
BOARD OF
COMMISSIONERS'
MEETING



May 16, 2017

**NOTICE AND AGENDA FOR
MAY 16, 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, May 16, 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

CONSENT AGENDA

- A. Request for Approval of 25 Year Resolution Honoring Vern Johnson

Circuit Court

- B. Request for Approval to Accept Grant from Kalamazoo Community Foundation – Drug Treatment Court Fund

Finance

- C. Request for Approval of License Upgrade Agreement with Tyler Technologies for Advanced Scheduling Portion of Timekeeping System

Health & Community Services

- D. Request for Approval of an Amendment to the Addendum Letter of Renewal for 2017 Sublease with Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS)
- E. Request for Approval to Use Technology Reserve Funding for Electronic Health Record Software Replacement
- F. Request for Approval of Grant Agreement with Michigan Medicare/Medicaid Assistance Program (MMAAP) for the State Health Insurance Assistance Program (SHIP)
- G. Request for Approval to Accept Statement of Grant Award from the MI Aging & Adult Services Agency for Region 3A Area Agency on Aging
- H. Request for Approval to Submit a Grant Proposal to the Irving S. Gilmore Foundation and Kalamazoo Community Foundation Fetzer Fund for the Area Agency on Aging IIIA
- I. Request for Approval of Notice of Funds Available (NFA) #3 for the Low Income Home Energy Assistance Program (LIHEAP) WAP16-39015 from the Michigan Department of Health & Human Services (MDHHS)

Human Resources

- J. Request for Approval of Agreement with C2 Consulting to Continue the Leadership

Academy in 2018

K. Request for Approval of a Contract with HUMANeX to Conduct Cultural Assessment within Kalamazoo County Government

Prosecuting Attorney

L. Request for Approval of the Creation of Two Temporary Sexual Assault Kit Project Investigator Positions and Approval of Employment Agreements with Brian Beauchamp & Charles Dahlinger (State Funding)

Sheriff

M. Request for Approval of Interlocal Agreement for the Southwest Enforcement Team (SWET)

Treasurer

N. Request for Approval of Resolution to Utilize the County's Option to Acquire Tax Foreclosed Properties

Board of Commissioners

O. Request for Approval of Transfers and Disbursements

P. Request for Approval of Appointments to Various Advisory Boards

Q. Request for Approval of Settlement Agreement with Vicksburg Mill

NON-CONSENT AGENDA ITEMS

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

R. Request for Approval of Appointment to Aeronautics Board

S. Request for Approval of Resolution in Support of Shutting Down Enbridge Pipeline Under the Straits of Mackinac

ITEM 9 Old Business

ITEM 10 New Business

T. Request for Approval to Accept Letter of Resignation from Mr. Bill Becker from the Veterans' Affairs Committee

ITEM 11 County Administrator's Report

ITEM 12 Members' Time

ITEM 13 Vice Chairperson's Report

ITEM 14 Chairperson's Report

ITEM 15 Adjournment

Dina Sutton

Dina Sutton
Administrator's Executive Coordinator

MAY 10, 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
Administrator's Executive Coordinator
KALAMAZOO COUNTY GOVERNMENT
201 West Kalamazoo Avenue
Kalamazoo, Michigan 49007
TELEPHONE: (269)384-8111



Kalamazoo County Board of Commissioners
RESOLUTION HONORING
Vern Johnson, Jr.

WHEREAS, Vern Johnson, Jr. has served the citizens of Kalamazoo County for twenty-five (25) years as of May 11, 2017; and

WHEREAS, Vern Johnson, Jr. has faithfully served as Environmental Health Division Manager; and

WHEREAS, the County of Kalamazoo wishes to acknowledge and honor employees who have longevity under the umbrella of County Government, since it is through longevity that expertise in the employee's particular field is achieved.

NOW, THEREFORE, BE IT RESOLVED that the Kalamazoo County Board of Commissioners does hereby acknowledge with gratitude the many years of dedication and service Vern Johnson, Jr. has imparted to the citizens of the County and offers its best wishes for many more years of mutual association.

