

The seal of Calaveras County Government is a circular emblem with a textured, halftone background. It features a central illustration of a landscape with a mountain range and a river. The words "CALAVERAS COUNTY GOVERNMENT" are written in a circular path around the perimeter of the seal.

**Board of
Commissioners'
Meeting**

February 19, 2013

**NOTICE AND AGENDA FOR
FEBRUARY 19, 2013 MEETING
OF THE
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for **Tuesday, February 19, 2013, at 7:00 p.m.** in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

- ITEM 1 Call to Order
- ITEM 2 Invocation
- ITEM 3 Pledge of Allegiance
- ITEM 4 Roll Call
- ITEM 5 Approval of Minutes
- ITEM 6 Communications
- ITEM 7 Citizens' Time
- ITEM 8 For Consideration

- A. State of the Courts Presentation – *Judge Gorsalitz*

CONSENT AGENDA

Buildings & Grounds

- B. Request for Approval of Contract with Emerson Network Power, Liebert Services Inc.

Circuit Court

- C. Request for Approval of Grant Agreement with Irving S. Gilmore Foundation for the Youthful Offender Transition Program (YOTP)
- D. Request for Approval of Lease Agreement with Park Trade Center for Youthful Offender Transition Program (YOTP)
- E. Request for Approval of Drug Treatment Court Provider Contracts
- F. Request for Approval to Create a Temporary Interstate Auditor Position

Community Corrections

- G. Request for Approval of Contract with Kalamazoo Community Mental Health Services for On-Site Screenings of Clients

District Court

- H. Request for Approval of Grant Agreement with Kalamazoo Community Foundation for Young Adult Diversion Court Pilot Program
- I. Request for Approval of Elimination of Deputy/Corrections Officer II Position

Health & Community Services

- J. Request for Approval of Amendment #1 to Grant Agreement from the Michigan Medicare/Medicaid Assistance Program (MMAP) for the State Health Insurance Assistance Program (SHIP)
- K. Request for Approval of Limited Data Set Use Agreement with Borgess Medical Center

- L. Request for Approval of an Amendment #2 to the 2012/2013 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH)
- M. Request for Approval of to Extend Temporary Employee for an Additional Sixty (60) Days
- N. Request for Approval of Amendment #4 to the Agreement with Department of Human Services (DHS) for DOE-12 Weatherization Assistance Program
- O. Request for Approval to Accept US Department of Energy Funds, Notice of Funds Available (NFA) #3 from the Michigan Department of Human Services (MDHS)
- P. Request for Approval of Multiple Dispensing Site Agreements
- Q. Request for Approval of Elimination/Creation of Positions in the STD Clinic (grant funded)
- R. Request for Approval of Elimination/Creation of Positions in the Area Agency on Aging IIIA (grant funded)

Michigan Works!

- S. Request for Approval of WIA Incentive Funds Received for PY2011 Performance 12-00
- T. Request for Approval of Appointment to the Kalamazoo-St. Joseph Workforce Development Board's Education Advisory Group
- U. Request for Approval of Appointments to the Kalamazoo-St. Joseph Workforce Development

Parks & Expo Center

- V. Request for Approval to Submit a Grant Application to the Kresge Foundation for Future Construction of the Kalamazoo River Valley Trail
- W. Request for Approval to Purchase Equipment and Property for the Kalamazoo County Fair and Expo Center Events from the Kalamazoo Agricultural Society
- X. Request for Approval of Funds from the Kalamazoo River Valley Trail Endowment Fund for Maintenance & Operation of the Kalamazoo River Valley Trail
- Y. Request for Approval of Funds from the Kalamazoo County Park Endowment Fund for Maintenance & Operation of the Kalamazoo River Valley Trail
- Z. Request for Approval of Enbridge Energy Temporary Access Agreement

Prosecuting Attorney

- AA. Request for Approval of Amendment to Byrne Justice Assistance (Byrne JAG) Grant Subcontract with the Michigan State Police for the Southwest Enforcement Team (SWET)

Sheriff

- BB. Request for Approval of Temporary Employment Agreement for Local Emergency Planning Committee (LEPC) Position
- CC. Request for Approval of Employment Agreement with David Schneider as Temporary Emergency Management Director (revised)
- DD. Request for Approval of an Agreement with Kalamazoo Department of Public Safety and Portage Department of Public Safety to Appoint Officers as Deputy Sheriffs

Treasurer

- EE. Request for Approval of the Sale of 2130 Cork Street (Parcel 06-35-228-001) to Residential Opportunities, Inc. (ROI)

Board of Commissioners

FF. Request for Approval of Transfers and Disbursements

GG. Request for Approval of Re-Appointments/Appointments to Various Advisory Boards

NON-CONSENT AGENDA ITEMS

The following Items are Non-Consent Agenda Items and will be voted on individually.

- ITEM 9 Old Business
- ITEM 10 New Business
- ITEM 11 County Administrator's Report
- ITEM 12 Chairperson's Report
- ITEM 13 Vice Chairperson's Report
- ITEM 14 Members' Time
- ITEM 15 Adjournment

Dina Sutton

Dina Sutton

Office Manager for Administrative Services

FEBRUARY 13, 2013

MEETINGS OF THE KALAMAZOO COUNTY BOARD OF COMMISSIONERS ARE OPEN TO ALL WITHOUT REGARD TO RACE, SEX, COLOR, AGE, NATIONAL ORIGIN, RELIGION, HEIGHT, WEIGHT, MARITAL STATUS, POLITICAL AFFILIATION, SEXUAL ORIENTATION, GENDER IDENTITY OR DISABILITY. KALAMAZOO COUNTY WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING/HEARING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON FOUR (4) BUSINESS DAYS' NOTICE TO THE COUNTY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING:

Dina Sutton

Office Manager for Administrative Services

KALAMAZOO COUNTY GOVERNMENT

201 West Kalamazoo Avenue

Kalamazoo, Michigan 49007

TELEPHONE: (269)384-8111

TDD PHONE: (269)383-6464

B.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Buildings & Grounds / I.S.

PREPARED BY: Randy Winterowd

SUBJECT: Contract Approval for Service Work

SPECIFIC ACTION REQUESTED:

Approve Contract for Service of the Liebert UPS System in Information Systems Computer Room

DESCRIPTION OF ACTION (dollar amount, purpose):

This is for a general service (see attached outlines) with an estimate of remaining life of the UPS for a total of \$3,247.04.

TIME FRAME OF ACTION:

Work will be scheduled upon Board Approval.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

I.S. Account # 112-001-808.21

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

N/A

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

New / One time

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

Prices are from authorized Liebert Service Provider.

CONTACT PERSON WITH PHONE NUMBER:

Randy Winterowd 383-8954



**UNINTERRUPTIBLE POWER SYSTEMS
ALL 3-PHASE MODELS
SCOPE OF WORK**

PM ONLY 8X5 SERVICE (1)

- Performed by Liebert factory trained Customer Engineers.
- Includes one Annual Preventive Maintenance visit scheduled by the customer between 8am-5pm, Monday-Friday (excluding national holidays).
- Subject to all Terms & Conditions as noted in the Liebert Services Terms & Conditions or the terms of a Master Agreement between the parties, if any, shall apply.

