

The logo for Kalamazoo County Government is a semi-circular emblem. It features a stylized landscape with a line of evergreen trees in the foreground and a sun or moon partially obscured by a cloud in the background. The words "KALAMAZOO COUNTY GOVERNMENT" are written in a semi-circle along the top edge of the emblem.

**Board of
Commissioners'
Meeting**

October 6, 2015

**NOTICE AND AGENDA FOR
OCTOBER 6, 2015
ANNUAL MEETING
OF THE
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

PLEASE TAKE NOTICE that annual meeting of the Kalamazoo County Board of Commissioners is scheduled for Tuesday, October 6, 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

CONSENT AGENDA

Buildings and Grounds

- A. Request for Approval of Service Agreement with Engineered Protection Systems (EPS)

Clerk/Register of Deeds

- B. Request for Approval of Appointments to Board of Canvassers

Drain Commissioner

- C. Request for Approval to Accept 2015 Drain Assessment Roll Summary

Health & Community Services

- D. Request for Approval of Amendment #6 to the Sublease Agreement with the Parks Foundation of Kalamazoo County
- E. Request for Approval of an Amendment to Addendum Letter of Renewal for 2015-2016 Sublease with Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS)
- F. Request for Approval of Amendment #4 to the 2014-2015 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Health (MDCH)
- G. Request for Approval of a Partnership Agreement the Van Buren/Cass Health Department
- H. Request for Approval to Provider of Service Agreements with Provider Entities for Area Agency on Aging IIIA Program
- I. Request for Approval of a Contract with SQS, Inc., dba Environmental Recycling Group (ERG) Environmental Services
- J. Request for Approval of Elimination/Creation of Positions in the Healthy Babies Healthy Start Program (Grant Funds)

- K. Request for Approval of an Agreement with Bronson Methodist Hospital
- L. Request for Approval to Accept CSBG14-39015 Community Service Block Grant (CSBG) Notice of Funds (FA) #6 from the Michigan Department of Health and Human Services (MDHHS)

Human Resources

- M. Request for Approval to Increase Grace Period for Medical Reimbursement Account and add 3D Radiology Services Coverage with Blue Cross Blue Shield
- N. Request for Approval to Increase the Annual Contribution to the Flexible Spending Account

Michigan Works!

- O. Request for Approval of Members and Alternate Members to the Workforce Development Board of Branch, Calhoun, Kalamazoo and St. Joseph Counties
- P. Request for Approval of Food Assistance Employment and Training Program Plan
- Q. Request for Approval of Partnership, Accountability, Training, Hope (PATH) Program Plan
- R. Request for Approval of Trade Adjustment Assistance (TAA) Program Plan

Prosecuting Attorney

- S. Request for Approval of Victims of Violence – Assistance Program Victim of Crime Act (VOCA) 2016 Grant Agreement with the Michigan Department of Health and Human Services (MDHHS)

Sheriff

- T. Request for Approval of Amendment to Police Protection Agreement with Oshtemo Township and Creation of Lieutenant Position

Board of Commissioners

- U. Request for Approval of Transfers and Disbursements

NON-CONSENT AGENDA ITEMS

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

ANNUAL MEETING ITEMS

- V. Annual Public Hearing Re: Proposed 2016 Budget for Kalamazoo County
- W. Request for Adoption of the 2016 Budget for Kalamazoo County
- X. Request for Approval of Resolution to Levy
- Y. Request for Approval to Accept Apportionment Report – October 20
- Z. Request for the Adoption of Resolution to Apportion Ad Valorem Taxes – October 20
- AA. All Other Items to be Considered at the Annual Meeting

- 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

OCTOBER 1, 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: October 6, 2015****DEPARTMENT: Buildings & Grounds****PREPARED BY: Randy Winterowd****SUBJECT: Services Agreement****SPECIFIC ACTION REQUESTED:****Requesting Board of Commissioner approval to contract with Engineered Protection Systems (EPS) for 24 hour Fire Alarm Panel Monitoring at the Gull Road Justice Center.****DESCRIPTION OF ACTION (dollar amount, purpose):****\$ 30.00/Month****TIME FRAME OF ACTION: As soon as Feasible: Will need agreement in place, in order to obtain occupancy permit.****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:****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)****Contract was not bid, because monitoring will integrate with warranty from same vendor.****CONTACT PERSON WITH PHONE NUMBER:****Randy Winterowd, Director of Buildings & Grounds 384-8121**



County Clerk & Register of Deeds

201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007

Phone: (269) 383-8840 • Fax: (269) 384-8143 • Email: tasnow@kalcounty.com

Timothy A. Snow, CMC, County Clerk & Register of Deeds

Janice I. Shattuck, Chief Deputy County Clerk & Register of Deeds

MEMO

DATE: September 2, 2015

TO: Board of Commissioners

FROM: Tim Snow, County Clerk & Register of Deeds

RE: Appointments to Board of Canvassers

State Law requires that the Board of Commissioners appoint two members of the Board of County Canvassers at the Annual Meeting to serve for the next four years, one member from each of the major political parties. I am required to request three names from the Republican and Democratic Party County Chairs, and have received their recommendations.

The two current members whose terms are expiring are: Polly Youngs (R) and Wendy Flora (D). Mrs. Youngs has served on the Board of Canvassers with distinction since 1999 and has determined not to seek reappointment this year. Ms. Flora has served since 2009 and has been an excellent canvasser. Both have served as Chair of the Board of Canvassers.

My recommendation is that Ms. Flora be reappointed to another 4 year term representing the Democratic Party.

For the Republican Party, I am recommending the Board appoint Frances E. (Francie) Brown of Schoolcraft for the term commencing November 1, 2015 and ending October 31, 2019. Ms. Brown has been a long time active Republican Party member at the local and state levels. She worked for many years as the Director of Governmental Affairs for ITC Corporation before her recent retirement. Francie will make an excellent member of the Board of Canvassers.

I am proud to recommend the Board appoint Wendy Flora and Francie Brown as members of the Kalamazoo County Board of Canvassers.

