

GENERAL GOVERNMENT and HEALTH AND HUMAN SERVICES

11/12/2013

304 E Grand River, Board Chambers, Howell, Michigan 48843

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
 2. **APPROVAL OF MINUTES**
Meeting Minutes Dated: October 15, 2013
 3. **APPROVAL OF AGENDA**
 4. **REPORTS**
 5. **CALL TO THE PUBLIC**
 6. **RESOLUTIONS FOR CONSIDERATION**
-
- 07 Facility Services**
RESOLUTION AUTHORIZING OLHSA THE USE OF LIVINGSTON COUNTY OWNED BILLBOARD FOR THE PURPOSE OF ADVERTISING THE 2014 WALK FOR WARMTH EVENT – Facility Services /General Government
-
- 08 Register of Deeds**
RESOLUTION AUTHORIZING AGREEMENT FOR SOFTWARE SCHEDULE G FOR MONARCH PRODUCT, AS AN EXTENSION OF THE SOFTWARE MAINTENANCE AGREEMENT CONTRACT, SIGNED BY LIVINGSTON COUNTY, REGISTER OF DEEDS, AND FIDLAR TECHNOLOGIES ON DECEMBER 2ND, 2010. – REGISTER OF DEEDS / GENERAL GOVT/ FINANCE / FULL BOARD
-
- 09 Michigan Works**
WORKFORCE INVESTMENT ACT (WIA) COMPREHENSIVE 5-YEAR LOCAL PLAN MODIFICATION #2 FOR THE PERIOD JULY 1, 2012, THROUGH JUNE 30, 2017
-
- 10 Emergency Medical Services**
RESOLUTION AUTHORIZING A CONTRACT RENEWAL WITH HEALTH EMS/DBA SANSIO FOR WEB ENABLED EMERGENCY MEDICAL SERVICE ELECTRONIC PATIENT CARE REPORTING SOFTWARE - EMS / Health & Human Services Committee / Finance Committee
-
- 11 Emergency Medical Services**
RESOLUTION AUTHORIZING OUT-OF-STATE CONFERENCE REGISTRATION FOR THE TECHNICAL SUPERVISOR/Health and Human

- 12 Public Health**
RESOLUTION TO AUTHORIZE INTERGOVERNMENTAL TRANSFER TO THE STATE OF MICHIGAN BY AMENDING RESOLUTION 2013-09-267-
Department of Public Health / Health & Human Services Committee
-
- 13 Public Health**
RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE INGHAM HEALTH PLAN CORPORATION D/B/A LIVINGSTON HEALTH PLAN -
DEPARTMENT OF PUBLIC HEALTH / HEALTH & HUMAN SERVICES COMMITTEE
-
- 14 Public Health**
RESOLUTION AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF A GRANT AWARD UNDER THE ACCREDITATION SUPPORT INITIATIVE (ASI) FROM THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO)
-
- 15 Public Health**
RESOLUTION AUTHORIZING A SUCCESSION PLAN AT THE DEPARTMENT OF PUBLIC HEALTH WITH THE APPOINTMENT OF THE HEALTH OFFICER AND DEPUTY HEALTH OFFICER/DIRECTOR OF PERSONAL AND PREVENTIVE HEALTH SERVICES UPON THE RETIREMENT OF THE CURRENT HEALTH OFFICER – Public Health/Personnel/General Government/Finance/Board
-
- 16 Treasurer**
RESOLUTION TO INCREASE DOG LICENSE FEES IN LIVINGSTON COUNTY
-
- 17 Facility Services**
RESOLUTION AUTHORIZING ADDITIONAL FUNDS TO COVER THE COST OF RENOVATIONS TO THE ANIMAL CONTROL BUILDING –
Facility Services / Animal Control / General Government
-
- 18. ADJOURNMENT**

MEETING MINUTES

LIVINGSTON COUNTY

OCTOBER 15, 2013 - 7:30 PM

ADMINISTRATION BUILDING - BOARD CHAMBERS
304 E. Grand River Avenue, Howell, MI 48843

GENERAL GOVERNMENT & HEALTH AND HUMAN SERVICES COMMITTEE

COMM. CHILDS

COMM. DOLAN

COMM. GREEN

COMM. WILLIAMS

OTHERS:

WILLIAM SLEIGHT
TED WESTMEIER
MARK JOHNSON
KEVIN WILKINSON
RICH MALEWICZ
CHRIS FOLTS

DON PARKER
JEFF BOYD
MARGARET DUNLEAVY
BELINDA PETERS
DIANNE MCCORMICK
ELAINE BROWN

CAROL GRIFFITH
KATE LAWRENCE
LYNN CROTTY
DON CROTTY
CAROL SUE JONCKHEERE

1. **CALL TO ORDER:** Meeting called to order by: **COMM. STEVE WILLIAMS AT 7:32 PM.**
2. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED SEPTEMBER 9, 2013:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

3. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

4. **REPORTS: NONE.**
5. **CALL TO THE PUBLIC: NONE.**
6. **RESOLUTIONS FOR CONSIDERATION.**

7. **MI WORKS!:** RESOLUTION APPROVING THE FISCAL YEAR 2014 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

8. **MI WORKS!:** RESOLUTION APPROVING APPLICATIONS FOR THE SKILLED TRADE TRAINING FUND (STTF)

RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

9. **PUBLIC HEALTH:** RESOLUTION AUTHORIZING THE FILLING OF ONE (1) FULL TIME PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR WITHIN THE DEPARTMENT OF PUBLIC HEALTH DUE TO THE VACANCY CREATED BY THE RESIGNATION OF ONE (1) FULL TIME PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED

10. **PUBLIC HEALTH:** RESOLUTION AUTHORIZING THE FILLING OF ONE (1) PART TIME BREASTFEEDING PEER COUNSELOR WITHIN THE DEPARTMENT OF PUBLIC HEALTH DUE TO THE VACANCY CREATED BY THE RESIGNATION OF ONE (1) PART TIME BREASTFEEDING PEER COUNSELOR

RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

11. **PUBLIC HEALTH:** RESOLUTION AUTHORIZING THE FILLING OF ONE (1) FULL TIME PUBLIC HEALTH NURSING SUPERVISOR WITHIN THE DEPARTMENT OF PUBLIC HEALTH DUE TO THE VACANCY CREATED BY THE RETIREMENT OF ONE (1) FULL TIME PUBLIC HEALTH NURSING SUPERVISOR

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED

12. PUBLIC HEALTH: RESOLUTION TO AUTHORIZE AN AGREEMENT BETWEEN THE DEPARTMENT OF PUBLIC HEALTH AND THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS

**RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

13. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO DECLINE TO EXERCISE THE RIGHT OF FIRST REFUSAL FOR THE HANGAR OWNED BY THE COMPANY PLANE LLC

**RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

14. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GROUND LEASE AGREEMENT WITH LYDERS, LLC, FOR AIRPORT PROPERTY AT 3800 WEST GRAND RIVER AVENUE

**RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

15. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 601-082 WHICH AUTHORIZED A LEASE AGREEMENT WITH THE COMPANY PLANE, LLC, TO CHANGE THE TERM OF THE LEASE AGREEMENT

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

16. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE DESIGN TO RELOCATE FUEL FARM AND UNDERDRAIN FOR TAXIWAY ALPHA

**RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

17. **AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 2011-06-150 TO APPROVE CHANGE ORDER #3 TO AGREEMENT WITH ZITO CONSTRUCTION FOR THE TERMINAL RAMP PROJECT**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED**

18. **AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN AGREEMENT WITH EPIC AVIATION, LLC, AS THE FUEL SUPPLIER FOR THE LIVINGSTON COUNTY SPENCER J. HARDY AIRPORT**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED**

19. **AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AUTHORIZE A SPECIAL DAMAGE RELEASE AGREEMENT WITH ENBRIDGE PIPELINE COMPANY FOR DAMAGES RELATED TO CONSTRUCTION ACTIVITY ACROSS AIRPORT PROPERTY**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED**

20. **AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 601-183 AND THE AGREEMENT WITH LIVINGSTON AVIATION, LLC, TO CORRECT THE LEGAL DESCRIPTION OF LEASED PROPERTY**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

21. **AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT TO AUTHORIZE THE USE OF THE JET-A FUEL TRUCK BY UNIVERSITY OF MICHIGAN SURVIVAL FLIGHT DURING THE HOURS THE AIRPORT IS NOT ATTENDED**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: DOLAN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

22. 2014 BUDGET DISCUSSIONS: Belinda Peters briefed Members on this year's budget process.

SPECIAL REVENUE & INTERNAL SERVICE FUNDS

➤ **EMS: KEVIN WILKINSON & JEFF BOYD**

- Personnel requests minimal - no new positions.
- Equipment purchases all normal replacement due to wear.

➤ **HEALTH DEPT.: TED WESTMEIER, ELAINE BROWN & DIANNE MCCORMICK**

- Requesting additional funds for personnel for conducting a Community Needs Assessment, development of a Health Improvement Plan and Strategic Plan which are required for upcoming accreditation. The Community Needs Assessment will not be needed next year due to this completion.
- Administration supports the request.
- All other aspects of budget are in line with past years.

➤ **L.E.T.S.: DARREN SPEER**

- Looking at adding additional Drivers due to substantial increase in ridership. Grant funds will be available to support positions.
- Capital improvements of normal maintenance will be covered between FTA and M-DOT Grants.

➤ **FACILITY SERVICES: CHRIS FOLTS**

- Status quo with last year's budget.
- No major capital improvement projects, simply routine maintenance issues.
- No new personnel.

➤ **INFORMATION TECHNOLOGY: RICH MALEWICZ**

- Would like to purchase new, next generation firewall for the County and a mobile device management system.
- Also looking at improving door lock systems.
- Administration is in agreement.

GENERAL FUND

➤ **BOARD OF COMMISSIONERS / ADMINISTRATION / HUMAN RESOURCES: BELINDA PETERS**

- Requesting use of cross-functional Deputy County Administrator Team instead of an additional position.
- Looking at utilizing Interns.
- Asking for additional 20-Hour Administrative Assistant for Human Resources to alleviate use of Board Assistant.

➤ **ANIMAL CONTROL: TED WESTMEIER**

- Budget commensurate with last year's other than additional position reliant upon dog license increase.
- Administration requests additional position be held in contingency until approval of said license increase.

➤ **VETERANS AFFAIRS: DARREN SPEER**

- Replacement of some office chairs and software – no major changes.
- Carol Griffith offered donation of chairs to the Veterans Affairs Department.

23. ADJOURNMENT:

**MOTION TO ADJOURN AT 9:00 PM.
MOVED BY: DOLAN / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

Respectfully Submitted

CAROL SUE JONCKHEERE
RECORDING SECRETARY

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE: November 5, 2013

RESOLUTION AUTHORIZING OLHSA THE USE OF LIVINGSTON COUNTY OWNED BILLBOARD FOR THE PURPOSE OF ADVERTISING THE 2014 WALK FOR WARMTH EVENT – Facility Services /General Government

WHEREAS, The Facility Services Department has been asked by OLHSA to use the County owned billboard to advertise the 2014 Walk for Warmth event; and

WHEREAS, Facility Services recognizes OLHSA as a non profit and would not seek compensation for such use; and

WHEREAS, OLHSA would be responsible for all cost associated with advertisement on the billboard including removal of advertisement from the billboard after February 22, 2014;

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners

hereby authorizes OLHSA to use the County owned billboard.



Livingston County Facility Services

420 South Highlander Way
Howell, MI 48843
(517) 546-6491

DATE: November 5, 2013

TO: Livingston County Board of Commissioners

FROM: Chris Folts

RE: Resolution Authorizing the Use of Livingston County Owned Billboard by OLHSA for the Purpose of Advertising Walk for Warmth Event.

The Facilities Services Department has been asked by OLHSA to use the billboard owned by Livingston County for the purpose of advertisement for the 2014 Walk for Warmth event.

OLHSA agrees to incur all cost associated with advertisement for the event including removing advertisement when the event is finished on February 22, 2014.

Therefore, we are requesting authorization to allow OLHSA the use of the billboard for advertisement of the Walk for Warmth event 2014. If you have any questions or concerns regarding this matter, please contact me.

RESOLUTION AUTHORIZING AGREEMENT FOR SOFTWARE SCHEDULE G FOR MONARCH PRODUCT, AS AN EXTENSION OF THE SOFTWARE MAINTENANCE AGREEMENT CONTRACT, SIGNED BY LIVINGSTON COUNTY, REGISTER OF DEEDS, AND FIDLAR TECHNOLOGIES ON DECEMBER 2ND, 2010. – REGISTER OF DEEDS / GENERAL GOVT/ FINANCE / FULL BOARD

WHEREAS, the Livingston County Register of Deeds office is entering into an extension of the original contract signed by Livingston County on December 2nd, 2010; and

WHEREAS, this Schedule G is for Monarch Product Description and Distribution which includes a onetime installation fee of \$2,500.00 and a \$350.00 per year fee for the iPad II Annual support; and

WHEREAS, this software will allow Fidlar to market and sell Livingston County’s documents to be purchased by outside companies through Monarch as another source of revenue for the county; and

WHEREAS, the documents purchased through Monarch will have a watermark imbedded on them to eliminate the resale of the documents to other companies; and

WHEREAS, Fidlar will charge each subscriber a service fee above and beyond the county’s required access fee for the use of the Monarch system, support, billing services, and collection services and will be based on several subscriber attributes; and

WHEREAS, funding for same is available through the Register of Deeds Automation Fund; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves an Agreement with Fidlar Technologies for the annual Monarch Product Software Agreement Schedule G for a one time Installation fee of \$2,500.00 and an iPad II Annual Support of \$350.00 per year

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign said Agreement with Fidlar Technologies upon review and approval of Civil Counsel.

