



**Board of
Commissioners'
Meeting**

April 7, 2015

**NOTICE AND AGENDA FOR
APRIL 7, 2015 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, April 7, 2015, 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. Request for Approval of Resolution Declaring April Child Abuse Prevention Month
- B. Request for Approval of Public Health Week Proclamation
- C. Public Hearing on Establishing a Property Assessed Clean Energy (PACE) Program
- D. Public Hearing on Amendment to Brownfield Redevelopment Plan – 4460 Commercial Avenue Site

CONSENT AGENDA

Circuit Court

- E. Request for Approval to Submit a Grant Application to the De Groot Family Foundation for the Youthful Offender Transitions Program (YOTP)
- F. Request for Approval of Elimination/Creation of Positions (Grant Funds)

Community Corrections

- G. Request for Approval of a Contract with Kalamazoo County Community Mental Health Services

District Court

- H. Request for Approval of a Contract Amendment with Speak It Forward Inc.

Health and Community Services

- I. Request for Approval of Provider Enrollment, Purchase of Service & Business Associate Agreements with Region 3B Area Agency on Aging – Aetna Better Health/Meridian Health Plan
- J. Request for Approval of an Agreement with Jackson Grayson & Campbell DBA Comforcare
- K. Request for Approval of a Household Hazardous Waste Agreement with Prairie Ronde Township & the City of Parchment
- L. Request for Approval of Business Associate Agreement with Kalamazoo Loaves & Fishes

- M. Request for Approval of Amendment #1 to the 2014-2015 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH)
- N. Request for Approval of a Grant Contact with Susan G. Komen (Southwest) Michigan Affiliate for Breast and Cervical Cancer Control Program (BCCCP) Wrap-Around Services
- O. Request for Approval to Purchase Nitrate Testing Equipment for the Laboratory
- P. Request for Approval of the Creation of Positions (Fees/General Funds)
- Q. Request for Approval of the Creation of Position (Grant/General Funds)

Human Resources

- R. Request for Approval of Resolution to Comply with Requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by Adopting the 80%/20% Option for the Medical Benefit Plan Coverage Year January 1, 2015 through December 31, 2015

Planning & Community Development

- S. Request for Approval of Resolution Creating County Brownfield Plan for the 4460 Commercial Avenue Site
- T. Request for Approval of Resolution to Accept Loan/Grant from MDEQ

Probate Court

- U. Request for Approval to Temporarily Increase Hours of Part Time Employee (General Funds)

Sheriff

- V. Request for Approval of a Temporary Sergeant Position for the Jail Division (General Funds)
- W. Request for Approval of Renewal of Intergovernmental Funding Agreement with Van Buren County

Board of Commissioners

- X. Request for Approval of Transfers and Disbursements
- Y. Request for Approval to Schedule a Public Hearing to Establish a Groundwater Restricted Use Zone in Oshtemo Township for the KL Avenue Landfill
- Z. Request for Approval of a Contract with GovHR USA
- AA. Request for Approval of Resolution Approving the Establishment of a Property Assessed Clean Energy (PACE) Program

NON-CONSENT AGENDA ITEMS

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

- BB. Request for Approval of Community Action Tripartite Advisory Board

- 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 25, 2015

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



CHILD ABUSE PREVENTION MONTH

Whereas, 6,062 calls of suspected maltreatment of children were received by our Local Children's Protective Services last year; and,

Whereas, nearly 50% of confirmed victims of abuse and neglect in our County are under the age of 6; and,

Whereas, the sleep-related infant mortality rate in Kalamazoo County is 1.5 deaths per 1,000 live births, a higher overall rate than the State of Michigan's; and,

Whereas, five Protective Factors, namely: Social and Emotional Competence of Children, Knowledge of Parenting and Child Development, Social Connections, Parental Resilience, and Concrete Support in Times of Need reduce the risk of child maltreatment; and,

Whereas, the Kalamazoo County Child Abuse and Neglect Prevention Council works to educate community members and advocate for the prevention of child abuse, especially during April;

NOW, THEREFORE, BE IT RESOLVED, that the Kalamazoo County Board of Commissioners does hereby proclaim the month of April 2015 as CHILD ABUSE PREVENTION MONTH in Kalamazoo County.

