

BOARD OF COMMISSIONERS

10/6/2014

304 E. Grand River, Board Chambers, Howell, MI, 48843

7:30 PM

AGENDA

1. **CALL ANNUAL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**
 - A. Minutes of Meeting Dated: September 22, 2014
 - B. Minutes of Meeting Dated: September 24, 2014
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
9. **REPORTS**
10. **APPROVAL OF CONSENT AGENDA ITEMS (Roll Call)**

Res. 2014-10-273 thru 2014-10-276
11. **RESOLUTIONS FOR CONSIDERATION:**

Res. 2014-10-277 thru 2014-10-281

**2014-10-273
CONSENT**

Emergency Medical Services

RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO BOUNDTREE MEDICAL FOR DISPOSABLE MEDICAL SUPPLIES - EMS / Finance / Full Board

**2014-10-274
CONSENT**

Circuit Court

RESOLUTION AUTHORIZING THE 44th CIRCUIT COURT ADULT DRUG COURT TO INITIATE A SOLE SOURCE CONTRACT WITH DR. RAGHAD LEPLY FOR MEDICATED ASSISTED TREATMENT FULLY FUNDED BY THE BJA/SAMHSA FEDERAL GRANT - Circuit Court/Finance Committee/Full Board

**2014-10-275
CONSENT**

Michigan Works

RESOLUTION APPROVING THE FISCAL YEAR 2015 PARTNERSHIP, ACCOUNTABILITY, TRAINING AND HOPE (PATH) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS - Michigan Works!/Finance/Full Board

**2014-10-276
CONSENT**

Michigan Works

RESOLUTION APPROVING THE FISCAL YEAR 2015 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO

ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY - Michigan
Works!/Finance/Full Board

- 2014-10-277 Administration**
RESOLUTION AUTHORIZING AGREEMENT WITH THE ECONOMIC
DEVELOPMENT COUNCIL TO PROVIDE SUPPORT FOR 2015 - 2017
COUNTY-WIDE ASSISTANCE - Administration/Finance/Full Board
-
- 2014-10-278 Board of Commissioners**
RESOLUTION TO APPROVE APPOINTMENTS TO THE SUBSTANCE USE
DISORDER OVERSIGHT POLICY BOARD - Board of Commissioners
-
- 2014-10-279 Board of Commissioners**
RESOLUTION TO APPROVE APPOINTMENTS TO THE HUMAN
SERVICES COLLABORATIVE BODY - Board of Commissioners
-
- 2014-10-280 Board of Commissioners**
RESOLUTION TO APPROVE AN APPOINTMENT TO THE LIVINGSTON
COUNTY SANITARY CODE BOARD OF APPEALS - Board of
Commissioners
-
- 2014-10-281 Information Technology**
RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF
A DELL STORAGE AREA NETWORK (SAN) FROM ULTRALEVEL TO
INCREASE THE AMOUNT OF STORAGE SPACE FOR EFFECTIVE
OPERATION - INFORMATION TECHNOLOGY
-
- 12. CLOSED SESSION**
Written Legal Opinion
- 13. CALL TO THE PUBLIC**
- 14. RECESS ANNUAL MEETING**

NOTE: The Call to the Public appears twice on the Agenda:
once at the beginning and once at the end. Anyone wishing to address the Board may do so at these times.

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING, September 22, 2014
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell, MI 48843

The meeting was called to order by the Chairperson, Carol Griffith, at 7:30 p.m.

All rose for the Pledge of Allegiance.

Roll call by the Clerk indicated the presence of a quorum as follows:

Present: Kate Lawrence (1), William Green (2), David Domas (3), Ronald VanHouten (4), Donald S. Parker (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8) (Arrived at 7:40 p.m.), Gary Childs (9)
Absent: None

Also present: Peter Cohl (Counsel), Mike Craine, John Dunleavy (Road Commission), Dianne McCormick (Health), Tom Cremonte, Eric Sanborn (Jail), Bill Rogers (State Rep 66th District), Cindy Denby (State Rep. 47th District), Candidates include: Harry Vaupel, Mike Tipton, Jordan Genso, Lana Theis, Tim Johson, Jim Delcamp, Richard Malewicz (IT), Judy Daubenmeier (Democratic Party Chair for Livingston County, Dan Wholihan (Republican Party Chair for Livingston County), Belinda Peters (Administration), Margaret M. Dunleavy, Debbie Warden

Correspondence. It was moved by Commissioner Williams to accept and place on file the correspondence from Dickinson County. Seconded by Commissioner Parker. MOTION CARRIED.

Call To The Public. Mike Tipton, 522 Old English Circle, stated he had just attended Howell City's meeting and they are still interested in building ice rink.

Minutes. It was moved by Commissioner Domas to accept the minutes of the regularly scheduled meetings of September 2 and September 10, 2014, as printed. Seconded by Commissioner VanHouten. MOTION CARRIED.

Tabled Items. None.

Agenda. Chairman Griffith asked that the presentation by SEMCOG be moved to the end of the meeting. Moved by Commissioner Williams and seconded by Commissioner Lawrence to amend agenda and accept, as amended. MOTION CARRIED.

