

WASHTENAW COUNTY BOARD OF COMMISSIONERS

Wednesday, August 6, 2003

RECORD OF PROCEEDINGS

An adjourned session of the Washtenaw County Board of Commissioners was held at the Board Room, Administration Building, 220 North Main Street, Ann Arbor, Michigan, on Wednesday, August 6, 2003.

The meeting was called to order at 8:17: p.m. by Comm. Gunn, Chair.

MEMBERS PRESENT: Comms. Armentrout, Brackenbury, Gunn, Irwin, Kern, Peterson, Prater, Solowczuk, Yekulis.

MEMBERS ABSENT: Comms. Bergman, Sizemore.

OTHERS PRESENT: Bob Guenzel, Administrator, Frank Cambria, Deputy Administrator; Curtis Hedger, Corporation

Counsel; Peter Ballios, Finance Director; Verna McDaniel, Diane Heidt, Human Resources; Peggy M. Haines, Clerk/Register; Amy Klinke, Administration; Gordon Burger, Jennifer Watson, Peter Collinson, Finance; Judah Garber, Friend of the Court; Pat Horn McGee, Head Start; Dan Minzey, Sheriff; Tony VanDerworp, Planning & Environment; Jennie Bivens, ETCS; Ellen Clement, Public Health; David Behen, Information & Technology; Mary Udoji, Library; Donna Sabourin, CSTS; Bob Brabbs, AFSCME

2733 President; Barbara L. King, Deputy Clerk; various citizens; and members of the press.

Pledge of Allegiance

Approval of the Minutes of the Previous Meeting

Comm. Brackenbury seconded by Comm. Prater moved that the minutes of the July 16, 2003, Board of Commissioners meeting be approved. Motion carried.

Citizen Participation

None.

Commissioner Follow-Up to Citizen Participation

None.

Communications

Comm. Armentrout seconded by Comm. Solowczuk moved that the communications be received and dealt with as recommended. Motion carried.

R-0123 RECEIVED: July 1, 2003. Resolution adopted by the Village Council of Chelsea on June 24, 2003, re: Opposing the passage of House Bill 4009... Received and filed; copy to Planning & Environment.

R-0124 RECEIVED: July 7, 2003. Letter to Leah Gunn, Chair, from Beverly S. Hammerstrom, State Senator, dated June 30, 2003, re: Thanks for sharing resolution 03-0109. Received and filed.

R-0125 RECEIVED: July 7, 2003. Resolution adopted by the Lodi Township Board of Trustees on July 1, 2003, re: Opposing the passage of House Bill 4009. Received and filed; copy to Planning & Environment.

R-0126 RECEIVED: July 7, 2003. Resolution adopted by the Lodi Township Board of Trustees on July 1, 2003, re: Submitting Washtenaw County recommendations for consideration by the Land Use Leadership Council. Received and filed; copy to Planning & Environment.

R-0127 RECEIVED: July 10, 2003. Memorandum to Prosecuting Attorneys, et al, from Marilyn Stephen, Director, FIA, Office of Child Support, dated June 19, 2003, re: Fiscal Year 2004 Legal Support / Cooperative Reimbursement Program Contract Application. Received and filed; copy to Finance, Prosecuting Attorney, Friend of the Court, and Administration.

R-0128 RECEIVED: July 10, 2003. Resolution adopted by the Schoolcraft Board of Commissioners on June 27, 2003, re: Requesting local government participation in the State Purchasing Program. Received and filed; copy to Corporation Counsel.

R-0129 RECEIVED: July 14, 2003. Resolution adopted by the Bay County Board of Commissioners on July 8, 2003, re: Local government participation in the State Purchasing Program for Pharmaceutical Drugs. Received and filed; copy to Corporation Counsel.

R-0130 RECEIVED: July 16, 2003. Public Notice from the State of Michigan, Department of Environmental Quality, dated July 10, 2003, re: Notice that the A & M Curtis Companies has applied for a permit under authority of the Natural Resources and Environmental Act. Received and filed; copy to Drain, Planning & Environment, and Environmental Health.

R-0131 RECEIVED: July 16, 2003. Resolution adopted by the Berrien County Board of Commissioners on July 10, 2003, re: Supporting the Berrien County Clerk in her efforts to upgrade the quality and improve the timely delivery of election ballots. Received and filed; copy to Clerk/Register.

R-0132 RECEIVED: July 17, 2003. Letter to Washtenaw County Officials from John D. Dingell, Member of Congress, dated July 15, 2003, re: Washtenaw County website being available in eleven languages. Received and filed.

R-0133 RECEIVED: July 22, 2003. Resolution adopted by the Isabella County Board of Commissioners on July 15, 2003, re: Urging all counties to request local participation in the state purchasing program for pharmaceutical drugs. Received and filed; copy to Corporation Counsel, Public Health, and Human Resources.

Report of the Chair of the Board

03-0129 Comm. Armentrout seconded by Comm. Solowczuk moved that the resolution of appreciation to Rachel Solom for her years of service to Washtenaw County for videotaping services, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.

03-0130 Comm. Armentrout seconded by Comm. Solowczuk moved that the resolution honoring Stafan-Mitchell Funeral Home, Inc., "Chelsea's oldest business", as they celebrate 150 years of service to the citizens of Washtenaw County, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.

Special Order of Business

None.

Reports of Standing Committees

Comm. Armentrout seconded by Comm. Solowczuk moved that the Agenda Meeting dated July 9, 2003, the Ways & Means Committee Meeting report dated July 16, 2003, and the Board Working Session dated July 17, 2003, be approved and accepted. Motion Carried. (Complete reports are on file in the County Clerk/Register's Office.)

Reports of Special Committees

Comm. Armentrout seconded by Comm. Solowczuk moved that the following reports be received: Board of Canvassers dated June 11, 2003, Concealed Weapons Licensing Board dated June 18, 2003, Employees Retirement Commission dated May 28, June 25, July 1, and July 14, 2003, Money Purchase Pension Plan dated May 15, 2003, Statutory Drainage Board dated June 20, 2003, and Workforce Development Board dated May 9, 2003. Motion carried. (Complete reports are on file in the County Clerk/Register's Office.)

Other Reports

None.

Report of the Treasurer

Comm. Armentrout seconded by Comm. Solowczuk moved that the Cash Position of Washtenaw County as of June 30, 2003, be received. Motion carried. (Complete report is on file in the County Clerk/Register's Office.)