STATE OF MICHIGAN)
) SS
 COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk/Register, do hereby certify that the foregoing is a true copy of a Proclamation adopted by the Kalamazoo County Board of Commissioners at a regular session held on April 7, 2015

 Timothy A. Snow
 County Clerk/Register



Public Health Week Proclamation

Whereas, public health measures such as vaccination, provision of clean drinking water and good nutrition have had substantial impact upon the overall health of the community and increases in life expectancy; and,

Whereas, the Robert Wood Johnson Trust has determined that for every \$1 invested in community-based public health programs, the community receives a \$5.60 return on that investment; and,

Whereas, Kalamazoo County recognizes the importance of good health among its residents as a key factor in building a strong economy and an environment for all people to participate in the opportunities, benefits and responsibilities of society; and,

Whereas, health disparities among residents, particularly the infant mortality rate among African-American babies, are not acceptable characteristics of Kalamazoo County; and,

Whereas, all sectors of the Kalamazoo County community have a role in reducing these disparities; and,

Whereas, strong public health systems are critical for sustaining and improving community health;

NOW THEREFORE BE IT RESOLVED, that the Kalamazoo County Board of Commissioners does hereby proclaim this week of April 6, 2015 as PUBLIC HEALTH WEEK in Kalamazoo County.

STATE OF MICHIGAN)
) SS
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk/Register, do hereby certify that the foregoing is a true copy of a Proclamation adopted by the Kalamazoo County Board of Commissioners at a regular session held on April 7, 2015.

Timothy A. Snow
County Clerk/Register

C./AA.



ADMINISTRATIVE SERVICES MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: THOM CANNY

DATE: FEBRUARY 10, 2015

SUBJECT: RECOMMENDATION TO ADOPT A RESOLUTION OF INTENT TO ESTABLISH A PROPERTY ASSESSED CLEAN ENERGY PROGRAM AND TO SCHEDULE A PUBLIC HEARING

At the Board of Commissioners' February 3, 2015 meeting of the Committee of the Whole, the Board considered the benefits and advantages of establishing a Property Assessed Clean Energy Program (PACE Program). After discussion and consideration, the Board determined that it wanted to pursue the establishment of a PACE Program. Pursuant to statute, the County must now hold a Public Hearing on whether to establish a Property Assessed Clean Energy Program (PACE Program). After the conclusion of the Public Hearing, the Board will have the discretion and authority to adopt a Resolution establishing the PACE Program; defer establishing the Program in order to secure more information; or, decide not to establish the Program at this time.

Attached to this Memorandum, for your review and consideration, are a proposed "Resolution of Intent to Establish a Property Assessed Clean Energy Program and Calling Public Hearing;" a proposed "Notice of Public Hearing;" and a proposed "Resolution Approving the Establishment of a Property Assessed Clean Energy Program." The "Resolution of Intent to Establish a Property Assessed Clean Energy Program and Calling Public Hearing" will appear on

the Consent Agenda for your February 17, 2015 meeting. Administration recommends that the Public Hearing take place at the Board's regularly scheduled 7:00 p.m. meeting on Tuesday April 7, 2015. Both Mr. Kyle Peczynski and Mr. Andrew Levin of Levin Energy Partners will be invited to the Public Hearing and have advised that they will be available to answer questions that arise before, at, and after the Public hearing.

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 these recommendations.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETINGS OF: April 7, 2015 BOC

DEPARTMENT: Planning and Community Development

PREPARED BY: Lotta Jarnefelt

SUBJECT: Brownfield Plan for the 4460 Commercial Avenue site in Portage, Michigan

SPECIFIC ACTION REQUESTED:

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) respectfully requests that the Kalamazoo County Board of Commissioners consider approval of a County Brownfield Plan for the site located at 4460 Commercial Ave in the City of Portage, Michigan and hold the prerequisite public hearing on April 7, 2015.

DESCRIPTION OF ACTION (dollar amount, purpose):

April 7, 2015 – in the Regular Meeting of the County Commission –

- A) Hold the prerequisite, duly noticed public hearing related to a Kalamazoo County Brownfield Plan for the 4460 Commercial Avenue site. A notice is required 10 days prior to the hearing. Notices will also be sent 10 days prior to all taxing jurisdictions that levy taxes subject to capture under this Brownfield Plan.
- B) Adopt a resolution approving the County Brownfield Plan for the 4460 Commercial Ave site.

TIME FRAME OF ACTION:

April 7, 2015

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

As outlined in Plan. No County funds are requested.

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 new personnel or contracts will be required by this action

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 Brownfield Plan

ANY OTHER PERTINENT INFORMATION:

The Brownfield Plan will be reviewed by County Legal Counsel prior to being presented to the County Board.

Project Background:

The developer of the 4460 Commercial Avenue site in Portage, Accu-Mold, requested assistance from the KCBRA to draft a Brownfield Plan for the project to help recover some of the costs associated with the redevelopment of the site.

