

The seal of Colquhoun County Commissioners is a circular emblem with a textured, stippled background. The words "COLQUHOUN COUNTY COMMISSIONERS" are written in a circular path around the perimeter of the seal. In the center of the seal, the text "Board of Commissioners' Meeting" is displayed in a large, bold, black sans-serif font, arranged in three lines.

**Board of  
Commissioners'  
Meeting**

**October 1, 2013**

**NOTICE AND AGENDA FOR  
OCTOBER 1, 2013  
REGULAR 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, October 1, 2013, at 7:00 p.m.** in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

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

**CONSENT AGENDA**

- A. Request for Approval of 25 Year Resolution Honoring Connie Reese

Circuit Court/Juvenile Home

- B. Request for Approval of Elimination/Creation of Positions (Child Care Fund/General Fund)

Clerk/Register of Deeds

- C. Request for Approval of Appointments to the Board of Canvassers

Community Corrections

- D. Request for Approval of Contract Amendment with Michigan Department of Corrections
- E. Request for Approval of FY 2014 Comprehensive Plans and Services Grant Agreement CPS-2014-1-39 with the Michigan Department of Corrections
- F. Request for Approval of Contract Amendment with BI, Inc.

District Court

- G. Request for Approval of Grant Agreement with Michigan Mental Health Court Grant Program (MMHCGP) for the Mental Health Recovery Court
- H. Request for Approval of a Grant Agreement with Michigan Drug Court Grant Program (MDCGP) for the Sobriety Court Program

Health & Community Services

- I. Request for Approval of FY 2014-2016 Contract with the Branch St. Joseph Area Agency on Aging (IIIC)
- J. Request for Approval of an Agreement with the Center for Information Management, Inc.

- K. Request for Approval of Contract for Professional Services with Norma S. Bour, MS, RD for the Area Agency on Aging (AAA) Program
- L. Request for Approval of Amendment #6 to the 2012/2013 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health
- M. Request for Approval to Purchase a Document Management System
- N. Request for Approval of Breast and Cervical Cancer Control Program (BCCCP) Agreements
- O. Request for Approval to Accept Additional 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
- P. Request for Approval of a Professional Services Agreement with Doug Davies for Consultation Services for the Nurse Family Partnership Program (NFP)

#### Human Resources

- Q. Request for Approval of Annual Rate Renewal with Blue Cross Blue Shield of Michigan for Sheriff's Office Union Employees
- R. Request for Approval of Annual Rate Renewal with Blue Cross Blue Shield of Michigan
- S. Request for Approval of Temporary Agency Contracts with OnStaff and Snelling

#### Michigan Works!

- T. Request for Approval of Food Assistance Employment & Training Program Operations and Supportive Services Plan 14-00

#### Parks & Expo

- U. Request for Approval of Prairie View and Cold Brook County Park Boat Ramp Construction Contract
- V. Request for Approval of KRV Trail Parking Lease with Cooper Township
- W. Request for Approval of KRV Trail Easement Acquisition, River Street to 35<sup>th</sup> Street

#### Planning & Community Development

- X. Request for Approval of Remonumentation Survey Contract Amendments
- Y. Request for Approval of to Remove Lien from 1426 E. Mosel, Kalamazoo, MI

#### Prosecuting Attorney

- Z. Request for Approval of FY 2013-2014 Southwest Enforcement Team (SWET) Agreement

#### Sheriff

- AA. Request for Approval of 2013 Emergency Management Performance Grant Renewal

#### Board of Commissioners

- BB. Request for Approval of Transfers and Disbursements
- CC. Request for Approval of Letter of Agreement with WMU Fetzer Center
- DD. Request for Approval of an Agreement with BDO USA, LLP to Perform Auditing Services
- EE. Request for Approval of Changer Order #1, Healy Street Center Project

FF. Request for Approval of Re-appointments to the Economic Development Corporation/Economic Development Authority

**NON-CONSENT AGENDA ITEMS**

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

ITEM 9 Old Business

Animal Services & Enforcement

GG. Request for Approval of Elimination/Creation of Positions (General Fund)

- 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

SEPTEMBER 15, 2013

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



**RESOLUTION HONORING  
Connie L. Reese**

WHEREAS, Connie L. Reese has served the citizens of Kalamazoo County for twenty-five (25) years as of September 26, 2013; and

WHEREAS, Connie L. Reese has faithfully served as an Administrative Assistant; and

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

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

STATE OF MICHIGAN            )  
  ) SS  
COUNTY OF KALAMAZOO    )

I, Timothy A. Snow, County Clerk Register, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on October 1, 2013.

\_\_\_\_\_  
Timothy A. Snow  
County Clerk/Register

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** October 1, 2013

**DEPARTMENT:** Juvenile Home

**PREPARED BY:** Travis Faulds- Juvenile Home Administrator, Tom Noblet- Juvenile Home Director of Treatment Services

**SUBJECT:** Job elimination/creation

**SPECIFIC ACTION REQUESTED:**

We are requesting the current Substance Abuse Interventionist position (Vacant) in the Day Treatment Program be eliminated and that a Clinical Therapist position be created.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

It is our desire to eliminate the Substance Abuse Interventionist position which is vacant and replace it with a new Clinical Therapist position. This position would allow the Juvenile Home more flexibility in providing a variety of treatment intervention services in the areas of substance abuse, mental health, and sex offender treatment to help treat kids and families in our community and avoid more costly out-of-home placements.

Expenditures for this 1.0 FTE position are currently in the Juvenile Home Budget and have been pointed on the K08 band (salary range \$40,310.40-\$54,412.80). This position would receive the usual and customary fringe benefits. This position is not a union position.

**TIME FRAME OF ACTION:**

As soon as possible.

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

The Child Care Fund is 50% state and 50% local. This change does not require any additional funding.

**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)

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>Account Number</u>
<b>Elimination:</b> 1.0 FTE	Substance Abuse Interventionist 10845-001	J12	\$38,272.00-\$54,704.00	292-668-704.00
<b>Creation:</b> 1.0 FTE	Clinical Therapist	K08	\$40,310.40-\$54,412.80	292-668-704.00

**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)

N/A

**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:**

Travis Faulds 385-8577

Tom Noblet 385-8511

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:**     October 1, 2013

**DEPARTMENT:**     Clerk/Register

**PREPARED BY:**     Tim Snow, Clerk/Register

**SUBJECT:**             Appointment of members of the County Board of Canvassers

**SPECIFIC ACTION REQUESTED:**

Each odd year, 2 members of the Board of Canvassers are appointed by the Board of Commissioners for terms beginning November 1.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

**TIME FRAME OF ACTION:**

Immediate

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

None

**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:**

See attached memo

**PROCUREMENT INFORMATION:**

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

**CONTACT PERSON WITH PHONE NUMBER:**

Tim Snow – 384-8141



## County Clerk & Register of Deeds

201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007

Phone: (269) 383-8840 • Fax: (269) 384-8143 • Email: [tasnow@kalcounty.com](mailto:tasnow@kalcounty.com)

**Timothy A. Snow, CMC**, County Clerk & Register of Deeds

**Janice I. Shattuck**, Chief Deputy County Clerk & Register of Deeds

MEMO

DATE: September 16, 2013

TO: Board of Commissioners

FROM: Tim Snow, Clerk & Register of Deeds 

RE Board of Canvassers Appointment

Every odd year, the Board of Commissioners appoints 2 members of the County Board of Canvassers (1 Democratic and 1 Republican) to a 4 year term. The Chairs of the Political Parties were notified by mail and asked to submit three names to be passed along to the Board for approval.

This year, the terms of Jo Kent (Republican member) and Gary Swanson (Democratic member) are up for appointment. I have received a communication from David Pawloski, Democratic Chair, indicating that he is submitting the names of Gary Swanson, Sara Wick and Creed Stegall for appointment. I appointed Gary Swanson last November to fill the remaining year of the term of Mary Eagle, who resigned after 31 years of service on the Board of Canvassers.

I have also received a communication from David Worthams, Republican Party Chair, indicating that he is submitting the names of Jo Kent, Carrie Richman and Anthony Dugal for appointment. Jo Kent is completing her first 4-year term on the Board of Canvassers, having served since November 1, 2009.

I recommend the reappointment of **Gary Swanson** and **Jo Kent** for 4-year terms on the Kalamazoo County Board of Canvassers beginning November 1, 2013.

## Timothy A. Snow

---

**From:** David C. Pawloski [dpawloski@kzoodems.com]  
**Sent:** Tuesday, August 20, 2013 3:49 PM  
**To:** Timothy A. Snow  
**Subject:** Bd of Canvassers

Tim,

The 3 names for submission for the County Board of Canvassers are:

Gary Swanson  
Sara Wick  
Creed Stegall

Let me know if you need their contact info.

Thanks,

Dave

--

David C. Pawloski, Chair  
Kalamazoo County Democratic Party  
[dpawloski@kzoodems.com](mailto:dpawloski@kzoodems.com)  
(269) 342-4217

This e-mail message and any attached files are privileged and confidential intended solely for the use of the addressee(s) named above. If you are not the intended recipient, any review, use, dissemination, forwarding, printing, copying, or other distribution of this e-mail message and any attached files is strictly prohibited. If you have received this communication in error, please notify the sender immediately by reply e-mail message and permanently delete the original message. Thank you. Kalamazoo County Democratic Party.

## REPUBLICAN PARTY OF KALAMAZOO COUNTY

PO Box 1501, Portage, MI 49081-1501

Email – [kalamazoogop@gmail.com](mailto:kalamazoogop@gmail.com)

Phone – 269-323-0067

[www.kalamazoorepublicans.org](http://www.kalamazoorepublicans.org)

---

September 3, 2013

Timothy A. Snow  
County Clerk/Register of Deeds  
201 W. Kalamazoo Ave  
Kalamazoo, MI 49007

Dear Mr. Clerk:

In accordance with the Michigan Compiled Laws, I submit the following three (3) recommendations to the Kalamazoo County Board of Commissioners for their consideration of a Republican canvasser for a 4-year term beginning on October 31, 2013.

1. Jo Kent  
6605 Rothbury St.  
Portage, MI 49024
2. Carrie Richman  
3086 Mandarin Grove Lane  
Kalamazoo, MI 49004
3. Anthony Dugal  
2623 Russet Dr.  
Kalamazoo, MI 49008

Please let me know if you have any questions or need additional information.

Very Sincerely Yours,



David Quinton Worthams  
Chairman

---

*David Worthams, Chair*  
*Allan Bickle, Secretary*



---

*Melanie Kurdys, Vice Chair*  
*Stan Runyon, Treasurer*

**BOARD AGENDA REQUEST FORM****PROPOSED FOR BOARD MEETING OF: 01 October 2013****DEPARTMENT: Community Corrections****PREPARED BY: Kenneth D. Bobo****SUBJECT: Approval of Contract Amendment with Michigan Department of Corrections.****SPECIFIC ACTION REQUESTED:**

Approve amendment to existing contract between Kalamazoo County and the Michigan Department of Corrections (MDOC), relating to an MDOC mandated mid-2013 fiscal year budget adjustment.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

MDOC implemented a statewide reduction of Community Corrections Advisory Board grant awards for the FY2013 award year. The Amendment reflects a reduction of funds in the amount of \$17,406.00.

**TIME FRAME OF ACTION:****FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

Grant funding from Michigan Department of Corrections.

**PERSONNEL IF REQUIRED:**

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

N/A

**NEW OR RENEWAL:**

Amendment to existing contract.

**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)

N/A

**CONTACT PERSON WITH PHONE NUMBER:**

Kenneth D. Bobo. 269.387.7136

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** 01 October 2013

**DEPARTMENT:** Community Corrections

**PREPARED BY:** Kenneth D. Bobo, Director

**SUBJECT:**  
FY2014 Agreement for Comprehensive Plans and Services between the State of Michigan - Department of Corrections and Kalamazoo County.

**SPECIFIC ACTION REQUESTED:**  
Approval of Grant Number CPS-2014-1-39, from the Michigan Department of Corrections, to support the Kalamazoo County Community Corrections Program

**DESCRIPTION OF ACTION (dollar amount, purpose):**  
Programs and services in the amount of \$424,138.00.  
Felony Drunk Driver Funding in the amount of \$6,069.

**TIME FRAME OF ACTION:**  
Grant year is October 1, 2013 through September 30, 2014.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**  
State of Michigan - Department of Corrections. ("PA 511 Funds")

**PERSONNEL IF REQUIRED:**  
The Grant provides funding for 7.25 of 9 OCC positions.

**NEW OR RENEWAL OR AMENDMENT:**  
This is a renewal. First grant received in 1990.

**ANY OTHER PERTINENT INFORMATION:**  
This funding will support Community Corrections Advisory Board Administration, Electronic Monitoring Program, Drug Testing, Pretrial Supervision, Pre-trial screening of jail inmates, Mental Health and Substance Abuse Screening and a Felony Drunk Driver Community Treatment program. The Grant also funds the placement of felony offenders into Probation Residential Centers, in conjunction with the Michigan Department of Corrections.

**CONTACT PERSON WITH PHONE NUMBER:**  
Kenneth D. Bobo. 269.387.7136.

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: 01 October 2013**

**DEPARTMENT: Community Corrections**

**PREPARED BY: Kenneth D. Bobo**

**SUBJECT: Approval of Contract Amendment with BI, Inc..**

**SPECIFIC ACTION REQUESTED:**

Approve contract between Kalamazoo County and BI, Inc., relating to a newly introduced alcohol monitoring mechanism.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Adds pricing structure to existing contract for new product.

**TIME FRAME OF ACTION:**

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

Grant funding from Michigan Department of Corrections and client-paid funds.

**PERSONNEL IF REQUIRED:**

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

N/A

**NEW OR RENEWAL:**

Amendment to existing contract.

**ANY OTHER PERTINENT INFORMATION:**

The contract amendment implements a pricing structure for a new product to BI's product line, which is in use at OCC. The pricing structure is similar to what we are paying for a similar, but older model.

**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:**

Kenneth D. Bobo. 269.387.7136

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: Oct. 1, 2013**

**DEPARTMENT: 8<sup>th</sup> District Court**

**PREPARED BY: Tina L. Keifer, Court Administrator**

**SUBJECT:**

Approval of grant funds provided by the Michigan Mental Health Court Grant Program (MMHCGP) to help fund the 8<sup>th</sup> District Court Mental Health Recovery Court.

**SPECIFIC ACTION REQUESTED:**

8<sup>th</sup> District Court requests Board approval of grant award from MMHCGP /SCAO to provide \$96,406 for the Mental Health Recovery Court.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Funding is in the amount of \$96,406. These funds are designated for drug testing, medical care, and incentives.

**TIME FRAME OF ACTION:**

October 1, 2013 through September 30, 2014.

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

Michigan Mental Health Court Grant Program. There is no County match and, in fact, no cost to Kalamazoo County.

**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 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:**

The 8<sup>th</sup> District Court Mental Health Recovery Court will soon begin its sixth year of operation. The significant expense to run this program is assumed by Kalamazoo Community Mental Health and Substance Abuse Services. Received grant funds would be directed to KCMHSAS to pay for: 1) an Acute Care Coordinator who would focus on medical wellness and the integration of mental health, substance abuse and medical health, 2) biometric screening of

participants, 3) primary care and nursing services, 4) drug and alcohol testing. Funds to purchase incentives to reinforce wellness activities by the participants would be managed by the District Court under the direction of County Finance. Sustainability is very important to the program.

**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)

None

**CONTACT PERSON WITH PHONE NUMBER:**

Tina L. Keifer, Court Administrator 269-384-8166

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: Tuesday, Oct. 1, 2013**

**DEPARTMENT: 8<sup>th</sup> District Court**

**PREPARED BY: Lynn Kirkpatrick, Probation Services Director**

**SUBJECT:**

Approval of grant funds provided by Michigan Drug Court Grant Program (MDCGP) to help fund the 8<sup>th</sup> District Court Sobriety Court Program.

**SPECIFIC ACTION REQUESTED:**

8<sup>th</sup> District Court requests Board approval of grant award from MDCGP/SCAO to provide \$55,000 for our Sobriety Court Program.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Funding is in the amount of \$55,000.00. These funds are designated for drug testing, supplies and training.

**TIME FRAME OF ACTION:**

This is a renewable grant that runs from 10-1-13 to 9-30-14.

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

FY 2013 Michigan Drug Court Grant Program.