Consent Agenda. Commissioner Lawrence presented the consent agenda and adopted each as follows:

Resolution No. 2014-09-263, Resolution Authorizing The Purchase Of Software Support For District Court, Juvenile/Probate Courts, Circuit Court And County Clerk For 2015 With The State Of Michigan, Judicial Information Systems-Information Technology

Resolution No. 2014-09-264, Resolution To Authorize Agreement For Delivery Of Comprehensive Health Services For The Period Of 10/1/14 Through 9/30/15-Public Health

Resolution No. 2014-09-265, Resolution To Amend The Contract With Jackson County To Provide Medical Direction To The Jackson County Health Department-Public Health

Resolution No. 2014-09-266, Resolution Approving An Amendment To Resolution 2013-07-219, A Contract With Highfields Inc., For Multi-Systemic Treatment (MST) In The Juvenile Court

Resolution No. 2014-09-267, Resolution Authorizing Submission Of The 2014/2015 Child Care Fund Budget To The State Of Michigan-Juvenile Court

Resolution No. 2014-09-268, Resolution Authorizing An Establishing Agreement With The Community Mental Health Partnership Of Southeast Michigan For Representation Of The Substance Use Disorder Oversight Policy Board-Administration

Resolution No. 2014-09-269, Resolution Authorizing The Filling Of The Director Of Animal Control Position-Animal Control

Resolution No. 2014-09-270, Resolution Authorizing The 44th Circuit Court To Fill The Case Manager Position For Adult Drug Court-Circuit Court.

Seconded by Commissioner VanHouten. Roll call vote: Lawrence, Green, Domas, VanHouten, Parker, Williams, Griffith, Childs; Nays: None; Absent: Dolan. MOTION CARRIED.

Commissioner Domas presented Resolution No. 2014-09-271, Resolution Authorizing A Budget Amendment To The 2014FY Approved Budget For The Sheriff Department-Sheriff, and moved its adoption. Seconded by Commissioner Green. MOTION CARRIED.

Commissioner Lawrence presented Resolution No. 2014-09-272, Resolution To Authorize Request To Use County Grounds For A Rally For HSCB, Face The Truth About Heroin In Livingston County-Facility Services, and moved its adoption. Seconded by Commissioner Williams. MOTION CARRIED.

Commissioner Dolan arrived.

Reports. Carmine Palombo, SEMCOG, and Mike Craine, Livingston County Road Commission, gave a presentation regarding transportation funding in the state of Michigan. Handouts were given from Senator Hune and Commissioner Williams. After the presentation the state officials were permitted to speak and ask questions followed by candidates, for the November election and Commissioners. Tim Johnson, candidate for the 42nd house and Jordan Genso, candidate for the 47th house, asked question regarding the funding and taxes of the roads.

Call To The Public. Dan Wholihan, Republican party chair, spoke regarding the funding of the roads. Lana Theis, candidate for 42nd House, thanked the Board for inviting all the candidates to meeting. Jim Delcamp, candidate for District 7 Commissioner, spoke regarding forming a Livingston OCounty Transportation Authority.

Adjournment. It was moved by Commissioner Williams that the meeting be adjourned. Seconded by Commissioner Lawrence. MOTION CARRIED.

The meeting was adjourned at 8:48 p.m.

Margaret M. Dunleavy
Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING, September 24, 2014
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell, MI

The meeting was called to order by the Chairperson, Carol Griffith, at 9:01 a.m.

All rose for the Pledge of Allegiance.

Roll call by the Clerk indicated the presence of a quorum as follows:

Present: Kate Lawrence (1), William Green (2), David Domas (3), Ronald VanHouten (4), Donald Parker (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), Gary Childs (9)

Absent: None

Also present: Belinda Peters (Administration), Bill Sleight (MI.Works), Cindy Catanach (Finance), Diane McCormick (Health), Margaret M. Dunleavy

Call To The Public. No response.

Agenda. It was moved by Commissioner Lawrence to approve the agenda, as printed. Seconded by Commissioner Williams. MOTION CARRIED.

Claims. It was moved by Commissioner VanHouten to accept the finance committee's recommendation for approval of claims dated September 24, 2014. Seconded by Commissioner Green. MOTION CARRIED.

Payables. It was moved by Commissioner Lawrence to accept the finance committee's recommendation for approval of payables for September 11, 2014 through September 24, 2014. Seconded by Commissioner Childs. MOTION CARRIED.

Adjournment. It was moved by Commissioner Parker that the meeting be adjourned. Seconded by Commissioner Childs. MOTION CARRIED.

The meeting was adjourned at 9:02 a.m.

Margaret M. Dunleavy
Livingston County Clerk

RESOLUTION

NO: 2014-10-273

LIVINGSTON COUNTY

DATE: October 6, 2014

RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO BOUNDTREE MEDICAL FOR DISPOSABLE MEDICAL SUPPLIES - EMS / FINANCE / FULL BOARD

WHEREAS, it has been determined that there is a need for the stocking of appropriate medical supplies in all EMS emergency vehicles within the EMS Department ; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, North Central EMS Cooperative (NCEMSC) , of St Cloud, MN, has been selected for the purchase of numerous disposable medical supplies through the vendor Boundtree Medical; and

WHEREAS, after the review of the vendor and products, Purchasing recommends that Blanket Purchase Order with Boundtree Medical, be awarded for a period from September 1 , 2014 through December 31, 2017 for an amount not to exceed the availability of appropriated funds; and

WHEREAS, funding for same is available through the EMS Budget; and

WHEREAS, this Resolution has been recommended for approval by the Finance Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order to be issued to Boundtree Medical, LLC 23537 Network Place Chicago, IL 60673-1235 for disposable medical supplies from September 1, 2014 through December 31, 2017 for an amount not to exceed the availability of appropriated funds.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners
From: Jeffrey R. Boyd
Date: 09/18/2014
Re: Medical Supplies

Attached is a resolution requesting a blanket purchase order for our disposable medical supplies through North Central EMS Cooperative (NCEMS). Livingston County EMS is provided a free membership to NCEMSC through our membership in the Michigan Association of Ambulance Services. This Cooperative meets the requirement of the Livingston County Purchasing policy and allows us to purchase a large portion of our medical supplies at excellent pricing.

