

The logo for Kalamazoo County Government is a shield-shaped emblem. It features a blue sky at the top, a green field in the middle, and a blue river at the bottom. In the background, there are yellow trees and a brown building. The text "KALAMAZOO COUNTY GOVERNMENT" is written in a semi-circle above the shield.

**Board of
Commissioners'
Meeting**

June 21, 2016

**NOTICE AND AGENDA FOR
JUNE 21, 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, June 21, 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. Public Hearing on Brownfield Plan for 2425 S. 11th Street, Oshtemo Township

CONSENT AGENDA

Circuit Court

- B. Request for Approval to Submit Grant Application for the Michigan Drug Court Grant Program through SCAO for the Family Dependency Treatment Court Program
- C. Request for Approval to Submit Grant Application for the Michigan Veterans Treatment Court Grant Program through SCAO for the Veterans Treatment Court Program
- D. Request for Approval to Submit Swift and Sure Sanctions Program Grant through SCAO for the Swift and Sure Sanctions Probation Program
- E. Request for Approval to Submit Title IV-D Cooperative Reimbursement Program – 2017 Grant Application

Community Corrections

- F. Request for Approval to Submit FY2017 Application for Comprehensive Corrections Plan to the State of Michigan

Finance

- G. Request for Approval of Nationwide Financial Services Governmental Money Purchase Pension Plan Restatement

Health & Community Services

- H. Request for Approval of HCS Nursing Positions Step Exception
- I. Request for Approval of Contract Addendum with United Way of Battle Creek and Kalamazoo Region
- J. Request for Approval of Amendments to Provider of Service Agreements
- K. Request for Approval of an Agreement with the Center for Information Management, Inc. (CIM)
- L. Request for Approval of Amendment #4 to the 2015-2016 Comprehensive Agreement

with the Michigan Department of Health & Human Services (MDHHS)

M. Request for Approval of Clinical Laboratory Participating & Prudent Laboratory Use (PLUS) Participation Agreements with Blue Cross Blue Shield of Michigan (BCBSM)

N. Request for Approval of a Business Associate Agreement with Sokhna Heathyre Mabin for the Healthy Babies Healthy Start (HBHS) Program

O. Request for Approval of Elimination/Creation of Positions

Michigan Works!

P. Request for Approval of Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans

Planning & Community Development

Q. Request for Approval of Resolution Approving Brownfield Plan for 2425 S. 11th Street, Oshtemo Township

R. Request for Approval of a Contract with Beckett & Raeder to Create a County Master Plan

Prosecuting Attorney

S. Request for Approval to Submit FY 2016-2017 Crime Victim Rights Grant to the Michigan Department of Community Health (MDCH)

T. Request for Approval to Submit FY 2017-2021 Title IV-D Cooperative Reimbursement Grant

Sheriff

U. Request for Approval of 2016-2017 Byrne JAG Grant Agreement with the City of Kalamazoo

V. Request for Approval of 2016 Marine Safety Grant

W. Request for Approval of Kalamazoo Public Schools (KPS) Tutoring Program/Booking Fees

Board of Commissioners

X. Request for Approval of Transfers and Disbursements

Y. Request for Approval of Amendment #1 to Lease Agreement with Congregation of St. Joseph

Z. Request for Approval of Purchase Agreement with the City of Kalamazoo for Alcott Street Property

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

JUNE 15, 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 MEETING OF: June 21, 2016 BOC

DEPARTMENT: Planning and Community Development

PREPARED BY: Rachael Grover, Resource Coordinator

SUBJECT: Brownfield Plan for 2425 S. 11th Street, Oshtemo Township

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 2425 S. 11th Street in Oshtemo Township, Michigan and hold the prerequisite public hearing on June 21, 2016.

DESCRIPTION OF ACTION (dollar amount, purpose):

1. June 21, 2016 – in the Regular Meeting of the County Commission –

- A) Hold the prerequisite, duly noted public hearing related to a Kalamazoo County Brownfield Plan for the 2425 S. 11th Street 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 2425 S. 11th Street site.

TIME FRAME OF ACTION:

June 7, 2016 and June 21, 2016

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

As outlined in Brownfield Plan. No additional County funds are requested except as indicated through Tax Increment Financing over 20 years.

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:

The Brownfield Plan will be reviewed by County Legal Counsel prior to being presented to the County Board.

Project Background:

Kalamazoo West Professional Center, LLC has acquired the property at 2425 S. 11th Street in Oshtemo Township and intends to renovate the interior of the existing 10,000 square foot building. The property previously operated as a banquet facility. The developer intends to redevelop the property into the Kalamazoo West Professional Center, a 4-unit retail commercial space with 4 tenants, including the headquarters of their Kalamazoo Mortgage and Kalamazoo Insurance Agency operations. The redevelopment of this site allows for expansion of their business, retaining 32 jobs in Oshtemo and the creation of estimated 10-20 jobs in the next 3 years, with an anticipated average annual salary of \$60,000 – \$75,000 plus full benefits. Total investment expected in the project is \$1,800,000.

Due to the age and inadequacies of the building, the property has been declared functionally obsolete by the Oshtemo Township Assessor which qualifies the property as a Brownfield Site under Michigan Public Act 381 of 1996, as amended. The building demolition will include addressing structural integrity concerns, the removal of interior walls, and the removal of obsolete electrical and lighting systems.

The Brownfield Plan was approved unanimously by the Oshtemo Township Trustees at the May 10, 2016 Township Trustee meeting.

The Brownfield Plan:

The Brownfield Plan for 2425 S. 11th Street will allow the KCBRA to use Tax Increment Financing (TIF) to reimburse a portion of the developer’s eligible expenses related to environmental assessments and interior demolition of the functionally obsolete building. In addition, the Brownfield Plan will include reimbursement of KCBRA expenses related to the site as well as KCBRA administrative expenses.

All taxing jurisdictions will continue to collect taxes on the 2016 Taxable Value of the property. The taxes generated from the *increase* in Taxable Value will be captured by the KCBRA for a total of 15 years in order to pay back the developer and the KCBRA for eligible expenses and Administrative costs that have been incurred in the redevelopment of the functionally obsolete property. For an additional 5 years, tax increment will be collected into the Local Site Remediation Revolving Fund to aid in the redevelopment of additional Brownfield eligible projects in Kalamazoo County. Debt millages (including the Juvenile Home), State School taxes, and the special assessments for Oshtemo Township Fire, Police 2004, and Lights will not be captured by the KCBRA and will see an immediate increase in the taxes collected in 2017 for this property.

