

The seal of the Klamath County Board of Commissioners is a semi-circular emblem. It features a landscape with evergreen trees and a winding river. The text "KLAMATH COUNTY GOVERNMENT" is arched across the top of the seal. Overlaid on the seal is the text "Board of Commissioners' Meeting" in a large, bold, black font.

**Board of
Commissioners'
Meeting**

February 4, 2014

**NOTICE AND AGENDA FOR
FEBRUARY 4, 2014 MEETING
OF THE
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for Tuesday, February 4, 2014, at 7:00 p.m. in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

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

CONSENT AGENDA

Airport

- A. Request for Approval of Temporary Operations Technician Position

Circuit Court

- B. Request for Approval of Four (4) Agreements with Western Michigan University (WMU) for Process and Outcome Evaluation Components for the Men's, Women's, Juvenile, and Family Dependency Treatment Court Programs
- C. Request for Approval to Submit a Grant Application to United Way for the Youthful Offender Transitions Program
- D. Request for Approval to Submit a Grant Application to the Kalamazoo Bar Association Endowment Fund for the Youthful Offender Transitions Program

District Court

- E. Request for Approval of an Agreement with Southwest Michigan Behavioral Healthcare (SMBH) and Acceptance of PA2 Funds for the Sobriety Court Program and the Young Adult Diversion Program

Health & Community Services

- F. Request for Approval of Amendment #1 to the 2013/2014 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH)
- G. Request for Approval of Amendment #2 to Sublease Agreement with Auxilio Services
- H. Request for Approval to Terminate Contract for Professional Services with Strick Strickland
- I. Request for Approval of Two Amendments for Providers of Services to Older Adults in Kalamazoo County
- J. Request for Approval of Medicare Improvement for Patients and Providers Act (MIPPA) Beneficiary Outreach and Assistance Purchase of Service Agreement with MMAP,

Inc.

- K. Request for Approval of an Agreement with Southwest Michigan Behavioral Health (SMBH)
- L. Request for Approval of School Affiliation Agreement and Business Associate Agreement with Kalamazoo Valley Community College (KVCC) School of Dental Hygiene
- M. Request for Approval of Household Hazardous Waste (HHW) Amendments with Multiple Townships and Municipalities
- N. Request for Approval of Paid Internship Position in the Center for Health Equity Department

Planning & Community Development

- O. Request for Approval to Submit a Grant Application to the US Environmental Protection Agency (EPA) for the Kalamazoo County Brownfield Redevelopment Authority

Purchasing

- P. Request for Approval of Equipment Maintenance Insurance Policy with Specialty Underwriters, LLC for Various County Departments

Sheriff

- Q. Request for Approval Addendum to Co-Located Dispatch Agreement with the City of Kalamazoo

Board of Commissioners

- R. Request for Approval of Transfers and Disbursements
- S. Request for Approval of Board Bylaws
- T. Request for Approval of Appointment to the Veteran's Affairs Committee
- U. Request for Approval of Appointment to Public Arts Commission
- V. Request for Approval of Police Protection Agreement with Township of Ross
- W. Request for Approval of Letter of Intent – Real Estate Exchange with West Michigan Cancer Center (WMCC)
- X. Request for Approval of Amendment to Retirement Resolution

ITEM 9

RETIREE HEALTH CARE AND RETIREMENT SYSTEM CONSENT AGENDA

- A. Request for Approval to Amend Section 5.16 "Benefits for retirees" of Kalamazoo County Non-Union Personnel Policies
- B. Request to Authorize Administration to Seek to Align and Standardize Non-Union and Union Retiree Health Care Benefits, and Retirement Benefits
- C. Request to Appeal Section 5.13 "Longevity Compensation Plan" of the Kalamazoo County Non-Union Personnel Policies
- D. Request to Amend Section 16 (a)(5) "Retirement Allowance" of the Kalamazoo County Employees Retirement System Resolution
- E. Request to Amend the 2014 Budget Policy "Retirement System"
- F. Request to Amend the 2014 Budget Policy "Other Post Employment Benefits (OPEB)"

NON-CONSENT AGENDA ITEMS

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

- ITEM 10 Old Business
- ITEM 11 New Business
- ITEM 12 County Administrator's Report
- ITEM 13 Chairperson's Report
- ITEM 14 Vice Chairperson's Report
- ITEM 15 Members' Time
- ITEM 16 Adjournment