The current purchase order approved in 2012 for \$100,000.00 has been exceeded due to an increasing call volume and the increased cost in medical supplies. The new ERP system was effective in notifying us that we needed to revise our PO and we are presenting a new resolution to finish this year and carry us through the next two years. The new resolution matches the purchase order for medical supplies to the amount authorized in the budget.

If you have any questions regarding this matter please contact me.

RESOLUTION

NO: 2014-10-274

LIVINGSTON COUNTY

DATE: October 6, 2014

RESOLUTION AUTHORIZING THE 44th CIRCUIT COURT ADULT DRUG COURT TO INITIATE A SOLE SOURCE CONTRACT WITH DR. RAGHAD LEPLEY FOR MEDICATED ASSISTED TREATMENT FULLY FUNDED BY THE BJA/SAMHSA FEDERAL GRANT – Circuit Court/Finance Committee/Full Board

WHEREAS, The Livingston County Board of Commissioners (BOC) authorized the 44th Circuit Court Adult Drug Court to apply for the *U.S. Department of Justice (DOJ), Office Of Justice Programs (OJP), Bureau Of Justice Assistance (BJA), and the U.S. Department Of Health and Human Services (HHS), and the Substance Abuse and Mental Health Services Administration (SAMHSA)*, federal grant to enhance services, coordination, and treatment in Adult Drug Court for FY 2014 through FY 2016 in Resolution 2013-05-148 dated May 20, 2013; and

WHEREAS, as a result of this application, the Court has received funding in the total amount of \$323,206 in Year 1; \$324,986 in Year 2, and \$324,986 in Year 3; and

WHEREAS, written in this grant, it states that the adult drug court will provide Medicated Assisted Treatment to adult drug court participants; and

WHEREAS, The grant's Year 2 budget currently allows for approximately \$58,000 in Medicated Assisted Treatment, however, the Year 2 Budget Amendment submitted to SAMHSA will increase this amount to \$76,720; and

WHEREAS, SAMHSA accepts the budget revision of \$76,720; and

WHEREAS, the Adult Drug Court will initiate into a sole source contract not to exceed \$76,720 with Dr. Raghad Lepley (147 N Milford Rd, Highland, MI 48357) to provide Medicated Assisted Treatment according to grant guidelines effective October 1, 2014 to September 30, 2015 with an option for two (2) additional one-year renewals, upon written notice, at the County's discretion, for a total contract period not to exceed three (3) years based on receiving appropriate grant funds to pay for said services; and

WHEREAS, if sufficient grant funding is not available to support this service, the contract will be terminated.

THEREFOR BE IT RESOLVED that the competitive bid requirement per the Purchasing Policy be waived.

BE IT FURTHER RESOLVED that legal counsel will draft an official contract according to the stipulations stated in this Resolution with a term of October 1, 2014 to September 30, 2015 with an option for (2) one-year renewals upon written notice, at the County's discretion, for the total contract period not to exceed (3) years.

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

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Laura Bismack, Court Programs Administrator
Date: 9/17/2014
Re: **RESOLUTION AUTHORIZING THE 44th CIRCUIT COURT ADULT DRUG COURT TO INITIATE A SOLE SOURCE CONTRACT WITH DR. RAGHAD LEPLEY FOR MEDICATED ASSISTED TREATMENT FULLY FUNDED BY THE BJA/SAMHSA FEDERAL GRANT Circuit Court/Finance Committee/Full Board**

Livingston County Specialty Courts is requesting the Board of Commissioners' approval to enter into a sole source contract agreement with Dr. Raghad Lepley (147 N Milford Rd, Highland, MI 48357) in order for Dr. Lepley to provide Medicated Assisted Therapy to adult drug court participants. The BJA/SAMHSA grant was awarded to the adult drug court with the understanding that our program would be implementing Medicated Assisted Treatment. This is a necessary and expected enhancement to our drug court program. We must provide Medicated Assisted Treatment to our participants to continue receiving funding from BJA/SAMHSA.

We are requesting a sole source contract with Dr. Lepley because Dr. Lepley is the closest physician to our county, with a distance of 15.74 miles. The closest alternative physician is located in Novi, 24.23 miles from the County. Due to transportation concerns and costs, we must be able to refer participants to the closest provider available.

The adult drug court's agreement with Dr. Lepley will contract for an office visit for each adult drug court participant at \$80 per visit. It will also contract to provide adult drug court participants with a Vivitrol injection at \$1,200 per injection. Alkermes will provide Dr. Lepley with one free injection per each participant to be used for the participant's first injection. Therefore, the contract will explicitly state that Dr. Lepley will not charge the court and the grant for a participant's first injection.

With the Board of Commissioner's approval, we will work with purchasing and the legal council to establish a sole source contract with Dr. Lepley to be in effect for FY2015, from October 1, 2014 to September 30, 2015 with an option for two (2) additional one-year renewals, upon written notice, at the County's discretion, for a total contract period not to exceed three (3) years based on receiving appropriate grant funds to pay for said services.