The development of the 2425 S. 11th Street site is an improvement for the site and the surrounding area in several ways:

1. The Plan returns a functionally obsolete property to high functional use.
2. The property will have an increased taxable value.
3. The County Brownfield Plan would constitute a cooperative inter-governmental effort.
4. TIF collected will reimburse the developer and the KCBRA for a portion of costs incurred in the completion of Brownfield Eligible Activities.
5. Local Site Remediation Revolving Fund (LSRRF) collection for 5 years allows the KCBRA to support additional Brownfield Activities in Kalamazoo County.

Kalamazoo West Professional Center, LLC Brownfield Plan Summary:

Tax increment collected by the KCBRA to reimburse eligible costs is as follows:

2016 expected Base Taxable Value:	\$171,600
2017 expected Taxable Value:	\$496,600
Taxable Value Increment available:	\$325,000

Estimated Total taxes collected by the KCBRA per taxing jurisdiction (local taxes only)

20 years (on \$325,000 Tax Increment):

KRESA	\$39,270
KVCC	\$18,288
Library – Kalamazoo	\$25,729
County Operating	\$30,466
County Public Safety	\$ 9,419
County Transit	\$ 2,600
County Housing Fund	\$ 650
Oshtemo Township	\$ 6,347
Total	\$132,769

Reimbursement of Eligible Expenses Totals:

Reimbursement to Kalamazoo West Professional Center, LLC Estimated:	\$ 90,577
Reimbursement to KCBRA Estimated:	\$ 9,000
Tax Increment Revenue collected to LSRRF for additional Brownfield Projects:	\$ 33,192
Total	\$132,769

PROCUREMENT INFORMATION:

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

N/A

CONTACT PERSON WITH PHONE NUMBER:

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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: 9th Circuit Court

PREPARED BY: Sara Green

SUBJECT: Grant Applications for Drug Treatment Court Program

SPECIFIC ACTION REQUESTED:

Approval after submission for the Michigan Drug Court Grant Program through SCAO to fund the 9th Circuit Court Family Dependency Treatment Court Program. This is a renewed grant that is requesting funding for a part-time case manager. In years past the program has operated with a part-time case manager, however, FY 2016 the program is operating with a contractual case manager position. Additionally, the program is hoping to expand from 10 participants to 15 participants.

DESCRIPTION OF ACTION (dollar amount, purpose):

Michigan Drug Court Grant Program-Family Dependency Treatment Court Program-\$97,193.33

Family Dependency Treatment Court is a family court docket for cases of child abuse or neglect in which parental substance abuse is a contributing factor. Judges, attorneys, child protection services, and treatment personnel work together with the parents to regain control of their lives and promote long term stabilized recovery. The overall goal is to enhance the possibility of family reunification within mandatory legal timeframes.

TIME FRAME OF ACTION:

October 1, 2016-September 30, 2017

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

State

PERSONNEL IF REQUIRED:

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

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: June 21, 2016

DEPARTMENT: 9th Circuit Court

PREPARED BY: Sara Green

SUBJECT: Grant Applications for Drug Treatment Court Program

SPECIFIC ACTION REQUESTED:

Approval after submission for the Michigan Veterans Treatment Court Grant Program through SCAO to fund the 9th Circuit Court Veterans Treatment Court Program. This is a new grant that will allow 9th Circuit Court to start a Veterans Treatment Court Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

Michigan Veterans Treatment Court Grant Program-Veterans Treatment Court Program-\$98,603.57

The Veterans Treatment Court promotes public safety and contributes to a reduction in substance use and mental illness among adult veteran offenders. The Veterans Treatment Court model requires regular court appearances (a bi-weekly minimum in the early phases of the program), as well as mandatory attendance at treatment sessions and frequent and random testing for substance use (drug and/or alcohol). Veterans respond favorably to this structured environment given their past experiences in the Armed Forces. Without this structure, these veterans will reoffend and remain in the criminal justice system. The Veterans Treatment Court is able to ensure they meet their obligations to themselves, the court, and their community.

TIME FRAME OF ACTION:

October 1, 2016-September 30, 2017

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

State

PERSONNEL IF REQUIRED:

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

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

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: June 21, 2016

DEPARTMENT: 9th Circuit Court

PREPARED BY: Sara Green

SUBJECT: Grant Applications for Drug Treatment Court Program

SPECIFIC ACTION REQUESTED:

Approval after submission for the Swift and Sure Sanctions Probation Program grant through SCAO to fund the 9th Circuit Court Swift and Sure Sanctions Program (SSSP). This is a renewal grant that is also requesting additional funds in order to hire a case manager for the program.

DESCRIPTION OF ACTION (dollar amount, purpose):

Swift and Sure Sanctions Probation Program-Swift and Sure Sanctions Program=\$296,589.32
The SSSP is an intensive supervision program focusing on higher risk felony probationers with a history of probation violations or probation failures who have straddle-or presumptive-cell sentencing guidelines. The primary goals of the Swift and Sure court are to reduce drug use, reduce new crime, reduce missed appointments, reduce revocations, and reduce the incarceration rate. This is achieved through the key concepts of program fairness and sanctions that are swift, certain, consistent, and proportionate.

TIME FRAME OF ACTION:

October 1, 2016-September 30, 2017

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

State

PERSONNEL IF REQUIRED:

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

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)

Swift and Sure Sanctions Probation Program-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: June 21, 2016

DEPARTMENT: 9th Circuit Court - FOC

PREPARED BY: Nigel Crum

SUBJECT: Title IV-D Reimbursement Program - 2017

SPECIFIC ACTION REQUESTED:

Approval for grant application for reimbursement for expenses under Title IV-D of the Social Security Act

DESCRIPTION OF ACTION (dollar amount, purpose):

The IV-D cooperative reimbursement program will provide \$14, 751,573 over the next 5 years. This, in addition to additional incentive money, reimburses the county for the cost of the FOC providing IV-D (child support) services.

TIME FRAME OF ACTION:

Grant is due June 30, 2016

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

Federal and State

PERSONNEL IF REQUIRED:

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

No new personnel are required, but those covered by the grant are listed in the application.

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, although we submit this grant every 5 years.

ANY OTHER PERTINENT INFORMATION:

The Federal government reimburses Kalamazoo County for 66% of our expenses for certain child support activities that the FOC supplies to the citizens of this county. This cooperative program is how Kalamazoo County collects that money.

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:

**Nigel Crum 269-384-8172 or
Sue Sayles 269-383-6415**

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 21 June 2016

DEPARTMENT: Community Corrections

PREPARED BY: Kenneth D. Bobo

SUBJECT: FY2017 Application for Comprehensive Corrections Plan between the State of Michigan – Office of Community Alternatives and Kalamazoo County.

SPECIFIC ACTION REQUESTED: Approve submission of the FY2017 Grant application for PA511 funding for Community Corrections programming.