Please contact me with any questions you may have.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 6, 2015

DEPARTMENT: Clerk/Register

PREPARED BY: Tim Snow, Clerk/Register

SUBJECT: Board of Canvassers Appointments

SPECIFIC ACTION REQUESTED:

Each odd year, the Board of Canvassers appoints two members of the Board of Canvassers from each of the major political parties to serve 4 year terms – from November 1, 2015 through October 31, 2019.

DESCRIPTION OF ACTION (dollar amount, purpose):

Appoint 2 members to the Board of Canvassers

TIME FRAME OF ACTION:

Annual Meeting

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

County – as budgeted

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:

1 new and 1 reappointment

ANY OTHER PERTINENT INFORMATION:

See attached memo

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:

Tim Snow, Clerk/Register 384-8141

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 6, 2015

DEPARTMENT: Office of the Drain Commissioner

PREPARED BY: Pat Crowley

SUBJECT: Assessment Rolls

SPECIFIC ACTION REQUESTED:

Acknowledge the Board of Commissioner's duty to order and direct the taxes described in the rolls presented and laid before them by the Drain Commissioner to be spread upon the tax roll of the municipalities affected, according to Section 270 of Act 40 of 1956 (The Drain Code of 1956).

DESCRIPTION OF ACTION (dollar amount, purpose):

Chair and Clerk sign the acknowledgement at the bottom of the 2015 Drain Assessment Roll Summary.

TIME FRAME OF ACTION:

At the meeting of October 6, 2015

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

None

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

Letter and three summary tables attached, complete roll on view at Admin Office by Sept 16th, 2015.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Pat Crowley or Jeff VanBelle 384-8117



D.-L.

**KALAMAZOO COUNTY
HEALTH AND COMMUNITY SERVICES DEPARTMENT**

Promoting Health For All

DATE: October 6, 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 AMENDMENT #6 TO THE SUBLEASE AGREEMENT WITH
THE PARKS FOUNDATION OF KALAMAZOO COUNTY**

ACTION REQUESTED

HCS Administration requests Board approval of amendment #6 to the sublease agreement with the Parks Foundation of Kalamazoo County for the period of January 1 – December 31, 2016.

DESCRIPTION OF SUBJECT

Amendment #6 to the sublease agreement conveys a per square foot rate of twelve dollars and fifty cents (\$12.50) for 178 square feet resulting in a monthly rental rate of \$185.42 for January 1, 2016 through December 31, 2016. The resulting annual cost of \$2,225 is based on 100% of subleased area; total square feet for room #224 – 2nd Wing, 2nd Floor. The mission of this agency aligns with that of the Health and Community Services Department and the presence of these services at Nazareth is a resource for HCS programs as well as for other County programs.

RELATIONSHIP TO GOALS

The Parks Foundation of Kalamazoo County establishes that its mission is to “receive and administer funds for the preservation of objects of natural interest for education and charitable purposes, and for the purposes of benefiting the public welfare of citizen’s of Kalamazoo County and Southwest Michigan.” This goal is consistent and supportive of one of the HCS goals of improving the health and wellbeing of the Kalamazoo community.

FUNDING SOURCE

No County 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 any questions, please contact Ryan Post, Deputy Director – Financial Management and Administration, at 373-5254 or rjpost@kalamazoo.com.

B. APPROVAL OF AN AMENDMENT TO ADDENDUM LETTER OF RENEWAL FOR 2015-2016 SUBLEASE WITH KALAMAZOO COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES

ACTION REQUESTED

HCS Administration requests Board approval of an amendment to addendum letter of renewal for the sublease between the County and Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) for the term of October 1, 2015 through September 30, 2016.

DESCRIPTION OF SUBJECT

The sublease amendment conveys a per square foot rate of twelve dollars and fifty cents (\$12.50), to be paid monthly, effective for the period of October 1, 2015 through September 30, 2016. This is a monthly rental rate of \$12,334.38 for the total rental space of 11,841 sq. ft. This is an annual rate of \$148,012.50.

RELATIONSHIP TO GOALS

The services and programs provided by KCMHSAS are consistent with the HCS goal of improving the health and wellbeing of the Kalamazoo community. The mission of this agency aligns with that of the Health and Community Services Department and the presence of these services at Nazareth provides mutually beneficial resources for both HCS and KCMHSAS programs.

FUNDING SOURCE

No County 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 any questions, please contact Ryan Post, Deputy Director – Financial Management and Administration, at 373-5254 or rjpost@kalcounty.com.

C. APPROVAL OF AMENDMENT #4 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 #4 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 \$3,755,839.

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 #4 is to award an additional \$9,909 for Immunization Action Plan (IAP) and reduce MIECHVP Healthy Families America Expansion by the amount of \$83,000. The net funding has decreased by \$73,091.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The \$3,755,839 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

If you have any questions, please contact Ryan Post, Deputy Director – Financial Management & Administration, at 373-5254 or rjpost@kalcounty.com.

**D. APPROVAL OF A PARTNERSHIP AGREEMENT BETWEEN KALAMAZOO
COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT AND VAN
BUREN/CASS HEALTH DEPARTMENT**

ACTION REQUESTED

HCS Administration requests Board approval of a Partnership Agreement with the Van Buren/Cass Health Department for the period of September 1, 2015 through June 30, 2016.

DESCRIPTION OF SUBJECT

Kalamazoo County Health & Community Services Department, in partnership with, Van Buren/Cass Health Department and other Region 5 Health Departments (Kalamazoo, Calhoun, Barry/Eaton, Allegan, Van Buren/Cass, Berrien and Branch, Hillsdale, & St. Joseph Counties), are working with a planner/facilitator to help develop a large scale emergency preparedness exercise. This region wide functional exercise will allow Southwest Michigan Communities the opportunity to test coordination between multiple agencies and organizations which will include but is not limited to: the health care sector, courts, EMS providers, emergency management, and private businesses. This exercise will focus on areas such as, information sharing, patient referral, and laboratory specimen collection and submission or other potential operational gaps within each discipline. The use of a planner will allow these health departments a greater reach through the provision of planning, coordination, and facilitation for the development of Multiagency Ebola Preparedness and Response Exercise coordination with these various entities.