STATE OF MICHIGAN)
)SS
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk Register, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on May 16, 2017.

Timothy A. Snow
County Clerk/Register

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: **May 16, 2017**

DEPARTMENT: **9th Circuit Court**

PREPARED BY: **Sara Green**

SUBJECT: **Grant Acceptance for Drug Treatment Court Program**

SPECIFIC ACTION REQUESTED:

Permission to accept a grant from the Kalamazoo Community Foundation-Drug Treatment Court Fund

DESCRIPTION OF ACTION (dollar amount, purpose):

\$225,000 to support the Men's/Women's/Juvenile and Family Dependency Treatment Court Programs

\$225,000 to support the Men's/Women's/Juvenile and Family Dependency Treatment Court Programs (treatment, program evaluations, training, pro-social activities, life coaching, equipment replacement, drug testing supplies, contractual grant writer, and drug testing costs).

Contractual (pro-social, life coaching, treatment, drug testing costs) = \$139,200

Supplies=\$60,000

Contractual grant writer = \$800

Program Evaluations =\$25,000

**This budget is subject to amendment.

TIME FRAME OF ACTION:

October 1, 2016-September 30, 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)

N/A

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 383-6469

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 16, 2017

DEPARTMENT: Finance

PREPARED BY: Lisa A. Robert

SUBJECT: Approval of License Upgrade Agreement with Tyler Technologies for Advanced Scheduling Portion of Timekeeping System

SPECIFIC ACTION REQUESTED:

Approval of License Upgrade Agreement with Tyler Technologies for advanced scheduling portion of the advanced timekeeping system.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Board of Commissioners approved the original purchase agreement for the advanced timekeeping system on July 5, 2016. As part of the project implementation, we realized that greater efficiencies could be created by expanding the license count for the advanced scheduling portion of this project from 500 users to 1,000 users. This increase in licenses will provide additional tools for Supervisors to ensure the accuracy of each employee's timesheet.

TIME FRAME OF ACTION:

Effective immediately.

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

2016 Technology Funds

The cost of these additional licenses was built into the original \$300,000 purchase estimate approved by the BOC. No additional funds are required.

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:

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: Lisa A. Robert 383-8686

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** May 16, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James A. Rutherford, MPA, Health Officer/Director**SUBJECT:** APPROVAL OF AN AMENDMENT TO ADDENDUM LETTER OF RENEWAL FOR 2017 SUBLEASE WITH KALAMAZOO COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES**SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval of an amendment to addendum letter of renewal for the sublease between the County and Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) for the period of May 16, 2017 through December 31, 2017.

DESCRIPTION OF ACTION:

The sublease amendment conveys a per square foot rate of fifteen dollars (\$15.00), to be paid monthly, in the amount of \$305 for the total rental space of 244 sq. ft. The total of the seven and one-half month sublease term is \$2,287.50. This is an amendment to an amendment to addendum letter of renewal approved by the BOC at the December 20, 2016 meeting.

TIME FRAME OF ACTION:

The sublease amendment is effective May 16, 2017 through December 31, 2017.

FUNDING SOURCE IF REQUIRED:

N/A

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL:

Amendment

ANY OTHER PERTINENT INFORMATION:

KCMHSAS will be vacating the Nazareth building, with the exception of the space outlined in the Description of Action above. There are no issues or concerns otherwise.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Kristin Tekiele, Deputy Director—Financial Management and Administration, at 373-5254 or kmtteki@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** May 16, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James A. Rutherford, MPA, Health Officer/Director**SUBJECT: APPROVAL OF THE USE OF TECHNOLOGY RESERVE FUNDING FOR ELECTRONIC HEALTH RECORD (EHR) SOFTWARE REPLACEMENT****SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval of up to \$150,000 to purchase an Electronic Health Record (EHR) software package. The EHR package will replace the current Netsmart Insight EHR system that is currently in use at HCS. Due to discontinued Microsoft Extended support for the Insight database (SQL 2008) in July, 2019, the EHR replacement must be purchased and fully operational before July, 2019. The request for \$150,000 is for the initial EHR costs and is based on preliminary review and ranking of various EHR solutions.

