

Health & Human Services Committee

1/26/2009

304 E. Grand River Avenue, Howell MI

7:30 PM

AGENDA

- 1. CALL MEETING TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A. Minutes of meeting - December 8, 2008
- 3. APPROVAL OF AGENDA**
- 4. REPORTS**
- 5. CALL TO THE PUBLIC**
- 6. MICHIGAN WORKS!**
 - A. RESOLUTION TO APPOINT MEMBERS TO THE LIVINGSTON COUNTY WORKFORCE DEVELOPMENT COUNCIL - MI Works! / Health & Human Services Committee
 - B. RESOLUTION APPROVING THE WORKFORCE INVESTMENT ACT INCENTIVE GRANT PLAN - MI Works! / Health & Human Services Committee
 - C. RESOLUTION APPROVING THE SUBMISSION OF THE MICHIGAN WORKS! SYSTEM PLAN FOR THE PERIOD 1-1-09 TO 12-31-09 - MI Works! / Health & Human Services Committee
 - D. RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT COUNCIL (LIVINGSTON COUNTY MICHIGAN WORKS! AS THE CERTIFIED ONE-STOP OPERATOR - MI Works! / Health & Human Services Committee
- 7. VETERANS' AFFAIRS**
 - A. Veterans - Yearly Report - January - December 2008
(See attachment)
 - B. RESOLUTION TO AUTHORIZE MAINTAINING THE VETERANS AFFAIRS DEPARTMENT THREE BASIC POSITIONS TO INCLUDE FILLING A FULL-TIME VETERANS AFFAIRS DIRECTOR POSITION OPENING AND THE REMAINING HALF-TIME OPENING IN THE ADMINISTRATIVE ASSISTANT POSITION - Veterans Affairs / Health & Human Services Committee
- 8. DEPARTMENT OF PUBLIC HEALTH**
 - A. RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER'S OFFICE TO INCREASE THE IMPREST CASH ACCOUNT FOR THE DEPARTMENT OF PUBLIC HEALTH – Department of Public Health / Health & Human Services Committee
 - B. RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH AND

THE INSTITUTE FOR PUBLIC POLICY AND SOCIAL RESEARCH,
MICHIGAN STATE UNIVERSITY, TO CONDUCT THE 2009 BEHAVIORAL
RISK SURVEY - Department of Public Health / Health & Human Services
Committee

C. RESOLUTION TO AUTHORIZE ENTERING INTO AN
AGREEMENT WITH NETWERKES, LLC TO PROVIDE INTERNET-BASED
TRANSACTION AND DATABASE SERVICES — Department of Public
Health / Health & Human Services Committee

D. RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY
DEPARTMENT OF PUBLIC HEALTH TO ENTER INTO CONTRACTS
WITH UNIVERSITIES AND COLLEGES REGARDING UNPAID
INTERNSHIPS – Public Health / Health & Human Services Committee

E. Progress Report - 2008 Proposed Department Goals
(See Attachment)

F. 2009 Proposed Department Goals
(See Attachment)

06A RESOLUTION TO APPOINT MEMBERS TO THE LIVINGSTON COUNTY
WORKFORCE DEVELOPMENT COUNCIL - Michigan Works! / Health &
Human Services Committee

06B RESOLUTION APPROVING THE WORKFORCE INVESTMENT ACT
INCENTIVE GRANT PLAN - Michigan Works! / Health & Human Services
Committee

06C RESOLUTION APPROVING THE SUBMISSION OF THE MICHIGAN
WORKS! SYSTEM PLAN FOR THE PERIOD JANUARY 1, 2009, TO
DECEMBER 31, 2009 - Michigan Works! / Health & Human Services
Committee

06D RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT
COUNCIL (LIVINGSTON COUNTY MICHIGAN WORKS! AS THE
CERTIFIED ONE-STOP OPERATOR - Michigan Works! / Health & Human
Services Committee

07A RESOLUTION TO AUTHORIZE MAINTAINING THE VETERANS AFFAIRS
DEPARTMENT THREE BASIC POSITIONS TO INCLUDE FILLING A
FULL-TIME VETERANS AFFAIRS DIRECTOR POSITION OPENING AND
THE REMAINING HALF-TIME OPENING IN THE ADMINISTRATIVE
ASSISTANT POSITION - Veterans Affairs / Health & Human Services
Committee

08A RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY
TREASURER'S OFFICE TO INCREASE THE IMPREST CASH ACCOUNT
FOR THE DEPARTMENT OF PUBLIC HEALTH – Department of Public
Health / Health & Human Services Committee