RELATIONSHIP TO GOALS

The threat of the Ebola Virus disease (EVD) is a top national public health priority. To protect our nation, the CDC has provided supplemental funding to the Public Health Emergency Preparedness (PHEP) cooperative agreement to support accelerated state and local public health preparedness planning and operational readiness for responding to Ebola. Activities associated with this agreement will allow Region 5 Health Departments the opportunity to improve and assure operational readiness for EVD through regional planning activities and staff training exercises.

FUNDING SOURCE

There are no County general funds associated with this request. Additional PHEP funding in the amount of \$1,500, from MDHHS will support this request through the HCS Emergency Preparedness program.

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 refer any questions to Jeannie Byrne, Emergency Preparedness Coordinator, at 373-5025 / jkbym@kalcounty.com or Lynne Norman, Deputy Director – Health Services, at 373-5237 / ldnorm@kalcounty.com

E. APPROVAL OF AMENDMENT TO PROVIDER OF SERVICE AGREEMENTS BETWEEN PROVIDER ENTITIES AND THE HCS AREA AGENCY ON AGING IIIA

ACTION REQUESTED

HCS Administration requests Board approval of contract amendments between the HCS Area Agency on Aging IIIA (AAIIIA) and **service providers noted below**. The amendments cover the original agreement period, dated October 1, 2013 and ending September 30, 2016, for services provided October 1, 2015 through September 30, 2016.

<u>Organization</u>	<u>Services</u>	<u>Funding</u>
Counseling at Home	Caregiver Counseling/ Education & Support	\$11,155
Ecumenical Senior Center	Senior Center Staffing	\$4,093
Legal Aid of Western Michigan	Legal Services	\$12,772
Senior Services SW MI	Multiple Services Provided	\$743,966
WMU Center for Disability Services	Dementia Adult Day Care/ USDA	\$10,827

DESCRIPTION OF SUBJECT

The amendments cover funding to provide services to individuals who are over the age of 60 in Kalamazoo County; with targeted focus being on helping seniors remain as independent as possible in their home for as long as possible. Services utilized from the providers identified above assist seniors in meeting these standards and needs. Each year the master contract is amended to designate funding for the upcoming October 1 – September 30th fiscal year and is reflective of funding designated to the HCS AAIIIA from state and federal sources.

RELATIONSHIP TO GOALS

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

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

All County procurement policies were adhered to in the implementation of the master contracts. These services will be rebid following the completion of the 15/16 fiscal year as it marks the final year of the overarching 3-year master agreement period.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director – Older Adult Services, at 373-5153 / jasiva@kalcounty.com or Lucinda M. Stinson, Deputy Director – Community Services, at 373-5012 / lmstin@kalcounty.com

F. APPROVAL OF A CONTRACT WITH SQS INC., dba ENVIRONMENTAL RECYCLING GROUP (ERG) ENVIRONMENTAL SERVICES FOR TRANSPORTATION AND DISPOSAL OF HAZARDOUS WASTE COLLECTED AT THE HOUSEHOLD HAZARDOUS WASTE CENTER

ACTION REQUIRED

HCS Administration requests Board approval of a contract between the County of Kalamazoo, through the Health & Community Services Department, and a hazardous waste contractor, SQS Inc, dba Environmental Recycling Group (ERG) Environmental Services, for the transportation and disposal of hazardous waste collected by the Household Hazardous Waste (HHW) Center.

DESCRIPTION OF SUBJECT

On September 2, 2015, the County received four (4) sealed proposals for a one-year contract to transport and dispose of hazardous waste collected at the HHW Center.

The proposals were competitive with the top two proposals being close in price. After a thorough technical review, reference check and price evaluation, a contract with SQS Inc, dba ERG Environmental Services is recommended for approval.

SQS Inc, dba ERG Environmental Services distinguished itself with excellent references, highly-rated customer service and proven ability to customize their shipping program to meet Kalamazoo County's needs. The HHW Center has been working with this company since October of 2012 and SQS Inc, dba ERG Environmental Services has provided consistent, top-quality service and support. In addition, recycling and reusing hazard waste materials is the primary waste management option utilized which is in line with the HHW Center's goals.

The companies providing proposals are listed below with the corresponding one-year disposal costs for each. Costs are estimated using the proposal price and pounds collected in 2014. Although slightly less in costs, US Ecology/EQ Industrial Services does not provide direct service for all required wastestreams and uses a hazardous waste landfill for some wastestreams instead of recycling. Battery Solutions submitted a proposal for alkaline and lithium batteries only and does not prove to be cost efficient.

1. US Ecology/EQ Industrial Services	\$82,000
2. SQS Inc./ERG	\$88,000
3. Tradebe LLC	\$159,000
4. Battery Solutions	\$4,500

The contract period is November 1, 2015 through October 31, 2016.

The proposed contract assigns final responsibility for the transportation and disposal of all collected household hazardous waste to the contractor, SQS Inc, dba ERG Environmental Services, a federally licensed treatment and storage facility. The contract also provides some degree of protection to the County against future liability, in that SQS Inc, dba ERG Environmental Services is contractually obligated to sign all hazardous waste manifests and is named as the generator of all collected household hazardous waste. The contractor is required to comply with all federal and state regulations regarding transportation and disposal of hazardous waste.

RELATIONSHIP TO GOALS

The contract assures that the collected household hazardous waste is properly disposed in a manner that the waste no longer poses a threat to the environment. Proper disposal is consistent with the goal to improve the quality and safety of the physical environment, and in particular, protection of groundwater in Kalamazoo County.

FUNDING SOURCE

Funding for contractual services to dispose of household hazardous waste is a line item in the current program budget. The program currently has \$85,000 allocated for these contractual services.

PERSONNEL

There are no new personnel associated with this action.

PROCUREMENT

An RFP for the disposal of household hazardous waste was issued through the County Purchasing Department and all County Procurement Policies were adhered to. The contract with the entity who submitted a successful proposal does make provision for

two (2) one-year renewal terms if mutually agreed upon by both the County and the contracted entity.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions regarding this information, please contact Vern Johnson, Environmental Health Division Manager, at 373-5356 / vljohn@kalamazoo.org or Lynne D. Norman, Deputy Director – Health Services, at 373-5237 / ldnorm@kalamazoo.org

G. POSITION ELIMINATION AND CREATION IN THE HEALTH & COMMUNITY SERVICES DEPARTMENT - HEALTHY BABIES HEALTHY START (HBHS) PROGRAM

ACTION REQUESTED

HCS Administration requests Board approval to eliminate 1.0 FTE MCH Administrative Coordinator position and create 1.0 FTE Administrative Assistant position in the Healthy Babies Healthy Start (HBHS) Program.

