

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

**Board of  
Commissioners'  
Meeting**

**November 1, 2016**

**NOTICE AND AGENDA FOR  
NOVEMBER 1, 2016 MEETING  
OF THE  
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

**PLEASE TAKE NOTICE** that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for Tuesday, November 1, 2016, at 7:00 p.m. in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

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

- A.      Request for Approval of 25 Year Resolution Honoring Marilee Lindauer

**CONSENT AGENDA**

Circuit Court

- B.      Request for Approval of a Contract with Midstate Security

District Court

- C.      Request for Approval of a Contract with Recovery Institute of Southwest Michigan, Inc.

Health & Community Services

- D.      Request for Approval to Accept Statement of Grant Award #2017-01 from the MI Aging & Adult Services Agency
- E.      Request for Approval to Accept LCA16-39015 Low Income Home Energy Assistance Program (LIHEAP) Crisis Assistance (LCA) Deliverable Fuel Funding Notice of Funds Available (NFA) #1 from the Michigan Department of Health & Human Services (MDHHS)
- F.      Request for Approval of Letter of Agreement with the Michigan Community Action (MCA) for the FY2016-2017 Michigan Energy Assistance Program (MEAP)
- G.      Request for Approval of WAP16-39015 Weatherization Subcontract Agreements
- H.      Request for Approval of 2017 Household Hazardous Waste (HHW) Services Fee Schedule
- I.      Request for Approval of 2016-2017 Vision & Hearing Agreements with Gull Lake Community Schools & Valley Center School

Human Resources

- J.      Request for Approval of a Contract for Professional Services with York Risk Services Group, Inc.

Michigan Works!

- K.      Request for Approval of Partnership. Accountability. Training. Hope. (PATH) Program

Plan for FY 2017

Prosecuting Attorney

L. Request for Approval of Kalamazoo Valley Enforcement Team (KVET) Agreement

Sheriff

M. Request for Approval of a Contract with AT&T for Centrex Phone Lines

Board of Commissioners

N. Request for Approval of Transfers and Disbursements

O. Request for Approval of the Reappointment of Jerome Kisscorni to the Land Bank Authority

P. Request for the Approval of Appointments to Various Advisory Boards

Q. Request for Approval to Terminate Redevelopment and Purchase Agreement with the City of Kalamazoo Brownfield Redevelopment Authority; Alcott Street

**NON-CONSENT AGENDA ITEMS**

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

ITEM 9 Old Business  
ITEM 10 New Business  
ITEM 11 County Administrator's Report  
ITEM 12 Chairperson's Report  
ITEM 13 Vice Chairperson's Report  
ITEM 14 Members' Time  
ITEM 15 Adjournment

*Dina Sutton*

\_\_\_\_\_  
Dina Sutton  
Office Manager for Administrative Services

OCTOBER 26, 2016

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

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



**RESOLUTION HONORING  
Marilee Lindauer**

WHEREAS, Marilee Lindauer has served the citizens of Kalamazoo County for twenty-five (25) years as of October 30, 2016; and

WHEREAS, Marilee Lindauer has faithfully served as a Court Accountant; 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 Marilee Lindauer 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 November 1, 2016.

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Timothy A. Snow  
County Clerk/Register

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** November 1, 2016

**DEPARTMENT:** 9<sup>th</sup> Circuit Court – Kalamazoo County Juvenile Home

**PREPARED BY:** Justin J. Clark

**SUBJECT:** Kalamazoo County Juvenile Home Request to Contract with Midstate Security

**SPECIFIC ACTION REQUESTED:**

Board approval and signature is requested on the attached Agreement between the Kalamazoo County Juvenile Home and Midstate Security.

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

The proposed agreement with Midstate Security will allow the Juvenile Home to upgrade and replace the security system. The contract amount is \$560,873.00.

To briefly summarize, this project includes:

- Replacement of the current video recording system.
- Convert analog cameras using IP encoders.
- Replacement of 111 existing card readers.
- Upgrade door control controllers and software.
- Provide 14 workstations to work in conjunction with the security system.
- Move current operation functions of existing software system to new Wonderware software.

**TIME FRAME OF ACTION:**

This project will take approximately four months to complete. The replacement and upgrade will begin in January 2017 and wrap up in May 2017.

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

Capital Improvement Fund

**PERSONNEL IF REQUIRED:**

N/A

**NEW OR RENEWAL OR AMENDMENT:**

This is a new agreement.

