025, in an amount not to exceed \$60,000.

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.

**TO:** Board of Commissioners Law & Courts and Finance Committees

**FROM:** Barb Davidson, Director 9-1-1

**DATE:** September 17, 2024

**SUBJECT:** Extension of two radio tower lease agreements and termination of another tower lease with SBA Structure, LLC  
*For the meeting agenda of the Law & Courts Committee – September 26, 2024, and Finance Committee – October 2, 2024*

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**BACKGROUND**

In 2004, Ingham County entered into a lease agreement with SBA Structures for the use of their communication towers in Meridian Township, Leslie, and Williamston for the Ingham County Public Safety Radio system use. As Ingham County moved from the Harris EDACS radio system to the MPSCS/Motorola system, SBA’s tower on Saginaw Highway in Meridian Township was no longer needed as part of our public safety radio system. With the assistance of the County legal counsel, a tentative agreement to terminate that lease agreement was drafted. This would be an early termination of that agreement. The other two towers in Leslie and Williamston, continue to be vital locations and part of our current radio system. In that same tentative agreement, we are seeking to amend to extend each of those leases for another five years. The extension of those leases would continue under the same terms with additional language that the extension terms are non-cancellable.

**ALTERNATIVES**

We can continue to look for other tower locations or look into building a communication tower. Building a communication tower could conservatively cost over a million dollars plus annual maintenance costs. Alternatively, we can try to find another tower lease with another private owner. There would, however, be significant costs to remove the equipment on these towers and reinstall that equipment on a new tower. We could also have the expense of modifying the new tower, as well as potential higher lease payments monthly.

**FINANCIAL IMPACT**

Over the past several months, a settlement agreement for the early termination as well as the lease extensions was drafted between Ingham County legal counsel and SBA Structures, LLC. The tentative agreement requires a one-time payment of \$20,000 to secure the termination and extensions.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the termination of the radio tower lease on Saginaw Highway in Meridian Township and the extension of the radio tower leases for the towers in Leslie and Williamston with SBA Structures, LLC and pay the settlement sum of \$20,000.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ONE RADIO TOWER LEASE TERMINATION AND TWO RADIO TOWER LEASE EXTENSIONS WITH SBA STRUCTURES, LLC**

WHEREAS, the Ingham County Board of Commissioners has established a 9-1-1 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County emergency dispatch system; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #18-550 authorizing a contract with Motorola Solutions for the replacement of the Ingham County Public Safety Radio system with the Michigan Public Safety Communication System (MPSCS)/Motorola system; and

WHEREAS, several leases for communication towers associated with the Ingham County Public Safety Radio system use were authorized by Resolution #19-439; and

WHEREAS, the SBA Structures, LLC has two communication towers in Leslie and Williamston identified as part of the tower configuration for the MPSCS/Ingham County Public Safety Radio system and one in Meridian that is no longer utilized by MPSCS/Ingham County Public Safety Radio; and

WHEREAS, Ingham County legal counsel sought a tentative agreement with SBA Structures, LLC to terminate the lease of the unutilized tower and extend the lease agreements for the two utilized towers; and

WHEREAS, the Ingham County 9-1-1 Director, County Controller, and Ingham County legal counsel believe this tentative agreement is in the best interests of Ingham County while maintaining this vital public safety system.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the radio tower lease extensions with SBA Structures, LLC for the Leslie tower until August 23, 2029 with a 3% annual lease increase and the Williamston tower until May 31, 2030 with a 5% annual lease increase during which those terms would be non-cancellable.

BE IT FURTHER RESOLVED, that SBA Structures, LLC will receive an early termination fee of \$20,000 for the Meridian town that is no longer utilized by the Ingham County Public Radio System.

BE IT FURTHER RESOLVED, that these lease payments will come from the 9-1-1 Emergency Telephone Dispatch Services Fund.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments and changes consistent with this resolution in the Ingham County Public Safety Radio Communications System 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.

**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

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**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

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**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 26<sup>th</sup> and Finance Committee October 2<sup>nd</sup>, 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 26<sup>th</sup> and Finance Committee October 2<sup>nd</sup>, 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 30<sup>th</sup> 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 30<sup>th</sup> Circuit Court request approval to accept the award and enter into the anticipated contract by December 2024.

**ALTERNATIVES**

The 30<sup>th</sup> 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 30<sup>th</sup> 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 30<sup>th</sup> 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

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**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 30<sup>th</sup> 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

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**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

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**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

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**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:

- 30<sup>th</sup> 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:

- 30<sup>th</sup> 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:

- 30<sup>th</sup> 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

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**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

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**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.