Thank you for your consideration in this matter.

Laura Bismack
Courts Programs Administrator
Livingston County Circuit Court
204 S. Highlander Way
Howell, MI 48843
ph: (517) 540-7789
lbismack@livgov.com

RESOLUTION

NO:

2014-10-275

LIVINGSTON COUNTY

DATE:

October 6, 2014

RESOLUTION APPROVING THE FISCAL YEAR 2015 PARTNERSHIP, ACCOUNTABILITY, TRAINING AND HOPE (PATH) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS – MICHIGAN WORKS!/FINANCE/FULL BOARD

WHEREAS, The PATH Program was established as a way for assisting welfare applicants/recipients and low-wage workers in addressing employment barriers and succeeding in the labor market, and;

WHEREAS, the emphasis of the program is on helping welfare applicants/recipients and other at-risk workers address employment barriers, stay employed, gain skills, and advance in their professions rather than only emphasizing initial placement; and

WHEREAS, The PATH Program is a partnership Michigan Works! agencies (MWAs), Michigan Department of Human Services (DHS), and Workforce Development Agency, State of Michigan (WDASOM) to connect Michigan's families with the kind of employability services that will help them achieve self-sufficiency and meet the workforce and skill needs of Michigan's businesses; and

WHEREAS, The WDASOM requires that MWAs develop plans for submission to WDASOM to address PATH activities for the period October 1, 2014, through September 30, 2015; and

WHEREAS, the estimated plan budget amount for Livingston County is \$ 146,545 (\$125,340 from TANF and \$21,205 from General Fund/General purpose); and

WHEREAS, The WDASOM requires that the Workforce Development Council and the local elected officials approve the local PATH plan; and

WHEREAS, at their meeting on September 3, 2014, the Job Seeker Services Committee of the Workforce Development Council will review the plan; and

WHEREAS, at their meeting on September 11, 2014, the Executive Committee of the workforce Development Council will review the plan.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the FY 2015 PATH Plan in the amount of \$146,545 for the period of October 1, 2014 to September 30, 2015.

BE IT FURTHER RESOLVED that the Chair of the Board of Commissioners is authorized to sign said plan for submission to the Workforce Development Agency, State of Michigan as well as any future amendments for monetary and contract language adjustments.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners
From: Bill Sleight, Director, Livingston County Michigan Works!
Date: 9/8/2014
**Re: FY 2015 Partnership, Accountability, Training and Hope
(PATH) program plan**

The Partnership, Accountability, Training and Hope (PATH) program was implemented in early 2013 to replace the Jobs, Education and Training (JET) program. The goal of PATH is to assist welfare applicants/recipients and low-wage workers succeed in the labor market. PATH places a strong emphasis on helping welfare applicants/recipients and other at-risk workers address employment barriers, stay employed, learn job skills and advance in their professions rather than only emphasizing initial placement.

The PATH Program is a partnership between Michigan Works Agencies (MWAs) and the Michigan Department of Human Services (DHS) to connect Michigan's families with the kind of employability services that will help them achieve self-sufficiency and meet the workforce and skill needs of Michigan's businesses.

The State of Michigan has implemented a 21-day Application Eligibility Period (AEP) which would require participants to participate in the PATH program for 21 days before their cases are processed. The goal of this approach is to provide Michigan Works! agencies with more time to evaluate, assess and prepare participants to attain employment and meet Federal Work Participation requirements.

The Workforce Development Agency, State of Michigan requires that MWAs and local DHS offices develop plans to address PATH activities for the period October 1, 2014, through September 30, 2015. The initial FY 2015 PATH allocation is funded by two different funding sources: Federal Temporary Assistance for Needy Families (TANF) and State General Fund/General Purpose (GF/GP) funds. Funding from these two sources is allocated by formula to Workforce Development Boards (WDBs) to operate the PATH program through the MWAs. Preliminary funding for our area from the two funding streams is as follows:

Federal Temporary Assistance for Needy Families (TANF)	\$ 125,340
State General Fund/General Purpose (GF/GP)	\$ 21,205
TOTAL	\$146,545

Our program budget for last year was \$204,875. This would mark a decrease of \$58,330 for the FY 2015,

due to a change in the allocation formula that the State uses and low projected caseloads for the year. All of the above allocations may be subject to change. We estimate that we will serve approximately 70 individuals in the program. The FY 2015 PATH Plan must be approved by both the Workforce Development Council and the Livingston County Board of Commissioners. The Job Seeker Service Committee approved the plan at their meeting on September 3, 2014 and the Executive Committee will review the plan at their meeting on September 11, 2014. A Resolution is attached for your consideration.

If you have any questions regarding this matter please contact me.