Resolutions

Ways & Means Committee - July 16, 2003

- **03-0131** Comm. Armentrout seconded by Comm. Solowczuk moved that the resolution creating two new Child Development Assistant positions to staff the new Head Start classroom, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.
- **03-0132** Comm. Armentrout seconded by Comm. Solowczuk moved that the resolution authorizing the Chair of the Board to sign a contract with Rehmann Robson to perform the annual Financial Audit and Single Audit of the County for the five years ending December 31, 2007, (with the possibility of two one year extensions), be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.
- **03-0133** Comm. Yekulis seconded by Comm. Armentrout moved that the resolution ratifying the signature of the County Administrator on the grant proposal to the State of Michigan Department of Consumer & Industry Services' Energy Office for continuing support of the existing Rebuild Michigan Program for the Facilities Management Department in the amount of \$27,654.70 for the period of August 25, 2003, through September 1, 2004, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.
- **03-0134** Comm. Yekulis seconded by Comm. Armentrout moved that the resolution approving the budget for the Community Support and Treatment Services Department for the fiscal year 2003-2004 and creating and eliminating positions, be adopted. Roll call vote: YEAS: 8. NAYS: 1 (Peterson). ABSENT: 2 (Bergman, Sizemore). Motion carried.
- **03-0135** Comm. Yekulis seconded by Comm. Armentrout moved that the resolution authorizing the County Administrator's signature on the Public Health Department Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement for the period October 1, 2003, through September 30, 2004, approving the Public Health Department's 2002-2003 budget, modifying positions, approving new immunization fees, and authorizing the County Administrator to sign delegate contracts. Roll call vote: YEAS: 8. NAYS: 1 (Peterson). ABSENT: 2 (Bergman, Sizemore). Motion carried.
- **03-0136** Comm. Yekulis seconded by Comm. Armentrout moved that the resolution ratifying the Chair of the Board's signature on the Workforce Investment Act (WIA) Program year (PY) 2003 Capacity Building and Professional Development Plan in the total amount of \$24,000 for the period of July 1, 2003, through June 30, 2004, for the Employment Training and Community Services Group; authorizing the County Administrator to sign Notice of grant Awards; approving the budget, and authorizing the Administrator to sign delegate contracts, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.

Approval of Claims

03-0137 Comm. Yekulis seconded by Comm. Armentrout moved that the resolution authorizing payment of claims commencing with the last previously approved claim and continuing through the date of July 25, 2003, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.

		UTILITIES/		
FUND/COMPANY	SYSTEM CHECKS	CREDIT CARD	PRE-CLAIMS	TOTAL
1010 GENERAL FUND	\$955.68	\$0.00	\$0.00	\$955.68
1100 GYPSY MOTH SUPPRESSION	\$0.00	\$0.00	\$0.00	\$0.00
1110 CHILDRENS SERVICES GRANTS-COOP	\$0.00	\$0.00	\$0.00	\$0.00
1310 OPERATION NIGHT CAP	\$0.00	\$0.00	\$0.00	\$0.00
1320 COMMUNITY POLICING ENHANCEMENT	\$0.00	\$0.00	\$0.00	\$0.00
1330 MDSS REINTEGRATION SERV.	\$0.00	\$0.00	\$0.00	\$0.00
1340 I-94 SHORE TO SHORE	\$0.00	\$0.00	\$0.00	\$0.00
1400 SHERIFF ROAD PATROL	\$0.00	\$0.00	\$0.00	\$0.00
1412 L.A.W.N.E.T.	\$0.00	\$0.00	\$0.00	\$0.00
1414 L.A.W.N.E.T. HIDTA GRANT	\$0.00	\$0.00	\$0.00	\$0.00
1490 PA 302 TRAINING	\$0.00	\$0.00	\$0.00	\$0.00
1590 SHERIFF SPECIAL SVCS. FUND	\$0.00	\$0.00	\$0.00	\$0.00
1620 PROS ATTNY -CR	\$0.00	\$0.00	\$0.00	\$0.00
1690 SHELTER PLUS CARE	\$0.00	\$0.00	\$0.00	\$0.00
1710 BFI SOLID WASTE COORD.	\$0.00	\$0.00	\$0.00	\$0.00
1750 BUILDING INSPECTION & SOIL EROSION	\$0.00	\$0.00	\$0.00	\$0.00
1760 ENVIRONMENTAL HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
1770 ILLEGAL DUMPING PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00
1810 VETERANS TRUST FUND ADMIN.	\$0.00	\$0.00	\$0.00	\$0.00
1850 RRNWWD:STORM WATER GENERAL PE	\$0.00	\$0.00	\$0.00	\$0.00

40-04-10-11-04-1-0-0-1-0-1-0-1-0-1-0-1-0	D O 00	Ф		
1870 MICHIGAN GREAT LAKES PROTECTION 1880 DOMESTIC VIOLENCE COURT PILOT	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00
1881 VIOLENCE AGAINST WOMEN	\$0.00	\$0.00	\$0.00	\$0.00
1900 3 - 911 FUND	\$0.00	\$0.00	\$0.00	
	\$0.00	\$0.00	\$0.00	\$0.00 \$0.00
2080 PARKS & RECREATION				
2060 LAW LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00
2110 COUNTY LIBRARY FUND	\$0.00	\$0.00	\$0.00	\$0.00
2150 FRIEND OF THE COURT	\$0.00	\$0.00	\$0.00	\$0.00
2370 JTPA ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$0.00
2410 NO WRONG DOOR	\$0.00	\$0.00	\$0.00	\$0.00
2420 JTPA - FIRST	\$0.00	\$0.00	\$0.00	\$0.00
2490 EMPLOYMENT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
2510 CSA HEADSTART	\$0.00	\$0.00	\$0.00	\$0.00
2530 GATEWAY PROJECT	\$0.00	\$0.00	\$0.00	\$0.00
2600 CSBG	\$0.00	\$0.00	\$0.00	\$0.00
2630 CSA SR NUTRITION	\$0.00	\$0.00	\$0.00	\$0.00
2650 FOSTER GRANDPARENTS	\$0.00	\$0.00	\$0.00	\$0.00
2700 CSA DOE - WEATHERIZATION	\$0.00	\$0.00	\$0.00	\$0.00
2800 MDSS REINTEGRATION SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
2801 ZAAP	\$0.00	\$0.00	\$0.00	\$0.00
2804 COMMUNITY CORRECTIONS	\$0.00	\$0.00	\$0.00	\$0.00
2810 JUVENILE ACCOUNTABILITY	\$0.00	\$0.00	\$0.00	\$0.00
2820 STRONG FAMILIES/SAFE CHILDRFEN	\$0.00	\$0.00	\$0.00	\$0.00
2920 WCHO	\$0.00	\$0.00	\$0.00	\$0.00
2930 MENTAL HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
2940 SUBSTANCE ABUSE	\$0.00	\$0.00	\$0.00	\$0.00
2960 HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
2961 HSRA COMMUNITY ACCESS GRANT	\$0.00	\$0.00	\$0.00	\$0.00
2990 CHILD CARE/PROBATE CT.	\$171.06	\$0.00	\$0.00	\$171.06
4010 CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
4050 CAPITAL EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00
4520 MULTI-LAKE SEWER SYSTEM	\$0.00	\$0.00	\$0.00	\$0.00
4860 B.A. E-911 CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
4900 B.A. SPACE PLAN PHASE II CONST.	\$0.00	\$0.00	\$0.00	\$0.00
5720 INMATE ENTERPRISE FUND	\$127.19	\$0.00	\$0.00	\$127.19
6280 DEL TAX REVOLVING #28	\$0.00	\$0.00	\$0.00	\$0.00
6310 FACILITIES MGMT - O & M	\$0.00	\$0.00	\$0.00	\$0.00
6320 FACILITIES MGMT - TRANSP	\$0.00	\$0.00	\$0.00	\$0.00
6330 FACILITIES MGMT - GEN SVC	\$0.00	\$0.00	\$0.00	\$0.00
6340 GEN SVCS - REVOLV.	\$0.00	\$0.00	\$0.00	\$0.00
6440 SELF INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00
6630 MEDICAL SELF INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00
6500 1999 PROPERTY FORECLOSURE PROC	\$0.00	\$0.00	\$0.00	\$0.00
6501 2000 PROPERTY FORECLOSURE PROC	\$0.00	\$0.00	\$0.00	\$0.00
6650 FRINGE BENEFIT REVOLVING	\$0.00	\$0.00	\$0.00	\$0.00
6900 CENTREX ASSOCIATION	\$0.00	\$0.00	\$0.00	\$0.00
6930 MENTAL HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
7350 T&A 14A DISTRICT COURT	\$0.00	\$0.00	\$0.00	\$0.00
7412 LAWNET - DRUG ENFORCEMENT	\$0.00	\$0.00	\$0.00	\$0.00
7413 LAWNET NON-FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00
7520 EMPLOYEE RETIREMENT FUND	\$0.00	\$0.00	\$0.00	\$0.00

