
BOARD OF
COMMISSIONERS'
MEETING



February 7, 2017

**NOTICE AND AGENDA FOR
FEBRUARY 7, 2017 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 7, 2017, at 7:00 p.m.*** in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

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

- A. Request for Approval of 25 Year Resolution Honoring James VanDyken
- B. MAC Update – *Steve Currie*
- C. Recognition of WMU Football Team

CONSENT AGENDA

Clerk/Register of Deeds

- D. Request for Approval of Funding for the May 2, 2017 Election

Health & Community Services

- E. Request for Approval to Submit a Grant Application to the Michigan Department of Health & Human Services (MDHHS)
- F. Request for Approval of Household Hazardous Waste (HHW) Amendment #1 with Multiple Municipalities
- G. Request for Approval to Allow the Health Officer to Sign the U.S. Food & Drug Administration's (FDA) Confidentiality Agreement Form
- H. Request for Approval of 2016-2017 Vision & Hearing Agreement with Kalamazoo Public Schools
- I. Request for Approval to Eliminate Vacant Nurse Position and Redistribute Funds to Create Full-Time Positions Which Currently Are Part-Time

Human Resources

- J. Request for Approval of a Contract Renewal with MLive Media Group

Michigan Works!

- K. Request for Approval of Talent - Investment Agency (TIA) Policy 17-02

Parks & Expo Center

- L. Request for Approval of 2017 Comstock Lions Club Bingo Contract

Planning & Community Development

M. Request for Approval of 2017 Remonumentation Grant Agreement with the State of Michigan, Department of Licensing and Regulatory Affairs

Sheriff

N. Request for Approval to Submit 2016-2017 Office of Highway Safety and Planning (OHSP) Underage Drinking Enforcement Grant

Board of Commissioners

O. Request for Approval of Transfers and Disbursements

P. Request for Approval of Board Bylaws

Q. Request for Approval of Black History Month

NON-CONSENT AGENDA ITEMS

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

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

Dina Sutton

Dina Sutton
Office Manager for Administrative Services

FEBRUARY 1, 2017

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



Board of Commissioners

201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007-3777
Phone: (269) 384-8111 • Fax: (269) 384-8032

January 17, 2017

Ms. Kathy Beauregard, Director of Athletics
Western Michigan University
Administration (5406) Read Field House
1903 W Michigan Ave
Kalamazoo, MI 49009-5406

RE: Kalamazoo County Board of Commissioners Recognition of Western Michigan University
Football Team

Dear Ms. ~~Beauregard~~ ^{Kathy}:

The Kalamazoo County Board of Commissioners would like to formally honor the success of the 2016 Western Michigan University Broncos Football Team.

The Team has brought great recognition to the University and greater Kalamazoo County Community through its accomplishments on the field and, as important, the demonstrated leadership and citizenship qualities of which we all are proud.

Following the navigation theme of "Row the Boat", to demonstrate our appreciation for all that the Team has done for the University and Kalamazoo County Community, we would like to present to you and the Team a notification signifying that we are naming a Marine Division Boat as: Bronco 1. The Marine Division is responsible for patrolling our lakes and waterways to make them safe for our citizens and guests.

Cordially, we are inviting you and the Team to receive this notification at our Board of Commissioners meeting February 7, 2017, 7:00 p.m. Our meeting room is at 201 W Michigan Ave, Suite 207A. If this date does not fit into your schedule, please advise if you would prefer a more convenient date. We meet the first and third Tuesday of each month at the same time.

Thank you for your consideration and thank you for the positive representation the Team has made on behalf of the University and Kalamazoo County Community. Congratulations on a season well played!

Respectfully,

Dale Shugars
Chair
Board of Commissioners

Stephanie Moore
Vice Chair
Board of Commissioners

cc: Tracie Moored, County Administrator
Vernon Payne, Associate Vice President for Student Affairs

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** February 7, 2017**DEPARTMENT:** Clerk/Register (Elections)**PREPARED BY:** Tim Snow, Clerk/Register**SUBJECT:** Funding of May 2 Election**SPECIFIC ACTION REQUESTED:**

Approval of the appropriate funding to pay for the May 2, 2017 Election, as the Board of Commissioners previously called for an election on the 911 Surcharge.

DESCRIPTION OF ACTION (dollar amount, purpose):

Approximately \$180,000. It is expected that General Fund will be responsible for approximately \$95,000 and that K-RESA will reimburse the County approximately \$85,000.

TIME FRAME OF ACTION:

May 2, 2017

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

County. Administration has identified the use of contingency for this action. This will bring the contingency balance to \$5,500 for 2017.

PERSONNEL IF REQUIRED:

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

None

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

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 x8141



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: JANUARY 12, 2017

TO: BOARD OF COMMISSIONERS

FROM: TIM SNOW, CLERK/REGISTER *Snow*

RE: MAY 2, 2017 SPECIAL ELECTION COSTS

At your December 6, 2016 meeting, you approved the "Resolution to Place a Consolidated Dispatch Proposition for 9-1-1 System Funding on the May 2, 2017 Ballot." I am requesting that the Board approve paying for all expenses relating to this election, including the reimbursement of expenses to all local units of government.

I have been informed that Kalamazoo Regional Educational Service Agency will also be placing a question on the ballot. Per usual practice, they will be responsible for 50% of the costs of the election in those units that their question appears (all cities and townships except Alamo Twp.).

It should be noted that since this is a local election, city and township Election Commissions will be able to combine precincts where appropriate, thus reducing the number of precincts being open from 108 to approximately 87. This reduction of precincts will save a considerable amount.

Attached is a spreadsheet detailing my estimate of the costs of the election, based upon both the County and K-RESA's participation in the election. The total cost of the election is projected to be up to \$180,000, with the County being responsible for approximately \$95,000 and K-RESA being responsible for approximately \$85,000. Should another question be placed on the ballot (the deadline is 4:00 p.m. on February 7, 2017), the costs for the County and K-RESA could be reduced.

I will be available at the February 7 Committee of the Whole meeting to answer any questions you may have.

COUNTY EXPENSES	COST ESTIMATE		COUNTY PORTION	KRESA PORTION
Ballots	40,000		20,928.00	19,072.00
Public Notices	5,800		3,034.56	2,765.44
Precinct Change Notices	1,200		627.84	572.16
Precinct Supplies	12,000		6,278.40	5,721.60
Canvass	500		261.60	238.40
Miscellaneous	1,500		784.80	715.20
REIMBURSEMENTS				
Alamo	1,400		1,400.00	0.00
Brady	1,700		851.36	848.64
Charleston	1,500		750.00	750.00
Climax	1,400		700.00	700.00
Comstock	8,600		4,300.00	4,300.00
Cooper	7,600		4,870.84	2,729.16
Kalamazoo Twp.	11,500		5,750.00	5,750.00
Oshtemo	11,000		6,172.10	4,827.90
Pavilion	4,500		2,250.00	2,250.00
Prairie Ronde	1,400		763.84	636.16
Richland	2,000		1,000.00	1,000.00
Ross	1,900		950.00	950.00
Schoolcraft	3,500		1,750.00	1,750.00
Texas	7,100		4,671.80	2,428.20
Wakeshma	1,000		548.70	441.30
Galesburg	1,100		550.00	550.00
Kalamazoo City	26,000		13,000.00	13,000.00
Parchment	1,800		900.00	900.00
Portage	24,000		12,000.00	12,000.00
TOTAL	180,000		95,093.84	84,896.16

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** February 7, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James Rutherford, MPA, Health Officer/Director**SUBJECT: APPROVAL TO SUBMIT GRANT APPLICATION TO THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS)****SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval to submit a grant proposal to the Michigan Department of Health and Human Services (MDHHS) for the MI PHAB Accreditation Readiness Mini-Grant Program in the amount of \$10,000, to aid in preparing the Department for achieving national accreditation in future years. The Grant award period is from March 1, 2017 to August 31, 2017.

DESCRIPTION OF ACTION (dollar amount, purpose):

If awarded, this grant would help to support a collaborative group that is focused on planning for, hosting and facilitating a regional quality improvement training series. This would be a public health specific quality improvement training series for staff from local health departments in southwest Michigan. Through cross-jurisdictional sharing initiatives this collaborative body has formed with a priority of creating training opportunities that are interactive, hands-on, and relevant to day to day work of department staff and to public health services provided to our communities. Additionally, these trainings would be offered in geographic locations that require minimal travel and time away from the office for staff, but would provide increased knowledge for public health specialized quality improvement techniques and activities.

The MI PHAB Accreditation Readiness Mini-Grant Program is intended to assist local health departments in their preparation for achieving national accreditation from the Public Health Accreditation Board (PHAB). The Department applied for and was awarded a similar grant in the spring of 2015 and as a result has been successful in developing and implementing a department Performance Management System inclusive of a Quality Improvement Plan, Goals & Objectives and the establishment of a QI Council, Data Council, and Health Equity Council. This grant would further allow that the plans created and councils established be more efficiently operationalized and implemented department wide.

All works have and will continue to better position the department to achieve national accreditation as well as provide further support to the department's focus of addressing needs and promoting health for all residents of Kalamazoo County.

TIME FRAME OF ACTION:

Due to the short timeline provided between grant notification and the application deadline, this is a request for approval following grant submission. If awarded, the grant award notification would be brought before the Board for review and acceptance.

Grant application deadline was January 31, 2017. The Request for Proposals was released Thursday, January 5, 2017. If awarded the grant period will be March 1, 2017

through August 31, 2017. The County grant application form was completed in advance of grant proposal submission.

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

Funding is from the Michigan Department of Health and Human Services (MDHHS). No County general funds are requested as a result of this action.

PERSONNEL IF REQUIRED:

There are no new personnel required due to this action.

NEW OR RENEWAL:

This is a new grant request for HCS.

ANY OTHER PERTINENT INFORMATION:

This grant will provide support for Quality Improvement training in partnership with other local health departments in the SW Michigan region.

PROCUREMENT INFORMATION:

There is no procurement related to this request.

CONTACT PERSON WITH PHONE NUMBER:

Courtney Davis, MPH, Emergency Preparedness Coordinator, at 373-5025 or cldavi@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** February 7, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James Rutherford, MPA, Health Officer/Director**SUBJECT: APPROVAL OF HOUSEHOLD HAZARDOUS WASTE PROGRAM AMENDMENT #1 WITH MULTIPLE MUNICIPALITIES****SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval of the following amendments between the county governmental units listed below (both in and out-of-county units) and Kalamazoo County Health and Community Services Department for the Household Hazardous Waste Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

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.

GOVERNMENTAL UNITS AND FUNDING

1. Village of Augusta	\$500.00
2. Brady Township	\$3,000.00
3. Paw Paw Township	\$2,150.00
4. City of Kalamazoo	\$40,000.00
5. Schoolcraft Village	\$575.00
6. Pavilion Township	\$5,000.00
7. City of Portage	\$41,000.00
8. Cooper Township	\$8,000.00
9. Kalamazoo Township	\$13,000.00
10. Ross Township	\$3,500.00
11. PrairieRonde Township	\$800.00

TIME FRAME OF ACTION:

These amendments adhere to the Household Hazardous Waste fees for FY16 that were approved by the Board on November 17, 2015 for the purpose of supporting HHW program operations, including being open on ten (10) Saturdays throughout the fiscal year. These amendments are for the period of January 1, 2017 to December 31, 2017 and establish each unit's funding for fiscal year 2017.

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

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 \$34.00 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 IF REQUIRED:

There are no new personnel associated with this request.

NEW OR RENEWAL:

Renewal – amendments to original contract.

ANY OTHER PERTINENT INFORMATION:

These amendments will allow the collection of household hazardous waste in 2017 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.

PROCUREMENT INFORMATION:

There is no procurement associated with this request.

CONTACT PERSON WITH PHONE NUMBER:

Vern Johnson, Environmental Health Division Manager, at 373-5356 / vljohn@kalcounty.com or Lynne Norman, Deputy Director – Health Services, at 373-5237 / ldnorm@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** February 7, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James Rutherford, MPA, Health Officer/Director**SUBJECT: APPROVAL FOR HCS HEALTH OFFICER TO SIGN
CONFIDENTIALITY AGREEMENT WITH THE U.S. FOOD &
DRUG ADMINISTRATION****SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval for the Health Officer to sign the U.S. Food & Drug Administration's (FDA) confidentiality agreement form (20.88).

DESCRIPTION OF ACTION:

Chapter 21 of the Code of Federal Regulations (CFR) 20.88 allows FDA to share certain non-public information with state and local government officials. Information provided by FDA to this agency will allow HCS to rapidly respond to food product recalls and outbreak illness response. The new Long-Term Food Information Sharing Agreement (ISA) allows for the head of the State agency to affirm that the non-public information provided by FDA will not be disclosed with anyone outside of the agency without written confirmation from FDA that such information can be released to the public. This agreement now only requires one signature from head of the agency, but other key staff must be listed so information can be disseminated to them. Under the agreement, the Health Officer is committing on behalf of HCS to protect the non-public information that FDA shares with individuals at HCS.

TIME FRAME OF ACTION:

Per the memorandum, this is "for a five year period that will begin on July 1, 2014."

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

N/A

PERSONNEL IF REQUIRED:

There are no new personnel required due to this action.

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

There are no issues or concerns.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Vern Johnson, Environmental Health Division Manager, at 373-5356 or vljohn@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** February 7, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James Rutherford, MPA, Health Officer/Director**SUBJECT:** 2016/2017 VISION AND HEARING AGREEMENT WITH
KALAMAZOO PUBLIC SCHOOLS**SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval of an Agreement with Kalamazoo Public Schools, to provide vision and/or hearing screening services for their students.

DESCRIPTION OF ACTION (dollar amount, purpose):

HCS Certified Vision and Hearing Technicians provide vision and/or hearing screenings in the school setting, as a convenience to both the school and the student. Generally, hearing screening is provided for students in the following grades: Kindergarten, 2, 4 and 6. Vision screening is recommended for students in grades: 1, 3, 5, 7, 9 and 11 or in conjunction with Drivers Education. Students in Special Education are screened for both vision and hearing every year. Referrals are also accepted for those students suspected of having difficulty seeing or hearing during their "grade's off year." Each school year, vision screenings are provided for approximately 15,000 students and hearing screening for 16,000 students.

TIME FRAME OF ACTION:

This agreement is effective September 1, 2016 and will automatically be renewed each year.

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

The charge for services is uniform for all schools: \$150 per full day or \$75 per half day. Students are not charged for this service. The Vision and Hearing Program is funded through County general dollars, fees from schools, and from the Michigan Department of Health and Human Services through the Essential Local Public Health Services (ELPHS) funding. Vision and Hearing Screening are two of the eight basic public health services that generate ELPHS funds from the state.

PERSONNEL IF REQUIRED:

There are no personnel issues associated with this request

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

There are no issues or concerns.

PROCUREMENT INFORMATION:

There is no procurement associated with this action.

CONTACT PERSON WITH PHONE NUMBER:

Deb Lenz, MCH Manager, at 373-5024 or dllenz@kalcounty.com

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** February 7, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James Rutherford, MPA, Health Officer/Director**SUBJECT: APPROVAL TO ELIMINATE AND CREATE POSITIONS WITHIN THE HEALTH & COMMUNITY SERVICES DEPARTMENT****SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval to eliminate and create positions within the Health Services Programs. This redistribution will serve two purposes; better align positions to meet current workflow needs and enhance ease of recruitment for Registered Nurses (RN).

DESCRIPTION OF ACTION:

Public Health Nurse position #10865-006, which is 0.8 FTE is currently vacant. To meet department needs and reduce the number of difficult to hire RN's, this position will be redistributed to RN positions that currently are less than full time, as well as a Public Health Laboratory and Public Health Technician who provide supporting services to the RN's. HCS Administration is recommending that three Public Health Nurse Specialist positions be increased to full time, as well as a Medical Laboratory Technician position and Public Health Technician. This increase will ensure the Public Health Nurse Specialists have the staff support required to perform essential local public health duties. The current employees in these positions are aware of this request and are willing to increase working schedule to full time.

TIME FRAME OF ACTION:

Effective following Board approval.

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

All positions are funded via adopted budgets. Funding is from the Comprehensive Agreement. No County general funds are required as a result of this request. This is a small cost savings to the HCS Department.

PERSONNEL IF REQUIRED:

The following actions are requested:

ELIMINATE:

Account:	Position #	FTE	Grade	Salary	Effective
221-227	Public Health Nurse #10865-006	0.8	K8	\$37,989.12 – \$46,542.08	02/08/2017

CREATE:

Account:	Position #	FTE	Grade	Salary	Effective
221-206	Medical Laboratory Technician #10731-002	0.2	K6	\$7,417.28 - \$9,093.76	02/08/2017
221-226	Public Health Nurse Specialist #10878-002	0.2	K8	\$9,497.28 - \$11,635.52	02/08/2017

221-227	Public Health Nurse Specialist #10865-002	0.2	K8	\$9,497.28 - \$11,635.52	02/08/2017
221-227	Public Health Nurse Specialist #10865-007	0.1	K8	\$4,748.64 - \$5,817.76	02/08/2017
221-218	Public Health Technician #10121-002	0.0625	K8	\$2,967.90 - \$3,636.10	02/08/2017

NEW OR RENEWAL:

N/A

ANY OTHER PERTINENT INFORMATION:

There are no issues or concerns.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Lynne Norman, RN, MPH, HCS Deputy Director – Health Services, at 373-5237 or ldnorm@kalcounty.com.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 6, 2017

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine Cunningham, Human Resources Director

SUBJECT: Renewal of Recruitment Advertising Agreement – MLIVE Media Group

SPECIFIC ACTION REQUESTED:

Approval of an updated agreement for \$10,000 for online job posting package through MLIVE Media Group.

DESCRIPTION OF ACTION (dollar amount, purpose):

Various resources are used to communicate the County's open positions to potential applicants in our market area. A combination of print, mobile applications, and an online presence is necessary in order to capture the attention of applicants. MLIVE Media Group represents advertising for a variety of printed newspapers as well as mobile applications and their website. The agreement provides us with a small discount when placing print ads and there is no penalty if we do not meet that level for the year.

TIME FRAME OF ACTION:

February 1, 2017 – January 31, 2018.

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

General Fund – 101-226-901.00

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

CONTACT PERSON WITH PHONE NUMBER:

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 7, 2017

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute

PREPARED BY: Amy Meyers

SUBJECT: Funding and Requirements for Apprenticeship Success Coordinators;
PI:17-02

SPECIFIC ACTION REQUESTED: Review and approval signature of the Talent - Investment Agency (TIA) Policy 17-02

DESCRIPTION OF ACTION (dollar amount, purpose): \$37,500

The Talent Investment Agency has allocated \$37,500 to Michigan Works! Southwest to develop and implement comprehensive strategies to support the expansion of registered apprenticeships; engage employers, industry, and other collaborators to expand and market registered apprenticeships to new sectors and underserved populations; enhance capacity to conduct outreach and work with employers to start new programs; and expand and diversify participation in registered apprenticeships through innovation.

Michigan Works! Southwest plans to utilize funding to champion the cultivation of new registered apprenticeship opportunities, resulting in the expansion and establishment of new USDOL registered apprenticeships in high-wage, in-demand industries and occupations in the four county area through numerous strategies, including: leading industry specific consortium groups, partnering with employers, and working to develop apprenticeship readiness/pre-apprenticeship opportunities.

TIME FRAME OF ACTION: January 1, 2017 through June 30, 2018

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): State: Workforce Innovation and Opportunity Act Statewide Activities 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**

**Funding and Requirements for Apprenticeship Success Coordinators
 PI 17-02**

The Talent Investment Agency has allocated \$37,500 to Michigan Works! Southwest to develop and implement comprehensive strategies to support the expansion of registered apprenticeships; engage employers, industry, and other collaborators to expand and market registered apprenticeships to new sectors and underserved populations; enhance capacity to conduct outreach and work with employers to start new programs; and expand and diversify participation in registered apprenticeships through innovation.

Michigan Works! Southwest plans to utilize funding to champion the cultivation of new registered apprenticeship opportunities, resulting in the expansion and establishment of new USDOL registered apprenticeships in high-wage, in-demand industries and occupations in the four county area, through the following strategies:

- Leading the local industry cluster groups in the development and implementation of registered apprenticeship expansion strategies;
- Assisting in the establishment of apprenticeship readiness/pre-apprenticeship efforts to ensure easier access for underrepresented populations to registered apprenticeship opportunities and better outcomes, through career coaching, work readiness, and experiential learning;
- Partnering with employers to assist with registered apprenticeship identification, enrollment, placement and completion, through coaching, mentoring, shared resources and wrap-around services especially for underrepresented populations; and
- Collection and input of registered apprenticeship information into the Registered Apprenticeship Partners Information Data System (RAPIDS) to support data-driven decision making and customer awareness of registered apprenticeship opportunities.

Funding Summary

Funding Source and Cost Categories	Funding Levels
Allocation	\$37,500
Program	\$37,500
Administration	\$0
Source: PI: 17-02, January 12, 2017	

Technical Information

Program Title/Number	Funding and Requirements for Apprenticeship Success Coordinators, PI:17-02
Funding Source	WIOA Statewide Activities Funds and ApprenticeshipUSA State Accelerator Grant Funds
Funding Level	\$37,500
Duration	January 1, 2017 – June 30, 2018
Reference	Talent Investment Agency (TIA) PI: 17-02, January 12, 2017
CFDA Number	17.258; 17.259; 17.278; 17.285

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 7, 2017

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz *DR*

SUBJECT: Comstock Lions Club Bingo Contract - 2017

SPECIFIC ACTION REQUESTED:

Approve the 2017 contract for Comstock Lions Club to hold Friday night bingo games in the Kalamazoo County Expo Center, Room A.

DESCRIPTION OF ACTION (dollar amount, purpose):

The contract with the Comstock Lions Club for 2017 will generate \$18,900 in rental income. The Lions Club Bingo is played on Friday nights from 6:30PM to 11:00PM.

TIME FRAME OF ACTION:

The contract is for 2017.

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

NA

PERSONNEL IF REQUIRED:

County staff responsibilities are the regular duties of existing Fairground Coordinators. No additional staff is needed.

NEW OR RENEWAL:

This is a renewal contract. The Comstock Lions have been playing bingo on Friday nights at the Fairground since the mid 1970's.

ANY OTHER PERTINENT INFORMATION:

The Comstock Lions Club Bingo contract is approved by the County Board of Commissioners because the rental income is greater than the \$15,000 limit the County Board has set on contracts that can be executed by the Park Commission.

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz 383-8787

Email: dmrach@kalamazoo.org

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 7, 2017 BOC

DEPARTMENT: Planning & Community Development

PREPARED BY: Lotta Jarnefelt

SUBJECT:

2017 Remonumentation Grant from the State of Michigan, Department of Licensing and Regulatory Affairs for Kalamazoo County.

SPECIFIC ACTION REQUESTED:

Approve Grant Agreement Between the State of Michigan, Department of Licensing and Regulatory Affairs, and Kalamazoo County.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Grant offered (\$87,296) will be for the County's annual work program as approved by the State Survey and Remonumentation Grant Administrator and as set forth in the 2017 Survey and Remonumentation Grant Application.

The grant supports a program for the remonumentation of original public land survey corners in the County. These are the section corners of the original surveyed 1 sq mi sections in the County that are the starting points of legal descriptions of properties.

TIME FRAME OF ACTION:

Grant is for calendar year 2017. Work to be completed by December 31, 2017.

A request to approve contracts with surveyors who will perform the grant is being prepared for the March 7 BOC meeting.

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

2017 Remonumentation Grant from the State of Michigan, Department of Licensing and Regulatory Affairs

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

New (a new agreement is approved annually)

ANY OTHER PERTINENT INFORMATION:

NA

PROCUREMENT INFORMATION:

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

NA

CONTACT PERSON WITH PHONE NUMBER:

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: February 7, 2017

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: 2016-17 Application for OHSP Underage Drinking Enforcement Grant

SPECIFIC ACTION REQUESTED:

Approval of application for the 2016-2017 OHSP Underage Drinking Enforcement Grant.

DESCRIPTION OF ACTION (dollar amount, purpose):

The grant application is for \$7,900.00 to reimburse the cost of compliance checks and enforcement of underage drinking.

TIME FRAME OF ACTION:

Immediate

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

Office of Highway Safety and Planning, State of Michigan

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

This grant from OHSP is being revitalized with new funding, having gone unfunded for several years. Similar to the Strategic Traffic Grant, it will allow reimbursement for overtime wages and fringe benefits. Compliance checks will include reporting underage drinking enforcement activity in the community.

PROCUREMENT INFORMATION:

This is a "reverse" grant whereby the OHSP has verbally indicated to the Sheriff's Office that it will provide \$7,900.00 for compliance enforcement with this grant.

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

FY17 Office of Highway Safety Planning Underage Drinking Enforcement Grant

STATEMENT OF PROBLEM AND BACKGROUND INFORMATION

Underage drinking is associated with a host of problems, ranging from academic issues (dropouts and expulsions) to crime (as victim or perpetrator) to alcohol poisoning and suicide.

Some of the most serious unintentional outcomes of underage drinking are deaths and injuries from traffic crashes. While reviewing the trends in traffic crash data leads one to believe the numbers are moving in the right direction, however, efforts to sustain the positive outcomes must be maintained.

The number of teen/young adult drinking drivers (age 16-20) in motor-vehicle crashes decreased by 2% percent (from 1007 in 2014 to 986 in 2015) yet their involvement in fatal crashes increased by 30 percent from 2014 (from 30 in 2014 to 39 in 2015).

Similar to adult crashes involving drinking, underage impaired traffic crashes tend to be more serious than non-drinking crashes, especially the younger the drivers.

The Michigan Youth Risk Behavior Survey consistently shows that approximately 40 percent of teens drink each month. The latest results showed a decrease from 30.5 (2011) to 28.3 percent (2013).

The Substance Abuse and Mental Health Services Administration (SAMHSA) reports that young people who begin drinking before age 15 are six times more likely to develop alcohol dependence and are two and a half times more likely to become abusers of alcohol than those who begin drinking at age 21. Since age 21 is the peak for drinking and driving, reducing underage drinking will prevent the habits that lead to drinking and driving among teens and young adults.

In a 2013 study conducted by the Pacific Institute for Research and Evaluation (PIRE), underage drinking cost the citizens of Michigan \$1.9 billion. These costs include medical care, work loss, and pain and suffering associated with the multiple problems resulting from the use of alcohol by an underage youth. This translates to \$1,946 per year for each youth in the state or \$4.20 per drink consumed underage. Excluding pain and suffering from these costs, tangible costs of underage drinking including medical care, criminal justice, property damage, and loss of work in Michigan totaled \$599.41 million each year or \$1.32 per drink. In contrast, a drink in Michigan retails for \$0.80.

Youth violence (homicide, suicide, aggravated assault) and traffic crashes attributable to alcohol use by underage youth in Michigan represent the largest costs for the state.

In 2012, underage customers consumed 9.5% of all alcohol sold in Michigan, totaling \$365 million in sales. These sales provided profits of \$179 million to the alcohol industry. Ranking states based on the percentage of alcohol consumed by underage youth, with 1 being the highest, Michigan ranked 27th in the nation. This percentage is affected by both adult and youth drinking levels. Annual sales of alcohol consumed by youth in Michigan averaged \$1,221 per underage customer. Underage customers were heavier consumers than adults. They drank an average of 4.2 drinks per day; in contrast, legal customers consumed only 1.6 (PIRE).

FY17 Office of Highway Safety Planning Underage Drinking Enforcement Grant

Research and experience confirm strong enforcement helps to reduce underage drinking by limiting access to alcohol, reducing the opportunities for youth to drink, and curbing impaired driving. Consistent, vigorous enforcement reinforces the message that adults and youth must be responsible for their actions and that violating the law is unacceptable.

WHAT THE GRANT PAYS FOR

Similar to the OHSP-funded traffic grant, grant funds can only be used for overtime wages, fringes and benefits of deputies working the grant. Five percent of the total grant award can also be used for administration of the grant.

GOALS

1. Maintain the statewide proportion of underage drivers in KA crashes who had been drinking at or below 15%, as measured on a statewide basis, by September 30, 2017.
2. Decrease the statewide consumption of alcohol by minors by 3%, as measured by the statewide Youth Risk Behavior Survey, by strictly enforcing underage drinking laws, by September 30, 2017.
3. Identify the rate of non-compliant alcohol licensees within Kalamazoo County by conducting alcohol compliance checks with 48 liquor licenses by September 30, 2017.
4. Liquidate a minimum of 85% of the total grant award.

ALLOWABLE ACTIVITIES

1. Underage drinking enforcement activities shall include party patrols, alcohol compliance checks, and enforcement at special events where minors may be consuming alcohol.
2. The Project Director shall ensure a briefing is conducted prior to every enforcement detail, emphasizing zero tolerance for underage drinking and for adults who provide alcohol to minors.
3. Media, local criminal justice agencies, community partners, prevention advocates, schools, and retailers shall be notified of enforcement activities.
4. Enforcement reports shall be submitted to OHSP on a quarterly basis, either in MAGIC+ or to the OHSP program coordinator.
5. Quarterly progress reports shall be submitted and include a summary description of the activities and accomplishments, challenges and goals for the upcoming quarter.

LOCAL CONTRIBUTION

Law enforcement agencies participating in the grant shall:

1. Provide patrol vehicles, motorcycles, and/or bicycles where applicable. This will include maintenance and proper police equipment.
2. Assume liability incurred through the use of volunteers, including, but not limited to, personal injury, civil liability and workman's compensation responsibility.
3. Cover wages for training, dispatchers and court time.

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4. Provide computer and technical support for officers' to utilize online websites and databases to further their capabilities of conducting underage drinking investigations.

PROJECT CONTINUATION

Police agencies participating in the grant are seeking to make permanent changes to how underage drinking laws are enforced in the city or county by improving communication among local agencies, prosecutors and the community. With the ending of this grant, the participating agencies shall be more efficient, effective and have a better coordinated approach to underage drinking enforcement.