SERVICE PERFORMED

UPS Full Preventive Maintenance Service

1. Perform temperature check on all breakers, connections, and associated controls. Repair and/or report all high temperature areas.
2. Perform a complete visual inspection of the equipment including subassemblies, wiring harnesses, contacts, cables, and major components.
3. Check air filters for cleanliness. (if applicable)
4. Check module(s) completely for the following (if applicable):
5. Rectifier and inverter snubber boards for discoloration.
6. Check power capacitors for swelling or leaking oil. (if applicable)
7. DC capacitor vent caps that have extruded more than 1/8". (if applicable)
8. Record all voltage and current meter readings on the module control cabinet or the system control cabinet.
9. Measure and record harmonic trap filter currents. (if applicable)
10. Check the inverter and rectifier snubbers for burned or broken wires.
11. Check all nuts, bolts, screws, and connectors for tightness and heat discoloration.
12. Check fuses on the DC capacitor deck for continuity (if applicable).
13. With customer approval, perform operational test of the system including unit transfer and battery discharge.
14. Calibrate and record all electronics to system specifications.
15. Check or perform Engineering Field Change Notices (FCN) as necessary.
16. Measure and record all low-voltage power supply levels.
17. Record phase-to-phase input voltage and currents.
18. Review system performance with customer to address any questions and to schedule any repairs.

Battery Inspection Service - Performed During the UPS Semi-Annual and Annual PM Services.

1. Check integrity of battery cabinet (if applicable).
2. Visual inspection of the battery cabinet and/or room to include:
 1. Check for NO-OX grease or oil on all connections (if applicable).

2. Check battery jars for proper liquid level (if flooded cells).
 3. Check for corrosion on all the terminals and cables.
 4. Examine the physical cleanliness of the battery room and jars.
-
3. Measure and record DC bus ripple voltage (if applicable).
 4. Measure and record total battery float voltage.

Note1: Preventive Maintenance usually requires a shutdown to ensure electrical connection integrity.

Note2: Does not include parts or return corrective visits.

Note3: Customer should check air filters monthly for cleanliness and replace as necessary.

Note4: Above maintenance does not include System Control Cabinet, Power Tie, Breaker Cabinets, Load Bus Sync or Maintenance Bypass Cabinets.

Note5: The Battery Inspection Service listed above is only a visual inspection and is not intended to replace a full preventive maintenance program for the battery system.



SEALED VRLA BATTERIES SCOPE OF WORK

PM ONLY 8X5 SERVICE (1)

- Includes one Annual Preventive Maintenance Service scheduled by the customer between 8am-5pm, Monday-Friday (excluding national holidays).
- Performed by Liebert factory trained Battery Specialist or Customer Engineers.
- Subject to all Terms & Conditions as noted in the Liebert Services Terms & Conditions or the terms of a Master Agreement between the parties, if any, shall apply.

SERVICE PERFORMED

Annual Service

1. Inspect the appearance and cleanliness of the battery and the battery room. Clean normal cell top dirt accumulation (to be done only with battery off line).
2. Measure and record the total battery float voltage and charging current.
3. Measure and record the overall AC ripple voltage.
4. Measure and record the overall AC ripple current.
5. Visually inspect the jars and covers for cracks and leakage.
6. Visually inspect for evidence of corrosion.
7. Measure and record the ambient temperature.
8. Verify the condition of the ventilation equipment, if applicable.
9. Verify the integrity of the battery rack/cabinet.
10. Measure and record 100% of the cell temperatures.
11. Measure and record the float voltage of all cells.
12. Measure and record all internal impedance readings.
13. Provide a detailed written report noting any deficiencies and corrective action needed, taken and/or planned.
14. Verify approval for Battery Life program.
15. Re-tighten all connections to the battery manufacturer's specifications.
16. Measure and record all battery connection resistances in micro-ohms, when applicable.

Note1: Corrective maintenance will be billed at current Time and Material rates.

C.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

COURT: Ninth Circuit Court – Family Division

PREPARED BY: Kathy Flack

SUBJECT: Grant Acceptance – Youthful Offender Transitions Program

SPECIFIC ACTION REQUESTED:

Seeking approval to accept an award of \$53,000 from the Irving S. Gilmore Foundation (ISGF) Grant Number 2013-030.

DESCRIPTION OF ACTION (dollar amount, purpose):

The \$53,000 will be used by the Family Division of the Ninth Circuit Court to fund operation of the Youthful Offender Transitions Program.

TIME FRAME OF ACTION:

The term of the grant is from March 1, 2013 to February 28, 2014.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Irving S. Gilmore Foundation

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

Position already exists from previous grant. New grant funding will come out the same fund so no elimination or creation is required.

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

New.

ANY OTHER PERTINENT INFORMATION:

n/a

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

n/a

CONTACT PERSON WITH PHONE NUMBER:

Kathy Flack kbflac@kalcounty.com or 269 385-6039

D.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

COURT: Ninth Circuit Court – Family Division

PREPARED BY: Kathy Flack

SUBJECT: Lease agreement with Park Trade Center

SPECIFIC ACTION REQUESTED:

Approval to sign lease agreement with the Park Trade Center.

DESCRIPTION OF ACTION (dollar amount, purpose):

Rental of office space in the Park Trade Center in the amount of \$7140, to be payable in monthly installments of \$595.00 for the period of March 1, 2013 to February 28, 2014. Office space is used by the Youthful Offender Transitions Program.

TIME FRAME OF ACTION:

March 1, 2013 – February 28, 2014

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Funds awarded and approved by BOC from Kalamazoo Community Foundation and Irving S. Gilmore Foundation.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

n/a

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

Renewal of lease, source of funding is new.

ANY OTHER PERTINENT INFORMATION:

n/a

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

The Youthful Offender Transitions Program has been in this space since it's inception.

CONTACT PERSON WITH PHONE NUMBER:

Kathy Flack kbflac@kalcounty.com or 269 385-6039.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: 9th Circuit Court

PREPARED BY: Ann Filkins

SUBJECT: Drug Treatment Court Treatment Provider Contracts

SPECIFIC ACTION REQUESTED:

Board approval for the following contract agreements:

1. Debra Imbrock
2. Dale Anderson Consulting
3. GFM The Synergy Center
4. Kalamazoo Probation Enhancement Program
5. Community Healing Centers
6. Park Place Counseling
7. Pine Rest

DESCRIPTION OF ACTION (dollar amount, purpose):

The treatment providers provide treatment services for the Adult and Juvenile Drug Treatment Court Programs including: intensive and enhanced outpatient, individual and family counseling, parent education, drug testing, relapse prevention and other support and therapy recovery groups.

TIME FRAME OF ACTION:

January 1, 2013 – December 31, 2014

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Funding support comes from the Michigan Drug Court Grant Program (State Grant), Byrne/JAG (Federal Grant), Child Care Fund, and 3rd party reimbursement.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

N/A

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

Renewal

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Ann Filkins 383-6469

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Circuit Court

PREPARED BY: Susan Sayles

SUBJECT: Temporary Employee

SPECIFIC ACTION REQUESTED:

Circuit Court is requesting the hiring of a temporary employee for the finance unit.