DESCRIPTION OF ACTION (dollar amount, purpose):

Programs and Services in the amount of \$ 938,197.00.

Probation Residential funding for 49 beds (estimated to be \$860,000.00)

Felony Drunk Driver Community Treatment/Jail Reimbursement in the amount of \$8,700.00

TIME FRAME OF ACTION:

Grant year is October 1, 2016 through September 30, 2017.

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

Funding for this grant is from the State of Michigan, Michigan Department of Corrections – Office of Community Alternatives, as identified in PA 511 (Community Corrections Act).

PERSONNEL IF REQUIRED: The Grant requests various levels of continuation funding for 12 personnel and additional funding a new 1.0 FTE position.

NEW OR RENEWAL: This is a renewal. First Grant was received in 1990.

ANY OTHER PERTINENT INFORMATION: This funding will help support programs within the Office of Community Corrections: Intensive Supervision Program, Drug Testing, Pretrial Supervision, an employment program, a GED completion program, five types of cognitive behavioural training, Probation Residential Services, mental health and substance abuse assessments, a Felony Drunk Driver Community Treatment program and the office's administration. These positions oversee 4,000 annual program enrollments.

CONTACT PERSON WITH PHONE NUMBER: Kenneth D. Bobo. 269.383.6434

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Finance

PREPARED BY: Tracie Moored

SUBJECT: Kalamazoo County Employees' Money Purchase Pension Plan Restatement

SPECIFIC ACTION REQUESTED:

Approval of the attached Nationwide Financial Services Governmental Money Purchase Pension Plan restatement.

DESCRIPTION OF ACTION (dollar amount, purpose):

Kalamazoo County has a separate retirement plan for the former City of Portage District Court employees who selected a city replicated retirement plan during the District Court consolidation. From time to time, the IRS requires that all plan documents be updated for recent law changes in the form of a plan restatement.

TIME FRAME OF ACTION:

Effective 1/1/2016

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)

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: Tracie Moored, 383-8843

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Health & Community Services

PREPARED BY: Lynne Norman, Deputy Director – Health Services

SUBJECT: HCS Nursing Positions Step Change

SPECIFIC ACTION REQUESTED:

Approval to adjust the step of all current employees who are presently at steps A-D holding the positions listed below to the E step and to hire new employees who will hold the positions listed below at the E, F or G step. Hiring a new employee above the E step will require Administration approval consistent with Personnel Policy 3.07.

- Public Health Nurse (Position # 10864, 10865 & 10866)
- Public Health Nurse Specialist (Position # 10799, 10878 & 10879)
- Nurse Home Visitor (Position 10790)

DESCRIPTION OF ACTION (dollar amount, purpose):

In order to hire and retain qualified employees in the nursing positions identified above within Health & Community Services, we are requesting permission to adjust the step for all current nursing employees who are presently at the A-D steps to the E step and the ability to hire all future nursing employees at the E, F or G steps. Hiring a new employee above the E step will require Administration approval consistent with Personnel Policy 3.07. This change will not affect the employee's eligibility for future step increases.

As of 7/4/2016, there will be 5 employees whose step will be adjusted and 3 vacant positions that will be affected by this change. The additional salary & fringe costs associated with this change total \$36,784.45 for 2016.

TIME FRAME OF ACTION:

Effective 7/4/2016

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

\$15,933.37 of this cost is associated with grant funded positions. Those grants can cover the additional cost associated with this change without requiring support from any operating funds. The remaining \$20,851.08 of the cost is associated with positions funded by the Health Fund.

A decrease in the contractual services (221-204-808.00) and special projects (221-204-957.34) operating line items will be submitted to cover the additional salary and fringe cost to the Health 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:

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: Lynne Norman, 373-5237



I. - 0.

**KALAMAZOO COUNTY
HEALTH AND COMMUNITY SERVICES DEPARTMENT**

Promoting Health For All

DATE: June 21, 2016

TO: County Board of Commissioners

FROM: Gillian A. Stoltman, Ph.D, M.P.H, Director/Health Officer

RE: **ITEMS FOR YOUR CONSIDERATION**

**A. ACCEPTANCE OF A CONTRACT ADDENDUM FROM THE UNITED WAY OF
THE BATTLE CREEK AND KALAMAZOO REGION TO THE KALAMAZOO
COUNTY HEALTH & COMMUNITY SERVICES FOR OLDER ADULT
EVIDENCE BASED HEALTHY LIVING PROGRAMS**

ACTION REQUESTED

HCS Administration requests Board approval of a contract addendum extending grant funding in the amount of \$20,078.85 from the United Way of the Battle Creek and Kalamazoo Region (UWBCKR) covering the period of July 1, 2016 through October 31, 2016. The original contract, in the amount of \$66,194.00, was accepted by the BOC at their June 3, 2014 meeting.

DESCRIPTION OF SUBJECT

The UWBCKR grant award covers the chronic disease self-management programs of Personal Action Toward Health (PATH), Diabetes PATH, Chronic Pain PATH, and the falls prevention program called Matter of Balance (MOB). With this award, we are able to continue providing these critical programs to older adults in all parts of the county, in partnership with many community organizations.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The funding is from the United Way of the Battle Creek and Kalamazoo Region.

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 with the acceptance of this funding. Questions can be directed to Judy Sivak, AAAlIA Director at 373-5153 or jasiva@kalamazoo.org.

B. APPROVAL OF AMENDMENTS TO PROVIDER OF SERVICE AGREEMENTS BETWEEN PROVIDER ENTITIES AND THE HCS AREA AGENCY ON AGING IIIA

ACTION REQUESTED

HCS Administration requests Board approval of contract amendments between the HCS Area Agency on Aging IIIA (AAAlIA) and **service providers noted below**. The amendments cover the original agreement period, dated October 1, 2013 and ending September 30, 2016, for services provided October 1, 2015 through September 30, 2016.

Organization	Services	Funding
Counseling at Home	Caregiver Counseling/Education & Support	\$11,890
Legal Aid of Western Michigan	Legal Services	\$13,200
Senior Services Southwest Michigan	Staffing, Transportation, Home Aid, Meal (Congregate & home delivery) Support, Education, MMAP	\$790,374.40
WMU Center for Disability Services	Adult Day Care, USDA	\$15,077

DESCRIPTION OF SUBJECT

The amendments cover funding to provide services to individuals who are over the age of 60 in Kalamazoo County, with targeted focus being on helping seniors remain as independent as possible in their home for as long as possible. Services utilized from the providers identified above assist seniors in meeting these standards and needs. Each year the master contract is amended to designate funding for the upcoming October 1 – September 30th fiscal year and is reflective of funding designated to the HCS AAAlIA from state and federal sources.