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MOVED:
SECONDED:
CARRIED:



SCHEDULE G

Monarch Product DESCRIPTION and Distribution:

This schedule is an extension of the contract signed by Livingston County on December 2ND, 2010. All legal verbiage from that agreement and the schedules included within it (schedules b thru e) apply to this additional schedule.

Payment Terms:

Monarch Installation Price - \$2,500.00

iPad II Annual Support - \$350/year

Billing Milestones:

- ◆ Upon delivery of the iPad, the above referenced annual charge will commence.
- ◆ County will be invoiced for above referenced Monarch Installation Price once Fidlar has found a Monarch buyer for Livingston County.

FIDLAR TECHNOLOGIES MONARCH SERVICE INCLUDES:

- ◆ The use of our Monarch Data Distribution software product during the life of this contract
- ◆ Fidlar will actively promote and seek out viable subscribers interested in securely accessing your information in exchange for a service fee.
- ◆ Fidlar will require your consent for each new subscriber by asking you to authorize an addendum to this agreement that outlines who the subscriber is, and if different from this Schedule G, what fee you would like to receive from the transaction, and what security options and data access options you grant that particular subscriber.
- ◆ Fidlar agrees to issue a credit to the County for access fees on a monthly basis.
- ◆ County can request Fidlar to terminate access to any subscriber at any time or change the terms of the access fees or security options at any time.
- ◆ Fidlar will install our Monarch data distribution system [at your location in order to access information from your Fidlar production system or at our location in order to access information from your replicated system] and this system will be used to provide access to your information by subscribers during the life of this agreement.
- ◆ Fidlar will provide the County with one (1) iPad and a userID and password for our Monarch iPad app which allows various types of utilization information to be viewed. The iPad provided will be an iPad II 16G, wi-fi with 3G and will come in the color black.
- ◆ Fidlar will provide monthly 3G access on the Verizon network to facilitate access to the utilization information.



- ◆ Fidlar will provide to the subscribers all necessary support, technical support, and communications to allow for the successful use of the Monarch system at no cost to the county.
- ◆ Fidlar will charge each subscriber a service fee above and beyond the county's required access fee for the use of the Monarch system, support, billing services, and collection services. That fee will be determined by Fidlar and will be based on several subscriber attributes.
- ◆ Fidlar will provide County with project management, installation, configuration, support, ongoing configuration of new subscribers as required for the successful operation of the Monarch system.
- ◆ County agrees to the terms of the grandfathered subscribers as outlined below.
- ◆ The use of any future software product Fidlar may develop to replace Monarch for the purpose of data distribution.

FIDLAR TECHNOLOGIES MONARCH SERVICE DOES NOT INCLUDE:

- ◆ Any form of ownership of Fidlar developed software products
- ◆ Any warranty service with regards to the iPad II. All warranties with regards to the iPad II will transfer to County Official upon receipt and County Official will be responsible for obtaining warranty support as needed.

DIRECT MARKETING:

Under the terms of this agreement, Fidlar Technologies will serve in the capacity of sales and marketing of access to County data through Monarch and will only market access to County data and images with specific permission from County. County will agree that it will not enter into separate agreements with existing or new Monarch customers for services provided normally through Monarch during the term of this agreement.

PRICING:

- Day Forward Images - \$.15/image
- Historic Bulk Images - \$.07/image

- Day Forward Index data - \$.06/doc
- Day Forward Index data (Flat Rate) - \$275/month
- Historic Bulk Index Data - \$.04/doc

***Historic bulk requests require a minimum order of \$10,000**



SECURITY OPTIONS:

- Information will be delayed 3 days
- Images will be watermarked with diagonal text across the document image
 - “Licensed to “insert company name” and not for sublicense, relicense, sale, re-sale or any other transfer.”

GRANDFATHERING CONSIDERATIONS:

Grandfathering instances may occur where the County Official may have existing bulk-data subscribers and the County Official may wish to honor current agreements for a stated period of time. Please note that length of grandfathering period is limited to 2 years.

Company Name	Financial Terms	Security Options	Grandfathered term

BUYER REPRESENTS THAT THIS SCHEDULE G HAS BEEN READ:

LIVINGSTON MI REGISTER OF DEEDS

FIDLAR TECHNOLOGIES

Dated: _____

Dated: _____

Name: _____

Name: _____

Title: _____

Title: _____



Memorandum

To: Livingston County Board of Commissioners
From: SALLY REYNOLDS
Date: 11/12/13
**Re: RESOLUTION AUTHORIZING AGREEMENT FOR
SOFTWARE SCHEDULE G FOR MONARCH PRODUCT, AS
AN EXTENSION OF THE SOFTWARE MAINTENANCE
AGREEMENT CONTRACT, SIGNED BY LIVINGSTON
COUNTY, REGISTER OF DEEDS, AND FIDLAR
TECHNOLOGIES ON DECEMBER 2ND, 2010. – REGISTER OF
DEEDS / GENERAL GOVT/ FINANCE / FULL BOARD**

Dear Board of Commissioners,

As you know I had recently come and asked for a Resolution from you in regards to a Replication Server agreement with Fidlar Technologies .

Now this software agreement with Fidlar is for the Monarch Program, which is identified as Schedule G, and is an extension to the original contract signed Dec 2nd, 2010, and will operate through the new Replication Server.

This product will be installed by Fidlar, marketed by Fidlar to viable subscribers, and be set up and billed by Fidlar. Fidlar will be charging an additional fee, over and above what the County will be charging per image, to cover their costs. It is my understanding it will be 2 or 3 cents over the price we set for the images. At this point I have requested the schedule of fees from Fidlar, at Mr. Townsend's request, but haven't received the information as yet. I am hopeful I will have received the information before the General Government meeting. I will get the information to the Board as soon as I receive it from Fidlar.

Fidlar will market Livingston County documents to companies for sale. The documents will have an embedded watermark of the company name purchasing them and will help to keep them from reselling them to other companies. (The other companies won't want to advertise for their competitors.)

I will be using the Automation Fund to purchase this software agreement to enhance the search capabilities of the documents in our office for the public. It should generate more revenue for our office, and thus increase the county's general fund.