**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 required at this time.

**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:**

The 8<sup>th</sup> District Court Sobriety Court program is in its sixth year of operation with funding from SCAO, with the specific mission of holding repeat drinking & driving offenders to a higher level of accountability. By entering into this agreement with SCAO, our program will have the opportunity to maintain its purpose and mission.

**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)

None

**CONTACT PERSON WITH PHONE NUMBER:**

Lynn Kirkpatrick, Probation Services Director: 383-8966



Kalamazoo County

# Health & Community Services

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

**DATE:** October 1, 2013  
**TO:** County Board of Commissioners  
**FROM:** Linda Vail, Director/Health Officer  
**RE:** ITEMS FOR YOUR CONSIDERATION

**A. APPROVAL OF FY 2014-2016 CONTRACT WITH THE BRANCH ST. JOSEPH  
AREA AGENCY ON AGING (IILC) AND THE KALAMAZOO COUNTY  
HCS/REGION 3A AAA**

**ACTION REQUESTED**

HCS Administration requests Board approval of a contract with the Branch-St. Joseph Area Agency on Aging (IILC) and the Kalamazoo County Health and Community Services Department, Region 3A Area Agency on Aging, in the amount of \$2,000 for the period October 1, 2013 through September 30, 2014 for Long-Term Care Ombudsman Services.

**DESCRIPTION OF SUBJECT**

The Long-Term Care Ombudsman Program serves a 5 county area, including Branch and St. Joseph counties. The Ombudsman Program provides consumers with information and consultation on issues and complaints regarding licensed long-term care facilities as well as promoting best practices in long-term care. Every three years a master contract is executed and in subsequent years there is a renewal and allocation of funds.

**RELATIONSHIP TO GOALS**

The activities associated with this program will further 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**

No County funds are required as a result of this request. These funds are from the federal government as awarded to the Branch-St. Joseph County Area Agency on Aging, IILC and required to be contracted to us.

**PERSONNEL**

There are no personnel issues associated with this request.

**PROCUREMENT**

Not applicable.

**CONCERNS/ISSUES**

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

**B. AGREEMENT BETWEEN HCS/AREA AGENCY ON AGING 3A 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/AAA3A for information services from CIM's MI-Choice Information System (MICIS) Service Bureau. This agreement includes a monthly maintenance fee of \$120/month for software data access, updates, technical assistance and support. The agreement period is October 1, 2013 to September 30, 2014.

**DESCRIPTION OF SUBJECT**

In 2008, the Michigan Office of Services to the Aging (OSA) required all Area Agency on Aging programs to be a part of the MICIS system, which all state AAA's subscribe to for data collection and reporting. MICIS is managed by the Center for Information Management (CIM).

**RELATIONSHIP TO GOALS**

The Care Management/Case Coordination 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**

There are no County funds associated with this request. Funds for the maintenance fee will be paid for from the State Care Management grant.

**PERSONNEL**

There are no personnel associated with this request.

**PROCUREMENT**

No applicable.

**ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Judy Sivak, AAA Director at 373-5153 or [jasiva@kalamazoo.com](mailto:jasiva@kalamazoo.com).

**C. APPROVAL OF A CONTRACT FOR PROFESSIONAL SERVICES WITH NORMA S. BOUR, MS, RD AND THE COUNTY OF KALAMAZOO THROUGH ITS HEALTH & COMMUNITY SERVICES DEPARTMENT/AREA AGENCY ON AGING IIIA**

**ACTION REQUESTED**

HCS Administration requests Board approval of a contract for Professional Services with Norma S. Bour, MS, RD, who will provide coordination services for Personal Action Toward Health (PATH, Diabetes and Chronic Pain PATH) classes under the Area Agency on Aging IIIA license. This contract is for the period of October 1, 2013 through September 30, 2014. Total consulting fees not to exceed \$26,000.

**DESCRIPTION OF SUBJECT**

The AAIIIA is required to utilize Title IIID federal funding to provide evidence based programs. PATH programs are well vetted, provide consistent results, and are in demand as effective in assisting individuals to improve their health. Ms. Bour is contracted to provide PATH coordination services in Kalamazoo County for regular PATH, diabetes PATH, and chronic pain PATH classes, especially targeting low income, minority, and rural communities. She is a Master Trainer, which the PATH programs require, and has been meeting and exceeding expectations.

**RELATIONSHIP TO GOALS**

This program addresses 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 this position include federal Title IIID funds for evidence based programs and local funds generated through grants.

**PERSONNEL**

There are no additional personnel required.

## **PROCUREMENT**

Procurement for these services was sought and approved as sole source as Ms. Bour is the only certified PATH Master Trainer serving all of Kalamazoo County.

## **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Judy Sivak, AAA Director at 373-5153 or at [jasiva@kalcounty.com](mailto:jasiva@kalcounty.com).

### **D. APPROVAL OF AMENDMENT #6 TO THE 2012/2013 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

## **ACTION REQUESTED**

HCS Administration requests Board approval of amendment #6 to the FY 2012/2013 Comprehensive Planning, Budgeting and Contracting (CPBC) agreement with the Michigan Department of Community Health (MDCH) for the period of October 1, 2012 to September 30, 2013.

## **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 CPBC includes Essential Local Public Health Services (ELPHS) funding for mandated Public Health Services as well as categorical funding for the majority of the Department's public health grant programs.

The purpose of the amendment is to award \$36,375 in funding for the Breast & Cervical Cancer Control Program and increase the performance level requirement, reduce BCCCP Family Planning Project funding by \$1,100 and increase Laboratory Service Bioterrorism funding by \$20,651. The 2012/2013 amendment #6 funding level total with the approval of this amendment is \$3,651,535.

## **RELATIONSHIP TO GOALS**

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

## **FUNDING SOURCE**

The \$3,651,535 funding level is comprised of a combination of Federal and State funds contracted via the Michigan Department of Community Health.

## **PERSONNEL**

There are no personnel actions associated with this request.

## **ISSUES/CONCERNS**

If you have any questions, please contact Tammy Lahman, Health and Community Services, at 373-5257 or via e-mail at [talahm@kalcounty.com](mailto:talahm@kalcounty.com).

### **E. APPROVAL TO PURCHASE A DOCUMENT MANAGEMENT SYSTEM**

#### **ACTION REQUIRED**

HCS Administration requests Board approval for the purchase of FileBound DMS (document management system software) and three scanners for the Environmental Health Division. Approvals are needed for the following purchasing documents:

- Adams Remco Purchase Agreement
- Adams Remco Work Agreement
- FileBound End User Licensing Agreement

#### **DESCRIPTION OF SUBJECT**

Environmental Health uses a paper facility filing system for properties located in the county. We currently house 30,000 to 35,000 facility files which contain approximately 400,000 to 500,000 records. The new document management software and scanners will allow for the electronic storage of historical property records and create an electronic work flow process intended to streamline our work efficiencies.

#### **RELATIONSHIP TO GOALS**

The purchase of a document management system will streamline our workflow and will provide timely responses to client document requests. In addition, we intend to convert all of our paper files to electronic storage prior to our move out of the Nazareth Complex which will reduce office space needs.

#### **FUNDING SOURCE**

Funding totals not to exceed \$35,000 originally approved as part of the 2013 CIP.

#### **PERSONNEL**

There are no new personnel issues associated with this item.

#### **PROCUREMENT**

FileBound purchase procured in accordance with County Purchasing policy.

On June 28, 2013, the County received responses (5) to our RFI (Request for Information). The RFI consisted of a series of questions that dealt with software,

hardware and technology requirements, data security, product support, training, and total price. RFI submitters and results:

Vendor	Software and Training	Microfiche Conversion	**Scanners	Total Bid
Adams Remco	\$28,500.00	Included in Price	\$5,835.00	\$34,335.00
Hasselbring-Clark	\$37,892.00	Not Included in Bid	\$5,292.00	\$43,184.00
Secant	\$49,853	\$2,400.00	Not Included in Bid	\$52,253.00
Imagesoft	\$83,198.00	Included in Bid	\$8,885.00	\$92,083.00
Aspect	\$214,808.44	Not Included in Bid	Not Included in Bid	\$214,808.44

The costs were very competitive with the top two vendors close in price. After a thorough technical review by our IS Department staff, product review and price evaluation for each vendor, we are recommending FileBound Document Management System sold and supported by Adams Remco.

Adams Remco distinguished itself with excellent references, highly-rated customer service and support. Adams Remco has a Kalamazoo Office as well as fifty employees that live in and around Kalamazoo County.

\*\*Scanners will be purchased through our IS Department

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Vern Johnson, Supervisor of Environmental Health Services at 373-5356 or [vljohn@kalcounty.com](mailto:vljohn@kalcounty.com).

## **F. BREAST AND CERVICAL CANCER CONTROL PROGRAM (BCCCP) AGREEMENTS**

### **ACTION REQUESTED**

HCS Administration requests Board approval of agreements with the following providers whose contracts have automatically renewed for 10 years or more. The agreements will ensure services according to current program requirements. Agreements are effective October 1, 2013 and will automatically renew each year.

- InterCare Community Health Network
- Cytocheck Laboratory, LLC.

### **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.

### **PROCUREMENT**

There is no procurement associated with this request.

### **PERSONNEL**

There are no additional 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 [ljone@kalcounty.com](mailto:ljone@kalcounty.com).

### **G. ACCEPTANCE OF ADDITIONAL 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 an additional grant award from the Health Resources and Services Administration (HRSA) in the amount of \$7,920.00 in support of the Kalamazoo County Healthy Babies Healthy Start project (HBHS). This grant award is for the period of 6/1/13 to 5/31/14. This additional allocation increases the Federal award to \$576,240.00.

**DESCRIPTION OF SUBJECT**

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

**RELATIONSHIP TO GOALS**

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

**FUNDING SOURCE**

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

**PERSONNEL**

Not applicable.

**PROCUREMENT**

Not applicable.

**ISSUES/CONCERNS**

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

**H. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH DOUG DAVIES FOR CONSULTATION SERVICES FOR THE NURSE FAMILY PARTNERSHIP PROGRAM (NFP)**

**ACTION REQUESTED**

HCS Administration requests Board approval of a Professional Services Agreement with Doug Davies to provide consultation services to the Nurse Family Partnership program. This agreement is effective October 1, 2013 with automatic one year renewals. Mr. Davies will be paid at a rate of \$125 per hour, not to exceed a total of \$750 per year.

**DESCRIPTION OF SUBJECT**

The Nurse Family Partnership (NFP) is an effective, proven approach to improving the health and life-course of low-income, first-time mothers and their children. NFP represents one of the most promising ways of enabling at-risk mothers and their

children to get and stay on the path to a meaningful and productive life. Visits occur during the first pregnancy of a woman and throughout the first two years of their child's life. Dr. Davies is an Infant Mental Health Specialist. This is his fifth year as the NFP consultant.

### **RELATIONSHIP TO GOALS**

HCS works to improve the overall health of the community by reducing preventable disabilities and deaths. The NFP program focuses on helping families improve skills in the areas of maternal and child health, which HCS strongly supports.

### **FUNDING SOURCE**

Funding is through the Michigan Department of Community Health (MDCH) under the Comprehensive Planning, Budgeting, and Contracting Agreement (CPBG) as well as Federal Medicaid Match.

### **PERSONNEL**

There are no personnel issues.

### **PROCUREMENT**

There are no procurement issues.

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Debra Lenz, Maternal & Child Health Division Manager at 373-5024 or at [dllenz@kalcounty.com](mailto:dllenz@kalcounty.com).



**Human Resources Department**

201 West Kalamazoo Avenue, Ste 202 • Kalamazoo, Michigan 49007-3777  
Phone: (269) 383-8998 • Fax: (269) 384-8099  
An Equal Opportunity Employer

**BOARD AGENDA REQUEST FORM**

PROPOSED FOR BOARD MEETING OF: October 1, 2013

DEPARTMENT: Human Resources

PREPARED BY: Kelly Ball, Interim Human Resource Director *KBall*

SUBJECT: **Annual Rate Renewal for Blue Cross Blue Shield of Michigan – Fully Insured Dental/Vision Plan for Sheriff’s Office Union Employees**

SPECIFIC ACTION REQUESTED: Approval of the annual rate renewal between Kalamazoo County and Blue Cross Blue Shield of Michigan (BCBSM) for the fully insured dental and vision insurance offering for the Kalamazoo County Sheriff’s Office union employees.

DESCRIPTION OF ACTION: Kalamazoo County in coordination with Nulty Insurance was able to negotiate a reasonable rate renewal with BCBSM for the plan year January 1, 2014 through December 31, 2014 for the fully insured dental and vision insurance. The renewal encompasses dental and vision coverage only for those eligible employees working at the Sheriff’s Office. The rates charged are for administration and payment of the claims for that certain group of employees. The final negotiated renewal results in an increase in the rates of approximately 5%. The new monthly rates to the County are as follows:

- One person \$39.13
- Two people \$93.92
- Family \$117.40

The County pays the entire premium for all eligible employees and their dependents per the collective bargaining agreement. This coverage is only offered to active employees at the Sheriff’s Office and is not a benefit offering to retirees.

We are requesting approval of a continued relationship with BCBSM for the plan year beginning 1/1/2014; with the understanding we will be reviewing all vendor relationships for the plan year beginning 1/1/2015.

FUNDING SOURCE: Employee Benefit Fund

NEW OR RENEWAL: Renewal, to be effective 1-1-2014 through 12-31-2014.

ANY OTHER PERTINENT INFORMATION: Staff recommends approval; applicable documentation has been reviewed by Finance and Corporate Counsel.

CONTACT PERSON AND PHONE NUMBER: Kelly Ball, 384-8100 or [coball@kalcounty.com](mailto:coball@kalcounty.com); Jean Michaud, 383-8953, or [jnmich@kalcounty.com](mailto:jnmich@kalcounty.com)



**Blue Cross Blue Shield of Michigan**  
**Renewal Package**  
**for**  
**KALAMAZOO COUNTY**

**Customer ID: 115481**

**Group 44544**

**For Renewal Period Beginning: January, 2014**

Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

September 06, 2013



A nonprofit corporation and independent licensee  
of the Blue Cross and Blue Shield Association

Dear Valued Customer:

This renewal package provides information about your 2014 Blues health plan and rates.

The Affordable Care Act has caused immense change in health care. We know that it's impacting the decisions that you're making regarding your business and your employees' health care coverage. As you make these choices, you can trust that you're supported by the Blues.

We still have the products you need and that fit your budget. Through our benefit "mapping" process, we've made certain your enclosed plan is compliant with ACA requirements. This renewal package shows how these changes impact your costs.

Also, in 2014, you must meet a number of ACA requirements. Below are the key mandates that affect your new benefit plan and rates:

- **Essential health benefits:** If you offer essential health benefits, they must comply with ACA guidelines. They include, but are not limited to, prescription drugs, emergency services, mental health services and maternity care.
- **Cost-sharing:** All cost-sharing items — deductibles, coinsurance and copayments — cannot accumulate to more than the out-of-pocket maximum amount set by the ACA. In 2014, the out-of-pocket maximum is \$6,350 for individuals and \$12,700 for families.
  - The Blues are counting all in-network cost-sharing for both essential and nonessential benefits toward one in-network out-of-pocket maximum.
  - Under the safe harbor, if you have multiple service providers, you can have separate out-of-pocket maximums until 2015.
- **Taxes and fees:** On your January 2014 bill, which will be sent in December, we are including the new taxes and fees required by the ACA. At [bcbsm.com](http://bcbsm.com), our estimator tool provides a breakdown of the taxes that may apply to you. We can't provide tax or legal advice. You'll need to consult with your tax advisors to determine exactly how these taxes and fees impact your specific situation.

While taxes are effective in January 2014, all mandated benefits become effective on your plan year in 2014.

Thank you for continuing to choose the Blues. We'll guide you through health care reform changes while providing you with quality products and services. Your Blues sales representative or agent will address any questions or concerns you have about your coverage or your rates.