RELATIONSHIP TO GOALS

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

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

All County procurement policies were adhered to in the implementation of the master contracts. These services will be rebid following the completion of the 15/16 fiscal year as it marks the final year of the overarching 3-year master agreement period.

ISSUES/CONCERNS

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

C. APPROVAL OF AN AGREEMENT BETWEEN HCS/AREA AGENCY ON AGING IIIA AND THE CENTER FOR INFORMATION MANAGEMENT, INC.

ACTION REQUESTED

HCS Administration requests Board approval of a renewal agreement with the Center for Information Management, Inc. (CIM) and HCS/AAAIIA for information services from CIM's MI-Choice Information System (MICIS) Service Bureau. This agreement includes a monthly maintenance fee of \$130/month for software data access, updates, technical assistance and support and Vendor View maintenance fee of \$110.00/month, plus a special assessment of \$32 per month for upgrading COMPASS. The agreement period is October 1, 2016 to September 30, 2017.

DESCRIPTION OF SUBJECT

All Michigan Area Agency on Aging care management programs are required by the State to be a part of the MICIS/COMPASS system for the purpose of data collection, reporting, and claims processing. This system has been developed and managed by the Center for Information Management (CIM). In addition, we are also utilizing their Vendor View product, which has streamlined communication and billing between contractors and AAAIIIA.

RELATIONSHIP TO GOALS

The Care Management programs address the goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward self-sufficiency.

FUNDING SOURCE

Funding for these fees is appropriately charged to the local, state and federal sources that the Care Management programs utilize.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

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

D. APPROVAL OF AMENDMENT #4 TO THE 2015/2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES

ACTION REQUESTED

HCS Administration requests Board approval of amendment #4 to the FY 2015/2016 Comprehensive Agreement with the Michigan Department of Health & Human Services (MDHHS) for the period of October 1, 2015 to September 30, 2016 in the amount of \$3,790,212. The original agreement was approved on October 20, 2015.

DESCRIPTION OF SUBJECT

The Comprehensive Agreement 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 #4 is to award \$34,381 for Public Health Emergency Preparedness (PHEP) 7/1/16 - 9/30/16, award an additional \$3,000 for BCCCNP Coordination, a funding re-allocation in the amount of \$12,415 from ELPHS On-site Wastewater Treatment to ELPHS Private and Type III Water Supply, as well as a \$20,443 funding reduction for WIC Resident Services.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

The \$3,790,212 funding level is comprised of a combination of Federal and State funds contracted via the Michigan Department of Health & Human Services.

PERSONNEL

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

ISSUES/CONCERNS

If you have any questions, please contact Ryan Post, Deputy Director – Financial Management & Administration, at 373-5254 or rjpost@kalcounty.com or Gillian Stoltman, Director/Health Officer, at 373-5260 or gastol@kalcounty.com.

E. APPROVAL OF CLINICAL LABORATORY PARTICIPATING & PRUDENT LABORATORY USE (PLUS) PARTICIPATION AGREEMENTS WITH BLUE CROSS BLUE SHIELD OF MICHIGAN (BCBSM) FOR THE PROVISION OF LABORATORY SERVICES

ACTION REQUESTED

HCS Administration requests Board approval of Clinical Laboratory Participating & Prudent Laboratory Use (Plus) Participation Agreements with BCBSM for the provision of laboratory services to individuals who have commercial insurance coverage. The Agreements will be effective upon signature approvals by the Board and BCBSM and are automatically renewed each year.

DESCRIPTION OF SUBJECT

BCBSM provides services to Commercial, Medicare & Medicaid enrolled recipients. HCS currently has agreements with BCBSM for the provision of health care services to individuals who have BCBSM insurance coverage. BCBSM has provided Agreements to HCS to add laboratory services; the HCS Laboratory provides billable laboratory services to the Kalamazoo Community. HCS Laboratory provides billable services for Sexually Transmitted Disease Clinic samples for testing.

RELATIONSHIP TO GOALS

State and Federal budget reductions have limited access to some essential public health services. Entering into the new Agreements increases access for commercial, Medicaid and Medicare insured recipients to such services. This furthers the HCS goal of improving the overall health of the community by reducing preventable disabilities and deaths and promoting healthy lifestyles and choices.

FUNDING SOURCE

Services provided to BCBSM members in the HCS Laboratory will be billed per the Clinical Laboratory Participating & Prudent Laboratory Use (Plus) Participation Agreements.

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 Ryan Post, Deputy Director – Financial Management and Administration, at 373-5254 or rjpost@kalamazoo.com

F. APPROVAL OF A BUSINESS AGREEMENT BETWEEN SOKHNA HEATHYRE MABIN AND HCS HEALTHY BABIES HEALTHY START PROGRAM FOR THE PROVISION OF DOULA SERVICES.

ACTION REQUESTED

HCS Administration requests Board approval of an Agreement between Kalamazoo County and Sokhna Heathyre Mabin for the provisions of Doula services to pre-natal and perinatal program participants of the Healthy Babies Healthy Start (HBHS) Program. This agreement will cover a period from July 1, 2016 to March 31, 2017 for an amount not to exceed \$12,000.

DESCRIPTION OF SUBJECT

Expansion of HBHS services to include collaborative work with a Doula will further support the achievement of benchmarks, set by the Health Resources and Services Administration (HRSA), to increase positive birth outcomes among the program's target population. Collaboration with a Doula would provide additional support to women during pregnancy and interconceptionally up to 6-months of age of an infant.

A Doula is a professional labor assistant who provides physical and emotional support to a woman and her partners during pregnancy, childbirth and the postpartum period. The Doula will hold International Dona Certification as a birthing Doula and will provide the following services on a fee-for-service basis:

- 3 pre-delivery visits
- Labor sitting
- Birthing Support
- 3 post-partum visits (*day-after delivery/6-week/6-month*)
- Visit Summary
- Meeting with HBHS Staff (*Monthly*)

The Healthy Babies Healthy Start Program is in the 3rd year of a five-year grant cycle to continue the collaborative effort toward reduction of the infant mortality rate in Kalamazoo County by focusing on those geographic areas with the highest concentration of infant and fetal deaths. The grant award is from the U.S. Department of Health and Human Services' Healthy Start Initiative.

RELATIONSHIP TO GOALS

HCS has a goal to improve the overall health of the community by reducing preventable deaths. The Healthy Babies Healthy Start Program works to reduce the fetal and infant deaths in Kalamazoo County.

FUNDING SOURCE

No County funds are required as a result of this action. Funds for services provided by a Doula are from the Healthy Start Initiative through a grant award from U.S. Department of Health and Human Services. The Doula will receive payment on a fee-for-service basis and may be reimbursed up to \$1,000 per mother served and up to 12 mothers within the identified funding period (July 1, 2016 through March 31, 2017).