If you have any further questions please contact me 517.540.8823

Sally Reynolds

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPROVING A MODIFICATION TO THE WORKFORCE INVESTMENT ACT
COMPREHENSIVE 5-YEAR LOCAL PLAN CURRENTLY APPROVED THROUGH JUNE 30, 2017**

- WHEREAS, The Workforce Investment Act (WIA) of 1998 authorizes programs and services mandated for the inclusion of the Michigan Works! System, and
- WHEREAS, The enactment of the WIA envisions integrated workforce investment systems that can better respond to the employment needs of employers and job seekers, and
- WHEREAS, The Livingston County Board of Commissioners approved the WIA 5-year plan for the time period 7/1/12 through 6/30/17 in Resolution 2012-11-313 on November 19, 2012; and
- WHEREAS, The WIA 5-year local plan requires periodic modifications to update waivers and performance standards as allowed by the State of Michigan; and
- WHEREAS, The Board of Commissioners also approved a series of waivers and Performance Standard updates in Resolution 2013-08-214 on August 19, 2013; and
- WHEREAS, The Workforce Development Agency, State of Michigan is allowing a waiver that allows up to a 75% transfer between the WIA Adult and WIA Dislocated Worker funding sources; and
- WHEREAS, The Workforce Development Agency, State of Michigan (WDASOM) requires the Livingston County Board of Commissioners to approve the modification to the 5-Year plan incorporating this waiver.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the modification of the WIA Comprehensive 5-Year Local Plan currently approved through June 30, 2017 with the Workforce Development Agency, State of Michigan.

BE IT FURTHER RESOLVED that the Chair is authorized to sign said plan modification 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:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY MICHIGAN WORKS!
1240 Packard Dr Howell, MI
Phone 517-552-2101 Fax 517-546-2353
Web Site: www.lcmw.org

Memorandum

To: Livingston County Board of Commissioners
From: Bill Sleight, Director, Livingston County Michigan Works!
Date: November 5, 2013
Re: Workforce Investment Act (WIA) Comprehensive 5-Year Local Plan
Modification #2 for the period July 1, 2012, through June 30, 2017

Michigan Works! Agencies (MWAs) are required to have a Workforce Investment Act (WIA) plan in place to help guide strategic planning. Generally, these need to be renewed every five years and modified as needed to reflect changes in required Performance Standards, waivers approved the State of Michigan, changes to strategic focus, etc... On November 19, 2012, the Livingston County Board of Commissioners approved a new, original WIA 5-year plan for the time period 7/1/12 through 6/30/17 in Resolution 2012-11-313. Additionally, on 8/19/13, the Board approved several amendments to the plan including waivers granted by the State of Michigan and updated Performance Standards for Fiscal Year 2013.

Recently, the State of Michigan approved or released a new update to waivers that requires modification of the current WIA 5-year plan. The updates are as follows:

- A. Waiver of WIA Section 133(b)(4) to increase the funds transfer limit between the Adult and DW programs. This waiver allows for the transfer of up to **75 percent** of the funds between the two programs for FY 2013 (7/1/13 through 6/30/14).

Each Michigan Works! Agency (MWA) must modify their WIA Comprehensive Five-Year Local Plan when waivers are approved or Performance Standards are released by the State of Michigan. The currently approved WIA Five-Year plan is approved through June 30, 2017, pending annual modifications for updated Performance Standards and Waiver requests.

The WIA Five-Year plan modification requires approval of the Livingston County Workforce Development Council and Livingston County Board of Commissioners. The Workforce Development Council will review the Resolution at their meeting on November 21, 2013. A resolution approving the WIA 5-year plan modification is attached for your consideration. If you have any questions regarding this matter please contact me.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT RENEWAL WITH HEALTH EMS/DBA SANSIO FOR WEB ENABLED EMERGENCY MEDICAL SERVICE ELECTRONIC PATIENT CARE REPORTING SOFTWARE - EMS / Health & Human Services Committee / Finance Committee

WHEREAS, Livingston County EMS has determined a need for a Web enabled Electronic Patient Care Reporting (EPCR) System which was implemented 5 years ago; and

WHEREAS, Livingston County EMS will continue the EPCR system to meet the State of Michigan and National EMS Information System mandatory data submission requirements; and

WHEREAS, the proposed contract will expire on November 30th 2018; and

WHEREAS, in accordance with the County's Purchasing Policy, a formal quoting process was performed in cooperation with Huron Valley Ambulance and the pricing in the contract reflects significant savings for Livingston County EMS; and

WHEREAS, Health EMS of Duluth, Mn, submitted a quote that will provide the Web Based EPCR system at for the same price as the original contract .75 cents per run for the first year and all original fees to be held the same; and

WHEREAS, there is an estimated 3% increase in run volume predicted in pricing for subsequent years; and

WHEREAS, funding for same is available through the EMS Budget; 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 agreement with Health EMS for Web based EPCR system for the period of 12/01/2013 through 11/30/2018.

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.



Memorandum

To: Livingston County Board of Commissioners
From: Jeffrey R Boyd, Director
Date: 11/05/2013
Re: Health EMS Electronic Patient Care Reporting

Livingston County EMS participated in the contract renewal process by cooperating with Huron Valley Ambulance, Life EMS, LifeCare EMS and several others to secure the best pricing and functional EMS EPCR system.

We are recommending a 5 year contract with Health EMS/Sansio for our EPCR needs. It has been determined to be the most cost effective and user friendly system we evaluated. This software integrates with CAD, submits state and national data requirements, performs billing tasks and delivers patient care records to the hospital

The appropriate funds for this project, including training, hardware, connectivity and software are in the 2014 budget.

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



Renewal Schedule A

Prepared For: Livingston County EMS

Prepared By: Michelle Wiklund

Proposal Expires: 11/30/13

Effective 12/01/13 - 11/30/18

Activation/Implementation Fees					
Description	Fee	UM	Qty	Total Fee	
Activation/Implementation Fees				\$0	

HealthEMS Subscription Fees (MOBILE) ¹⁾ Minimum monthly fee is \$500							
Description	Annual Runs	Monthly Subscription Pricing			UM	Qty	Total Fee
		Base	Discount	Net ¹⁾			
Year 1	18,000	\$3,375	(\$2,250)	\$1,125	Month	12	\$13,500
Year 2	18,500	\$3,469	(\$2,313)	\$1,156	Month	12	\$13,872
Year 3	19,100	\$3,581	(\$2,387)	\$1,194	Month	12	\$14,328
Year 4	19,700	\$3,694	(\$2,463)	\$1,231	Month	12	\$14,772
Year 5	20,300	\$3,806	(\$2,537)	\$1,269	Month	12	\$15,228
Subscription Fees							\$71,700
60 Month Ave \$\$ Per Run				\$0.75			