DESCRIPTION OF SUBJECT

The Healthy Babies/Healthy Start Program is a five-year grant to continue the collaborative effort toward reduction of the infant mortality rate in Kalamazoo County by focusing on those geographic areas with the highest concentration of infant and fetal deaths. The project involves extensive collaboration and system integration involving multiple agencies, medical and social service providers.

RELATIONSHIP TO GOALS

HCS has a goal to improve the overall health of the community by reducing preventable deaths. The Healthy Babies/Healthy Start Program works to reduce the fetal and infant deaths in Kalamazoo County.

FUNDING SOURCE

No County funds are required as a result of this request. Funding to support the position creation is allocated through the Federal Healthy Start grant.

PERSONNEL

Eliminate:

<u>Account #</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
297-150	MCH Admin. Coordinator #10828-001	K06	1.0	\$32,468 - \$43,825	10/7/15

Create:

<u>Account#</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
297-150	Admin Assistant # New - TBD	K03	1.0	\$24,939 - \$33,654	10/7/15

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have questions please contact Deb Lenz, Maternal and Child Health Division Manager, at 373-5024 / dllenz@kalamazoo.org or Lucinda M. Stinson, Deputy Director – Community Services, at 373-5012 / lmstin@kalamazoo.org

H. APPROVAL OF AN AGREEMENT WITH BRONSON METHODIST HOSPITAL TO ACCEPT THEIR COMMITMENT TO PROVIDE HEALTH CARE TO LOW INCOME RESIDENTS REGARDLESS OF THE ABILITY TO PAY

ACTION REQUESTED

HCS Administration requests Board approval of a contractual agreement with Bronson Methodist Hospital that accepts a commitment from Bronson Methodist Hospital to meet the requirements of the federal 340B Program

DESCRIPTION OF SUBJECT

Bronson Methodist Hospital wishes to continue their participation in the federal drug discount program established under Section 340B of the Public Health Services Act. In order to participate, Bronson must agree to meet the requirements of the program and this agreement must be accepted and acknowledged by a unit of Kalamazoo County government. To be eligible, the 340B program requires that the hospital provides health care services to low income individuals who are not entitled to Medicare or Medicaid benefits at no reimbursement or considerably less than full reimbursement for these patients. This agreement would provide formal acknowledgement by the Kalamazoo County Health and Community Services Department that Bronson Methodist Hospital is providing these services.

RELATIONSHIP TO GOALS

Assuring the availability of quality health care services to Kalamazoo County residents, inclusive of residents with low incomes or those who are uninsured or underinsured, is an important component of the HCS goal of improving the overall health of the community.

FUNDING SOURCE

No County 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 any questions, please contact Gillian Stoltman, Health Officer/Director of HCS at 373-5260 or gastol@kalamazoo.org.

I. ACCEPTANCE OF CSBG14-39015 COMMUNITY SERVICE BLOCK GRANT (CSBG) NOTICE OF FUNDS AVAILABLE (NFA), #6 FROM THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

ACTION REQUESTED

HCS Administration requests Board approval to accept the Notice of Funds Available (NFA), #6 for the Community Service Block Grant (CSBG) from the Michigan Department of Health and Human Services (DHHS). NFA #6 awards funding in the amount of \$603,147 in relation to the approved CSBG14-39015 contract. This is year 3 funding effective October 1, 2015 through September 30, 2016. The original agreement was approved 7/2/2013.

DESCRIPTION OF SUBJECT

These funds will be used for programs administered by the Community Action Agency (CAA) designed to help low-income individuals become self-sufficient. The CAA programs will focus on education and training opportunities to assist individuals in obtaining living-wage jobs, provide financial management education, and other programs that lead toward achieving self-sufficiency and strengthening family units. Acceptance of NFA #6 allows the continued provision of a range of services that are designed to help families remain independent.

RELATIONSHIP TO GOALS

HCS establishes the overall goal for the Community Action Agency (CAA) as promoting, providing and educating our community through all services offered to the best of its ability and with the highest standards of quality and community partnership. The acceptance of this funding continues to further CAA's goal to promote and create a means to self-sufficiency for Kalamazoo County residents by helping them improve their working, living, and financial conditions.

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 Health and Human Services (DHHS). This action accounts for grant year 3 funding. Total Grant award is \$603,147.

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 Charlotte J. Smith, CAA Manager, at 373-5052 / cjsmit@kalcounty.com or Lucinda M. Stinson, Deputy Director – Community Services, at 373-5012 / lmstin@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 6, 2015

DEPARTMENT: Human Resources

PREPARED BY: Kristine Cunningham, Human Resources Director

SUBJECT: Benefit Changes

SPECIFIC ACTION REQUESTED:

Approval to increase the grace period pertaining to the medical reimbursement account and approval to add additional radiology services to the Blue Cross Blue Shield self-insured health plans.

DESCRIPTION OF ACTION (dollar amount, purpose):

We are requesting approval to increase the grace period on the employer-sponsored health care flexible spending account to 2 ½ months versus the current timeframe of 2 months. This grace period change matches the guidelines set by the Internal Revenue Service.

We are also requesting approval to include 3D radiology services for subscribers on the Blue Cross Blue Shield self-insured health plans that have a diagnosis of dense breast tissue to our preventive care services.

TIME FRAME OF ACTION:

Effective January 1, 2016

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

Employee Benefits Fund

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Kristine Cunningham, kdcunn@kalcounty.com or 269-384-8100 or Jean Michaud, jimmich@kalcounty.com or 269-383-8953.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF: October 6, 2015****DEPARTMENT: Human Resources****PREPARED BY: Kristine Cunningham, Human Resources Director****SUBJECT: Flexible Spending Account Annual Contribution Increase****SPECIFIC ACTION REQUESTED:**

Approval to increase the annual contribution employees can contribute to the flexible spending account – specifically medical reimbursement.