Dina Sutton

Dina Sutton
Office Manager for Administrative Services

JANUARY 29, 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: February 4, 2014****DEPARTMENT: Airport****PREPARED BY: Jay Waalkes****SUBJECT: Temporary Operations Technician****SPECIFIC ACTION REQUESTED: Requesting permission to keep a temporary employee in an Operations Technician position that is currently held by an employee serving active duty in the military.****DESCRIPTION OF ACTION (dollar amount, purpose):****TIME FRAME OF ACTION: The current temporary employee was hired for a period not to exceed 90 days. It is now evident that the employee on military leave will not be back until late in 2014 at the earliest. The 90 day period ends in mid-February. The temporary employee is needed until the military leave ends.****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)

This is position 10449-002**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)

The request for this coverage was granted in the past but Scott Shaffer returned for three weeks when the Federal Government shut down last fall. When he returned to duty after three weeks of week the temporary was reinstated with a request to fill the position up to 90 days. This is a request to again extend the coverage until Scott Shaffer returns from active duty.**ANY OTHER PERTINENT INFORMATION:**

- This position is critical to the operation of the airport, especially during winter operations. The position needs to be filled with a temporary person until the return of the individual on military leave.

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:**Jay Waalkes 269-366-3002
jwwaal@kalcounty.com**

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 4, 2014

DEPARTMENT: 9th Circuit Court

PREPARED BY: Ann Filkins

SUBJECT: Evaluation Services for Men's, Women's, Juvenile and Family Dependency Treatment Court Program.

SPECIFIC ACTION REQUESTED:

Approval of contract with Western Michigan University (WMU) for process and outcome evaluation of components of the Men's, Women's, Juvenile and Family Dependency Treatment Court Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

An independent evaluation is an invaluable source of information for determining program effectiveness and for providing direction for program improvements that will enhance treatment outcomes for program participants. The Kercher Center has extensive experience in evaluation of Drug Treatment Courts, in the Kalamazoo Court system, and other Michigan Drug Courts. PA 224, legislation specific to Drug Treatment Courts, became effective on January 1, 2005, and requires program evaluation and reporting. An evaluation work plan was developed by the Kercher Center and complies with the requirements of PA 224.

Men's:	11,378
Women's:	11,378
Juvenile:	12,258
Family:	9,978

The Kalamazoo Drug Treatment Court Foundation, now through the Kalamazoo Community Foundation provides payments for these evaluations.

TIME FRAME OF ACTION:

Grant start date is October 1, 2013 through March 31, 2015.

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

State

PERSONNEL IF REQUIRED:

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

N/A

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

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 (269) 383-6469

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 4, 2014

COURT: Ninth Judicial Circuit Court, Family Division

PREPARED BY: Jaishree Khatri, Youthful Offender Transitions Program Coordinator

SUBJECT: Request approval to submit a grant for continued funding of Youthful Offender Transitions Program.

SPECIFIC ACTION REQUESTED:

Partial funding has already been secured for the time frame of March, 2014 through February, 2015. We are requesting approval to submit a grant application to the Youth United Way by February 13, 2014.

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 \$3,500.00.

TIME FRAME OF ACTION:

The application for the grant deadline is February 13, 2014. Any monies received as a result of the grant application would be utilized after March 1, 2014 for the next operating year.

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

The funding source is local and is affiliated with the United Way Organization.

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)

The Youthful Offender Transitions Program has employed a full time Transitions Coordinator for the last eight years. This position currently is a J12 at a salary of \$55,244.80 annually.

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 \$179,000.00 to operate on an annual basis, including in-kind support. For the time period that we are currently seeking grant monies, \$60,000.00 of the operating budget has already been previously secured.

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: February 4, 2014

COURT: Ninth Judicial Circuit Court, Family Division

PREPARED BY: Jaishree Khatri, Youthful Offender Transitions Program Coordinator

SUBJECT: Request approval to submit a grant application for continued funding of Youthful Offender Transitions Program (Y.O.T.P.)

SPECIFIC ACTION REQUESTED:

Partial funding has already been secured for the time frame of March, 2014 through February, 2015. We are requesting approval to submit a grant application to the Kalamazoo County Bar Association Endowment Fund by February 14, 2014

DESCRIPTION OF ACTION (dollar amount, purpose):

We would request approval to submit a grant application in the amount of \$5,000.00 to assist with the continued funding of the already existing Youthful Offender Transitions Program.