7550 MONEY PURCHASE PENSION PLAN	\$0.00	\$0.00	\$0.00	\$0.00
7570 VEBA HEALTH TRUST	\$0.00	\$0.00	\$0.00	\$0.00
7900 REGIONAL DISPATCH FUND	\$0.00	\$0.00	\$0.00	\$0.00
7950 HAZ MATL RESPONSE TEAM	\$0.00	\$0.00	\$0.00	\$0.00
7990 CO-OP EXTENSION SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
8005 PORTAGE-BASELINE LAKE LEVEL	\$0.00	\$0.00	\$0.00	\$0.00
8007 WHITMORE LAKE LEVEL	\$0.00	\$0.00	\$0.00	\$0.00
8008 FOUR MILE LAKE LEVEL	\$0.00	\$0.00	\$0.00	\$0.00
8297 SWAN CREEK & PLINEY HARRIS	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,253,93	\$0.00	\$0.00	\$1.253.93
TOTALO	ψ1,233.33	φυ.υυ	ψ0.00	ψ1,233.93

New Business

03-0138 Comm. Yekulis seconded by Comm. Armentrout moved that the resolution creating a Homeland Security Task Force and appointing Washtenaw County representatives, be adopted. Roll call vote: YEAS: 9. NAYS: None. ABSENT: 2 (Bergman, Sizemore). Motion carried.

Report from the County Administrator

None.

Liaison Reports

None.

Items for Current/Future Discussion

None.

Citizen Participation

None.

Commissioners Follow-up to Citizen Participation

None.

Adjournment

Comm. Yekulis seconded by Comm. Prater moved to adjourn until Wednesday, September 3, 2003, 6:45 p.m. in the Board Room, Washtenaw County Administration Building. Motion carried.

The meeting adjourned at 8:20 p.m.

Comm. Leah Gunn, Chair

Peggy M. Haines, Clerk/Register By: Barbara L. King, Deputy Clerk

Board Approved: 9/3/03

A RESOLUTION OF APPRECIATION TO RACHEL SOLOM FOR HER YEARS OF SERVICE TO WASHTENAW COUNTY FOR VIDEOTAPING SERVICES

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, Rachel Solom has videotaped the Washtenaw County Board of Commissioners proceedings since 1997; and

WHEREAS, Rachel Solom has worked diligently in providing the televised proceedings of the Board of Commissioners; and

WHEREAS, Rachel Solom is known as an advocate for the representation of all voices in the community; and

WHEREAS, Rachel Solom has laid the foundation for Washtenaw County to gain public awareness, education and involvement through these televised proceedings; and

WHEREAS, the Washtenaw County will begin live televised proceedings on August 6, 2003; and

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby extends its appreciation to Rachel Solom for her years of videotaping the Washtenaw County Board of Commissioners proceedings and wishes her continued success in her future endeavors

	COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	A
	Armentrout	X			Irwin	X			Sizemore	X		
	Bergman	X			Kern	X			Solowczuk	X		
	Brackenbury	X			Peterson	X			Yekulis	X		
	Gunn	X			Prater			X				
CLI	ERK/REGISTER'S CER	ATE -	CER	TIFIED COPY 1	ROLL	CAL	L VO	TE: TOTALS	11	0	0	

STATE OF MICHIGAN) COUNTY OF WASHTENAW)^{SS.}

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7^{th} day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:	
	Deputy Clerl
	conny

A RESOLUTION HONORING STAFFAN-MITCHELL FUNERAL HOME, INC., "CHELSEA'S OLDEST BUSINESS", AS THEY CELEBRATE 150 YEARS OF SERVICE TO THE CITIZENS OF WASHTENAW COUNTY.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, Staffan-Mitchell Funeral Home was established by Frank Staffan in 1853, as he began using his cabinet making skills to construct caskets, and

WHEREAS, Frank Staffan was succeeded by his son George P. Staffan, who at the age of 21 became the youngest village president in Chelsea Village history, and

WHEREAS, George P. Staffan opened the first official "funeral home" in Ann Arbor and possibly in Washtenaw County at 513 E. Huron St. in 1924, and

WHEREAS, George P. Staffan was succeeded by his son, George L. Staffan, who managed the operation from 1950-1981, and

WHEREAS, George L. Staffan was succeeded in this business by John & Gloria Mitchell, Sr. in 1981, and John Mitchell II is now serving as a co-owner and Director, and

WHEREAS, both the Staffan families and the Mitchell families have contributed much to the vibrancy and quality of life of the Chelsea community,

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby congratulates Staffan-Mitchell Funeral Home, Inc. on the anniversary of their 150 years of operations, and wishes them continued success in their endeavors as they continue to serve the bereavement needs of the citizens of Washtenaw County.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Sizemore	X		
Bergman	X			Kern	X			Solowczuk	X		
Brackenbury	X			Peterson	X			Yekulis	X		
Gunn	X			Prater			X				

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

11 0 (

 $\begin{array}{c} \textbf{STATE OF MICHIGAN} \\ \textbf{COUNTY OF WASHTENAW})^{SS.} \end{array}$

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7^{th} day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:		
		Deputy Cler



Res. No. 03-0130

A RESOLUTION CREATING TWO (2) NEW CHILD DEVELOPMENT ASSISTANTS POSITIONS, TO STAFF THE NEW HEAD START CLASSROOM

WASHTENAW COUNTY BOARD OF COMMISSIONERS AUGUST 6, 2003

WHEREAS, Washtenaw County Head Start requests the creation of two (2) additional classroom assistant positions and

WHEREAS, the new Head Start building has eight (8) classrooms available for quality services instead of the seven (7) previously available and

WHEREAS, this additional space and staffing will provide opportunities for at least 20 more parents to return to school or to work while their head start children are provided full day comprehensive child development services with minimized transitions, as children have previously been moved from head start to another caregiver to make up a full day and

WHEREAS, funding for these positions (\$73,144) is already available within the Head Start federal allocation and no other county departments are impacted and

WHEREAS, these additional staff would be hired for the September 2003 school opening and would work continuously in a classroom team of 3 with no additional space/software/hardware/ergonomic need and

WHEREAS this matter has been reviewed by the support services team, corporation counsel, the finance department, human resources, the county administrator's office and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED THAT THE WASHTENAW COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES THE CREATION OF TWO CHILD DEVELOPMENT ASSISTANT POSITIONS.

Position #	Title	Grade	Group Create	
1356-0015	Child Development Asst.	13*	12	1.0
1356-0016	Child Development Asst. 13*	12	1.0	

^{*}Will be Grade 15 at start 0f 2003 school year per LOU.