**ANY OTHER PERTINENT INFORMATION:**

Midstate Security installed the security system at the Gull Road Justice Complex. A portion of that system was installed at the Juvenile Home, and this agreement will add-on and integrate with the previously installed equipment to pull both systems currently used into one. Midstate is also the vendor for the Kalamazoo County Sheriff's Department.

This project is a critical component for day-to-day operations at the Juvenile Home. This upgrade and replacement is necessary for the safety and security of the residents and staff of the Juvenile Home.

The agreement includes a scope of work (document 10-102A), which gives a broad overview of the work that will be completed. Rather than define phases of the project in the scope of work, our team will work closely with the Midstate Project Manager and Lead Technician at all stages. The Juvenile Home is a 24/7 facility and will be operational while all of these upgrades and replacements are put into place. Therefore, changes made during the upgrade process will require a high level of coordination with Juvenile Home staff and the Technology Division to ensure the safety and security of everyone in the facility.

The billings have been structured in a way that allows our project team to track invoiced amounts by matching and deducting them from line items on document 10-101A in the agreement.

**PROCUREMENT INFORMATION:**

N/A

**CONTACT PERSON WITH PHONE NUMBER:**

Suzanne M. Darling, Circuit Court Administrator  
Phone Number: (269) 383-8928  
Email: SMDarl@kalcounty.com

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** Tuesday, Nov. 1, 2016

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

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

**SUBJECT:** Approval of contract between Recovery Institute of Southwest Michigan, Inc. and 8<sup>th</sup> District Court.

**SPECIFIC ACTION REQUESTED:**

8<sup>th</sup> District Court requests Board approval of this contract for Recovery Coach/Peer Support Services for both Sobriety/OWI Court and the Young Adult Diversion Court (YADC).

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

Recovery Coach/Peer Support hourly services, in the amount of \$30.00 per hour, not to exceed 35 hours or \$1050.00 per month.

**TIME FRAME OF ACTION:**

Contract Agreement for the time period of: Oct. 1, 2016 through Sept. 30, 2017.

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

Funding through the 8<sup>th</sup> District Court's Program Fees and YADC's Gilmore Grant.

**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 county personnel required at this time.

**NEW OR RENEWAL:** Renewal

**ANY OTHER PERTINENT INFORMATION:**

**CONTACT PERSON WITH PHONE NUMBER:**

Lynn Kirkpatrick, Probation Services Director: 383-8966



D. - I.

**KALAMAZOO COUNTY  
HEALTH AND COMMUNITY SERVICES DEPARTMENT**

*Promoting Health For All*

**DATE:** November 1, 2016  
**TO:** County Board of Commissioners  
**FROM:** Gillian A. Stoltman, Ph.D, M.P.H, Director/Health Officer  
**RE:** **ITEMS FOR YOUR CONSIDERATION**

**A. ACCEPTANCE OF STATEMENT OF GRANT AWARD #2017-1 FROM THE MI AGING & ADULT SERVICES AGENCY TO THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT, REGION 3A AREA AGENCY ON AGING, FOR 10/1/16 THROUGH 12/31/2016**

**ACTION REQUESTED**

HCS Administration requests Board approval to accept a Statement of Grant Award from the MI Aging & Adult Services Agency to the Kalamazoo County Health & Community Services Department, Region 3A Area Agency on Aging, to support older adult service programs in the amount of \$427,477 for the period October 1, 2016 through December 31, 2016.

**DESCRIPTION OF SUBJECT**

This grant award reflects the amount of funds allocated for 3 months of the 2017 fiscal year via federal and state sources. Normally the SGA is for 6 months, but due to Congress' continuing resolution for federal agencies effective only through December 31<sup>st</sup>, the funding could only be allocated to reflect that time period. Acceptance of this funding allows the continued provision of a range of services provided by the AAAIIIA and community partners, designed to help older persons remain independent in their own homes and communities, along with assisting residents in licensed long-term care facilities with concerns about care and quality of life issues.

**RELATIONSHIP TO GOALS**

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

**FUNDING SOURCE**

The funding represents allocations from the federal Older Americans Act and Older Michigania's Act through the Michigan Aging & Adult Services Agency.

**PERSONNEL**

There are no personnel associated with this request.

**PROCUREMENT**

Not applicable

**ISSUES AND CONCERNS**

Please contact Judy Sivak at 373-5153 or [jasiva@kalcounty.com](mailto:jasiva@kalcounty.com) if you have any questions.

