

The seal of Calaveras County Government is a semi-circular emblem. It features a landscape with a river in the foreground, a line of trees in the middle ground, and a mountain range in the background. The text "CALAVERAS COUNTY GOVERNMENT" is written in a semi-circle along the top edge of the emblem.

**Board of
Commissioners'
Meeting**

March 18, 2014

**NOTICE AND AGENDA FOR
MARCH 18, 2014 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, March 18, 2014, 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. Resolution Honoring Bill Wright
- B. Land Bank Authority Annual Report

CONSENT AGENDA

- C. Request for Approval of 25 Year Resolution Honoring Gloria Dennis

Circuit Court

- D. Request for Approval of Creation of Position (General Fund)

Community Corrections

- E. Request for Approval of Appointment to Community Correction Advisory Board
- F. Request for Approval of a Contract with Community Mental Health

Drain Commissioner

- G. Request for Approval of Temporary Fund Request for Revolving Drain Fund

Health & Community Services

- H. Request for Approval of Memorandum of Agreement & Business Associate Agreement with Community Aids Resource and Education Services (CARES)
- I. Request for Approval of Amendment #4 to LCA 13-39015 with the Michigan Department of Human Services
- J. Request for Approval of a Partnership Agreement with Northside Association for Community Development
- K. Request for Approval of Place-Based Targeting Strategy with MSHDA as Part of the Community Development Block Grant (CDBG)
- L. Request for Approval of Creation of a Position (grant fund)

Michigan Works!

- M. Request for Approval of Fidelity Bonding Program 14-00
- N. Request for Approval of Michigan Works! System Plan 14-00

Planning & Community Development

- O. Request for Approval of 2014 Remonumentation Grant from the State of Michigan, Department of Licensing & Regulatory Affairs
- P. Request for Approval of Amendments with Surveyors

Prosecuting Attorney

- Q. Request for Approval to Accept Grant Award from the Prosecuting Attorneys Association of Michigan (PAAM) for the 2014 Crime Victim Rights Week

Sheriff

- R. Request for Approval of 2013-2014 Hazardous Materials Emergency Preparedness Grant Agreement (HMEP)
- S. Request for Approval of Amendment to Agreement with EZ Payment Systems, LLC

Treasurer

- T. Request for Approval to Deed Properties to Kalamazoo County Land Bank Authority

Board of Commissioners

- U. Request for Approval of Transfers and Disbursements
- V. Request for Approval of Memorandum of Understanding with Kalamazoo Community Mental Health & Substance Abuse Services
- W. Request for Approval of Bronson Park Lease with the City of Kalamazoo
- X. Request for Approval of Appointments to the Community Action Tripartite Advisory Board and Building Authority
- Y. Request for Approval of Reappointments to the Community Mental Health Board

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

MARCH 12, 2014

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Circuit Court

PREPARED BY: Suzanne Darling

SUBJECT: Contract Referee

SPECIFIC ACTION REQUESTED:

The Circuit Court would like to eliminate the Custody Hearing Service line item (101-135-808.44) and create an additional referee position (101-135-704.00)

DESCRIPTION OF ACTION (dollar amount, purpose):

In 2014 this line item was budgeted at \$114,700. A referee position, with fringe benefits starts at \$83,025 with a top of grade, with benefits, \$112,105. This would allow the circuit court additional flexibility in scheduling and workloads.

TIME FRAME OF ACTION:

March 18, 2014

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

Currently this would only involve county 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:

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10088-XXX	Referee	k12	\$61,048 - \$82,430	1.0	101-135-704.00

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)

None

ANY OTHER PERTINENT INFORMATION:

On December 31, 2013 the contract referee, who was being paid from that line-item, retired. The contract referee could only hear custody related cases and had a fixed case load based on that contract. By creating an additional referee position, this will allow the circuit court increased flexibility in the type and number of cases that this referee can hear.

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)
Not applicable

CONTACT PERSON WITH PHONE NUMBER:

Suzanne Darling 383-8928

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Community Corrections

PREPARED BY: Kenneth D. Bobo

SUBJECT: Appointment of Advisory Board Members

SPECIFIC ACTION REQUESTED:

See attached.

DESCRIPTION OF ACTION (dollar amount, purpose):

See attached.