DESCRIPTION OF ACTION (dollar amount, purpose):

We are requesting approval to increase the annual dollar limit on employee contributions to our employer-sponsored health care flexible spending account to \$2,550. This represents an increase of \$50 annually and matches the 2015 limit set by the Internal Revenue Service.

TIME FRAME OF ACTION:

Effective January 1, 2016

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

Employee Benefits Fund

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Kristine Cunningham, kdcunn@kalcounty.com or 269-384-8100 or Jean Michaud, jmmich@kalcounty.com or 269-383-8953.

DATE: September 15, 2015
TO: Kalamazoo County Board of Commissioners
FROM: Ben Damerow
SUBJECT: Workforce Innovation and Opportunity Act (WIOA)
Workforce Development Board Appointments

The Workforce Innovation and Opportunity Act (WIOA) became effective July 1, 2015. One of the first steps in implementing WIOA is re-establishing Workforce Development Boards in all local areas to meet the law's new provisions. The WIOA Section 107(a) prescribes that there shall be established in each local area (certified by the Governor) a local WDB to lead workforce investment and development activities for the area.

We are requesting consideration and approval of the individuals listed on the attached Workforce Development Board roster dated July 2015, for appointment to the Workforce Development Board for Michigan Works! Southwest (Branch, Calhoun, Kalamazoo, and St. Joseph Counties).

The individuals listed would be Regular members unless identified on the roster as an Alternate member.

The terms for all individuals who represent the Private Sector would be July 1, 2015 through September 30, 2016.

The terms for all other individuals representing other sectors would be July 1, 2015 through September 30, 2017.

Attachment: 2015 WDB Roster – September 2015

**Members and Alternate Members of the Workforce Development Board for
Branch, Calhoun, Kalamazoo & St. Joseph Counties**

REPRESENTING THE PRIVATE SECTOR

Mr. Dale Swift, (WDB Chair), Tech 1 Mechanic / Commissioner Branch County, Walmart Transportation (Branch)

Mr. Allen Balog, Insurance Agent, Hackenberg-Schreiber Agency (St. Joseph)

Mr. Mike Bearman, Owner, Five Points Veterinary Hospital and Bearsfield Morgan Farm (Calhoun)

Mr. Dennis J. Berkebile, Area Manager, Consumers Energy (Kalamazoo)

Mr. Adam Butters (Alternate for Sutherland), Operations Manager, Wilcox Trucking, LLC (Branch)

Ms. Shelly Cichy (Alternate for Zieleniewski), Senior Recruiter, Borgess Health (Kalamazoo)

Mr. Paul David, Human Resources, I I Stanley (Calhoun)

Mr. Jim Finan (Alternate for Robinson), Manager, Economic & Business Development, Ind Mich Power, div of American Electric Power (St. Joseph)

Ms. Lisa Godfrey, Owner, Attorney at Law (Kalamazoo)

Mr. Doyle Hayes, Sr. (Alternate for David), President/CEO, D Hayes Group (Calhoun)

Ms. Tamara Hendricks (Alternate for Stevens), HR Manager, TODA America (Calhoun)

Mr. Derek King (Alternate for Bearman), Owner, King Jewelers (Calhoun)

Mr. David Maurer, CFO and Vice President of Operations, Humphrey Products, Inc. (Kalamazoo)

Ms. Jan Opalewski (Alternate for Maurer), Human Resource Manager, Fabri-Kal Corp. (Kalamazoo)

Ms. Kelly Presta, Vice President, Sturgis Molded Products (St. Joseph)

Ms. Sabrina Pritchett-Evans, Owner/SELECT Agent, State Farm Insurance (Kalamazoo)

Ms. Kathy Ragla, HR Generalist, Kellogg Company (Calhoun)

Mr. Mark Robinson, Community Relations Manager, Indiana Michigan Power, a division of American Electric Power (St. Joseph)

Ms. Julie M. Rogers, Physical Therapist, Borgess Health (Kalamazoo)

Ms. Lisa Stevens, Human Resource Manager, DENSO Manufacturing Michigan, Inc. (Calhoun)

Mr. David Sutherland, Manager, Human Resources, Asama Coldwater Manufacturing, Inc. (Branch)

Ms. Therese Zieleniewski, Manager, Bronson at Home (Kalamazoo)

REPRESENTING ECONOMIC DEVELOPMENT

Ms. Jill Bland, CEEd, Executive Vice President, Southwest Michigan First (Kalamazoo)

Mr. Doug Voshell, Marketing Director, Battle Creek Unlimited (Calhoun)

REPRESENTING COMMUNITY BASED ORGANIZATIONS

Ms. Michelle Davis, Executive Director, Housing Resources, Inc. (Kalamazoo)

Ms. Colleen Knight, President & CEO, Branch County Community Foundation (Branch)

Mr. Matthew Lynn (Alternate for Davis), Director of Community Impact, United Way of the Battle Creek & Kalamazoo Region (Kalamazoo)

REPRESENTING EDUCATION

Mr. Mark O'Connell, Interim President, Kellogg Community College (Calhoun)

Mr. Mike Hoffner, Director, Branch Area Career Center (Branch)

Mr. Joe Lopez (Alternate for Hoffner), Superintendent, Branch ISD Educational Service Agency (Branch)

REPRESENTING ORGANIZED LABOR

Mr. Richard Anderson, Representative, United Auto Workers (UAW) Local 2903 (St. Joseph)

Mr. Morris Applebey, Training Director, Kalamazoo Joint Apprenticeship & Training Committee (JATC) - IBEW (Kalamazoo)

Mr. Trevor Bidelman, President / Business Agent, BCTGM Local 3G (Calhoun)

Ms. Kathi Cain-Babbitt (Alternate for Willcutt), Steward, AFSCME Local 1668 (Kalamazoo)

Mr. Richard Frantz (Alternate for Bidelman), Director, Tri-County Labor Agency (Calhoun)

Mr. Ken Willcutt, Business Rep, Plumbers, Pipefitters and HVACR Local Union No. 357 (Kalamazoo)