Services*	
1. 3 pre-delivery visits	1. \$50 per visit
2. Labor sitting	2. \$200**
3. Birthing Support	3. \$200**
4. 3 post-partum visits (day-after delivery/6-week/6-month)	4. \$50 per visit
5. Visit Summary	5. \$30 per visit
6. Meeting with HBHS Staff (Monthly)	6. \$25 per meeting

PERSONNEL

There are no new personnel required.

PROCUREMENT

All County procurement policies were followed.

ISSUES/CONCERNS

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

G. APPROVAL OF POSITION ELIMINATIONS AND CREATIONS IN THE HEALTH & COMMUNITY SERVICES DEPARTMENT IMMUNIZATION ACTION PLAN

ACTION REQUESTED

HCS Administration requests Board approval to eliminate and create 0.2 FTE in the

Public Health Nurse Specialist positions in the Immunization Action Plan (IAP).

DESCRIPTION OF SUBJECT

Due to retirement, there will be a vacancy in one of the two Public Health Specialist positions; position #10879-001 will be vacant as of July 1st. In order to mitigate disruption to community partnerships and health services coordinated through the Immunization Action Plan, HCS Administration would like to increase the FTE of position #10879-002 from .8 FTE to 1.0 FTE. This will ensure that skills and program knowledge necessary to sustain services are accounted for. The current employee in the Public Health Nurse Specialist position is aware of this change and is willing to accept additional hours of weekly employment.

The vacated Public Health Nurse Specialist position (#10879-001) will be reduced from a 1.0 FTE to a .8 FTE.. This request allows for a better distribution of IAP funding while assuring optimal health of all Kalamazoo County residents.

RELATIONSHIP TO GOALS

This change strengthens IAP's goals of decreasing incidence and spread of vaccine preventable disease, thereby reducing mortality and morbidity rates in Kalamazoo County residents.

FUNDING SOURCE

No County funds are required as a result of this request. This elimination and creation is a budget neutral action.

PERSONNEL

Eliminate:

<u>Account #</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
318-150	Public Health Nurse Specialist #10879-001	K8	.2	\$8,490 - \$11,464	7/2/16

Create:

<u>Account#</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
690-004	Public Health Nurse Specialist #10879-002	K8	.2	\$8,490 - \$11,464	7/2/16

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions regarding this information, please contact Lynne Norman, Deputy Director-Health Services, 373-5237 or ldnorm@kalcounty.com.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute

PREPARED BY: Amy Meyers

SUBJECT: The Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans

SPECIFIC ACTION REQUESTED: Review and approval of the Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for Program Years 2016-2019

DESCRIPTION OF ACTION (dollar amount, purpose): Non-Financial

Michigan Works! Southwest has received notice from the Workforce Development Agency, regarding submission of the Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for Program Years 2016-2019. The Michigan Works! Southwest Local Plan serves as a four-year action plan to develop, align, and integrate service delivery strategies and to support the State's vision and strategic and operational goals. The Michigan Works! Southwest Local Plan sets forth the strategy to:

- Direct investments in economic, education, and workforce training programs to focus on providing relevant education and training to ensure that individuals, including youth and individuals with barriers to employment, have the skills to compete in the job market and that employers have a ready supply of skilled workers;
- Apply job-driven strategies in the one-stop system; and
- Enable economic, education, and workforce partners to build a skilled workforce through innovation in, and alignment of, employment, training, and education programs.

The proposed Regional Plan includes the following required elements:

- The planning process of the compilation of the plan.
- A thorough analysis of regional labor market data and economic conditions of Region 8.
- A description of regional service strategies with a priority on regional planning efforts.
- A description of plans for development, expansion and implementation of sector initiatives.
- Administrative cost arrangements for regional allocations of funding.
- Coordination of transportation and other support services and the potential plans for future coordination.
- Coordination of workforce development, economic development, training and business, as well as opportunity for further future enhancements of coordinated regional service delivery throughout Region 8.
- Performance measures and accountability systems for these measures throughout the Region, as outlined in the WIOA and negotiated with the Governor.

TIME FRAME OF ACTION: Program Years 2016-2019

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

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**

**The Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for
Program Years (PYs) 2016 through 2019
Policy Issuance: 16-02**

Background

WIOA:

On July 22, 2014, the Workforce Innovation and Opportunity Act (WIOA) was signed in to law. WIOA is comprehensive legislation that reforms and modernizes the public workforce system. It reaffirms the role of the public workforce system and brings together and enhances several key employment, education, and training programs. One of the principle areas of reform is to require States to plan across core programs and include this planning process in the Unified or Combined State Plan.

WIOA State Plan:

Under the WIOA, in order to receive funding for core programs, the Governor of each state submitted a Unified or Combined State Plan to the U.S. Secretary of Labor that outlines a four-year workforce development strategy for the state's workforce development system. The plan had to meet the requirements described in the WIOA, the WIOA Proposed Rules, and other published federal guidance. The plan outlined a four year strategy for the following core programs:

- The Adult Program (Title I);
- The Dislocated Worker Program (Title I);
- The Youth Program (Title I);
- The Adult Education and Family Literacy Act Program (Title II);
- The Wagner-Peyser Act Program (Wagner-Peyser Act, as amended by Title III); and
- The Vocational Rehabilitation Program (Title I of the Rehabilitation Act of 1973, as amended by Title IV).

The major content areas of the plan include strategic and operational planning elements. All strategic and operational planning elements in the plan apply to all of the core programs.

Local and Regional WIOA Plans:

In addition, per the WIOA, states are required to identify planning regions. In Michigan, the Governor's Prosperity Regions fulfill this requirement. Further, the WIOA requires the Governor to designate local workforce development areas within the state for the purposes of the WIOA. Planning regions provide an opportunity for local areas to collaborate more formally within the larger regional economy, and per the WIOA Proposed Rules, the purpose of identifying planning regions is to align workforce development activities and resources with larger regional economic development areas and available resources to provide coordinated and efficient services to both jobseekers and employers. Local and regional plans outlining these planning processes are required to be submitted to the State of Michigan.

Michigan Works! Southwest Local Plan

The Michigan Works! Southwest Local Plan serves as a four-year action plan to develop, align, and integrate service delivery strategies and to support the State's vision and strategic and operational goals. The Michigan Works! Southwest Local Plan sets forth the strategy to:

- Direct investments in economic, education, and workforce training programs to focus on providing relevant education and training to ensure that individuals, including youth and individuals with barriers to employment, have the skills to compete in the job market and that employers have a ready supply of skilled workers;
- Apply job-driven strategies in the one-stop system; and
- Enable economic, education, and workforce partners to build a skilled workforce through innovation in, and alignment of, employment, training, and education programs.

