

Health & Human Services Committee

10/25/2010

304 E. Grand River Ave., Howell, MI

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
 2. **APPROVAL OF MINUTES**
Minutes dated: September 27, 2010
 3. **APPROVAL OF AGENDA**
 4. **REPORTS**
MI Works! Update on recent initiatives and programs
OLSHA - Quarterly Report
 5. **CALL TO THE PUBLIC**
 6. **RESOLUTIONS FOR CONSIDERATION**
-
- 07 **Public Health**
RESOLUTION AUTHORIZING AN AGREEMENT WITH THE JACKSON COUNTY HEALTH DEPARTMENT TO PROVIDE BILLING CLERK SERVICES TO THE DEPARTMENT OF PUBLIC HEALTH
-
- 08 **Emergency Medical Services**
RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR TWO ROAD SUPERVISORS - EMS/HEALTH & HUMAN SERVICES/FINANCE COMMITTEE
-
- 09 **Emergency Medical Services**
RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT TO PROVIDE BRIGHTON AREA FIRE AUTHORITY WITH FIREBILLING SERVICES - EMS – Health and Human Services / Finance Committee
-
- 10 **Emergency Medical Services**
RESOLUTION APPROVING AN ON CALL WAGE STRUCTURE FOR LCEMS MOBILE INTENSIVE CARE UNIT PARAMEDICS-EMS/HEALTH AND HUMAN SERVICES/FINANCE
-
11. **ADJOURNMENT**

MEETING MINUTES

LIVINGSTON COUNTY

SEPTEMBER 27, 2010 - 7:30 PM

ADMINISTRATION BUILDING – BOARD CHAMBERS
304 E. GRAND RIVER AVENUE, HOWELL, MI 48843

HEALTH & HUMAN SERVICES COMMITTEE

COMM. MANTEY **COMM. DOMAS** **COMM. GRIFFITH** **COMM. WILLIAMS**

OTHERS:	COMMISSIONER MAGGIE JONES	CINDY MENDOZA	DARREN SPEER
	BILL SLEIGHT	DIANNE MCCORMICK	ERICA KARFONTA
	KEVIN WILKINSON	JEANNINE PRATT	JEFF BOYD

1. **CALL TO ORDER:** Meeting called to order by: **COMM. JIM MANTEY** at 7:43 P.M.
2. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED AUGUST 30, 2010:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY COMM. GRIFFITH AND SECONDED BY: COMM. JONES
ALL IN FAVOR - MOTION PASSED

3. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
MOVED BY: COMM. GRIFFITH SECONDED BY: COMM. JONES
ALL IN FAVOR - MOTION PASSED

REPORTS: **None.**

CALL TO THE PUBLIC: **None.**

4. MICHIGAN WORKS! RESOLUTION APPROVING THE SUBMISSION OF THE COMPREHENSIVE 5-YEAR LOCAL PLAN MODIFICATION FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2011

RECOMMEND MOTION TO THE: FINANCE
MOVED BY: COMM.GRIFFITH SECONDED BY: COMM.DOMAS
ALL IN FAVOR - MOTION PASSED

7. Budget Discussions The 2011 budget proposals for the agencies reporting to the Health and Human Services Committee were reviewed and discussed. Motion by Commissioner Jones to accept the budget proposals and forward to the October 22nd Finance Committee Meeting. Seconded by Commissioner Griffith. All in Favor. Motion Passed.

ADJOURNMENT:

MOTION TO ADJOURN AT 8:35 P.M.
MOVED BY: COMM.DOMAS SECONDED BY: COMM.GRIFFITH
ALL IN FAVOR - MOTION PASSED

Respectfully Submitted

TED WESTMEIER
RECORDING SECRETARY

APPROVED BY
COMMITTEE:



Oakland Livingston Human Service Agency
 Community Action Since 1964
 Helping people. Changing lives.