REPRESENTING PUBLIC ASSISTANCE AGENCIES

Ms. Sheila Beaty, Program Manager, MI Dept of Health & Human Services – Kalamazoo County Office (Kalamazoo)

Ms. Karen Doubleday (Alternate for Beaty), Assistance Payments Program Manager, MI Dept of Health & Human Services – Calhoun County Office (Calhoun)

REPRESENTING REHABILITATION AGENCIES

Mr. John Fiore (Alternate for Smith), Site Manager, Michigan Rehabilitation Services (Calhoun)

Ms. Jill Murphy (Alternate for Smith), Site Manager, Michigan Rehabilitation Services (Kalamazoo)

Mr. Robert Smith, District Manager, Michigan Rehabilitation Services (Kalamazoo)

REPRESENTING MI DEPARTMENT OF CORRECTIONS / OTHER (per MI WDA policy 13-18)

Mr. Omar Alston, Region Manager, Michigan Department of Corrections (At-Large)

Mr. Don Martin (Alternate for Alston), Parole / Probation Manager, Michigan Department of Corrections, Kalamazoo Office (At-Large)

REPRESENTING AT-LARGE / OTHER

Ms. Windy Rea, Admissions Counselor, Odle Management / Michigan Job Corps (At-Large)

REPRESENTING WORKFORCE DEVELOPMENT AGENCY STATE OF MICHIGAN (Ex-officio and non-voting)

Ms. Patty Vanaman, Specialist, Workforce Development Agency, State of Michigan (At-Large)

September 15, 2015 WIOA

P.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 6, 2015

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute

PREPARED BY: Amy Meyers

SUBJECT: Food Assistance Employment and Training (FAET)

SPECIFIC ACTION REQUESTED: Review and approval of Food Assistance Employment and Training (FAET) Program Plan

DESCRIPTION OF ACTION (dollar amount, purpose): \$122,030

The Workforce Development Agency (WDA) announced the availability of resources to assist Food Assistance recipients. For fiscal year 2016 (October 1, 2015 – September 30, 2016) \$122,030 is allocated to the Michigan Works! Southwest Area (Branch, Calhoun, Kalamazoo and St. Joseph counties) with \$118,188 for Food Assistance Employment and Training program operations and \$3,842 for supportive services. This is a voluntary program that will assist individuals, 18 through 49 years old and without dependents, in participating in a work program or training activity. The long-term goal is to assist the individuals in obtaining unsubsidized employment.

A wide-range of services are supported through this funding, including: Assessment, Job Search and Job Search Training, Workfare, (the establishment of a “working experience”) Education/Training, Job Retention Services and Supportive Services.

TIME FRAME OF ACTION: October 1, 2015 through September 30, 2016

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): US Department of Agriculture (USDA) Supplemental Nutrition Assistance Program Grant

PERSONNEL IF REQUIRED: N/A

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER: Amy Meyers; 269.385.0414

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

**FY2016 Food Assistance Employment and Training Program Plan Instructions
PI 15-20**

The Workforce Development Agency (WDA) announced the availability of resources to assist Food Assistance recipients. For fiscal year 2016 (October 1, 2015 – September 30, 2016) \$122,030 is allocated to the Michigan Works! Southwest Area (Branch, Calhoun, Kalamazoo and St. Joseph counties) with \$118,188 for Food Assistance Employment and Training program operations and \$3,842 for supportive services. This is a voluntary program that will assist individuals, 18 through 49 years old and without dependents, in participating in a work program or training activity. The long-term goal is to assist the individuals in obtaining unsubsidized employment.

A wide-range of services are supported through this funding:

- **Assessment** of participants to establish levels of academic, employability and job specific skills, and interests prior to the development of a plan for training and employment.
- **Job Search and Job Search Training** to enhance the employability of participants and increase their abilities to search for and obtain unsubsidized employment.
- **Workfare** establishes a “working experience” mechanism to enable participants to learn and acquire skills related to achieving positive employment experiences.
- **Education/Training** is provided to enable participants to achieve a high school completion of GED certification, and/or assist with the development of occupational or job specific skills.
- **Job Retention Services** are available for up to 90 days after a participant becomes employed to assist in maintaining employment.
- **Supportive Services** such as transportation allowance, work related expenses, etc. are also available. A participant may receive up to a maximum of \$80 per month in supportive services.

Funding Summary

Funding Source and Cost Categories	Funding Levels	Customer Service Level
FY2016 Allocation	\$122,030	125
Program	\$118,188	
Supportive Services	\$3,842	

Source: PI: 15-20, 9/15/2015

Technical Information

Program Title/Number	FY16 Food Assistance Employment and Training (FAET) Program Plan Instructions PI:15-XX
Funding Source	US Department of Agriculture (USDA) Supplemental Nutrition Assistance Program Grant
Funding Level	\$122,030 (\$118,188 for program operations and \$3,843 for supportive services)
Duration	FY2016 (October 1, 2015 – September 30, 2016)
Reference	Workforce Development Agency (WDA) PI: 15-20, 9/15/2015
CFDA Number	10.561

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 6, 2015

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute

PREPARED BY: Amy Meyers

SUBJECT: Partnership. Accountability. Training. Hope. (PATH)

SPECIFIC ACTION REQUESTED: Review and approval of Partnership. Accountability. Training. Hope. (PATH) Program

DESCRIPTION OF ACTION (dollar amount, purpose): TANF-\$2,986,179 and GFGP-\$498,658

Michigan Works! Southwest has received notice from the Workforce Development Agency, with the Fiscal Year (FY) 2016 allocations for the Partnership. Accountability. Training. Hope. (PATH) program. The projected FY2016 allocation totaling \$3,484,837 is supported from two funding sources: \$2,986,179 in Temporary Assistance for Needy Families (TANF) federal funds; \$498,658 in General Fund/General Purpose (GF/GP) state funds. This represents a 13% reduction to the PATH program compared to the FY 2015 allocation.