System Integration Services					
Description	Fee	UM	Qty	Total Fee	
Billing	Included	Month	60	\$0	
CAD	Included	Month	60	\$0	
EKG Data	Included	Month	60	\$0	
myPatientEncounters	Included	Month	60	\$0	
State Reporting	Included	Month	60	\$0	
XchangER	Included	Month	60	\$0	
Interface Fees				\$0	

Professional Services - Training Fees							
Description	# Staff	# Days	Fee	UM	Trips	Total Fee	
Training Fees						\$0	

Professional Services - Consulting Fees							
Description	# Staff	# Days	Fee	UM	Trips	Total Fee	
Onsite Consulting	1	3	\$1,700	Day	0	\$0	
Travel Expenses (estimated)	1	N/A	\$2,100	Trip	0	\$0	
Consulting Fees						\$0	

Optional Service Fees						
Description	Price/Unit	UM	Qty	Total Cost		
HealthEMS SanFax (minimum monthly fee is \$50) ²⁾	\$50.00	Month	0	\$0		
HealthEMS SanFax (transaction fees) ²⁾	\$0.05	Page	0	\$0		
Optional Extension Fees				\$0		

¹⁾ HealthEMS minimum month fee is \$500

²⁾ HealthEMS SanFax will be invoiced monthly for previous month's actual use, at a \$0.05/page, minimum of \$50/month.

Note: The items above with Qty or Trips = 0 are provided for estimating purposes. Estimated travel expenses include airfare, lodging, ground transportation, and staff per diem.



Prepared By: Michelle Wiklund

Renewal Schedule A

Prepared For: Livingston County EMS

Proposal Expires: 11/30/13

Summary of Proposed System Costs

One-Time Costs

Activation/Implementation Fees	\$0
Professional Services - Training Fees	\$0
Professional Services - Consulting Fees	\$0
Total One-Time Costs	<u>\$0</u>

Subscription Fees - 60 Month Term

HealthEMS Subscription Fees (MOBILE)	\$71,700
Maintenance & Support	Included \$0
System Integration Services	Included \$0
Optional Service Fees (estimated)	See Above \$0
Total Subscription Fees	<u>\$71,700</u>

Grand Total **\$71,700**

The undersigned agrees to pricing terms identified above. This Schedule A forms part of Subscription Agreement. Activation/Implementation Fees are due at signing of Schedule A.

Livingston County EMS

Sansio

Authorized Customer Signature / Date

Authorized Sansio Signature / Date

Printed Name / Title

Printed Name / Title

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING OUT-OF-STATE CONFERENCE REGISTRATION FOR THE TECHNICAL SUPERVISOR/Health and Human Services/FINANCE/EMS

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

WHEREAS, the EMS Department is recommending we reimburse the technical supervisor for the cost of out of state critical care conference registration; and;

WHEREAS, the technical supervisor will cover the remainder of the cost of the conference, meals and travel in its entirety; and

WHEREAS, the cost of the conference is in the 2013 budget and shall not exceed \$670.00; 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 the EMS Department to reimburse the Technical Supervisor 670.00 for critical care conference registration.

#

MOVED:
SECONDED:
CARRIED:



43rd CRITICAL CARE CONGRESS: REGISTRATION FORM

CHOOSE FROM FOUR EASY WAYS TO REGISTER:

1. Online at www.sccm.org
2. Call SCCM Customer Service at +1 847 827-6888
3. Fax the completed form to +1 847 493-6444
4. Mail the completed form to: 35083 Eagle Way, Chicago, IL 60678-1350 USA

Please use this form to register for the 43rd Critical Care Congress. Please type or print clearly and keep a copy of this form for your records.

REGISTRANT INFORMATION

Last Name (Surname) _____ First _____ Middle Initial _____ Customer/Member # _____

Degrees/Credentials (ex.: ACNP, MD, PharmD, RN, RRT, etc.) _____ Gender: Male Female

Organization _____ Address _____

City _____ State _____ Zip/Postal Code _____

Country _____ Home Office Phone _____

Fax _____ Email _____

2014 CONGRESS REGISTRATION RATES

	Early Rate by 11/6/2013	Advance Rate by 12/4/2013	On-Site Rate	Daily Rate
MEMBER				
Physician	\$730	\$830	\$900	\$450
Healthcare Prof.*	\$530	\$630	\$700	\$350
Student*	\$275	\$325	\$350	\$175
NONMEMBER				
Physician	\$930	\$1,030	\$1,100	\$550
Healthcare Prof.*	\$670	\$770	\$840	\$420
Student*	\$355	\$405	\$430	\$215

*Fellows and residents register at the Healthcare Professional rate. Training verification letter must accompany registration form for fellows, residents and students.

FOR DAILY RATES, PLEASE INDICATE WHICH DAY BELOW:

With daily registration, you may attend educational sessions, access the Exhibit Hall and register for ticketed events only on the day for which your registration was purchased.

- Friday, Jan. 10 Saturday, Jan. 11 Sunday, Jan. 12

CONGRESS TUITION \$ _____

Tuition includes online access to Congress On Demand post Congress and admission to all general Congress sessions, Exhibit Hall and Exhibit Hall refreshment breaks, Poster Hall, and Professor Walk Rounds.

ADDITIONAL TICKETED SESSIONS/EVENTS

You do not need to be registered for Congress to attend these courses. *If you are not registered for Congress, a \$50 charge per course will be applied to your registration fee.

WEDNESDAY, JAN. 8 AND THURSDAY, JAN. 9

- Current Concepts in Adult Critical Care Physician \$395 (\$445*) Healthcare Professional/Student \$320 (\$370*) \$ _____
- Current Concepts in Pediatric Critical Care Physician \$395 (\$445*) Healthcare Professional/Student \$320 (\$370*) \$ _____
- Veterinary Respiratory Diagnostics and Therapeutics \$320 (\$370) \$ _____

THURSDAY, JAN. 9

- Case-Based Pearls in Neurocritical Care \$295 (\$345) \$ _____
- Fundamentals of Extracorporeal Membrane Oxygenation (ECMO) \$295 (\$345) \$ _____
- ICU Management Paradigms for the 21st Century \$295 (\$345) \$ _____
- Less Invasive Hemodynamic Monitoring \$295 (\$345) \$ _____
- Optimizing Mechanical Ventilation: Sharing Data between Adult and Pediatric Patients \$295 (\$345) \$ _____

SATURDAY, JAN. 11

- Fellowship Directors' Luncheon \$75 (\$125*) \$ _____

Pre-registration will be accepted until December 4, 2013. Thereafter, registrations will be accepted on site only.

PAYMENT INFORMATION (Please send payment with registration form.)