**Quarterly Report to the
 Livingston County Board of Commissioners**

3rd Quarter July 1, through September 30, 2010

MISSION:

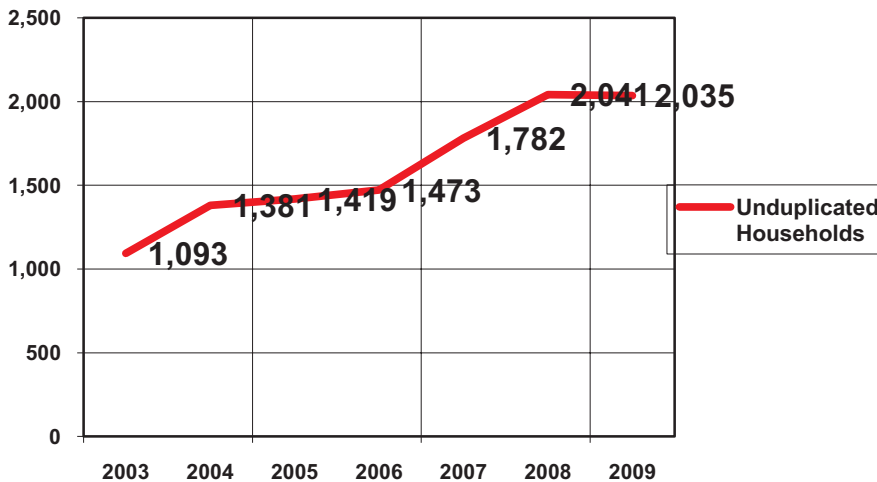
OLHSA’s mission is to remove the barriers preventing the low-income, elderly and people living with disabilities in Livingston and Oakland County from attaining self-sufficiency.

PROGRAMS:

OLHSA operates approximately 75 programs agency-wide and 30 programs in Livingston County, providing comprehensive services to the people it serves, including:

- **SENIORS & DISABLED** - Guardianship and Conservatorship, home chore and home injury control services for seniors and medical loan closet.
- **HOUSING** - Homeless prevention programs and HARP voucher lead agency.
- **NUTRITION** – United States Department of Agriculture Supplemental/Emergency Food programs.
- **ENERGY/SUSTAINABILITY** – Weatherization, Home Improvement, and Utility Arrearage.
- **LOW INCOME/SELF-SUFFICIENCY** – Tax filing and credit assistance, and Individual and Family Development Accounts.

COMMUNITY IMPACT:



**3rd Quarter \$ Value to
 Community:**

USDA Food	\$ 188,312
Weatherization	\$ 203,368
Home Repairs	\$ 2,404
Homeless Prevention	\$ 63,865
Utility assistance	\$ 16,880
Senior Home Chore	\$ 13,035
Addtl Basic Needs	\$ 16,897
Donations	\$ 1,455
Volunteer hours	\$ 130,610
Total	\$636,826

QUARTERLY UPDATE:

PROGRAM/TOPIC	OBSERVATIONS	SUCCESSES	OPPORTUNITIES
FORECLOSURE	Livingston County has high rate of foreclosures. Many residents don't know the foreclosure process or options. There are only two certified counselors in the state. Program funding an issue. No cohesive, countywide strategy to address the causes and effects of foreclosure had formed yet.	The Governor's Voices for Action funding to Region 7, which includes Livingston County paid for a regional facilitator to assist with organizing stakeholders within the county to develop a coalition to share resources and ideas. OLHSA has taken the lead to organize the experts in the county.	Cohesive educational materials created by the coalition and distributed to members throughout the county. Addressing scams, tax foreclosures, and "strategic walk aways" in our county. Form a one-stop-shop for statistics and streamline prevention/awareness strategies. Expand counselor capacity. Address national and state policy to improve homeowner's ability to work with lenders.
GRANTS/FUNDING	Requests for services by different households remain high. With the exception of Weatherization, ARRA funds have ended Sept 30th, which were used for foreclosure and budget counselors, intake workers, food capacity building, shelter requests, and safety items. Funding request remained the same as previous year to the County.	Livingston County United Way provided some support for foreclosure, intake workers, and homeless programs. As the county's single-point-of-entry for homeless requests, OLHSA was nominated by partner organizations in the county to also serve as lead agency for MSHDA's Emergency Shelter Grant to the county, which will also support operations for LACASA and The Connection House. OLHSA continues to increase its focus in pursuing homeless prevention grants.	OLHSA's 3-Year Strategic Plan includes goals to diversify funding sources through more individual and private funders beyond the annual Walk for Warmth fundraiser, which 100% of funds raised goes to direct heating assistance. OLHSA has very little access to funding that is not restricted, which creates many obstacles and challenges. Most grants used for emergency and basic needs services do not allow for administration, case management, or program staffing.
ADVISORY BOARD	There is a small advisory board for OLHSA's Livingston County Services. The group's primary function is to review and approve County quarterly reports. The group has need for expanding role and purpose.		We are currently seeking new individuals to guide and mentor the Director and Dep. Director as well as serve as Mission Ambassadors in the community. Target Date: First Quarter 2011.
NEXT QUARTER'S PRIORITIES			Realign/reduce job assignments/positions within Livingston Division post-ARRA funding reductions, phasing in new statewide client management database system, reduction of guardianship program, Walk for Warmth planning, Advisory Board, end of the year funder monitorings.
WALK FOR WARMTH EVENT	NEED TO IMPROVE OUTREACH AND REJUVINATE WALK. (waiting date/venue)	CANDYE HINTON FROM REMAX PLATINUM HAS AGREED TO CHAIR THE EVENT.	SEEKING NEW VOLUNTEERS AND FRESH IDEAS.