- 08B** RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH AND THE INSTITUTE FOR PUBLIC POLICY AND SOCIAL RESEARCH, MICHIGAN STATE UNIVERSITY, TO CONDUCT THE 2009 BEHAVIORAL RISK SURVEY - Health Department / Health & Human Services Committee
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- 08C** RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH NETWORKES, LLC TO PROVIDE INTERNET-BASED TRANSACTION AND DATABASE SERVICES — Dept. of Public Health / Health & Human Services Committee
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- 08D** RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH TO ENTER INTO CONTRACTS WITH UNIVERSITIES AND COLLEGES REGARDING UNPAID INTERNSHIPS – Public Health / Health & Human Services Committee
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- 9. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPOINT MEMBERS TO THE LIVINGSTON COUNTY WORKFORCE DEVELOPMENT COUNCIL - Michigan Works! / Health & Human Services Committee

WHEREAS, Due to the resignation of a community-based organization sector representative and a private sector representative, two vacancies exists on the Livingston County Workforce Development Council (WDC); and

WHEREAS, Nominations for these positions have been solicited in accordance with provisions of the Workforce Investment Act (WIA), Michigan Department of Labor and Economic Growth (MDLEG) policy and WDC Bylaws; and

WHEREAS, The WDC Executive Committee of the Livingston County Workforce Development Council has reviewed said nominations; and

WHEREAS, The WDC Executive Committee is recommending appointment of the following individual(s) to the Workforce Development Council:

Erica Karfonta , Oakland-Livingston Human Services Agency	Community-Based Organization Sector	1 year - Term ends 6/30/09
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WHEREAS, The WDC Nominating Committee is recommending appointment of the following individual as an alternate on the Workforce Development Council:

Beverly Mostowy , Oakland-Livingston Human Services Agency	Community-Based Organization Sector	Term ends 6/30/09
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THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby appoints the Workforce Development Council members and alternate, with the terms and representative seats as outlined above.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE WORKFORCE INVESTMENT ACT INCENTIVE GRANT PLAN - Michigan Works! / Health & Human Services Committee

WHEREAS, Workforce Investment Act authorizes programs and services targeted to unemployed and economically disadvantaged youth and adults; and

WHEREAS, The Michigan Department of Labor and Economic Growth has awarded an incentive grant of \$12,894 to Livingston County Michigan Works!; and

WHEREAS, It is the recommendation of staff that the funds be used for operation costs of the Michigan Works! Service Center; and

WHEREAS, This plan requires approval of both the Board of Commissioners and the Livingston County Workforce Development Council; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee will recommend approval this plan at their January 8, 2009 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the Incentive Grant Plan in the amount of \$12,894 for the period of July 1, 2008 to June 30, 2009.

BE IT FURTHER RESOLVED that the Chairman is authorized to sign said plan for submission to the Michigan Department of Labor and Economic Growth.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPROVING THE SUBMISSION OF THE MICHIGAN WORKS!
SYSTEM PLAN FOR THE PERIOD JANUARY 1, 2009, TO DECEMBER 31, 2009 -
Michigan Works! / Health & Human Services Committee**

WHEREAS, The Michigan Department of Labor and Economic Growth (MDLEG) has issued a Bureau of Workforce Transformation (BWT) Draft Policy Issuance (PI); and

WHEREAS, MDLEG has established a document with applicable assurances, certifications, and stipulations for programs funded through the BWP; and

WHEREAS, The Michigan Works! System Plan was devised for this function; and

WHEREAS, Through this policy issuance, the MDLEG requires a Michigan Works! System Plan for the period January 1, 2009, through December 31, 2009 be prepared; and

WHEREAS, The Michigan Works! System Plan must be approved by the Livingston County Workforce Development Council and the Livingston County Board of Commissioners; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee will recommend approval this plan at their December 11, 2008 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the Michigan Works! System Plan for the period January 1, 2009, to December 31, 2009.