TIME FRAME OF ACTION:

The grant application deadline is February 14, 2014. If granted the funds, they would be utilized beginning March 1, 2014 through February 28, 2015.

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

The funding source is local through the Kalamazoo County Bar Association.

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)

The Youthful Offender Transitions Program has employed a full time Transitions Coordinator for the last eight years. This position currently is a J 12 at a salary of \$55,244.80 annually.

NEW OR RENEWAL OR AMENDMENT:

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

This is a new request.

ANY OTHER PERTINENT INFORMATION:

The Youthful Offender Transitions Program costs approximately \$179,000.00 to operate on an annual basis including in-kind support. For the time period that we are currently seeking grant monies, \$60,000 of the operating budget has already been previously secured.

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:

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, Feb. 4, 2014

DEPARTMENT: 8th District Court

PREPARED BY: Lynn Kirkpatrick, Probation Services Director

SUBJECT: Approval of agreement between Southwest Michigan Behavioral Healthcare (SWMBH) and 8th District Court and acceptance of PA 2 funds in the amount of \$26,666.66 for the **Sobriety Court Program** and the **Young Adult Diversion Program**.

*Michigan Department of Community Health (MDCH)'s planned transfer of Regional Coordinating Agency (RCA) authority from Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) to SWMBH on January 1, 2014 has been pushed back to February 1, 2014, resulting in two contracts covering the 1 year grant period.

****The first contract runs from Oct. 1st, 2013 - Jan. 31st, 2014 with KCMHSAS, the second from Feb. 1st, 2014 - Sept. 30th, 2014 with SWMBH.** First contract approved by the Board on 1-21-14.

SPECIFIC ACTION REQUESTED:

8th District Court requests Board approval of an agreement between SWMBH and 8th District Court to provide \$26,666.66 for our Sobriety Court Program and the Young Adult Diversion Program for the grant period of Feb. 1st, 2014 – Sept. 30th, 2014.

DESCRIPTION OF ACTION (dollar amount, purpose):

Funding in the amount of \$26,666.66.

TIME FRAME OF ACTION:

Adjusted Grant Agreement for the period of Feb. 1, 2014 through Sept. 30th, 2014.

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

State funding through PA2./Block Grant funds.

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: Renewal

ANY OTHER PERTINENT INFORMATION:



Kalamazoo County

Health & Community Services

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

DATE: February 4, 2014
TO: County Board of Commissioners
FROM: Linda Vail, Director/Health Officer
RE: ITEMS FOR YOUR CONSIDERATION

A. APPROVAL OF AMENDMENT #1 TO THE 2013/2014 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 2013/2014 Comprehensive Planning, Budgeting and Contracting (CPBC) agreement with the Michigan Department of Community Health (MDCH) for the period of October 1, 2013 to September 30, 2014 in an amount of \$3,482,552.

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 \$8,000 for a Maternal and Infant Early Childhood Home Visiting Initiative and to decrease the Nurse Family Partnership award by \$224. The net funding has increased by \$7,776.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The \$3,482,552 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 Tammy Lahman, Health and Community Services, at 373-5257 or talahm@kalcounty.com

B. APPROVAL OF AMENDMENT #2 TO SUBLEASE AGREEMENT WITH AUXILIO SERVICES

ACTION REQUESTED

HCS Administration requests Board approval of amendment #2 to the sublease agreement between the County and Auxilio Services. This amendment is effective October 1, 2013 and shall be for 180 days or until written notification is received. Original agreement was approved 10/15/13.

DESCRIPTION OF SUBJECT

This agency is leasing office space along with school bus parking and staging from HCS for KRESA's Head Start program. The mission of this agency aligns with that of the Health and Community Services.

RELATIONSHIP TO GOALS

The services and programs that this renter provides are consistent with the HCS goal of improving the 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 Ryan Post, Financial Systems Supervisor at 373-52574 or at rjpost@kalcounty.com .

C. APPROVAL TO TERMINATE THE CONTRACT FOR PROFESSIONAL SERVICES BETWEEN STRICK STRICKLAND AND THE COUNTY OF

**KALAMAZOO THROUGH ITS HEALTH & COMMUNITY SERVICES
DEPARTMENT**

ACTION REQUESTED

HCS Administration requests Board approval to terminate the contract for Professional Services with Strick Strickland, who was contracted to provide overall coordination and programming services for the Young Adult Diversion Court (YADC). The contract was approved by the BOC on September 3, 2013.