DESCRIPTION OF ACTION (dollar amount, purpose):

The FOC has a large clean-up project of over 5,000 cases where incorrect amounts have been ordered by the State of Michigan for birthing expenses. This project will reduce FOC arrearages and allow the FOC to close some cases. The clean-up of these cases will increase the amount of Federal Incentive Funds that the FOC receives.

TIME FRAME OF ACTION:

90 Days from Date of Hire.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

66% of this position would be funded by Federal IV-D/CRP funds with 34% being funded by general fund.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

Create Temporary:

<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>Account Number</u>	<u>Position #</u>
Interstate Auditor	k04	25,750.40-34,756.80	215-141	10762-XX

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

Not Applicable

ANY OTHER PERTINENT INFORMATION:

The Finance Unit has a position that has been vacant in the FOC since June, 2012. This vacant position is at a higher grade than the position being requested. The temporary position will end after 90 days or when the vacant position is filled whichever comes sooner.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Susan Sayles 383.6415

G.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Community Corrections

PREPARED BY: Kenneth D. Bobo

SUBJECT: Approval of Contract with Community Mental Health

SPECIFIC ACTION REQUESTED:

Approve contract between Kalamazoo County and Kalamazoo County Community Mental Health Services, for clinician to perform on-site screening of Community Corrections clients, at the Community Corrections Office, 20-hours per month.

DESCRIPTION OF ACTION (dollar amount, purpose):

\$6,000.00

TIME FRAME OF ACTION:

FY2012

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Pass-through dollars from MDOC-OCA grant, per 1988 PA 511.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

N/A

NEW OR RENEWAL:

Technically, a new contract, but the same contract has existed for a number of years, and the terms of this contract are identical to those approved in the FY2011 contract.

ANY OTHER PERTINENT INFORMATION:

None

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

N/A

CONTACT PERSON WITH PHONE NUMBER:

Kenneth D. Bobo. 269.387.7136

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, March 19, 2013

DEPARTMENT: 8th District Court

PREPARED BY: Lynn Kirkpatrick, Probation Services Director

SUBJECT: Approval for acceptance of grant funds provided by Kalamazoo Community Foundation (KCF) for the 8th District Court Young Adult Diversion Program.

The Young Adult Diversion Court (YADC) is a newly conceived program with an innovative approach to probation. YADC is an energetic program designed to address not only the symptoms – or criminal charges that brought the individual to the court’s attention – but also the underlying issues that manifested in the criminal behavior.

SPECIFIC ACTION REQUESTED: The 8th District Court requests Board approval for acceptance of a grant award from Kalamazoo Community Foundation in the amount of \$150,000 for our Young Adult Diversion Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

Funding is in the amount of \$150,000. These funds are designated for contractual services, drug testing and supplies.

TIME FRAME OF ACTION:

This contract runs the length of the grant: 2 years, March 1, 2013 – February 28, 2015

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Local: Kalamazoo Community Foundation

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

None.

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: This grant funding requires a County match which has been met with entirely in-kind funds.

PROCUREMENT INFORMATION: N/A

CONTACT PERSON WITH PHONE NUMBER:

Lynn Kirkpatrick, Probation Services Director, 383-8966.

**January 29th 2013
YADC Budget - 12 Months**

**IN KIND COUNTY
AGENCIES ONLY**

	Court	CMH	Center for Health Equity	Youth in Transition	TOTAL COUNTY
Direct Program Costs					
Equipment					0
Supplies	400				400
Staff Salaries*	52700	39000	16000	3000	110700
Evaluation					0
Direct Costs		10000			10000
TOTAL	53100	49000	16000	3000	121100
Administration					
Consultants					0
Insurance					0
Overhead	8500	18200			26700
Administrative Staff Salaries	11000				11000
Other Administrative Costs					0
TOTAL	19500	18200	0	0	37700
Fundraising					
Marketing and PR					0
Printing					0
Development Salaries					0
Other Fundraising Costs					0
TOTAL	0	0	0	0	0
Grand Total	72600	67200	16000	3000	158800

* This amount includes \$25,000 in CMH /PA2 funding.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: 8th District Court

PREPARED BY: Tina L. Keifer, Court Administrator

SUBJECT: Elimination of South Security Deputy position

SPECIFIC ACTION REQUESTED:

Elimination of South Security Deputy position.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

Effective March 1, 2013

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

101-136 8th District Court Operating Budget

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

Eliminate:

10437-015 Deputy/CO II - Portage Court f19 1.0 \$99,372.21 Salary/Fringe 101-136-704.29

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

ANY OTHER PERTINENT INFORMATION:

8th District Court-South Location will close for business on March 1, 2013 and no longer have a need for a Security Deputy at that location.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Tina L. Keifer, Court Administrator 269-384-8166

J.-R.



Kalamazoo County

Health & Community Services

3299 Gull Road, P.O. Box 42, Nazareth, MI 49074-0042

DATE: February 19, 2013
TO: County Board of Commissioners
FROM: Linda Vail, Director/Health Officer
RE: ITEMS FOR YOUR CONSIDERATION

A. APPROVAL OF AMENDMENT # 1 TO THE GRANT FROM THE MICHIGAN MEDICARE/MEDICAID ASSISTANCE PROGRAM (MMAP) TO THE HEALTH AND COMMUNITY SERVICES/AREA AGENCY ON AGING IIIA FOR THE STATE HEALTH INSURANCE ASSISTANCE PROGRAM (SHIP)

ACTION REQUESTED

HCS Administration requests Board approval of Amendment # 1 from the Michigan Medicare/Medicaid Assistance Program (MMAP) to the Kalamazoo County HCS/Region IIIA Area Agency on Aging to support the State Health Insurance Assistance Program (SHIP), in the amount of \$18,377.79. The grant period is April 1, 2012 through March 31, 2013. The original agreement was approved by the Board on May 15, 2012.

DESCRIPTION OF SUBJECT

These funds are intended to recruit, train, and support volunteers whose objective is to provide health benefits counseling and information on Medicare, Medicaid, Medigap, long-term care insurance and related issues to Kalamazoo County's older adults and disabled population and their family members.

RELATIONSHIP TO GOALS

This program meets the goal of strengthening the capacity of individuals and families at risk within the community to take control of their lives and work towards self-sufficiency.

FUNDING SOURCE

There are no County funds associated with this request. Funding is from the state via a grant from the Center for Medicare/Medicaid Services.

PERSONNEL

There are no personnel issues associated with this request.

PROCUREMENT

There is no procurement issue associated with this request.

CONCERNS/ISSUES

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director, Older Adult Services at 373-5153 or at jasiva@kalcounty.com.

B. LIMITED DATA SET USE AGREEMENT BETWEEN HCS/AREA AGENCY ON AGING IIIA AND BORGESS MEDICAL CENTER

ACTION REQUESTED

HCS Administration requests Board approval of a Limited Data Set Use Agreement between Borgess Medical Center and the Health & Community Services Dept. /Area Agency on Aging IIIA, effective February 19, 2013.