Sincerely,

Jeff Connolly  
Vice President  
Blue Cross Blue Shield of Michigan  
President of West Michigan Operations

Gary Gavin  
Vice President  
Key & Large Group Business

John Dunn  
Vice President  
Middle & Small Group Business

## Table of Contents

Renewal Summary .....	4
Key Statistics .....	5
Demographics .....	6
Demographics and Medical Claims Expense Distribution .....	7
Dental Claims Experience .....	9
Vision Claims Experience .....	10
Renewal Development .....	11
Renewal Development - Detailed Projection .....	12
Renewal and Settlement History .....	13

### Appendices

Appendix A: BCBSM Benefit and Rate Schedule



# Renewal Summary

## Key Findings

- Your rate does not include taxes or assessments under consideration by federal and state governments that, if enacted, would be added to your bill.
- On average, of your "premium" dollar, claims represent \$0.75, administrative fee represents \$0.11, stop loss fee represents \$0.10, and risk and subsidy represent \$0.04.

## Components of Rate Change

	Amount	Percent
Number of Subscribers	192	
Income at Current Rates	\$208,856	
Understatement in current rates	\$4,619	2.21%
Change in Expenses	\$6,803	3.26%
Credibility Adjustment	(\$1,791)	(0.86%)
Change in Retention	\$1,433	0.69%
Change in Pooling Charges	\$0	0.00%
<b>Income at Renewal Rates</b>	<b>\$219,920</b>	<b>5.30%</b>



# Key Statistics

## BlueInsight<sup>SM</sup>

- The Blue Dental products make a positive impact on your member's overall health and your company's medical expenses. Not to mention, your employees will benefit from having one ID card for all product lines.
- Blue Vision is a Preferred Provider Network that uses the VSP provider network of 22,000 providers.

Membership Demographics	Renewal Period	Prior Period	Percent Change	Benchmark
Average Number of Employees	192	198	(3.0%)	N/A
Average Number of Members	532	541	(1.7%)	N/A
Average Contract Size	2.78	2.73	1.8%	2.19
Percent Male Members	53.3%	52.7%	1.1%	50.0%
Percent Female Members	46.7%	47.3%	(1.2%)	50.0%
Average Age of Membership	31.6	31.5	0.3%	35.6
<b>Key Statistics</b>				
<b>Dental</b>				
Dental Claims Paid	\$151,154	\$146,120	3.4%	N/A
Number of Dental Services	2,147	2,217	(3.2%)	N/A
<b>Vision</b>				
Vision Claims Paid	\$72,154	\$82,920	(13.0%)	N/A
Number of Vision Services	1,345	1,572	(14.4%)	N/A

- Renewal Experience Period: 02/2012-01/2013

- Prior Experience Period: 03/2011-02/2012



KALAMAZOO COUNTY: January 2014-December 2014

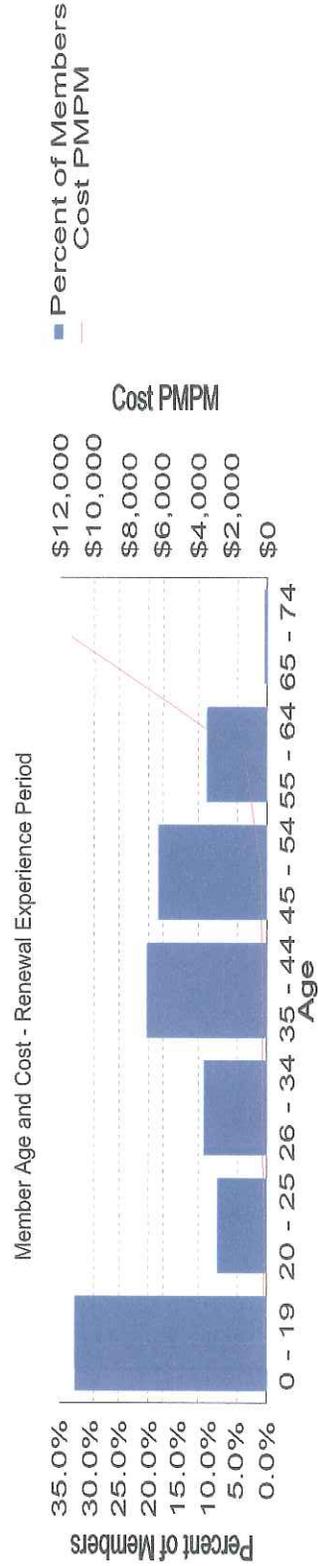
© 2009, Blue Cross Blue Shield of Michigan

# Demographics

	Renewal Period	Prior Period	Percent Change Prior	Benchmark
<b>Subscribers Demographic Distribution</b>				
Male Subscribers	76.3%	77.5%	-1.5%	57.2%
Female Subscribers	23.7%	22.5%	5.3%	42.8%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0.0%</b>	<b>100.0%</b>
<b>Components</b>				
Average Age of Subscriber	44.2	43.7	1.1%	46.7
Average Age of Member	31.6	31.5	0.3%	35.6
Average Contract Size	2.78	2.73	1.8%	2.19
<b>Monthly Average</b>				
Contracts Per Month	192	198	-3.0%	N/A
Members Per Month	532	541	-1.7%	N/A

- Renewal Experience Period: 02/2012-01/2013  
 - Prior Experience Period: 03/2011-02/2012

Age	Percent of Members	Cost PMPM
0 - 19	32.3%	\$153.32
20 - 25	8.3%	\$172.50
26 - 34	10.6%	\$278.17
35 - 44	20.2%	\$282.02
45 - 54	18.2%	\$358.55
55 - 64	10.0%	\$1,318.74
65 - 74	0.5%	\$11,410.84



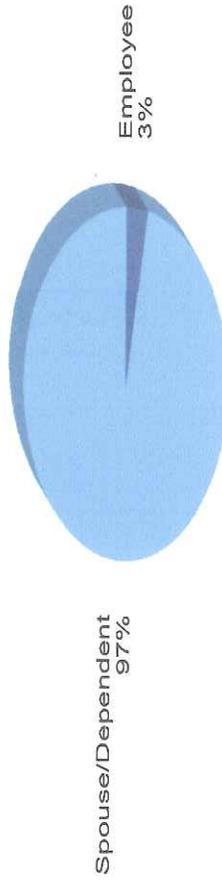
KALAMAZOO COUNTY: January 2014-December 2014

© 2009, Blue Cross Blue Shield of Michigan

# Demographics and Medical Claims Expense Distribution

Employee and Spouse/Dependent Demographics as of 01/2013			
Age	Employee	Spouse/Dependent	Total
0 - 19	0	168	168
20 - 25	2	42	44
26 - 34	29	22	51
35 - 44	65	45	110
45 - 54	54	36	90
55 - 64	33	19	52
65 - 74	1	2	3
<b>Total</b>	<b>184</b>	<b>334</b>	<b>518</b>

Percentage of Total Claims



- Renewal Experience Period: 02/2012-01/2013  
 - Renewal Paid Period: 02/2012-03/2013

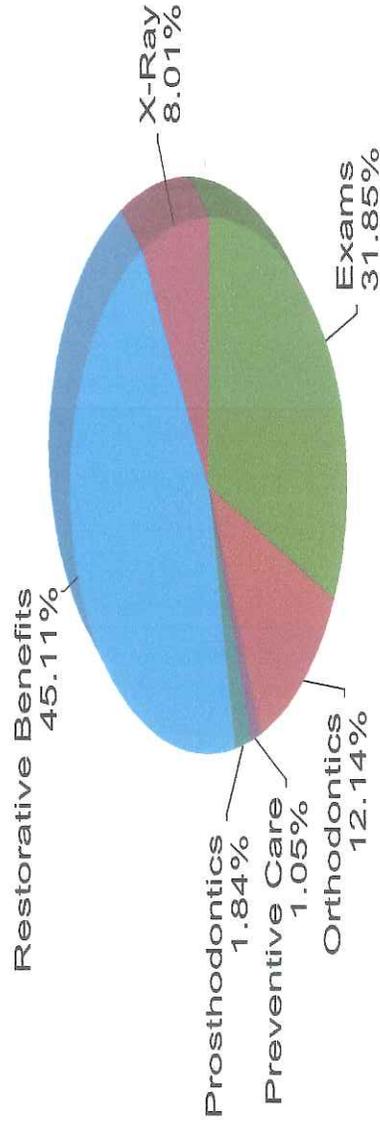


# Dental Claims Experience

Category	Services	Approved Charges	Percent of Total Charges	Deductible & Coinsurance	Payments
Exams	1,348	\$73,114.00	31.85%	\$11,711.60	\$61,402.40
Preventive Care	41	\$2,406.00	1.05%	\$48.00	\$2,358.00
X-Ray	371	\$18,379.75	8.01%	\$2,246.50	\$16,133.25
Restorative Benefits	375	\$103,541.97	45.11%	\$41,262.32	\$62,279.65
Prosthodontics	5	\$4,223.00	1.84%	\$2,111.50	\$2,111.50
Orthodontics	7	\$27,861.00	12.14%	\$20,991.50	\$6,869.50
<b>Total</b>	<b>2,147</b>	<b>\$229,525.72</b>	<b>100.00%</b>	<b>\$78,371.42</b>	<b>\$151,154.30</b>

- Renewal Experience Period: 02/2012-01/2013  
 - Renewal Paid Period: 02/2012-03/2013

**Percent of Total Charges**

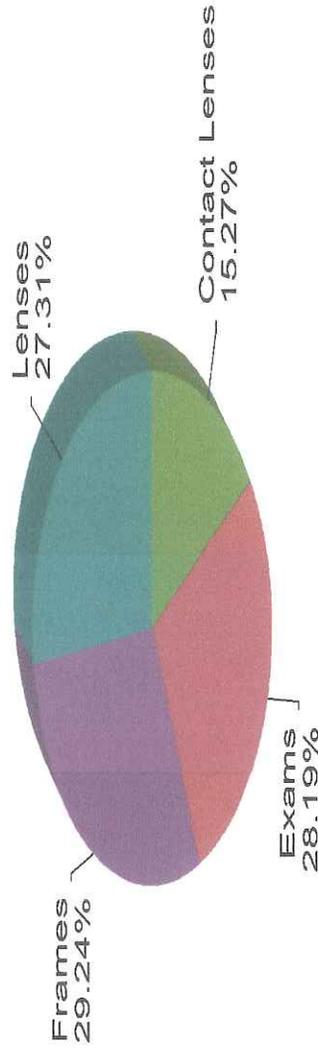


# Vision Claims Experience

Category	Services	Approved Charges	Percent of Total Charges	Deductible & Coinsurance	Payments
Exams	147	\$7,380.11	28.19%	\$645.00	\$6,735.11
Frames	92	\$7,655.46	29.24%	\$170.00	\$7,485.46
Lenses	159	\$7,150.48	27.31%	\$810.00	\$6,340.48
Contact Lenses	45	\$3,998.35	15.27%	\$0.00	\$3,998.35
<b>Total</b>	<b>443</b>	<b>\$26,184.40</b>	<b>100.00%</b>	<b>\$1,625.00</b>	<b>\$24,559.40</b>

- Renewal Experience Period: 02/2012-01/2013  
 - Renewal Paid Period: 02/2012-03/2013

**Percent of Total Charges**



# Renewal Development

1. Approved Charges	\$255,710
Less: Member Liability	\$79,996
<b>2. Claims Paid in Experience Period</b>	<b>\$175,713</b>
3. Net Claims Considered for Rating Projection	\$175,713
Plus: Estimated Incurred But Not Reported Claims	\$3,244
<b>4. Total Incurred Claims</b>	<b>\$178,957</b>
Annualized Claim Payments	\$178,957
Effective Trend	1.0720
5. Trended Claims	\$191,842
Plus: Adjustment for Credibility	(\$1,791)
6. Projected Claims for the Rating Period	\$190,051
Plus: Projected Retention Expenses	\$29,869
<b>7. Projected Total Expenses for the Rating Period</b>	<b>\$219,920</b>
<b>8. Projected Income Required for the Rating Period</b>	<b>\$219,920</b>
9. Annual Income at Current Rates	\$208,856
<b>10. Change in Rates for the Rating Period expressed as a Percentage Change from your Current Rates</b>	<b>5.30%</b>

### Estimated Annual Taxes and Fees Assessment

\$10,468

- Projected Income calculation reflects enrollment and benefits in effect during the experience period.
- Mid-point of renewal projection: 07/2014
- Mid-point of experience period: 08/2012
- Experience Period: (Incurred: 02/2012-01/2013), (Paid: 02/2012-03/2013)
- These figures include certain federal taxes and fees established by the Affordable Care Act as well as certain state taxes and assessments. The figures are estimates and may change for future billings.



# Renewal Development - Detailed Projections

	Dental	Vision	All Coverage Combined
Contract Exposures	2,298	2,298	2,298
1. Approved Charges	\$229,526	\$26,184	\$255,710
Less: Member Liability	\$78,371	\$1,625	\$79,996
<b>2. Claims Paid in Experience Period</b>	<b>\$151,154</b>	<b>\$24,559</b>	<b>\$175,713</b>
3. Net Claims Considered for Rating Projection	\$151,154	\$24,559	\$175,713
Plus: Incurred But Not Reported Claims	\$3,023	\$221	\$3,244
<b>4. Total Incurred Claims</b>	<b>\$154,177</b>	<b>\$24,780</b>	<b>\$178,957</b>
Annualized Incurred Claims	\$154,177	\$24,780	\$178,957
Effective Trend	1.0720	1.0720	1.0720
5. Trended Claims	\$165,278	\$26,564	\$191,842
Plus: Adjustment for Credibility	(\$1,835)	\$44	(\$1,791)
6. Projected Claims for the Rating Period	\$163,443	\$26,608	\$190,051
Plus: Projected Retention Expenses	\$24,162	\$5,707	\$29,869
<b>7. Projected Total Expenses for the Rating Period</b>	<b>\$187,605</b>	<b>\$32,315</b>	<b>\$219,920</b>
8. Projected Income Required for the Rating Period	\$187,605	\$32,315	\$219,920
9. Annual Income at Current Rates	\$175,210	\$33,646	\$208,856
<b>10. Change in Rates for the Rating Period expressed as a Percentage Change from your Current Rates</b>	<b>7.07%</b>	<b>-3.96%</b>	<b>5.30%</b>

- Projected income calculation reflects enrollment and benefits in effect during the experience period.

- Mid-point of renewal projection: 07/2014

- Mid-point of experience period: 08/2012

- Experience Period: (Incurred: 02/2012-01/2013), (Paid: 02/2012-03/2013)

- The figures do not include federal and state taxes, fees or assessments that will be included in your future bills.



KALAMAZOO COUNTY: January 2014-December 2014

© 2009, Blue Cross Blue Shield of Michigan



## Appendix A:

# BCBSM Benefit and Rate Schedule



KALAMAZOO COUNTY: January 2014-December 2014

© 2009, Blue Cross Blue Shield of Michigan



Run Date: 09/08/2013  
EDP: 439

A nonprofit corporation and independent licensee  
of the Blue Cross and Blue Shield Association

514F  
KALAMAZOO COUNTY  
JEAN MICHAUD  
201 W KALAMAZOO AVE  
KALAMAZOO MI 49007

000136

514F  
AGENT OF RECORD  
SUSAN L CULHANE  
5579 STADIUM DRIVE  
KALAMAZOO MI 49009-1929

### BENEFIT AND RATE SCHEDULE KALAMAZOO COUNTY

Rate Effective: 01/2014 Renewal Month: January

Customer ID:	115481	Rating Type:	ERS
Group-Division:	007032172-0000	Certification Status:	Not Applicable
Participation Factor:	1.0000	Cluster Code:	0000
Group Size Factor:	1.0000	County:	KALAMAZOO
SIC Code:	Not Applicable		
Endorsed by:	Not Applicable		

**Disclaimer:** The figures do not include federal and state taxes, fees or assessments that will be included in your future bills.

Rates for groups renewing on or after January 1, 2011 will reflect known benefit changes required by the Patient Protection and Affordable Care Act (PPACA) (also referred to as health care reform). These benefit changes and any related rates are subject to Department of Insurance and Financial Services (DIFS) approval.

Certificates, riders and rates are subject to regulatory approval.