DESCRIPTION OF SUBJECT

The contract for Professional Services with Mr. Strickland, meant to provide continuity for the YADC grant program which is mid-cycle, has not been maintained in the intended capacity. HCS Administration does not see this as a beneficial use of resources in regards to meeting the needs of the participants of YADC.

RELATIONSHIP TO GOALS

The YADC program directly addresses the goal of HCS to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward self-sufficiency.

FUNDING SOURCE

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

PERSONNEL

There are no additional personnel required.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Linda Vail, HCS Director at 373-5160 or at lsvail@kalcounty.com.

**D. APPROVAL OF TWO AMENDMENTS FOR PROVIDERS OF SERVICES TO
OLDER ADULTS IN KALAMAZOO COUNTY**

ACTION REQUESTED

HCS Administration requests Board approval of two Amendments with the following providers for the funding period of October 1, 2012 to September 30, 2013:

<u>Providers</u>	<u>Services</u>	<u>Amount</u>
Advocacy Services for Kids (ASK)	Caregiver Education Support & Training	\$ 4,081
Legal Aid of Western Michigan	Legal Assistance	\$ 12,456

GRAND TOTAL \$ 16,537

DESCRIPTION OF SUBJECT

These are after the fact amendments for Area Agency on Aging Service Providers that were under a four year master agreement for the period of October 1, 2009 through September 30, 2013. The services funded through these amendments reflect increased funding due to end of the year grant awards. These increases in funding allow for earmarked minimum thresholds to be met. The last Amendments were approved August 20, 2013.

RELATIONSHIP TO GOALS

The services contracted for will meet the goal of improving the overall health of the community by reducing preventable disabilities and promoting healthy lifestyles and choices.

FUNDING SOURCE

There are no County funds associated with this request. All of the funds are from the federal and state government.

PERSONNEL

No new personnel actions are required as a result of this request.

PROCUREMENT

This is a four year provider master agreement and these amendments are for year four. County procurement was followed for both contracted entities.

ISSUES/CONCERNS

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

E. APPROVAL OF MEDICARE IMPROVEMENT FOR PATIENTS AND PROVIDERS ACT (MIPPA) BENEFICIARY OUTREACH AND ASSISTANCE PURCHASE OF SERVICE AGREEMENT BETWEEN MMAP, INC. AND AREA AGENCY ON AGING IIIA

ACTION REQUESTED

HCS Administration requests Board approval to approve the agreement between the Region IIIA Area Agency on Aging and MMAP, Inc., for the purpose of enrolling low income beneficiaries in Medicare Savings Programs, effective October 1, 2013 and continuing through September 29, 2014 as long as funding remains available.

DESCRIPTION OF SUBJECT

The purpose of the agreement is to contract with AAALIA to provide information, one-on-one counseling, and assistance that will help Medicare beneficiaries understand and enroll in the Low Income Subsidy Program and Medicare Savings Plans. The AAALIA will be paid \$100.00 per successfully completed enrollment.

RELATIONSHIP TO GOALS

This program addresses the goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward self-sufficiency.

FUNDING SOURCE

Funding is from the federal government's Centers for Medicare and Medicaid Services.

PERSONNEL

There are no new personnel as a result of 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 Judy Sivak, AAALIA Director, at 373-5153 or at jasiva@kalcounty.com.

F. APPROVAL OF AGREEMENT BETWEEN SOUTHWEST MICHIGAN BEHAVIORAL HEALTH AND THE HEALTH & COMMUNITY SERVICES DEPARTMENT (HCS)

ACTION REQUESTED

HCS Administration requests Board approval for the agreement between Southwest Michigan Behavioral Health and HCS. Maternal & Child Health Division through the Healthy Babies Healthy Start project for the amount of \$44,714.67 and the HIV/Communicable Disease Services in the amount of \$6,866.67 for a total amount of \$51,581.34 and covers the period of 2/1/2014 to 9/30/2014.

DESCRIPTION OF SUBJECT

In response to a collaborative partnership with Southwest Michigan Behavioral Health (SWMBH), HCS will provide case management services to Kalamazoo County pregnant residents who may already be receiving mental health and/or substance abuse services. The services include social, behavioral, and nutritional services.

