

The seal of Callahan County Government is a semi-circular emblem. It features a landscape with a river in the foreground, a line of trees in the middle ground, and a sun or moon in the sky. The text "CALLAHAN COUNTY GOVERNMENT" is written in a semi-circle along the top edge of the seal.

**Board of
Commissioners'
Meeting**

May 20, 2014

**NOTICE AND AGENDA FOR
MAY 20, 2014 MEETING
OF THE
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for Tuesday, May 20, 2014, at 7:00 p.m. in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

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

- A. Request for Approval of Resolution Honoring 50th Anniversary of Community Action Agency

CONSENT AGENDA

- B. Request for Approval of 25 Year Resolution Honoring Beth Drake

Buildings and Grounds

- C. Request for Approval of Elevator Contract for the Juvenile Home with Otis Elevator Company
- D. Request for Approval of Elimination/Creation of Positions for Airport Personnel (General Fund)

Health & Community Services

- E. Request for Approval of Amendment #3 to the 2013/2014 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH)
- F. Request for Approval of Grant Agreement from the Michigan Medicare/Medicaid Assistance Program (MMAP) to Support the State Health Insurance Assistance Program (SHIP)
- G. Request for Approval to Accept Statement of Grant Award from the MI Office of Services to the Aging (OSA)
- H. Request for Approval of Multiple Amendments to Purchase of Service Agreements with Various Providers of Service for HCS Area Agency on Aging
- I. Request for Approval of Breast and Cervical Cancer Control Program (BCCCP) Agreements and Business Associate Agreements with Multiple Service Providers
- J. Request for Approval to Accept a Cost Extension to the Grant Award from the Federal Department of Health & Human Services, Health Resources & Services Administration (HRSA)
- K. Request for Approval to Apply for the Maternal Infant Early Childhood Home Visiting

Initiative (MIECHV) Expansion Grant Funding from the Michigan Department of Community Health (MDCH)

L. Request for Approval to Accept SCBG14-29015 Community Service Block Grant (CSBG) Notice of Funds Available (NFA) #2 from the Michigan Department of Human Services (MDHS)

M. Request for Approval of Amendment #3 to the Agreement for the DOE 13-39015 Weatherization Assistance Program from the Michigan Department of Human Services (MDHS)

Parks & Expo Center

N. Request for Approval to Request Funds from the Markin Glen Endowment Fund

O. Request for Approval of Cold Brook County Park Boat Ramp Construction Change Order with James Fulton Excavating Contractors

Purchasing

P. Request for Approval of Contract Extension for Office Supplies with Zemlick Office Products

Sheriff

Q. Request for Approval to Transfer Funds from the Corrections Officers Training Fund to the Life Skills Inmate Rehabilitation Program

R. Request for Approval of Memorandum of Understanding with the City of Kalamazoo to Continue as Fiduciary for the JAG Grant and to Accept the 2014 JAG Grant

Board of Commissioners

S. Request for Approval of Transfers and Disbursements

T. Request for Approval of the Appointment of James Spurr to the Economic Development Corporation/Brownfield Redevelopment Authority

U. Request for Approval to Allocate Funds to the Michigan Department of Human Services for the Child Care Fund

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

MAY 14, 2014

MEETINGS OF THE KALAMAZOO COUNTY BOARD OF COMMISSIONERS ARE OPEN TO ALL WITHOUT REGARD TO RACE, SEX, COLOR, AGE, NATIONAL ORIGIN, RELIGION, HEIGHT, WEIGHT, MARITAL STATUS, POLITICAL AFFILIATION, SEXUAL ORIENTATION, GENDER IDENTITY OR DISABILITY. KALAMAZOO COUNTY WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING/HEARING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON FOUR (4) BUSINESS DAYS' NOTICE TO THE COUNTY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING:

Dina Sutton
Office Manager for Administrative Services
KALAMAZOO COUNTY GOVERNMENT
201 West Kalamazoo Avenue
Kalamazoo, Michigan 49007
TELEPHONE: (269)384-8111
TDD PHONE: (269)383-6464

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF:

DEPARTMENT: Buildings and Grounds

PREPARED BY: Randy E. Winterowd

SUBJECT: Elevator Contract

SPECIFIC ACTION REQUESTED:

The approval of the attached elevator contract for the elevators located at the Kalamazoo County Juvenile Home to be serviced by the Otis Elevator Company. Otis is the original installer of the elevators.