**B. APPROVAL OF LCA16-39015 LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) CRISIS ASSISTANCE (LCA) DELIVERABLE FUEL FUNDING NOTICE OF FUNDS AVAILABLE #1, FROM THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**ACTION REQUESTED**

HCS Administration requests Board approval to accept increased LCA funding from the Michigan Department of Health & Human Services (MDHHS) in the amount of \$4,998. This amount has been added to help offset administrative costs. This is related to the agreement approved on August 16<sup>th</sup>, 2016.

**DESCRIPTION OF SUBJECT**

The acceptance of this agreement allows the Community Action Agency to continue providing deliverable fuel assistance and services to low income and at risk families that are in the Kalamazoo County community. The use of Crisis Assistance (LCA) funds will provide heating fuel assistance in the form of deliverable fuels such as: propane, fuel oil, coal, wood, kerosene, and heating fuel pellets.

**RELATIONSHIP TO GOAL**

This agreement will help to foster and build stronger inter-agency relationships. This agreement also continues to further the HCS Community Action Agency's goal to promote and create a means to self-sufficiency for Kalamazoo County residents by assisting them to take control of their lives, while helping to improve the conditions of the families served.

**FUNDING SOURCE**

There are no County General funds associated with this action. All funding is from the Michigan Department of Health & Human Services LCA Grant Award.

**PERSONNEL**

There are no new personnel associated with this request.

## **PROCUREMENT**

There is no procurement associated with this request.

## **ISSUES/CONCERNS**

There are no issues or concerns. If you have questions, please contact Amber Leverette, MPA, CAA Manager, 373-5101 or [arleve@kalcounty.com](mailto:arleve@kalcounty.com).

### **C. ACCEPTANCE OF GRANT AWARD FOR FY 2016-2017 FOR THE MICHIGAN ENERGY ASSISTANCE PROGRAM (MEAP) FROM THE MICHIGAN COMMUNITY ACTION (MCA)**

## **ACTION REQUESTED**

HCS Administration requests Board approval to accept the Grant Award from Michigan Community Action (MCA) in the amount of \$255,780 (\$206,190 for utility payments, \$49,590 service fee) for the Kalamazoo County Community Action Agency (CAA) for the period beginning October 1, 2016 through September 30, 2017.

## **DESCRIPTION OF SUBJECT**

The purpose of these funds is to intervene in crisis situations by providing energy assistant program services designed to help eligible low-income households meet energy costs for their primary residence. This is accomplished through payment or partial payment of electric and natural gas bills for vulnerable Kalamazoo County residents during the 2016-2017 heating season.

## **RELATIONSHIP TO GOAL**

The Health and Community Services Department has defined the overall goal of the Community Action Agency as improvement of the life conditions of the families served. These funds will assist in keeping our low-income families warm this heating season and as a means to increase self-sufficiency.

## **FUNDING SOURCE**

There are no County funds associated with this request. The funding is from the Michigan Agency for Energy and distributed through Michigan Community Action to the CAA for the MEAP program.

## **PERSONNEL**

There are no personnel associated with this request.

## **PROCUREMENT**

There is no procurement associated with this request.

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have questions, please contact Amber Leverette, MPA, CAA Manager at 373-5101 or at [arleve@kalcounty.com](mailto:arleve@kalcounty.com)

### **D. APPROVAL OF WAP16-39015 WEATHERIZATION SUBCONTRACTOR AGREEMENTS**

### **ACTION REQUESTED**

HCS Administration requests Board approval of Weatherization subcontractor agreements for the period of November 1, 2016 through September 30, 2017 with the entities listed below.

#### **Subcontract Agreements with:**

- Nathan Farris DBA Energy Craft -Inspector
- Flory Construction, LLC - Contractor

### **DESCRIPTION OF SUBJECT**

These subcontract agreements will allow weatherization work to be completed for the Weatherization 2016-2017 program year. The contractors are responsible for performing energy efficiency measures on homes in Kalamazoo County allowing Weatherization clients to see a decrease in energy usage as well as monetary decrease on their monthly energy bill. These subcontracts are a result of the grant award, DHS WAP16-39015, previously accepted by the Board of Commissioners on May 17, 2016.

### **RELATIONSHIP TO GOALS**

The approval of these contract amendments will further the Department's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives, work toward their self-sufficiency, and help improve the housing stock in our community.

### **FUNDING SOURCE**

No County General Funds are required. Funding is from the DHS grant award WAP16-39015 (U.S. Department of Energy through the Michigan Department of Health & Human Services).

### **PERSONNEL**

There are no new personnel associated with this request.