This is a renewal agreement as it pertains to HIV/Communicable Disease Services to allow HCS staff to provide training, education and testing to SWMBH staff and their subcontractors within the SWMBH region.

RELATIONSHIP TO GOALS

The acceptance of this funding will further HCS's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward their self-sufficiency.

FUNDING SOURCE

No County funds are associated with this request.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Deb Lenz, Maternal & Child Health Division Manager at 373-5024 or dllenz@kalamazoovalley.com or contact Lynne Norman, Clinical Services Division Manager at 373-5237 or ldnorm@kalamazoovalley.com

G. APPROVAL OF SCHOOL AFFILIATION AGREEMENT AND BUSINESS ASSOCIATE AGREEMENT WITH KALAMAZOO VALLEY COMMUNITY COLLEGE (KVCC) SCHOOL OF DENTAL HYGIENE

ACTION REQUESTED

HCS Administration requests Board approval of the Affiliation Agreement and Business Associate Agreement between Health & Community Services (HCS) Dental Clinic and Kalamazoo Valley Community School of Dental Hygiene (KVCC).

DESCRIPTION OF SUBJECT

This is a 10-yr renewal agreement. An updated agreement allows for the HCS Dental Clinic to provide Dental Hygiene Students of KVCC with a Dental training location for on the job experiences and learning.

RELATIONSHIP TO GOALS

This agreement is related to the HCS goal to improve the overall health of the community by reducing preventable disabilities and deaths and promoting healthy lifestyles and choices. This affiliation will better the HCS Dental Clinics ability to help community members' work towards self sufficiency through enhanced health attentions.

FUNDING SOURCE

There are no County funds associated with this request.

PERSONNEL

There are no new personnel for this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES AND CONCERNS

There are no issues or concerns. If you have any questions, please contact Lucinda M. Stinson, MPA, Division Manager, Health Promotion & Disease Prevention at 373-5012 or lmstin@kalamazoo.org.

H. APPROVAL OF HOUSEHOLD HAZARDOUS WASTE AMENDMENTS WITH MULTIPLE TOWNSHIPS AND MUNICIPALITIES

ACTION REQUIRED

HCS Administration requests Board approval of the following amendments 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 amendments are for the period of January 1, 2014 to December 31, 2014 and will establish each unit's funding for fiscal year 2014. The original agreements were approved on February 21, 2012.

GOVERNMENTAL UNITS AND FUNDING

1. Calhoun County \$ 5,000
2. Wakeshma Township \$ 400

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 amendments will allow the collection of household hazardous waste in 2014 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 the 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 upon 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 \$32.75 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 issues 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 Deb Cardiff, Division Manager, Environmental Health at 373-5347 or dacard@kalcounty.com.

I. REQUEST FOR PAID INTERN POSITION IN HEALTH & COMMUNITY SERVICES (HCS) CENTER FOR HEALTH EQUITY (CHE)

ACTION REQUESTED

HCS Administration requests Board approval of a Bachelor's level paid intern position in the CHE at a total cost not to exceed \$10,780.

DESCRIPTION OF SUBJECT

A paid internship position is requested for up to a maximum of 700 hours; schedule will be negotiated according to intern's availability and program needs. This

position will work with program staff to provide support and assist with Energy Assistance Programs that serve community residents to address short-term emergencies and address long-term solutions. It is expected that this position will be filled with a Junior or Senior level undergraduate student and/or be enrolled in the fields of Interdisciplinary Health, Social Work, Sociology or similar field of study.

RELATIONSHIP TO GOALS

Approval of this internship will further the Department's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward their self-sufficiency.

FUNDING SOURCE

There are no County general funds associated with this request. Funding to support this internship is available through a contract received from the Michigan Community Action Agency Association.

PERSONNEL

The CHE will work with Western Michigan University and/or Kalamazoo College to place the intern in this internship. The intern will be paid \$14 per hour plus fringe rate.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 2/4/14

DEPARTMENT: Planning and Community Development

PREPARED BY: Lee Adams

SUBJECT: Grant Application – US EPA

SPECIFIC ACTION REQUESTED:

Approval of a Kalamazoo County Brownfield Redevelopment Authority grant application to the US-EPA for Brownfield assessment.