DESCRIPTION OF ACTION (dollar amount, purpose):

The new contract price is the same full service contract for both elevators for \$290.00 for a 3 year term with renewal.

The current contract is a full service contract with annual renewal for \$383.33 a month.

The savings breakdown for the new contract is as follows:

- \$93.33 a month
- \$1,119.96 a year
- \$3,359.88 over 3 years

TIME FRAME OF ACTION:

Immediate. Contract is for 3 year term starting 6/1/2014.

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

Child Care Fund

PERSONNEL IF REQUIRED:

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

NEW OR RENEWAL:

Renewal at negotiated rate and time.

ANY OTHER PERTINENT INFORMATION:

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 6, 2014

DEPARTMENT: Buildings & Grounds

PREPARED BY: Ron Kuivenhoven

SUBJECT: Airport Building Operator Upgrade

SPECIFIC ACTION REQUESTED:

Approval of the elimination and creation of Building Operator II at the Airport.

DESCRIPTION OF ACTION (dollar amount, purpose):

Upgrade position based on increased amount of responsibility due to location.

TIME FRAME OF ACTION:

When approved

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

General Fund

PERSONNEL IF REQUIRED:

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

ELIMINATE:

Account #	Position/#	Pay Range (annualized)	Grade	FTE	Effective
101-265	Building Operator/	\$26,769.60-31,886.40	S12a	1.0	05/06/2014

CREATE:

Account #	Position/#	Pay Range (annualized)	Grade	FTE	Effective
101-265	Building Operator II/	\$27,289.60-32,531.20	S12b	1.0	05/06/2014

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)

ANY OTHER PERTINENT INFORMATION:

This positions duties and responsibilities have increased due to the many new technologies and systems that were built into this building. The number of call ins has been greatly increased from the old terminal to this one.

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:

Randy Winterowd, Director – Buildings & Grounds @ 383-8954
Ron Kuivenhoven, Administrative Mgr.- Buildings & Grounds @ 383-8954

E.-M.



Kalamazoo County

Health & Community Services

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

DATE: May 20, 2014
TO: County Board of Commissioners
FROM: Lynne Norman, Acting Health Officer
RE: ITEMS FOR YOUR CONSIDERATION

A. APPROVAL OF AMENDMENT #3 TO THE 2013/2014 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

ACTION REQUESTED

HCS Administration requests Board approval of amendment #3 to the FY 2013/2014 Comprehensive Planning, Budgeting and Contracting (CPBC) agreement with the Michigan Department of Community Health (MDCH) for the period of October 1, 2013 to September 30, 2014 in an amount of \$3,527,075.

DESCRIPTION OF SUBJECT

The CPBC is the contracting mechanism whereby funding is provided for the delivery of public health services in accordance with minimum program requirements and applicable federal, state and local laws and regulations. The purpose of amendment #3 is to revise program specific assurance and requirements language as outlined in attachment III to the contract. This amendment does not affect the award total.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The \$3,527,075 funding level is comprised of a combination of Federal and State funds contracted via the Michigan Department of Community Health.

PERSONNEL

There are no needed position actions.

ISSUES/CONCERNS

If you have any questions, please contact Tammy Lahman, Health and Community Services, at 373-5257 or talahm@kalcountry.com

B. APPROVAL OF GRANT FROM THE MICHIGAN MEDICARE/MEDICAID ASSISTANCE PROGRAM (MMAP) TO THE HEALTH AND COMMUNITY SERVICES/AREA AGENCY ON AGING IIIA FOR THE STATE HEALTH INSURANCE ASSISTANCE PROGRAM (SHIP)

ACTION REQUESTED

HCS Administration requests Board approval of a grant from the Michigan Medicare/Medicaid Assistance Program (MMAP) to the Kalamazoo County HCS/Region IIIA Area Agency on Aging to support the State Health Insurance Assistance Program (SHIP), in the amount of \$15,023.00. The grant period is April 1, 2014 through March 31, 2015.