## **PROCUREMENT**

County Purchasing Policy was followed. The subcontractors listed above submitted a successful RFQ to the HCS – Community Action Agency.

## **ISSUES AND CONCERNS**

There are no issues or concerns. If you have any questions, please contact Amber Leverette, MPA, CAA Manager, at 373-5101, [arleve@kalcounty.com](mailto:arleve@kalcounty.com).

## **E. APPROVAL OF THE 2017 HOUSEHOLD HAZARDOUS WASTE (HHW) SERVICES FEE SCHEDULE**

### **ACTION REQUESTED**

HCS Administration requests Board approval of the 2017 fee schedule for HCS Household Hazardous Waste services to take effect January 1, 2017.

### **DESCRIPTION OF SUBJECT**

In accordance with the Board of Commissioner's Fee for Service revenue policy, the Health and Community Services Department evaluates fees to determine the cost of each service performed.

HHW provides a majority of its services to residents from municipalities with contracts from Kalamazoo County and neighboring municipalities. HHW also accepts waste from residents and businesses within Kalamazoo County who do not have a contract. HHW calculates fees to be charged based on overall program operation costs.

HCS Administration requests an increase of the out of county per participant fee to \$35.00 (an increase of \$1.00 from the current fee of \$34.00) and an increase of the business hourly rate to \$66.00, or \$16.50 per quarter hour (an increase of \$11.00 from the current hourly rate of \$55.00 and an increase of \$2.75 per quarter hour from the current quarterly hour rate of \$13.75).

### **RELATIONSHIP TO GOALS**

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

### **FUNDING SOURCE**

Funding for HHW Services is acquired through contracts, fees and the General Fund. Fees have been incorporated into the 2017 budget.

### **PERSONNEL**

This item does not require additional personnel.

### **PROCUREMENT**

There is no procurement associated with this request.

### **ISSUES/CONCERNS**

There are no issues or concerns. Please contact Vern Johnson, EH Division Manager, at [vljohn@kalcounty.com](mailto:vljohn@kalcounty.com) / 373-5356 or Lynne D. Norman, Deputy Director – Health Services, at 373-5237 / [ldnorm@kalcounty.com](mailto:ldnorm@kalcounty.com).

## **F. 2016/2017 VISION AND HEARING AGREEMENT WITH GULL LAKE COMMUNITY SCHOOLS AND VALLEY CENTER SCHOOL**

### **ACTION REQUESTED**

HCS Administration requests Board approval of an Agreement with Gull Lake Community Schools and Valley Center School, to provide vision and/or hearing screening services for their students. This agreement is effective September 1, 2016 and will automatically be renewed each year.

### **DESCRIPTION OF SUBJECT**

HCS Certified Vision and Hearing Technicians provide vision and/or hearing screenings in the school setting, as a convenience to both the school and the student. Generally, hearing screening is provided for students in the following grades: Kindergarten, 2, 4 and 6. Vision screening is recommended for students in grades: 1, 3, 5, 7, 9 and 11 or in conjunction with Drivers Education. Students in Special Education are screened for both vision and hearing every year. Referrals are also accepted for those students suspected of having difficulty seeing or hearing during their “grade’s off year.” Each school year, vision screenings are provided for approximately 15,000 students and hearing screening for 16,000 students.

The charge for services is uniform for all schools: \$150 per full day or \$75 per half day. Students are not charged for this service.

### **RELATIONSHIP TO GOALS**

Through provision of Vision and Hearing screenings, disabling conditions are reduced.

### **FUNDING SOURCE**

The Vision and Hearing Program is funded through County General dollars, fees from schools, and from the Michigan Department of Community Health through the Essential Local Public Health Service (ELPHS) allocation. Vision and Hearing screenings are two of the eight basic public health services that generate ELPHS funds from the state.

**PERSONNEL**

There are no personnel issues associated with this request.

**PROCUREMENT**

There is no procurement associated with this action.

**ISSUES AND CONCERNS**

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

**BOARD AGENDA REQUEST FORM**

PROPOSED FOR BOARD MEETING OF: November 1, 2016

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine Cunningham, Human Resources Director

SUBJECT: Workers' Compensation Administration

SPECIFIC ACTION REQUESTED:

Approval for selection of the York Risk Services Group, Inc. as the workers' compensation third-party administrator.

DESCRIPTION OF ACTION (dollar amount, purpose):

We are requesting approval to continue to partner with York Risk Services Group, Inc. for our workers' compensation third-party administration. We are requesting the agreement be in place for 3 years beginning January 1, 2017 and ending December 31, 2019.