TIME FRAME OF ACTION:

N/A.

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

None required.

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 required.

NEW OR RENEWAL:

N/A

ANY OTHER PERTINENT INFORMATION:

See attached.

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
ADDENDUM
March 18, 2014 Meeting
Appointment of CCAB Advisory Board Members

Article III of the Kalamazoo County Community Corrections Advisory Board (CCAB) bylaws were amended during the January 17, 2014 meeting. Prior to January 17, 2014, the terms of all members appointed to the CCAB expired at the same time. The amendment provides for a staggered expiration, in that half of the terms expire in years ending with an odd number and the other half expire in years ending with an even number.

Pursuant to 1988 PA 511 (MCL 791.401, *et seq*), all positions (except the “general public” representative which will not expire until September 2014) must be appointed by the county Board of Commissioners. A solicitation for applications was posted on the Kalamazoo County Government website during parts of January and February 2014. From the applications received, the following recommendations for appointment are made:

Position	Nominee	Term Expiring
Local Law Enforcement	Tim Bourgeois	09-30-2014
Circuit Court	Alexander Lipsey	09-30-2014
District Court	Judge Paul Bridenstine	09-30-2014
Service Area Representative	Robert Butkiewicz	09-30-2014
Prosecuting Attorney	Jeffrey Getting	09-30-2014
Business Community	Antonio Mitchell	09-30-2014
Sheriff	Richard Fuller, III	09-30-2015
Probate Court	Steven Burnham	09-30-2015
County Commissioner	M. Jeff Heppler	09-30-2015
Defense Attorney	Keith Turpel	09-30-2015
Probation	Lara Neuman	09-30-2015
Media	John McNeill	09-30-2015

* * * **END** * * *

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

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:

FY2014

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 previous contracts.

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



Kalamazoo County

Health & Community Services

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

DATE: March 18, 2014
TO: County Board of Commissioners
FROM: Linda Vail, Director/Health Officer
RE: ITEMS FOR YOUR CONSIDERATION

A. APPROVAL OF MEMORANDUM OF AGREEMENT AND BUSINESS ASSOCIATE AGREEMENT BETWEEN COMMUNITY AIDS RESOURCE AND EDUCATION SERVICES (CARES) AND THE HEALTH & COMMUNITY SERVICES DEPARTMENT

ACTION REQUESTED

HCS Administration requests Board approval of a Memorandum of Agreement and Business Associate Agreement (BAA) between the Community AIDS Resource and Education Services (CARES) and HCS Clinical Services Division.

DESCRIPTION OF SUBJECT

This is a renewal of an ongoing agreement that HCS and CARES has had for many years, with an addition of a Business Associate Agreement. HCS – Clinical Services wishes to continue its collaborative partnership with CARES to refer HIV positive clients for medical case management. This agreement and BAA also allows HCS – Clinical Staff to provide sexually transmitted disease (STD) testing at the CARES facility.

RELATIONSHIP TO GOALS

The acceptance of this agreement will further HCS's goal to enhance the health of the community through education of individuals at risk of HIV and other sexually transmitted diseases and linking HIV positive persons with case management resources.

FUNDING SOURCE

No County funds are associated with this request.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Lynne Norman, Clinical Services Division Manager at 373-5237 or ldnorm@kalamazoo.org

B. ACCEPTANCE OF AMENDMENT #4 TO LCA13-39015 LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) CRISIS ASSISTANCE (LCA) DELIVERABLE FUEL AWARD, FROM THE MICHIGAN DEPARTMENT OF HUMAN SERVICES.

ACTION REQUESTED

HCS Administration requests Board approval to accept amendment #4 to the agreement with the Michigan Department of Human Services (DHS) for the program grant LCA13-39015. This amendment is an increase in the funding award of \$53,550.00, bringing the full award amount to \$124,950.00. The funding period is September 1, 2013 – August 31, 2014. The Board approved the last amendment on 1-7-14.

DESCRIPTION OF SUBJECT

The acceptance of this agreement allows for the continued provision of deliverable fuel assistance and services to low income and at risk families that are in the Kalamazoo County community. The use of LIHEAP Crisis Assistance (LCA) funds will provide heating fuel assistance in the form of deliverable fuels such as: propane, fuel oil, coal, wood, kerosene, and heating fuel pellets. Energy assistance, through the LCA grant funds, will assist families to remain self-sufficient through the heating season.