#### CERTIFICATES

ADM CERT ANCILL ADMINISTRATIVE CERTIFICATE FOR ANCILLARY COVERAGE ONLY  
DOGBC DENTAL OPTIONS GROUP BENEFIT CERTIFICATE  
VSP-BLUE VISION BLUE VISION GROUP BENEFITS CERTIFICATE

#### MEDICAL RIDERS

ADM PLANYR JAN ADMINISTRATIVE RIDER PLAN YEAR - JANUARY

#### DENTAL RIDERS

DO-PPO RIDER DO-PPO - DENTAL OPTIONS PPO  
DO-XDI RIDER DO-XDI - DENTAL OPTIONS EXCLUDE DENTAL IMPLANTS  
PK555 RIDER - TRADITIONAL PLUS - SCHEDULE OF BENEFITS OPTION P555

#### VISION RIDERS

BVFL RIDER BVFL - BLUE VISION FREQUENCY LIMITS

#### MEDICARE SUPPLEMENTAL RIDERS

ADM MOS816 DNTL ADMINISTRATIVE RIDER FOR MOS ISSUE 816 - DENTAL - placeholder  
ADM MOS816 MED ADMINISTRATIVE RIDER FOR MOS ISSUE 816 - MEDICAL - placeholder  
ADM MOS816 VIS ADMINISTRATIVE RIDER FOR MOS ISSUE 816 - VISION - placeholder

Reference Number: 44544-001

All benefit descriptions may not be applicable to all subscribers.



Run Date: 09/08/2013  
EDP: 440

A nonprofit corporation and independent licensee  
of the Blue Cross and Blue Shield Association

**BENEFIT AND RATE SCHEDULE**  
**KALAMAZOO COUNTY**  
Rate Effective: 01/2014    Renewal Month: January  
Customer ID: 115481    Group-Division: 007032172-0000

Monthly Premium Rates	Benefit ID	Total	Blue Cross	Blue Shield	Drugs	Master Medical	Dental	Vision
One Person Regular	0000 356P	\$ 33.91					33.91	
Two Person Regular	0000 356P	\$ 81.39					81.39	
Family Regular	0000 356P	\$ 101.73					101.73	
One Person Regular	0000 356R	\$ 39.13					33.91	5.22
Two Person Regular	0000 356R	\$ 93.92					81.39	12.53
Family Regular	0000 356R	\$ 117.40					101.73	15.67
One Person Regular	0000 32ZJ	\$ 5.22						5.22
Two Person Regular	0000 32ZJ	\$ 12.53						12.53
Family Regular	0000 32ZJ	\$ 15.67						15.67
One Complementary	0000 356Q	\$ 33.01					33.01	
Two Complementary	0000 356Q	\$ 66.02					66.02	
Three Complementary	0000 356Q	\$ 99.03					99.03	
One Complementary	0000 356T	\$ 37.29					33.01	4.28
Two Complementary	0000 356T	\$ 74.58					66.02	8.56
Three Complementary	0000 356T	\$ 111.87					99.03	12.84
One Complementary	0000 32ZK	\$ 4.28						4.28
Two Complementary	0000 32ZK	\$ 8.56						8.56
Three Complementary	0000 32ZK	\$ 12.84						12.84
1 Person Regular & 1 Complementary	0000 356Q	\$ 66.92					66.92	
2 Person Regular & 1 Complementary	0000 356Q	\$ 114.40					114.40	
Family Regular & 1 Complementary	0000 356Q	\$ 134.74					134.74	
1 Person Regular & 2 Complementary	0000 356Q	\$ 99.93					99.93	
2 Person Regular & 2 Complementary	0000 356Q	\$ 147.41					147.41	
Family Regular & 2 Complementary	0000 356Q	\$ 167.75					167.75	
RRL							1.2884	0.8251
Medigap Subsidy: No								

BCBSM reserves the right to adjust rate if any of the assumptions or calculations used to develop the rates are incorrect.

If you have questions or wish to discuss other BCBSM benefit plans, please contact your BCBSM Regional Sales Office or Agent. We at BCBSM appreciate your business and look forward to providing your continuing health benefit needs.

Reference Number: 44544-001



Run Date: 09/08/2013  
EDP: 441

A nonprofit corporation and independent licensee  
of the Blue Cross and Blue Shield Association

**BENEFIT AND RATE SCHEDULE  
KALAMAZOO COUNTY**

Rate Effective: 01/2014    Renewal Month: January

Customer ID: 115481    Group-Division: 007032172-0000

Monthly Premium Rates	Benefit ID	Total	Blue Cross	Blue Shield	Drugs	Master Medical	Dental	Vision
1 Person Regular & 3 Complementary	0000 356Q	\$ 132.94					132.94	
2 Person Regular & 3 Complementary	0000 356Q	\$ 180.42					180.42	
Family Regular & 3 Complementary	0000 356Q	\$ 200.76					200.76	
1 Person Regular & 1 Complementary	0000 356T	\$ 76.42					66.92	9.50
2 Person Regular & 1 Complementary	0000 356T	\$ 131.21					114.40	16.81
Family Regular & 1 Complementary	0000 356T	\$ 154.69					134.74	19.95
1 Person Regular & 2 Complementary	0000 356T	\$ 113.71					99.93	13.78
2 Person Regular & 2 Complementary	0000 356T	\$ 168.50					147.41	21.09
Family Regular & 2 Complementary	0000 356T	\$ 191.98					167.75	24.23
1 Person Regular & 3 Complementary	0000 356T	\$ 151.00					132.94	18.06
2 Person Regular & 3 Complementary	0000 356T	\$ 205.79					180.42	25.37
Family Regular & 3 Complementary	0000 356T	\$ 229.27					200.76	28.51
1 Person Regular & 1 Complementary	0000 32ZK	\$ 9.50						9.50
2 Person Regular & 1 Complementary	0000 32ZK	\$ 16.81						16.81
Family Regular & 1 Complementary	0000 32ZK	\$ 19.95						19.95
1 Person Regular & 2 Complementary	0000 32ZK	\$ 13.78						13.78
2 Person Regular & 2 Complementary	0000 32ZK	\$ 21.09						21.09
Family Regular & 2 Complementary	0000 32ZK	\$ 24.23						24.23
1 Person Regular & 3 Complementary	0000 32ZK	\$ 18.06						18.06
2 Person Regular & 3 Complementary	0000 32ZK	\$ 25.37						25.37
Family Regular & 3 Complementary	0000 32ZK	\$ 28.51						28.51
RRL							1.2884	0.8251
Medigap Subsidy: No								

BCBSM reserves the right to adjust rate if any of the assumptions or calculations used to develop the rates are incorrect.

If you have questions or wish to discuss other BCBSM benefit plans, please contact your BCBSM Regional Sales Office or Agent. We at BCBSM appreciate your business and look forward to providing your continuing health benefit needs.

Reference Number: 44544-001



**Human Resources Department**

201 West Kalamazoo Avenue, Ste 202 • Kalamazoo, Michigan 49007-3777  
Phone: (269) 383-8998 • Fax: (269) 384-8099  
An Equal Opportunity Employer

**BOARD AGENDA REQUEST FORM**

PROPOSED FOR BOARD MEETING OF: October 1, 2013

DEPARTMENT: Human Resources

PREPARED BY: Kelly Ball, Interim Human Resource Director *KBall*

SUBJECT: **Annual Rate Renewal for Blue Cross Blue Shield of Michigan**

SPECIFIC ACTION REQUESTED: Approval of the annual rate renewal between Kalamazoo County and Blue Cross Blue Shield of Michigan (BCBSM).

DESCRIPTION OF ACTION: Kalamazoo County in coordination with Nulty Insurance completed a Request for Proposal (RFP) for the health, dental and vision administration for all active and non-Medicare eligible retirees in 2013. We wish to continue with BCBS for 2014 for the active employees and pre-Medicare and Sheriff's Office retirees. We will be reviewing the vendors that responded to our RFP and looking at potential changes in 2014 for the 2015 plan year.

Nulty was able to negotiate a reasonable rate renewal with BCBSM for the plan year January 1, 2014 through December 31, 2014. The renewal encompasses health, pharmacy, dental and vision benefits for all Kalamazoo County self-funded plans administered through BCBSM. The fees charged are for claim processing, customer service and protection of catastrophic claims. The fees support continued strong network discounts and aggressive pharmacy initiatives/rebates. The final negotiated renewal results in an increase in both our administrative fee and stop-loss premiums. The new administration rate is \$57.43 (up from \$54.96 in 2013) and the stop loss rate is \$65.54 (up from \$59.58 in 2013). The stop-loss protection remains at \$150,000/participant for 2014.

We are requesting approval of a continued relationship with BCBSM for the plan year beginning 1/1/2014; with the understanding we will be reviewing all vendor relationships for the plan year beginning 1/1/2015.

FUNDING SOURCE: Employee Benefit Fund

NEW OR RENEWAL: Renewal, to be effective 1-1-2014 through 12-31-2014.

ANY OTHER PERTINENT INFORMATION: Staff recommends approval; applicable documentation has been reviewed by Finance and Corporate Counsel.

CONTACT PERSON AND PHONE NUMBER: Kelly Ball, 384-8100 or [coball@kalcounty.com](mailto:coball@kalcounty.com); Jean Michaud, 383-8953, or [jmmich@kalcounty.com](mailto:jmmich@kalcounty.com)



# BLUE CROSS BLUE SHIELD OF MICHIGAN

## MULTI-STATE ACCOUNT RENEWAL

To: Julie Kik  
From: Crystal Scott

**B230**  
**515A**

29-Aug-2013

Re: Kalamazoo County Government  
Renewal Rating for January 2014 thru December 2014

The renewal for the subject group is attached.  
Highlights are as follows:

Rate Change	9.29%
Projected income at new rates, with the average experience period enrollment	\$11,010,544
Subscribers enrolled in the most recent month	957
Projected income at new rates, with the most recent month enrollment	\$11,802,690

The group may continue coverage at the renewal rates calculated,  
as long as the enrollment remains in the range

861 subscribers  
to 1,053 subscribers.

If the enrollment increases or decreases so that it is outside  
this range, BCBSM may change the rates.

cc: J. Hockin  
D. Canty  
S. Juszowski  
S. Eicher

D. Mitchell  
T. Noonan

GC

**Annual Rate Renewal  
for  
Kalamazoo County Government**



***January 2014 thru December 2014***

August 29, 2013

**Annual Rate Renewal**  
**Kalamazoo County Government**  
**January 2014 thru December 2014**

**Table of Contents**

<b>Pages 1 &amp; 2</b>	<b>Advantages of The Blues</b>
<b>Page 3</b>	<b>Renewal Rate Calculation</b>
<b>Page 4</b>	<b>Projected Cost</b>
<b>Page 5</b>	<b>Administrative Charge</b>
<b>Page 6</b>	<b>Stoploss Protection Options</b>

**Also Included...**

**Renewal Term Schedule A**

**Illustrative Rates**



## Rate Sheet Addendum

### National Health Care Reform Near-term Benefits — Women's Preventive Benefit Requirements

The Patient Protection and Affordable Care Act requires several benefit changes be made to your plan beginning with plan years on Aug. 1, 2012 and after in order to comply with PPACA requirements related to women's preventive benefits.\* Because the timing of the implementation of these benefit changes is based on a group's plan year, your rate sheet may not reflect the benefit changes that are required. However, these benefits will be made effective on the beginning of your plan year. For most groups these benefits will become effective as of Jan. 1, 2013.

Plans are required to cover the following women's preventive benefits with no cost sharing — in addition to other preventive benefits they're covering — when rendered by a panel provider:

- Well-woman visits\*\*
- Screening for gestational diabetes
- Human papillomavirus (HPV) testing
- Counseling for sexually transmitted infections
- Counseling and screening for human immune-deficiency virus (HIV)
- Contraceptive methods and counseling\*\*\*
- Breast feeding support, supplies and counseling
- Screening and counseling for interpersonal and domestic violence

Changes required to comply with these regulations are being made to all benefit documents and internal systems, as required.

As you are aware, administrative service contract customers are responsible for compliance with the law, with potential penalties for non-compliance being assessed against them. If you are an administrative service contract customer, Blue Cross wants to assist you in ensuring your group's compliance with the PPACA; however, we can't provide you with legal advice regarding how your plan should comply with the law.

If you have any questions or concerns regarding this information, please contact your sales representative or agent. If you have questions about the PPACA or need guidance regarding your compliance with it, please consult your legal counsel.

\*If your group has previously advised Blue Cross Blue Shield of Michigan that it is exempt from the preventive benefit provisions of PPACA and was approved by BCBSM for exemption because it is a grandfathered group — or if your group is a retiree-only group — you will not be required to make these changes.

\*\*Well-woman visits are already covered under BCBSM plans subject to the preventive services mandate.

\*\*\*Group health plans sponsored by certain religious employers — and group health insurance coverage in connection with such plans — are exempt from the requirement to cover contraceptive services. A religious employer is one that: 1) has the inculcation of religious values as its purpose; 2) primarily employs persons who share its religious tenets; 3) primarily serves persons who share its religious tenets; and 4) is a non-profit organization under sections 6033 (a) (1) and 6033 (a) (3) (A) (i) or (iii) of the Internal Revenue Code. Also, nonprofit employer groups that, based on their religious beliefs, do not currently cover contraceptive services may delay the implementation of this benefit until their first plan year on or after Aug. 1, 2013. These groups must provide notice to their members that contraceptive coverage will not be provided for the first plan year beginning on or after Aug. 1, 2012, and self-certify that they meet the criteria to qualify for a delayed implementation.

If your group qualifies for an exemption or delayed implementation and wants to be excluded from the contraceptive benefit changes or delay their implementation, please notify your agent or sales representative as soon as possible for further direction. If you have already notified Blue Cross Blue Shield of Michigan of your intent to exclude or delay implementation of the contraceptive benefit and provided the appropriate documentation, you will not be subject to these benefit changes.

*The information in this document is based on Blue Cross Blue Shield of Michigan's review of the national health care reform legislation. It is not intended to impart legal advice. Interpretation of the reform legislation may vary. This overview is intended for informational and educational purposes only and does not replace a more rigorous review of the law's applicability to individual circumstances and attendant legal counsel and should not be relied upon as legal or compliance advice. Analysis is ongoing and additional guidance is also anticipated from the Department of Health and Human Services. Additionally, some reform regulations may differ for particular members enrolled in certain programs, such as the Federal Employee Program, and those members are encouraged to consult with their benefit administrator for specific details.*

Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.



Nonprofit corporations and independent licensees  
of the Blue Cross and Blue Shield Association

## Itemized Taxes and Fees Addendum

**Group Name:** Kalamazoo County  
**Effective Date:** 01-Jan-2014

	<i>Estimated Annual Amount</i>
Comparative Effectiveness Fee (PCORT)	\$0
Federal Insurance Premium Tax	\$19,569
Michigan Claims Tax	\$102,959
Reinsurance Fee	\$0
State Insurance Premium Tax	\$9,785 - this is new!!!
Total Estimated State & Federal Taxes/Fees	<hr/> \$132,313

*The figures above include certain federal taxes and fees enacted by the Patient Protection & Affordable Care Act as well as certain State taxes and assessments. The figures are estimates and may change in future billings; they do not include other taxes or assessments that the Federal government or States may impose with respect to medical services or claims and that may be included in future bills.*

*Group should seek their own legal counsel regarding any other taxes and/or fees they'll be responsible for paying not included on this addendum.*

## Projected Cost for January 2014 thru December 2014

### Kalamazoo County Government

	<u>Current Number of Employees</u>	<u>Projected Monthly Cost per Employee</u>	<u>Projected Annual Cost Based on Current Enrollment</u>
<b>Projected Claim Cost</b>			
Hospital	957	\$354.07	\$4,066,112
Physician	957	\$240.50	\$2,761,859
Prescription Drugs	957	\$255.68	\$2,936,231
Dental	916	\$52.37	\$575,628
Vision	859	\$4.91	\$50,663
Hearing	183		\$0
<b>Total Projected Claim Cost</b>			<b>\$10,390,492</b>

### Fixed Cost

Stop-Loss Charge	957	\$65.54	\$752,661
Administrative Charge	957	\$57.43	\$659,537
<b>Total Fixed Cost</b>			<b>\$1,412,198</b>

*These costs will be settled using actual enrollment in the Contract Year.*

**Total Projected Cost** **\$11,802,690**

**Total Composite Monthly Rate** **\$1,027.75**  
(Total Cost as a Rate per Medical Subscriber)

### Michigan Hospital Claim Advance

The Michigan hospital claim advance for the new Contract Year is \$335,758, an increase of \$26,605. This advance represents one month of estimated Michigan hospital claims for your group. The increase of \$26,605 will be collected from you in the new Contract Year.