Program Report:

HELP PROVIDED	5 YEAR AVERAGE	LAST YEAR	QUARTER	YEAR TO DATE
TOTAL PROGRAMS: # Requests for Services:	12,000 <i>calls/walk-ins</i>	14,844	4,159	13,764
#Unduplicated Households:	1,619	2,035	1,344	2,089
# Unduplicated Individuals:	3,398	4,482	3,080	4,848
Average households served monthly	1,029	1,064	1,343	-
# Volunteer Hours (includes volunteers at Gleaners/OLHSA collaboration)	7,920	5,663	6,982	13,061
\$ Value of Volunteer Hours @ \$10/hr	\$79,200	\$56,630	\$69,820	\$130,610
GUARDIANSHIP: # Guardian Wards	138	111	51	51
# Guardian Hours of Service	6,674	5,736	590	1,830
BASIC NEEDS: # Emergency Services (utility, food, rent, medicine, car repair, housing, etc.)	837	1,059	214	936
HOUSING: # Weatherized Homes	28	34	46	96
\$ Weatherized Homes	\$83,204	\$90,439	\$203,368	\$357,630
HOMELESS: # of Homeless Prevention households	63	134	51	119 Unduplicated
\$ Homeless Prevention	\$67,700	\$94,383	\$63,865	\$175,797
TAXES/EITC: # Income Tax Assistance	82	148	17	181
\$ Income Tax Assistance	\$127,429	\$307,924	\$337,159	\$337,159

ADDITIONAL PROGRAM DETAILS:

USDA Food Programs – OLHSA provides USDA food through the Commodity Supplemental Food Program for eligible residents and for the Temporary Emergency Food Assistance Program. Program dates are 10/1/09 through 9/30/10.

Services Provided	LAST YEAR	QUARTER	New
# TEFAP households	1,045	1,274	292
# CSFP participants	616/month	660/month	251
\$ Value	\$122,520	\$188,312	-

Senior Services – Provided to local residents, age 60 and over. Home Chore services include lawn mowing, yard clean-up and snow removal. The Home Injury Control program provides medical equipment and safety devices. Program dates are 10/1/09 through 9/30/10.

Services Provided	LAST YEAR	QUARTER	YEAR TO DATE
# Home Chore residents	34	23	30
\$ Home Chore Value	\$26,561	\$13,035	\$43,246
# HIC recipients	55	9	76
\$ Value of Equipment	\$3,178	\$432	\$4,097

Utility Bill Assistance - OLHSA assists families through Walk for Warmth, Michigan Public Service Commission, DHS Deliverable Fuels or The Heat and Warmth Fund. Walk for Warmth funds will not only assist paying utility/heating related emergencies, but may assist with limited furnace repairs and room air conditioner purchases for those with health problems, when funds are available.