The proposed Michigan Works! Southwest Local Plan includes the following required elements:

- Analysis of regional labor market data and economic conditions including a description of the Michigan Works! Southwest Workforce Development Board's strategic vision and goals for preparing an educated and skilled workforce, as well as an analysis of expected levels of performance for Adult, Dislocated Worker, Youth, Adult Education and Literacy, and Wagner-Peyser, as described in the WIOA. The following are the baseline measures reviewed:
 - WIOA Title I – Adult, Dislocated Worker, and Youth
 - Measurable Skills Gain
 - Effectiveness in Serving Employers
 - WIOA Title II – Adult Education and Literacy
 - Employment Second Quarter After Exit
 - Employment Fourth Quarter After Exit
 - Median Earnings
 - Credential Attainment Rate
 - Effectiveness in Serving Employers
 - WIOA Title III – Wagner-Peyser
 - Effectiveness in Serving Employers
 - WIOA Title IV – Vocational Rehabilitation
- A description of the Michigan Works! Southwest Workforce Development Board's strategy to align local resources, required partners, and entities that carry out core programs to achieve the strategic vision and goals.
- A description of the workforce development system in the four county area of Branch, Calhoun, Kalamazoo and St. Joseph.
- A description of how the Michigan Works! Southwest Workforce Development Board, working with the entities carrying out core programs, will potentially expand access to employment, training, education, and supportive services for eligible individuals; facilitate the development of career pathways and co-enrollment in core programs; and improve access to activities leading to a recognized postsecondary credential.
- A description of the strategies and services that will be used in the four county area to facilitate engagement of employers in workforce development programs and improve coordination between workforce development programs and economic development.
- A description of the one-stop delivery system in the four county area.
- A description of coordination of WIOA Title I workforce investment activities with the provision of transportation and other appropriate supportive services in the local area.

- A description of how the Michigan Works! Southwest Workforce Development Board will coordinate relevant secondary and post-secondary education programs and activities with education and workforce investment activities to coordinate strategies, enhance services, and avoid duplication of services.
- A description of coordination of WIOA Title I workforce investment activities with adult education and literacy activities under the WIOA Title II.
- A description of training services in the Michigan Works! Southwest area.
- A description of the actions the Michigan Works! Southwest Workforce Development Board will take toward becoming or remaining a high-performing board, including effectiveness and continuous improvement criteria the board will implement to assess their one-stop centers, a description of the allocation of one-stop center infrastructure funds and a description of the roles and contributions of one-stop partners, including cost allocation.

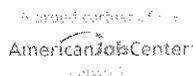
Prosperity Region 8 Regional Plan

The proposed Regional Plan includes the following required elements:

- The planning process of the compilation of the plan, including partnership and planning with Kinexsus, the administrator of Michigan Works! programming and services in Berrien, Cass and Van Buren Counties.
- A thorough analysis of regional labor market data and economic conditions of Region 8.
- A description of regional service strategies with a priority on regional planning efforts amongst all partners and focusing on regional education and training needs, through groups such as the Talent District Career Council.
- A description of plans for development, expansion and implementation of sector initiatives, including the potential expansion of the existing Healthcare and Manufacturing Consortiums and potential development of other in demand sectors in Region 8, such as Agriculture.
- Administrative cost arrangements for regional allocations of funding.
- Coordination of transportation and other support services and the potential plans for future coordination.
- Coordination of workforce development, economic development, training and business, as well as opportunity for further future enhancements of coordinated regional service delivery throughout Region 8.
- Performance measures and accountability systems for these measures throughout the Region, as outlined in the WIOA and negotiated with the Governor.

Technical Information

Program Title/Number	The Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for Program Years 2016 through 2019; PI: 16-02
Funding Source	N/A
Funding Level	N/A
Duration	Program Years 2016-2019
Reference	Workforce Development Agency (WDA) PI: 16-02, 3/25/2016
CFDA Number	N/A



9.

KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION APPROVING A BROWNFIELD PLAN
BY THE COUNTY OF KALAMAZOO
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

At a regular meeting of the Board of Commissioners of Kalamazoo County, Michigan, held in the Board of Commissioners Room, County Administration Building located at 201 W. Kalamazoo Avenue, Kalamazoo, Michigan, on the 21st day of June, 2016 at 7 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Kalamazoo County Board of Commissioners, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Kalamazoo County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the Kalamazoo County Board of Commissioners, the Brownfield plan (the "Plan") attached hereto, to be carried out within Oshtemo Township, relating to the redevelopment project on the commercial property located at 2425 S. 11th Street, Oshtemo Township, Michigan, (the "Site"), as more particularly described and shown in Figures 1 and 2 and Attachments contained within the attached Plan; and

WHEREAS, the Kalamazoo County Board of Commissioners have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, the Kalamazoo County Board of Commissioners have noticed and held a public hearing in accordance with Section 13(10,11,12 and 13) of the Act, and

WHEREAS, Oshtemo Township has passed a resolution supporting adoption of the Plan; and

WHEREAS, the Kalamazoo County Board of Commissioners have made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, was feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act; and
- E. School taxes will not be captured in accordance with the Plan; and

WHEREAS, as a result of its review of the Plan, the Kalamazoo County Board of Commissioners concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. **Plan Approved.** Pursuant to the authority vested in the Kalamazoo County Board of Commissioners, by the Act, the Plan is hereby approved in the form attached to this Resolution.
- 2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
- 3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF KALAMAZOO) ss:

I, the undersigned, the fully qualified Clerk of Kalamazoo County, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners of Kalamazoo County at a regular meeting held on the 21st day of June, 2016, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this 21st day of June, 2016.

Timothy A. Snow, Kalamazoo County Clerk

R.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Planning and Community Services

PREPARED BY: Lotta Jarnefelt, Director

SUBJECT: Kalamazoo County Master Plan

SPECIFIC ACTION REQUESTED:

Approval of Contract between Kalamazoo County and Beckett&Raeder for professional services related to preparing a Kalamazoo County Master Plan.

DESCRIPTION OF ACTION (dollar amount, purpose):

Amount: \$30,000; Purpose: Create a Master Plan for Kalamazoo County.

In the 2016 budget, the County approved a one time amount of \$30,000 for the creation of a Master Plan for Kalamazoo County. A working group consisting of four members of the Kalamazoo Metropolitan County Planning Commission (KMCP) and the Planning Director met several times and produced an RFP that was posted on April 8. Three responses were received by the closing date. Two of them were deemed as meeting the RFP requirements.