- Check (must be U.S. funds drawn on a U.S. bank) or International Money Order
- Wire Transfer (Please contact SCCM Customer Service for wire transfer information.)
- Credit Card: American Express Discover MasterCard Visa

Card Number _____ Expiration Date _____

Cardholder Name _____

Cardholder Signature _____ Date _____

- Check here or email registration@sccm.org if you have special needs related to a disability and an SCCM staff member will contact you to determine specific requirements.

REGISTRATION FEES \$ _____

MEMBERSHIP DUES \$ _____

TOTAL DUE \$ _____

CANCELLATION/REFUND POLICY

Cancellations must be submitted in writing. All cancellations are subject to a \$75 non-refundable processing fee and must be postmarked prior to December 4, 2013, to be eligible for a refund. Any cancellation postmarked after this date will not be refunded. Exchanges and substitutions are not allowed at any time. Dates for the 43rd Critical Care Congress are subject to change and/or cancellation. In the event of a change/cancellation, only individual registration fees will be reimbursed. Please allow four weeks to process refunds.



Memorandum

To: Livingston County Board of Commissioners
From: Jeffrey R. Boyd
Date: 11/05/2013
Re: Out of state conference reimbursement

Our Technical Supervisor Tod Horner has the opportunity to attend the 43rd Critical Care Congress Conference in San Francisco California. This is a nationally recognized conference and will help him gain experience in the critical care field and help fulfill his obligation to maintain his Critical Care Paramedic Certification. He is covering the entire cost of the travel and is asking for reimbursement for the conference registration.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE INTERGOVERNMENTAL TRANSFER TO THE STATE OF MICHIGAN BY AMENDING RESOLUTION 2013-09-267- Department of Public Health / Health & Human Services Committee

WHEREAS, the County of Livingston is committed to supporting programs that provide access to appropriate health care services for low-income residents of Livingston County; and

WHEREAS, the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which creates an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation d/b/a Livingston Health Plan; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

WHEREAS, Ingham Health Plan Corporation d/b/a Livingston Health Plan's purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

WHEREAS, Ingham Health Plan Corporation d/b/a/ Livingston Health Plan has entered into an Indigent Care Agreement with one or more qualifying hospital(s), requiring Ingham Health Plan Corporation d/b/a/ Livingston Health Plan to directly or indirectly operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

WHEREAS, both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

WHEREAS, certain intergovernmental transfers of public funds from Livingston County may be made to the State of Michigan to be used as the State's share in claiming the Federal match.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby amends Resolution 2013-09-267 and authorizes the County Treasurer and the Financial Officer to implement intergovernmental transfer up to \$394,538, to the State of Michigan for the purpose of participating in the financing of the non-federal share of DSH payments made under the Indigent Care Agreements Pool to be paid to qualifying hospitals who have signed Indigent Care Agreements with Ingham Health Plan Corporation d/b/a Livingston Health Plan, so long as Ingham Health Plan Corporation d/b/a Livingston Health Plan maintains a current Indigent Care Agreements with those hospital(s).

BE IT FURTHER RESOLVED that the intergovernmental transfer is authorized once the following condition is in place: The Ingham Health Plan Corporation d/b/a Livingston Health Plan has an Indigent Care Agreement currently in effect with one or more qualifying hospital(s).

BE IT FURTHER RESOLVED that this Resolution shall be effective as of October 1, 2013 through September 30, 2014.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier
Date: November 5, 2013
Re: Resolution to Authorize Intergovernmental Transfer to the State of Michigan By Amending Resolution 2013-09-267

In September 2013 the Board authorized an intergovernmental transfer of up to \$140,000 through December 31, 2013. We were unsure if the Medicaid Disproportionate Share (DSH) payments would continue. We have now determined that the payments will remain until September 30, 2014 which will enable us to provide for care to the uninsured and underinsured residents of our county.

For the past nine years the Livingston County Board of Commissioners approved sending an intergovernmental transfer of up to \$500,000 annually to the State of Michigan to support the Michigan Medicaid Disproportionate Share Hospital (DSH) payments supported by the Indigent Care Agreements between hospitals and the Livingston Health Plan. This resolution requests an amount up to \$394,538 to cover the period of October 1, 2013 through September 30, 2014.

There are currently 1050 individuals enrolled in the Livingston Health Plan under Parts A and B. Those enrolled in Part A will be transferred to Medicaid on April 1, 2014. The vast majority of those in Part B, which qualify if they are at or below 150% poverty, will also be eligible for Medicaid on April 1, 2014. 2014 will be a transition year for many of our clients so our services will be needed until this transition is completed. Plan B provides some basic care but Medicaid will provide a more comprehensive and inclusive coverage.

The Livingston Health Plan is a d/b/a under the Ingham Health Plan. There is an advisory committee that provides direction and recommendations as to coverage, limitation, enrollment, etc. Belinda Peters and I are both members of the advisory committee along with representatives from the Brighton Area Chamber of Commerce, OLHSA, Catholic Charities, United Way, St. Joseph Hospital System and the Department of Human Services.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE INGHAM HEALTH PLAN CORPORATION D/B/A LIVINGSTON HEALTH PLAN - DEPARTMENT OF PUBLIC HEALTH / HEALTH & HUMAN SERVICES COMMITTEE

WHEREAS, the Ingham Health Plan Corporation d/b/a Livingston Health Plan has contracted with Livingston County Department of Public Health to purchase health care services to serve low income Livingston County residents, including hearing and vision screening, outreach services, communicable disease services and public health community nursing services for the period of October 1, 2013 through September 30, 2014; and

WHEREAS, the Ingham Health Plan Corporation d/b/a Livingston Health Plan has contracted with Livingston County to assure mechanisms exist to determine eligibility and to enroll persons into the Livingston Health Plan.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorizes a renewal of the contract with the Ingham Health Plan Corporation d/b/a Livingston Health Plan whereby the Public Health Department will provide hearing and vision screening, outreach services, communicable disease services, public health community nursing services for \$394,538, enrollment and transition services to the targeted population for \$50,000, dental services through VINA dental program for \$30,000, mental health services through Community Mental Health for \$50,000 and primary health care and enrollment services through Faith Medical Clinic in Pinckney for \$40,000.

BE IT FURTHER RESOLVED that the Board Chairperson is authorized to sign the contracts authorized in this resolution including Ingham Health Plan Corporation, VINA Dental Clinic, Livingston County Community Mental Health & Faith Medical Clinic after review by the County legal counsel.