DESCRIPTION OF ACTION (dollar amount, purpose):

Netsmart Corporation announced last year that the Microsoft Extended support for the database that is used for Insight EHR would expire in July, 2019. Netsmart indicated that it had no plans to change or upgrade Insight to enable it to work on a current, supported Microsoft database. The apparent choices for Local Health Departments using Insight were to 1) continue to run Insight on an unsupported database or 2) purchase a new EHR.

Insight is currently used to serve STD, Immunization, Tuberculosis, Hearing and Vision, BCCNP (Breast and Cervical Cancer Control Navigation Program) and CSHCS (Children's Special Health Care Services) clients. The EHR is imperative to maintain HCS programs and funding facilitated through Medical Insurance billing.

A final purchase decision will be presented to the board for approval, pending further discovery in compliance with the County's Purchasing Policy.

The County's Office of Finance and Information Systems Department have been consulted and is in agreement with this proposal.

TIME FRAME OF ACTION:

The new EHR will be purchased and implemented during 2017 and 2018.

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

The initial costs of up to \$150,000 will be funded through the County Technology Reserves. Additional monthly/annual maintenance costs will be funded through HCS operations, similar in fashion to the current Insight EHR annual maintenance costs.

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL:

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** May 16, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James A. Rutherford, MPA, Health Officer/Director**SUBJECT:** APPROVAL OF GRANT FROM THE MICHIGAN
MEDICARE/MEDICAID ASSISTANCE PROGRAM (MMAP) TO
THE AREA AGENCY ON AGING IIIA FOR THE STATE HEALTH
INSURANCE ASSISTANCE PROGRAM (SHIP)**SPECIFIC ACTION REQUESTED**

HCS Administration requests Board approval of a grant from the Michigan Medicare/Medicaid Assistance Program (MMAP) to the Area Agency on Aging IIIA to support the State Health Insurance Assistance Program (SHIP).

DESCRIPTION OF ACTION

The funds are intended to support the recruiting, training, and on-going support of MMAP volunteers whose objective is to provide unbiased health benefits counseling and information on Medicare, Medicaid, Medigap, long-term care insurance and related issues to Kalamazoo County's older adults and disabled population and their family members.

TIME FRAME OF ACTION

The budget period covered by this agreement is from April 1, 2017 through March 31, 2018. The amount awarded is for four months of the grant year in the amount of \$5,845.00

FUNDING SOURCE

Funding is from the Dept. of Health & Human Services/Administration for Community Living through the MI Dept. of Health & Human Services/Aging & Adult Services Agency.

PERSONNEL

N/A

NEW OR RENEWAL

Renewal

ANY OTHER PERTINENT INFORMATION

This program is sub-contracted to Senior Services Southwest MI.

PROCUREMENT

N/A

CONTACT PERSON

Judy Sivak, Area Agency on Aging Director at 373-5153 or at jasiva@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** May 16, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James A. Rutherford, MPA, Health Officer/Director**SUBJECT:** ACCEPTANCE OF STATEMENT OF GRANT AWARD FROM THE MI AGING & ADULT SERVICES AGENCY TO THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT, REGION 3A AREA AGENCY ON AGING**SPECIFIC ACTION REQUESTED**

HCS Administration requests Board approval to accept a Statement of Grant Award (SGA) #2017-4 from the MI Aging & Adult Services Agency to the Kalamazoo County Health & Community Services Dept., Region 3A Area Agency on Aging, to support older adult service programs. This is a funding increase of \$65,511. SGA 2017-3 totaling \$1,276,174 was approved by BOC on April 18, 2017. With the additional funding from 2017-4, this brings the total amount awarded to \$1,341,685 for the period October 1, 2016 through September 30, 2017.