The focus of the Brownfield Plan is to support the redevelopment of a vacant industrial building in the Portage Commerce Park (an industrial park). The building was constructed to be a multi-tenant building. Accu-Mold intends to make extensive renovations and upgrades of the building to convert it into a large, open-space, single user industrial operation. Accu-Mold is a plastics engineering and manufacturing firm specializing in product design, mold design and production, injection molding, over-molding and insert molding. Accu-Mold is experiencing growth and the redevelopment of this site allows for expansion of their business allowing for the creation of 12 new jobs while retaining 18 jobs. The building will become the new headquarters of Accu-Mold. Total investment expected in the project is \$1.8 million.

Due to the age and inadequacies of the buildings, it has been declared functionally obsolete by the City of Portage Assessor, thus qualifying it as a Brownfield Site under Michigan Public Act 381 of 1996, as amended.

The Brownfield Plan:

In response to Accu-Mold's request, the KCBRA has created a Brownfield Plan for the 4460 Commercial Avenue site. The Brownfield Plan will allow the KCBRA to use Tax Increment Financing (TIF) to reimburse its expenses related to the site, and to reimburse part of the developer's eligible building remediation expenses (according to projections the tax increment revenue will be insufficient to fully reimburse the developer's eligible expenses). In addition, the Brownfield Plan includes reimbursement of KCBRA administrative expenses.

A County Brownfield Plan cannot be adopted without the concurrence of both the County Board of Commissioners and the local governing body. On March 11, the City of Portage Brownfield Redevelopment Authority voted unanimously to recommend approval of the Plan to the Portage City Council. The Portage City Council passed a resolution supporting approval of the Brownfield Plan on March 24, 2015.

The development of the 4460 Commercial Avenue site is an improvement for the site and the surrounding area in several ways:

1. Returns a functionally obsolete property to high functional use.
2. The County Brownfield Plan would constitute a co-operative inter-governmental effort.
3. TIF collected will reimburse the Kalamazoo County Brownfield Authority for the expenses they will incur, a portion of its administrative expenses, as well as part of the developer's expenses for Brownfield Eligible Activities.
4. Local Site Remediation Revolving Fund (LSRRF) collection for 5 years allows the KCBRA to remain sustainable and to support additional Brownfield Activities in Kalamazoo County.

The details of the TIF capture are in tables 1- 5 of the 4460 Commercial Avenue Brownfield Plan.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt lmjarn@kalcounty.com, ph. 384-8115

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF:

COURT: Ninth Judicial Circuit Court, Family Division

PREPARED BY: Jaishree Khatri, Youthful Offender Transitions Program Coordinator

SUBJECT: Request approval to submit a grant to the De Groot Family Foundation for special projects related to the Youthful Offender Transitions Program (YOTP). This foundation solicited YOTP for a grant proposal.

SPECIFIC ACTION REQUESTED:

We are requesting approval to submit a solicited grant proposal to the De Groot Family Foundation in the amount of \$15,000.00. The funds will be used to facilitate a youth driven video project to be used as a prevention and information tool for younger students and as a training for service providers as well as to promote programming like YOTP. The funds will also be used to increase community based field trip opportunities for YOTP involved youth during the 2015 year.

DESCRIPTION OF ACTION (dollar amount, purpose):

We would like approval to request a grant for the continuation of the already existing Youthful Offender Transitions Program in the amount of \$15,000.00. The De Groot Family Foundation solicited this request and would like to support additional projects for YOTP outside of our general operating budget.

TIME FRAME OF ACTION:

The deadline for grant applications to the De Groot Family Foundation is April 15, 2015.

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

The funding source is a local foundation in Berrien County, MI.

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 of the same fund, so no elimination or creation is needed.

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 board request.

ANY OTHER PERTINENT INFORMATION:

The Youthful Offender Transitions Program costs approximately \$120,000.00 to operate annually. For the time period that we are currently seeking grant monies, approximately \$45,000.00 of the operating budget has already been previously secured. However, De Groot Family Foundation funds if awarded will not be considered part of the program's general operating budget because the Foundation wishes to fund opportunities for the program that are short term and extraneous in nature.

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:

Katherine B. Flack, Family Division Administrator (269) 385-6039 or kbflac@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: April 7, 2015

DEPARTMENT: 9th Circuit Court

PREPARED BY: Ann Filkins

SUBJECT: Position Elimination/Creation

SPECIFIC ACTION REQUESTED:

Position Elimination/Creation for Drug Treatment Court Manager position.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Drug Treatment Court Manager, should be split between two grant funded programs (Women's Drug Treatment Court and Men's Drug Treatment Court), effective April 7, 2015.