DESCRIPTION OF SUBJECT

These funds are intended to recruit, train, and support volunteers whose objective is to provide 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.

RELATIONSHIP TO GOALS

This program meets the goal of strengthening the capacity of individuals and families at risk within the community to take control of their lives and work towards self-sufficiency.

FUNDING SOURCE

There are no County funds associated with this request. Funding is from the state via a grant from the Center for Medicare/Medicaid Services.

PERSONNEL

There are no personnel issues associated with this request.

PROCUREMENT

There is no procurement issue associated with this request.

CONCERNS/ISSUES

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Area Agency on Aging Director at 373-5153 or at jasiva@kalcountry.com.

C. ACCEPTANCE OF STATEMENT OF GRANT AWARD FROM THE MI OFFICE OF SERVICES TO THE AGING (OSA) TO THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT, REGION IIIA AREA AGENCY ON AGING

ACTION REQUESTED

HCS Administration requests Board approval to accept Statement of Grant Award (SGA) 2014-#7 from the MI Office of Services to the Aging (OSA) in a total amount of \$82,916 for the period of October 1, 2013 through September 30, 2014.

DESCRIPTION OF SUBJECT

Statement of grant award 2014-#7 authorizes spending federal administrative and service funds for Fiscal Year 2014. Acceptance of these funds allows for the continued provision of a range of services provided by the AAAlIIA 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.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The funding represents allocations from the Older Michiganian's Act and Older American's Act through the MI Office of Services to the Aging. These awards bring total funding to date to \$1,538,614.

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 Judy Sivak, Director, Older Adult Services at 373-5153 or at jasiva@kalcounty.com.

D. APPROVAL OF MULTIPLE AMENDMENTS TO PURCHASE OF SERVICE AGREEMENTS WITH VARIOUS PROVIDERS OF SERVICE FOR HCS AREA AGENCY ON AGING

ACTION REQUESTED

HCS Administration requests Board approval of multiple Amendments to Purchase of Service (POS) agreements with the HCS/AAA3A and **various service providers noted below**. The Amendment removes the match requirement that was a part of the master POS Agreement beginning October 1, 2013 and ending September 30, 2016.

<u>Organization</u>	<u>Services</u>
A+ Nursing, Inc	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
Absolute Homecare & Medical	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
Advantage Private Nursing	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management
Arcadia Health Services of Michigan	Homemaking, Personal Care, In-Home Respite, Medication Management
Care N Assist	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
Critical Signal Technologies	Personal Emergency Response System
EARS, Inc.	Personal Emergency Response System
Fresh Perspective Home Care	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
Friends Who Care, Inc.	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
Guardian Medical Monitoring	Personal Emergency Response Systems and Automated Medication Dispensing Systems
Hospice Care of SW Michigan	Adult Day Care with and Without Transportation
Lakeshore Home Health Care	Homemaking, Personal Care, In-Home Respite, Medication Management
Right at Home of Kalamazoo	Homemaking, In-home Respite, Personal Care, Transportation
Senior Home Support	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.

Senior Services of SW Michigan	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management; Meals on Wheels; Liquid Nutritional Supplements.
Stay Home Companions	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
United Nursing Services, Inc.	Homemaking, Transportation, Personal Care, In-Home Respite, Medication Management.
Valued Relationships, Inc	Personal Response systems and Automated Medication Dispensing Systems.

DESCRIPTION OF SUBJECT

The Amendment removes the match requirement from the master POS agreement. Match requirements for HCS Area Agency on Aging are being fulfilled internally and in ways independent of current Service Providers, so the contract requirement is no longer necessary. These providers are a part of the purchase of service pool for the Choices for Independence Programs, providing clients a choice of various service providers. The services available will assist Kalamazoo County older adults (60 and over) to obtain/maintain the ability to stay in their own home for as long as possible, thus avoiding costly institutional care.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

No County funds are required. Funds are from federal and state grants.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

County Purchasing Policy is followed for these subcontractors.