RESOLUTION

NO:

2014-10-276

LIVINGSTON COUNTY

DATE:

October 6, 2014

RESOLUTION APPROVING THE FISCAL YEAR 2015 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY – MICHIGAN WORKS!/FINANCE/FULL BOARD

WHEREAS, The Food Assistance Employment and Training (FAE & T) program serves able-bodied 18-49 year olds without dependents with job search assistance, case management and occupational/academic training; and

WHEREAS, The Workforce Development Agency, State of Michigan announced that funds for the FAE&T program will be allocated to Michigan Works! Agencies by formula; and

WHEREAS, Livingston County's allocation for this program is \$18,181 (\$17,281 for program operations and \$900 for support services) for the period of October 1, 2014 to September 30, 2015; and

WHEREAS, The Workforce Development Agency, State of Michigan requires that we prepare a plan for FY 2015 FAE&T Program Operations and Support Services in the total amount of \$18,181 which will provide Job Search/Job Readiness Training, Educational/Vocational Training Programs and support services to eligible participants referred by DHS; and

WHEREAS, The Livingston County Food Assistance Employment and Training proposes to serve approximately eight, 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility; and

WHEREAS, The Workforce Development Agency, State of Michigan requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans; and

WHEREAS, The Executive Committee will review the plan at their meeting on September 11, 2014; and

WHEREAS, the full Workforce Development Council will review the plan at their meeting on September 18, 2014.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the Food Assistance Employment & Training Plan in the amount of \$18,181 (\$17,281 for program operations and \$900 for support services) for the period of October 1, 2014 to September 30, 2015.

BE IT FURTHER RESOLVED, that the Chair of the Board of Commissioners be authorized to sign said plans for submission to the Workforce Development Agency, State of Michigan as well as any future amendments for monetary and contract language adjustments.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners
From: Bill Sleight, Director, Livingston County Michigan Works!
Date: 9/8/2014
Re: Food Assistance Employment and Training (FSE&T) Plan for Fiscal Year (FY) 2015 (October 1, 2014 through September 30, 2015)

A policy issuance providing planning instructions to Michigan Works! Agencies (MWAs) for the preparation and submission of the Food Assistance Employment and Training (FAE&T) plan for the period October 1, 2014 through September 30, 2015 (FY 2015) was released by the Workforce Development Agency, State of Michigan.

Through an Interagency Agreement with the Department of Human Services (DHS), the Workforce Development Agency, State of Michigan (WDASOM) will administer the FAE&T Program to serve 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility due to time limits.

FAE&T funds are distributed by formula to MWAs. Our share of the statewide grant totals is \$18,181 (\$17,281 for program operations and \$900 for support services) for FY 2015, a slight decrease of \$126 from last year. We are required to prepare and submit the plan for this program. The plan will describe FAE&T Program Operations Plan and support services for FY 2015. These services will provide Job Search/Job Readiness Training and Educational/Vocational Training Programs to eligible participants referred by DHS.

As mentioned above, this program is targeted at 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility due to time limits. With these funds, we anticipate serving approximately 8 participants from the target group.

The Food Assistance Employment and Training (FAE&T) Plan for Fiscal Year (FY) 2015 must be approved by both the Workforce Development Council (WDC) and the Livingston County Board of Commissioners. The Executive Committee of the Workforce Development Council will review the plan at their September 11, 2014 meeting. The full Workforce Development Council will review at their meeting on September 18, 2014.

Attached is a resolution for your consideration. If you have any questions regarding this matter please contact me.

RESOLUTION

NO:

2014-10-277

LIVINGSTON COUNTY

DATE:

October 6, 2014

RESOLUTION AUTHORIZING AGREEMENT WITH THE ECONOMIC DEVELOPMENT COUNCIL TO PROVIDE SUPPORT for 2015 - 2017 COUNTY-WIDE ASSISTANCE - COUNTY ADMINISTRATION / FINANCE / FULL BOARD

WHEREAS, the Economic Development Council of Livingston County (EDCLC) is requesting that Livingston County continue its partnership to promote economic development services with an annual investment of: 2015:..... \$185,000
2016:..... \$190,000
2017:\$200,000

WHEREAS, in order to optimize the effectiveness of an economic development effort, it is critical to recognize the need for a program which focuses on global competition and the attraction/retention of high-value, knowledge-intensive, diverse workers; and

WHEREAS, this funding would enable the EDCLC to continue their proven relationship with Ann Arbor SPARK to provide business retention/attraction and expansion services; and

WHEREAS, the most cost effective method of providing these important activities is through a collaborative effort including County government, the local municipal units, non-profit organizations and private industry; and

WHEREAS, funding is included in the proposed 2015 General Fund budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a three (3) year contract with the Economic Development Council of Livingston County for the term of January 1, 2015, through December 31, 2017, in the following amounts.

2015:..... \$185,000
2016:..... \$190,000
2017:\$200,000

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

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**MOVED:
SECONDED:
CARRIED:**



ECONOMIC DEVELOPMENT COUNCIL OF LIVINGSTON COUNTY

August 28, 2014

Ms. Belinda Peters
Administrator
Livingston County
Howell, MI 48843
Bpeters@co.livingston.mi.us

RE: Contract Extension between the Economic Development Council of Livingston County (EDCLC) & Livingston County

Dear Ms. Peters:

Thank you for your partnership with the Economic Development Council of Livingston County (EDCLC). Our municipal partners are vital to the success of the organization, and the work you do to assist development around Livingston County is integral to a successful economy. Through our partnership, we have done much to advance the economy of Livingston County, including:

- Increased opportunities for the entire region – exposing Livingston County to regional, national and international markets
- Increased international and regional connections for local firms
- A proactive retention call program to firms in Livingston County
- Community-based project management of growth projects
- Economic development consulting for local communities
- Increased transparency and reporting

These activities have generated hundreds of new job commitments and millions of dollars in investment for Livingston County. An overview of our relationship is attached to this letter.