DESCRIPTION OF ACTION

This grant award reflects additional state and federal funds allocated for the 2017 fiscal year. Acceptance of this funding allows the continued provision of a range of services provided by the AAALIA and community partners, designed to help older persons remain independent in their own homes and communities, along with assisting residents in licensed long-term care facilities with concerns about care and quality of life issues.

TIME FRAME OF ACTION

The action covers the Fiscal Year October 1, 2016 through September 30, 2017.

FUNDING SOURCE

The funding represents the most recent calculations of state administrative funds and federal awards for FY 2017.

PERSONNEL

N/A

NEW OR RENEWAL

Renewal - SGA #3

ANY OTHER PERTINENT INFORMATION:

The Aging & Adult Services Agency will issue amended Statement of Grant Awards upon approval of federal full-year 2017 funding.

PROCUREMENT INFORMATION

N/A

CONTACT PERSON:

Judy Sivak, Area Agency on Aging Director, 373-5153 or jasiva@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** May 16, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James A. Rutherford, MPA, Health Officer/Director**SUBJECT:** REQUEST FOR THE HEALTH & COMMUNITY SERVICES DEPT./AREA AGENCY ON AGING IIIA TO SUBMIT A GRANT PROPOSAL TO THE IRVING S. GILMORE FOUNDATION and KALAMAZOO COMMUNITY FOUNDATION FETZER FUND**SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval to submit a grant proposal to the Irving S. Gilmore Foundation to secure funding in the amount of \$30,000 and the Kalamazoo Community Foundation Fetzer Fund (KCF), in the amount of \$5,000, for the Area Agency on Aging IIIA's evidence based falls prevention and chronic disease self-management programs.

DESCRIPTION OF ACTION:

Funding for the Matter of Balance (falls prevention) and Personal Action Toward Health (chronic disease self-management) programs has been significantly reduced due to a change in priority of local funding sources. These one-year grant proposals will continue the programs for one more year and allow the AAA IIIA time to design a sustainability plan for the future. The programs are proven to work and improve a participant's health and quality of life, with many individuals able to participate more fully in family and community activities.

TIME FRAME OF ACTION

The grant proposal is for the Fiscal Year 2018, October 1, 2017 through September 30, 2018. The application deadline for KCF is May 22, 2017 and Gilmore is July 5, 2017.

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

These funds are from the Irving S. Gilmore Foundation and Fetzer Fund of the Kalamazoo Community Foundation.

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL

New

ANY OTHER PERTINENT INFORMATION:

Staff is in the process of identifying additional grant opportunities should funding from these sources be reduced.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON

Judy Sivak, Area Agency on Aging Director, 373-5153 or jasiva@kalcounty.com.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF:** May 16, 2017**DEPARTMENT:** Health & Community Services**PREPARED BY:** James A. Rutherford, MPA, Health Officer/Director**SUBJECT:** **APPROVAL OF THE NOTICE OF FUNDS AVAILABLE FOR THE LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) WAP16-39015 FROM MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES****SPECIFIC ACTION REQUESTED:**

HCS Administration requests Board approval for the Notice of Funds Available (NFA) #3 in the amount of \$23,259.00 for October 1, 2016 through September 30, 2017. The additional funding increases the original amount from \$116,293.00 to \$139,552.00. The original funding agreement was approved by the BOC on December 20, 2016.

DESCRIPTION OF ACTION (dollar amount, purpose):

The \$23,259.00 in LIHEAP funds are for the provision of expanded weatherization services. Weatherization housing services normally includes insulation of walls, floors and ceilings, ensures there is a tight air seal around the windows and doors, and includes health and safety inspections of furnaces and water heaters. There is a great need in the County for these services and the LIHEAP funds will invest in our citizens, help maintain their homes and reduce energy costs.

TIME FRAME OF ACTION:

The amendment is effective October 1, 2016 through September 30, 2017, which is the timeframe of the original contract.

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

No County funds are associated with this action. All funding is from the Michigan Department of Health and Human Services.