ISSUES/CONCERNS

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

E. APPROVAL OF A BREAST AND CERVICAL CANCER CONTROL PROGRAM (BCCCP) AGREEMENTS AND BUSINESS ASSOCIATE AGREEMENTS WITH MULTIPLE SERVICE PROVIDERS

ACTION REQUESTED

HCS Administration requests Board approval of Service Agreements and Business Associate Agreements between the following service providers and HCS-Breast and Cervical Cancer Control Program for the provision of necessary program services. These agreements are effective on the dates identified and will automatically renew each year.

- Bronson Practice Management dba
Bronson Ob GYN Associates Effective April 1, 2014
- Community Mental Health Services of St. Joseph County dba
St. Joseph County Health Center Effective May 1, 2014

DESCRIPTION OF SUBJECT

The Breast and Cervical Cancer Control Program (BCCCP) is a Center for Disease Control and Prevention funded program under Title XV, which seeks to reduce the unacceptably high prevalence of breast and cervical cancer among poor, older women in the country. Kalamazoo County Health and Community Services Department serves an eight-county region through contracted providers who screen the targeted population. Medical providers who have agreed to participate in BCCCP will provide all or a portion of the enrollment, screening examination, diagnostic and consultation services for eligible women. Payment for the services described in the contract will be made by the State of Michigan at the standard Medicare based rates set annually by the Michigan Department of Community Health.

RELATIONSHIP TO GOALS

HCS works to improve the overall health of the community by reducing preventable disabilities and deaths. Deaths from breast and cervical cancer are preventable, and this program allows us to assist low-income women in obtaining early diagnosis of breast and cervical cancer.

FUNDING SOURCE

No County funds are required as a result of this action. Funding for this agreement is from the Michigan Department of Community Health through the CPBC Agreement.

PERSONNEL

There are no personnel associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Lynn Ann Jones, Women's Health Supervisor at 269-373-5383 or at lajone@kalamazoo.org

F. ACCEPTANCE OF A NO COST EXTENSION TO THE 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 no cost extension to the grant award from the Health Resources and Services Administration (HRSA) for the Kalamazoo County Healthy Babies Healthy Start project (HBHS), extending the project period through August, 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. The current grant cycle expires 5/31/14 and this no cost extension will support project costs during the gap period of June through August as we await notification of the next award cycle to begin September 1, 2014.

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

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

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

**G. PERMISSION TO APPLY FOR THE MATERNAL INFANT EARLY
CHILDHOOD HOME VISITING INITIATIVE (MIECHV) EXPANSION GRANT
FUNDING WHICH WILL ALLOW EXPANSION OF HOME VISITATION
SERVICES WITHIN THE HCS MATERNAL & CHILD HEALTH DIVISION**

ACTION REQUESTED

HCS Administration requests Board permission to apply to MDCH-MIECHV for funding available to expand home visitation services within the HCS Maternal & Child Health Division. This grant, if awarded, will cover the period of July 1, 2014 to September 30, 2016. Funding allocation for this proposal would not exceed \$550,229.

DESCRIPTION OF SUBJECT

This Grant application request is in response to an exploration assessment completed in the Fall, 2013 identifying the need to expand services within our home visitation projects to provide more services to our high risk populations and neighborhoods. The Maternal, Infant, and Early Childhood Home Visitation (MIECHV) grant facilitates collaboration and partnership at the Federal, State, and community levels to improve health and development outcomes of at-risk children through evidence-based home visitation programs.

RELATIONSHIP TO GOALS

This action is consistent with the HCS goal to strengthen the capacity of individual and families at risk within the community to take control of their lives.

FUNDING SOURCE

No County funds are required as a result of this action. Funding source for this agreement comes from the MDCH MIECHV grant.

PERSONNEL

The grant, if awarded, would allow for the creation of up to three (3) home visitation staff to be housed in the Healthy Babies Healthy Start Program.

PROCUREMENT

There is no procurement issue associated with this request.

ISSUES/CONCERNS

HCS Administration was notified of this funding availability in late April. The deadline for the grant submission to the Michigan Department of Community Health (MDCH) was before there was feasible time to seek permission from the County Board. Permission to apply pending approval from the County Board was given by Kalamazoo County Administration.