On July 15, 2014, the EDCLC's Board of Directors voted to develop and pursue a new three-year budget for the organization that covers 2015, 2016 and 2017. The budget includes a three-year contract extension with Ann Arbor SPARK, as well as specific marketing/business recruitment and the development of a cash reserve. The Board believes this budget will further strengthen the organization in a fiscally responsible manner, and allow us to continue serving the community.

The new three-year budget includes an annual adjustment of around 3%. Based on the County's overall taxable value, the revised figures for this contract would be as follows for Livingston County:

2015: \$185000.00

2016: \$190000.00

2017: \$200000.00

We have also attached a draft service agreement for your review, which is similar to the structure of our existing agreement.

We would ask for your consideration of this agreement by October 1, 2014. Please contact me with any questions, or to discuss a presentation to your board.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Griffith", written over a horizontal line.

Scott Griffith
Chair
Economic Development Council of Livingston County

CC: Board of Directors, Economic Development Council of Livingston County

Enclosures

SPARK@nn arbor usa



In 2012, the Economic Development Council of Livingston County (EDCLC)

began working with Ann Arbor SPARK to provide economic development services in the region.

This partnership increased opportunities for regional, national and international connections for local firms and the region, including company attraction to Livingston County:

- Livingston County is part of the Greater Ann Arbor Region, a six county collaborative focused on leveraging the region's assets for new business attraction. The effort involves a new web presence with site selection tools, regional data and social media connections through Twitter and LinkedIn.
- Representation of Livingston County at national and international attraction efforts.
- Submission of Livingston County sites and information to projects seeking a Michigan location through the Michigan Economic Development Corporation (MEDC), Detroit Regional Chamber or proactive outreach to firms by Ann Arbor SPARK.
- Encouragement of other regional programs that can add value to local employers, like the Capital Area Manufacturing Council, which is based in Lansing, but now offers its network in Livingston County. Some of the county's largest manufacturers, including Asahi Kasei Plastics and Bradhart, have already joined the Council.

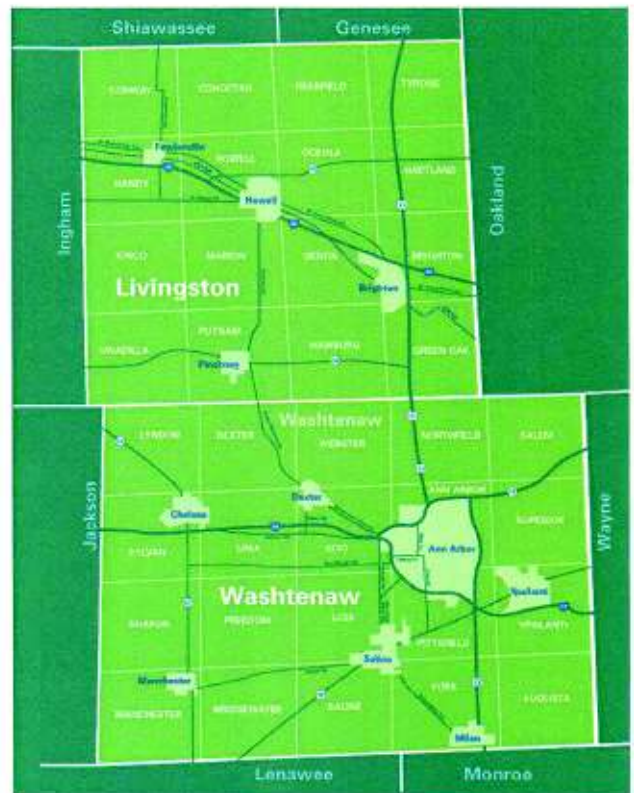


\$90 million in new investment commitments



470 new jobs

- Increased international connections for local firms like Kopperl Biological Systems, who recently hosted Michigan's Lt. Governor at their parent facility in the Netherlands, or CRW Plastics, who recently hosted 20 Chinese trade officials at the facility in Howell.



\$19 AVERAGE

Budget per population for various EDOs in Michigan



VS

\$2.22 EDCLC PER RESIDENT



Proactive outreach to local businesses in Livingston County that result in value-added services and connections including:

- Referrals to the Michigan Economic Development Corporation's "economic gardening" program, which provides 36 hours of pro bono consulting for growth-stage companies.
- Connection to training programs with Michigan Works! that can cover a portion of the salaries for new employees, while providing them with on-the-job skills.
- Energy audits through DTE Energy to ensure a facility is maximizing its energy efficiency.
- Connections to potential new sales through the Pure Michigan B2B Connect Program and export opportunities outside of the United States.



Community-based project management including:

- Active management of a pipeline of potential investment into the community, driven by professional economic developers that are focused on solving problems and connecting businesses to the right resources.
- Assistance with site selection, researching items on the firm's due diligence list, assisting with the tax abatement process, managing the project through the state level when necessary, or making local referrals to service providers.



Countries investing in Livingston County

ADVANTAGE LIVINGSTON

- A GLOBAL BUSINESS CLIMATE
- TRANSPORTATION
- CENTRALLY LOCATED
- AN ADAPTABLE WORKFORCE
- ACCESS TO MAJOR RESEARCH INSTITUTIONS
- BUSINESS COLLABORATION
- QUALITY OF LIFE
- ROOM TO GROW



**BRIGHTON TOWNSHIP
LAKE TRUST CREDIT UNION**

is expected to bring in 230-240 jobs initially, and employ 350 people over the long-term.