BE IT FURTHER RESOLVED that the Chair is authorized to sign said plan for submission to the Michigan Department of Labor and Economic Growth.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT COUNCIL
(LIVINGSTON COUNTY MICHIGAN WORKS! AS THE CERTIFIED ONE-STOP
OPERATOR - Michigan Works! / Health & Human Services Committee**

WHEREAS, The Workforce Investment Act (WIA) requires that all One-Stop operators be certified on a annual basis; and

WHEREAS, To accomplish this, the Chief Elected Official (CEO) in cooperation with the local WDB is to select the local One-Stop operator; and

WHEREAS, This selection and certification process will be conducted on an annual basis, in coordination with the recertification of the local Workforce Development Boards (WDBs); and

WHEREAS, The Michigan Department of Labor and Economic Growth (MDLEG)/Bureau of Workforce Transformation (BWT), must be notified of the entity selected to be the One-Stop operator and the process utilized for certification; and

WHEREAS, The Executive Committee of the Livingston County Workforce Development Council recommended at their December 11, 2008 meeting that the Workforce Development Council (Livingston County Michigan Works!) be designated as the One-Stop operator.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby designates the Workforce Development Council (Livingston County Michigan Works!) as the One-Stop operator.

BE IT FURTHER RESOLVED that MDLEG/BWT, be notified that the Workforce Development Council (Livingston County Michigan Works!) has been retained to be the One-Stop operator and staff will maintain documentation of the process utilized for certification.

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**MOVED:
SECONDED:**

RESOLUTION

NO: 2080

LIVINGSTON COUNTY

DATE: JANUARY 26, 2009

RESOLUTION TO AUTHORIZE MAINTAINING THE VETERANS AFFAIRS DEPARTMENT THREE BASIC POSITIONS TO INCLUDE FILLING A FULL-TIME VETERANS AFFAIRS DIRECTOR POSITION OPENING AND THE REMAINING HALF-TIME OPENING IN THE ADMINISTRATIVE ASSISTANT POSITION

WHEREAS, Our country is currently involved in two wars in Iraq and Afghanistan, along with a global war on terrorism; and

WHEREAS, Our service men and women are returning to our county with physical and mental disabilities and high needs for assistance with claims and treatment and readjustment and emergency financial aid; and

WHEREAS, The needs for assistance of World War II, Korean War, and Vietnam War veterans and their families and survivors are extremely high due to worsening disabilities and aging and dying; and

WHEREAS, There is an unprecedented financial crisis affecting our country, state and county at this time that is exacerbating our veterans and their families needs into extreme health- and sometimes life-threatening states; and

WHEREAS, There are multiple millions of dollars in federal veterans benefits and programs available to be brought into our county to assist our veterans and their families, if they can be provided the eligibility information and assistance to file for and access them; and

WHEREAS, Our County Department of Veterans Affairs is the assistance and access point that provides full service in obtaining and providing all federal, state and local benefits and programs to our veterans and their families; and

WHEREAS, Since its inception over thirty-two years ago the basic bedrock of the Department has been the veterans affairs director, who knows, is responsible for, supervises, and can perform all functions as necessary in times of need, supplemented by a veterans counselor and administrative assistant; and

WHEREAS, The population of our county and our veterans and their families has doubled while the staffing of the Veterans Affairs Department has remained at these three positions, by the employees attempting to keep up with the increasing workload through dedicated service; and

WHEREAS, The above confluence of conditions has greatly increased the workload of the Veterans Affairs Department, so that an additional veterans counselor is needed, but at a minimum in these difficult financial times for the County, a reduction or

variance from these three positions would put the Department's service to veterans and their welfare in jeopardy; and

WHEREAS, The Veterans Affairs Department has already reduced its budget for 2009 and 2010 by more than the requirements for all departments, and with the retirements of the veterans affairs director and administrative assistant, and replacement at a lower longevity salary step level, there will be a large additional savings to the County in salaries and benefits over many years to come; and

WHEREAS, It would not be right, wise or financially sound to reduce or alter the staffing of the Veterans Affairs Department when the needs of our veterans are greatest, and when the Department can bring in significant federal dollars to help our veterans and the overall financial condition of the county in times of sparse income from other sources.

THEREFORE BE IT RESOLVED that it is considered a worthy priority among the other needs for County spending to maintain and fill the Veterans Affairs Department three basic bedrock positions of full-time veterans affairs director, veterans counselor, and administrative assistant.

BE IT FURTHER RESOLVED that the open positions be filled as soon as possible, since the Department's workload continues to increase, while the vacancies and filling of them, and needs for turn-over of responsibilities, and adaptation and training of new personnel, will take a huge portion of time out of that available to serve our veterans.