TIME FRAME OF ACTION:

Effective April 7, 2015

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

State, Federal and Local Grant Funding

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:

Account #	Title/Position #	Band	FTE	Pay Range	Effective
240-120-704.00	Drug Court Manager #10374-001	K09	.25	\$21.91--\$29.45/hr	4/7/2015
242-120-704.00	Drug Court Manager #10374-001	K09	.25	\$21.91--\$29.45/hr	4/7/2015
249-130-704.00	Drug Court Manager #10374-001	K09	.25	\$21.91--\$29.45/hr	4/7/2015
292-676-704.00	Drug Court Manager #10374-001	K09	.25	\$21.91--\$29.45/hr	4/7/2015

Create:

Account#	Title/Position#	Band	FTE	Pay Range	Effective
240-120-704.00	Drug Court Manager #10374-001	K09	.50	\$21.91--\$29.45/hr.	4/7/2015
242-120-704.00	Drug Court Manager #10374-001	K09	.50	\$21.91--\$29.45/hr 4	7/2015

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:

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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 384-8253

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 07 APR 15

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:

FY2015

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. 269.383.6434

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, April 7, 2015

DEPARTMENT: 8th District Court

PREPARED BY: Lynn Kirkpatrick, Probation Services Director

SUBJECT:

Request Board approval of amended contract between the 8th District Court Young Adult Diversion Program (YADC) and Speak It Forward Inc.

SPECIFIC ACTION REQUESTED:

At this time we request approval of the amended contract. This amendment is for a 3 month extension of the original contract (previously set to end March 1, 2015) to now end on June 1, 2015 in order to pay Speak It Forward for the balance for their services, with the balance of the grant funds designated for their services.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

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 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:

The Young Adult Diversion Court (YADC) is a newly conceived 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. Created in conjunction with the 8th District Court and multiple community based agencies, YADC fundamentally restructures the traditionally punitive probation system into a process of self-actualization, where youth are empowered to find their voice, their self-worth, explore their role in their families, neighborhoods and community, work toward establishing their identity, and to assume personal and community responsibility.

I.-G.



Kalamazoo County

Health & Community Services

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

DATE: April 7, 2015
TO: County Board of Commissioners
FROM: Gillian A. Stoltman, Ph.D, M.P.H, Director/Health Officer
RE: **ITEMS FOR YOUR CONSIDERATION**

- A. APPROVAL OF PROVIDER ENROLLMENT, BUSINESS ASSOCIATE AND PURCHASE OF SERVICE AGREEMENTS WITH THE REGION 3B AREA AGENCY ON AGING AND THE REGION IV AREA AGENCY ON AGING AND THE HEALTH & COMMUNITY SERVICES DEPARTMENT/REGION IIIA AREA AGENCY ON AGING**

ACTION REQUESTED

HCS Administration requests approval of the Provider Enrollment, Purchase of Service and Business Associate agreements with the Region 3B Area Agency on Aging and the Region IV Area Agency on Aging in order to participate in the MI Health Link Demonstration program and assist in providing covered services to enrollees in Meridian and Aetna health plans residing in primarily Kalamazoo County. Agreements are effective upon signature and have been updated since Board initial approval 11/18/14.

DESCRIPTION OF SUBJECT

The State of Michigan is embarking on an "Integrated Care Pilot Project," (now called MI Health Link) which covers individuals in Kalamazoo County who are considered eligible for both Medicare and Medicaid mental and physical health care benefits. These individuals have high health care costs due to their oftentimes severe chronic conditions, with this pilot intends to reduce those costs through better coordination of Medicare and Medicaid services. The lead Area Agencies on Aging for this pilot are Region 3B and Region IV, covering 8 counties in Southwest Michigan including Kalamazoo. These agreements allow the Region IIIA Area Agency on Aging to become a purchase of service provider in order to assure there is capacity in the pilot area to provide services to the enrollees in this project.

RELATIONSHIP TO GOALS

The project associated with this agreement meets the goal to "Strengthen the capacity of individuals and families at risk within the community to take control of their lives."

FUNDING SOURCE

The funding for services is from state and federal sources, both Medicaid and Medicare.

PERSONNEL

There are no new personnel as a result of this action.

PROCUREMENT

Not applicable.

ISSUES/CONCERNS

We anticipate additional services to be negotiated requiring more agreements to be signed in the future. If there are any questions, please contact Judy Sivak at 373-5153 or jasiva@kalcounty.com.

B. APPROVAL OF AN AGREEMENT BETWEEN HEALTH AND COMMUNITY SERVICES DEPARTMENT / AAA3A AND JACKSON GRAYSON & CAMPBELL DBA COMFORCARE

ACTION REQUESTED

HCS Administration requests Board approval of a Purchase of Service (POS) agreement and Business Associate Agreement between the HCS/AAA3A and Jackson Grayson & Campbell DBA Comforcare. The term of the agreement is March 1, 2015 to September 30, 2016 which coincides within the AAA3A multi-year plan.