**Total Estimated Annual State & Federal Taxes/Fees** **\$132,313**

*The figures above include certain federal taxes and fees enacted by the Patient Protection & Affordable Care Act as well as certain State taxes and assessments. The figures are estimates and may change in future billings; they do not include other taxes or assessments that the Federal government or States may impose with respect to medical services or claims, and that may be included in future bills.*



Multi-State  
Underwriting

## Administrative Charges for January 2014 thru December 2014

### Kalamazoo County Government

**Current Period:** January 2013 thru December 2013  
**New Rating Period:** January 2014 thru December 2014

#### Administrative Charge

Charge per Employee Month	New Period	Current Period	Change
BCBSM Administrative Charge	\$57.43	\$54.96	\$2.47
Agent Commission Charged to Group	\$0.00	\$0.00	
<b>Total Administrative Charge</b>	<b>\$57.43</b>	<b>\$54.96</b>	<b>\$2.47</b>

#### BCBSM Value Added Services

Your BCBSM Administrative Fee covers a wide range of services. The specific services for your group are stated in your agreement with BCBSM, but they typically include:

- Account Management
- Actuarial/Underwriting Services
- Anti-Fraud Services
- Clinical Programs
- Coordination of Benefits
- Customer Service/Claims Processing
- Eligibility Maintenance
- Grievances/Appeals
- Health Fair Webinars
- Health Risk Assessments (HRAs)
- Legislative Compliance
- Medical Policy
- National Health Care Reform Services
- Online Benefit Books
- Online Provider Directories
- Open Enrollment Webinars
- Provider Networks
- Subrogation
- Standard ID Cards
- Utilization Management

***Please contact your Account Manager for pricing of non-standard services.***



**Multi-State  
Underwriting**

## Stop-Loss Protection for January 2014 thru December 2014

### Kalamazoo County

#### Current Stop-Loss Selection

Specific Stop-Loss:     **\$150,000**

Charge per Employee Month	New Period	Current Period	Change
Specific Stop-Loss	\$65.54	\$59.58	\$5.96
Aggregate Stop-Loss	NA	NA	
<b>Total Stop-Loss Charge</b>	<b>\$65.54</b>	<b>\$59.58</b>	<b>\$5.96</b>
<b>Aggregate Annual Attachment Point</b>	<b>#REF!</b>		

#### Stop-Loss Product

- Specific Stop-Loss protects against individual catastrophic BCBSM claims paid during the contract year.
- Aggregate Stop-Loss, if purchased, protects against high BCBSM claim total amounts paid in the contract year.
- Specific Stop-Loss protection applies to BCBSM Medical claims (Hospital and Physician).
- Your group has elected not to purchase Aggregate Stop-Loss.

*BCBSM will charge an additional administrative fee of \$4.00 per contract per month if an ASC customer obtains stop-loss coverage from a third-party stop-loss vendor.*

#### BCBSM Stop-Loss Advantages

- Specific Stop-Loss is applied to a family's total claims, not per member.
- Guaranteed renewal.
- No need to coordinate reimbursement with a third party.
- Pooled claims exceeding the specific stop-loss limit will not affect future renewal rates.

#### Stop-Loss Protection Options

Specific Attachment Point	Specific Monthly Rate	Aggregate Attachment Point	Aggregate Monthly Rate	Total Monthly Rate With Specific and Aggregate Coverage
<b>\$75,000</b>	\$132.68	\$7,893	\$3.18	\$135.86
<b>\$100,000</b>	\$101.28	\$8,215	\$3.25	\$104.53
<b>\$125,000</b>	\$80.75	\$8,388	\$3.32	\$84.07
<b>\$150,000</b>	\$65.54	\$8,562	\$3.39	\$68.93
<b>\$175,000</b>	\$54.67	\$8,648	\$3.42	\$58.09
<b>\$200,000</b>	\$46.50	\$8,735	\$3.46	\$49.96
<b>\$250,000</b>	\$35.24	\$8,835	\$3.50	\$38.74
<b>\$300,000</b>	\$28.51	\$8,935	\$3.71	\$32.22
<b>\$500,000</b>	\$13.15	\$9,039	\$5.12	\$18.27
<b>\$1,000,000</b>	\$2.82	\$9,139	\$7.48	\$10.30

Aggregate stop-loss rates and attachments are for illustrative purposes. Kalamazoo County does not currently have aggregate coverage. Aggregate Stop-Loss Rates apply to Medical coverage only. Aggregate attachments are based on 120% of projected group liability for medical claims only. Rates for coverage of other lines of business available on request. **Aggregate stop-loss coverage is not available without purchase of specific coverage also.**

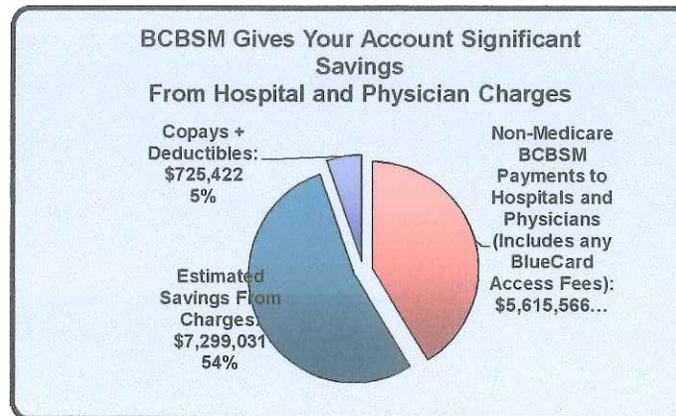


**Multi-State  
Underwriting**

# The Power of Blue

## January 2014 thru December 2014 Annual Renewal

### Advantages of The Blues



Kalamazoo County Government Claims Incurred 2/2012 - 1/2013, Paid 2/2012 - 3/2013

#### Discounts -

On average, we offer the highest in-network discount across the country in our PPO program. We also have the unique advantage of offering discounts for employees who receive services from contracted hospitals and physicians outside the PPO network. All of your claims are discounted with BCBSM.

The prescription drug savings over Average Wholesale Price for the above experience period amounted to \$2,993,944

#### COB Savings -

Coordination of Benefits (COB) saves our Auto and National customers \$29 million dollars annually. COB savings include savings coordinated between Blues Plans, commercial carriers and other recoveries.

#### Physician Group Incentive Program (PGIP) Savings

PGIP is expected to have saved your group an estimated \$69,000 in 2013.

#### Provider Rebates -

**Hospital settlement savings - Your share of Michigan hospital settlements is from our Managed Traditional and Blue Preferred PPO hospital agreements, which provide for an annual reconciliation that compares each Michigan hospital's experience with our hospital payments. This amount represents your share of the difference between estimated and actual hospital reimbursements.**

In the past year your group's hospital settlement refund was \$97,994.

**Physician and other medical provider settlements - Our regular audits (including anti-fraud audits and legal settlements) of Michigan health care providers and vendors may result in recoveries of inappropriately billed charges. When settlements are not customer-specific, we return a pro-rated share to our customers. In the past year your group received a refund of \$4,931.**

#### Fraud Unit -

BCBSM's health care fraud investigation unit is the oldest and most successful health plan operation of its kind in the U.S. Our fraud unit has saved or recovered \$225 million since its inception in 1980.

That amount includes actual recovery of fraudulent payments, court-ordered restitution and a conservative estimate of the amount of money that would have been paid out if the anti-fraud unit had not forced an end to illegal activities.



Multi-State  
Underwriting

# The Power of Blue

## January 2014 thru December 2014 Annual Renewal

---

### Advantages of The Blues

#### Networks

The breadth of Blue Cross Blue Shield's provider network is unequaled by any of our competitors. We have over 600,000 participating physicians and over 5,700 facilities across the country. Your employees and their dependents have access to 90% of the doctors and 99% of the hospitals in the United States.

#### Prescription Drugs

BCBSM promotes generic drugs, which can save up to 90% over the cost of brand-name medications.

**Rebates - Customers that have a Michigan Blues prescription drug program are eligible for drug rebates.** We have contracted with major pharmacy benefit administrators to collect rebates from various drug manufacturers whenever rebate-eligible drugs are dispensed to our prescription drug program members. We then pass the rebates on to you.

In the past year your group received a refund of \$139,201.

**Pharmacy Recoveries - Our regular audits of Michigan pharmacies result in recoveries of inappropriate charges.** The pharmacy recovery refund applies only if you were enrolled in a Michigan Blues prescription drug program at the time the miscalculations occurred.

In the past year your group received a refund of \$173.

#### Dental

BCBSM's Blue Dental products make a positive impact on your members' overall health and your company's medical expenses. According to recent studies, serious health problems such as diabetes, heart disease and respiratory illness can be detected during dental exams, and inattention to dental care can exacerbate these medical conditions. You can choose a Blue Dental product that will fit with the benefit level you want to offer.

**Medical - dental coordination - As a multi-line carrier, we can use our medical data to identify members with conditions that would benefit from dental treatment.**

**Provider access - Blue Dental offers a formal PPO network and a per-claim participation option called Blue Par Select - dentists submit 94 percent of claims to us as participating.**

**One-stop shopping - Customers enjoy the efficiency of one contact for all product lines.**

#### Blues Vision (VSP)

Blue Vision is a Preferred Provider Network (PPO) that uses the Vision Service Plan (VSP) provider network. VSP has been in the vision care business over 40 years and is the largest provider of vision care in the nation, with nearly 22,000 providers.

VSP consistently achieves a very high in-network utilization rate of 94%, which translates into less patient out-of-pocket expenses and greater patient satisfaction.



Multi-State  
Underwriting

## Renewal Rating for January 2014 thru December 2014

### Kalamazoo County Government

Experience Period: Feb-2012 through Jan-2013

Paid Through: Mar-2013

New Rating Period: Jan-2014 through Dec-2014

Specific Stop-Loss limit: \$150,000

Payments: Weekly Call-in

Average Monthly Employees Enrolled in Experience Period	953
Employees Enrolled at End of Experience Period	957

1. Experience Period Reported Claims	\$16,092,656
Less: Specific Stop-Loss Claim Exclusion	\$0
Less: Estimated Hospital Discount Savings	(\$4,648,531)
Less: Estimated Physician Discount Savings	(\$2,650,500)
2. Experience Period Net Claims Cost <i>See Note.</i>	<u>\$8,793,625</u>
Plus: Estimated Incurred But Not Reported Claims	\$137,726
3. Experience Period Estimated Incurred Claims Cost	<u>\$8,931,350</u>

*The amounts above show claims in the experience period. The amounts below are these claims projected forward 23 months to the new rating period.*

4. Projected Claims Cost for the New Rating Period	\$10,253,028
Adjusted Percent for Mandated Benefit Changes	1.04%
Plus: Adjustment Amount for Mandated Benefit Changes	\$100,466
Plus: Specific Stop-Loss Charge	\$749,493
5. Total Projected Claims Including Stop-Loss Charge	<u>\$10,353,494</u>
Plus: BCBSM Administrative Charge	\$657,050
Plus: Agent Commission Charged to Group	\$0
Plus: Aggregate Stop-Loss Charge	\$0
6. Total Projected Costs for the New Rating Period	<u>\$11,010,544</u>

*The amounts above are based on experience period enrollment of 953 employees.  
The amount below is based on current enrollment of 957 employees.*

7. Total Projected Costs Based on Current Enrollment	<u>\$11,802,690</u>
--	---------------------

*Note: Claim payments include BlueCard access fees charged by BCBS host plans which use BlueCard processing.*

*The experience and projections do not include the State and Federal taxes under consideration that will be added to your bill.*



**Multi-State  
Underwriting**

A nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association

**SCHEDULE A Exhibit 1**

(Formerly Schedule B)

**TO ADMINISTRATIVE SERVICES CONTRACT BETWEEN****Blue Cross Blue Shield of Michigan****and****Kalamazoo County Government****ESTIMATED STATEWIDE AVERAGE DISCOUNTS FROM HOSPITAL AND PHYSICIAN CHARGES**

Contract Year January 2014 - December 2014

Estimated PPO Discounts And Portion Retained

	Hospital			Physician		
	Total Discount <sup>a</sup>	BCBSM 0% Retained	Net Discount	Total Discount <sup>a</sup>	BCBSM 0% Retained	Net Discount
<b><u>NASCO Plan</u></b>						
BCBS Michigan	51%	0%	51%	43%	0%	43%
<b><u>Custom Bluecard Plan</u></b>						
Anthem BCBS Colorado	51%	0%	51%	52%	0%	52%
Anthem BCBS Indiana	43%	0%	43%	57%	0%	57%
Anthem BCBS Kentucky	54%	0%	54%	58%	0%	58%
Anthem BCBS Nevada	68%	0%	68%	62%	0%	62%
Anthem BCBS Ohio	51%	0%	51%	54%	0%	54%
BCBS Alabama	74%	0%	74%	44%	0%	44%
BCBS Florida	64%	0%	64%	55%	0%	55%
BCBS Georgia	49%	0%	49%	52%	0%	52%
BCBS Massachusetts	48%	0%	48%	46%	0%	46%
BCBS Minnesota	37%	0%	37%	28%	0%	28%
BCBS North Carolina	46%	0%	46%	51%	0%	51%
Anthem BCBS Wisconsin	21%	0%	21%	40%	0%	40%
BS California	57%	0%	57%	50%	0%	50%
Health Care Service Corp - BCBS of Illinois	57%	0%	57%	52%	0%	52%
Health Care Service Corp - BCBS of New Mexico	46%	0%	46%	47%	0%	47%
Health Care Service Corp - BCBS of Texas	58%	0%	58%	58%	0%	58%
Premera BC (Washington and Alaska)	47%	0%	47%	41%	0%	41%
Dakota	43%	0%	43%	42%	0%	42%

**Standard Bluecard Plan**<sup>d</sup> Complying with BlueCard Policies.

---

<sup>a</sup> These estimated discounts are taken from BCBSA's BlueCard Program Network/Discount Reports and are a percentage of provider charges. These are discounts for claims where the BCBS Plan has primary liability, and will not represent the Group's actual experience. Each NASCO Participating Plan has represented to BCBSM that it does not retain any discount. Each Custom BlueCard Plan has represented to BCBSA that it does not retain any discount.

<sup>d</sup> Additional administrative compensation is not applied to Claims processed under Standard BlueCard.

**BOARD AGENDA REQUEST FORM****PROPOSED FOR BOARD MEETING OF: October 1, 2013****DEPARTMENT: Human Resources****PREPARED BY: Kelly Ball, Interim HR Director****SUBJECT: Temporary Agency Contracts****SPECIFIC ACTION REQUESTED:**

Approval of two temporary agency contracts – OnStaff and Snelling.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Throughout the year departments may request a temporary agency employee to fill in for an approved temporary leave of absence of an employee. The contracts provide us with set rates that we will be charged as well as other provisions that pertain to working with temporary agencies.

**TIME FRAME OF ACTION:**

Immediate

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

Departmental operating budgets

**PERSONNEL IF REQUIRED:**

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

N/A

**NEW OR RENEWAL OR AMENDMENT:**

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

New

**ANY OTHER PERTINENT INFORMATION:**

N/A

**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)

An RFP was prepared and results were reviewed.

**CONTACT PERSON WITH PHONE NUMBER:**

Kelly Ball 384.8100 or coball@kalcounty.com

## BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 1, 2013

DEPARTMENT: Michigan Works – Upjohn Institute

PREPARED BY: Amanda Wright

SUBJECT: Food Assistance Employment & Training Program Operations and Supportive Services Plan 14-00

SPECIFIC ACTION REQUESTED: Review and approval of the Food Assistance Employment and Training Operations Plan and Food Assistance Supportive Services Plan 14-00.

DESCRIPTION OF ACTION (dollar amount, purpose): \$84,215

The Workforce Development Agency, State of Michigan (WDASOM) announced the availability of resources to assist Food Assistance recipients. For fiscal year 2014 (October 1, 2013 – September 30, 2014) \$84,215 is allocated to the Kalamazoo-St. Joseph Michigan Works! Area with \$82,241 for Food Assistance Employment and Training program operations and \$1,974 for supportive services. The program will assist individuals, 18 through 49 years old and without dependents, in participating in a work program or training activity. A wide-range of services are supported through this funding including:

- Assessment
- Job Search and Job Readiness Assistance
- Workfare
- Education/Training
- Job Retention Services
- Supportive Services

TIME FRAME OF ACTION: October 1, 2013 through September 30, 2014

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Federal (US Department of Agriculture), State (General Fund General Purpose)

PERSONNEL IF REQUIRED: N/A

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER: Amanda Wright 385-0457

**PLEASE ATTACH ALL NECESSARY INFORMATION  
i.e. Agreements/Contracts/Applications**



# Workforce Development Board

## Funds Received to Assist Food Assistance Recipients

The Workforce Development Agency, State of Michigan (WDASOM) announced the availability of resources to assist Food Assistance recipients. For fiscal year 2014 (October 1, 2013 – September 30, 2014) \$84,215 is allocated to the Kalamazoo-St. Joseph Michigan Works! Area with \$82,241 for Food Assistance Employment and Training program operations and \$1,974 for supportive services. The program will assist individuals, 18 through 49 years old and without dependents, in participating in a work program or training activity. The long-term goal is to assist the individuals in obtaining unsubsidized employment.