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL:

Renewal - NFA #3

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Amber Leverette, MPA, CAA Manager, at 373-5101 or at arleve@kalcounty.com.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 16, 2017
DEPARTMENT: Human Resources Department
PREPARED BY: Kristine Cunningham, Human Resources Director
SUBJECT: Kalamazoo County Government Leadership Academy

SPECIFIC ACTION REQUESTED:

Approval of renewal of an agreement with C2 Consulting to conduct the Leadership Academy in 2018.

DESCRIPTION OF ACTION (dollar amount, purpose):

For the facilitation of a professional leadership training program for all Kalamazoo County Government supervisors (maximum of 40 supervisors per year). This is a comprehensive leadership curriculum focusing on building the leadership skills of our current supervisors. Each session will cost \$7,000, with a total cost of \$28,000/year.

TIME FRAME OF ACTION:

May 1, 2017 through December 31, 2018.

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

101-939-956.95

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

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)

Purchasing policy provides that negotiations can be used in place of formal bidding for areas such as professional services. C2 Consulting designed the Leadership Academy curriculum specifically for our County supervisors and features local experts providing training on various topics such as team building, conflict management, coaching skills, diversity, etc. This is a renewal of an agreement with C2 Consulting.

CONTACT PERSON WITH PHONE NUMBER: Kristine Cunningham, 384-8100 or kdcunn@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 16, 2017

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine Cunningham, Human Resources Director

SUBJECT: HUMANeX Ventures Cultural Assessment

SPECIFIC ACTION REQUESTED:

Approval of a contract with HUMANeX Ventures to conduct a cultural assessment within Kalamazoo County Government and provide guidance in addressing any identified challenges. The contract is in the amount of \$19,250 per year for 3 years.

DESCRIPTION OF ACTION (dollar amount, purpose):

The INSIGHTeX Cultural Assessment will provide the County the opportunity to gain insight into attitudes, opinions and beliefs that make up the unique culture within our organization. The cultural assessment is a survey, focused on measuring the key elements of a strong and healthy culture. Upon completion of the survey, HUMANeX will facilitate feedback & action planning sessions with each department. In addition, the County will receive department level reports along with specific 'next steps'. Lastly, HUMANeX will conduct follow-up surveys to gauge improvements.

TIME FRAME OF ACTION:

June 1, 2017 – May 31, 2018

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

This has been budgeted for 2017 (General Fund – Training).

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)

Purchasing policy provides that negotiations can be used in place of formal bidding for areas such as professional services. The mission and values along with the processes used by HUMANeX Ventures align with the County's vision for this service. HR obtained additional estimates for the completion of an organization wide cultural assessment and development of cultural strategic plan. This vendor was selected due to their price, location in Kalamazoo County, and familiarity with our community and our organization.

NEW OR RENEWAL:

New

CONTACT PERSON WITH PHONE NUMBER: Kristine Cunningham, 384-8100 or kdcunn@kalcounty.com

BOARD AGENDA REQUEST FORM

ITEM L.

PROPOSED FOR BOARD MEETING OF: May 16, 2017

DEPARTMENT: Office of the Prosecuting Attorney

PREPARED BY: Jeffrey Getting, Prosecutor

SUBJECT: OPA Sexual Assault Kit Project Investigator
Employment Agreements

SPECIFIC ACTION REQUESTED:

Approve County of Kalamazoo Employment Agreements for two limited term Sexual Assault Kit Special Investigators.

DESCRIPTION OF ACTION (dollar amount, purpose):

On October 4, 2016, the KCBOC approved and signed the FY 2016-2017 Memorandum of Understanding (MOU) between the Department of Attorney General and the Kalamazoo County Prosecutor's Office for the Sexual Assault Kit Investigation project. 2015 PA 84 appropriated funding to the Department of Attorney General to assist local prosecutors with investigations and prosecutions of viable cases arising from the testing of previously untested sexual assault kits in 82 Michigan counties, including Kalamazoo County.