DESCRIPTION OF SUBJECT

Borgess Medical Center and the AAIIIA are undertaking a research project that will identify the number of older adults that have been seen in emergency rooms for a falls related injury, possibly leading to providing increased programming of an evidence based class series called "Matter of Balance." The ultimate goal is to reduce the number of falls experienced by older adults resulting in emergency room visits.

RELATIONSHIP TO GOALS

This project will ultimately allow residents at risk to strengthen their capacity to take control of their lives and remain living as independently as possible in the community.

FUNDING SOURCE

There are no funds associated with this request.

PERSONNEL

There are no personnel associated with this request.

PROCUREMENT

No applicable.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director, Older Adult Services at 373-5153 or jasiva@kalcounty.com.

C. APPROVAL OF AMENDMENT #2 TO THE 2012/2013 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

ACTION REQUESTED

HCS Administration requests Board approval of amendment #2 to the FY 2012/2013 Comprehensive Planning, Budgeting and Contracting (CPBC) agreement with the Michigan Department of Community Health (MDCH) for the period of October 1, 2012 to September 30, 2013. Amendment #1 was approved on January 15, 2012.

DESCRIPTION OF SUBJECT

The CPBC is the contracting mechanism whereby funding is provided for the delivery of public health services in accordance with minimum program requirements and applicable federal, state and local laws and regulations. The CPBC includes Essential Local Public Health Services (ELPHS) funding for mandated Public Health Services as well as categorical funding for the majority of the Department's public health grant programs.

The purpose of the amendment is to extend funding through September 30th for the HIV Prevention program. The 2012/2013 amendment #2 funding level is increased by \$73,581 for a total of \$3,495,433.

RELATIONSHIP TO GOALS

The funding provided through the CPBC is relative to all Health and Community Services Department goals.

FUNDING SOURCE

The \$3,495,433 funding level is comprised of a combination of Federal and State funds contracted via the Michigan Department of Community Health.

PERSONNEL

There are no personnel actions associated with this request.

PROCUREMENT

No applicable.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Tammy Lahman, Deputy Director, HCS FMS at 373-5257 or via e-mail at talahm@kalcounty.com.

D. REQUEST TO EXTEND TEMPORARY EMPLOYEE FOR AN ADDITIONAL 60 DAYS

ACTION REQUESTED

HCS Administration requests Board approval to extend a temporary employee in the HCS Financial Management Services Unit for a period not to exceed 60 days.

DESCRIPTION OF SUBJECT

The BOC approved the rehire of a retiree at the November 20, 2012 meeting. This action requests an extension of that rehire for an additional 60 days so that needed assistance can be provided with yearend financial obligations including the County audit. This rehire has provided critical support to the HCS Financial Management Services Unit at a time when the unit has undergone almost complete turnover or reassignment of staff.

RELATIONSHIP TO GOALS

The requested temporary assistance will assist in meeting financial requirements during a significant staff turnover situation.

FUNDING SOURCE

Funding to support this temporary position will come from the HCS Administration temporary salary line item budget. No additional funding is required.

PERSONNEL

This temporary arrangement is requested for an additional 60 days.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

This request is submitted to address current concerns with meeting financial obligations. If you have any questions, please contact Tammy Lahman, Deputy Director, HCS FMS at 373-5257 or at talahm@kalcounty.com.

E. APPROVAL OF AMENDMENT #4 TO THE AGREEMENT WITH DEPARTMENT OF HUMAN SERVICES (DHS) FOR DOE-12 WEATHERIZATION ASSISTANCE PROGRAM

ACTION REQUESTED

HCS Administration requests Board approval to accept amendment #4 to the agreement entered into with Michigan Department of Human Services (DHS) for DOE-12-39015. The original agreement was approved on March 6, 2012.

DESCRIPTION OF SUBJECT

Amendment #4 simply extends the life of the agreement from its original completion date of March 31, 2013 to a new completion date of June 30, 2013.

RELATIONSHIP TO GOAL

The Health and Community Services Department enforces their overall goal for the Community Action Agency as promoting, providing for and educating our community through all services offered to the bests of its ability and with the highest standards of quality and community partnership.

FUNDING SOURCE

No County funds are requested. We will most like have spent all the funds by the end of March, but since DHS has extended the contract by 3 months must consider doing likewise.

PERSONNEL

There are no personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are not issues or concerns. If you have any questions, please contact David P. Artley Housing and Neighborhood Services Coordinator at 373-5058 or dpartl@kalcounty.com.

F. ACCEPTANCE OF US DEPARTMENT OF ENERGY FUNDS, NOTICE OF FUNDS AVAILABLE (NFA), #3 FROM THE MICHIGAN DEPARTMENT OF HUMAN SERVICES (DHS)

ACTION REQUESTED

HCS Administration requests Board approval to accept the Notice of Funds Available (NFA), #3 for the County Weatherization Program from the Michigan Department of Human Services (DHS) in the amount of \$49,725 for a total amount of \$240,223. The original agreement was approved on March 6, 2012.

DESCRIPTION OF SUBJECT

This NFA #3 is the incremental funding amount based upon the previously approved CSBG -13-39015 agreement with DHS. Upon approval of this request, the grand total of funding that would be under the agreement is \$240,223.

RELATIONSHIP TO GOALS

The acceptance of this funding will assist the Department in the fulfillment of its goals to strengthen and aid individuals and families, that are in risk within our community, to take control of their lives and to continue to work towards self-sufficiency.

FUNDING SOURCE

There are no County funds associated with this request. The funding is from the Federal Community Service Block Grant (CSBG), which is distributed through the State of Michigan Department of Human Services (DHS) to the Community Action Agency (CAA).

PERSONNEL

There are no personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES AND CONCERNS

There are not issues or concerns. If you have any questions, please contact David P. Artley Housing and Neighborhood Services Coordinator at 373-5058 or dpartl@kalcounty.com.

G. APPROVAL OF MULTIPLE DISPENSING SITE AGREEMENTS

ACTION REQUESTED

HCS Administration requests Board approval of Dispensing Site Agreements between the County Health and Community Services Department (HCS) – Emergency Preparedness Program and the following agencies:

Kalamazoo Valley Community College
Schoolcraft Community Schools
Wings Stadium

DESCRIPTION OF SUBJECT

These agencies will provide facility space for use by HCS in conducting required public health activities in the event of a public health emergency or disaster

The Centers for Disease Control and Michigan Department of Community Health require local health departments to develop plans for quickly administering vaccinations or medications to the entire county population during a public health emergency or disaster. CDC funding is being provided to the Department to meet this critical capacity. Because medications would have to be administered in a short time frame (5 days is established as the benchmark), the Department will need to have operations in place in multiple facilities within the County, preferably geographically dispersed, and must also have facilities available that can accommodate large crowds. These agreements will allow the Department to make use of facilities within the County for the purpose of mass medication clinics.

RELATIONSHIP TO GOALS

Widespread communicable diseases whether they are the result of a naturally occurring epidemic or pandemic or are a result of bioterrorism can impact the health of the entire population of the County in a short period of time. By being prepared to provide medication in large-scale clinics, health hazards can be minimized during a public health emergency. This is in keeping with our goal to protect the community from health threatening conditions.

FUNDING SOURCE

There are no costs associated with these agreements.