A wide-range of services are supported through this funding:

- **Assessment** of individuals to establish levels of academic, employability and job specific skills, and interests prior to the development of a plan for training and employment.
- **Job Search and Job Readiness Assistance** to enhance the employability of individuals and increase their abilities to search for and obtain unsubsidized employment.
- **Workfare** establishes a “working experience” mechanism to enable individuals to learn and acquire skills related to achieving positive employment experiences.
- **Education/Training** is provided to enable individuals to achieve a high school completion of GED certification, and/or assist with the development of occupational or job specific.
- **Job Retention Services** are available for up to 90 days after a participant becomes employed to assist in maintaining employment.
- **Supportive Services** such as transportation allowance, work related expenses, etc. A participant may receive up to a maximum of \$50 per month in supportive services.

## Funding & Customer Service Levels

<u>FY 2014 Planned</u>	<u>Funding Levels</u>	<u>Customer Service Levels</u>
Base Allocation	\$84,215	29
Employment & Training	82,241	
Supportive Services	1,974	

## Technical Information

Program Title	Food Assistance Employment and Training Program
Revision Number	2014-0
Funding Source	US Department of Agriculture & State General Fund General Purpose
Funding Level	\$84,215
Period	FY2014 (October 1, 2013 – September 30, 2014)
Service Level	29
Reference	WDASOM PI 13-14, 9/12/13
CFDA Number	10.561

u.

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: October 1, 2013**

**DEPARTMENT: Parks & Expo Center**

**PREPARED BY: David Rachowicz**

**SUBJECT: Prairie View and Cold Brook County Park Boat Ramp Construction Contract**

**SPECIFIC ACTION REQUESTED:**

Approve entering into an agreement with Fulton and Sons Excavating for construction of new boat ramps at Prairie View County Park and Cold Brook County Park.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

The proposed improvements at Cold Brook County Park include replacement of existing concrete boat ramp that provides access to Blue, Long, and Portage Lakes. The total cost for the Cold Brook Boat Ramp Improvements is \$45,019.17.

The existing boat ramp at Prairie View County Park is gravel and currently access is limited to fishing boats. The ramp provides access to Hogsett and Gourdneck Lakes. The proposed project includes installation of a concrete boat ramp that will be accessible for all types of watercraft. The project also includes ADA Access, a boat dock, and parking lot improvements. The total for Prairie View Improvements is \$88,887.50. Both projects will be constructed in 2013

**TIME FRAME OF ACTION:**

This will be constructed this fall.

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

MDNR Grant Funds	\$42,500.00
Designated Fund Balance	\$17,800.00
Park Improvement Funds (#209)	\$73,606.67
Total Project Cost =	\$133,906.67

**PERSONNEL IF REQUIRED:**

**NEW OR RENEWAL:**

This is a new agreement.

**ANY OTHER PERTINENT INFORMATION:**

The Park Commission has approved both of these projects.

**PROCUREMENT INFORMATION:**

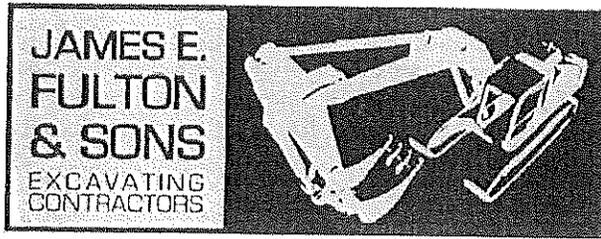
The bids submitted for this project exceeded the funding available. We received 2 bids for this work. The total from Fulton and Sons Excavation was \$181,606 and the total from Quantum was \$210,796. Fulton is a local contractor based in Kalamazoo.

We then met with purchasing, the project engineer, and the low bidder, Fulton and Sons Excavation. At that time the engineer recommended changes to the project that are based on the unit prices submitted by Fulton Excavating as part of the original bidding process. Our intention was not to negotiate pricing or materials. I am recommending that the County award the contract to Fulton because they were the low bidder and the changes are based on the unit pricing of this original bid.

This will save the County additional design and engineering expenses. Following our meeting Fulton, submitted the revised pricing. It is attached for your review. The total revised pricing for the two projects is \$133,906.67. The major change was reducing the amount of asphalt paving for both projects.

**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

Boat Launch replacement at Kalamazoo County Prairie View and Cold Brook Parks post bid adjustments per our meeting August 5, 2013. See bid form for post bid pricing.

**Prairie View Park**

(Item # corresponds with bid form)

**Item #2 Removals:**

Remove 3 trees and 500sy +/- of asphalt. All other removals per sheet c1 remain.

**Item #3 Site preparation and Grading:**

Grade drive 835sy +/- (see marked up area from post bid meeting on sheet c3) to boat launch per grading sheet c4

**Item #8 - 6" Aggregate Base & 3" HMA Paving:**

835+/- sy per post bid markup on sheet c3. Excludes all other gravel and paving

**Item #10 - 30' Long Skid Pier**

Leave as an alternate

**Item #11 - Paving Markings**

Provide 2 barrier free parking striping signs and walk zone stripe

**Item #12 - Barrier Free Sign**

Remove from contract

**Item #13 - Soil Erosion & Sedimentation Control**

Deduct 200lf silt fence

**Item #14 - Site Restoration**

Restore only around the proposed 835sy+/- area (per post bid markup on sheet c3)

Boat Launch replacement at Kalamazoo County Prairie View and Cold Brook Parks post bid adjustments per our meeting August 5, 2013.

**Cold Brook Park**

(Item # corresponds with bid form)

Item #2 – Removals

Remove 35x35' +/- asphalt area for new precast planks only (per post bid markup on sheet c1)

Item #3 – Site Preparation & Grading

Adjust the amount of grading (per post bid markup of sheet c1)

Item #8 - 6" Aggregate Base & 3" HMA Paving:

5x35' patch between new precast planks and existing asphalt. Excludes all other gravel and asphalt

Item #10 - Paving Markings

Remove from contract

Item #11 - Barrier Free Sign

Remove from contract

Item #12 – Soil Erosion and Sedimentation Control

Deduct 210lf silt fence

Item #13 – Site Restoration

Restore area only around 5x35' patch and precast concrete planks

Item #14 – Reinstall Existing Skid Pier

Remove from contract

**ARTICLE 5 – BASIS OF BID**

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

**SITE A: PRAIRIE VIEW COUNTY PARK**

Item No.	Description	Unit	Est Quantity	Unit Price	Bid Price
1	Mobilization, Bonds & Insurance (5% max.)	Lsum	1		2,200
2	Removals	Lsum	1		1,375
3	Site Preparation and Grading	Lsum	1		20,670
4	Dredging and Onsite Disposal	Cyd	190	23.68	4,499.20
5	Geotextile Fabric at Boat Ramp	Syd	160	5.63	900.80
6	A.R.E.A. #4 Crushed Stone	Cyd	65	97.70	6,350.5
7	4'x18'x5" Precast Concrete Planks	Ea	15	433.25	14,000.25
8	6" Aggregate Base & 3" HMA Paving	Syd	835	23.65	19,747.75
9	Rubber Belting Ram Set	Lsum	1		1,450
10	30' Long Skid Pier <i>Alternate Only</i>	Lsum	1		10,712
11	Pavement Markings	Lsum	1		400
12	Barrier Free Sign	Ea	1		M.I.C.
13	Soil Erosion & Sedimentation Control	Lsum	1		4,632
14	Site Restoration	Lsum	1		4,900
15	Close-out Costs (6% Max.)	Lsum	1		1,000

TOTAL OF SITE A BID PRICES:

\_\_\_\_\_ (\$ 88,887.50)  
 (use words) (use figures)

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**ARTICLE 6 – TIME OF COMPLETION**

6.01 Bidder agrees that the Work will be substantially complete on or before \_\_\_\_\_.  
 All items will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before \_\_\_\_\_.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

**ARTICLE 5 – BASIS OF BID**

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

**SITE B: COLD BROOK COUNTY PARK**

Item No.	Description	Unit	Est Quantity	Unit Price	Bid Price
1	Mobilization, Bonds & Insurance (5% Max.)	Lsum	1		2,000 <sup>00</sup>
2	Removals	Lsum	1		1,900 <sup>00</sup>
3	Site Preparation & Grading	Lsum	1		1,100 <sup>00</sup>
4	Dredging & Onsite Disposal	Cyd	70	87.15	6100.50
5	Geotextile Fabric at Ramp	Syd	300	3	900 <sup>00</sup>
6	A.R.E.A. #4 Crushed Stone	Cyd	125	62	7,750 <sup>00</sup>
7	4'x18'x5" Precast Concrete Planks	Ea	30	506.75	15,202.50
8	6" Aggregate Base & 3" HMA Paving	Syd	19.44	180.05	3,500.17
9	Rubber Belting Ram Set	Lsum	1		1,664 <sup>00</sup>
10	Pavement Markings	Lsum	1		N.I.C.
11	Barrier Free Sign	Ea	1		N.I.C.
12	Soil Erosion & Sedimentation Control	Lsum	1		3,502 <sup>00</sup>
13	Site Restoration	Lsum	1		900 <sup>00</sup>
14	Reinstall Existing Skid Pier	Lsum	1		N.I.C.
15	Close-out Costs (6% Max.)	Lsum	1		500 <sup>00</sup>

TOTAL OF SITE B BID PRICES:

\_\_\_\_\_ (\$ 45019.17 )  
 (use words) (use figures)

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**ARTICLE 6 – TIME OF COMPLETION**

6.01 Bidder agrees that the Work will be substantially complete on or before \_\_\_\_\_  
 All items will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before \_\_\_\_\_.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

V.

## BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: October 1, 2013

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: KRV Trail Parking Lease with Cooper Township

**SPECIFIC ACTION REQUESTED:**

Approve entering into an agreement with Cooper Township for a KRV Trail Parking Lot.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

When the section of trail was constructed from Mosel to D Avenue we were unable to obtain property for trail parking on D Avenue. A small parking lot with 4 spaces was built in existing Road Commission Right-of-Way. This is an extremely popular trail access location and many visitors are parking along D Avenue due to the lack of adequate parking. We have come to an agreement with Cooper Township to use Township owned property that is located adjacent to the existing small parking area. This will enable us to have an adequate parking lot for trail users.

The Township has agreed to fund relocation of the existing fence and County Parks will fund installation of the gravel surface. The estimate cost for the County to complete this work is \$8000. The funds will come from the Kellogg Grant.

**TIME FRAME OF ACTION:**

This will be constructed this fall.

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

The funding will come from the Kellogg Grant. Future maintenance funds will come from the KRV Trail Endowment Fund.

**PERSONNEL IF REQUIRED:**

**NEW OR RENEWAL:**

This is a new agreement.

**ANY OTHER PERTINENT INFORMATION:**

**PROCUREMENT INFORMATION:**

NA

**CONTACT PERSON WITH PHONE NUMBER:**

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

**BOARD AGENDA REQUEST FORM****PROPOSED MEETING OF: October 1, 2013****DEPARTMENT: Parks & Expo Center****PREPARED BY: David Rachowicz****SUBJECT: KRV Trail Easement Acquisition River Street to 35<sup>th</sup> Street****SPECIFIC ACTION REQUESTED:**

Approve the acquisition of 12 additional easements for the Kalamazoo River Valley Trail, Segment 5 (River Street to 35<sup>th</sup> Street).

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Land Matters has been hired as a consultant by the Kalamazoo County Road Commission to assist with right-of-way acquisition for the next planned sections of the KRV Trail. The board previously approved acquisition of 34 parcels. Due to some minor engineering and route changes, 12 additional easements are necessary. Since the construction of this project is partially funded with a MDOT Transportation Enhancement Grant, the Road Commission must follow the procedures established by MDOT for easement acquisition. The projected maximum cost for easement acquisition is \$9,119.

Easements will only be acquired if the property owner supports the project. So far, we have received very positive feedback and excitement about the coming trail project from most of the property owners. The Kalamazoo County Road Commission will make the payments for acquisition and their expense will be reimbursed, 100% by the Parks Foundation of Kalamazoo County with the private funds they have raised (acquisition expenses are not eligible for grant funding). The easements will then be recorded and granted to the Kalamazoo County Board of Commissioners.

In February 2013, Appraisal Associates completed a Market Study Appraisal to determine the valuation of the easements we are seeking to acquire. The easements we are seeking from residential properties is adjacent to existing road and sidewalk right-of-way.

**TIME FRAME OF ACTION:**

This process will be completed in 2103 and construction will start either late 2013 or early 2014. Once acquisitions of all easements for this segment are completed, they will be brought back to the Board of Commissioners for acceptance.

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

There will be no expense for acquisition to Kalamazoo County. The Kalamazoo County Road Commission will be purchasing the easements with private funds provided by the Parks Foundation of Kalamazoo County.

**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:**

This is a new request that is necessary for the planned construction of the KRV Trail.

**ANY OTHER PERTINENT INFORMATION:**

Attached are the proposed additional easement offers for the Kalamazoo River Valley Trail, Segment 5. On October 16, 2007 the Board of Commissioners approved an agreement for the construction and operation of these sections of the KRV Trail. As outlined in that agreement, the County agreed to acquire the right-of-way, maintain, and operate a non-motorized trail as a Kalamazoo County Park. The Kalamazoo County Road Commission agreed to be responsible for entering into, and administering, contracts with the appropriate engineering, design and construction professionals, to complete the trail segment. The Parks Foundation agreed to provide funding to cover all of the non-grant construction and maintenance expenses. They have established an endowment fund at the Kalamazoo Community Foundation and donors have contributed \$1,100,000.

**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 or dmrach@kalcounty.com



**Kalamazoo River Valley Trail  
Acquisition Summary ~Segment 5**

<i>Ref.#</i>	<i>Parcel #</i>	<i>Property Address</i>	<i>Owner/Mailing Address</i>	<i>Zoning</i>	<i>Area SF</i>	<i>Offer per Square Foot</i>	<i>Offer for Easement</i>	<i>Total Compensation</i>
1A	07-20-110-335	6302 KING HIGHWAY	VANDENBRINK MARTINUS & LOUISE 1017 WEST KILGORE PORTAGE, MI 49024	COM	153.00	\$0.29	\$44.00	\$100.00
19	07-21-220-010	7706 E. MICHIGAN	MORT EVERETT & CATHLEEN 7706 EAST MICHIGAN AVE. KALAMAZOO, MI 49048	RES	714	\$0.50	\$357.00	\$357.00
20	07-21-220-020	7736 E. MICHIGAN	FRY LAURA L. 7736 EAST MICHIGAN AVE. KALAMAZOO, MI 49048	RES	922	\$0.50	\$461.00	\$461.00
21	07-21-230-010	EAST MICHIGAN	LANDSCAPE FORMS INC 431 LAWNSDALE KALAMAZOO, MI 49048	IND	2789	\$0.25	\$700.00	\$700.00
27	07-22-205-090	8730 E. MICHIGAN	WILEY ALLEN 8730 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	313	\$0.50	\$157.00	\$157.00
28	07-23-105-010	9020 E. MICHIGAN	ZWEEDYK MIKE M 8657 WEST R AVE KALAMAZOO, MI 49009	COM	2772	\$0.29	\$804.00	\$804.00
29	07-23-105-020	9038 E. MICHIGAN	PRICE KENNETH C 9038 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	1424	\$0.50	\$712.00	\$712.00
30	07-23-105-027	EAST MICHIGAN	MCPECK CHARLES R & DOLORES 471 N 33RD ST. GALESBURG, MI 49053	IND	9148	\$0.25	\$2,287.00	\$2,287.00
31	07-23-105-035	9176 E. MICHIGAN	KVA GALESBURG LLC 3177 22ND ST. HOPKINS, MI 49328	COM	7898	\$0.29	\$2,290.00	\$2,290.00
32	07-23-105-040	9206 E. MICHIGAN	KVA GALESBURG LLC 3177 22ND ST. HOPKINS, MI 49328	COM	1183	\$0.29	\$343.00	\$343.00
33	07-23-105-051	9232 E. MICHIGAN	LEBTICH THOMAS J & BRENDA L 2495 S ASTOR RD. BALDWIN, MI 49304	RES	1007	\$0.50	\$504.00	\$504.00
34	07-23-105-071	9244 E. MICHIGAN	BENNETT RUTH K 9244 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	1007	\$0.50	\$504.00	\$504.00
						TOTAL	\$9,119.00	\$9,119.00

## BOARD AGENDA REQUEST FORM

**PROPOSED FOR BOARD MEETING OF:** October 1, 2013

**DEPARTMENT:** Planning and Community Development

**PREPARED BY:** Lotta Jarnefelt

**SUBJECT:** Remonumentation surveyor contract amendment

**SPECIFIC ACTION REQUESTED:**

Board approval of revised Remonumentation Fee Schedule and Amendments to Remonumentation Surveyors' 2013 contracts

**DESCRIPTION OF ACTION (dollar amount, purpose):**

This is a request to amend the 2013 Remon contracts to increase the fees that the surveyors are paid.