RELATIONSHIP TO GOAL

This agreement will help to foster and build stronger inter-agency relationships. This agreement also continues to further the HCS Community Action Agency's goal to promote and create a means to self-sufficiency for Kalamazoo County residents by assisting them to take control of their lives, while helping to improve the conditions of the families served.

FUNDING SOURCE

There are no County General funds associated with this action. All funding is from the Michigan Department of Human Services LCA - LIHEAP Grant Award.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have questions, please contact Josh Jacobs, HCS Deputy Director, at 373-5252 or at jejaco@kalamazoo.com.

C. APPROVAL OF A PARTNERSHIP AGREEMENT BETWEEN KALAMAZOO COUNTY CENTER FOR HEALTH EQUITY AND THE NORTHSIDE ASSOCIATION FOR COMMUNITY DEVELOPMENT.

ACTION REQUESTED

HCS Administration requests Board approval of a Partnership Agreement with Kalamazoo Northside Association for Community Development (NACD) and Kalamazoo County Center for Health Equity/Community Action Agency (CHE/CAA) for the period of March 1, 2014 through March 30, 2014.

DESCRIPTION OF SUBJECT

This partnership agreement supports the Skills to Build program. This is a pilot program designed to train and certify individuals in the field of construction, weatherization and home repair. The program targets individuals in disadvantaged neighborhoods in Kalamazoo County and is an effort to provide certified trainings that will increase and promote employment opportunities. Through this agreement, the NACD will provide physical meeting space and the County will provide oversight and funding for specific certified trainings and trainers, which will include Occupational Safety & Health Administration (OSHA) training and certification. Both partners will work on community outreach and program promotion.

RELATIONSHIP TO GOALS

The activities associated with this agreement will further the goal of the CHE/CAA to equip community residents to take control of their lives and work toward self-sufficiency, by developing a HUD/MSHDA Section 3 eligible participant roster of trained and certified individuals within disadvantaged communities and broaden the scope of employment opportunities.

FUNDING SOURCE

There are no County general funds associated with this request. CSBG funds will be used for any training or certification needs. OSHA Trainings are \$100.00 per participant. Maximum participation is 25.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. Please contact Karika A. Phillips, Health Equity Manager, HCS Center for Health Equity at 373.5061 or a kaphil@kalcounty.com.

**D. APPROVAL OF A PLACE-BASED TARGETING STRATEGY WITH MSHDA
AS PART OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

ACTION REQUESTED

HCS Administration requests board approval of a Place-Based Targeting Strategy with MSHDA as a part of the required processes of the 2013/2015 CDBG program year.

DESCRIPTION OF SUBJECT

The current Community Development Block Grant (CDBG) requires that grantees work in partnership with MSHDA to create a plan for a Place-Based Targeting Strategy. This is a plan that allows for CDBG funds to be utilized in areas of highest need in the Kalamazoo Community. Areas of needs are identified through a comprehensive study and comparison of area median incomes, average rent payments, median home value and housing density relative to the County as a whole. This Place-Based Targeting Strategy is required by MSHDA to receive the remaining CDBG Program funding. The plan identified the following as program focus areas: City of Parchment, Comstock Township, and Kalamazoo Township.

RELATIONSHIP TO GOALS

This Place-Based plan will continue to support and further the department's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward their self-sufficiency. This will promote and provide for improvement in the housing stock of the Kalamazoo Community.

FUNDING SOURCE

There are no County general funds associated with this request. MSHDA covers all expenses associated with the creation of the Place-Based Targeting Strategy.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES AND CONCERNS

There are no issues or concerns. If you have questions, please contact Amber Leverette, Housing & Neighborhood Coordinator, HCS Center for Health Equity at 373-5101 or at arleve@kalcounty.com.

**E. POSITION CREATION IN THE HEALTH & COMMUNITY SERVICES
DEPARTMENT/REGION IIIA AREA AGENCY ON AGING**

ACTION REQUESTED

HCS Administration requests Board approval to create a 1.0 FTE Program Coordinator position within the Area Agency on Aging IIIA.