DESCRIPTION OF ACTION (dollar amount, purpose):

If awarded, the Kalamazoo County Brownfield Redevelopment Authority (KCBRA) will use the funds to assess the environmental conditions of potential brownfield sites throughout the county, with a focus on Kalamazoo Township. The KCBRA is applying for \$200,000 in petroleum assessment funds and \$200,000 in Hazardous Waste Assessment funds.

TIME FRAME OF ACTION:

February/2014-December/2015

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

Federal funding with no match required.

PERSONNEL IF REQUIRED:

The KCBRA will use existing staff but the majority of the work will be conducted by a subcontractor.

NEW OR RENEWAL OR AMENDMENT:

The KCBRA received the same award in 2006

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

If awarded, the KCBRA will go through a competitive bidding process to determine the subcontractor used for the activities required by the grant award.

CONTACT PERSON WITH PHONE NUMBER:

Lee Adams – 384-8305, laadam@kalcounty.com or
Lotta Jarnefelt – 384-8115, lmjarn@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 4, 2014

DEPARTMENT: Office of Finance - Purchasing

PREPARED BY: Thomas G. O'Brien

SUBJECT: Equipment Maintenance Insurance with Specialty Underwriters LLC. Policy Number: SUIC 1265

SPECIFIC ACTION REQUESTED: Approval of equipment maintenance insurance for the following departments: Board Office, Circuit Court – Family Division, Clerk/Register, Finance, Friend of the Court, Probate Court, Treasurer, and Buildings & Grounds. In consideration for the premium paid, the County is reimbursed for direct costs incurred to repair scheduled equipment.

DESCRIPTION OF ACTION (dollar amount, purpose): \$17,971.00 for the 12 month period starting February 1, 2014. Payments made on quarterly basis. Costs charged back to the aforementioned departments covered by the policy.

TIME FRAME OF ACTION: Renew Effective Date February 1, 2014 to February 1, 2015

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

PERSONNEL IF REQUIRED: N/A

NEW OR RENEWAL: Renewal

ANY OTHER PERTINENT INFORMATION:

Cost of coverage for the equipment that remains on the policy reduced by \$1,996.00 from the cost of the prior year's policy. Cost of the policy has also been reduced by the removal of some equipment from the policy.

PROCUREMENT INFORMATION:

Bid out on December, 27 2013. Two proposals received and forwarded to departments for evaluation.

CONTACT PERSON WITH PHONE NUMBER:

Thomas G. O'Brien, Purchasing Coordinator 383-8967

9.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 4, 2014

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Approval Addendum to Co Located Dispatch Agreement

SPECIFIC ACTION REQUESTED:

Approve the addendum to the 2004 Co-Located Dispatch agreement with the City of Kalamazoo.

DESCRIPTION OF ACTION (dollar amount, purpose):

Approval allows for the payment of \$191,662.28 to the City of Kalamazoo for the upgrade to the dispatch console hardware and software.

TIME FRAME OF ACTION:

Immediate

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

County Funds have been allocated to the project

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

Amendment

ANY OTHER PERTINENT INFORMATION:

The addendum is necessary as the original agreement was not specific enough to cover this kind of expense.

PROCUREMENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph:385-6176

T.



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners

FROM: Tina Becker

DATE: January 22, 2014

SUBJECT: Board Action – Veteran's Affairs Committee appointment recommendation

The Board Appointments Committee recommends the appointment of Audree Morrison to the Veteran's Affairs Committee to assume a term that will expire 12/31/15.

U.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 4, 2014

DEPARTMENT: Administration

PREPARED BY: John Faul

SUBJECT: Appointment to the Public Art Commission

SPECIFIC ACTION REQUESTED:

Request for Approval to Lotta Jarnefelt, Director Planning & Community Development to the Public Art Commission.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Public Art Commission was formed via an Intergovernmental Agreement in 1981 by Board resolution. The intent is to supervise public art projects within the member public agencies and make recommendations as to selection and location of specific projects. There are 11 total voting members. There are also 3 non-voting members, 1 each, from the County of Kalamazoo, City of Kalamazoo, and the City of Portage.

The County's position, previously occupied by Commissioner Jack Urban, is now vacant. The Intergovernmental Agreement does not stipulate that the County's representative be a Commissioner. Administration requests the Board to appoint Ms. Lotta Jarnefelt to fill the vacancy on the Public Arts Commission.

TIME FRAME OF ACTION: Immediate

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): None

PERSONNEL IF REQUIRED: Appoint existing staff.
(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: Replacement appointment

ANY OTHER PERTINENT INFORMATION: None

PROCUREMENT INFORMATION: None
(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)



V.

ADMINISTRATIVE SERVICES MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: THOM CANNY

DATE: JANUARY 16, 2014

SUBJECT: RENEWAL OF POLICE PROTECTION AGREEMENT WITH THE
TOWNSHIP OF ROSS

The Kalamazoo County Sheriff's Department and the County of Kalamazoo entered into a Police Protection Agreement with Ross Township in 1995. Under these Agreements, the Township purchased police protection services from the County and Sheriff. Those Sheriff's Deputies assigned to provide police protection to the Township are referred to as "Tier 1 Contract Deputies."

The County, Sheriff, and Township have renewed the Police Protection Agreements every year. The Sheriff and the Township are asking the Board of Commissioners to renew the Police Protection Agreements for 2014.

Under the Agreement one (1) Tier 1 Contract Deputy will be assigned to Ross Township. Ross Township has agreed to pay the County \$117,117 for each deputy sheriff assigned to the Township under the Agreements. The 2014 cost of \$117,117 per deputy sheriff represents a \$15,492 increase from the 2013 per deputy cost, and is in accordance with the County's 2013 and 2014 Budget Policies.

The Kalamazoo County Sheriff and your Administrative Staff request that you approve the Police Protection Agreement with Ross Township.

Please feel free to contact Sheriff Richard Fuller at (269) 385-6173, or me at (269) 383-8968, if you have any questions concerning the Police Protection Agreements.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: January 21, 2014

DEPARTMENT: Administration

PREPARED BY: John Faul

SUBJECT: Letter of Intent – Real Estate Exchange (VFW Parking Lot) with West Michigan Cancer Center (WMCC)

SPECIFIC ACTION REQUESTED:

Agree to non-binding letter of intent as to Real Estate Exchange Agreement with WMCC.

DESCRIPTION OF ACTION (dollar amount, purpose):

The purpose of the non-binding letter of intent is to establish the general terms and conditions in which WMCC and the County would exchange certain properties. If accepted, WMCC would prepare a binding Real Estate Exchange Agreement that contain these basic terms and conditions and others that are more detailed and agreeable to both parties. WMCC is requesting this consideration because of anticipated growth. Dr. Joseph Mirro, President and CEO of WMCC will be present to answer questions relative to their Master Plan.

The real estate in question is the block west of the Administration building that has the County parking lot and ^{VFW}~~VFW~~ on the east side and Otto Kihm on the west side, which WMCC is in the process of purchasing. The proposed exchange would result in WMCC owning the south portion of the block and the County owning the north portion of the lot. Essentially the orientation of the ownership of the lot would change from east/west to north/south. Please see the attachments that show how the properties are aligned now and the proposed layout. The parties anticipate the valuation will be equal and no monetary consideration will be necessary. The County will not lose parking spaces.

TIME FRAME OF ACTION:

Request action at the February 4, 2014 meeting of the Board of Commissioners

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

No funds necessary

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 personnel required

NEW OR RENEWAL:

New

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)

Not applicable

CONTACT PERSON WITH PHONE NUMBER:

John Faul, 383-8908, fauljm@kalcounty.com

X.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 4, 2014

DEPARTMENT: Finance

PREPARED BY: Tracie Moored

SUBJECT: Amendment to Retirement Resolution

SPECIFIC ACTION REQUESTED:

This is an amendment to the Retirement Resolution to reflect consistent practices. Currently, when an employee leaves the county and they are not vested, they lose their 'unrealized benefit' to the plan. We also have language that allows an employee to 'transfer' service benefits if they go to one of the three employers: County, CMH and Roads. The way the literal language reads now if an employee 'transfers' to one of these other employers and has a break in service (even one day unpaid) they would lose all accumulated benefits. This amendment would allow for a date within 30 days for them to start at the new employer and carry their benefit.

This topic was presented in a past CoW presentation. We have been waiting for the pension attorney and actuary to finalize the language.

DESCRIPTION OF ACTION (dollar amount, purpose):

Adopt attached amendment effective January 1, 2012

Per the valuation attached there is a de minimas dollar impact to the system.