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Moved:

Seconded:

Carried:



Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier
Date: November 5, 2013
Re: Resolution to Authorize Agreements with the Ingham Health Plan Corporation d/b/a Livingston Health Plan

For the past nine years the Livingston County Board of Commissioners approved entering into a contract with the Ingham Health Plan d/b/a Livingston Health Plan to provide public health services for area residents and enrollment and outreach services for the Livingston Health Plan. The contract for fiscal year 2013/2014 is for \$394,538 for public health services, \$50,000 for enrollment and transition services, dental services through VINA for \$30,000 mental health services through Community Mental Health for \$50,000, and medical care and enrollment services through Faith Medical Clinic in Pinckney for \$40,000.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING APPLICATION FOR AN ACCEPTANCE OF A GRANT AWARD UNDER THE ACCREDITATION SUPPORT INITIATIVE (ASI) FROM THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO) – Health/General Government/Finance/Full Board

WHEREAS, NACCHO is offering grant awards for the ASI under funding provided by the Office of State, Tribal, Local and Territorial Support within the Centers for Disease Control and Prevention (CDC), and

WHEREAS, the Livingston County Department of Public Health (LCDPH) is in the beginning phases of conducting a community health assessment (CHA) and community health improvement plan (CHIP), and

WHEREAS, one of the categories for funding includes progress toward completing a community health improvement process which includes conducting a CHA and developing a CHIP, two of the three prerequisites to apply for National Accreditation under the Public Health Accreditation Board (PHAB), and

WHEREAS, grants will be awarded for up to \$40,000 with no local match requirements, and

WHEREAS, selected local public health departments must be able to sign and return the contract to NACCHO within 30 days of receiving it.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes applying to NACCHO for a grant award under the Accreditation Support Initiative (ASI) and

BE IT FURTHER RESOLVED that if grant funding is awarded the Board of Commissioners authorizes the Board Chair to sign a contract with NACCHO for grant funding under the ASI program upon review and approval by legal counsel, and

BE IF FURTHER RESOLVED that the Board of Commissioners authorizes out of state travel for the project coordinator to attend training in Atlanta, Georgia, all costs covered by the grant award.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier, RS, MPH
Date: November 4, 2013
Re: Resolution Authorizing Application for and Acceptance of a Grant Award Under the Accreditation Support Initiative (ASI) from the National Association Of County and City Health Officials (NACCHO)

We are requesting authorization to apply for a grant from NACCHO for up to \$40,000 to help offset the costs of conducting a community health assessment (CHA) and develop a community health improvement plan (CHIP). This is considered a grant award and does not require any local matching funds. We were planning on this project in 2014 so being awarded any funding would help offset our costs.

With support from the Centers for Disease Prevention and Control (CDC), NACCHO is awarding grants up to \$40,000 to assist local public health departments to prepare for National Accreditation through the Public Health Accreditation Board (PHAB). One category is progress towards completing a community health improvement process. This includes conducting a CHA and developing a CHIP. We were planning to conduct those activities in 2014, which are two of the three prerequisites for applying to PHAB for Accreditation. The other prerequisite is a departmental strategic plan, which is also planned for 2014.

CDC and NACCHO are encouraging local public health department to begin the process toward National Accreditation. There are currently four departments in Michigan that have already applied, with one, Central Michigan District Health Department in Mt. Pleasant, receiving National Accreditation in September. Other local departments in Michigan are also preparing for an application to PHAB.

Since it is necessary to complete a contract within 30 days of receiving notification of the award, we are seeking both authorization to apply and if given a grant award, authorization to enter into a contract with NACCHO. Also it will be required to send the project coordinator to CDC in Atlanta for training, the costs of which will be covered under the grant award.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A SUCCESSION PLAN AT THE DEPARTMENT OF PUBLIC HEALTH WITH THE APPOINTMENT OF THE HEALTH OFFICER AND DEPUTY HEALTH OFFICER/DIRECTOR OF PERSONAL AND PREVENTIVE HEALTH SERVICES UPON THE RETIREMENT OF THE CURRENT HEALTH OFFICER – Public Health/Personnel/General Government/Finance/Board

Whereas, Ted Westmeier, Director/Health Officer at the Department of Public Health plans to retire effective February 1, 2014, and

Whereas, a Director/Health Officer needs to be appointed as soon as the current Director/Health Officer retires, and

Whereas, the individual appointed as Health Officer shall meet the minimum qualifications required by the Michigan Public Health Code and be approved by the Michigan Department of Community Health, and

Whereas, there are two employees that meet the minimum qualifications required by the Michigan Public Health Code with the leadership and management experience necessary to perform the duties of the Health Officer—Dianne McCormick, Director of Environmental Health Services and Elaine Brown, Director of Personal and Preventive Health Services, and

Whereas, over the next few years some of the major challenges for the Department will be obtaining National Accreditation through the Public Health Accreditation Board and adapting to the service delivery challenges and programmatic changes that will occur in the Division of Personal and Preventive Health Services as a result of the Affordable Care Act (ACA), and

Whereas, since acceptable candidates exist within the management structure of the Department, to avoid uncertainty among staff, and maintain organizational excellence, appointments should be made in advance of the retirement date of the current Health Officer, and

Whereas, the position of Deputy Health Officer/ Director of Personal and Preventive Health Services has been evaluated by Rahmberg Stover and Associates who is recommending this position be classified as a Grade Q. This resolution has been recommended for approval by the Personnel Committee; and

Therefore Be It Resolved that Dianne McCormick be appointed as Director/Health Officer upon the effective retirement date of the current Health Officer, and

Be It Further Resolved that Elaine Brown be appointed as Deputy Health Officer/ Director of Personal and Preventive Health Services at Grade Level Q upon the effective retirement date of the current Health Officer, and

Be It Further Resolved that the Board authorizes the filling of the position of Director of Environmental Health, as soon as practical, to provide for a smooth management transition within the Division of Environmental Health Services.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Board of Commissioners
County Administration

From: Ted Westmeier
Director/Health Officer

Re: Resolution Authorizing a Succession Plan at the Department of Public Health
With the Appointment of the Health Officer and Deputy Health Officer/Director
of Personal and Preventive Health Services

Date: October 16, 2014

This resolution is being submitted to address succession planning within the Department of Public Health. I plan on retiring at the end of January 2014 and recommend that my successor be appointed in advance and that there be created a position of Deputy Health Officer/Director of Personal and Preventive Health Services within the Department.

The position of Health Officer requires that the appointee meet minimum requirements under the Michigan Public Health Code and that they be approved by Michigan Department of Community Health. This is to assure that only qualified candidates are appointed to this position. I have inquired as to the acceptance of two current staff that I feel have the necessary background and abilities to handle the duties of the position of Health Officer—Elaine Brown, Director of Personal and Preventive Health Services and Dianne McCormick, Director of Environmental Health Services. Both employees meet the minimum requirements and will be accepted by the Michigan Department of Community Health.