COMMISSIONER	Υ	N	Α	COMMISSIONER	Υ	Ν	Α	COMMISSIONER	Υ	Ν	Α
Armentrout	Χ			Irwin	Χ			Sizemore			Χ
Bergman			Χ	Kern	Χ			Solowczuk	Χ		
Brackenbury	Χ			Peterson	Χ			Yekulis	Χ		
Gunn	Χ			Prater	Χ						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS 9 0 2

STATE OF MICHIGAN) COUNTY OF WASHTENAW)^{SS.}

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7th day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:				



Res. No. 03-0131

A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD TO SIGN A CONTRACT WITH REHMANN ROBSON TO PERFORM THE ANNUAL FINANCIAL AUDIT AND SINGLE AUDIT OF THE COUNTY FOR THE FIVE YEARS ENDING DECEMBER 31, 2003-2007 (WITH THE POSSIBILITY OF TWO ONE YEAR EXTENSIONS)

WASHTENAW COUNTY BOARD OF COMMISSIONERS August 6, 2003

WHEREAS, the County is required by State and Federal law, as well as good business practice to have an annual financial audit of its accounts; and

WHEREAS, the 2002 audit was the final audit on the current contract and during April 2003 an Audit and Consulting Request for Proposal Committee was chosen with representatives from Community Support and Treatment Services, Public Health, Public Works Division of the Planning and Environment Department, the Treasurer's Office, and the Finance Department; and

WHEREAS, the County Procurement policies and procedures were followed to select an auditor; and

WHEREAS, the auditing firm of Rehmann Robson was chosen based on its governmental audit experience and proposed fee; and

WHEREAS, the audit will include both the Comprehensive Annual Financial Report and the Federal Single Audit and will be performed in accordance with generally accepted auditing standards, meeting both State and Federal requirements; and

WHEREAS, this matter has been reviewed by Corporation Counsel, the Finance Department, Human Resources, the County Administrator's Office and the Ways & Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the Chair of the Board to sign a contract with the auditing firm of Rehmann Robson to perform the annual financial audit and Single Audit of the County for the years ending December 31, 2003-2007 (with the possibility of two one year extensions) at the following agreed upon not to exceed amounts, as on file with the County Clerk:

Year ending December 31,	<u>Amount</u>
2003	\$108,000
2004	109,500
2005	111,000
2006	112,500
2007	114,000
2008 (optional)	115,500
2009 (optional)	117,000

COMMISSIONER	Υ	N	Α	COMMISSIONER	Υ	N	Α	COMMISSIONER	Υ	N	Α
Armentrout	Χ			Irwin	Χ			Sizemore			Χ
Bergman			Χ	Kern	Χ			Solowczuk	Χ		
Brackenbury	Χ			Peterson	Χ			Yekulis	Χ		
Gunn	Χ			Prater	Χ						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL C

ROLL CALL VOTE: TOTALS 9 0

STATE OF MICHIGAN)
COUNTY OF WASHTENAW)
SS

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7th day of August, 2003.

PEGGY M. HAINES, Clerk/Register

Res. No. 03-0132

A RESOLUTION RATIFYING THE SIGNATURE OF THE COUNTY ADMINISTRATOR ON THE GRANT PROPOSAL TO THE STATE OF MICHIGAN DEPARTMENT OF CONSUMER & INDUSTRY SERVICES' ENERGY OFFICE FOR CONTINUING SUPPORT OF THE EXISTING REBUILD MICHIGAN PROGRAM FOR THE FACILITIES MANAGEMENT DEPARTMENT IN THE AMOUNT OF \$27,654.70 FOR THE PERIOD OF AUGUST 25, 2003 THROUGH SEPTEMBER 1, 2004.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

AUGUST 06, 2003

WHEREAS; The State of Michigan Energy Office of the Department of Consumer and Industry Services has issued a single-source grant opportunity to provide second-round funding in support of the existing Rebuild Michigan program in Washtenaw County, with the maximum grant award of \$17,500 accompanied by a minimum 50% match;

WHEREAS; Washtenaw County recognizes that reducing the demand for energy is critical to ensuring fiscal stability (Guiding Principle 1), reducing the cost of doing business (Guiding Principle 2), and addressing some of the root causes of air, water, and land pollution (Guiding Principle 6);

WHEREAS; the existing Rebuild Michigan program has created an organizational framework among service providers to promote energy efficiency through direct facility upgrades as well as community outreach;

WHEREAS; the Rebuild Michigan coalition of public, private, and non-profit agencies that addresses energy efficiency needs and raises awareness of energy efficiency opportunities supports Washtenaw County Guiding Principle 4 of providing leadership on intragovermental, intergovernmental and intersectoral cooperation and collaboration aimed at improving services to County citizens;

WHEREAS; the United States Environmental Protection Agency (US EPA) created the ENERGY STAR® program to help organizations improve their fiscal stability and protect the environment through improved energy performance;

WHEREAS; the Rebuild Michigan coalition partners have committed to benchmarking the energy usage of ten buildings within the local community in order to identify efficiency opportunities and recognize high performance buildings from the public, private, and non-profit sectors;

WHEREAS; the technical assistance and outreach materials available through ENERGY STAR® support the goals and practices of the Rebuild Michigan coalition, and provide the opportunity to leverage diverse resources toward energy efficiency improvements;

WHEREAS; the owners, operators, residents, and other users of participating facilities will benefit directly from these energy efficiency improvements as well as from the public recognition of their participation in Rebuild Michigan and ENERGY STAR®;

WHEREAS; the efforts of the coalition, including the facility upgrades, will be publicized through various methods including a website, newsletters, and other publicity vehicles in an effort to educate Washtenaw County citizens on energy issues and motivate individuals and organizations to become involved in energy conservation measures;

WHEREAS; this grant proposal has been reviewed by Corporation Counsel, the Finance Department, Human Resources, the County Administrator's Office and the Ways & Means Committee:

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the signature of the Administrator on the grant proposal cover letter, submitted to the State of Michigan Consumer & Industry Services' Energy Office in the amount of \$27,654.70 for the period of August 25, 2003 – September 1, 2004, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the grant application:

- 1. Authorizing the Administrator to sign the Notice of Grant Award,
- 2. Amending the budget, as attached hereto and made a part hereof
- 3. Authorizing the Administrator to sign the delegate contract upon review of Corporation Counsel to be filed with the County Clerk.

COMMISSIONER	Υ	Ν	Α	COMMISSIONER	Υ	Ν	Α	COMMISSIONER	Υ	N	Α
Armentrout	Χ			Irwin	Χ			Sizemore			Χ
Bergman			Χ	Kern	Χ			Solowczuk	Χ		
Brackenbury	Χ			Peterson	Χ			Yekulis	Χ		
Gunn	Χ			Prater	Χ						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS 9

STATE OF MICHIGAN) COUNTY OF WASHTENAW) $^{\rm SS.}$

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7th day of August, 2003.