**HOWELL TOWNSHIP
THOMSON PLASTICS**

has opened a new 50,000 sq. ft. plastic injection molding facility in Howell, and plans to continue investing in Livingston County.



**CITY OF BRIGHTON
EBERSPÄCHER**

has announced an expansion that will add over 200,000 sq. ft. to its current plant and a minimum of 100 jobs.

Ann Arbor SPARK provides local communities with resources, tools and information. Economic development consulting for local communities includes:

- Access to regional job information, like the study conducted by the University of Michigan's Institute for Research on Labor, Employment, and the Economy in 2013, which shows that Livingston County is poised to add 1,500 new jobs every year through 2015.
- Access to best practices on property tax abatements, and connections with community peers that have pursued tax abatement policies in the past.
- Identification of benchmarking resources for local communities like the Redevelopment Ready Communities® program, which is a set of best practices that communities can implement to encourage appropriate development in the region. The resources involve training for local officials and opportunities to benchmark their development practices against a set of best practices.
- Access to marketing tools like community-based infographics, which provide a one-page overview of local development resources, or entrepreneurial resource brochures which communities can distribute to new businesses.

TOP EMPLOYERS



VISIT: livingstoncountyledc.com ■ CALL: (810) 568-6382 ■ EMAIL: phil@annarborusa.org

SPARK@annarborusa

AGREEMENT

THIS AGREEMENT, made and entered into this _____, between the **Livingston County**, a Michigan Municipal Corporation, whose address is 304 East Grand River Avenue, Suite 201, Howell, Michigan 48843 ("County") and the **ECONOMIC DEVELOPMENT COUNCIL OF LIVINGSTON COUNTY**, a Michigan non-profit corporation, having its registered office at 218 East Grand River, Brighton, Michigan 48116 ("EDC").

WHEREAS, in the current economic climate, unemployment problems, static tax bases and a lack of some commercial services to serve growing areas are problems which are faced by many counties in Michigan; and

WHEREAS, a coordinated effort on the part of citizens and institutions, in Livingston County is desirable in order to solve the above problems and create industrial and commercial expansion and to promote the economic well-being and development of Livingston County and of the County; and

WHEREAS, the EDC has been formed for the purpose of developing jobs and the promotion of the economic development of Livingston County through the cooperation and participation of interested private and public organizations in the County; and

WHEREAS, a coordinated approach to the development of jobs and the promotion of economic development for Livingston County will aid the County in its own economic development;

NOW THEREFORE, in consideration of these premises, the parties hereto agree as follows:

1. The EDC shall act as the County's agent with respect to economic development projects in and for the County for purposes of promoting both the economic expansion of local business and industry currently located within the County as well as establishing new businesses and industries within the County. The EDC will enter into a contract services agreement with Ann Arbor SPARK to provide business retention, expansion and attraction services for three years beginning January 1, 2015. The EDC and Ann Arbor SPARK will hold joint annual status meetings with all participating governmental partners to present the program's progress and seek input from all of the participating governmental partners. The EDC and Ann Arbor SPARK will issue quarterly program activity summaries to all participating governmental partners.
2. The County agrees to pay to the EDC the following payment schedule, on or before March 31st of each year, for services furnished under this Agreement to be rendered for the calendar year to the County by the EDC which shall specifically describe whatever services have been performed and whatever expenses have been incurred on behalf of the County by the EDC for economic development in and for the County:
 - a. March 31st 2015: \$185000.00
 - b. March 31st 2016: \$190000.00
 - c. March 31st 2017: \$200000.00

3. The EDC agrees to keep adequate books, records and accounts which will accurately reflect and account for the disposition of all funds coming into and disbursed by the EDC as a result of this Agreement, to make the same available for inspection by the County during normal business hours and to furnish to the County a complete financial audit by a certified public accountant with respect to its operations by no later than 60 days following the end of the calendar year end.
4. The EDC agrees to hold the County harmless from any and all liability which might result from its activities, and the EDC further agrees to carry such liability insurance in favor of the County as the County shall deem necessary to insure protection of the County from any and all liability.
5. Within ninety (90) days after the end of each calendar year the EDC's fiscal year as described in paragraph 1 above, the EDC shall submit to the County a final written statement for all work and services performed under this Agreement. All data and work product related to the activities of the EDC and utilized or developed in performance of work in and for the County shall become the property of the County upon termination of this Agreement.
6. Both parties agree that this Agreement is subject to all applicable ordinances, resolutions and rules of the County.
7. That this Agreement shall be subject to such modifications as may be mutually agreeable to the contracting parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

Scott Griffith
Chair
Economic Development Council of Livingston County

[County Representatives]



LIVINGSTON COUNTY ADMINISTRATION

LIVINGSTON COUNTY, MICHIGAN

304 E. Grand River Avenue - Suite 202 - Howell MI 48843

TEL: (517) 546-3669
E-MAIL: bpeters@livgov.com

BELINDA M. PETERS
COUNTY ADMINISTRATOR

MEMORANDUM

TO: LIVINGSTON COUNTY BOARD OF COMMISSIONERS

FROM: BELINDA M. PETERS - COUNTY ADMINISTRATOR
LIVINGSTON COUNTY ADMINISTRATION

RE: ECONOMIC DEVELOPMENT COUNCIL OF LIVINGSTON COUNTY

DATE: SEPTEMBER 17, 2014

Attached for your consideration and authorization please find the following documentation from the Economic Development Council of Livingston County’s Board Chair, Scott Griffith, regarding their 2015-2017 Contract Extension Request:

- Memorandum outlining the importance of the County’s partnership with the EDCLC;
- Dashboard evidencing the EDCLC’s successes; and,
- A Proposed Contract.