Through execution of the MOU, the Michigan Department of Attorney General agrees to reimburse the OPA 1) up to \$99,216 for 2 limited term investigators and 2) up to \$45,000 for additional investigative associated costs including equipment, travel and supplies.

TIME FRAME OF ACTION:

10/1/2016 through 9/30/2017.

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

The MOU includes \$144,216 in State funds and requires no match.

PERSONNEL IF REQUIRED:

CREATE:

<u>Account:</u>	<u>Position #</u>	<u>FTE</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective</u>
101-229	Sexual Assault Kit Project Investigator #TBD	0.0	00	per contract	05/16/2017

CONTACT PERSON WITH PHONE NUMBER:

Jeffrey Getting, Prosecutor, (269) 383-8955

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 16th, 2017

DEPARTMENT: The Kalamazoo County Sheriff's Office

PREPARED BY: Richard C. Fuller III, Sheriff

SUBJECT: Interlocal Agreement for the Southwest Enforcement Team (SWET)

SPECIFIC ACTION REQUESTED:

Approve the agreement to create the Southwest Enforcement Team (S.W.E.T.) for the purpose of combining efforts toward the enforcement of narcotic and controlled substance laws in the State of Michigan.

DESCRIPTION OF ACTION (dollar amount, purpose):

This is a continuing of our current agreements.

TIME FRAME OF ACTION:

Immediate

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

NA

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

Renewal

ANY OTHER PERTINENT INFORMATION:

Since this team's inception The Kalamazoo County Sheriff's Office has maintained one member on the team.

PROCUREMENT INFORMATION:

The sub-agreement (MSP Project #JAG-70888-SWET-2017, CFDA #16.738) still remains active for the SWET contract for the active grant year. This is not a replacement for that agreement, it is an organizational agreement for the agencies involved.

CONTACT PERSON WITH PHONE NUMBER:

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

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF: May 16, 2017****DEPARTMENT: Treasurer's Office****PREPARED BY: Mary Balkema, County Treasurer****SUBJECT: Resolution to utilize the County's option to acquire tax foreclosed properties****SPECIFIC ACTION REQUESTED:**

I am requesting the County Board of Commissioners utilize their local option to acquire tax foreclosed properties not otherwise optioned by the State of Michigan or other local units of government.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo County Land Bank Authority (KCLBA) is requesting that the County exercise the "first right of refusal" to acquire 29 properties that meet the criteria outlined in the Authorities priorities. The funding comes from the U.S. Department of the Treasury under its Hardest Hit Fund (HHF). The 28 structures will be demolished to continue our priority to target blight. The grant gives the authorization to pay the back taxes to the County Treasurer in full. 28 parcels will be demolished and 1 parcel will go thru the Expedited Quiet Title Process and will pay the delinquent taxes in full.

TIME FRAME OF ACTION:

June – December 2017

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

The cost to acquire the parcels will be paid by the Hardest Hit Grant. The total allocation to the Kalamazoo County Land Bank Authority to demolish the residential parcels totaled \$1,260,630.00.

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)

NEW OR RENEWAL:

New

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



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners
FROM: Dina Sutton
DATE: May 5, 2017
SUBJECT: Board Appointment Committee Recommendations

For consideration at your May 16, 2017 Board meeting, the Board Appointment Committee is recommending the following appointments/reappointments:

- + Building Authority:
 - o Mark Lee for a term commencing May 1, 2017 through April 30, 2020
- + Remonumentation Peer Review Group:
 - o Mark Lee for a term commencing March 1, 22017 through February 28, 2020
- + Community Action Tripartite Advisory Board:
 - o Amy Helmuth for a term commencing April 1, 2016 through March 31, 2019

Thank you for your consideration.



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners
FROM: Dina Sutton
DATE: May 5, 2017
SUBJECT: Aeronautics Board Appointment

For consideration at your May 16, 2017 Board meeting you will need to appoint one of the following candidates to the Aeronautics Board for a term commencing August 1, 2014 through July 31, 2020:

✚ Eric Rankin or Dan Farrell

Thank you for your time and consideration.