DESCRIPTION OF SUBJECT

Jackson Grayson & Campbell DBA Comforcare will provide homemaking, respite, personal care and transportation services for AAAIII A clients. The POS agreement is a part of a period of three years during which providers are continually added to the pool during this time frame. The providers contracted become a part of the purchase of service pool for the Choices for Independence Programs, providing clients a choice of various service providers. The services available will assist Kalamazoo County older adults (60 and over) to obtain/maintain the ability to stay in their own home for as long as possible, thus avoiding costly institutional care.

RELATIONSHIP TO GOALS

This action will 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

No County funds are required. Funds are from federal and state grants.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

County Purchasing Policy is followed for these subcontractors.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Area Agency on Aging 3A Director at 373-5153 or at jasiva@kalamazoo.org.

C. APPROVAL OF HOUSEHOLD HAZARDOUS WASTE CONTRACTS WITH MULTIPLE TOWNSHIPS AND MUNICIPALITIES

ACTION REQUIRED

HCS Administration requests Board approval of the following contract between the county governmental units listed below (both in and out-of-county units) and the County of Kalamazoo Health and Community Services Department for the Household Hazardous Waste Program. These contracts are for the period of January 1, 2015 to December 31, 2015 and will establish each unit's funding for fiscal year 2015.

GOVERNMENTAL UNITS AND FUNDING

- | | |
|---------------------------|------------|
| 1. Prairie Ronde Township | \$1,000.00 |
| 2. City of Parchment | \$1,500.00 |

DESCRIPTION OF SUBJECT

The County will provide collection services to each unit's residents at the Household Hazardous Waste Center as long as that unit has funds on account with the county to cover the costs of their citizen's utilization of the service.

RELATIONSHIP TO GOALS

These contracts will allow the collection of household hazardous waste in 2015 from each unit's residents and will allow removal of household hazardous waste from the waste stream, thus preventing environmental contamination problems. This program is consistent with HCS's goal to improve the quality and safety of the physical environment for Kalamazoo County residents.

FUNDING SOURCE

Funding amounts for each governmental unit are listed above. Each of the in-county amendments includes a specific amount for operational expenses, which is based on a cost-sharing formula. Both in-county and out-county are charged based on actual participation by individual households. Out-of-county municipalities are charged for actual participation plus a \$34.75 service fee per household. If the funds for a unit are exhausted before the contract period ends, that unit's residents will not receive collection services unless more funds are transferred to the county.

PERSONNEL

There are no new personnel associated with this item.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Vern Johnson, Division Manager, Environmental Health at 373-5356 or vljohn@kalcounty.com.

D. APPROVAL OF BUSINESS ASSOCIATE AGREEMENT BETWEEN HEALTH & COMMUNITY SERVICES AND KALAMAZOO LOAVES & FISHES

ACTION REQUESTED

HCS Administration requests Board approval to enter into a Business Associate Agreement (BAA) with Kalamazoo Loaves & Fishes to commence on March 1, 2015.

DESCRIPTION OF SUBJECT

Kalamazoo County Health and Community Services works in partnership with the Kalamazoo Loaves & Fishes (KLF) on projects and research pertinent to Kalamazoo County Residents. KLF is instrumental in assisting KCHCS to target areas and needs in the community. Projects may occasionally require that KCHCS share reports and data that address personal health information, and as a result wish to establish a business associate relationship between our two entities to ensure all information is accurately and appropriately exchanged and stored.

RELATIONSHIP TO GOAL

This partnership supports and aids KCHCS in its overall goal of reducing preventable disabilities and deaths and promoting healthy lifestyles and choices for all Kalamazoo County Residents.

FUNDING SOURCE

No funds are required as a result of 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 questions, please contact Courtney Davis, HCS Administrative Coordinator, at 373-5197 or at cldavi@kalcounty.com

E. APPROVAL OF AMENDMENT #1 TO THE 2014/2015 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

ACTION REQUESTED

HCS Administration requests Board approval of amendment #1 to the FY 2014/2015 Comprehensive Planning, Budgeting and Contracting (CPBC) agreement with the Michigan Department of Community Health (MDCH) for the period of October 1, 2014 to September 30, 2015 in an amount of \$3,805,804.

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 purpose of amendment #1 is to award an additional \$750 for Nurse Family Partnership Services, award an additional \$3,200 for Public Health Emergency Preparedness (PHEP) and decrease the BCCCP Coordination award by \$5,445. Amendment #1 has also eliminated the \$7,500 Bioterrorism Regional EPI Support project and created the MIECHVP Healthy Families America Expansion project for the amount of \$234,696. The net funding has increased by \$225,701.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The \$3,805,804 funding level is comprised of a combination of Federal and State funds contracted via the Michigan Department of Community Health.

PERSONNEL

There are no needed position actions.