PEGGY M. HAINES, Clerk/Register

2

BY:	
	Deputy Clerk



Res. No. 03-0133

Washtenaw County Facilities Management Department Rebuild Michigan Grant Proposal 1761036200

	<u>Curr</u>	<u>ent</u>	Revised	<u>Variance</u>
Revenue:				
54000State Revenue 69000In-Kind Contributions	\$ \$		6 17,499.99 6 10,154.71	\$ 17,499.99 \$ 10,154.71
Total	\$	- \$	27,654.70	\$ 27,654.70
Expenditures:				
70050Personal Services	\$	- \$	•	\$ 14,850.00
72600Supplies	\$	- \$	420.50	\$ 420.50
93500In-Kind Charges	\$	- \$	8,861.00	\$ 8,861.00
94000Internal Service Charges	\$	<u> </u>	3,523.20	\$ 3,523.20
Total	\$	- \$	5 27,654.70	\$ 27,654.70

A RESOLUTION APPROVING THE BUDGET FOR THE COMMUNITY SUPPORT AND TREATMENT SERVICES DEPARTMENT FOR THE FISCAL YEAR 2003-2004 AND CREATING ELIMINATING POSITIONS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, the Community Support and Treatment Services Department (CSTS) had projected a potential shortfall of \$1,005,372 for the next fiscal year, and

WHEREAS, CSTS is committed to maintaining a balanced budget while focusing on maintaining and enhancing direct services to the greatest extent possible, and

WHEREAS, CSTS has identified the need to upgrade one Mental Health Professional to a Clinical Nurse Specialist and one Mental Health Professional to a Fully Licensed Psychologist, and

WHEREAS CSTS has identified the need to eliminate a net of 13 vacant positions, and

WHEREAS, this matter has been reviewed by the County Administration, the Finance Department, Human Resources, Corporation Counsel, and the Washtenaw County Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby approves the Community Support & Treatment Services Department Budget for Fiscal Year 2003-2004 as attached hereto and made a part hereof

BE IT FURTHER RESOLVED the Board of Commissioners hereby creates and elimination the following positions and adopts the job descriptions for Licensed Psychologist and Clinical Nurse Specialist, as attached hereto and made a part hereof

COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	Α
Armentrout	X			Irwin	X			Sizemore			X
Bergman			X	Kern	X			Solowczuk	X		
Brackenbury	X			Peterson		X		Yekulis	X		
Gunn	X			Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS 8 1 2

 $\begin{array}{c} \textbf{STATE OF MICHIGAN} \\ \textbf{COUNTY OF WASHTENAW} \\ \end{array})^{SS.}$

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7^{th} day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:	
	Deputy Clerk
	COUNTY

Position #	Title	Group	Grade	Create	Eliminate
1119-0007	MH Attendant	12	11		1.0
1201-0075	Clerk Typist	12	12		1.0
1201-0113	Clerk Typist	12	12		1.0
1201-0124	Clerk Typist	12	12		1.0
1201-0125	Clerk Typist	12	12		1.0
12080009	Data Entry Clerk	12	12		1.0
1605-0011	Sr. Account Clerk	12	16		1.0
1720-0027	Client Service Mgr	12	17		1.0
1902-0013	Accountant I/II/III	11	19		1.0
2110-0002	Mental Health	11	21		1.0
	Professional				
2110-0041*	Mental Health	11	21		1.0
	Professional				
2110-0142	Mental Health	11	21		1.0
	Professional				
2110-0143	Mental Health	11	21		1.0
	Professional				
2312-0003	Behavioral. Psychologist	11	23		1.0
2346-0001	Mental Health Nurse	11	23		1.0
3357-0001	Clinical Nurse Specialist	11	33	1.0	
8002-0001	Licensed Psychologist	10	80	1.0	

^{*}Reclassification of current occupant

Community Support & Treatment Services Fund 2930 2003-2004 Budget

	<u>Object</u>	<u>Description</u>	Original Budget 2003/04
Revenue:			
	50000	Federal Revenue	\$465,586
	54000	State Revenue	\$547,495
	58000	Local Revenue	\$7,850
	60000	Fees & Services	\$15,241,149
	67000	Other Revenue & Reimbursement	\$589,304
	69000	In-Kind Contributions	\$0
	69500	Transfers In	\$333,065
		Total Revenue	\$17,184,449
Expenditures			
	70050	Personal Services	\$13,752,224
	72600	Supplies	\$322,371
	80000	Other Services & Charges	\$1,090,392
	93500	In Kind Charges	\$0
	94000	Internal Service Charge	\$1,867,299
	95000	Capital Outlay	\$152,163
	98000	Reserves	\$0
		Total Expenditures	\$17,184,449

Washtenaw County JOB DESCRIPTION

Job Code: 8002 Authorization: 03-0134 Employee Group: 10

CLASS TITLE: LICENSED PSYCHOLOGIST

DEPARTMENT: Community Support & Treatment Services

FLSA STATUS: Exempt

JOB SUMMARY:

Works under the direction of a higher classified employee. Provides psychological services and supervision of psychology staff. Conducts multimodal psychotherapy, psychological testing and assessment, advocacy, and case management for an identified CSTS caseload. Provides supervision, training and support of CSTS Temporary Limited Licensed Psychologists (TLLP). Reviews disability and guardianship assessments and psychological testing performed by CSTS Limited Licensed Psychologists and oversight of clinical work performed by limited licensed psychologists. Provides leadership and consultation in the areas of research and outcome measurement. Develops and implements special initiatives to benefit County citizens through the application of psychological principles.

EXAMPLES OF DUTIES

Essential Duties:

- Provide direct services to CSTS consumers, including individual, group and family
 psychotherapy, crisis intervention, behavioral analysis and intervention, psychological testing,
 and supports coordination as indicated.
- Participate in the recruitment and hiring of CSTS psychology staff.
- Provide individual and/or group supervision of staff TLLP's.
- Assist psychology staff to develop self-assessment, self-care and clinical skills that will enable them to function as independent professionals.
- Provide ongoing clinical consultation to LLP's.
- Facilitate compliance of psychology staff with APA ethical standards, the Michigan Mental Health Code, CSTS Recipient Rights policies and professional standards of care.
- · Identify professional development needs of psychology staff.
- Provide consultation to the department on research and evaluation and program outcome measurement
- Provide consultation to the Behavior Management Committee
- Act as department liaison to psychology departments at colleges and universities.

Licensed Psychologist

Page Two

- Develop special initiatives to improve the quality of life for county citizens through the application of psychological principles.
- Completes all required documentation in compliance with departmental standards.
- Completes 20 hours per year of professional development.
- Participates on committees and workgroups as assigned.

EMPLOYMENT QUALIFICATIONS

Knowledge and skill in:

- Psychological principles and theories.
- severe and persistent mental illness, developmental disabilities and serious emotional impairment and substance abuse disorders
- Advanced psychological testing, including neuro-psychological testing.
- Psychological assessment, treatment planning and intervention.
- Principles and practice of person centered planning
- Research principles and practice
- Outcome measurement and evaluation
- Michigan Mental Health Code
- APA Ethical Standards

PHYSICAL DEMANDS

Duties require sufficient mobility to work in a normal office setting and community environments where staff are assigned and to use standard office equipment include a computer, vision to read printed materials, and VDT screen and hearing and speech sufficient to communicate in person or over the telephone. Duties require sufficient mobility to manipulate testing materials and conduct lengthy psychological testing sessions, including making observations of testees.

Duties may require employee to exert 20 to 50 pounds of force occasionally, or 10 to 25 pounds of force frequently, or greater than negligible up to 10 pounds of force constantly to move objects.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

EDUCATION

Doctoral degree in clinical or applied psychology.