The Kalamazoo County Remonumentation Program is a State grant funded program that is in the process of remonumenting the section corner markers that define each township section in the county. To date, 1,571 of the total of 2,195 corners have been reviewed and remonumented, with an additional 624 remaining to be done.

In the last two years, the Remonumentation Grant program has had trouble getting all section corners remonumented as planned. The program has encountered many situations where the surveyors were working on the Remonumentation corners and ended up doing more work than expected. In order to get a consensus approval from the Peer Review Group regarding the original location of the section corner, additional research and field work is often required. The "easily" accessible and more obvious section corners have been remonumented, and the more challenging ones are now left to be done.

With the current flat fee of \$1,150 per corner, the surveyors often end up losing money, sometimes considerable amounts, as they are doing the work. In order to correct the situation, an increase in the fee is proposed. The last fee increase was in 2005.

The revised Fee Schedule is attached. The only fee change is for the first item, from \$1,150 to Time & Materials up to \$2,500 per corner. The new fee is modeled after the Van Buren County Remonumentation program. It has been in place there for a couple of years, and it is reportedly working well, with work being accomplished in a timely fashion.

**TIME FRAME OF ACTION:**

Approval of the revised Fee Schedule and Amendments to Surveyors contracts is requested at the October 1 BOC.

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

The Remonumentation Grant is an annual State grant. The County sets the fees for the work.

**PERSONNEL IF REQUIRED:**

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

NA

**NEW OR RENEWAL OR AMENDMENT:**

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

Amendments to Surveyor Contracts, including Fee Schedules, approved BOC March 5, 2013

**ANY OTHER PERTINENT INFORMATION:**

NA

**PROCUREMENT INFORMATION:**

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

NA

**CONTACT PERSON WITH PHONE NUMBER:**

Lotta Jarnefelt, 384-8115, [LMJARN@kalcounty.com](mailto:LMJARN@kalcounty.com)

## **KALAMAZOO COUNTY REMONUMENTATION PROGRAM FEE SCHEDULE**

### **Contract Corner Monumentation/Ratification**

**Payment for time and materials, up to \$2,500.00 per corner as follows:**

**Licensed Surveyor (regardless of duty performed): \$120/hour**

**Office Technician: \$70/hour**

**One (non-licensed) Person Survey Crew: \$95.00/hour**

**Two-person Survey Crew (regardless of make-up of crew): \$140.00/hour**

**Three-person crew (regardless of make-up of crew): \$170/hour**

**Reimbursement for materials at actual cost to the surveyor**

Investigation, majority consensus by the County Remonumentation Peer Review Group, installation of a Harrison Monument or tile sleeve, and the recording of a Land Corner Recordation Certificate for any section or meander corner under contract with the County. Itemized invoice subject to review by County Representative/County Surveyor.

Hourly rates include mileage and all other standard survey equipment including use of GPS. Payment for non-standard signage and contracting for backhoe etc. allowed if authorized by County Administrator in advance.

### **Contract Corner Research by the Monumentation Surveyor**

**\$268.00/ corner**

Research of public records and records available to the public. Submittal of Research Checklist (see page 2)

### **Copies of Proprietary Information**

Upon receipt of a **Special Request and an order confirmation** for Research from the County Representative, a surveyor wishing to share copies of proprietary survey information or information not readily available to the public that is pertinent to the research of a corner will be reimbursed for his/her time spent making said copies at a rate of \$20.00/quarter hour.

### **Major Restoration of a Corner**

**\$750.00/ corner**

New witness ties, replacement of a Harrison Monument or tile sleeve, the Peer Review Group review of the corner, and the recording of a Land Corner Recordation Certificate.

### **Minor Restoration of a Corner**

**\$250.00/ corner**

New witness ties and the recording of a Land Corner Recordation Certificate.

### **Administration/County Surveyor**

**\$5,500/year** Annual Remonumentation Program administration fee for County Representative/County Surveyor

# KALAMAZOO COUNTY REMONUMENTATION PROGRAM

## RESEARCH CHECKLIST

Corner Code: \_\_\_\_\_ Township \_\_\_\_\_

Date: \_\_\_\_\_ Surveyor \_\_\_\_\_

	Researched?		
	Yes	No	N/A
GLO Notes	<input type="checkbox"/>	<input type="checkbox"/>	
Archived County Surveyor Records (Strong, Stimson, Hodgman)	<input type="checkbox"/>	<input type="checkbox"/>	
Kalamazoo County Road Commission – Plans (card catalogue)	<input type="checkbox"/>	<input type="checkbox"/>	
Kalamazoo County Road Commission – Witness Tie Book	<input type="checkbox"/>	<input type="checkbox"/>	
Kalamazoo County Road Commission – Indexed Field Books	<input type="checkbox"/>	<input type="checkbox"/>	
Kalamazoo County Road Commission – Boxes “A” and “B”	<input type="checkbox"/>	<input type="checkbox"/>	
Kalamazoo County Drain Commissioner’s Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consumers Energy Company (Digital maps/witness ties)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Register of Deeds – Recorded Surveys (Plats, Site Condos)	<input type="checkbox"/>	<input type="checkbox"/>	
Register of Deeds – LCRC’s	<input type="checkbox"/>	<input type="checkbox"/>	
Michigan Department of Transportation – ROW maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michigan Department of Transportation – Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Railroad Valuation Maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Property Owner Testimony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Research Sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If information was received from other sources please list sources below.

---

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** October 1, 2013

**DEPARTMENT:** Planning and Community Development

**PREPARED BY:** Lee Adams

**SUBJECT:** Request to Remove Lien from 1426 E Mosel, Kalamazoo, MI

**SPECIFIC ACTION REQUESTED:**

The Kalamazoo County Department of Planning administered a Community Development Block Grant (CDBG) Program that assisted homeowners with needed repairs through grants. The program required a lien on grantee properties to ensure that homeowners fulfilled the residence requirements associated with the grant. The property owner, Vickie Hoover, requests that the County Board of Commissioners authorize the removal of the lien placed on her property. The three year residency requirement for the grant was fulfilled in 1999. The Department of Planning and Community development supports the removal of the lien.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Removal of Lien on 1426 E Mosel, Kalamazoo, MI

**TIME FRAME OF ACTION:**

Approval at the October 1, 2013 Board of Commissioners Meeting

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

N/A

**PERSONNEL IF REQUIRED:**

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

N/A

**NEW OR RENEWAL OR AMENDMENT:**

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

N/A

**ANY OTHER PERTINENT INFORMATION:**

N/A

**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:**

Lee Adams, Resource Coordinator – 269-384-3805. laadam@kalcounty.com



## BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF:           October 1, 2013

DEPARTMENT:                                   Office of the Prosecuting Attorney

PREPARED BY:                                 Kristine Cunningham, Administrator

SUBJECT:                                        SWET Agreement

SPECIFIC ACTION REQUESTED:

Approve and sign **two originals** of the SWET Agreement for FY 2013-2014 on the October 1, 2013 Board Meeting agenda for approval and required signatures. The agreement is for the period of October 1, 2013 through September 30, 2014. This document continues funding for one full-time Assistant Prosecutor to handle the criminal cases generated by SWET.

DESCRIPTION OF ACTION (dollar amount, purpose):

Need approval and required signatures.

TIME FRAME OF ACTION:

FY 2013-2014 (October 1, 2013 through September 30, 2014)

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

The agreement is for actual costs of salary and fringe benefits for one full-time Assistant Prosecutor to handle the criminal cases generated by SWET. This position is currently occupied by Steve McLaughlin.

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)

Assistant Prosecutor, K 12

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

None

CONTACT PERSON WITH PHONE NUMBER:

Jeff Getting  
(269) 383-8955

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** *October 1, 2013*

**DEPARTMENT:** *Emergency Management*

**PREPARED BY:** *Paul G. Matyas, Undersheriff*

**SUBJECT:** *2013 Emergency Management Performance Grant. RENEWAL*

**SPECIFIC ACTION REQUESTED:** *Approval of the 2013 Emergency Management Performance Grant and Board Chair signature on 2014 EMPG Work Agreement with the Emergency Management Division of MSP.*

**DESCRIPTION OF ACTION (dollar amount, purpose):** *This year the grant is for 38.0896% (\$36,996.00) and will fund part of the Emergency Management Director's wages/benefits. The period of this grant is October 1, 2012 through September 30, 2013.*

**TIME FRAME OF ACTION:** *Signed copies due in Lansing no later than November 4, 2013.*

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):** *This is a Federal grant that is a pass-through to the State of Michigan then to Kalamazoo County. This is a supplement to the county for the duties performed quarterly by the Emergency Management Director. The county funds the remaining cost.*

**PERSONNEL IF REQUIRED:** *No additional personnel required for this action.*

**NEW OR RENEWAL:** *Renewal.*

**ANY OTHER PERTINENT INFORMATION:** *The grant is issued to all local Emergency Management State of Michigan recognized programs. Kalamazoo County has received these funds for many years.*

*This year the grant was increased from 37.1% to 38.0896%.*

**Funding History:**

*2006 Grant – 35.2%*

*2007 Grant - 34.1%*

*2008 Grant - 35.7%*

*2009 Grant - 36.6%*

*2010 Grant – 37.9%*

*2011 Grant - 36.8%*

*2012 Grant – 37.1%*

**CONTACT PERSON WITH PHONE NUMBER:** *David Schneider, Director at 383-8744*

*Time sensitive*

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** October 1, 2013

**DEPARTMENT:** Administration

**PREPARED BY:** Dina Sutton

**SUBJECT:** Letter of Agreement with Fetzer Center, WMU

**SPECIFIC ACTION REQUESTED:**

Approve a Letter of Agreement with Fetzer Center to host the Joint Consolidated Dispatch meeting among the Public Safety Answering Points (PSAPs) being held on October 17, 2013.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

This Letter of Agreement reserves the conference room at the Fetzer Center at Western Michigan University to conduct a joint meeting with the local units of government to receive the Final Consolidated Dispatch Report from L.R. Kimball. The cost of the Agreement is \$300. There will be costs associated with beverages, but I do not have that pricing available at this time.

**TIME FRAME OF ACTION:**

The joint meeting is scheduled for October 17, 2013.

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

Allocated Funds; the other participating PSAPs will contribute towards the cost.

**PERSONNEL IF REQUIRED:**

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

n/a

**NEW OR RENEWAL OR AMENDMENT:**

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

This is a new Agreement.

**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)

n/a

**CONTACT PERSON WITH PHONE NUMBER:**

Dina Sutton, 269-383-8650, [dpsutt@kalcounty.com](mailto:dpsutt@kalcounty.com)



**Peter Battani, County Administrator**

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

TO: Board of Commissioners

FROM: Peter Battani  
Tracie Moored

DATE: October 1, 2013

RE: Selection of Auditors for 2013, 2014 and 2015

Presented is a proposal from BDO USA, LLP to perform auditing services for the calendar years ended 2013, 2014 and 2015.

This proposal is the result of a Request for Proposal (RFP), which was issued in July. We sent the RFP directly to various public accounting firms and also posted it on our web site. We held a mandatory pre-proposal meeting and four firms attended. The RFP review committee was comprised of the Director of Finance and Administrative Services, Deputy Finance Director, Circuit Court Administrator-Finance Services, Airport Assistant Director Finance & Administration.

We feel that BDO USA, LLP has a well established past relationship with the County, has worked well with County staff and is well qualified in terms of quantity and quality of staff to perform the County's audit. BDO USA, LLP also has a local office with 24 employees that reside in Kalamazoo County.

As the lowest bid, the proposal from BDO USA totals \$85,500 annually and includes estimated staffing of 1,000 hours per year. The fees are based upon the time involved in the County's General and Single Audits, Airport Passenger Facility Charge Audit and the Retirement System Audit. The General Fund pays for the General and Single audits and the Airport and the Retirement System pay their audit fees.

We are recommending your acceptance of the proposal from BDO USA, LLP.

The following are the audit firms, which the Board has appointed and/or reappointed since 1969:

USA and USA	1969-1972
Siegfried, Crandall, Vos & Egly, PC	1973-1975
Alexander Grant & Company	1976-1984
Siegfried, Crandall, Vos & Lewis, P.C.	1985-1987
BDO Seidman	1988-1993
Siegfried, Crandall, Vos & Lewis, P.C.	1994-2000
BDO Seidman, LLP	2001-2003
BDO USA, LLP	2004-2012

If you have questions or would like further information, please contact one of us.

**Board of Commissioners**

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

**TO:** Board of Commissioners  
**FROM:** Tina Becker  
**DATE:** September 23, 2013  
**SUBJECT:** Board Action

The Board Appointments Committee recommends the following re-appointments to the Economic Development Corporation/Economic Development Authority to serve another 6 year term which will expire October 31, 2018:

- Andrew Wenzel (originally appointed 10/04/11)
- Joe Agostinelli (originally appointed 09/21/10)
- Anne Summerfield (originally appointed 04/20/10)

Supporting documentation/recommendations and attendance records are attached.

## Tina M. Becker

---

**From:** Julie Bookworm [ptbookworm@hotmail.com]  
**Sent:** Friday, September 13, 2013 11:32 AM  
**To:** Tina M. Becker; Lotta M. Jarnefelt; David Buskirk; David Maturen  
**Subject:** Re: KCBRA rec

I recommend all 3 members of KCBRA be reappointed. I spoke with Andy W about attendance. He missed some for vacation, some for games he coached (he is no longer coaching and won't have that conflict), and a family medical emergency.

Thanks  
Julie Rogers  
Sent on the Sprint® Now Network from my BlackBerry®

-----Original Message-----

**From:** "Tina M. Becker" <tmbeck@kalcounty.com>  
**Date:** Tue, 10 Sep 2013 12:22:07  
**To:** <ptbookworm@hotmail.com>; <lmjarn@kalcounty.com>  
**Subject:** RE: 2010-2013 BRA Attendance.xlsx

Thank you Julie. I will wait to hear from you about your recommendation for Andy Wenzel.

**From:** Julie M. Rogers [mailto:ptbookworm@hotmail.com]  
**Sent:** Monday, September 09, 2013 10:53 PM  
**To:** Lotta M. Jarnefelt; Tina M. Becker  
**Subject:** Re: 2010-2013 BRA Attendance.xlsx

Thank you for the attendance records. This seriously affects my recommendation.

I recommend reappointing Anne Summerfield and Joe Agostinelli.

I need to take the next few days to think further about Andy Wenzel as his attendance has not been good (looks like an average of 72%). I think he missed 4 meetings in 2012.

Thank you,  
Julie Rogers

From: "Lotta M. Jarnefelt" <lmjarn@kalcounty.com <mailto:lmjarn@kalcounty.com> >  
Date: Monday, September 9, 2013 2:53 PM  
To: "Tina M. Becker" <tmbeck@kalcounty.com <mailto:tmbeck@kalcounty.com> >, Julie Rogers  
<ptbookworm@hotmail.com <mailto:ptbookworm@hotmail.com> >  
Subject: 2010-2013 BRA Attendance.xlsx

Hello Julie and Tina,

I just noticed that my previous email attachments with the attendance for the BRA/EDC members didn't include the last 3 months of 2012.