CURRENT POSITIONS	
Veterans Affairs Director	1
Veterans Counselor	1
Administrative Assistant	1
Total Positions:	3

PROPOSED POSITIONS	
Veterans Affairs Director	1
Veterans Counselor	1
Administrative Assistant	1
Total Positions:	3

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER'S OFFICE TO INCREASE THE IMPREST CASH ACCOUNT FOR THE DEPARTMENT OF PUBLIC HEALTH – Livingston County Department of Public Health / Health & Human Services Committee

WHEREAS, the Livingston County Department of Public Health takes in cash payments for permits, administrative fees, copies, etc.; and

WHEREAS, due to the customers more frequently paying with bills of large denominations; and

WHEREAS, there is a need to make change for these customers and the Department of Public Health does not currently have any start up cash.

THEREFORE BE IT RESOLVED that the Livingston County Treasurer's office shall be authorized to increase the imprest cash account for the Department of Public Health from \$100.00 to \$300.00 of which \$200 will be for use as a startup cash drawer.

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MOVED:

SECONDED:

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RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE AN AGREEMENT BETWEEN THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH AND THE INSTITUTE FOR PUBLIC POLICY AND SOCIAL RESEARCH, MICHIGAN STATE UNIVERSITY TO CONDUCT THE 2009 BEHAVIORAL RISK FACTOR SURVEY - Department of Public Health / Health & Human Services Committee

WHEREAS, one of the core functions of public health is to determine and report on the health status of the community; and

WHEREAS, in 2004 Livingston County started the process of conducting a routine behavioral risk factor survey; and

WHEREAS, the survey results have been used extensively by community agencies and organizations to determine priorities and utilize the data to obtain funding and grant awards; and

WHEREAS, Michigan State University is under contract to conduct the statewide Behavioral Risk Factor Survey for 2009; and

WHEREAS, Michigan State University does not assess an indirect charge for agencies that over sample their respective jurisdictions when done in conjunction with the statewide survey; and

WHEREAS, county funding was provided to the Department of Public Health in 2008 to cover the costs of preparation, surveying and reporting of the survey results to the community.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorize entering into an agreement with the Institute for Public Policy and Social Research, Michigan State University, to conduct a Behavioral Risk Factor Survey, perform analysis and develop a final report for an amount not to exceed \$37,505.

BE IT FURTHER RESOLVED that the Board Chair is authorized to sign the agreement upon review of legal counsel.

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RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH NETWERKES, LLC TO PROVIDE INTERNET-BASED TRANSACTION AND DATABASE SERVICES - Department of Public Health / Health & Human Services Committee

WHEREAS, the Livingston County Department of Public Health currently prepares billings for services provided to Medicare and Medicaid clients using Netwerkes; and

WHEREAS, the Health Department realizes that using an electronic method to bill for services is the most cost effective and saves staff time; and

WHEREAS, Netwerkes wishes to renew the contract with Livingston County ; and

WHEREAS, currently the Michigan Department of Community Health (MDCH) is subsidizing the cost of Netwerkes services and there is no charge for Medicaid claims; and

WHEREAS, Netwerkes has worked closely with MDCH and local health departments to enable local department to receive the maximum possible reimbursement rate.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Netwerkes, LLC for internet-based transaction and database services with no charge for Medicaid claims and other charges, such as Medicare eligibility lookups and other insurance, as outlined in the agreement for the period of January 1, 2009 through December 31, 2009, together with an option for a yearly renewal for services described above.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon approval as to form by Civil Counsel.

BE IT FURTHER RESOLVED that, upon satisfactory performance of the contract, as determined by the County Administrator, the Board Chairperson be authorized to sign a yearly renewal as approved as to form by Civil Counsel.

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RESOLUTION NO:

PAGE: 2

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH TO ENTER INTO CONTRACTS WITH UNIVERSITIES AND COLLEGES REGARDING UNPAID INTERNSHIPS – Public Health / Health & Human Services Committee

WHEREAS, the Livingston County Department of Public Health is approached by various schools and students from time to time to provide unpaid internships for students; and

WHEREAS, normally interns, volunteers, and temporary employees require the same background investigation as regular hires; and

WHEREAS, the Department of Public Health is asking for an exception to the background rule because these students will be supervised by university personnel.

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby authorizes the Livingston County Department of Public Health's involvement in these internships and that they will be exempt from standard background, reference checks and physical exams as required by all other Livingston County employees and interns.

BE IT FURTHER RESOLVED that the County's attorney shall approve any contracts between schools/students and Livingston County as to liability and other issues related to said internships.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Chairman to sign any said contracts upon the review of civil counsel through the Board's term ending December 31, 2010.

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