Kalamazoo County completed a Request for Proposal (RFP) process for its workers' compensation administration services as part of the due diligence process. An internal team with representation from Finance, Purchasing and Human Resources reviewed the six responses we received to our RFP. After reviewing the responses to our RFP, the internal team determined the best qualified candidate for continued services is York Risk Services Group, Inc.

We have been working with York Risk Services Group (formerly CMI) since January 2014 and have been very pleased with their services and the handling of our more difficult workers' compensation claims. While working with York Risk Services Group, Inc., the County has made great strides in educating employees on the difference between a work-related injury and one that is not work related, we are partnering with York to complete a safety audit throughout our organization to ensure compliance with state and federal laws regarding safety, we have offered safety webinars to supervisors, and we have settled most of the workers' compensation claims that were being challenged within the legal system.

The cost of this partnership is \$19,650 in 2017, \$20,240 in 2018 and \$20,850 in 2019. The fees include administration and 20 hours of training annually.

TIME FRAME OF ACTION:

Effective January 1, 2017

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

Employee Benefits Fund

PERSONNEL IF REQUIRED:

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

N/A

NEW OR RENEWAL:

New

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON WITH PHONE NUMBER:

Kristine Cunningham, [kdcunn@kalcounty.com](mailto:kdcunn@kalcounty.com) or 269-384-8100 or Jean Michaud, [jimmich@kalcounty.com](mailto:jimmich@kalcounty.com) or 269-383-8953.

K.

**BOARD AGENDA REQUEST FORM**

PROPOSED FOR BOARD MEETING OF: November 1, 2016

DEPARTMENT: Michigan Works! Southwest – Upjohn Institute

PREPARED BY: Amy Meyers

SUBJECT: Partnership. Accountability. Training. Hope. (PATH)

SPECIFIC ACTION REQUESTED: Review and approval of Partnership. Accountability. Training. Hope. (PATH) Program for FY17

DESCRIPTION OF ACTION (dollar amount, purpose): TANF-\$2,860,873 and GFGP-\$467,170

Michigan Works! Southwest has received notice from the Talent Investment Agency of the Fiscal Year (FY) 2017 allocations for the Partnership. Accountability. Training. Hope. (PATH) program. The projected FY2017 allocation totaling \$3,328,043 is supported from two funding sources: \$2,860,873 in Temporary Assistance for Needy Families (TANF) federal funds and \$467,170 in General Fund/General Purpose (GF/GP) state funds.

The purpose of PATH is to assist Family Independence Program (FIP) recipients in transitioning to self-sufficiency. The PATH program provides applicants and participants with employment-related services, training, work experience opportunities and supportive services to obtain and retain employment. FIP applicants begin with a 21-day application eligibility period (AEP) to address barriers and prepare applicants to obtain employment, meet federal work participation requirements, and work towards self-sufficiency.

Individuals eligible for participation in the PATH program include Family Independence Program (cash assistance) recipients and applicants referred by the Department of Health and Human Services (DHHS).

TIME FRAME OF ACTION: October 1, 2016 through September 30, 2017

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Federal (TANF), State (General Fund/General Purpose)

PERSONNEL IF REQUIRED: N/A

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER: Amy Meyers; 269.385.0414

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

**FY2017 Partnership. Accountability. Training. Hope. (PATH) Program Plan Instructions  
 PI 16-16**

Michigan Works! Southwest has received notice from the Talent Investment Agency of the Fiscal Year (FY) 2017 allocations for the Partnership. Accountability. Training. Hope. (PATH) program. The projected FY2017 allocation totaling \$3,328,043 is supported from two funding sources: \$2,860,873 in Temporary Assistance for Needy Families (TANF) federal funds and \$467,170 in General Fund/General Purpose (GF/GP) state funds.

The purpose of PATH is to assist Family Independence Program (FIP) recipients in transitioning to self-sufficiency. The PATH program provides applicants and participants with employment-related services, training, work experience opportunities and supportive services to obtain and retain employment.

FIP applicants begin with a 21-day application eligibility period (AEP) to address barriers and prepare applicants to obtain employment, meet federal work participation requirements, and work towards self-sufficiency.

Individuals eligible for participation in the PATH program include Family Independence Program (cash assistance) recipients and applicants referred by the Department of Health and Human Services (DHHS).