After careful review of the proposals and the evaluation criteria listed in the RFP, the proposal by Beckett&Raeder from Ann Arbor was found to best reflect the KMCP's intent to create a plan that is an inventory of existing local plans, which is used to glean over-arching themes and approaches to land use planning in the County.

The enclosed Executive Summary outlines the bottoms-up approach of identifying recurring themes and land use goals of the local plans. After the local planning commissions' review and comments, the major planning themes will be pulled together to create the County Master Plan to be used as a reference and a complementary document to the local plans.

TIME FRAME OF ACTION:

The proposal outlines a 14 month process starting with a kick-off meeting.

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

Budgeted in the 2016 County Planning Department budget

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

The Planning Department staff, including the GIS Coordinator, will work closely with the consultant and the KMCP in the production of the Master plan document.

PROCUREMENT INFORMATION:

RFP was posted on April 8, 2016. Two qualified bids were received. Beckett&Raeder's bid was lowest (\$29,650)

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt lmjarn@kalcounty.com, ph. 384-8115

Executive Summary

Kalamazoo County Master Plan

We understand the unique challenges facing Kalamazoo County and the scope of work outlined in your request for proposals. Municipal collaboration at such a scale is usually difficult and requires a significant course of action. At Beckett & Raeder, we recognize these obstacles and cater to our clients' needs, searching for opportunities to cooperate with one another, and creating long-lasting connections that continue to enhance the communities long after the Master Planning process has ended.

Based on the Request for Proposal and information discussed at the Pre-Proposal meeting we have crafted a Scope of Work that parallels the process used by Grand Traverse County to prepare their 2013 Master Plan. During the preparation of the Grand Traverse County master plan, Beckett & Raeder was coordinating the preparation of the Acme Township, Grand Traverse County, community master plan (*2015 Michigan Association of Planning Master Plan Award*) and coordinated with the County on the submission of requested materials and participated in Planning Commission discussions.

The Grand Traverse County process was based on a bottoms-up approach where the County gleaned from the various local government master plans reoccurring themes and land uses goals. This information was presented to each local planning commission for review, comment and affirmation. Then this information was pooled together to establish eight (8) areas of focus which were presented back to each local planning commission for review and comment. As a result, the Master Plan for Grand Traverse County is a reinforcing document that pulls together the major planning themes from the local communities. Since the adoption of the County plan, the Acme Township and Blair Township community master plans have linked their local goals and objectives to the Grand Traverse County Master Plan. The end result is that the County Master Plan becomes a guide and foundation for local land use policies because it is viewed as complementary document and not a competing master plan.

Our scope, as defined, would conduct a similar process for the Kalamazoo Metropolitan County Planning Commission and result in a policy document that can be integrated into local unit of government master plans and utilized as a public policy document. It will be prepared and adopted pursuant to Public Act 33 of 2008, the Michigan Planning Enabling Act.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Office of the Prosecuting Attorney

PREPARED BY: Lisa Henthorn, Administrator

SUBJECT: FY1617 Crime Victim Rights Grant

SPECIFIC ACTION REQUESTED:

Approve submission of the FY 2016-2017 Crime Victim Rights Grant.

DESCRIPTION OF ACTION (dollar amount, purpose):

The amount of the agreement is \$203,357. This agreement allows us to retain 2.5 Victim Advocates and a .50 FTE Legal Assistant II, that provide constitutionally mandated and critical services to victims of crime (i.e., notices of court hearings, escort to court, information and support regarding the court process, referrals for counseling, etc). These services ensure compliance with the law and reduce victimization.

TIME FRAME OF ACTION:

The grant begins on 10/1/2016 and ends on 9/30/2017.

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

In FY 2016-2017, we have been allocated \$203,357 by the Michigan Department of Community Health.

PERSONNEL IF REQUIRED:

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

This grant provides continued funding for 2.5 FTE Victim Advocates (Diane Klauer – K7 ½ FTE), (Stella Chivikas – K7), and (Rhonda Baxter-Todd, K7), and .5 FTE Legal Assistant II (Lacey Clapper – K4) from account #278-000-704.00.

NEW OR RENEWAL:

Renewal

CONTACT PERSON WITH PHONE NUMBER:

Lisa Henthorn, Administrator, (269) 383-8965

T.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Office of the Prosecuting Attorney

PREPARED BY: Jennifer Granzow

SUBJECT: Renewal of Prosecutor's CRP Contract

SPECIFIC ACTION REQUESTED:

The Office of the Prosecuting Attorney recommends board approval to submit the Title IV-D Cooperative Reimbursement grant application to extend the current contract for the Office of the Prosecuting Attorney for FY 2017-2021.

DESCRIPTION OF ACTION (dollar amount, purpose):

FY 2017- FY 2021 Title IV-D Cooperative Reimbursement Contract, in the amount of \$5,142,212.00 to fund the establishment of paternity and child support orders for families and children in Kalamazoo County. The Office of the Prosecuting Attorney is statutorily mandated to provide Title IV-D services to children and families.

TIME FRAME OF ACTION:

October 1, 2016 through September 30, 2021.

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

66% Federal and State allocation with a 34% county match/

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 of the present contract for five years.

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)

Not applicable, the Office of the Prosecuting Attorney is statutorily mandated to provide Title IV-D services.

CONTACT PERSON WITH PHONE NUMBER:

Jennifer Granzow, Assistant Prosecuting Attorney 385-8403

Lisa Henthorn, Administrator 383-8965

U.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Approve 2016-17 Byrne JAG Grant Award

SPECIFIC ACTION REQUESTED:

Approve the JAG Grant award for 2016-17.

DESCRIPTION OF ACTION (dollar amount, purpose):

Grant is for \$14,913.00 and may be used for police equipment.

TIME FRAME OF ACTION:

The 2016-17 grant period expires September 30, 2019

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

Federal Justice Assistance Edward Byrne Grant (JAG)

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL OR AMENDMENT:

Renewal. The JAG Grant is issued annually to the Sheriff's Office though in different amounts.

ANY OTHER PERTINENT INFORMATION:

This grant is a "reverse grant" whereby the JAG program informs the agency of the funds they will give us to use for any police function. The agency then informs JAG how it will spend the funds. The Sheriff's Office will use the funds to purchase a new high speed scanner for the ongoing inmate file scanning project, new pepper ball guns, and a new mobile radar unit.

PROCUREMENT INFORMATION:

The Kalamazoo Department of Public Safety is the fiduciary for this grant on behalf of the Sheriff's Office.