DESCRIPTION OF SUBJECT

There is a need to increase the capacity of the AAIIIA to meet its obligations regarding coordination of services in the county, especially with regard to existing and new provider relations and contract monitoring; management of the Medicare Medicaid Assistance Program; and meeting the increasing community demand for staff to facilitate and participate in events, meetings, conferences, etc.

RELATIONSHIP TO GOALS

This position will help address the goal to “Strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward self-sufficiency.”

FUNDING SOURCE

This new position will be funded with a combination of state, federal, and local funds. There is no general fund impact associated with this request.

PERSONNEL

Create:

Account #	Title/Position #	FTE	Grade	Salary	Effective
280-131	Program Coordinator # TBD	1.0	K9	\$44,470-\$60,049	3/19/14

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

Please contact Judy Sivak, AAAAA Director at 373-5153 or jasiva@kalcounty.com if there are any questions.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Michigan Works! – Upjohn Institute

PREPARED BY: Amanda Wright

SUBJECT: Fidelity Bonding Program 14-00

SPECIFIC ACTION REQUESTED: Review and approval of the Fidelity Bonding Program 14-00

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

The Workforce Development Agency (WDA) funds the Fidelity Bonding Program (FBP) insurance coverage to employers through the appropriation of Wagner-Peyser Employment Service (ES) funds enabling private and public, for-profit and non-profit employers to participate in the program. The FBP of Michigan assists high-risk job seekers in obtaining employment by providing an incentive for employers to hire job seekers who are qualified, but may be considered high-risk. Kalamazoo-St. Joseph Michigan Works! responsibilities include:

- Providing local administration of the FBP of Michigan in their service centers as described in the Employment Services (ES) plan.
- Providing Wagner-Peyser ES Fidelity Bonding Coordinators in their service centers as described in the ES Plan.
- Providing local computer, local area network, and telecommunications installation, operations, and maintenance.
- Complying with all applicable policies and procedures.

TIME FRAME OF ACTION: Continuing

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

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: N/A

CONTACT PERSON WITH PHONE NUMBER: Amanda Wright 385-0457

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Michigan Works! – Upjohn Institute

PREPARED BY: Amanda Wright

SUBJECT: Michigan Works! System Plan 14-00

SPECIFIC ACTION REQUESTED: Review and approval of the Michigan Works! System Plan 14-00

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

The ***Michigan Works! System Plan*** is a non-financial administrative document that incorporates a range of forms, certifications, stipulations, and procedures required for programs funded through the Office of Workforce Development. The Michigan Works! System Plan contains elements that are applicable for all programs funded through the Workforce Development Agency (WDA).

The System Plan also identifies that the One-Stop Operator was selected through a competitive bidding process and that approval of the Systems Plan constitutes the Board certification of Youth Opportunities Unlimited (YOU), a division of the Kalamazoo Regional Educational Service Agency (KRESA) as the One-Stop Operator.

TIME FRAME OF ACTION: January 1, 2014 through December 31, 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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Planning & Community Development

PREPARED BY: Lotta Jarnefelt

SUBJECT:

1. 2014 Remonumentation Grant from the State of Michigan, Department of Licensing and Regulatory Affairs for Kalamazoo County.
2. Amendments to existing contracts between County and six surveyors.

SPECIFIC ACTION REQUESTED:

1. Approve Grant Agreement Between the State of Michigan, Department of Licensing and Regulatory Affairs, and Kalamazoo County.
2. Approve Amendments to the existing agreements between Kalamazoo County and the following 6 surveyors:
 - Andrews Surveying, LLC
 - Wightman & Associates, Inc.
 - Ingersoll, Watson & McMachen, Inc.
 - Evans Land Surveying
 - David Gariepy, P.S.
 - Reynolds-Heritage Land Surveying and Mapping PC

DESCRIPTION OF ACTION (dollar amount, purpose):

The Grant offered (\$104,349) will be for the County's annual work program as approved by the State Survey and Remonumentation Grant Administrator and as set forth in the 2014 Survey and Remonumentation Grant Application.

The amendments to the agreements are for the purpose of providing the County Remonumentation Program with professional services relating to research and/or remonumenting section corners.

These amendments add new county section corners to the surveyors' contracts. These corners are defined in the 2014 Remonumentation work program.