**Funding Summary**

Funding Source and Cost Categories	Funding Levels	Customer Service Level
<b>FY2017 Allocation</b>	\$3,328,043	<b>1,100</b>
TANF	\$2,860,873	
GF/GP	\$467,170	
<b>CATEGORY</b>		
Direct Client Services	\$2,512,777.84	
Supportive Services	\$139,000	
Administration	\$399,365.16	
Information Technology	\$276,900	

Source: PI: 16-16, 10/7/2016

**Technical Information**

<b>Program Title/Number</b>	FY17 Partnership. Accountability. Training. Hope. (PATH) Program Plan Instructions PI:16-16
<b>Funding Source</b>	Temporary Assistance for Needy Families (TANF) and General Fund/General Purpose (GF/GP)
<b>Funding Level</b>	\$3,328,043 (\$2,860,873 in Temporary Assistance for Needy Families (TANF) federal funds; \$467,170 in General Fund/General Purpose (GF/GP) state funds
<b>Duration</b>	FY2017 (October 1, 2016 – September 30, 2017)
<b>Reference</b>	Talent Investment Agency (TIA) PI: 16-16, 10/7/2016
<b>CFDA Number</b>	93.558 (TANF)

## BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: November 1, 2016  
 DEPARTMENT: Office of the Prosecuting Attorney  
 PREPARED BY: Lisa Henthorn, Administrator  
 SUBJECT: 2017 KVET Agreement

SPECIFIC ACTION REQUESTED:

Please place the attached Kalamazoo Valley Enforcement Team (KVET) agreement on the November 1, 2016 Board Meeting agenda for approval and required signatures on THREE originals. This document provides funding for one full-time Assistant Prosecutor to handle the criminal cases generated by KVET.

DESCRIPTION OF ACTION (dollar amount, purpose):

Need approval and required signatures.

TIME FRAME OF ACTION:

CY 2017 (January 1, 2017 through December 31, 2017)

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

This agreement is for \$70,000 towards the estimated salary and fringe for one full-time Assistant Prosecutor to handle the criminal cases generated by KVET. The remaining salary costs will be paid for by the County from the Law Enforcement Fund.

PERSONNEL IF REQUIRED:

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

Assistant Prosecutor; K12; 104-229;

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

None

CONTACT PERSON WITH PHONE NUMBER:

Lisa Henthorn, (269) 383-8965

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** October 18, 2016

**DEPARTMENT:** Sheriff's Office

**PREPARED BY:** Paul Matyas, Undersheriff

**SUBJECT:** Approve AT&T contract

**SPECIFIC ACTION REQUESTED:**

Approve AT&T contract for Centrex phone lines

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

Contract rates are attached. Centrex contract expired and the consolidated dispatch is the only location in the County operation that still uses Centrex. Phone lines are for non emergency calls to dispatch and related lines.

**TIME FRAME OF ACTION:**

Immediate for one year.

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

General Fund 101-301

**PERSONNEL IF REQUIRED:**

**NEW OR RENEWAL OR AMENDMENT:**

Renewal

**ANY OTHER PERTINENT INFORMATION:**

AT&T is eliminating Centrex phone lines and have increased their rates presumably to discourage their use. It is more prudent at this time to accept a one year contract and wait until the Central Dispatch Authority takes control than to replace the phone lines.

**PROCUREMENT INFORMATION:**

**CONTACT PERSON WITH PHONE NUMBER:**

Paul Matyas, Undersheriff 385-6176



## ADMINISTRATIVE SERVICES MEMORANDUM

**TO:** Board of Commissioners

**FROM:** Tina Harden

**DATE:** October 10, 2016

**SUBJECT:** Land Bank Authority Board Approval

The City of Kalamazoo approved the reappointment of Jerome Kisscorni, Assistant City Manager and Director of Economic Development as the City's representative on the Land Bank Authority Board for another term commencing October 1, 2016 through September 30, 2019.



**City Clerk's Office**

241 W. South Street  
Kalamazoo, MI 49007-4796  
Ph. 269.337.8792  
Fx. 269.337.8494  
[www.kalamazoocity.org](http://www.kalamazoocity.org)

October 4, 2016

Mr. John Taylor, Chair  
Kalamazoo County Board of Commissioners  
201 W. Kalamazoo Ave.  
Kalamazoo, MI 49007

Dear Mr. Taylor:

On Monday, October 3, 2016 the Kalamazoo City Commission approved the selection of Assistant City Manager and Director of Economic Development Jerome Kisscorni as the City's representative on the Kalamazoo County Land Bank Authority Board of Directors. The City Commission is requesting and recommending that the Kalamazoo County Commission approve Mr. Kisscorni's reappointment.

Sincerely:

A handwritten signature in black ink that reads "Scott A. Borling". The signature is written in a cursive style with a large, stylized "S" and "B".

Scott A. Borling  
City Clerk



## ADMINISTRATIVE SERVICES MEMORANDUM

**TO:** Board of Commissioners

**FROM:** Tina Harden

**DATE:** October 18, 2016

**SUBJECT:** Advisory Board Recommendations for Board Approval

The Board Appointments Committee recommends the following appointments:

**Community Action Tripartite Advisory Board** – appoint Mr. Robert Reynolds to assume a Consumer Slot commencing April 1, 2016 through March 31, 2016.

**Building Authority** – appoint Mr. Ryan Long to assume a term commencing May 1, 2015 through April 30, 2018.

**Economic Development Corporation/Brownfield Redevelopment Authority** – appoint Ms. Connie Ferguson to a term commencing November 1, 2012 through October 31, 2018.

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

APPLICATION FOR APPOINTMENT TO:  
COMMUNITY ACTION TRIPARTITE ADVISORY BOARD

Name robert reynolds Occupation retired

Home Address [redacted] Street [redacted] City 49002 Zip

Home Telephone [redacted] Business Telephone \_\_\_\_\_

Cell Number [redacted] E-mail address [redacted]

The Community Action Tripartite Advisory Board shall advise the Kalamazoo County Board of Commissioners (the governing board) and advise the Health and Community Services Department on the implementation and coordination of a comprehensive Community Action program. The community Action Tripartite Advisory Board will assist the Governing Board by and through the Kalamazoo County Health and Community Services Department by serving as the advocate for the reduction of the causes, conditions and effects of poverty and shall assist in the provisions of social and economic opportunities that foster self-sufficiency for low income persons.

Certain categories need to be represented on the Community Action Tripartite Advisory Board. Please check the category which you believe applies to you:

**Public Official Sector** – Any elected official currently holding office.

**Private Sector** – Individuals from areas of business, industry, agriculture, labor, education, and religious and civic organizations located within the County.

**Consumer Sector** – Individuals from any of the following categories, low-income individuals who are consumers of, or eligible for, Community Action Agency services residing in the County.

Please indicate experience and/or qualifications that would help make you an effective board member for which you have applied:

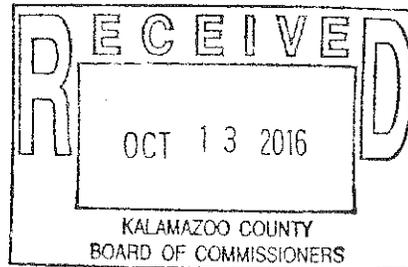
all my voleenter hours were mainly focused on helping people by giving a hand up so they could not only thrive but help others pass it forward.

Volunteer Experiences:

veterans trust fund, red arrow golf, borgess hospital, disabled american veterans, scoutmaster boy scouts of america.

10/13/2016

Date of Application



# KALAMAZOO COUNTY BOARD OF COMMISSIONERS

## APPLICATION FOR APPOINTMENT TO:

(Please select which board you are interested in serving)

- Animal Services & Enforcement Board
- Board of Public Works
- Building Authority
- Central County Transportation Authority
- Department of Human Services
- Economic Development Corporation /Brownfield  
Redevelopment Authority
- Fair Council
- Kalamazoo County Transportation Authority

- Land Bank Authority
- Metropolitan Planning Commission
- Parks & Recreation Commission
- Remonumentation Peer Review Group
- Retirement Investment Committee
- Sewage & Water Board of Appeals
- Soil Erosion & Sedimentation Board of Appeals
- Southcentral Michigan Planning Council
- Substance Abuse Council

Name Ryan Long

Occupation VP of Construction - Triangle Associates

Home Address [REDACTED] [REDACTED] 49009  
Street City Zip

Home Telephone \_\_\_\_\_ Business Telephone \_\_\_\_\_

Cell Number [REDACTED] E-mail address [REDACTED]

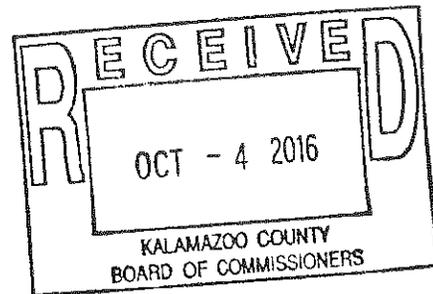
Please indicate experience and/or qualifications that would help make you an effective board member for which you have applied:

I have been in the construction industry for 19 years and have served in the Kalamazoo area for the past 13. I have a strong commitment to the community and would like to volunteer my time in assisting with new building projects that can continue to grow and cultivate improvement of Kalamazoo!