As stated, this is a request for a three (3) year extension covering 2015 thru 2017:

2015:	\$185,000
2016:	\$190,000
2017:	\$200,000

The current contract, which expires in December, is for \$150,000 per year for the past three (3) years. The requested additional funding represents a 3% increase in the SPARK contract for each of the years and the remaining escalation is to develop a cash reserve at the EDCLC for stability and a specific marketing/business recruitment program.

While the majority of the local units of government participate as local municipal partners with EDCLC, some of the smaller units do not. The success of EDCLC is dependent upon its partnership with Livingston County and our financial contribution. The projected EDCLC budget for 2015 thru 2017:

2015:	\$409,450
2016:	\$419,950
2017:	\$430,650

This is a collaborative effort between the county, its local units of government, non-profit organizations and private industry. The county leverages its financial contribution (representing approximately 45% of the total budget) to create an extremely successful regional economic development program. Since 2012, the EDCLC has obtained \$90 million in new investment commitments; the majority of this investment equates to additional tax revenues to the county (ranging from \$200,000 to \$300,000; this is a conservative estimate).

County Administration recommends approval of this three (3) year contract. Funding for the increase in costs will come from the elimination of the Small Business Technology & Development Center's appropriation of approximately \$33,000 and increased tax revenues.

BMP / csj

RESOLUTION

NO: 2014-10-278

LIVINGSTON COUNTY

DATE: October 6, 2014

RESOLUTION TO APPROVE APPOINTMENTS TO THE SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD – BOARD OF COMMISSIONERS

WHEREAS, an agreement was established with The Community Mental Health Partnership of Southeast Michigan for Livingston County to have representation on the Substance Use Disorder Oversight Policy Board, per Resolution 2014-09-268; and

WHEREAS, TWO of the FOUR members from each county are to be appointed by the county Board of Commissioners; and

WHEREAS, the following appointments have been recommended:

SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD

William Greenterm expires 10/01/16

Dianne McCormick..... term expires 10/01/17

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the appointments and expiration dates referenced above.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

2014-10-279

LIVINGSTON COUNTY

DATE:

October 6, 2014

RESOLUTION TO APPROVE APPOINTMENTS TO THE HUMAN SERVICES COLLABORATIVE BODY - BOARD OF COMMISSIONERS

WHEREAS, the term of representative seats on the Livingston County Human Services Collaborative Body have expired and/or been vacated; and

WHEREAS, the following appointments have been recommended:

HUMAN SERVICES COLLABORATIVE BODY

Erica Karfontaterm expires 9/30/17

Larry Pfeil term expires 9/30/15

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the appointments and expiration dates referenced above.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2014-10-280

LIVINGSTON COUNTY

DATE: October 6, 2014

**RESOLUTION TO APPROVE A REAPPOINTMENT TO THE LIVINGSTON COUNTY
SANITARY CODE BOARD OF APPEALS – BOARD OF COMMISSIONERS**

WHEREAS, the term of a representative seat on the Livingston County Sanitary Code Board of Appeals has expired; and

WHEREAS, the following reappointment has been recommended:

SANITARY CODE BOARD OF APPEALS

Fred Bucknerterm expires 9/30/16

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the reappointment and expiration date referenced above.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2014-10-281

LIVINGSTON COUNTY

DATE: October 6, 2014

RESOLUTION AUTHORIZING THE PURCHASE OF A DELL STORAGE AREA NETWORK (SAN) FROM ULTRALEVEL TO INCREASE THE AMOUNT OF STORAGE SPACE FOR EFFECTIVE OPERATION - INFORMATION TECHNOLOGY

WHEREAS, the County is at risk of imminent partial or complete shutdown/outage of the server environment once the SAN storage reaches capacity causing loss of email service, accounting and other critical applications/systems; and

WHEREAS, the current EMC Storage Area Network (SAN) capacity is critically low and is unable to sustain the County's storage growth through the end of the year; and

WHEREAS, there is only 1.6% free storage space available to County users as of 9/30/14, where Microsoft and VMware both recommend keeping 20% of storage space available for effective operation; and

WHEREAS, proposals were solicited from two consultant services and UltraLevel has been selected after a review both internally and with Gartner; and

WHEREAS, pricing is based on the Midwestern Higher Education Compact (MHEC) and per the purchasing policy competitive bidding is waived; and

WHEREAS, hardware, software, and services to include integration and data migration costs will total \$370,182.72 for the total project; and

WHEREAS, funding is available through Capital Replacement Fund.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and authorizes a purchase order to be issued to UltraLevel for the purchase and installation services of a Dell Storage Area Network (SAN) in order to allow ample time for the product to ship from the manufacturer and be installed with a contract amount not to exceed \$370,182.72.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes funds from the Capital Replacement Fund for the project.

BE IT FURTHER RESOLVED as pricing is direct from the Midwestern Higher Education Compact (MHEC) that the competitive bidding process per the purchasing policy be waived.

BE IT FURTHER RESOLVED that, the Livingston County Board of Commissioners authorizes the Board Chair to sign any and all documents related to this project, once recommended as to form by County Legal Counsel.

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MOVED:
SECONDED:
CARRIED: