

The seal of Clallam County Government is a circular emblem with a scalloped edge. It features a central illustration of a forest with evergreen trees and a mountain range in the background. The words "CLALLAM COUNTY GOVERNMENT" are written in a circular path around the inner edge of the seal.

**Board of
Commissioners'
Meeting**

May 3, 2016

**NOTICE AND AGENDA FOR
MAY 3, 2016 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, May 3, 2016, 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 Lynn Hoyt
- B. Public Hearing on Brownfield Plan for 5825 and 5901 Willoughby Drive, Portage, Michigan

CONSENT AGENDA

Circuit Court

- C. Request for Approval of Agreements with Western Michigan University (WMU) for the Evaluation of Juvenile, Women's, and Men's Drug Treatment Court Programs and Family Dependency Treatment Court Program

Health & Community Services

- D. Request for Approval of the Community Healthcare Access Program & Associated Agreements with Kalamazoo Community Mental Health (KCMH) & United Way of Battle Creek (UW)
- E. Request for Approval of CSBG14-39015 Community Service Block Grant (CSBG) Notice of Funds Available (NFA) #7 from the Michigan Department of Health & Human Services (MDHHS)
- F. Request for Approval of a Contract with Community Homeworks
- G. Request for Approval of a Contract with Ecumenical Senior Center
- H. Request for Approval of a Contract with Kalamazoo Literacy Council
- I. Request for Approval of an Amendment to Service Agreement with Peak Performers
- J. Request for Approval of Environmental Health Water Sampling Fee Schedule
- K. Request for Approval of the Environmental Health Advisory Council (EHAC) Bylaw Revisions
- L. Request for Approval to Accept Grant Award from the Federal Department of Health & Human Services, Health Resources & Services Administration (HRSA) for the Healthy Babies Healthy Start (HBHS) Project
- M. Request for Approval of a Resolution Confirming the Appointment of Medical Examiner's Staff for the Kalamazoo County Medical Examiner

Michigan Works!

- N. Request for Approval of Statewide Rapid Response Allocations for Customer Relationship Management (CRM) for Program Year (PY) 2015

Parks & Expo Center

- O. Request for Approval of a Contract with the Thunderbirds R/C Club for 2016
- P. Request for Approval of Insurance Release for Property Damage – Expo Center
- Q. Request for Approval of a Contract with the National Street Rod Show for 2018

Planning & Community Development

- R. Request for Approval of Resolution Approving Brownfield Plan for 5825 and 5901 Willoughby Drive, Portage, Michigan

Treasurer

- S. Request for Approval of Elimination/Creation of Positions (General Funds)

Board of Commissioners

- T. Request for Approval of Transfers and Disbursements
- U. Request for Approval Authorizing Clerk Snow to Sign a Letter to the State 9-1-1 Commission Confirming Collection of 9-1-1 Surcharge
- V. Request for Approval of a Contract Extension with Cohl, Stoker & Toskey, P.C.

NON-CONSENT AGENDA ITEMS

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

ITEM 9 Old Business

- W. Request for Approval of Police Protection Agreement with Oshtemo Township

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

APRIL 27, 2016

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 AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETINGS OF: May 3, 2016 BOC

DEPARTMENT: Planning and Community Development

PREPARED BY: Rachael Grover, Resource Coordinator

SUBJECT: Brownfield Plan for the 5825 and 5901 Willoughby Drive site in Portage, Michigan

SPECIFIC ACTION REQUESTED:

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) respectfully requests that the Kalamazoo County Board of Commissioners consider approval of a County Brownfield Plan for the site located at 5825 and 5901 Willoughby Drive in the City of Portage, Michigan and hold the prerequisite public hearing on May 3, 2016.

DESCRIPTION OF ACTION (dollar amount, purpose):

1. May 3, 2016 – in the Regular Meeting of the County Commission –

- A) Hold the prerequisite, duly noticed public hearing related to a Kalamazoo County Brownfield Plan for the 5825 and 5901 Willoughby Drive site. A notice is required 10 days prior to the hearing. Notices will also be sent 10 days prior to all taxing jurisdictions that levy taxes subject to capture under this Brownfield Plan.
- B) Adopt a resolution approving the Kalamazoo County Brownfield Plan for the 5825 and 5901 Willoughby Drive site.

TIME FRAME OF ACTION:

May 3, 2016

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

As outlined in Plan. No County funds are requested.

PERSONNEL IF REQUIRED:

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

No new personnel or contracts will be required by this action

NEW OR RENEWAL OR AMENDMENT:

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

New Brownfield Plan

ANY OTHER PERTINENT INFORMATION:

County Legal Counsel reviewed the Brownfield Plan prior to being presented to the County Board.

Project Background:

The developer of the 5825 and 5901 Willoughby Drive site in Portage, RAI AZO, LLC, requested assistance from the KCBRA to develop a Brownfield Plan and to help recover some of the costs associated with the redevelopment of the contaminated property.

The focus of the Brownfield Plan is to support the redevelopment and environmental due care activities of a contaminated property next to the Kalamazoo/Battle Creek International Airport. The property was previously owned by the Kalamazoo Air Museum, a nonprofit charitable organization. RAI AZO intends to redevelop the property as a non-scheduled flight carrier originating from the adjoining Kalamazoo/Battle Creek International Airport – service not currently available at this airport. A sub-slab depressurization system will be installed and operated as per an MDEQ approved Response Activity Plan. RAI is expanding its operations from their Sturgis location. The redevelopment of this site allows for expansion of their business and the creation of an estimated 10-15 jobs with an anticipated average annual salary of \$40,000. Total investment expected in the project is \$766,000.

The Brownfield Plan:

In response to RAI AZO, LLC's request, the KCBRA is presenting a Brownfield Plan, prepared by Phillips Environmental Consulting Services, for the 5825 and 5901 Willoughby Drive site. The Brownfield Plan will allow the KCBRA to use Tax Increment Financing (TIF) to reimburse KCBRA expenses related to the site, the developer's eligible environmental expenses, and the developer's eligible non-environmental demolition and infrastructure improvements. In addition, the Brownfield Plan includes reimbursement of KCBRA administrative expenses.

A County Brownfield Plan cannot be adopted without the concurrence of both the County Board of Commissioners and the local governing body. On March 29, 2016, the City of Portage Brownfield Redevelopment Authority recommended approval of the Plan to the Portage City Council. The Portage City Council passed a resolution supporting approval of the Brownfield Plan on April 12, 2016.

The development of the 5825 and 5901 Willoughby Drive site is an improvement for the site and the surrounding area in several ways:

1. Returns a contaminated industrial property to high functional use and assists in returning a tax-exempt property to the tax rolls.
2. The County Brownfield Plan would constitute a cooperative inter-governmental effort.
3. TIF collected will reimburse the Kalamazoo County Brownfield Redevelopment Authority for the expenses they will incur, a portion of its administrative expenses, as well as the developer's expenses for Brownfield Eligible Activities.
4. Local Site Remediation Revolving Fund (LSRRF) collection for 5 years allows the KCBRA to remain sustainable and to support additional Brownfield Activities in Kalamazoo County.
5. Debt millages are not captured by a Brownfield Plan, as per Act 381, therefore, there will be an immediate increase in taxes collected directly by the County Juvenile Home debt millage and School Building Debt millage starting in 2017.

The details of the TIF capture are in tables 1- 5 of the 5825 and 5901 Willoughby Drive Brownfield Plan. The following is a summary of the Brownfield Plan. These are planned estimates and are dependent on taxable values.

5825 and 5901 Willoughby Drive Brownfield Plan Summary:

Current Taxable Value of Property (Base Value, currently tax exempt):	\$ 0.00
Estimated Taxable Value after December 31, 2016:	\$250,000.00
Initial Tax Increment available for Tax Increment Financing:	\$250,000.00

**Table 1 – Summary of Eligible Activities and Costs
(over 13 years estimated with a maximum of 15 years) \$190,540.00**

This total includes:

- \$56,375 in Environmental, MDEQ Eligible Costs reimbursed to the developer
- \$23,200 in Non-Environmental Activities, including demolition and infrastructure improvements, reimbursed to the developer
- \$10,847 in interest to the developer on qualified principal balance (3% simple interest)
- \$11,010 to the State Brownfield Redevelopment Fund (3 mils of SET as required by Act 381)
- \$11,981 in KCBRA Administrative/Operating Costs
- \$77,127 to the Local Site Remediation Revolving Fund (LSRRF) to be used to support additional Brownfield Activities in Kalamazoo County

Table 3 – Estimate of Taxable Value and Incremental Tax Revenue (over 13 years)

County Operating	\$17,202.05
County Transportation	\$ 1,468.03
County Public Safety	\$ 5,318.32
County Housing Fund	\$ 367.01
City of Portage	\$40,097.86
State School Taxes	\$88 081.99
KRESA, Library, KVCC	\$38,004.07
Total	\$190,539.34

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Rachael Grover, ragrov@kalcounty.com ; 384-8305

C.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 3, 2016

DEPARTMENT: 9th Circuit Court

PREPARED BY: Sara Green

SUBJECT: Drug Treatment Court Evaluations

SPECIFIC ACTION REQUESTED:

The 9th Circuit Court is requesting permission to enter into an agreement with Western Michigan University for the evaluation of the following courts:

- Juvenile Drug Treatment Court Program
- Family Dependency Treatment Court Program
- Women's Drug Treatment Court Program
- Men's Drug Treatment Court Program

DESCRIPTION OF ACTION (dollar amount, purpose):

Western Michigan University provides a program evaluation for each of the programs listed above.

TIME FRAME OF ACTION:

January 1, 2016-April 1, 2017

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

Local

PERSONNEL IF REQUIRED:

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

NEW OR RENEWAL OR AMENDMENT:

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

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:

Sara Green (269) 383-6469



D.-M.

**KALAMAZOO COUNTY
HEALTH AND COMMUNITY SERVICES DEPARTMENT**

Promoting Health For All

DATE: May 3, 2016
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 THE COMMUNITY HEALTHCARE ASSESSMENT PROGRAM (CHAP) AND ASSOCIATED CONTRACTS WITH KALAMAZOO COMMUNITY MENTAL HEALTH AND UNITED WAY OF THE BATTLE CREEK & KALAMAZOO REGION

ACTION REQUESTED

HCS Administration requests Board approval of the department's participation in the Community Healthcare Access Program (CHAP) and of the associated agreements with Kalamazoo Community Mental Health (KCMH) and United Way of the Battle Creek & Kalamazoo Region (United Way). Both agreements are for the period of May 4, 2016 through September 30, 2016. Total funding will not exceed \$40,000.

DESCRIPTION OF SUBJECT

The Community Healthcare Assessment Program (CHAP) is a population-based approach to improving health outcomes, raising the quality of care and reducing the healthcare costs for eligible Kalamazoo County residents. Eligible Medicaid outreach activities that are consistent with the scope of the CHAP, and as approved by the Centers for Medicare and Medicaid Services, are eligible for reimbursement.

Currently, these eligible Medicaid outreach activities are being completed by Kalamazoo Community Mental Health (KCMH), but there is no reimbursement to them for this work. As a CHAP participant, HCS will leverage funding from both the Michigan Department of Health and Human Services (MDHHS) and United Way to support these eligible Medicaid outreach activities performed by KCMH.

CHAP funding is only available to local health departments, so HCS will partner with the United Way to match the State funding available and to serve as a "pass-thru" entity for service reimbursement for KCMH. This partnership will ensure reimbursement for care provided is received and that KCMH may continue to provide needed Medicaid outreach activities to the Kalamazoo community.

HCS is requesting to waive indirect costs in relation to this funding as all services and outreach are to be performed by KCMH staff.

RELATIONSHIP TO GOALS

HCS works to improve the overall health of the community by reducing preventable disease, disabilities and deaths. The Community Healthcare Assessment Program and related partnerships will further allow HCS to sustain this goal.

FUNDING SOURCE

No County funds are required as a result of this action. Funding for this agreement is compromised of 50% (\$20,000) from the Michigan Department of Health and Human Services through the Comprehensive Agreement and 50% (\$20,000) from United Way of the Battle Creek & Kalamazoo Region.

PERSONNEL

There are no new personnel 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 & Administration at 269-373-5254 or rjpost@kalcounty.com.

B. ACCEPTANCE OF CSBG14-39015 COMMUNITY SERVICE BLOCK GRANT (CSBG) NOTICE OF FUNDS AVAILABLE (NFA), #7 FROM THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES/BUREAU OF COMMUNITY ACTION & ECONOMIC OPPORTUNITY

ACTION REQUESTED

HCS Administration requests Board approval to accept the Notice of Funds Available (NFA), #7 for the Community Service Block Grant (CSBG) from the Michigan Department of Health and Human Services (DHHS). NFA #7 is a funding increase in the amount of \$214,595 in relation to the approved CSBG14-39015 contract effective October 1, 2015 through September 30, 2016. The terms for the increase allow for the funds to be used through September 30, 2016. The original agreement was approved by the board on July 2, 2013.

DESCRIPTION OF SUBJECT

NFA #7 for the CSBG14-39015 contract with DHHS provides for an increase in Carry Forward funding in the amount of \$214,595. These funds will be used for new programs for children, seniors, families and individuals designed to assist Kalamazoo County residents to become self-sufficient, remain safely in their homes, and strengthen family units. Acceptance of NFA #7 allows the continued provision of a range of services that are designed to help families remain independent.

RELATIONSHIP TO GOALS

HCS reinforces the overall goal for the Community Action Agency (CAA) as promoting, providing and educating our community through education and 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 toward 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 by the Department of Health and Human Services (DHHS). This action accounts for increased funding for the FY 2015 grant year. The total Grant award is \$817,742.00

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, 373-5052 cjsmit@kalcounty.com

C. APPROVAL OF CONTRACT BETWEEN KALAMAZOO COUNTY HEALTH AND COMMUNITY SERVICES/ COMMUNITY ACTION AGENCY AND COMMUNITY HOMEWORKS FOR INSTALLATION OF FURNACES AND WATER HEATERS

ACTION REQUESTED

HCS Administration requests Board approval of a contract with Community Homeworks for the provision of furnace and water heater installation to eligible Kalamazoo County residents in need of assistance to resolve housing emergencies on behalf of the Community Action Agency (CAA). Total contract amount is \$30,000. The Agreement period is May 4 through September 30, 2016.

DESCRIPTION OF SUBJECT

The Community Action Agency is frequently contacted by community residents who are in housing crisis due to repair and replacement needs. This need is especially prevalent when it comes to larger home needs such as replacement of a furnace or water heater. The proposed partnership between the CAA and Community Homeworks will better help address this need.

The Community Action Agency will complete prescreening and intake appointments to ensure eligibility of community residents seeking assistance. The CAA will also complete a pre-inspection of the home to ensure there is a need for a new water heater and/or furnace and a post-inspection to ensure that all work has been completed. Community Homeworks will be responsible for the installation of energy efficient furnaces and water heaters, as is coordinated by CAA Staff. Following the completion of a job, Community Homeworks will invoice the CAA for reimbursement of the cost of the water heater and/or furnace and installation related labor.

RELATIONSHIP TO GOALS

The Health and Community Services Department has defined the overall goal of the Community Action Agency as improvement of the life conditions of the families served. These funds will assist low-income families with resources necessary for them to remain in their homes.

FUNDING SOURCE

There are no County funds associated with this action. The funding represents allocations from the federal Community Services Block Grant (CSBG) program.

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 any questions, please contact Amber Leverette, CAA Housing and Neighborhoods Coordinator, at 373-5101 / arleve@kalamazoo.org or Gillian Stoltman, Director/Health Officer, at 373-5260 / gastol@kalamazoo.org

D. APPROVAL OF CONTRACT BETWEEN HEALTH AND COMMUNITY SERVICES COMMUNITY ACTION AGENCY AND ECUMENICAL SENIOR CENTER FOR THE PROVISION OF CONGREGATE MEALS TO KALAMAZOO COUNTY SENIOR CITIZENS

ACTION REQUESTED

HCS Administration requests Board approval of a contract with Ecumenical Senior Center for the delivery of onsite congregate meals to Kalamazoo County senior citizens in need of nutritional meals on behalf of the Community Action Agency (CAA). Total

contract amount is \$3,000. The Agreement term is April 1, 2016 through September 30, 2016.

DESCRIPTION OF SUBJECT

Through a collaborative relationship with HCS Area Agency on Aging, the Community Action Agency plans to work with the Ecumenical Senior Center to provide congregate meals to low-income senior citizens.

The Ecumenical Senior Center (Center) hosts will provide a healthy and nutritionally balanced breakfast to seniors who come to the center for meals and social interaction. These meals will be prepared onsite, Monday through Friday. In addition to preparing and serving meals to seniors citizens, age 60 and over, the Center will provide outreach and nutrition education to seniors at the Center. Throughout the contract term, the CAA will meet with Ecumenical Senior Center staff on a monthly basis to review the breakfast program. The CAA will also provide basic nutrition information, resources and activities to the Center staff as well as conduct satisfaction surveys with seniors receiving meals.

The Ecumenical Senior Center will submit itemized invoices to the CAA, including the number of seniors served, for reimbursement of breakfast food costs.

RELATIONSHIP TO GOALS

The Health and Community Services Department has defined the overall goal of the Community Action Agency as improvement of the life conditions of the families served. These funds will be used to provide meals to seniors in a low-income area of the City of Kalamazoo.

FUNDING SOURCE

There are no County funds associated with this action. The funding represents allocations from the federal Community Services Block Grant (CSBG) program.

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 any questions, please contact Charlotte J. Smith, CAA Manager, at 373-5052 / cjsmit@kalcounty.com or Gillian Stoltman, Director/Health Officer, at 373-5260 / gastol@kalcounty.com

E. APPROVAL OF CONTRACT BETWEEN KALAMAZOO COUNTY HEALTH AND COMMUNITY SERVICES/ COMMUNITY ACTION AGENCY AND KALAMAZOO LITERACY COUNCIL FOR DELIVERY OF FINANCIAL ASSISTANCE TO PURCHASE PLATO COURSEWARE

ACTION REQUESTED

HCS Administration requests Board approval of a contract with Kalamazoo Literacy Council (KLC) for financial assistance to make the final payment of a licensure courseware program used by KLC to teach adult learners. Total contract amount is \$5,900. The Agreement is effective May 3, 2016 through September 30, 2016.

DESCRIPTION OF SUBJECT

KLC will invoice CAA for a one-time reimbursement of \$5,900, which represents the final installment due for use of the software by KLC. KLC will be responsible for providing status reports of adult learners actively participating in the program using PLATO courseware to improve basic literacy skills. KLC will provide quarterly reports to CAA detailing: The number of adult learners who used the PLATO software, Program Performance, Site Performance, and Student Performance while using the PLATO courseware. KLC services are delivered in areas of Kalamazoo County that have been deemed low-income according to US Census data, thus participants in the program are automatically income qualified according to CSBG.

RELATIONSHIP TO GOALS

The Health and Community Services Department has defined the overall goal of the Community Action Agency as improvement of the life conditions of the families served. These funds will assist low-income families with improving their basic literacy levels and ultimately strengthen the household's ability to improve the conditions of their lives.

FUNDING SOURCE

There are no County funds associated with this action. The funding is from the Federal Community Service Block Grant (CSBG), which is distributed through the State of Michigan by the Department of Health and Human Services (DHHS).

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 any questions, please contact Charlotte J. Smith, CAA Manager, at 373-5052 / cjsmit@kalcounty.com or Gillian Stoltman, Director/Health Officer, at 373-5260 / gastol@kalcounty.com

F. APPROVAL OF A SERVICE AGREEMENT WITH PEAK PERFORMERS FOR THE PROVISION OF TEMPORARY DENTAL PROFESSIONALS

ACTION REQUESTED

HCS requests Board approval of an updated service agreement with Peak Performers for the provision of temporary Dental Professionals to the HCS Dental program. The updated agreement includes paying lodging costs for the assigned temporary dentists. The original service agreement was approved on February 16, 2016.

DESCRIPTION OF SUBJECT

The HCS Dental program is responsible for providing quality dental treatment and prevention services to residents of Kalamazoo County, specifically serving the communities most vulnerable residents including children and those uninsured and under insured. However, over the past year the program has had increased trouble with providing adequate dentist support for the clinic.

The program predominantly operates through contracting with Dentists on a temporary basis, most working 1-2 days per week. With the loss of 3 dentists over the past year, the clinic is currently staffed by 1 temporary dentist approved to work 416 hours annually and 1 pediatric dentist at 0.8 FTE. It is critical that the program have sufficient coverage from a licensed dentist to provide overall clinic supervision and to perform dental care and procedures. At this time, there is only 1 day a week the program can provide care to adult patients with the current Dentists employed.

HCS Administration has had a part-time dentist position posted for over a year. As this is an important service provided to the Kalamazoo County community, it is felt that this agreement with PEAK Performers will ensure adequate staffing to the Dental Clinic and will limit the disruption to maintaining client appointments.

Dentists will be provided by PEAK Performers at a rate of \$125.00 per hour plus reimbursement for mileage at \$0.50 per mile. HCS will also have to arrange and pay for lodging. A \$2,000 pre-payment for all short and long-term doctor assignments is required per the agreement terms. The prepayment will be credited toward final invoice and must be paid prior to the start of the assignment. Invoices are due upon receipt; a \$15.00 late charge for any invoice not paid within 30 (thirty) days and interest of 2.0% per month for any balances over 45 (forty-five) days will be charged. A Dentist will be provided at the dental clinic only at the request of HCS Administration.

RELATIONSHIP TO GOALS

It is the goal of HCS to improve the overall health of the community by reducing preventable disabilities and death, and promoting healthy lifestyles and choices. The Dental program supports and upholds this mission through the provision of quality treatment and prevention services. This agreement will ensure that there is no disruption to the fulfillment of that mission.

FUNDING SOURCE

The funding for this request is from multiple sources including 1st party fees, Medicaid and County general fund appropriation to the Health Fund.

PERSONNEL

This agreement would provide temporary Dentist coverage.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns.

If you have questions please contact Dr Soto, Lead Dentist, at 373-5228 or at lxoto@kalamazoo.com.

G. APPROVAL OF ENVIRONMENTAL HEALTH WATER SAMPLING FEE SCHEDULE

ACTION REQUESTED

HCS Administration requests Board approval for Environmental Health to charge water sampling fees based on the Michigan Department of Environmental Quality's (MDEQ) Laboratory Testing Fee Schedule, along with an additional fee of \$7.00 per shipment to cover the costs for packaging and shipping the water samples to MDEQ.

DESCRIPTION OF SUBJECT

In accordance with the Fee for Service revenue policy adopted by the Board and incorporated into budget policy, the Health & Community Services Department evaluates fees to determine the cost of each service performed. As a result of the Flint water crisis, there has been an increased demand for a variety of different water samples and testing from Kalamazoo County residents and businesses.

Environmental Health currently offers water sampling services to residents and businesses of Kalamazoo County upon their request. With the exception of coliform bacteria and nitrate testing being performed by the HCS Laboratory, all other water samples are sent directly to the MDEQ Lab for testing.

In an effort to address this increase in demand for a variety of water samples and to ensure that associated testing costs are covered, HCS Administration recommends that the Board adopt the MDEQ's Laboratory Testing Fee Schedule, plus a \$7.00 postage fee per sample shipment. With this adoption, future Environmental Health fees will be adjusted based upon changes to the MDEQ's Laboratory Testing Fee Schedule for the provision of water sampling and testing services to residents and businesses in Kalamazoo County.

HCS Administration recommends the standardized postage fee of \$7.00 per shipment as a result of a time study performed in 2016. This is the cost to the Environmental Health program to weigh, package and ship water sample shipments to the MDEQ for testing.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

Funding for Environmental Health programs is acquired through a combination of general fund, fee for services and state funding from the Michigan Department of Health and Human Services (MDHHS) for Essential Local Public Health Services (ELPHS).

PERSONNEL

This item does not require additional personnel.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. Please contact Vern Johnson, Environmental Health Manager, at vljohn@kalamazoo.com or at 373-5356.



DEPARTMENT OF ENVIRONMENTAL QUALITY
LABORATORY SERVICES SECTION, DRINKING WATER LABORATORY
<http://www.michigan.gov/deq>

TESTING FEE SCHEDULE

- This Fee Schedule is effective January 1, 2010. Fee amounts are subject to annual changes.
- See reverse side for description of sample units and unit ordering information.
- TEST CODE must be indicated in the TESTING REQUEST INFORMATION section of the form submitted with the sample.

MICROBIOLOGY			
TEST DESCRIPTION	UNIT FEE	UNIT NUMBER	TEST CODE
Water Coliforms (total & E. coli)	\$18.00	30	BPTC
Heterotrophic Plate Count (MPN/ml)	\$12.00	30	BSPC
Fecal Coliform (Counts 10 - 10,000)	\$15.00	30	NPPC-LO
Fecal Coliform (Counts 10 - 1,000,000)	\$25.00	30	NPPC-HI
E. coli (Counts 10 - 10,000)	\$15.00	30	NPEC-LO
E. coli (Counts 10 - 1,000,000)	\$25.00	30	NPEC-HI
Iron Bacteria	\$40.00	30	BIRON
LT2 E. coli for EPA ESWTR	\$18.00	LT2	BLT2

NOTE: Surface water bacteriology is intended only to estimate bacterial group populations.

INORGANIC CHEMISTRY			
TEST DESCRIPTION	UNIT FEE	UNIT NUMBER(S)	TEST CODE
Automated Partial Chemistry (Fluoride, Chloride, Hardness, Nitrate, Nitrite, Sulfate, Sodium, Iron)	\$ 18.00	32	R
Calcium/Magnesium/Sodium	\$ 18.00	33	CPM2
CO3N, CTALK, CPO4, Calcium	\$ 51.00	33	CORR
Complete Minerals (TALK, Cl, F, NO3, NO2, SO4, Si, CA, MG, NA, K, CON, PH, Hardness)	\$104.00	33	CMIN
Total Alkalinity as CaCO3	\$ 18.00	32,33	CTALK
Ammonia as N	\$ 30.00	36AC	CMH3
Specific Conductance (µmhos)	\$ 12.00	32,33	CCON
Cyanide (available) (unchlorinated water)	\$ 25.00	36CN	CCN
Cyanide (available) (chlorinated water)	\$ 25.00	36CNa	CCN
Total Organic Carbon	\$ 35.00	36TO	CTOC
Ortho Phosphate as P	\$ 17.00	32,33	CPO4
pH Determination	\$ 13.00	32,33	CPH
Potassium	\$ 13.00	32,33	CK
Silica as SiO2	\$ 14.00	33	CSI

NOTE: Do not request more than two test procedures for each unit 32. Unit 33 may be used for more extensive requests.

ORGANIC CHEMISTRY			
TEST DESCRIPTION	UNIT FEE	UNIT NUMBER	TEST CODE
Disinfection Byproducts Rule (TTHM & Haloacetic Acids)	\$175.00	36VOHA	CXTM CXHA
Volatiles (VOC)			
Volatile Organic Compounds by GC/MS	\$100.00	36VO	CXVO
Total Trihalomethanes (TTHM)	\$ 65.00	36VO	CXTM
1,4 Dioxane by GC/MS	\$115.00	36VO-NF	CXPD
Methane, Ethane, Ethylene	\$ 90.00	36VO-MEE	CXMEE
EDB and DBCP by GC (call to schedule)	\$ 70.00	36VO	CXEV
Semi-Volatiles (SVC)			
Carbamates by HPLC	\$120.00	36LP	CXLP
Chlorinated Acid Herbicides	\$120.00	36HB	CXHB
Pesticides by GC/MS	\$125.00	36PT	CXPT
Dalapon & Haloacetic Acids	\$130.00	36HA	CXHA
Aromatic Compounds by GC/MS	\$110.00	36PT	CXPA

NOTE: Generally each test procedure requires separate sample unit. Where possible, all detected substances will be identified by mass spectral examination. Names of specific compounds of concern should be provided with sample and test request(s).

METALS CHEMISTRY			
TEST DESCRIPTION	UNIT FEE	UNIT NUMBER	TEST CODE
Aluminum	\$ 18.00	36ME	CAL
Antimony	\$ 18.00	36ME	CSB
Arsenic	\$ 18.00	36ME	CAS
Barium	\$ 18.00	36ME	CBA
Beryllium	\$ 18.00	36ME	CBE
Boron	\$ 18.00	36ME	CB
Cadmium	\$ 18.00	36ME	CCD
Chromium	\$ 18.00	36ME	CCR
Cobalt	\$ 18.00	36ME	CCO
Lead	\$ 18.00	36ME	CPB
Lead/Copper for corrosion control	\$ 28.00	36CC	CCUB
Lithium	\$ 18.00	36ME	CU
Mercury	\$ 18.00	36ME	CHG
Molybdenum	\$ 18.00	36ME	CMO
Nickel	\$ 18.00	36ME	CNI
Selenium	\$ 18.00	36ME	CSE
Strontium	\$ 18.00	36ME	CSR
Thallium	\$ 18.00	36ME	CTL
Titanium	\$ 18.00	36ME	CTI
Uranium	\$ 18.00	36ME	CU
Vanadium	\$ 18.00	36ME	CV
Iron/Manganese/Copper/Zinc	\$ 28.00	36ME	CPM1
Complete Metals for Private Wells (AS, SE, BA, CD, CR, HG, PB, FE, MN, Cepper, ZN)	\$ 92.00	36ME	CMET
Complete Metals for Public Supplies (SE, AS, BA, BE, CD, CR, HG, PB, SE, NI, TL)	\$102.00	36ME	CMET2

For questions regarding testing visit the
Drinking Water Laboratory website:
www.michigan.gov/deq ⇒ Water ⇒
Drinking Water tab ⇒
Drinking Water Analysis Laboratory
or
call (517) 335-8184 - Lansing

H. APPROVAL OF THE ENVIRONMENTAL HEALTH ADVISORY COUNCIL (EHAC) BYLAW REVISIONS

ACTION REQUIRED

On behalf of The Environmental Health Advisory Council (EHAC), HCS Environmental Health is seeking the Board of Commissioners' approval of their revised bylaws.

DESCRIPTION OF SUBJECT

During their April 12, 2016 regular scheduled meeting, EHAC members reviewed the bylaws of the Council. Primary changes include a meeting frequency increase from quarterly meetings (4 times annually) to every other month meetings (6 times annually) and adjustments to membership attendance as are necessary with the increase in meeting times and assure a quorum can be obtained. These changes were made by unanimous approval of all current council members. Amended bylaws are attached for the Board's review.

RELATIONSHIP TO GOALS

The duties and responsibilities outlined in the revised bylaws are consistent with the HCS goal to protect residents from health threatening conditions by improving the physical environment for Kalamazoo County.

SOURCE OF FUNDS

There are no County funds required as a result of this request.

PROCUREMENT

There is no procurement issues associated with this request.

PERSONNEL

There are no personnel associated with this request.

ISSUES/CONCERNS

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

- I. ACCEPTANCE OF GRANT AWARD FROM THE FEDERAL DEPARTMENT OF HEALTH AND HUMAN SERVICES, HEALTH RESOURCES AND SERVICES ADMINISTRATION (HRSA) FOR THE HEALTHY BABIES HEALTHY START (HBHS) PROJECT

ACTION REQUESTED

HCS Administration requests Board approval to accept a grant award from the Health Resources and Services Administration (HRSA) in the amount of \$680,250 in support of the Kalamazoo County Healthy Babies Healthy Start project (HBHS). This grant award is for the period of 4/1/2016 to 3/31/2017. The original grant agreement was approved on September 17, 2014.

DESCRIPTION OF SUBJECT

The HBHS project is a 5-year federal grant provided for the reduction of infant mortality and perinatal health disparities in Kalamazoo. The project involves extensive collaboration and system integration involving multiple agencies, medical and social service providers.

RELATIONSHIP TO GOALS

This funding provides services consistent with the HCS goal to improve the overall health of the community by reducing preventable disabilities and death, and promoting healthy lifestyles and choices.

FUNDING SOURCE

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

PERSONNEL

Not applicable.

PROCUREMENT

Not applicable.

ISSUES/CONCERNS

There are no issues or concerns. If you have questions please contact Deb Lenz, Maternal & Child Health Division Manager at 373-5024 or at dllenz@kalcounty.com

J. DEPUTY MEDICAL EXAMINER APPOINTMENT FOR KALAMAZOO COUNTY OFFICE OF THE MEDICAL EXAMINER

ACTION REQUESTED

HCS Administration requests Board approval for the appointment of an additional Deputy Medical Examiner to the Kalamazoo County Office of the Medical Examiner as operated by Western Michigan University Homer Stryker M.D. School of Medicine (WMed) for the period of May 1, 2014 to April 30, 2018. Medical Examiner Contract agreement and initial Medical Examiner/Deputy Medical Examiner appointments were approved by the Board on 4-1-14.

DESCRIPTION OF SUBJECT

Kalamazoo County is required, by state law, to provide and comply with provisions regarding medical examiner services for Kalamazoo County and to appoint a Medical Examiner and Deputy Medical Examiners to fulfill the duties as outlined in state law. HCS Administration asks that the following Deputy Medical Examiner be appointed:

Amanda O. Fisher-Hubbard, M.D. as a Deputy Medical Examiner

HCS oversees the contract, vendor interactions, and will continue to monitor performance and assure appropriate communications are maintained.

RELATIONSHIP TO GOALS

The Kalamazoo County Medical Examiner's Office helps to further the HCS goal to improve the overall health of the community by reducing preventable disabilities and deaths.

FUNDING SOURCE

The funding for this contract comes from the County General Fund.

PERSONNEL

All personnel for the Medical Examiner Office will be provided by WMed under this contractual agreement.

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 A. Stoltman, PhD, MPH, Health Officer/ Director, HCS at 373-5260 or at gastol@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 3, 2016

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute

PREPARED BY: Amy Meyers

SUBJECT: Statewide Rapid Response Allocations for Customer Relationship Management (CRM) for Program Year (PY) 2015

SPECIFIC ACTION REQUESTED: Approval of funding and use of funding as outlined in Workforce Development Agency Policy Issuance: Statewide Rapid Response Allocations for Customer Relationship Management (CRM) for Program Year (PY) 2015

DESCRIPTION OF ACTION (dollar amount, purpose): \$4,173

Michigan Works! Southwest has received notice from the Workforce Development Agency, with the PY 2015 allocations for Statewide Rapid Response Allocations for Customer Relationship Management (CRM) totaling \$4,173 for the Michigan Works! Southwest area. The funding is to be used to support existing CRM systems or for the purchase or renewal of software licenses that will aid in the identification and information gathering of potential layoffs or opportunities for layoff aversion. This funding is made available on a one-time basis as WDA works on integrating CRM functionality into the state data system.

Locally, funds will be used to purchase licenses for Salesforce, a CRM system that is being used across the state for Business Services related activity, such as identification and information gathering of potential layoffs or opportunities for layoff aversion. Salesforce is a CRM platform that provides users with an interface for case management and task management, and a system for automatically routing and escalating important events. The Salesforce customer portal provides the ability to track what has been entered by Michigan Works! Southwest, as well as what has been entered by identified partners, including local economic development and state economic development. Salesforce also includes a social networking plug-in that enables users to link with social networking websites, provides analytical tools and offers other services including email alert, chat, Google search.

TIME FRAME OF ACTION: July 1, 2015 through June 30, 2016

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Appropriation Year (AY) 2013 WIA Statewide Rapid Response Reserve funds

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**

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 3, 2016

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: River Oaks Thunderbirds R/C Club Contract

SPECIFIC ACTION REQUESTED:

Approve the 2016 contract between Kalamazoo County and the Thunderbirds R/C Club for the club to operate remote controlled airplanes, helicopters, and control-line flight planes at River Oaks County Park.

DESCRIPTION OF ACTION (dollar amount, purpose):

The proposed contract is a renewal of an existing agreement. The Club reimburses the County for the maintenance expense. The area used for remote controlled airplanes is located at the north-east corner of River Oaks County Park.

The River Oaks Aero Modeler's Club will provide liability insurance policy with limits of at least \$2,500,000 per occurrence. The County will be named as additional insured.

TIME FRAME OF ACTION:

This agreement is for 2016.

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

Incremental mowing cost, based on seasonal staff labor rate for this area is estimated at \$160 per month. This cost will be reimbursed by the club. In addition, all members of the club will be required to purchase annual park passes and visitors to the site will be required to purchase daily or annual passes.

PERSONNEL IF REQUIRED:

NEW OR RENEWAL:

This is a renewal of existing contract.

ANY OTHER PERTINENT INFORMATION:

The Kalamazoo County Park Commission approved the agreement at their last regular meeting.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, (269) 383-8787
dmranch@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 3, 2016

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Insurance Release for Property Damage – Expo Center

SPECIFIC ACTION REQUESTED:

Approve the insurance release for property damage at the Kalamazoo County Expo Center.

DESCRIPTION OF ACTION (dollar amount, purpose):

On January 29, a garage door and a fire alarm pull were damaged during the Traditional Bow Hunters Expo. The events organizer's insurance carrier has paid for repairs and has requested that the County sign the release. The repairs have been completed to the County's satisfaction.

TIME FRAME OF ACTION:

Repairs are already completed.

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

No County funds are requested.

PERSONNEL IF REQUIRED:

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

NA

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, 383-8787, dmrach@kalcounty.com

9.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 3 , 2016

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: National Street Rod Contract - 2018

SPECIFIC ACTION REQUESTED:

Approve the 2018 National Street Rod Event Contract for the use of the Kalamazoo County Expo Center. The 2018 event is scheduled for September 7 thru September 9, 2018.

DESCRIPTION OF ACTION (dollar amount, purpose):

Approve the 2017 National Street Rod Event Contract for \$17,324.

TIME FRAME OF ACTION:

This contract is for the 2018 Street Rod NATS event.

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)

NA

NEW OR RENEWAL:

Contracts for 2016 and 2017 have previously been approved. This contract will allow for the 32nd consecutive Street Rod event at the Expo Center and Fairground.

ANY OTHER PERTINENT INFORMATION:

The National Street Rod Show contracts come to 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. The National Street Rod Show is the largest event hosted at the Expo Center and Fairground and according to the CVB the event contributes over \$3.5 million to our local community. The event attracts 35,000 visitors and utilizes 3880 local hotel room nights.

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:

David Rachowicz, (269) 383-8787

Email: dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: **May 3, 2016**

DEPARTMENT: **Treasurer**

PREPARED BY: **Mary Balkema**

SUBJECT: **Position Creation/Elimination**

SPECIFIC ACTION REQUESTED:

We are requesting elimination of the Accountant position (10846-001) and creation of a new Deputy Treasurer position (TBD).

DESCRIPTION OF ACTION (dollar amount, purpose):

This position elimination and creation will better fit the organizational needs of our Department. The new Deputy Treasurer position has been assigned a K10 band by the Hay Consultant and the previous Accountant position is a K07. Under the current pay scales, this change will result in an annual increase of \$14,123.20 - \$19,052.80.

TIME FRAME OF ACTION:

Effective 2/10/2016.

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)

Eliminate:

Fund & Activity	Position #	Position Title	Band	FTE	Salary Range	Eff Date
101-253	10846-001	Accountant	K07	1.0	\$36,753.60 - \$49,608.00	5/4/2016

Create:

Fund & Activity	Position #	Position Title	Band	FTE	Salary Range	Eff Date
101-253	TBD	Deputy Treasurer	K10	1.0	\$50,876.80 - \$68,660.80	5/4/2016

NEW OR 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: Mary Balkema 384-8134



STATE OF MICHIGAN
STATE 911 COMMITTEE
LANSING

RICK SNYDER
GOVERNOR

MR. TIM SMITH
CHAIR

January 25, 2016

Dear County Coordinator:

The following communication has been sent to your County Clerk.

Under MCL 484.1714(1)(g) the State 911 Committee is required to provide notice to communication providers of the 911 surcharges in Michigan. This includes the counties' 911 operational surcharges and the state 911 fee.

MCL 484.1401b allows a county board of commissioners to assess up to \$0.42 a month by commissioner resolution.

If a county commission determines that it is necessary for the county to enact a local surcharge that is more than \$0.42 per month **and** in excess of the monthly amount that was approved for the county by the Michigan Public Service Commission under U-15489, the voters of the county must approve the increased surcharge.

In order for an increase to be effective beginning July 1, 2016, the county must have a current ballot proposal that has been passed no later than the May 2016 election date. **If the May 2016 date is missed, the next surcharge effective change date is July 2017.** Please refer to your county's legal counsel for details for proper county commission action to place a question on a May 2016 ballot.

*If the county is collecting a 911 surcharge between July 1, 2016, and June 30, 2017, based on a ballot proposal, **at a minimum, that ballot proposal must be valid for at least the entire collection period between July 1, 2016, and June 30, 2017, on the statutory due date of May 15, 2016.***

In order to make the proper notice to the communication providers about the counties' 911 surcharges, please follow one of the four options below:

1. Not collecting local surcharge

If the county is **not** going to collect a local 911 operational surcharge between July 1, 2016, and June 30, 2017, please provide a letter to the State 911 Office **no later than 4 p.m., Friday, May 13, 2016**, stating that the county will **not** be collecting the local 911 surcharge. Please include a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) with the county's letter.

Please use Template A for this option.

2. Continue collecting surcharge with no changes

If the county is going to **continue collection** of its current local 911 surcharge with **no change** in the present amount between July 1, 2016, and June 30, 2017, please provide a letter to the State 911 Office **no later than 4 p.m., Friday, May 13, 2016**, stating that the county is going to continue collection of the local 911 surcharge with no change in its present amount. Please include a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) with the county's letter.

ASSOCIATION OF PUBLIC SAFETY COMMUNICATIONS OFFICIALS • COMMERCIAL MOBILE RADIO SERVICE • DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS • DEPARTMENT OF STATE POLICE • DEPUTY SHERIFF'S ASSOCIATION • FRATERNAL ORDER OF POLICE • MICHIGAN ASSOCIATION OF AMBULANCE SERVICES • MICHIGAN ASSOCIATION OF CHIEFS OF POLICE • MICHIGAN ASSOCIATION OF COUNTIES • MICHIGAN COMMUNICATIONS DIRECTORS ASSOCIATION • MICHIGAN ASSOCIATION OF FIRE CHIEFS • MICHIGAN PROFESSIONAL FIREFIGHTERS UNION • MICHIGAN PUBLIC SERVICE COMMISSION • MICHIGAN SHERIFF'S ASSOCIATION • MICHIGAN STATE POLICE TROOPERS ASSOCIATION • NATIONAL EMERGENCY NUMBER ASSOCIATION • TELECOMMUNICATIONS ASSOCIATION OF MICHIGAN • UPPER PENINSULA EMERGENCY MEDICAL SERVICES • MEMBERS OF THE GENERAL PUBLIC APPOINTED BY THE GOVERNOR, SPEAKER OF THE HOUSE, AND MAJORITY LEADER OF THE SENATE

Please use Template B if collection is by county commissioners' resolution or MPSC U-15489.
Please use Template C if collection is by ballot proposal.

3. Changing surcharge amount

If the county is going to **change** its local 911 surcharge (whether an increase or decrease) under either process set forth in MCL 484.1401b (1)(a) & (b), please do **one of the following** as appropriate:

- a) If the county is going to **change** its surcharge by **county board of commission resolution** to collect **\$0.42 or less per month**, or less than allowed under MPSC U-15489, a notarized or certified copy of the county commissioner's resolution setting the local monthly 911 surcharge and a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) must be provided. Both documents, the resolution and the completed SNC-500, must be received by the State 911 Office **no later than 4 p.m., Friday, May 13, 2016.**
- b) If the county is going to **change** its current surcharge pursuant to **voter approval** to collect **more than \$0.42 per month**, please provide:
 1. A copy of the clerk's certified ballot determination. (That ballot must be valid until at least June 30, 2017).
 2. A notarized or certified copy of the county commissioner's resolution setting the local monthly 911 surcharge.
 3. A letter from the county confirming the 911 surcharge.
Please use Template D for this option.
 4. A completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc).

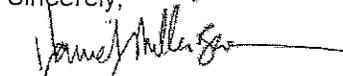
All four documents must be provided and received by the State 911 Office **no later than 4 p.m., Friday, May 13, 2016.**

All documents are to be returned by e-mail to: hansels@michigan.gov

Under MCL 484.1401b (7), the above information is due to the State 911 Committee no later than 4 p.m., Friday, May 13, 2016; however, if it is possible for the county to do so, earlier responses will be accepted and are encouraged. Failure to meet the May 13 deadline may result in the inability of the State 911 Office to notify the communication providers prior to the annual deadline and can adversely affect the collection of your county's local 911 surcharge.

If you have any questions, please do not hesitate to contact me at (517) 243-2075 or by e-mail at miller-brownh@michigan.gov.

Sincerely,



Ms. Harriet Miller-Brown
State 911 Administrator
Enclosures (4)



Board of Commissioners

201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007-3777

Phone: (269) 384-8111 • Fax: (269) 384-8032

May 3, 2016

State of Michigan
State 911 Committee
333 South Grand Avenue
P.O. Box 30634
Lansing, MI 48909

Dear Ms. Miller-Brown:

Please be advised that Kalamazoo County will continue collection of its local commission-enacted 911 surcharge of \$.42 with no change in the amount from July 1, 2016 through June 30, 2017.

Sincerely,

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

Timothy A. Snow
County Clerk/Register of Deeds

V.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 3, 2016

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine Cunningham, Human Resources Director

SUBJECT: Labor Counsel Contract Extension

SPECIFIC ACTION REQUESTED:

Approval of a one (1) year extension to the existing contract with Cohl, Stoker & Toskey to provide ongoing labor counsel services.

DESCRIPTION OF ACTION (dollar amount, purpose):

The County's current contract with Cohl, Stoker & Toskey expires on June 30, 2016. We respectfully request that the contract be extended for one year and expire on June 30, 2017 in order to complete ongoing union negotiations with the Fraternal Order of Police (FOP) Units.

In January 2017, the Human Resources Department will begin the Request for Proposal (RFP) process to solicit proposals for Labor Counsel services for July 1, 2017-June 20, 2020.

TIME FRAME OF ACTION:

Effective 7/1/2016.

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

N/A

PERSONNEL IF REQUIRED:

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

N/A

NEW OR RENEWAL:

Renewal/extension

CONTACT PERSON WITH PHONE NUMBER:

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



ADMINISTRATIVE SERVICES MEMORANDUM

TO: KALAMAZOO COUNTY BOARD OF COMMISSIONERS

FROM: JOHN P. TAYLOR, CHAIRPERSON
SHERIFF RICHARD FULLER
TRACIE MOORED, CONTROLLER
JOHN FAUL, DEPUTY ADMINISTRATOR
THOM CANNY, CORPORATE COUNSEL

DATE: APRIL 27, 2016

SUBJECT: RECOMMENDATION TO APPROVE AMENDMENTS TO THE POLICE PROTECTION AGREEMENT WITH OSHTEMO CHARTER TOWNSHIP

Beginning in 1993, the Kalamazoo County Sheriff's Department and the County of Kalamazoo have entered into annual Police Protection Agreements with Oshtemo Charter Township. Under these Agreements, the Township purchased police protection services from the County and Sheriff. The current Police Protection Agreement is in effect until December 31, 2016 and requires that the Township pay the County \$1,025,890 for the services of six (6) full-time patrol officers, one (1) full-time sergeant, and one (1) full-time Lieutenant.

Beginning in January, representatives from Oshtemo Charter Township and representatives from the Sheriff's Office, the County Board of Commissioners, and County Administration, met on a regular basis to discuss ways to improve the Agreement. Oshtemo Charter Township's representatives included the Township's Supervisor, Attorney, Police Specialist, Fire Chief, and Trustee Ford. The County's representatives included the Sheriff, Captain VanDyken, Chairperson Taylor, the Administrator, Controller, and Corporate Counsel.

These discussions focused on two (2) topics, and have been extremely positive. The first topic concerned the desire to amend the current 2016 contract to better define the duties and responsibilities of the full-time Lieutenant assigned to the Township; to better define and describe the Crime Watch and similar data the Sheriff's Office will report to the Township; and to add an additional Deputy Sheriff who will serve as a Community Policing Officer. The second topic involves determining the policing service model the Township would like to use in future years.

At this time, the Township and County representatives have reached an agreement in regards to amending the 2016 Agreement. The proposed changes concern the duties of the Lieutenant assigned to the Township; the Crime Watch statistics and similar data the Sheriff's Office will report to the Township; and to add an additional Deputy Sheriff who will serve as a Community Policing Officer. The Oshtemo Charter Township Board of Trustees considered and approved the proposed changes at its meeting on Tuesday April 12, 2016.

Sheriff Fuller and Chairperson Taylor discussed the proposed changes with the Board of Commissioners at your April 19, 2016 meeting. Those discussions were very positive and we recommend that the Board approve an Amendment to the current Agreement at your meeting on May 3, 2016. At the same time, we will continue our discussions with Oshtemo Charter Township in regards to the policing model the Township would like to have in place in 2017

Thank you for your time and consideration to this memorandum. Please feel free to contact any of us if you have questions or concerns regarding this matter.