PERSONNEL

No additional personnel are needed.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions please contact, Jeannie Byrne, Emergency Preparedness Coordinator at 373-5025 or at jkbyrn@kalamazoo.org.

H. APPROVAL TO ELIMINATE AND CREATE POSITIONS IN THE HEALTH & COMMUNITY SERVICES DEPARTMENT (HCS)/STD CLINIC PROGRAM

ACTION REQUESTED

HCS Administration requests Board approval of an elimination of 2.0 FTE for the K11 Public Health Nurse Practitioner and 0.3125 Public Health Nurse (Immunizations) and the creation of 1.6125 FTE K08 Public Health Nurse and 1.0 FTE Public Health Clinic Assistant in the STD Program. This action will be effective February 20, 2013.

DESCRIPTION OF SUBJECT

The STD Program is funded to provide opportunities to receive STD testing and treatment. The intention is to create a new staffing model in the clinic that will be more efficient and permit the clinic to provide better service to more clients. This model creates more specialized roles for clinic staff and is more economical and a more fiscally responsible model.

RELATIONSHIP TO GOALS

Provision of clinical nursing services to residents of Kalamazoo County relates to the HCS goal of reducing preventable disabilities and deaths.

FUNDING SOURCE

The funding for the clinic programs is General Fund allocation and Michigan Department of community Health Funding. The funding of the newly created positions is offset by the elimination of the positions being eliminated.

PERSONNEL

Elimination:

<u>Account #</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
221-227	Public Health Nurse Practitioner 10842-001 & 10842-003	K11	2.0	\$54,683-\$73,819	2/20/13
221-227	Public Health Nurse 10865-002	K08	0.3125	\$54,683-\$73,819	2/20/13

Creation:

Account #	Position/#	Grade	FTE	Pay Range	Effective
221-227	Public Health Nurse 10865-002	K08	.6125	\$40,310-\$54,412	2/20/13
221-227	Public Health Nurse 10865-NEW	K08	1.0	\$40,310-\$54,412	2/20/13
221-227	Public Health Clinic Assistant TBD	K03	1.0	\$24,190-\$32,656	2/20/13

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Marc Meulman, Deputy Director at 373-5252 or at mtmeul@kalcounty.com.

I. APPROVAL TO ELIMINATE POSITIONS IN THE HEALTH & COMMUNITY SERVICES DEPARTMENT (HCS)/ AREA AGENCY ON AGING IIIA (AAAIIIA)

ACTION REQUESTED

HCS Administration requests Board approval to eliminate 1.30 FTE Social Worker positions due to grant funding ending. This action will be effective March 1, 2013.

DESCRIPTION OF SUBJECT

This request is a result of the expiration of the Thome grant on 2/28/13. Services currently provided to Kalamazoo area residents through this grant will continue to be funded through Choices for Independence Care Management Program and the Area Agency on Aging, 3A, Information and Assistance program.

RELATIONSHIP TO GOALS

The Thome grant addressed the goal to "Strengthen the capacity of individuals and families at risk within the community to take control of their lives."

FUNDING SOURCE

Funding was through a grant from the Thome Foundation.

PERSONNEL

The following position actions are requested:

Eliminate:

<u>Account #</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
282-116	Social Worker #10743-009	K7	.50	\$34,882-\$47,091	3/1/13
282-116	Social Worker #10743-007	K7	.80	\$34,882 -\$47,091	3/1/13

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Judy Sivak, AAIIIA Director, 373-5153 or jasiva@kalcounty.com.

S.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Michigan Works! – Upjohn Institute

PREPARED BY: Amanda Wright

SUBJECT: WIA Incentive Funds Received for PY2011 Performance 12-00

SPECIFIC ACTION REQUESTED: Review and approval of WIA Incentive Funds Received for PY2011 Performance 12-00

DESCRIPTION OF ACTION (dollar amount, purpose): N/A

The Workforce Development Agency, State of Michigan (WDASOM) awarded the Kalamazoo-St. Joseph Workforce Development Board \$2,250 in Statewide Workforce Investment Act (WIA) Incentive program. The Kalamazoo-St. Joseph Michigan Works Area was awarded for meeting or exceeding all seventeen WIA Performance Standards during program year 2011.

In AY2012, the Incentive Award focus will be providing services to employers and job seekers such as assessments, resume critiques, workshops, and/or other activities that support the Demand Driven Approach.

TIME FRAME OF ACTION: July 1, 2012 through June 30, 2014

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): N/A

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: NA

CONTACT PERSON WITH PHONE NUMBER: Amanda Wright 385-0457

PLEASE ATTACH ALL NECESSARY INFORMATION
i.e. Agreements/Contracts/Applications

WIA Incentive Funds Received for PY2011 Performance

The Workforce Development Agency, State of Michigan (WDASOM) awarded the Kalamazoo-St. Joseph Workforce Development Board \$2,250 in Workforce Investment Act (WIA) Statewide Activities funds. The Kalamazoo-St. Joseph Michigan Works Area was awarded incentive funding for attaining at least 90% or greater performance levels on all 17 WIA Performance Standards and exceeding at least one of the performance measures during program year 2011 (July 1, 2011 – June 30, 2012).

Performance Measure (Actual = or >80% = "Met" goal)	Adult		Dislocated Worker		Younger Youth (14-18)		Older Youth (19-21)	
	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Entered Employment Rate	89.0%	95.9%	95.0%	95.9%			84.0%	93.9%
Employment Retention at Six Months	85.0%	95.5%	92.0%	91.3%			85.0%	96.3%
Average Earnings in Six Months	\$9,000	\$13,000	\$13,400	\$16,409			\$3,300	\$4,334
Employment and Credential Rate	82.0%	92.7%	84.0%	97.1%			79.0%	87.7%
Skill Attainment Rate					92.0%	99.6%		
Diploma (or Equivalent) Rate					89.0%	92.5%		
Retention Rate					79.0%	91.9%		
Job Seeker Customer Satisfaction Score			Goal	91.0%	Actual	91.9%		
Employers Customer Satisfaction Score			Goal	86.0%	Actual	84.4%		

Focus

In AY2012, the Incentive Award focus will be providing services to employers and job seekers such as assessments, resume critiques, workshops, and/or other activities that support the Demand Driven Approach.

Funding

	<u>Funding Level</u>
Available Funds	\$2,250
Distribution by Cost Category	
Administration	225
Program	2,025

Technical Information

Program Title/Number	Title I WIA Incentive
Funding Source	Workforce Investment Act (WIA) of 1998 – Statewide Activities
Funding Level	\$ 2,250
Period of Performance	Appropriation Year (AY) 2012 (July 1, 2012- June 30, 2014)
Source Reference	WDASOM Policy Issuance 12-26, January 23, 2013
CFDA Number	17.258; 17.259; 17.278

J:\Annex\PLANS\WIA\WIA Incentive\12-00 WIA Incentive SOA.doc

T.



A Private-Public Partnership Serving Kalamazoo and St. Joseph Counties
222 S. Westnedge Avenue, Kalamazoo, Michigan 49007-4628

DATE: February 11, 2013
TO: Kalamazoo County Board of Commissioners
FROM: Kathy Olsen
RE: Workforce Development Board Education Advisory Group Appointment

We are requesting consideration and approval of the individual listed below for appointment to the Kalamazoo-St. Joseph Workforce Development Board's Education Advisory Group.