ISSUES/CONCERNS

There are no issues or concerns. Please direct all questions to Ryan Post, Deputy Director Financial Management & Administration, at 373-5254 or rjpost@kalcounty.com

F. APPROVAL OF A GRANT CONTRACT WITH SUSAN G. KOMEN (SOUTHWEST) MICHIGAN AFFILIATE FOR BREAST AND CERVICAL CANCER CONTROL PROGRAM (BCCCP) WRAP-AROUND SERVICES

ACTION REQUESTED

HCS Administration requests the Board approval of Grant Contract with Susan G. Komen (Southwest) Michigan Affiliate for BCCCP Wrap-around services. The amount of the grant is \$22,750 for the period of April 1, 2015 through March 31, 2016. Board approved grant application on 11/5/14.

DESCRIPTION OF SUBJECT

HCS's BCCC program will provide breast screening and follow-up diagnostic services for participants who are not current participants enrolled in HCS's BCCCP caseload. HCS will coordinate care and provide these participants with services such as Clinical Breast Exams, mammograms, follow-up radiology, surgeon consultations and breast biopsies. The targeted audience will be women under age 40 and men.

RELATIONSHIP TO GOALS

HCS works to improve the overall health of the community by reducing preventable disabilities and deaths. Deaths from breast cancer are preventable, and this program assists underserved women and men in obtaining early diagnosis of breast cancer.

FUNDING SOURCE

No County funds are required as a result of this action.

PERSONNEL

Acceptance of this grant award does not require any changes in HCS personnel.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Lynn Jones, BCCCP Program Coordinator at 373-5383 or at lajone@kalcounty.com.

G. PERMISSION TO PURCHASE NITRATE TESTING EQUIPMENT FOR KCHCS LABORATORY

ACTION REQUESTED

HCS Administration requests Board approval to purchase nitrate testing equipment at the cost of \$4,866 (includes warranty upgrade) for use by the KCHCS Laboratory.

DESCRIPTION OF SUBJECT

The purchase of this equipment will allow the HCS Laboratory to provide nitrate water testing in order to support HCS Environmental Health (EH) programs. Analyzing water samples internally will allow the EH staff instant access and greater accessibility to the test results which will lessen the burden on the EH staff time and increase staff efficiencies for monitoring and tracking purposes.

RELATIONSHIP TO GOALS

HCS seeks to improve the overall health of the community by reducing preventable disabilities and deaths and promoting healthy lifestyles and choices. Nitrate testing for water samples associated with Environmental Health programs will build efficiencies in sample result reporting and response.

FUNDING SOURCE

HCS reserve funds will be utilized for this purchase.

PERSONNEL

This item does not involve any new personnel.

PROCUREMENT

This equipment is unique for nitrate testing with no other equipment having comparable capabilities.

ISSUES/CONCERNS

There are no issues or concerns. Please contact Aaron Hoogenboom, KCHCS Laboratory Manager, at awhoog@kalcounty.com or at 373-5077

H. APPROVAL FOR THE CREATION OF 1.0 FTEs FOR HHW STAFF POSITIONS AND FOR THE REDUCTION OF THE HHW ON-CALL TECHNICIAN POSITION FROM 500 HOURS to 300 HOURS ANNUALLY

ACTION REQUESTED

HCS Administration requests Board approval for the creation of 1.0 FTEs for HHW Staff positions and for the reduction of hours for the HHW On-call Technician Position from 500 hours to 300 hours annually.

DESCRIPTION OF SUBJECT

The requested FTEs will increase two (2) existing HHW Technician positions from a .6 to .75 FTE, create a third HHW technician position at .6 FTE, and will increase the HHW Specialist position from .9 to 1.0 FTE. These FTE increases allows for the reduction of hours for the HHW On-call Technician position from 500 hours to 300 hours annually.

The overall 1.0 FTE increase for HHW staff will allow the HHW Center to appropriately staff and provide additional Saturday disposal hours. The HHW Center plans to operate 10 Saturday disposals per calendar year for a total increase of 50 hours annually – 10 hours for HHW internal operations and 40 for resident and municipality use.

This request related to the increase in utilization of the HHW Center over the recent years and the request of in-county municipalities to maintain Saturday operations. FTE increases for Staff is directly related to increase utilization of the HHW Center over recent years and is necessary to support an increase in center hours to include Saturday collections.

RELATIONSHIP TO GOALS

The Health and Community Services Department seeks to improve the overall health of the community by reducing preventable disabilities and deaths and promoting healthy lifestyles and choices. The fees charged for HCS services allows the department to recoup the expenses associated with performing public health functions.

FUNDING SOURCE

Funding for HHW Services is acquired through contracts, fees and the general fund. Fees have been incorporated into the 2015 budget. There are no additional general fund appropriations as a result of this request.