ENERGY PROVIDED	LAST YEAR	QUARTER	YEAR TO DATE
# Utility Requests	2,276	470	1,779
# Individuals Assisted	655	135	506
\$ Amount Heating Assistance	\$119,095	\$16,880	\$93,810

Home Improvement and Emergency Repair Program –

- *Low interest (0% - 3%) loans to low and moderate income homeowners, including senior citizens.
- Community Development Block Grant (CDBG) funds from Michigan State Housing Development Authority (MSHDA).
- Maximum income is 80% of Area Median Income (for 2010 Livingston County is \$51,550 for two in household). For those under 40% AMI (for 2010, \$27,800 for two in household), loan repayment is due upon transfer of title of the home.
- Grants are also available for those under 40% AMI if the repair is an emergency, is a health and safety issue and the total project cost is under \$2,500.
- Improvements made to single family homes, condominiums and mobile homes that are on a permanent foundation and taxed as real property.
- Applicants must meet income guidelines and be residents of Livingston County.

Home Repairs Provided	LAST YEAR	QUARTER	YEAR TO DATE
# Requests	148	53	133
# Households Completed	5	1	2
\$ Housing Assistance	\$86,918	\$2,404	\$31,279

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING AN AGREEMENT WITH THE JACKSON COUNTY HEALTH DEPARTMENT TO PROVIDE BILLING CLERK SERVICES TO THE DEPARTMENT OF PUBLIC HEALTH

WHEREAS, the Department of Public Health has a vacant bookkeeper position, and

WHEREAS, the Department of Public Health is currently investigating a long term arrangement for all bookkeeping, billing and accounting needs, and

WHEREAS, since the vacancy there has been no billing for services provided under Medicaid and Medicare, and

WHEREAS, there is a need to properly bill for allowable Medicaid and Medicare services to receive reimbursement, and

WHEREAS, other local health departments have available and knowledgeable staff that routinely bill for Medicare and Medicaid services,

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize an agreement with the Jackson County Health Department to provide billing clerk services to the Department of Public Health, and

BE IT FURTHER RESOLVED, that the Jackson County Health Department will be reimbursed for total personnel costs and travel costs associated with the services provided at a rate of \$29.54/hour and \$.50/mile for a total amount not to exceed \$5,000.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PUBLIC HEALTH

2300 E. Grand River Ave Ste. 102, Howell, MI 48843
Phone 517-546-9850 Fax 517-546-6995
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier
Date: 10-18-2010
Re: RESOLUTION AUTHORIZING AN AGREEMENT WITH THE
JACKSON COUNTY HEALTH DEPARTMENT TO PROVIDE
BILLING CLERK SERVICES TO THE DEPARTMENT OF PUBLIC
HEALTH

The Department of Public Health has a vacant bookkeeping position. We are investigating permanent solutions which might mean combining positions or acquiring services from within the county. In the meantime we are using temporary employees. However, we have not billed for Medicaid or Medicare services which must be completed in order to receive reimbursement. To assure we do not fall behind the period for submittal and until a permanent solution is determined, I am requesting that we utilize the billing clerk services at the Jackson County Health Department. We will reimburse Jackson County for personnel costs and travel expenses. I do not anticipate that this will be a long term contract so I have indicated an amount not to exceed \$5,000.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR TWO ROAD SUPERVISORS –
EMS/HEALTH & HUMAN SERVICES/FINANCE COMMITTEE**

WHEREAS, the EMS Department has determined the need to appropriately train and prepare our management team for the responsibilities of their job description; and,

WHEREAS, the EMS Department is recommending we enroll two Road Supervisors for the Ambulance Service Management Certificate Program for the Spring of 2011 and the Summer of 2011 programs; and,

WHEREAS, the cost of the program is in the 2011 budget and shall not exceed \$13,000; and,

WHEREAS, this Resolution has been recommended for approval by the Health & Human Services Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the EMS Department to enroll two Road Supervisors in the Fitch & Associates Ambulance Service Management Certificate Program in 2011 for a cost not to exceed \$13,000.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF EMS

3950 W. Grand River Avenue, Howell, MI 48855
Phone (517) 546-6220 Fax (517) 546-6788
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Jeffrey R. Boyd, Director
Date: 9/28/10
Re: Ambulance Service Managers Course

Our Operations Manger, Administrative Manager, and one Road Supervisor have completed the ASM program you authorized in 2009 and 2010. We would like to continue with the training in 2011 by authorizing two Road Supervisors to attend the ASM program. All of our managers that have attended have learned from the ASM program and have been able to apply what they have learned in the day to day practice of their job and found the experience to be invaluable. The training continues to be an asset to the organization.