TIME FRAME OF ACTION:

Grant is for calendar year 2014. Work to be completed by December 31, 2014.

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

2014 Remonumentation Grant from the State of Michigan, Department of Licensing and Regulatory Affairs

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)

New: 2014 Remonumentation Grant Agreement between the State of Michigan, Department of Licensing and Regulatory Affairs, and Kalamazoo County.

Amendments: Agreements between County of Kalamazoo and

- Andrews Surveying, LLC (10th amendment, last amended 10/01/2013, original 5/16/2006)
- Wightman & Assoc., Inc (10th amendment, last amended 10/01/2013, original 5/16/2006)
- Ingersoll, Watson & McMachen, Inc. (10th amendment, last amended 10/01/2013, original 5/16/2006)
- Evans Land Surveying (9th amendment, last amended 10/01/2013, original 5/16/2006)
- Mr. David Gariepy, P.S. (2nd amendment, last amended 10/01/2013, original 03/05/2013)
- Reynolds-Heritage Land Surveying and Mapping PC (1st amendment, original 12/03/2013)

ANY OTHER PERTINENT INFORMATION:

NA

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)

Payment is based on Fee Schedule of 10/01/2013 which is part of the contract with the surveyors.

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt, Remonumentation program administrator, 384-8115 or lmjarn@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: **March 18, 2014**

DEPARTMENT: **Office of the Prosecuting Attorney**

PREPARED BY: **Kristine Cunningham, Administrator**

SUBJECT: **Crime Victim Rights Week Grant**

SPECIFIC ACTION REQUESTED:

Acceptance of the 2014 Crime Victim Rights Week funding opportunity. 2014 Crime Victim Rights week is April 6-12, 2014.

DESCRIPTION OF ACTION (dollar amount, purpose):

The amount of the funding assistance opportunity is \$500. This award allows us to promote awareness of victim's rights and services, honor crime victims and survivors, and recognize those who advocate on their behalf. Activities include the purchase of bookmarks to be distributed at local libraries and colleges and throughout the waiting rooms of the Prosecutor's office, frequently occupied by victims of crime, police officers, parents of victims of crime and witnesses of crime. In addition, document holders will be distributed to victims of crime meeting with Prosecutor's Office staff members.

TIME FRAME OF ACTION:

This is a one-time donation.

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

The Prosecuting Attorneys Association of Michigan (PAAM)

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:

Renewal

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)

CONTACT PERSON WITH PHONE NUMBER:

Kristine Cunningham (383-8965)

R.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Sheriff's Department, Office of Emergency Management

PREPARED BY: Paul G. Matyas, Undersheriff

SUBJECT: 2013-2014 Hazardous Materials Emergency Preparedness Grant Agreement (HMEP)

SPECIFIC ACTION REQUESTED:

Kalamazoo County Board of Commissioner's approval of the 2013-2014 Hazardous Materials Emergency Planning Grant Agreement

DESCRIPTION OF ACTION (dollar amount, purpose):

The funding received (\$5,790.00) will be used to review current Hazardous Material sites that meet federal reporting requirements and develop new plans to be added to the reporting list. Currently Kalamazoo County has approximately eighty sites that report.

TIME FRAME OF ACTION:

This HMEP grant runs October 1, 2013 thru September 30, 2014.
Completed, signed forms must be returned to MSP by April 22, 2014 to be eligible for the grant.

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

This is a Federal grant that is a pass-through to the State of Michigan then to each Emergency Management Program statewide. This grant is renewed annually based on the number of special sites and plans collected. Kalamazoo County's allocation this year is \$5,790.00.

PERSONNEL IF REQUIRED:

No additional personnel are required for this action.

NEW OR RENEWAL OR AMENDMENT:

Renewal

ANY OTHER PERTINENT INFORMATION:

These funds, which have been received by Kalamazoo County for many years, have helped us:

- Fund Individual Site Plan Development
- Organize Tier II Plans Collected
- Index Data From Site Plans For Fire Responder Agencies
- Complete Annual Review Of All Site Plans & Tier II Plans
- Represent On The Disaster Committee
- Fund Part-Time Personnel To Do The Work Listed Above

This funding is very useful and hopefully we can fund additional plans and increase this funding level.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Patrick E. Wright, (269) 385-6137

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** March 18, 2014**DEPARTMENT:** Sheriff's Office**PREPARED BY:** Paul Matyas, Undersheriff**SUBJECT:** Amended EZ Card Kiosk Fee Approval**SPECIFIC ACTION REQUESTED:**

Amend Appendix B of the EZ Card Kiosk agreement fee schedule by one cent.