Elaine Brown has been employed by Livingston County since January 2, 1980 and has been the Director of Personal and Preventive Health Services since October 15, 2001. Dianne McCormick has been employed by Livingston County since September 16, 1985 and has been Director of Environmental Health since June 24, 1991. I have the upmost confidence in both individuals and would leave knowing that the Department is in very capable hands. Dianne McCormick is very interested in the position of Health Officer. Elaine Brown prefers to stay more involved with Personal and Preventive Health Services and is not interested in the position of Health Officer.

Over the next five years there are going to be some challenges within local public health especially in personal and preventive health. With the passage of the Affordable Care Act and more emphasis on prevention, it is not entirely known how this will affect the programs and services within the Department of Public Health. It will require extensive communication and collaboration with the medical community and other health and human service providers. We might evolve into more of an overall assurance, assessment and policy development role instead of direct service delivery or we might be the community partner of the health care system, linking patients to local human services. We might also become a primary health education provider.

The aforementioned is the reason I am suggesting that a Deputy Health Officer/ Director of Personal and Preventive Health Services position be created. It will be extremely important that we are able to address these changes and that this Division be lead by a Director with the skills, knowledge and commitment to adapt quickly for the best interest of our residents. The Health Officer will rely heavily on the Deputy Health Officer's expertise and both will need to work closely as a team on these issues. Also there needs to be a "second in command" over all operations in the absence of the Health Officer. The duties and responsibilities of the Deputy Health Officer have been reviewed and scored indicating a Grade Level Q. Once the position of Deputy Health Officer/Director of Personal and Preventive Health Services becomes active the position of Director of Personal and Preventive Health Services will be eliminated.

Dianne will make an excellent Health Officer and comes to the position with the necessary management and leadership skills. She will, as anyone coming from a discipline other than public health nursing, be relying heavily on the one in charge of the Personal and Preventive Health Services Division. I know this from personal experience more than two decades ago.

Thank you for your consideration. Please contact me with any questions or concerns.

Position: Deputy Health Officer/PPHS Director
Evaluated: 10/11/2013 By Karine Stover

Title	Education/Experience		Judgment/Independence		Communication		Supv/Mgmt		Job Complexity		Rights, Well Being, Safety		Impact on Prog, Serv, Ops		Work Environment		Total Points
	Level	Points	Level	Points	Level	Points	Level	Points	Level	Points	Level	Points	Level	Points	Level	Points	
Director	6f	755	4b	400	4ab	360	6e	380	4b	600	4b	330	4b	600	1a	50	3475
Deputy	6f	755	4c	430	5aa	405	6e	380	5a	700	5a	340	4c	650	1a	50	3710

GRADE LEVELS

Point ranges:

D	1180-1200	G	1501-1650	J	2001-2200	M	2601-2800	P	3401-3700	S	4301+
E	1201-1350	H	1651-1825	K	2201-2400	N	2801-3100	Q	3701-4000		
F	1351-1500	I	1826-2000	L	2401-2600	O	3101-3400	R	4001-4300		

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO INCREASE DOG LICENSING FEES IN LIVINGSTON COUNTY -
LIVINGSTON COUNTY TREASURER**

WHEREAS, the current revenue generated from Livingston County dog licensing fees are not adequate to support the Animal Shelter in a manner acceptable to Livingston County; and

WHEREAS, the Livingston County Animal Control Director has researched the dog licensing fees charged by neighboring Counties; and

WHEREAS, moderate increases will establish fees in Livingston County more in line with the surrounding communities; and

WHEREAS, the increased rates will enable the Animal Control Director the ability to implement changes in her office which will result in improved health of the sheltered animals, enhanced service to the public, and greater management of her supervisory personnel; and

WHEREAS, the proposed increases are conservative in nature as follows:

(Applies to dogs 4 months old or older)

	CURRENT	PROPOSED
1 Year Spay/Neuter	\$7.00	\$10.00
3 Year Spay/Neuter	\$21.00	\$25.00
1 Year Intact	\$25.00	\$25.00
3 Year Intact	\$60.00	\$60.00
Late Fee	\$15.00	\$20.00
Replacement License	\$1.00	\$5.00
Service Dogs	FREE	FREE

WHEREAS, the projected 2014 increase in revenue is estimated to be \$15,000.00 to \$20,000.00; and

WHEREAS, the increased fees will take effect on December 1, 2013.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorizes a moderate increase to the Livingston County Dog Licensing fees as stated above, to facilitate the improved health of the sheltered animals, enhance the service to the public, and to assist the Director in general management of the Shelter.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TREASURER

200 E. Grand River
Howell, MI 48843
Phone 517-546-7010
Fax 517-545-9638
Web Site: livingstonlive.org

Memorandum

To: Livingston County Board of Commissioners
From: Jennifer M. Nash, Livingston County Treasurer
Date: November 13, 2013
Re: RESOLUTION TO INCREASE DOG LICENSE FEES IN
LIVINGSTON COUNTY

Our Animal Control Director conducted a study on Counties surrounding Livingston to see what they were charging for dog license fees. Her data shows Livingston County is in the “range” of most of the Counties, but on the low end of the range. She needs additional staffing to help serve the Livingston County customers in a more efficient manner. She also would like to make some supervisory changes with the intent of improving the conditions in the shelter directly related to the health of the sheltered animals. Raising the dog licensing fees moderately, will help pay for those increased costs.

I ask that you consider this request as it seems reasonable and does not seem to be an increase that would be a great burden on most people.

Ted Westmeier, Debbie Oberle and I will all be at the meeting if you have any questions. As always, I will be in my office in the meantime if you have any concerns you want to address prior to the meeting.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ADDITIONAL FUNDS TO COVER THE COST OF RENOVATIONS TO THE ANIMAL CONTROL BUILDING – Facility Services / Animal Control / General Government

WHEREAS, Additional funds are needed to complete the project at the Animal Control building; and

WHEREAS, the amount of funds to complete the project are to be paid from the 2013 contingency fund not to exceed \$27,500.00

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes expenditure of \$27,500.00 to complete the renovations at the Animal Control building



Livingston County Facility Services

420 South Highlander Way
Howell, MI 48843
(517) 546-6491

Memorandum

DATE: November 8, 2013

TO: Livingston County Board of Commissioners

FROM: Chris Folts

RE: Resolution authorizing additional funds to complete Livingston County Animal Control renovation project.

The Facilities Service Department and Livingston County Animal Control are asking for an additional \$27,500.00 to complete the construction project at Animal Control.

Early in the project the Facility Services Department was going to provide staff and over sight to complete the renovation to the office area of Animal Control. Upon further planning and preparation it was realized that the scope and size of the project was too much for the department to take on.

Therefore, we are asking for the amount not to exceed \$ 27,500.00 to be moved from the contingency fund to cover the cost of the renovation. If you have any questions or concerns regarding this matter, please contact me.