PERSONNEL

One (1) HHW On-Call Technician Position reduced from 500 hours annually to 300 hours annually.

And

Create:

<u>Account#</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
221-217	HHW Technician #10361-002	k04	0.6	\$15,912-\$21,490	4/1/15
221-217	HHW Technician #10361-003	k04	0.15	\$3,978-\$5,372	4/1/15
221-217	HHW Technician #10361-004	k04	0.15	\$3,978-\$5,372	4/1/15
221-217	HHW Specialist #10668	k07	0.1	\$3,594-\$4,852	4/1/15

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. Please contact Vern Johnson, EH Division Manager, at vljohn@kalcounty.com or at 373-5356

I. POSITION CREATION IN THE HEALTH & COMMUNITY SERVICES DEPARTMENT/REGION IIIA AREA AGENCY ON AGING (HCS/AAAIIA)

ACTION REQUESTED

HCS Administration requests Board approval to create a 0.2 FTE Quality Assurance and Planning Coordinator position.

DESCRIPTION OF SUBJECT

This request will increase the hours of the current Quality Assurance and Planning Coordinator from 32 to 40 per week in order respond to an increased workload due to the additional funding for the Choices for Independence program as well as more time needed for elder abuse education and training initiatives.

RELATIONSHIP TO GOALS

This change addresses the goal to "Strengthen the capacity of individuals and families at risk within the community to take control of their lives."

FUNDING SOURCE

This position increase will be funded through state, federal and county general fund sources.

PERSONNEL

Create:

<u>Account#</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
690-005	QA & Planning Coord. #10870-001	K8	0.2	\$8,303.00 - \$11,211	4/8/15

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

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

R.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: April 7, 2015

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine Cunningham, Human Resources Director

SUBJECT: Public Employee Health Reform – PA 152 of 2011

SPECIFIC ACTION REQUESTED:

Adopt the annual resolution to accept the 80/20 Rule as outlined in Enrolled Senate Bill No. 7, signed into law as PA152 of 2011 for the County's medical benefit plan coverage year January 1, 2015 through December 31, 2015.

DESCRIPTION OF ACTION (dollar amount, purpose):

On September 24, 2011, Governor Rick Snyder signed legislation that limits the amount public employers may pay for government employee medical benefits. This legislation (PA152 of 2011) requires annual resolution adoption.

On September 2, 2014, the Board of Commissioners approved the Active Employee benefits for 2015 which included no change to the 80%/20% option as its choice of compliance under the Act as adopted on December 17, 2013 for the County's 2014 medical benefit plan coverage.

This resolution for 2015 is a formal step to finalize this process.

TIME FRAME OF ACTION:

January 1, 2015 – December 31, 2015.

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

N/A

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

OTHER PERTINENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Kristine Cunningham, 384-8100 or kdcunn@kalcounty.com

T.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: April 7, 2015 BOC

DEPARTMENT: Planning and Community Development

PREPARED BY: Lotta Jarnefelt, staff for Kalamazoo County Brownfield Redevelopment Authority (KCBRA)

SUBJECT: KCBRA's submittal of loan/grant application to Michigan Department of Environmental Quality (MDEQ) to support remediation of a brownfield site in the Village of Schoolcraft (follow-up of presentation at March 17 COW)

SPECIFIC ACTION REQUESTED:

Pass a resolution approving acceptance of a Brownfield Redevelopment Loan and Grant for a brownfield site in the Village of Schoolcraft. The application process requires the applicant (KCBRA) to include a resolution by the County to accept the loan/grant.

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) has been invited by MDEQ to apply for a loan and grant (\$150,000 loan/\$200,000 grant) for a Brownfield Plan site at 555 E Eliza Street in Schoolcraft Village.

The subject property is heavily contaminated, but suitable for the new owner Jamie Clark, owner of CMS (Central Manufacturing Services). CMS is a logistics firm that the KCBRA has had positive dealings with in the past. Mr. Clark is committed to spending substantial sums on the property (up to \$900,000). This loan/grant would help pay for some of the brownfield eligible costs associated with making this property and the existing building safe to use. MDEQ supports the project and has invited the KCBRA to apply for the available loan/grant funds. There will be 5 jobs retained and 3-5 jobs created as the site is being developed.

Even though the KCBRA is the applicant, and the loan would mostly be repaid from Tax Increment Financing (TIF) revenues from the Brownfield Plan at the site, the MDEQ requires that the County pass a resolution that indicates "*whether the applicant is willing to accept a loan, an amount up to which the applicant is willing to borrow, and the governing body must commit to repayment of the loan. If the applicant is a BRA, the resolution must be from the county or city under which the BRA was formed.*" (quoted from page 14 of the loan/grant application)

The loan needs to be expended first on brownfield eligible expenses before the grant money can be used. The interest rate is currently 1.5%. The loan has a 15-year payback period, beginning with a 5-year grace period with no interest accrued or payments. The loan may be repaid using Tax Increment Financing (TIF) through the KCBRA.