DESCRIPTION OF ACTION (dollar amount, purpose):

One cent per category. This will reduce the number of one cent checks and debit cards being issued.

TIME FRAME OF ACTION:

Immediately

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

NA

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

Amendment

ANY OTHER PERTINENT INFORMATION:

The original agreement unintentionally resulted in an abundance of checks and debit cards being issued for one cent. This adjustment eliminates that effort.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

FEE STRUCTURE

Booking - Kiosk Cash
\$0.00 for booking

Money Load - Kiosk Cash
\$0.00 - \$100.99 = 3.00
\$101.00 and up = 4.00

Money Load - Kiosk Credit (Card Present)
\$0.00 - \$20.99= \$4.00
\$21.00-\$50.99= \$6.00
\$51.00-\$100.99=\$8.00
\$101.00=\$200.99=\$10.00
\$201.00+ = 8% of Load

Money Load - Remote Credit (Card Not Present)
\$0.00 - \$20.99= \$4.00
\$21.00-\$50.99= \$6.00
\$51.00-\$100.99=\$8.00
\$101.00=\$200.99=\$10.00
\$201.00+ = 8% of Load

Bail - Kiosk Cash
\$0.00 - \$100.99 = 3.00
\$101.00 - \$200.99 = 4.00
\$201.00+=7%

Bail - Kiosk Credit (Card Present)
\$.01- \$2000.99 - \$10.00 plus 7% of Bail
\$2100.00+- 7% of bail

Bail - Remote Credit (Card Not Present)
\$.01 - \$2000.99 - \$10.00 plus 8% of Bail
\$2100.00+- 8% of bail

Debit Card

Activation Fee-	\$0.00	Customer Service	\$0.00
Point of Sale (POS)	\$0.99 – 1 st POS Free	Check for full balance	\$0.00
ATM	\$2.99	IVR and Web Site	\$0.00
ATM Decline	\$1.99	Replacement Card	\$10.00
ATM Inquiry	\$1.99		
Monthly Fee	\$ 4.95 – Begins 30 days after issuance		

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 18, 2014

DEPARTMENT: Administration, Corporate Counsel, and Circuit Court

PREPARED BY: John Faul, Thom Canny, Sue Darling

SUBJECT: Gull Road Court Facility Project, Memorandum of Understanding with Kalamazoo Community Mental Health & Substance Abuse Services

SPECIFIC ACTION REQUESTED:

Approve a Memorandum of Understanding between the County of Kalamazoo (County), Kalamazoo Circuit Court (Circuit Court), and Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) wherein the County/Circuit Court will provide space for KCMHSAS in the Gull Road Court Facility to operate "Wraparound and Juvenile Mental Health Screening Services Program".

DESCRIPTION OF ACTION (dollar amount, purpose): The County/Circuit Court and KCMHSAS desire to continue the existing partnership for the above referenced Program when Circuit Court relocates to the new Gull Road Court Facility. In consideration of \$20,000 from KCMHSAS, the County/Circuit Court agrees to provide KCMHSAS equipment, space and services as outlined in the Agreement. There is a 30 day termination clause. However, if the County/Circuit Court cancels the agreement within the first year, the County/Circuit Court will return \$10,000. If the County/Circuit Court cancels the agreement within the second year, the County/Circuit Court will return \$5,000.

TIME FRAME OF ACTION: Board/Court action to approve Memorandum of Understanding, March 18, 2014. Transfer of funds to be effected upon completion of the Gull Road Court Facility.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Upon completion of the New Facility, \$20,000 will be deposited in the Capital Public Improvement Fund to offset costs incurred as a result of providing equipment, space and services for the KCMHSAS Wraparound and Juvenile Mental Health Screening Services Program.