The estimated cost is \$13,000. This includes all travel expenses and course registration fees for both participants.

If you have any questions please feel free to contact me.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT TO PROVIDE THE BRIGHTON AREA FIRE AUTHORITY WITH FIRE BILLING SERVICES - EMS – Health and Human Services / Finance Committee

WHEREAS, Livingston County EMS has been requested to provide fire billing services to the Brighton Area Fire Authority; and

WHEREAS, Livingston County EMS has determined that EMS has the current staffing, technology and ability to effectively bill fire claims on behalf of the Brighton Area Fire Authority; and

WHEREAS, Livingston County EMS and the Brighton Area Fire Authority have negotiated an Intergovernmental Agreement which details the terms and conditions for both parties; and,

WHEREAS, This agreement is for an initial term of one year commencing on the date it is signed by both parties, and will automatically renew for successive like terms unless terminated by either party; and

WHEREAS, the Intergovernmental Agreement is pending review by civil counsel; and

WHEREAS, this Resolution has been recommended for approval by the Health and Human Services Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an intergovernmental agreement to provide the Brighton Area Fire Authority with EMS billing services as described in the agreement for the period of one year from the date of signing, and shall automatically renew for successive like terms unless terminated by either party.

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 agreement of both parties, the Board Chairperson be authorized to sign a yearly renewal.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF EMS

3950 W Grand River
Phone 546-6220 Fax 546-6788
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Jeffrey R. Boyd, Director
Date: 10/19/2010
Re: Brighton Area Fire Authority Billing Services

During the last few months I have been keeping you informed regarding the possibility of Livingston County EMS providing Fire billing services to the Brighton Area Fire Authority. As anticipated, the Authority has decided to retain our services for fire billing. We have negotiated an Agreement that is beneficial to both parties and shows our communities how governmental entities can work together for the benefit of our citizens.

We are therefore recommending the approval of the Intergovernmental Agreement with the Brighton Area Fire Authority.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING AN ON CALL WAGE STRUCTURE FOR LCEMS MOBILE INTENSIVE CARE UNIT PARAMEDICS-EMS

WHEREAS, it has been determined that the implementation of a Mobile Intensive Care Unit will enhance the level of care delivered to the citizens of Livingston County; and

WHEREAS, the most efficient and cost effective means of delivering this level of care is through an on call system that utilizes highly trained Mobile Intensive Care Paramedics when needed; and

WHEREAS, a pay structure previously not in existence needs to be established for on-call Mobile Intensive Care Paramedics pending union approval; and

WHEREAS, it has been determined the pay structure should be \$35 per 24 hour day of on call, Regular 12 hour pay plus time and a half when called in with a minimum of 2 hours pay and if a call is received while on duty Regular 12 hour pay plus time and a half for the time spent on the call in lieu of the standard wage; and

WHEREAS, this Resolution has been recommended for adoption by the Health and Human Services/Finance Committees.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby adopts the Mobile Intensive Care unit wage scale of \$35 per 24 hour day of on call, Regular 12 hour pay plus time and a half when called in with a minimum of 2 hours pay and if a call is received while on duty Regular 12 hour pay plus time and a half for the time spent on the call in lieu of the standard wage.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF EMS

3950 W Grand River
Phone 546-6220 Fax 546-6788
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Jeffrey R Boyd, Director
Date: 10/19/2010
Re: MICU Wages

Livingston County EMS is moving forward and adding a Mobile Intensive Care Unit. As the population continues to age and with the addition of a free standing operating facility the demand for an advanced level of transportation needs to be met to continue to provide quality care to the citizens of Livingston County.

A wage scale has been developed that will keep the MICU program a cost neutral move. There is additional revenue generated from these specialty care runs that will cover the cost of the additional wages paid. Equipment is already in place for the unit as this has been long planned and EMS was prepared for this day. Training is in process and will be complete close to the time this resolution is presented to the board.

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