The TIF will potentially cover all or most of the loan payments, with an agreement drafted with the developer stating that he will cover any part of the loan payments that TIF does not cover. Also the agreement will outline how a worst case scenario would be dealt with including a request for an irrevocable letter of credit from the developer.

This grant/loan supports the development of a heavily contaminated site near a residential neighborhood in the Village of Schoolcraft. The developer, Jaime Clark, has had 3 projects

with the KCBRA and has a good track record. MDEQ's invitation to the KCBRA to apply for available funding is a plus and a sign of support for this opportunity to bring back this property to fully functional use.

DESCRIPTION OF ACTION (dollar amount, purpose):

Approval of County resolution to accept \$150,000 loan/\$200,000 grant in order for KCBRA to submit loan/grant application.

TIME FRAME OF ACTION:

Action requested at April 7 BOC, formal submittal of loan/grant application to MDEQ will follow.

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

The loan would be paid mainly by Tax Increment Financing (TIF) revenues from the incremental increase in the subject site's taxable value. Any potential shortfall in loan payments will be the responsibility of the developer, which will be outlined in an agreement with the developer.

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt Ph. 384-8115, LMJARN@kalcounty.com

u.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF:

DEPARTMENT: Probate Court

PREPARED BY: Steven E. Burnham

SUBJECT: Temporary increase in hours for Deputy Register of Probate

SPECIFIC ACTION REQUESTED:

Probate Court is requesting a temporary increase in hours for Deputy Register of Probate Position #10005-010 from 20 hours up to 40 hours per pay period. Over the last several years, Probate Court has experienced an increasing number of new filings as the community's mental health population and indigent client base increases. Along with this the Court is preparing for a move to the new Gull Road Justice Complex. The Court has a substantial amount of closed files, and due to space restrictions in the new facility, these files need to be imaged and destroyed prior to the move.

DESCRIPTION OF ACTION (dollar amount, purpose):

Salary Band: K5
Salary Range: \$16.46/hour

TIME FRAME OF ACTION:

Through 12/31/2015

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

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)

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:

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:

Steven E. Burnham, 269-383-8678

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: April 7, 2015

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Approve Temporary Sergeant Position

SPECIFIC ACTION REQUESTED:

Approve temporary Sergeant position for the Jail Division for up to 6 months.

DESCRIPTION OF ACTION (dollar amount, purpose):

A current jail division Sergeant will be on light duty for up to 6 months due to an on the job injury. A temporary Sergeant position is needed to fill the duties of Sergeant during the absence.

TIME FRAME OF ACTION:

Immediately until August 17, 2015 or earlier should recovery time be less than expected.

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

101-302 General Fund

PERSONNEL IF REQUIRED:

An existing F-19 Deputy will fill the position. There will be no new hire.

NEW OR RENEWAL OR AMENDMENT:

NA

ANY OTHER PERTINENT INFORMATION:

It is more economical to have a temporary Sergeant than to pay the contractual overtime for assigning personnel as an Officer in Charge (OIC).

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: April 7, 2015

DEPARTMENT: Emergency Management

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Renewal of Intergovernmental Funding Agreement between Kalamazoo County and Van Buren County for grant year 2014.

SPECIFIC ACTION REQUESTED:

Kalamazoo County Board of Commissioners renew the agreement with Van Buren County to serve as the Fiduciary for fiscal year 2014 Homeland Security Grant.

DESCRIPTION OF ACTION (dollar amount, purpose):

The dollar amount will be determined based on equipment and products purchased over the next grant cycle. This agreement allows funding reimbursement between the two counties for those purchases.

TIME FRAME OF ACTION:

Effective until May 31, 2016.

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

This is for Federal Homeland Security funds that are dispersed to the State of Michigan then to Kalamazoo County through our regional fiduciary Van Buren County.

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL OR AMENDMENT:

Renewal

ANY OTHER PERTINENT INFORMATION:

This is the same agreement that has been renewed for several years. It is a continuation of dispersing federal funds down to the local jurisdiction supporting communities in disaster and terrorism prevention and response.

The term Regional refers to the Michigan State Police 5th District that covers the 9 counties in Southwest Michigan.

PROCUREMENT INFORMATION:

All procurement follows Kalamazoo County purchasing procedures

CONTACT PERSON WITH PHONE NUMBER:

Undersheriff Paul Matyas (385-6176) or Patrick Wright, OEM Director (385-6137)