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) No additional personnel

NEW OR RENEWAL: New

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: John Faul (383-8908), Thom Canny (384-8111); Sue Darling (383-8928)



ADMINISTRATIVE SERVICES MEMORANDUM

TO: KALAMAZOO COUNTY BOARD OF COMMISSIONERS

FROM: THOM CANNY, CORPORATE COUNSEL

DATE: MARCH 10, 2014

SUBJECT: RECOMMENDATION TO LEASE BRONSON PARK TO THE CITY OF KALAMAZOO THROUGH JANUARY 4, 2015

Kalamazoo County Administration and the Corporate Counsel recommend that the Board of Commissioners enter into a Lease with the City of Kalamazoo that will permit the City to continue to operate and maintain the property as a Park, free and accessible to all of the residents of Kalamazoo County. The consideration the City will pay for the Lease is one dollar (\$1.00) and the City also agrees to keep and maintain the property as a Park. The term of the lease would be through January 4, 2015.

While this Lease is in place, the County Administrator and Corporate Counsel will assist the Board of Commissioners in formulating a long term strategy for Bronson Park and to respond to the City of Kalamazoo's request that the County sell the property to the City.

Thank you for your time and consideration to this Memorandum. Please feel free to contact the Corporate Counsel's Office at your convenience if you have any question or concern regarding this recommendation or the proposed Lease.



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners
FROM: Tina Becker
DATE: March 5, 2014
SUBJECT: Board Action

The Board Appointments Committee recommends the following appointments/reappointments:

Appointments to the Community Action Tripartite Advisory Board

- Johnnie Berry (Consumer) to serve a 3 year term commencing 04/01/2014 and ending on 03/31/2017
- Elizabeth Dancer (Private) to serve a 3 year term commencing 04/01/2014 and ending on 03/31/2017
- Lori Mercedes (Private) to serve a 3 year term commencing 04/01/2014 and ending on 03/31/2017

Reappointments to the Building Authority

- Fred Einspahr to serve another 3 year term commencing 05/01/2014 and ending on 04/30/2017 (originally appointed in 2006)
- Jerry Blaisdell to serve another 3 year term commencing 05/01/2014 and ending on 04/30/2017 (originally appointed in 2008)



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners
FROM: Tina Becker
DATE: March 11, 2014
SUBJECT: Board Agenda Request for reappointments to Community Mental Health

Community Mental Health has 3 terms expiring March 31, 2014.

- Sharon Spears – originally appointed in 2007 to the Family Sector
- Patricia Guenther – originally appointed in 2006 to the Family Sector
- Erik Krough – originally appointed in 2006 to the General Public Sector

Supporting documents and attendance records are attached.

The Board Appointments Committee is requesting to waive the full Board interview process for the three individuals seeking reappointment. Mr. Jeff Patton, Director of KCMHSA is in full support to reappoint all three for another 3 year term commencing April 1, 2014 and ending March 31, 2017.

Tina M. Becker

From: Demeta Wallace [DWallace@kazoocmh.org]
Sent: Monday, March 10, 2014 10:34 AM
To: Tina M. Becker
Cc: Demeta Wallace
Subject: Reappointment Notice for KCMHSAS Board Members

Importance: High

On behalf of Jeff Patton

Dear Ms. Becker:

Jeff Patton & the members of the KCMHSAS Board recommend that Pat Guenther, Sharon Spears, and Erik Krogh be interviewed by the Kalamazoo County Board of Commissioners for reappointment to the Kalamazoo Community Mental Health Board.

Thank you for your cooperation.

Demeta J. Wallace

Executive Assistant to the Chief Executive Officer (*Jeff Patton*) & Board Liaison
Kalamazoo Community Mental Health & Substance Abuse Services
3299 Gull Road, PO Box 63
Nazareth MI 49074
Office: 269.553.8078
Fax: 269.553.8012
dwallace@kazoocmh.org

"Respect isn't an ENTITLEMENT"