If you have any questions, please contact Deb Lenz, MCH Division Manager at 373-5024 or dllenz@kalcounty.com

H. ACCEPTANCE OF CSBG14-39015 COMMUNITY SERVICE BLOCK GRANT (CSBG) NOTICE OF FUNDS AVAILABLE (NFA), #2 FROM THE MICHIGAN DEPARTMENT OF HUMAN SERVICES

ACTION REQUESTED

HCS Administration requests Board approval to accept the Notice of Funds Available (NFA), #2 for the Community Service Block Grant (CSBG) from the Michigan Department of Human Services (DHS). NFA #2 is an increase of funding in the amount of \$406,364 in relation to the approved CSBG14-39015 contract that is effective October 1, 2013 through September 30, 2014. Original agreement was approved 7.2.13.

DESCRIPTION OF SUBJECT

NFA #2 for the CSBG14-39015 contract with DHS provides for an increase in funding from three identified CSBG funding streams – CSBG-14 contract year (\$313,106), Carry Forward funding from FY13 (\$73,258), and CSBG Discretionary funds (\$20,000). These funds will be used for emergency assistance to families in need, as well as program planning and promotion that will help to educate our community on ways to become self-sufficient and strengthen family units. Acceptance of NFA #2 allows the continued provision of a range of services that are designed to help families remain independent.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

There are no County funds associated with this request. The funding is from the Federal Community Service Block Grant (CSBG), which is distributed through the State of Michigan Department of Human Services (DHS). This action accounts for increased grant year funding as well as carry forward funding and discretionary funds. Total Grant award is now \$712,915.00

PERSONNEL

The CSBG Discretionary funding provides the means for a temporary paid internship for the Community Action Agency and Center for Health Equity. This request will be brought to the Board at the June 3rd general meeting.

PROCUREMENT

There is no procurement associated with this request.

ISSUES AND CONCERNS

There are no issues or concerns. If you have questions, please contact Karika A. Phillips, Health Equity Manager at 373-5061 or kaphil@kalamazoo.org.

I. APPROVAL OF AMENDMENT #3 TO THE AGREEMENT FOR THE DOE13-39015 WEATHERIZATION ASSISTANCE PROGRAM FROM THE MICHIGAN DEPARTMENT OF HUMAN SERVICES

ACTION REQUESTED

HCS Administration requests Board approval of Amendment #3 to the current agreement for the DOE Weatherization Assistance Program, from the Michigan Department of Human Services (DHS). Amendment #3 is increased funding in the amount of \$247,221.00 in relation to the approved DOE13-39015 contract that is effective July 1, 2013 through June 30, 2016. Original agreement approved 6.18.13.

DESCRIPTION OF SUBJECT

Amendment #3 is funding on behalf of the 2014 Program Year (July 1, 2014 – June 30, 2015) based upon the approved DOE13-39015 contract with DHS. Acceptance of this agreement allows the continued provision of a range of services designed to help families remain independent in their homes and communities. Services provided will include assisting families with home weatherization and client education activities.

RELATIONSHIP TO GOALS

The Health and Community Services Department enforces their overall goal for the Community Action Agency (CAA) as promoting, providing for and educating our community through all services offered to the best of its ability and with the highest standards of quality and community partnership. This agreement continues to further CAA's goal to promote and create a means to self-sufficiency for Kalamazoo County residents by assisting them to take control of their lives, while also helping to improve the housing stock in our community.

FUNDING SOURCE

There are no County general funds associated with this action. All funding is from the Michigan Department of Human Services (DHS) and the Department of Energy (DOE). Total contract funding for the DOE13-39015 is \$533,389.00

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 any questions, please contact Amber Leverette, CAA/CHE Housing & Neighborhoods Coordinator, at 373-5101 or at arleve@kalcounty.com.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 20, 2014

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Markin Glen County Park Endowment Fund Request

SPECIFIC ACTION REQUESTED:

Approve requesting \$27,305.31 from the Markin Glen Endowment Fund for the acquisition expense of property for Markin Glen County Park.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Markin Glen Endowment Fund is held by the Kalamazoo Community Foundation. It is funded by private donations and by the Parks Foundation of Kalamazoo County. Requests for funding must be approved by the County Board of Commissioners and the County Park Commission. As of 12/31/2013 there was \$1,071,151.22 in the Markin Glen Endowment Fund. Per the original land purchase plan approved by the County Board, \$27,305.31 is needed at this time for reimbursement for land acquisition expense that occurred in 2013. The purchase was an adjoining parcel acquired from the Kalamazoo County Treasurer during the tax foreclosure process.