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

V.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Sheriff's Office

PREPARED BY: Terra Mickolatcher, Financial Administrator

SUBJECT: Acceptance of the 2016 Marine Safety Grant

SPECIFIC ACTION REQUESTED:

Accept the award of the 2016 Marine Safety Grant from the Michigan Department of Natural Resources (DNR)

DESCRIPTION OF ACTION (dollar amount, purpose):

Grant Request: \$75,692, Award: \$25,000 with No County Match
For Marine patrols on the County lakes/waterways
Grant period covering January 1, 2016 through September 30, 2016

TIME FRAME OF ACTION:

Immediate

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

State (DNR)

PERSONNEL IF REQUIRED:

Existing Sheriff's Office Marine Staff assigned officers

NEW OR RENEWAL OR AMENDMENT:

Renewal

ANY OTHER PERTINENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER: Terra Mickolatcher, ph: 383-8763

W.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 21, 2016

DEPARTMENT: Sheriff's Office

PREPARED BY: Terra Mickolatcher, Financial Administrator

SUBJECT: Kalamazoo Public Schools (KPS) Tutoring Program/Booking Fees

SPECIFIC ACTION REQUESTED:

Approve the allocation of the booking fees (Public Act 124 of 2003) supplement a tutoring program focusing on GED completion, including GED testing.

DESCRIPTION OF ACTION (dollar amount, purpose):

Approve \$17,194 to supplement the KPS Tutoring Program

TIME FRAME OF ACTION:

Immediate

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

Booking Fee Revenue/Fund 263

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

The program overview is attached and budget review provided from KPS Director, Dodie Raycraft

CONTACT PERSON WITH PHONE NUMBER: Terra Mickolatcher, ph: 383-8763

Kalamazoo County Jail Title ID Classroom Program

Program Overview:

Funding for the Title I classroom tutor is obtained through the Michigan Department of Education. Kalamazoo Public Schools is the fiscal agent for this program and provides oversight for compliance with Title ID requirements.

The purpose of the Kalamazoo program is to provide academic support to the inmates through tutoring. This support is focused on helping the students to work toward the completion of a GED, including taking the GED test in the classroom. Other students are supported to complete high school credits through the use of GradPoint, an online curriculum. The tutor supports both groups of students.

Budget

The following table shows funding for the past several years. The allocation is determined by MDE using the Annual Survey form which is completed by personnel at the Jail and submitted to the Michigan Department of Education.

Year	Allocation	Carry Over	Re-allocated Funds
2011-2012	\$63,737	\$142,270	\$35,361
2012-2013	\$29,191	\$154,518	\$17,368
2013-2014	\$41,396	\$94,999	0
2014-2015	\$40,454	\$51,176	0
2015-2016	\$27,111	\$14,763	0

The re-allocated funds were given to the programs by MDE and had to be spent in a very short time period and could not be used for salaries. These funds, if not used, did not carry over, but were returned to MDE. No explanation was given as to why these funds were re-allocated out to the programs.

Given that we must re-submit the budget amendments by January 15th for Title ID, we have adjusted the Title ID budget to balance with the 15-16 allocation + carryover (\$40,710). This required us to reduce all items to the bare minimum and reduce the number of hours that the tutor will be able to work for the remainder of the school year to 18-20 per week (he currently averages about 23-25). I have attached this "Revised Budget". I have also attached the original budget with each of the items at the originally determined amount. This original budget totals \$57,904. If you wanted to replicate this original budget, the difference would be \$17,194 with no reductions in any of the items. It is ultimately up to you how you allocate the funds, although we will help as much as needed. The Revised Budget provides funding from July 1, 2015 to June 30, 2016. Typically, we don't receive a new allocation from MDE until October or November.

Per Dave's request, we have done some checking and we could reduce the cost of GradPoint by purchasing a different kind of license next year that could be as low as \$600-\$800.

Of note: Last year, in anticipation of the reduction in carryover and also the lower allocation, we eliminated the position of Transition Coordinator mid-year to reduce costs.

Let me know if you need any other information. Thank you!

Dodie Raycraft

Director of School Improvement, Title I and Assessments



4.

ADMINISTRATIVE SERVICES MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: THOM CANNY

DATE: JUNE 15, 2016

SUBJECT: RECOMMENDATION TO AMEND THE LEASE OF THE NAZARETH FACILITY

On December 18, 2012, the County Board approved a four (4) year lease agreement between the County and the Congregation of St. Joseph for the County's use of the Congregation's Nazareth College facility. The four year extension is set to expire on December 31, 2016. Due to the fact that we will not be able to relocate the Health and Community Services operations at the Nazareth College facilities by December 31, 2016, we asked the Congregation of St. Joseph if it would extend the current lease through December 31, 2018. The Congregation has agreed to extend the lease through the end of 2018 under the same terms and conditions currently in place.

We recommend that the Board approve the First Amendment to the current Lease Agreement to extend the term of the lease through December 31, 2018.

Thank you for your time and consideration. Please contact me at your convenience if you have any questions or concerns regarding this matter.



**ADMINISTRATIVE
SERVICES
MEMORANDUM**

TO: KALAMAZOO COUNTY BOARD OF COMMISSIONERS

FROM: THOM CANNY, CORPORATE COUNSEL
JOHN FAUL, INTERIM ADMINISTRATOR
TRACIE MOORED, CONTROLLER

DATE: JUNE 15, 2016

SUBJECT: REDEVELOPMENT AND PURCHASE AGREEMENT; ALCOTT STREET

We received the latest draft of the new Redevelopment and Purchase Agreement from the City of Kalamazoo Brownfield Redevelopment Authority (City BRA) and have reviewed it carefully. We recommend that the Board of Commissioners approve the Agreement with the City BRA.

Under the terms of the Development Agreement, the County can purchase a four (4) acre parcel at 505 East Alcott Street for \$650,000. The County will not have to enter into a Service Agreement, or a Payment in Lieu of Taxes Program (PILT), with the City of Kalamazoo if the County purchases the property.

From a timing perspective, the Agreement requires the County and City to close on the property within 120 days after both parties sign the Agreement. The County would be expected to start construction within 9 months of the closing date and have substantially completed construction within 24 months of the closing date. Prior to the closing date, the County can undertake all necessary environmental studies of the property to determine its suitability for construction. The County can terminate the Agreement if the environmental studies show that the cost of construction is prohibitive.

In regards to environmental and construction studies, the County previously contracted with Fleis &Vandenbrink to prepare a Baseline Environmental Assessment (BEA) and Due Care

Plan for the three (3) acres described in the previous Development Agreement. We have notified Fleis & Vandenbrink they will need to update the BEA and Due Care Plan to include the additional area to be purchased under this Agreement. We have also started working with Eckert Wordell to identify the types and number of soil borings that need to be secured on the property in order to determine the cost of constructing a building on the site.

Thank you for your time and consideration to this Memorandum. Please feel free to contact any of the four of us at your convenience if you have any questions or concern regarding this Memorandum.