TIME FRAME OF ACTION:

Effective January 1, 2012

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

NA

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)

Amendment

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)



November 26, 2013 - Via Email

Ms. Tracie Moored
Director of Finance and Administrative Services
Kalamazoo County Employees' Retirement System
201 W. Kalamazoo Avenue, Room 201
Kalamazoo, Michigan 49007

Re: Proposed Plan Amendment

Dear Tracie:

Earlier this fall you sent an email with the attached proposed amendment to the Kalamazoo County Employees' Retirement System (KCERS) along with a request that we determine the cost of the amendment to the System. The proposed amendment adjusts Section 12 of the Plan so that Members transferring between Employing Units for absences of less than 30 days will not experience a cessation of employment, unless the former Member enters into a severance agreement. This means that a Member's Credited Service is not forfeited for absences (from all Employing Units) lasting less than 30 days.

We understand that there is a member who transferred between Employing Units, but took a week vacation between jobs. You have noted that this is the first case in which a transferring member did not immediately commence employment at the new Employing Unit. Absent the proposed amendment, this member is required to repurchase prior service credit by paying the amount of \$18,559.72, as calculated by your staff consistent with past service repurchase calculations.

With respect to the valuation of the Retirement System for cash funding purposes, measuring the cost of the amendment would require assigning a probability to having future occurrences of this sort of transfer. Given that the case above represents an anomaly that rarely occurs, the effect of the provision will be very small and will be unlikely to impact the contribution rate in any detectable manner.

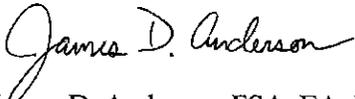
Lastly, we also understand that the amendment serves to provide consistency with the County's current administrative practice and intent related to crediting Member pension service in such cases.

Ms. Tracie Moored
November 26, 2013
Page 2

This communication shall not be construed to provide tax advice, legal advice or investment advice.

Your comments and questions are welcome.

Sincerely,



James D. Anderson, FSA, EA, MAAA



Curtis Powell, EA, MAAA

JDA:mrh

Circular 230 Notice: Pursuant to regulations issued by the IRS, to the extent this communication (or any attachment) concerns tax matters, it is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or (ii) marketing or recommending to another party any tax-related matter addressed within. Each taxpayer should seek advice based on the individual's circumstances from an independent tax advisor.

VERSION 1

**RESOLUTION TO AMEND
KALAMAZOO COUNTY EMPLOYEES' RETIREMENT SYSTEM**

WHEREAS, the Kalamazoo County Board of Commissioners sponsors the Kalamazoo County Employees' Retirement System, a defined benefit retirement plan, which is qualified under Section 401(a) of the Internal Revenue Code, for eligible Kalamazoo County employees; and

WHEREAS, certain provisions must be changed to address the issues involved with eligible employees who move from one employing unit to another; and

WHEREAS, it is necessary to amend the Kalamazoo County Employees' Retirement System to implement these changes to fulfill commitments made to these employees; and

NOW, THEREFORE, be it resolved that the Kalamazoo County Board of Commissioners does hereby amend the Kalamazoo County Employees' Retirement System as follows:

1. Section 12 of the plan is amended with respect to service calculations made on or after January 1, 2012 so that it reads as follows:

Except as otherwise provided in this resolution, if any Member ceases to be an Employee of all Employing Units, for any reason except Retirement or death, the Member will thereupon cease to be a Member and the Member's Credited Service at the time will be forfeited. In the event a former Member again becomes an Employee, as defined in Section 2(d) hereof, the returning Member will again become a Member of the Retirement System. In the event re-employment occurs, the former Member's Credited Service last forfeited will be restored to the returning Member's credit; provided that the returning Member returns to the Employees' savings fund the amount, if any, the returning Member withdrew therefrom and an amount equal to the aggregate amount of contributions the Employing Units made at the time of the previous service, together with Regular Interest from the date of withdrawal to the date of repayment. Upon a Member's death or Retirement, the Member will thereupon cease to be a Member. If a former Member commences employment with one of the Employing Units after the former Member's last employment with another Employing Unit, the returning Member will not be considered to have had a cessation of employment if the period of absence from all Employing Units is 30 days or less unless the former Member entered into a severance agreement and the severance agreement does not affirmatively adopt this provision.

BE IT FURTHER RESOLVED that this Amendment will take effect on the dates recited above.

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 Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on _____, 2014.

Timothy A. Snow
County Clerk/Register of Deeds

The roll call vote was as follows:

Ayes: _____
Nays: _____
Abstains: _____
Absent: _____

The motion carried.