Licensed Psychologist Page Three

EXPERIENCE

Minimum of three years post doctoral experience. some of which shall have been with individuals qualifying for services under the Michigan Mental Health Code.

LICENSE AND CERTIFICATION

Possession of State of Michigan full licensure as a psychologist.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all-inclusive. Incumbents may be requested to perform job-related duties other those outlined above and may be required to develop specific job-related knowledge for successful job performance.

WASHTENAW COUNTY JOB DESCRIPTION

Job Code: 3357 Authorization: 03-0134 Employee Group: 11

CLASS TITLE: CLINICAL NURSE SPECIALIST (CNS)
DEPARTMENT: Community Support and Treatment Services

FLSA STATUS: Exempt

JOB SUMMARY:

Works under the supervision of a higher classified employee. The CNS is a registered nurse with advanced education and training in behavioral health. An expert practitioner, the CNS provides direct psychiatric care, included a delegated prescriptive authority under the Medical Director. The CSN also provides education and consultation to consumers and to the clinical team. The CNS also provides linkages with the consumer's primary care practitioner. The CNS is encouraged to identify research questions and to participate in research, and is expected to take a clinical leadership role within the team. The CNS may provide services in clinic, home and other community based settings.

EXAMPLE OF DUTIES:

Essential Duties:

Provides direct psychiatric services to patients assigned to him or her, including comprehensive evaluation, diagnosis, treatment planning and treatment. This includes:

- Psychiatric assessment, consultation, and/or participation in service planning for individual clients
- Ongoing monitoring of consumer progress and mental status as indicated in the treatment plan.
- Prescribing and monitoring of psychiatric medications as determined by clinical need.
- Assessment of abnormal involuntary movements.
- Provision of individual therapy.
- Co-facilitation of group therapy.
- Education of consumers regarding at risk behaviors that predispose to medical illness or other risk.
- Health screening for symptoms indicative of active disease.
- Consultation to treatment team to inform and educate in salient aspects of consumer health, relationship between psychosocial and physical health issues, and appropriate use of psychotropic medications, their side effects, toxicity, etc;
- Community caregiver consultations.

CLINICAL NURSE SPECIALIST

Page Two

- Participates in the multidisciplinary team via team meetings, formal or informal consultation, and join meetings with the client, etc. to ensure that consumers receive coordinated, comprehensive care
- Prepares records and administers medication and treatment, noting and evaluating side effects.
- Engages in research endeavors undertaken by the program.
- Participates in administrative duties as assigned by the Medical Director, which include being a member of, or chairing committees.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

EMPLOYMENT QUALIFICATIONS:

Knowledge and skill in:

- Principles of nursing practice
- Human anatomy/physiology across the age span
- Wellness and illness in all body systems
- Using sound independent judgment within established policy and procedural guidelines
- Maintaining accurate files and records
- Principles and practices, applicable laws and regulations covering health and psychiatric services
- Psychiatric diagnosis, evaluation and treatment
- · Psychotropic medications; indications, contraindications, medication interactions, and monitoring
- Assessment of involuntary movements associated with medications
- Individual and group therapy modalities
- Co-occurring disorders and appropriate treatment approaches
- Approaches and techniques of psycho education
- Community resources
- Establishing and maintaining effective working relationships within a team structure
- Principles and practices of community based research

CLINICAL NURSE SPECIALIST Page Three

PHYSICAL DEMANDS

Duties require sufficient mobility to work in a normal office setting and community environments where staff are assigned and to use standard office equipment include a computer, vision to read printed materials, and VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

Duties may require employee to exert 20 to 50 pounds of force occasionally, or 10 to 25 pounds of force frequently, or greater than negligible up to 10 pounds of force constantly to move objects.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

EDUCATION

Master's degree in nursing required.

EXPERIENCE

Minimum of two years of nursing experience

LICENSE AND CERTIFICATION

Licensure: Current licensures as a Register Nurse in the State of Michigan Additional desired Qualifications: American Nurse's Association Certification as a Psychiatric Clinical Nurse Specialist

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all-inclusive. Incumbents may be requested to perform job-related duties other than those outlined above and may be required to specific job-related knowledge for successful job performance.

A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR'S SIGNATURE ON THE PUBLIC HEALTH DEPARTMENT COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT FOR THE PERIOD OCTOBER 1, 2003 THROUGH SEPTEMBER 30, 2004, APPROVING THE PUBLIC HEALTH DEPARTMENT'S 2002-2003 BUDGET, MODIFYING POSITIONS, APPROVING NEW IMMUNIZATION FEES AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, since 1987 MDCH has funded local public health programs including Environmental Health through a Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement which includes Local Public Health Operations funds for General Communicable Disease Control; Hearing Screening; Immunizations; Sexually Transmitted Diseases; and Vision Screening; Food Service Sanitation, and various other categorical funds allocated to local health departments; and

WHEREAS, the CPBC requires the local health department to have a signed CPBC agreement prior to the start of the 2003-2004 fiscal year on October 1, 2003; and

WHEREAS, annual changes in funding and program requirements at the state level and for local activities requires that a budget be approved prior to the start of the new fiscal year; and

WHEREAS, the initial projected budget required significant changes including the elimination of some positions to offset a budget shortfall; and

WHEREAS, the Public Health Department is a provider of immunizations to County residents through on-site and community based clinics; and

WHEREAS, the provision of vaccines to children in convenient locations, during evening hours, at the Public Health Department for walk-ins, by appointment during day time hours and to WIC participants during their appointments assures that there is an option for families to be able to access services: and

WHEREAS, the provision of vaccines to adults in convenient locations, during evening hours, and at the Public Health Department for walk-ins, and by appointment during day time hours assures that adults who cannot access vaccines through a regular source of health care have an affordable option; and

WHEREAS, in order to become fully compliant with Medicaid rules the Health Department must charge all individuals receiving services the same fee; and

WHEREAS, the federally funded Vaccines for Children program provides the vaccine to the Public Health Department and community health care providers for eligible children at no cost; and WHEREAS, a procedure is in place which allows the waiver of immunization fees for individuals who are unable to pay due to a hardship to assure that fees are not a barrier to service; and

WHEREAS, the recovery of reasonable fees assures the availability of resources to support ongoing immunization clinics in the community; and

WHEREAS, this matter has been reviewed by the County Administrator, Corporation Counsel, the Human Resources Department, the Finance Department and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the signature of the Administrator on the Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health for the period October 1, 2003 through September 30, 2004, as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of funding in conformity with the CPBC agreement:

- 1. Amending the budget, as attached hereto and made a part hereof
- 2. Authorizing the Administrator to sign delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk
- 3. Authorizing the elimination and creation of positions as attached hereto and made a part hereof

BE IT FURTHER RESOLVED that the Washtenaw County Board of Commissioners hereby approves the Public Health Department Immunization Fee Schedule effective the date of this resolution, as attached hereto and made a part hereof.

COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	Α	COMMISSIONER	Y	N	Α
Armentrout	X			Irwin	X			Sizemore			X
Bergman			X	Kern	X			Solowczuk	X		
Brackenbury	X			Peterson		X		Yekulis	X		
Gunn	X			Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

8 1 2

 $\begin{array}{c} \textbf{STATE OF MICHIGAN} \\ \textbf{COUNTY OF WASHTENAW})^{SS.} \end{array}$

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7^{th} day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:	
	Deputy Cleri

Eliminations Effective October 3, 2003

Title	<u>Grade</u>	<u>Group</u>	<u>Eliminate</u>	<u>Create</u>
Maternal & Infant Health Rep.	11	12	.80	
Maternal & Infant Health Rep.	11	12	.80	
Clerk Typist II	12	12	1.0	
Clerk Typist II	12	12	.50	
Family Representative Assistant	12	12	1.0	
Hearing & Vision Technician I/II	14	12	1.0	
Public Health Nurse	23	18	1.0	
Public Health Nurse	23	18	1.0	
Senior Administrative Coordinator	26	32	1.0	
Fiscal Assistant I/II	13	12		1.0
	Maternal & Infant Health Rep. Maternal & Infant Health Rep. Clerk Typist II Clerk Typist II Family Representative Assistant Hearing & Vision Technician I/II Public Health Nurse Public Health Nurse Senior Administrative Coordinator	Maternal & Infant Health Rep. 11 Maternal & Infant Health Rep. 11 Clerk Typist II 12 Clerk Typist II 12 Family Representative Assistant 12 Hearing & Vision Technician I/II 14 Public Health Nurse 23 Public Health Nurse 23 Senior Administrative Coordinator 26	Maternal & Infant Health Rep. 11 12 Maternal & Infant Health Rep. 11 12 Clerk Typist II 12 12 Clerk Typist II 12 12 Family Representative Assistant 12 12 Hearing & Vision Technician I/II 14 12 Public Health Nurse 23 18 Public Health Nurse 23 18 Senior Administrative Coordinator 26 32	Maternal & Infant Health Rep. 11 12 .80 Maternal & Infant Health Rep. 11 12 .80 Clerk Typist II 12 12 1.0 Clerk Typist II 12 12 .50 Family Representative Assistant 12 12 1.0 Hearing & Vision Technician I/II 14 12 1.0 Public Health Nurse 23 18 1.0 Public Health Nurse 23 18 1.0 Senior Administrative Coordinator 26 32 1.0

^{*}Reclassification of current occupant.

The .50fte elimination to position #1201-0129 will result in a reduction from 1.0fte status to .50fte status.

Position Changes Effective January 2, 2004

Position #	Title	Grade	Group	Eliminate	Create
1201-0052**	Clerk Typist II	12	12	1.0	

Position Changes Effective January 9, 2004

Position #	Title	Grade G	roup	Eliminate	<u>Create</u>
2063-0006	Health Educator I/II	20	11	Remove	from Hold
	Vacant				
2132-0004**	Prevention Services Coordinator	21	11	1.0	

^{**}Retirement of current occupant

Washtenaw County Public Health Department Fund Summary - 2960 October 1, 2003 – September 30, 2004

	<u>Object</u>	Description	Original Budget 2003/04
Revenue:			
	50000	Federal Revenue	\$0
	54000	State Revenue	\$1,865,699
	58000	Local Revenue	\$1,487,250
	60000	Fees & Services	\$909,343
	67000	Other Revenue & Reimbursement	\$179,418
	69000	In-Kind Contributions	\$0
	69500	Transfers In	\$1,693,914
		Total Revenue	\$6,135,624
Expenditures			
	70050	Personal Services	\$4,262,797
	72600	Supplies	\$172,002
	80000	Other Services & Charges	\$811,569
	93500	In Kind Charges	\$0
	94000	Internal Service Charge	\$856,571
	95000	Capital Outlay	\$11,500
	98000	Reserves	\$21,185
		Total Expenditures	\$6,135,624



Immunization Fee Schedule

The Washtenaw County Health Department is a Medicaid provider and must charge comparable fees to all participants. Our fees include an administration fee of \$10 per injection and the cost of the vaccine(s).

Persons who are Vaccine For Children (VFC¹) Program eligible have the cost of their vaccine covered and will be charged administration fee(s) only (\$10 per injection).

The Public Health Dept does not bill private insurance, however, some insurance providers may reimburse you for some of the costs. We will give you a receipt, but it is your responsibility to contact your insurance company to determine coverage and request reimbursement.

Vaccine:	Cost for Child:	Cost for Adult:
DTaP	\$25	NA
Hepatitis A ² (2 shot series, per shot)	\$20	\$30
Hepatitis B (3 shot series, per shot)	\$20	\$40
Hib/Hepatits B	\$50	NA
Hib	\$30	NA
Flu ³	\$15 (\$10 for split	\$15
	doses)	
MMR	\$40	\$40
Menomune	NA	\$80
Pneumonia	\$20	\$20
Prevnar	\$70	NA
Polio	\$30	\$30
Td	\$20	\$20
DT	\$20	NA
Varicella	\$70	\$70
PPD⁴	\$10	\$10

NA=NOT APPLICABLE

¹ VFC Program vaccine shall be administered only to a child (18 years or younger) who is:

- Enrolled in Medicaid
- Has no insurance, or
- Is a Native American or Alaskan Native, or
- Receives services at Federally Qualified Health Center (FQHC) or a Rural Health Clinic and has health insurance that does not pay for the cost of the vaccine. (Public Health is an FQHC look alike).

² Hepatitis A is full cost only (because it is a non-VFC vaccine)

Initial administration is divided into two separate doses for children receiving the Flu vaccine for the first time.

⁴ Except for TB contacts and for Washtenaw County Employees

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE WORKFORCE INVESTMENT ACT (WIA) PROGRAM YEAR (PY) 2003 CAPACITY BUILDING AND PROFESSIONAL DEVELOPMENT PLAN IN THE TOTAL AMOUNT OF \$24,000 FOR THE PERIOD OF JULY 1, 2003 THROUGH JUNE 30, 2004 FOR THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES GROUP; AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN NOTICE OF GRANT AWARDS; APPROVING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, the Employment Training and Community Services (ETCS) Group is the administrator and operator of employment training programs in Washtenaw County and it is funded by the Workforce Investment Act (WIA) of 1998, the Department of Labor, and the Michigan Department of Career Development (MDCD) to provide employment training and placements services; and

WHEREAS, the Workforce Investment Act was implemented in 1998 to address workforce training and job training, replacing the Jobs Training Partnership Act (JTPA) initiatives; and

WHEREAS, the Washtenaw County Workforce Development Board and the Board of Commissioners oversee, recommend and approve employment and training programs throughout Washtenaw County delivered by the Employment Training and Community Services Group, also referred to as the Michigan Works! Agency; and

WHEREAS, the Workforce Investment Act provides the framework for a unique national workforce preparation and employment system designed to meet both the needs of businesses and the needs of job seekers and those who want to further their careers; and

WHEREAS, the MDCD has identified Capacity Building and Professional Development funding to increase proficiency in meeting WIA performance measures, assist in meeting local program goals, and provide for ongoing system development; and

WHEREAS, in the past MDCD provided funds directly to the Michigan Works! Association to provide capacity building and professional development services to the local Michigan Works! Agencies; and

WHEREAS, this year the MDCD is passing the monies through to the local Michigan Works! Agencies, who in turn will contract with the Michigan Works! Association for capacity building and professional development services; and