<u>Name</u>	<u>Sector Represented</u>
Ms. Julia Cady Department Analyst Prisoner Re-entry	Michigan Department of Corrections



A Private-Public Partnership Serving Kalamazoo and St. Joseph Counties
222 S. Westnedge Avenue, Kalamazoo, Michigan 49007-4628

DATE: February 11, 2013
TO: Kalamazoo County Board of Commissioners
FROM: Kathy Olsen
SUBJECT: Workforce Development Board Appointments

We are requesting approval of the following appointments to the Kalamazoo-St. Joseph Workforce Development.

These appointments are for the remainder of a two-year term that began on January 1, 2012 and ends on December 31, 2013.

<u>Name</u>	<u>Sector</u>	<u>Representing</u>
Kelly Presta Vice President	Private Sector	Sturgis Molded Products
Michelle Davis Executive Director	Community Based Organization	Housing Resources, Inc

V.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2012

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT:

SPECIFIC ACTION REQUESTED:

Approve submitting a grant to the Kresge Foundation for future construction of the Kalamazoo River Valley Trail.

DESCRIPTION OF ACTION (dollar amount, purpose):

The grant request is for \$200,000 and the County will not need to provide any matching funds. The additional funds needed will come from the fundraising efforts of the Parks Foundation of Kalamazoo County.

In 2009, Kresge awarded an \$800,000 challenge grant to the County that would have been made available after the entire \$15.2 million KRV Trail fundraising goal was reached by the Parks Foundation of Kalamazoo County. In discussions with the Kresge Foundation, they have asked us to modify our request for a non-challenge grant of \$200,000. The benefit of this change is that funds will be immediately available for trail construction and we can apply for future funds for future trail segments. The County will only receive the funds and then pass them on to the Kalamazoo County Road Commission or the City of Kalamazoo that manage all construction and budgeting of the KRV Trail. The Parks Foundation will raise the additional funds needed and the KRV Trail Endowment Fund pays the maintenance and operating expenses.

TIME FRAME OF ACTION:

If awarded, the funds are planned for KRV Trail construction in 2014.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

The \$200,000 grant will be used in conjunction with State and local funds raised to construct future sections of the KRV Trail. No county funds will be needed.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

This is a new request.

ANY OTHER PERTINENT INFORMATION

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, 383-8787, dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Parks & Fairground

PREPARED BY: David Rachowicz

SUBJECT: Purchase of Equipment for Kalamazoo County Fair

SPECIFIC ACTION REQUESTED:

Approve purchase of equipment and property for the Kalamazoo County Fair and Expo Center events from the Kalamazoo Agricultural Society.

DESCRIPTION OF ACTION (dollar amount, purpose):

At the end of 2012 the Kalamazoo County Commission created a new Fair Council to operate the Kalamazoo County Fair. Planning is well underway for the 2013 County Fair. The Kalamazoo County Agricultural Society was the organization that previously operated the County Fair. The Agricultural Society has offered to sell a large amount of equipment, supplies, and intellectual property for use at the County Fair for \$42,000. The cost to replace these items with new purchases would cost significantly more than the proposed price. The agreement also includes a release of the Agricultural Societies claim for a large number of items and or improvements that occurred overtime that currently have unclear ownership. In addition to the physical property, they will also provide all mailing lists, forms, vendor lists, and the web domain. Many of these items will be utilized at other events held at the Expo Center throughout the year.

TIME FRAME OF ACTION:

After board approval, the transaction will be complete upon receipt of all items listed by the County.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Purchase will be made with Fairground Capital Improvement Funds that are generated through the accommodation tax.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number) NA

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

This is a new agreement.

ANY OTHER PERTINENT INFORMATION:

The Park Commission approved the agreement on 2/7/13.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

We did price some of the items needed that will be purchased and the replacement cost is much higher than the proposed purchase price.

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, 383-8787, dmrach@kalcounty.com

X.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Kalamazoo River Valley Trail Endowment Fund Request

SPECIFIC ACTION REQUESTED:

Approve requesting \$33,386.21 from the Kalamazoo River Valley Trail Endowment Fund for the maintenance and operation of the Kalamazoo River Valley Trail.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo River Valley Trail Endowment Fund is held by the Kalamazoo Community Foundation. It is funded by private donations and by the Parks Foundation of Kalamazoo County. Requests for funding must be approved by the County Board of Commissioners and the County Park Commission. Currently there is \$1,074,798.56 in the fund and \$33,386.21 is available to be spent. Per the original budget approved by the County Board, \$33,386.21 is needed at this time to pay for 2012 operating expenses related to the Kalamazoo River Valley Trail. The purpose of the fund is to pay for the operating and maintenance expenses of the Kalamazoo River Valley Trail.

TIME FRAME OF ACTION:

This is to pay for 2012 budgeted expenses of the KRV Trail.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NA

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

ANY OTHER PERTINENT INFORMATION:

This request was approved by the Park Commission on February 7, 2013.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, 383-8787, dmrach@kalcounty.com

Y.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Kalamazoo County Park Endowment Fund Request

SPECIFIC ACTION REQUESTED:

Approve requesting \$5,164.00 from the Kalamazoo County Park Endowment Fund for the maintenance and operation of the Kalamazoo River Valley Trail.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo County Parks Endowment Fund is held by the Kalamazoo Community Foundation. It is funded by private donations and by the Parks Foundation of Kalamazoo County. Requests for funding must be approved by the County Board of Commissioners. Currently there is \$81,288 in the fund and \$6,454.59 is available to be spent. \$5,164 is needed at this time to pay for 2012 operating expenses related to the Kalamazoo River Valley Trail. The purpose of the fund is to assist with the operation and improvement of the County Parks.

TIME FRAME OF ACTION:

This is to pay for 2012 budgeted expenses of the KRV Trail.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NA

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

ANY OTHER PERTINENT INFORMATION:

This request was approved by the Park Commission on February 7, 2013.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, 383-8787, dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Parks and Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Enbridge Energy Temporary Access Agreement

SPECIFIC ACTION REQUESTED:

Approve a Temporary Access, Working Rights and Occupation Agreement with Enbridge Energy for River Oaks County Park.

DESCRIPTION OF ACTION (dollar amount, purpose):

Enbridge Energy has been utilizing River Oaks County Park, located on Morrow Lake, to access the water and Kalamazoo River to complete clean-up following the oil spill into the Kalamazoo River.

The proposed agreement formalizes Enbridge's use of County Property. Enbridge uses the park access roads and boat launch area. With the exception of the boat ramp and shoreline fishing, all other park services at River Oaks County Park will continue without interruption for our visitors.

TIME FRAME OF ACTION:

The agreement expires December 31, 2013.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Under the agreement, Enbridge has agreed to compensate Kalamazoo County \$20,000 for the use of River Oaks County Park. The Park Commission has requested that the \$20,000 be deposited into Park Improvement Fund #209, Special Park Purposes, to be used as matching funds for the recently approved DNR Trust Fund grant project scheduled to be completed at River Oaks County Park.