Please see attached updated version.

Sorry for the oversight.

Lotta

-----  
Confidentiality: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the Email message is strictly prohibited. If you have received this message in error, please notify me by Email reply, and delete the original message from your system.

-----  
Confidentiality: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the Email message is strictly prohibited. If you have received this message in error, please notify me by Email reply, and delete the original message from your system.

## Tina M. Becker

---

**From:** Lotta M. Jarnefelt  
**Sent:** Thursday, September 05, 2013 8:28 AM  
**To:** Tina M. Becker  
**Cc:** Lee A. Adams  
**Subject:** RE: BRA/EDC terms expiring

Tina,

I'm a little confused – Julie Rogers is the Board liaison, and I (and Lee Adams) are staff on the BRA.

As staff, I highly recommend the re-appointment of Anne Summerfield, Andrew Wenzel and Joe Agostinelli. Their input is invaluable, and having been on the board 3-4 years they have a history and experience with the function of the BRA.

All of them started by replacing an out-going member in mid-term, so none of them have yet had chance to serve a full 6-year term. I think they deserve to continue with a full term.

But I cannot speak for the BRA Board, I believe that must come from Board liaison Julie Rogers.

Lotta

---

**From:** Tina M. Becker  
**Sent:** Wednesday, September 04, 2013 4:45 PM  
**To:** Lotta M. Jarnefelt  
**Subject:** RE: BRA/EDC terms expiring

Thank you . now the only thing I need is a letter from you (liaison) with the boards recommendation.

---

**From:** Lotta M. Jarnefelt  
**Sent:** Wednesday, September 04, 2013 4:43 PM  
**To:** Tina M. Becker  
**Subject:** FW: BRA/EDC terms expiring

Tina,

Here is Joe Agostinelli's letter of interest to continue on the BRA/EDC.

Lotta

---

**From:** Joe Agostinelli [<mailto:JAgostinelli@southwestmichiganfirst.com>]  
**Sent:** Wednesday, September 04, 2013 1:45 PM  
**To:** Lotta M. Jarnefelt  
**Subject:** RE: BRA/EDC terms expiring

Hi Lotta-

Sorry, I was out of the office for the long weekend. I am still interested in serving on the BRA. Having worked for the MEDC on the state Brownfield program, then as a consultant on brownfield projects, and now at Southwest Michigan First, I think I bring a unique background to the board.

Thank you in advance to the board for their consideration! If you need anything else, or more detail, please let me know.

**Joe Agostinelli** | associate vice president

Southwest Michigan First  
241 East Michigan Avenue | Kalamazoo, Michigan 49007  
p 269.553.9588 | c 269.567.0669 | [jagostinelli@southwestmichiganfirst.com](mailto:jagostinelli@southwestmichiganfirst.com)



---

**From:** Lotta M. Jarnefelt [<mailto:lmjarn@kalcounty.com>]  
**Sent:** Tuesday, September 03, 2013 1:12 PM  
**To:** Joe Agostinelli  
**Subject:** FW: BRA/EDC terms expiring

Joe,

We have not received a letter of interest from you yet – I hope you are still interested in continuing on the KCBRA!

It can be just a sentence or two in an email.

I hope to hear from you,

Lotta

---

**From:** Lotta M. Jarnefelt  
**Sent:** Thursday, August 29, 2013 11:57 AM  
**To:** 'Joe Agostinelli'  
**Subject:** BRA/EDC terms expiring

Hello Joe,

Your term on the KCBRA will be expiring 10/31/13. I received a note from the appointment committee secretary saying that the vacancies will be listed on the website and advertised. However, if you wish to seek another 6 year term please provide the following info for the appointment committee:

- Letter of interest indicating your desire to be reappointed and a brief explanation why

Send it to Tina Becker at [tmbeck@kalcounty.com](mailto:tmbeck@kalcounty.com) , or me and I can forward it.

Please contact me if you have any questions.

Thank you,

Lotta

Lotta Jarnefelt  
Director  
Department of Planning and Community Development  
Kalamazoo County  
201 W Kalamazoo Ave  
Kalamazoo MI 49007  
Phone (269) 384-8115  
Fax (269) 383-8920  
Email [LMJARN@kalcounty.com](mailto:LMJARN@kalcounty.com)

## Tina M. Becker

---

**From:** Lotta M. Jarnefelt  
**Sent:** Wednesday, September 04, 2013 4:43 PM  
**To:** Tina M. Becker  
**Subject:** FW: BRA/EDC terms expiring

Tina,  
Here is Joe Agostinelli's letter of interest to continue on the BRA/EDC.  
Lotta

---

**From:** Joe Agostinelli [<mailto:JAgostinelli@southwestmichiganfirst.com>]  
**Sent:** Wednesday, September 04, 2013 1:45 PM  
**To:** Lotta M. Jarnefelt  
**Subject:** RE: BRA/EDC terms expiring

Hi Lotta-

Sorry, I was out of the office for the long weekend. I am still interested in serving on the BRA. Having worked for the MEDC on the state Brownfield program, then as a consultant on brownfield projects, and now at Southwest Michigan First, I think I bring a unique background to the board.

Thank you in advance to the board for their consideration! If you need anything else, or more detail, please let me know.

Joe Agostinelli | associate vice president

**Southwest Michigan First**  
241 East Michigan Avenue | Kalamazoo, Michigan 49007  
p 269.553.9588 | c 269.567.0669 | [jagostinelli@southwestmichiganfirst.com](mailto:jagostinelli@southwestmichiganfirst.com)

---

**From:** Lotta M. Jarnefelt [<mailto:lmjarn@kalcounty.com>]  
**Sent:** Tuesday, September 03, 2013 1:12 PM  
**To:** Joe Agostinelli  
**Subject:** FW: BRA/EDC terms expiring

Joe,

We have not received a letter of interest from you yet – I hope you are still interested in continuing on the KCBRA!

It can be just a sentence or two in an email.

I hope to hear from you,

Lotta

---

**From:** Lotta M. Jarnefelt  
**Sent:** Thursday, August 29, 2013 11:57 AM  
**To:** 'Joe Agostinelli'  
**Subject:** BRA/EDC terms expiring

Hello Joe,

Your term on the KCBRA will be expiring 10/31/13. I received a note from the appointment committee secretary saying that the vacancies will be listed on the website and advertised. However, if you wish to seek another 6 year term please provide the following info for the appointment committee:

- Letter of interest indicating your desire to be reappointed and a brief explanation why

Send it to Tina Becker at [tmbeck@kalcounty.com](mailto:tmbeck@kalcounty.com) , or me and I can forward it.

Please contact me if you have any questions.

Thank you,

Lotta

Lotta Jarnefelt  
Director  
Department of Planning and Community Development  
Kalamazoo County  
201 W Kalamazoo Ave  
Kalamazoo MI 49007  
Phone (269) 384-8115  
Fax (269) 383-8920  
Email [LMJARN@kalcounty.com](mailto:LMJARN@kalcounty.com)

---

Confidentiality: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the Email message is strictly prohibited. If you have received this message in error, please notify me by Email reply, and delete the original message from your system.

## Tina M. Becker

---

**From:** Andy Wenzel [andyw@hinmancompany.com]  
**Sent:** Thursday, August 29, 2013 2:18 PM  
**To:** Lotta M. Jarnefelt; Tina M. Becker  
**Subject:** RE: EDC/BRA terms expiring

Dear Kalamazoo County Appointment Committee,

I am interested in continuing as a member on the Kalamazoo County Brownfield Authority and Economic Development Authority. It has been a rewarding period which I have served thus far. I hope my input and practical experience has been of value. We currently have a diverse group of representation providing input in our group. We have been making good progress providing a valuable tool for economic development and property redevelopment in our community. Thank you for your consideration to continue to serve.

Best regards,

Andy Wenzel

**Andy Wenzel** | Director of Development

### **Hinman Company**

750 Trade Centre Way, Suite 100 | Kalamazoo, Michigan 49002  
p 269.342.8600 | c 269.342.2100 | [andyw@hinmancompany.com](mailto:andyw@hinmancompany.com)

---

**From:** Lotta M. Jarnefelt [<mailto:lmjarn@kalcounty.com>]  
**Sent:** Thursday, August 29, 2013 11:56 AM  
**To:** Andy Wenzel  
**Subject:** EDC/BRA terms expiring

Hello Andy,

Your term on the KCBRA will be expiring 10/31/13. I received a note from the appointment committee secretary saying that the vacancies will be listed on the website and advertised. However, if you wish to seek another 6 year term please provide the following info for the appointment committee:

- Letter of interest indicating your desire to be reappointed and a brief explanation why

Send it to Tina Becker at [tmbeck@kalcounty.com](mailto:tmbeck@kalcounty.com) , or me and I can forward it.

Please contact me if you have any questions.

Thank you,

Lotta

Lotta Jarnefelt  
Director  
Department of Planning and Community Development  
Kalamazoo County

## Tina M. Becker

---

**From:** Lotta M. Jarnefelt  
**Sent:** Tuesday, September 03, 2013 1:42 PM  
**To:** Tina M. Becker  
**Subject:** FW: EDC/BRA terms expiring

Hello Tina,  
Here is Anne's email

Lotta

---

**From:** Anne Summerfield [<mailto:Anne@ALSummerfield.com>]  
**Sent:** Tuesday, September 03, 2013 1:32 PM  
**To:** Lotta M. Jarnefelt  
**Subject:** RE: EDC/BRA terms expiring

Hi Lotta,

I've been away from office and just able to get back to you regarding my EDC/BRA upcoming appointment expiration. I am interested in continuing to participate in the EDC/BRA for the following reasons:

- Desire to contribute to the betterment of Kalamazoo County
- Feel my background in commercial real estate brings expertise to this group

Let me know if you require any further information. Thank you for all you do.

Anne Summerfield, CCIM

A L Summerfield & Associates, LLC

P.O. Box 50018  
Kalamazoo, MI 49005-0018  
269/655-4424  
269/665-4510 (fax)  
email: [anne@alsummerfield.com](mailto:anne@alsummerfield.com)  
website: [www.alsummerfield.com](http://www.alsummerfield.com)

---

**From:** Lotta M. Jarnefelt [<mailto:lmjarn@kalcouny.com>]  
**Sent:** Tuesday, September 03, 2013 1:14 PM  
**To:** Anne Summerfield ([anne@alsummerfield.com](mailto:anne@alsummerfield.com))  
**Subject:** FW: EDC/BRA terms expiring

Anne,  
We have not received a letter of interest from you yet – I hope you are still interested in continuing on the KCBRA!

It can be just a sentence or two in an email.

I hope to hear from you,

Lotta

---

**From:** Lotta M. Jarnefelt  
**Sent:** Thursday, August 29, 2013 11:54 AM  
**To:** Anne Summerfield ([anne@alsummerfield.com](mailto:anne@alsummerfield.com))  
**Cc:** Lee A. Adams  
**Subject:** FW: EDC/BRA terms expiring

Hello Anne,

Your term on the KCBRA will be expiring 10/31/13. I received a note from the appointment committee secretary saying that the vacancies will be listed on the website and advertised. However, if you wish to seek another 6 year term please provide the following info for the appointment committee:

- Letter of interest indicating your desire to be reappointed and a brief explanation why

Send it to Tina Becker at [tmbeck@kalcouny.com](mailto:tmbeck@kalcouny.com) , or me and I can forward it.

Please contact me if you have any questions.

Thank you,

Lotta

Lotta Jarnefelt  
Director  
Department of Planning and Community Development  
Kalamazoo County  
201 W Kalamazoo Ave  
Kalamazoo MI 49007  
Phone (269) 384-8115  
Fax (269) 383-8920  
Email [LMJARN@kalcouny.com](mailto:LMJARN@kalcouny.com)

---

Confidentiality: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the Email message is strictly prohibited. If you have received this message in error, please notify me by Email reply, and delete the original message from your system.

### 2013 BRA Attendance

	January	February	March	April	May	June	July	August	September	October	November	December	Absences
Agostinelli Joe	P	P	P	P	P	P	1	P					1
Annen Clare	P	P	P	P	P	P	P	P					0
Carew Christopher	NA	NA	P	P	P	1	P	P					1
Grimwood Travis	P	P	1	P	P	1	P	P					2
Hudson Tim	NA	NA	P	P	1	P	P	P					1
Iden Brandt													BOC ALT.
Mandwee Habib	NA	NA	NA	NA	NA	NA	P	P					0
Peregon Kenneth	P	P	P	P	P	P	P	P					0
Rogers Julie	P	P	P	P	P	P	P	P					0
Summerfield Anne	P	P	P	P	1	P	P	P					1
VanDyk Matt	P	1	1	P	NA	NA	NA	NA	NA	NA	NA	NA	2
Wenzel Andrew	P	P	P	1	P	1	P	P					2
Woods Thell	P	P	P	P	P	P	P	P					0

### 2012 BRA Attendance

	January	February	March	April	May	June	July	August	September	October	November	December	Absences
Agostinelli Joe	P	P	P	P	P	P	1	P	P				1
Annen Clare	1	1	1	P	P	P	P	P	P				3
Baumgart Larry	P	P	1	P	P	1	1	1	1				5
Blake Ruth	P	P	P	1	P	1	P	P	P				2
Iden Brandt	P	P	P	1	1	P	P	1	P				3
Peregon Kenneth	P	P	P	1	P	P	P	P	1				2
Rogers Julie	P	P	P	P	P	P	P	P	P				0
Summerfield Anne	P	P	P	P	1	P	1	P	P				2
VanDyk Matt	P	P	1	P	P	1	P	1	1				4
Wenzel Andrew	P	P	1	P	1	1	P	P	P				3
Woods Thell	P	P	P	P	P	P	P	P	P				0

Note: Clare Annen missed several meetings when his wife was terminally ill, but has started to attend again since her death.

\*December  
mtg. cancelled

### 2011 BRA Attendance

	January	February	March	April	May	June	July	August	September	October	November	Absences
Agostinelli Joe	P	1	P	P	P	P	P	P	P	P	P	1
Annen Clare	P	P	P	P	P	1	P	P	P	P	P	1
Baumgart Larry	P	P	P	P	P	P	P	P	1	P	1	2
Blake Ruth	1	P	P	1	P	P	P	P	P	P	1	3
Iden Brandt	P	P	P	P	1	P	P	P	P	P	P	1
Peregon Kenneth	P	P	P	P	P	1	P	P	P	P	P	1
Rogers Julie	P	P	P	P	P	P	P	P	P	P	P	0
Summerfield Anne	P	1	P	P	1	P	P	P	P	1	P	3
VanDyk Matt	1	P	P	P	1	P	P	P	1	P	P	3
Wenzel Andrew												0
Woods Thell	P	P	P	P	P	P	P	P	P	P	P	0

### 2010 BRA Attendance

	28-Jan	25-Feb	25-Mar	22-Apr	27-May	17-Jun	22-Jul	26-Aug	16-Sep	14-Oct	28-Oct	18-Nov	16-Dec	Absences	
BRA-EDC Last name	First Nam	28-Jan	25-Feb	25-Mar	22-Apr	27-May	17-Jun	22-Jul	26-Aug	16-Sep	14-Oct	28-Oct	18-Nov	16-Dec	Absences
Agostinelli Joe	na	na	na	na	na	na	na	na	na	na	P	P	P	0	
Annen Clare	P	P	P	P	P	P	P	P	P	P	P	P	P	0	
Barnard Robert	P	P	1	P	P	P	P	1	1	1	P	P	P	5	
Baumgart Larry	P	P	1	1	1	P	P	P	P	P	P	1	P	4	
Blake Ruth	1	P	P	P	P	P	P	P	P	P	P	1	P	4	
Crabtree Leroy	P	P	P	P	P	P	P	P	P	P	P	P	P	1	
Peregon Kenneth	P	1	P	P	P	P	P	1	P	P	P	P	P	2	
Rogers Julie	P	P	P	P	P	P	P	P	P	P	P	P	P	0	
Summerfield Anne	na	na	na	P	P	P	P	P	P	P	P	P	1	1	
VanDyk Matt	P	P	P	P	P	P	P	P	P	P	P	P	P	0	
Woods Thell	P	P	P	P	P	P	P	P	P	P	P	P	P	0	
Previous 2010 members:															
Halton Marc	P	P	1	P	P	P	P							1	
Schuur Katrina	1	P												1	

Note: Ruth Blake had health issues that prevented her from attending some meetings in 2010