Attendance Record

Kalamazoo Community Mental Health and Substance Abuse Services - 2013

NAME	1/28/2013	2/25/2013	3/25/2013	4/22/2013	5/28/2013	6/24/2013	7/22/2013	8/26/2013	9/23/2013	10/28/2013	11/25/2013	To Be Determined	#	%	
1 Patricia Guenther	X	X	X	X	X	X	X	X	X	X	X		11	91.7%	
2 Erik Krogh	X			X			X	X	X	X	X		7	58.3%	
3 Sharon Spears	X	X	X	X	X		X	X	X	X	X		10	83.3%	
4 Moses Walker		X		X	X		X		X	X	X		7	58.3%	
5 Carolyn Alford	X	X		X	X		X	X	X	X	X		9	75.0%	
6 Michael Seals	X	X	X	X	X		X		X		X		8	66.7%	
7 Dr. Carol Black	X			X	X		X	X	X	X	X		8	66.7%	
8 Denise Martineau	X	X			X			X					4	33.3%	
9 Ituha Cloud	X	X	X	X	X		X	X		X	X		9	75.0%	
10 Vicki Carr		X	X	X	X		X	X	X	X	X		9	75.0%	
11 Betty Veenhuis - app'd: May 2013						X	X	X	X	X	X		6	50.0%	
12 Robert T. Green - app'd: Aug 2013									X	X	X		3	25.0%	
													0	0.0%	
													0	0.0%	
													0	0.0%	
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1													0	0.0%	
# in Attendance:		8	8	5	9	9	2	10	9	10	10	11	0		

Attendance Record

Kalamazoo Community Mental Health and Substance Abuse Services - 2012

	NAME	1/23/2012	2/27/2012	3/26/2012	4/23/2012	5/29/2012	6/25/2012	7/23/2012	8/27/2012	9/24/2012	10/22/2012	11/26/2012	CANCELLED	#	%
1	Patricia Guenther	x	x	x	x	x	x	x	x	x	x	x		11	91.7%
2	Erik Krogh	x	x	x	x	x	x	x	x	x	x	x		11	91.7%
3	Sharon Spears		x	x	x	x	x	x	x	x	x	x		10	83.3%
4	Moses Walker	x	x	x	x	x	x		x	x	x	x		10	83.3%
5	Carolyn Alford	x	x	x	x	x	x	x	x	x	x	x		11	91.7%
6	Michael Seals	x	x	x	x	x	x	x	x	x	x	x		11	91.7%
7	Peggy Malmight	x	x			x	x	x	x	x	x	x		9	75.0%
8	Denise Martineau	x	x	x		x		x	x		x	x		8	66.7%
9	Judy Geary - resigned March 2012	x	x	x										3	25.0%
10	Vicki Carr	x	x	x	x	x	x	x	x	x	x			10	83.3%
11	Dianne Blink - resigned June 2012			x	x	x								3	25.0%
12	Kevin Lindsley - removed April 2012													0	0.0%
13	Dr. Carol Black - Newly appt April 2012							x	x	x	x	x		5	41.7%
14														0	0.0%
15														0	0.0%
16														0	0.0%
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25														0	0.0%

in Attendance: 9 10 10 8 10 8 9 10 9 10 9 0

Attendance Record

Kalamazoo Community Mental Health and Substance Abuse Services - 2011

NAME	1/24/2011	2/28/2011	3/28/2011	4/25/2011	5/23/2011	6/27/2011	7/25/2011	8/22/2011	9/26/2011	10/24/2011	November CAN	December CAN	#	%
1 Patricia Guenther	X	X		X	X	X	X	X	X	X			9	75.0%
2 Erik Krogh		X		X	X	X	X		X	X			7	58.3%
3 Sharon Spears		X	X	X	X	X		X	X	X			8	66.7%
4 Moses Walker	X	X		X	X		X	X	X	X			8	66.7%
5 Carolyn Alford	X		X	X	X	X	X	X	X	X			9	75.0%
6 Michael Seals	X		X	X	X	X	X	X	X	X			9	75.0%
7 Peggy Malnight	X			X	X		X	X					5	41.7%
8 Denise Martineau "New"				X	X		X	X	X				5	41.7%
9 Judy Geary	X	X	X		X	X	X	X		X			8	66.7%
10 Vicki Carr			X	X	X	X	X	X	X	X			8	66.7%
11 Dianne Blink	X	X	X	X	X		X	X	X				8	66.7%
12 Kevin Lindsley													0	0.0%
13													0	0.0%
14													0	0.0%
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21													0	0.0%
22													0	0.0%
23													0	0.0%
24													0	0.0%
25													0	0.0%
# in Attendance:	7	6	6	10	11	7	10	10	9	8	0	0		