PERSONNEL IF REQUIRED: NA

Park employees are not directly assigned to this project. Oversight of the agreement should be minimal and will be conducted by the River Oaks Park Manager.

NEW OR RENEWAL:

This is a new request.

ANY OTHER PERTINENT INFORMATION:

Park Commission is requesting that the \$20,000 payment be deposited into the Park Improvement Fund #209, Special Park Purposes, for a future improvement project at River Oaks County Park. The agreement was approved by the Park Commission on January 3, 2013.

PROCUREMENT INFORMATION: NA

CONTACT PERSON WITH PHONE NUMBER:

Dave Rachowicz, Parks Director, 383-8787 or dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013
DEPARTMENT: Office of the Prosecuting Attorney
PREPARED BY: Jeff Getting, Prosecuting Attorney
SUBJECT: SWET Grant Subcontract

SPECIFIC ACTION REQUESTED:

Please place the attached 3 copies of the AMENDED Byrne Justice Assistance Grant Program Subcontract for FY 2012-2013 on the February 19, 2013 Board Meeting agenda for approval and required signatures. The agreement is retroactive for the period of October 1, 2012 through September 30, 2013. This document continues partial funding for one full-time Assistant Prosecutor to handle the criminal cases generated by the Southwest Enforcement Team (SWET). The Byrne grant will provide \$51,361 and SWET will provide the \$51,361 match.

DESCRIPTION OF ACTION (dollar amount, purpose):

Need approval and required signatures.

TIME FRAME OF ACTION:

FY 2012-2013 (October 1, 2012 through September 30, 2013)

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Michigan State Police Byrne Justice Assistance Grant (Byrne JAG) Program Subcontract. The agreement is for salary and fringe for Steve McLaughlin, Assistant Prosecutor.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

Steve Mc Laughlin; FTE; Assistant Prosecutor; K12; 101-229;

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

None

CONTACT PERSON WITH PHONE NUMBER:

Jeff Getting
(269) 383-8955

BB.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: *February 19, 2013*

DEPARTMENT: *Emergency Management*

PREPARED BY: *Undersheriff Paul Matyas*

SUBJECT: *Temporary Local Emergency Planning Committee (LEPC) Position Approval*

SPECIFIC ACTION REQUESTED: *Approval of a Temporary Local Emergency Planning Committee (LEPC) Position for the Office of Emergency Management.*

DESCRIPTION OF ACTION (dollar amount, purpose):

The LEPC is responsible for coordination of all Hazardous Material plans county-wide according to Federal guidelines for reporting. This also includes the cities within the county.

This project will be to:

- 1) Develop and Complete new site plans,*
- 2) Update current site plans and Tier II and Tier III Contact information.*

This position will be compensated at the rate of \$15.00 per hour (same as we have since 2006) with a \$6120.00 expenditure for the labor in this project and a 10% fringe cost of \$612.00, for a total expenditure of \$6732.00. The working period for this project is March 4, 2013 through June 28, 2013. This is based on working up to 24 hours per week.

TIME FRAME OF ACTION: *March 4, 2013 through June 28, 2013.*

This project will be completed by 1) Completion of new plans, 2) review of existing plans and 3) submission to the State of Michigan by July 1, 2013.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

We will be using current LEPC funds received from the State of Michigan for plan completion and review. This funding has been placed in the Emergency Management account # 101-426-834.00.

PERSONNEL IF REQUIRED: *One (1) part-time temporary employee. No benefits.*

NEW OR RENEWAL: *New, however we have had a person do the same project in previous years at the same rate of compensation.*

ANY OTHER PERTINENT INFORMATION: *This position will work in the Emergency Management office using already in place LEPC equipment.*

CONTACT PERSON WITH PHONE NUMBER: *Undersheriff Paul Matyas, 385-6176*

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Sheriffs Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Approval of REVISED appointment of Interim Emergency Management Director

SPECIFIC ACTION REQUESTED:

Appointment of David Schneider to the position of Interim Emergency Management Director retroactive to 1-12-2013

DESCRIPTION OF ACTION (dollar amount, purpose):

Approve appointment and formally notify MSP Emergency Management and Homeland Security Division as required by PA 390 of 1976

TIME FRAME OF ACTION:

Immediate

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Emergency Management Performance Grant (State) and local funds

PERSONNEL IF REQUIRED:

Position vacated by Lt. Paul Baker on 1-11-2013

NEW OR RENEWAL OR AMENDMENT:

NA

ANY OTHER PERTINENT INFORMATION:

Previous Board approval listed an end date of the interim agreement as April 2014. It is corrected to April 1, 2013.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

DD.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2012

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Approval of Sheriff's Authority Agreements

SPECIFIC ACTION REQUESTED:

Approve the Portage Dept of Public Safety and Kalamazoo Dept of Public Safety working agreements regarding swearing-in of specific police personnel

DESCRIPTION OF ACTION (dollar amount, purpose):

Swearing-in of non-Sheriff's Office police personnel allows those officers to conduct police business outside of their immediate jurisdictions.

TIME FRAME OF ACTION:

Immediate

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

NA

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

Documents have been signed by appropriate representatives of the City of Portage and the City of Kalamazoo. The agreement provides liability coverage for the County by each jurisdiction.

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

EE.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 19, 2013

DEPARTMENT: Treasurer

PREPARED BY: Mary Balkema

SUBJECT: Sale of 2130 East Cork (parcel 06-35-228-001)

SPECIFIC ACTION REQUESTED:

It is recommended that the County Board of Commissioners approve the sale of 2130 East Cork Street to Residential Opportunities, Inc., a non-profit whose address is 1100 South Rose Street and authorize the County Treasurer to sign all related documents.

DESCRIPTION OF ACTION (dollar amount, purpose):

The County acquired this parcel on 5/23/1990. ROI has been maintaining the lot for the last 20 years and would like to expand their parking lot for their group home whose address is 2208 East Cork Street. ROI is a 501 ©(3) non-profit. They are willing to pay the SEV amount of \$11,500.00.

TIME FRAME OF ACTION:

Immediately

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

The proceeds from the sale will go back to the general fund. The commission may elect to deny the request. This alternative is not recommended as they county has no strategic plans for this parcel.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Mary Balkema, Treasurer 384-8134