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board, Corporation's Counsel, the Finance Department, Human Resources, the County Administrator's Office, and the Ways and Means Committee;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the signature of the Chair of the Board on the Program Year (PY) 2003 Workforce Investment Act Capacity Building and Professional Development Plan for the Employment Training and Community Services Group in the amount of \$24,000 for the period of July 1, 2003 through June 30, 2004, as on file with the County Clerk;

BE IT FURTHER RESOLVED that the Board of Commissioners hereby takes the following actions contingent upon receipt of the grant award in conformity with the application:

- 1. Authorizing the County Administrator to sign the Notice of Grant Award
- 2. Approving the budget as attached hereto and made a part thereof
- Authorizing the County Administrator to sign delegate contracts upon review and approval of Corporation Counsel, to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	Α
Armentrout	X			Irwin	X			Sizemore			X
Bergman			X	Kern	X			Solowczuk	X		
Brackenbury	X			Peterson	X			Yekulis	X		
Gunn	X			Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

STATE OF MICHIGAN COUNTY OF WASHTENAW)^{SS.}

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7th day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:		
		Deputy Clerk



Res. No. 03-0136

Washtenaw County ETCS Summary Budget Business Unit 2320039110 Fund #2320 - WIA Capacity Building Fiscal Year Ending June 30, 2004

Revenues

50000 Federal Revenue <u>\$ 24,000</u>

Expenditures

80001 Other Services & Charges <u>\$ 24,000</u>

A RESOLUTION AUTHORIZING PAYMENT OF CLAIMS COMMENCING WITH THE LAST PREVIOUSLY APPROVED CLAIM AND CONTINUING THROUGH THE DATE OF JULY 25, 2003

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, as filed with the County Clerk is a true copy of the record of claims commencing with the last previously approved claim and continuing through the date of July 25, 2003, inclusive; and

WHEREAS, the Board of Commissioners has been assured by the County Clerk that no claim received is withheld or rejected by the list, shows the name of the claimant, the amount of the claim and the date presented

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the payment of claims commencing with the last previously approved claim and continuing through the date of July 25, 2003, inclusive, as listed in the statement of claims as attached hereto and made a part hereof

COMMISSIONER	Υ	Ν	Α	COMMISSIONER	Υ	Ν	Α	COMMISSIONER	Υ	Ν	Α
Armentrout	Χ			Irwin	Χ			Sizemore			Х
Bergman			Х	Kern	Х			Solowczuk	Χ		
Brackenbury	Х			Peterson	Х			Yekulis	Χ		
Gunn	Χ			Prater	Χ						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN) COUNTY OF WASHTENAW) $^{\rm SS.}$

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7th day of August, 2003.

PEGGY M. HAINES, C	:lerk/Register
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BY:	
	Deputy Clerk

Res. No. 03-0137

A RESOLUTION CREATING A HOMELAND SECURITY TASK FORCE AND APPOINTING WASHTENAW COUNTY REPRESENT

WASHTENAW COUNTY BOARD OF COMMISSIONERS

August 6, 2003

WHEREAS, There has been a drastic increase in the number of homeland security grants, homeland security projects, and committees dedicated to various homeland security concerns; and,

WHEREAS, A formal method of assessing local terrorism risks, response capabilities and desired improvements will be required by the United States Departments of Justice and Homeland Security in the upcoming State Homeland Security Assessment and Strategy Program; and

WHEREAS, Successful completion of the assessment project will qualify Washtenaw County to receive homeland security equipment and training grants from 2004 through 2006; and

WHEREAS, The assessment will require participation from numerous agencies from across the county, and will require a complete local review prior to submission to state and federal officials; and,

WHEREAS, A single coordinating body is needed to develop recommendations for the Board of Commissioners about how to best utilize future homeland security funds; and

WHEREAS, Public information about homeland security efforts and recommendations to the community should be unified; and

WHEREAS, the Task Force shall consist of the Washtenaw County Sheriff, Washtenaw County Director of Emergency Management, Washtenaw County Public Health Officer, a member of the Washtenaw County Board of Commissioners, two representatives appointed by the Washtenaw Area Mutual Aid Association Chiefs Committee, two members appointed by the Washtenaw Criminal Justice Association, the Chairperson of the Washtenaw County Hazardous Materials Response Team, one representative appointed by the Washtenaw County chapter of the Michigan Townships Association, one representative appointed by the Washtenaw County chapter of the Michigan Municipal League, the Superintendent of the Washtenaw Intermediate School District, the CEO or designee of the University of Michigan Medical Center, the CEO or designee of St. Joseph Mercy Hospital, the CEO or designee of Veterans Affairs Medical Center, the CEO or designee of Chelsea Community Hospital, the CEO or designee of the county ambulance contractor, the Executive Director or designee of the Washtenaw County Road Commission, the Executive Director or designee of Washtenaw County Chapter of the American Red Cross, the District Coordinator of the Michigan State Police Emergency Management Division, and a representative of the Federal Bureau of Investigation.

NOW THEREFORE, BE IT RESOLVED that the Washtenaw County Board of Commissioners creates a Homeland Security Task Force to coordinate all county homeland security activities with federal, state and local governments; to assess terrorism risks, response capabilities and needed improvements; to develop community guidance and emergency response procedures; and to make recommendations to the Board of Commissioners about utilization of federal and state homeland security grant funds for domestic preparedness equipment and training.

BE IT FURTHER RESOLVED that the Task Force shall consist of the Washtenaw County Sheriff, Washtenaw County Director of Emergency Management, Washtenaw County Public Health Officer, a member of the Washtenaw County Board of Commissioners, two representatives appointed by the Washtenaw Area Mutual Aid Association Chiefs Committee, two members appointed by the Washtenaw Criminal Justice Association, the Chairperson of the Washtenaw County Hazardous Materials Response Team, one representative appointed by the Washtenaw County chapter of the Michigan Townships Association, one representative appointed by the Washtenaw County chapter of the Michigan Municipal League, the Superintendent of the Washtenaw Intermediate School District, the CEO or designee of the University of Michigan Medical Center, the CEO or designee of St. Joseph Mercy Hospital, the CEO or designee of Veterans Affairs Medical Center, the CEO or designee of Chelsea Community Hospital, the CEO or designee of the CEO or designee of the Executive Director or designee of the

Washtenaw County Road Commission, the Executive Director or designee of Washtenaw County Chapter of the American Red Cross, the District Coordinator of the Michigan State Police Emergency Management Division, and a representative of the Federal Bureau of Investigation.

BE IT FURTHER RESOLVED that the Director of Emergency Management shall chair this task force, and it shall be staffed by members of the Washtenaw County Emergency Management Division.

BE IT FURTHER RESOLVED that Board of Commissioners hereby appoints the following Washtenaw County representation:

Washtenaw County Sheriff
Washtenaw County Emergency Management Director
Washtenaw County Board of Commissioner
Washtenaw County Public Health Officer

Daniel Minzey Marc Breckenridge Barbara Levin Bergman Ellen Clement

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Sizemore			X
Bergman			X	Kern	X			Solowczuk	X		
Brackenbury	X			Peterson	X			Yekulis	X		
Gunn	X			Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS 9 0 2

STATE OF MICHIGAN) COUNTY OF WASHTENAW)^{SS.}

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on August 6, 2003, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7^{th} day of August, 2003.

PEGGY M. HAINES, Clerk/Register

BY:	
	Deputy Clerk
	count