TIME FRAME OF ACTION:

This is to pay for 2013 expenses of Markin Glen County Park.

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

100% paid from the Markin Glen endowed funds.

PERSONNEL IF REQUIRED:

NA

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)

ANY OTHER PERTINENT INFORMATION:

This request was approved by the Park Commission on May 1, 2014.

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, 383-8787, dmrach@kalamazoo.org

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 20, 2014

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Cold Brook County Park Boat Ramp Construction Contract Change Order

SPECIFIC ACTION REQUESTED:

Approve change orders for the Cold Brook County Park Boat Ramp Construction Contract

DESCRIPTION OF ACTION (dollar amount, purpose):

On October 1, 2013 the Kalamazoo County Board of Commissioners approved a contract with James Fulton Excavating Contractors to construct the new boat ramp at Cold Brook County Park. During the construction phase there is the need to make adjustments to the project due to damage of asphalt from last winters weather. The original contract was for \$\$45,019.17

The following is a summary of the proposed additions and deductions

Decrease HMA Paving	(\$3,500.17)
Additional Pulverize, Grading - 2,026 syd	<u>\$8,710.00</u>
Total Change Order Request	\$5,209.83

We will hire a local paving contractor to pave this along with additional work that needs to be done on the access drive to the boat ramp following last winter's weather. The new ramp is currently open for the public to use.

TIME FRAME OF ACTION:

This will be completed in 2014.

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

This additional expense will be funded with existing funds in the Park Improvement Fund #209.

PERSONNEL IF REQUIRED:

NEW OR RENEWAL:

This is change order on existing contract.

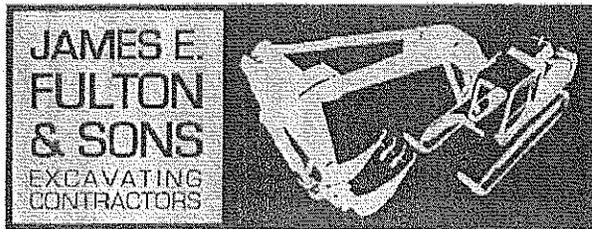
ANY OTHER PERTINENT INFORMATION:

The Park Commission has approved both of these projects and the approved the change order at the May 1, Park Commission Meeting.

PROCUREMENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER:

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



2516 MILLER ROAD
 KALAMAZOO, MICHIGAN 49001
 TELEPHONE (269) 385-3311
 FACSIMILE (269) 385-1005

Change Order Request

To: Kalamazoo County Parks
 Attn: Dave Rachowicz
 Address: 2900 Lake St.
 Kalamazoo Mi.
 Fax:

RFC # 005 – Additional Paving
 Date: April 18, 2014
 RE: Asphalt Prep
 Job: Cold Brook County Park
 Contract:
 Misc. Info:

Description	Quantity	Unit	Unit Price	Amount
Pulverize, grade and compact 2,026syd +/- per attached sketch - includes saw cutting and 2 loads of 22a gravel		Cy	15.00	\$8,710.00
Deduct amount in base bid – (Item No. 8) 6" Agg base & 3" HMA Paving	19.44	Syd	19.44	-\$3,500.17
Additional pricing/comments:				
-The additional gravel is to fill in the transition between the new ramp and asphalt				
-Paving to be completed by owner				
-Topsoil and seed along new paving edge by owner				
Total COR Amount ADD :				\$5,209.83

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 20, 2014

DEPARTMENT: Finance

PREPARED BY: Thomas G. O'Brien, Purchasing Coordinator

SUBJECT: Contract Extension for Office Supplies with Zemlick Office Products

SPECIFIC ACTION REQUESTED: Request Board approval of a contract extension with Zemlick Office Products to provide office supplies to County departments.