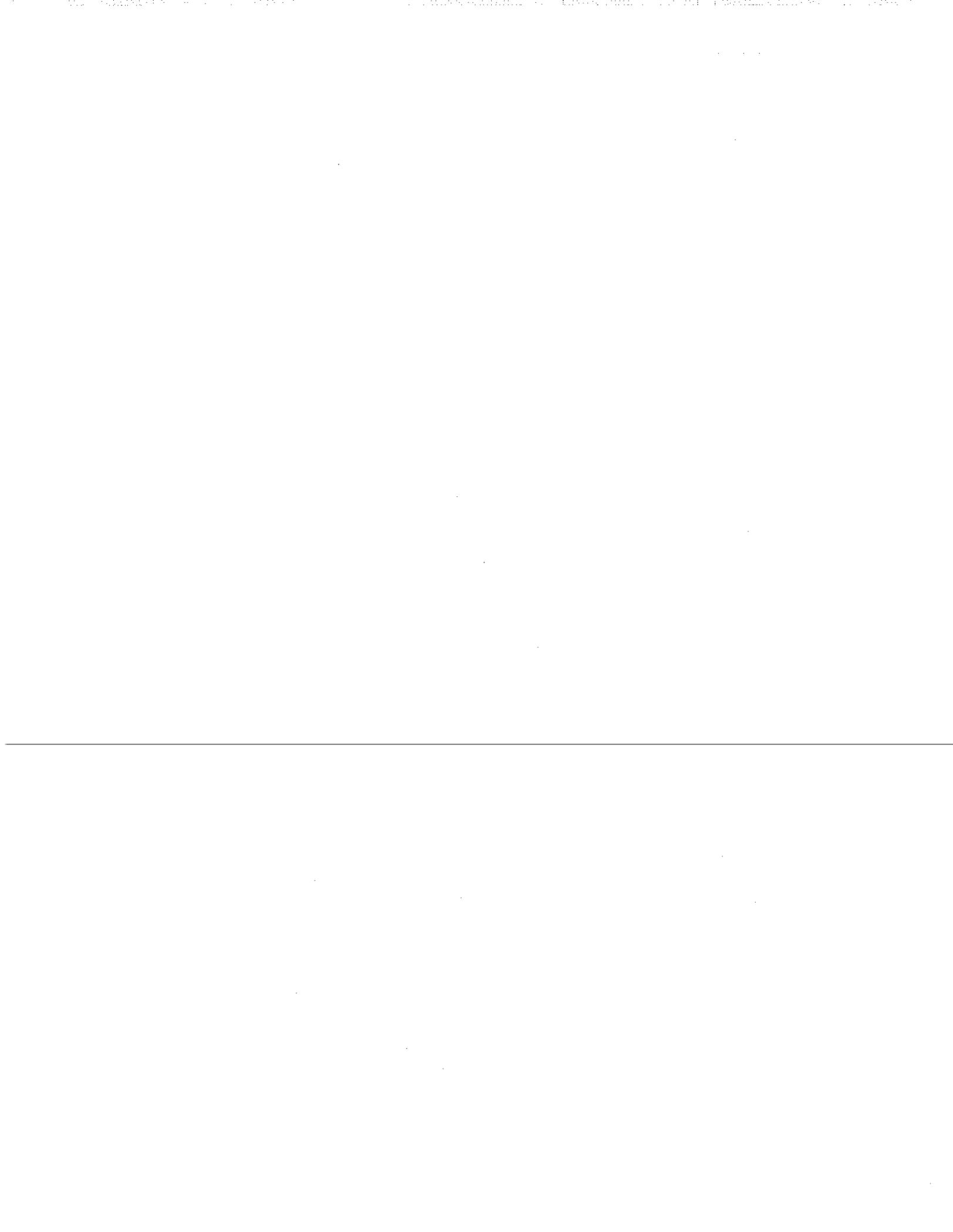


Cork Street

Print Date: 01/15/2013

Image Date: 04/05/2011

Level: Neighborhood





ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners
FROM: Tina Becker
DATE: February 8, 2013
SUBJECT: Board Action

Southcentral Michigan Planning Council (SMPC) was re-established on October 18, 2012. The Council is composed of 13 members representing each of the region's counties with Kalamazoo County having 4 Representatives. The Board Appointments Committee recommend to appoint:

- Mr. Ronald Reid
- Mr. Lou Conti

These terms are effective 2/1/13 – 12/31/14

The Board Appointments Committee recommends moving Denise Martineau from the general public sector slot to the family sector slot on the Community Mental Health Board.

The Board Appointments Committee recommends re-appointing:

- Ms. Linda Teeter for another term ending 12/31/15
- Mr. Greg Rosine for another term ending 12/31/15
- Mr. Jeff Breneman for another term ending 12/31/15

The Board Appointments Committee will conduct interviews for EDC/BRA February 19. A recommendation will be made for consent agenda for the March 5 meeting.

KALAMAZOO COMMUNITY
Mental Health
& Substance Abuse
Services

Jeff Patton
Chief Executive Officer

February 7, 2013

Administrative Offices
3299 Gull Rd. P.O. Box 63
Nazareth, MI 49074-0063
Phone: (269) 553-8000
Fax: (269) 553-8012

Access Center
418 West Kalamazoo Ave.
Kalamazoo, MI 49007
Phone: (269) 373-6000
(888) 373-6200
Fax: (269) 373-4951
TTY: (800) 649-3777
or 711(MRC)

Customer Services
Phone: (269) 553-7000
Toll Free: (877) 553-7160

Medical Clinic
418 West Kalamazoo Ave.
Kalamazoo, MI 49007
Phone: (269) 553-7037
Fax: (269) 553-7106
Med. Records Fax:
(269) 553-7142

Recipient Rights Office
3299 Gull Rd., P.O. Box 63
Nazareth, MI 49074-0063
Phone: (269) 553-8136
Fax: (269) 553-8120

**Services for Adults
with Mental Illness**
418 West Kalamazoo Ave.
Kalamazoo, MI 49007
Phone: (269) 373-6000
(888) 373-6200
Fax: (269) 373-4951

**Services for Persons with
Developmental Disabilities**
3299 Gull Rd. P.O. Box 63
Nazareth, MI 49074-0063
Phone: (269) 553-8060
Fax: (269) 553-8104
TDD: (269) 553-8100

**Services for Youth
and Families**
432 W. Crosstown Parkway
Kalamazoo, MI 49001
Phone: (269) 553-8110
Fax: (269) 553-8124

Substance Abuse Services
418 West Kalamazoo Ave.
Kalamazoo, MI 49007
Phone: (269) 553-7084
Fax: (269) 553-7006

Training
418 West Kalamazoo Ave.
Kalamazoo, MI 49007
Phone: (269) 553-7148
Fax: (269) 553-7144

www.kazoocmh.org

In affiliation with:
Allegan County Community Mental Health Services.
Community Mental Health Services of St. Joseph County.
Woodlands (Cass) Behavioral Healthcare Network

"To promote mental health services
that empower people to succeed."

Dave Maturen
CHAIR - Kalamazoo County Board of Commissioners
Kalamazoo County Government
201 W Kalamazoo Ave
Kalamazoo MI 49007

RE: Reclassification of Denise Martineau

Dear Chair Maturen:

Kalamazoo Community Mental Health and Substance Abuse Services Board Chair, Patricia M. Guenther and Chief Executive Officer, Jeff Patton are requesting that Board Member, Denise Martineau's sector on the Board be reclassified from General Public Sector to Family Sector.

The Michigan Mental Health Code states that the composition of the Board must be at least 1/3 of primary consumers or family members, and of that 1/3 at least two members must be primary consumers.

After reviewing our records we have discovered that we are out of compliance with the Michigan Mental Health Code. In order to be in compliance with the Code, Ms. Martineau should be transferred to the family sector and another board appointment for the consumer sector must happen.

Thank you for your consideration and we look forward to hearing from you soon.

Sincerely,



Patricia M. Guenther
Chair
KCMHSAS Board



Jeff Patton
Chief Executive Officer
KCMHSAS

Cc: Member Denise Martineau
Tina Becker