Volunteer Experiences:

Habitat for Humanity  
GOL Michigan  
Several other sponsorships and volunteer examples available upon request.

10/04/2016  
Date of Application



# KALAMAZOO COUNTY BOARD OF COMMISSIONERS

## APPLICATION FOR APPOINTMENT TO: (Please select which board you are interested in serving)

- Animal Services & Enforcement Board
- Board of Public Works
- Building Authority
- Central County Transportation Authority
- Department of Human Services
- Economic Development Corporation /Brownfield  
Redevelopment Authority
- Fair Council
- Kalamazoo County Transportation Authority

- Land Bank Authority
- Metropolitan Planning Commission
- Parks & Recreation Commission
- Remonumentation Peer Review Group
- Retirement Investment Committee
- Sewage & Water Board of Appeals
- Soil Erosion & Sedimentation Board of Appeals
- Southcentral Michigan Planning Council
- Substance Abuse Council

Name Connie Ferguson

Occupation retired/community volunteer

Home Address [REDACTED] [REDACTED] 49007  
Street City Zip

Home Telephone [REDACTED] Business Telephone [REDACTED]

Cell Number [REDACTED] E-mail address [REDACTED]

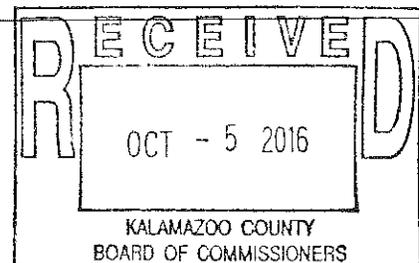
Please indicate experience and/or qualifications that would help make you an effective board member for which you have applied:

Note: This is a revision of the application I submitted on 9/29/16.  
I have observed most of the EDC/BRA meetings for many years. Therefore, I have a general familiarity with the work that those boards do and of some of the concerns that have arisen in the past.  
.Employed at Kalamazoo Nature Center, 1983-2006  
.Employed at Southcentral Michigan Planning Council, 1975-80 (worked on water quality and solid waste management planning)  
.Employed by Australian Department of the Environment (assisted in writing water quality criteria document), 1972-74  
.MS in Zoology (limnology, freshwater ecology), University of Washington, 1965  
.BA in Biology, Knox College, 1962

Volunteer Experiences:

.League of Women Voters--I have been local and state president, VP, Natural Resources Director and a member of the national Board of Directors.  
.People's Church, several terms on board (president, VP, secretary)  
.Coalition for Urban Redevelopment, founding member  
.Kalamazoo Environmental Council since 1990 (chair, vice chair, secretary)  
.Kalamazoo County LEPC member for several years, now on Disaster Committee  
.Michigan State Emergency Response Commission, 1987-95  
and others

10/04/2016  
Date of Application





**ADMINISTRATIVE  
SERVICES  
MEMORANDUM**

TO: KALAMAZOO COUNTY BOARD OF COMMISSIONERS

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

DATE: OCTOBER 26, 2016

SUBJECT: RECOMMENDATION TO TERMINATE REDEVELOPMENT AND  
PURCHASE AGREEMENT WITH THE CITY OF KALAMAZOO  
BROWNFIELD REDEVELOPMENT AUTHORITY; ALCOTT STREET

On June 21, 2016 the County Board of Commissioners entered into a Redevelopment and Purchase Agreement, with the City of Kalamazoo Brownfield Redevelopment Authority (City BRA), for 4 acres of land at 505 East Alcott Street for \$650,000. The City BRA subsequently signed the Agreement on or about July 18, 2016. The Agreement required the County and City BRA to close on the property on or about November 15, 2016, unless either party terminated the Agreement prior to that date. After a significant investment of time and finances, it is clear that the soil conditions at 505 East Alcott Street reveal the cost of building the planned Health and Community Services Building on the Alcott site is too expensive.

The Redevelopment and Purchase Agreement specifically authorizes the County to terminate the Agreement, without liability, if the County determines that the soil conditions at 505 East Alcott Street reveal that the cost of building the Health and Community Services Building on the site is too expensive. We recommend that the Board of Commissioners exercise its right to terminate the Agreement, due to the soil conditions,

and direct County Administration to promptly notify the City BRA, in writing, of the County's decision to terminate the Agreement.

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