DESCRIPTION OF ACTION (dollar amount, purpose): Zemlick Office Products does not propose any changes to their discounts from the original proposal.

TIME FRAME OF ACTION: July 1, 2014 through December 31, 2014.

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) **None**

NEW OR RENEWAL: This is a contract renewal.

ANY OTHER PERTINENT INFORMATION:

Contract was extended only six months in order to leave open the possibility of participating in a joint bid for office supplies with other local agencies for a then projected start date of July 1, 2014. The lead agency has now determined that a joint bid for office supplies will go out to bid in the last half of the calendar year with the objective of starting a new contract on January 1, 2015.

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: Tom O'Brien, 383-8967

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 20, 2014

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Life Skills Program

SPECIFIC ACTION REQUESTED:

Approval \$25,000.00 from the Corrections Officers Training Fund to the Life Skills Inmate Rehabilitation Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

\$25,000.00 to fund the LIFE SKILLS inmate rehabilitation program. The Lifestyles Program has been very popular with the inmates, their families, and the department in rehabilitation as it gets the inmate focused on their life factors that led to incarceration. Follow up is offered when the inmate is released.

TIME FRAME OF ACTION:

Immediate

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

Local Corrections Training Fund

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

The local corrections officers training funds are revenues obtained from booking fees. The funds are restricted and may only be used for correction officer training and inmate programs. The current amount in the revenue account is \$284,916.29. The Sheriff's Office booking fee revenues are approximately \$60,000.00 annually with a small amount dedicated to Corrections Training and programs.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

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BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: May 20, 2014

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas

SUBJECT: MOU for 2014 JAG Grant and Grant allocation acceptance

SPECIFIC ACTION REQUESTED:

Approve MOU with the City of Kalamazoo for the City to continue as the fiduciary for the JAG Grant and also accept the 2014 JAG Grant allocation.

DESCRIPTION OF ACTION (dollar amount, purpose):

\$12,373.00 to be used for technology and law enforcement equipment

TIME FRAME OF ACTION:

Oct 1, 2014 to September 30, 2016

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

Federal JAG Grant Allocation

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

Renewal although the amount of the allocation is different.

ANY OTHER PERTINENT INFORMATION:

JAG Grants are 'reverse' grants whereby the agency is first contacted with an allocated amount of funds. The agency then decides where to apply the funds over the next two years and completes the process to receive the allocation. Because the allocation resulted in what JAG calls a "funding disparity" i.e. the City of Kalamazoo is allocated more than the County, an MOU between the jurisdictions is required.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners

FROM: Tina Becker

DATE: May 7, 2014

SUBJECT: Appointment Recommendation to the Economic Development Corporation
/Brownfield Redevelopment Authority (EDC/BRA)

The Board Appointments Committee recommends the appointment of Mr. James Spurr to assume a term that will expire 10/31/18.

Contact: Lotta Jarnefelt 384.8115 (6 yr. Terms) (By-Laws Required) Lee Adams - 8304

EDC/BRA	Julie Rogers	Commissioner	
EDC/BRA	Brandt Iden	Commissioner – Alt.	
EDC/BRA	Habib Mandwee	11/01/2009 to 10/31/2015	7/16/13
EDC/BRA	Travis Grimwood	11/01/2009 to 10/31/2015	10/16/12
EDC/BRA	Ken Peregon	11/01/2010 to 10/31/2016	2/6/07
EDC/BRA	Theil Woods	11/01/2010 to 10/31/2016	10/4/05
EDC/BRA Clare Annen-resigned 3/14	Vacant	11/01/2012 to 10/31/2018	
EDC/BRA	Tim Hudson	11/01/2012 to 10/31/2018	3/5/13
EDC/BRA	Chris Carew	11/01/2012 to 10/31/2018	3/5/13
EDC/BRA	Andrew Wenzel	11/01/2014 to 10/31/2020	10/04/11
EDC/BRA	Joe Agostinelli	11/01/2014 to 10/31/2020	9/21/10
EDC/BRA	Anne Summerfield	11/01/2014 to 10/31/2020	4/20/2010