Individuals eligible for participation include those who have applied for or have been determined eligible to receive cash assistance. The PATH program serves Family Independence Program (FIP) recipients and applicants referred by the Department of Health and Human Services (DHHS). The purpose of PATH is to assist Family Independence Program (FIP) recipients in transitioning towards self-sufficiency. The PATH program provides applicants and participants with employment-related services, training, and supportive services to obtain and retain employment.

TIME FRAME OF ACTION: October 1, 2015 through September 30, 2016

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Federal (TANF), State (General Fund/General Purpose)

PERSONNEL IF REQUIRED: N/A

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER: Amy Meyers; 269.385.0414

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

**FY2016 Partnership. Accountability. Training. Hope. (PATH) Program Plan Instructions
 PI 15-18**

Michigan Works! Southwest has received notice from the Workforce Development Agency of the Fiscal Year (FY) 2016 allocations for the Partnership. Accountability. Training. Hope. (PATH) program. The projected FY2016 allocation totaling \$3,484,837 is supported from two funding sources: \$2,986,179 in Temporary Assistance for Needy Families (TANF) federal funds; \$498,658 in General Fund/General Purpose (GF/GP) state funds. This represents a 13% reduction to the PATH program compared to the FY 2015 allocation.

Individuals eligible for participation include those who have applied for or have been determined eligible to receive cash assistance. The PATH program serves Family Independence Program (FIP) recipients and applicants referred by the Department of Health and Human Services (DHHS). FIP applicants begin with a 21-day application eligibility period (AEP) to address barriers and prepare applicants to attain employment, meet federal work participation requirements, and work towards self-sufficiency. The purpose of PATH is to assist Family Independence Program (FIP) recipients in transitioning towards self-sufficiency. The PATH program provides applicants and participants with employment-related services, training, and supportive services to obtain and retain employment.

Funding Summary

Funding Source and Cost Categories	Funding Levels	Customer Service Level
FY2016 Allocation	\$3,484,837	1,184
TANF	\$2,986,179	
GF/GP	\$498,658	
CATEGORY		
Direct Client Services	\$2,243,736.37	
Supportive Services	\$404,739.75	
Administration	\$418,180.44	
Information Technology	\$418,180.44	

Source: PI: 15-18, 9/2/2015

Technical Information

Program Title/Number	FY16 Partnership. Accountability. Training. Hope. (PATH) Program Plan Instructions PI:15-18
Funding Source	Temporary Assistance for Needy Families (TANF) and General Fund/General Purpose (GF/GP)
Funding Level	\$3,484,837 (\$2,986,179 in Temporary Assistance for Needy Families (TANF) federal funds; \$498,658 in General Fund/General Purpose (GF/GP) state funds)
Duration	FY2016 (October 1, 2015 – September 30, 2016)
Reference	Workforce Development Agency (WDA) PI: 15-18, 9/2/2015
CFDA Number	93.558 (TANF)

R.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 6, 2015

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute
PREPARED BY: Amy Meyers

SUBJECT: Trade Adjustment Assistance (TAA) Program Plan Instructions for Fiscal Year (FY) 2016 (October 1, 2015 through September 30, 2016) and Allocations for Appropriation Year (AY) 2014, for use October 1, 2014 through September 30, 2016, PI 15-21

SPECIFIC ACTION REQUESTED: Review and approval signature of the Workforce Development Agency (WDA) Policy 15-21

DESCRIPTION OF ACTION (dollar amount, purpose): \$723,741

TAA is a federal program that assists U.S. workers who have lost their jobs as a result of foreign trade. The program seeks to provide adversely affected workers with opportunities to obtain the skills, credentials, resources, and support necessary to become reemployed. This policy issuance encompasses all TAA funds management requirements and awards allocations for the period from October 1, 2014 through September 30, 2016 in which Michigan Works! Southwest has been allocated \$723,741. Of this allocation, \$536,104 is the designated Program Award (Job Search, Relocation, Training) and \$187,637 the Case Management Award.

Case Management: The purpose of case management services is to provide workers the necessary information and support for them to achieve sustainable reemployment. These services will be available to workers over the course of their participation in the TAA program, in an integrated manner that suits their individual needs at a particular time. Allowable Case Management activities include the provision of: Comprehensive Assessments, Individual Service Strategies, Training Information, Financial Aid Information, Employability Skills Assistance, Career Counseling, Labor Market Information and Supportive Service Information.

Program Funds: TAA program funds can be used to fund the following TAA services (and all allowable benefits that accompany the service): Classroom Training, On-the-Job Training, Customized Training, Registered Apprenticeship Training, Job Search Allowances and Relocation Allowances.

TIME FRAME OF ACTION: October 1, 2014 through September 30, 2016

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): AY14 TAA Funding

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: NA

CONTACT PERSON WITH PHONE NUMBER: Amy Meyers; 269-385-0414

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

Trade Adjustment Assistance (TAA) Program Plan Instructions for Fiscal Year (FY) 2016 (October 1, 2015 through September 30, 2016) and Allocations for Appropriation Year (AY) 2014, for use October 1, 2014 through September 30, 2016

PI 15-21

TAA is a federal program that assists U.S. workers who have lost their jobs as a result of foreign trade. The program seeks to provide adversely affected workers with opportunities to obtain the skills, credentials, resources, and support necessary to become reemployed. This policy issuance encompasses all TAA funds management requirements and awards allocations for the period from October 1, 2014 through September 30, 2016 in which Michigan Works! Southwest has been allocated \$723,741. Of this allocation, \$536,104 is the designated Program Award (Job Search, Relocation, Training) and \$187,637 the Case Management Award.

Case Management

The purpose of case management services is to provide workers the necessary information and support for them to achieve sustainable reemployment. These services will be available to workers over the course of their participation in the TAA program, in an integrated manner that suits their individual needs at a particular time. Allowable Case Management activities include the provision of: Comprehensive Assessments, Individual Service Strategies, Training Information, Financial Aid Information, Employability Skills Assistance, Career Counseling, Labor Market Information and Supportive Service Information.

Program Funds

TAA program funds can be used to fund the following TAA services (and all allowable benefits that accompany the service): Classroom Training, On-the-Job Training, Customized Training, Registered Apprenticeship Training, Job Search Allowances and Relocation Allowances.

Funding Summary

Funding Source and Cost Categories	Funding Levels	Customer Service Level
FY2016 Allocation	\$723,731	280
Program	\$536,104	
Case Management	\$187,637	

Source: PI: 15-21, 9/18/2015

Technical Information

Program Title/Number	Trade Adjustment Assistance (TAA) Program Plan Instructions for Fiscal Year (FY) 2016 (October 1, 2015 through September 30, 2016) and Allocations for Appropriation Year (AY) 2014, for use October 1, 2014 through September 30, 2016
Funding Source	AY2014 TAA Funding
Funding Level	\$723,731
Duration	FY2016 (October 1, 2014 – September 30, 2016)
Reference	Workforce Development Agency (WDA) PI: 15-21, 9/18/2015
CFDA Number	17.245

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: **October 6, 2015**

DEPARTMENT: Office of the Prosecuting Attorney

PREPARED BY: Lisa Henthorn, Administrator

SUBJECT: Victims of Violence – Assistance Program

SPECIFIC ACTION REQUESTED:

Accept and approve the FY 2015-2016 "Victims of Violence – Assistance Program" Victim of Crime Act (VOCA) Grant Agreement (no signatures required) with the Michigan Department of Health and Human Services (MDHHS). Due to the timing of MDHHS's grant application approval (9/21/15) and a **September 30, 2015 MDHHS due date to accept and approve** the grant agreement, County Administration approved the acceptance and approval of the VOCA agreement on September 24, 2015, with the understanding that KCBOC acceptance and approval would be requested on October 6, 2015.

DESCRIPTION OF ACTION (dollar amount, purpose):

The total amount of the FY1516 application is \$91,250 and allows the OPA to 1) retain one full-time Victim Advocate and 2) includes a match of County funds for .275 FTE of a Victim Advocate position. The VOCA grant renewal allows the OPA to continue working with victims of domestic violence and sexual assault. This is the 29th year that the OPA has received the VOCA grant award.

TIME FRAME OF ACTION:

10/1/2015 through 9/30/2016.

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

The application includes \$73,000 in Federal funds and \$18,250 in County match funds.

PERSONNEL IF REQUIRED:

No Action Required.

NEW OR RENEWAL:

Renewal

CONTACT PERSON WITH PHONE NUMBER:

Lisa Henthorn, Administrator, (269) 383-8965

T

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 10/06/2015

DEPARTMENT: Kalamazoo County Sheriff's Office

PREPARED BY: Richard C. Fuller III, Sheriff

SUBJECT: Signing of Police Services Agreement with Oshtemo Township

SPECIFIC ACTION REQUESTED:

I request the Kalamazoo County Board of Commissioners join with me, Richard C. Fuller III Sheriff, and The Oshtemo Township Supervisor in signing the amended contract regarding Contract Police Services in Oshtemo Township. As part of the request this amended contract calls for the additional creation of 1FTE Lieutenants Position to be assigned to Oshtemo Township.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

On today's date.

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

Oshtemo Township funds per agreement.

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:

Pos #	Position Title	Grade	fte	Salary/Fringe	Account
10436	Lieutenant	C02	1.0	\$132,548	101-303-704.28

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)

Amendment.

ANY OTHER PERTINENT INFORMATION:

The Oshtemo Township Board of Trustees, Supervisor, Fire Chief, and Police Committee has been working with the County Board, County Administration, and The Sheriff's Office to establish a partnership new in concept and advanced in thinking. Together we have developed the step by step approach being taken here to address the law enforcement and emergency services programs needed to keep pace the townships population and businesses.

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:

Richard C. Fuller III, Sheriff 269-385-6173

2015 RESOLUTION TO LEVY

WHEREAS, the County Administrator and County Controller of Kalamazoo County have submitted to the Board of Commissioners of Kalamazoo County estimates of the anticipated expenditures for the various departments and functions of Kalamazoo County for the year 2016 together with the estimated revenues from said departments and from taxation for the year 2016 and

WHEREAS, it is the duty of the Kalamazoo County Board of Commissioners to discuss, consider and authorize an annual appropriation to cover such expenditures as are determined by the Board of Commissioners to be necessary; and

WHEREAS, it is estimated that a 4.6871 mills tax to cover such estimated expenditures would be necessary plus a 1.4491 mills operating levy for special law enforcement as approved by the voters on May 4, 2010 plus a .2528 mill debt service levy for the Juvenile Home construction bond issue as approved by the voters on August 8, 2006.

NOW, THEREFORE, BE IT RESOLVED that a 4.6871 mills operating tax was spread on the taxable value of the property of the County of Kalamazoo on July 1, 2015 to cover the estimated expenditures for the various departments and functions of Kalamazoo County for the year 2015.

BE IT FURTHER RESOLVED that an operating tax of up to 4.6871 mills shall be spread on the taxable value of the property of the County of Kalamazoo on July 1, 2016 to cover the estimated expenditures for the various departments and functions of Kalamazoo County for the year 2016.

BE IT FURTHER RESOLVED that 1.4491 mills for special law enforcement operations be spread on the taxable value of the property of the County of Kalamazoo on December 1, 2015 to cover the estimated expenses for operations for 2016.

BE IT FURTHER RESOLVED that .2528 mills be spread on the taxable value of the property of the County of Kalamazoo, on December 1, 2015 to cover the estimated Juvenile Home bond issue debt service for the year 2016.

BE IT FURTHER RESOLVED that the County Administrator, as the duly appointed Budget Director, is hereby empowered to administer such duties as may be from time to time delegated to that office by the Kalamazoo County Board of Commissioners.

BE IT FURTHER RESOLVED that the Budget Guidelines as adopted by the Kalamazoo County Board of Commissioners at the October 6, 2015 meeting and such amendments as from time to time may be adopted, shall be incorporated by reference into this Resolution and the County Administrator is hereby authorized to implement those guidelines for fiscal control of the County revenues and expenditures.

DATED: October 6, 2015

John Taylor, Chairperson
Kalamazoo County Board of Commissioners

STATE OF MICHIGAN) SS
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk/Register for the County of Kalamazoo, Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on October 6, 2015.

Timothy A. Snow, Kalamazoo County Clerk/Register