

GENERAL GOVERNMENT AND HEALTH AND HUMAN SERVICES COMMITTEE

AGENDA

April 6, 2020

4:30 PM

Zoom Virtual Meeting Room 399-700-0062

<https://zoom.us/j/3997000062>

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Emergency

7. CALL TO THE PUBLIC

8. ADJOURNMENT

GENERAL GOVERNMENT & HEALTH AND HUMAN SERVICES COMMITTEE

MEETING MINUTES

March 2, 2020, 7:30 p.m.

304 E. Grand River, Board Chambers, Howell MI 48843

Members Present: Wes Nakagiri, William Green, Kate Lawrence, Douglas Helzerman

1. CALL TO ORDER

The meeting was called to order by Commissioner Nakagiri at 7:30 p.m.

2. APPROVAL OF MINUTES

Minutes of Meeting Dated: February 3, 2020

Motion to approve the minutes as presented.

Moved by: D. Helzerman

Seconded by: K. Lawrence

Yes (4): W. Nakagiri, W. Green, K. Lawrence, and D. Helzerman

Motion Carried (4-0-0)

3. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green, K. Lawrence, and D. Helzerman

Motion Carried (4-0-0)

4. REPORTS

4.1 Health Department Update

Dianne McCormick, Health Department Director/Health Officer,

- The MAP process for community input as part of the process to update the Community Health Improvement Plan. Commissioner Childs assisted in this process about 5 years ago as the Chairman of the Health and Human Services Committee. There are 40 participants that meet once a month in the afternoon and should wrap up by September.
- Medical Director candidate has been selected, as of Wednesday he will be permanent: Juan Marquez, Washtenaw County Medical Director. He will work with Dr. Lawrenchuk on an interim basis, before he retires at the end of March.
- Elaine Brown, Personal and Preventative Health Services Director, provided information regarding COVID 19: there are a lot of different strains of the Coronavirus, this recent strain has been identified as COVID 19. This particular strain is a Novel Virus, meaning it has not been seen by humans before. There is no vaccine; that is possibly 1 year to 18 months away. Treatment is based on symptoms.

- Elaine reviewed information regarding how the virus is contracted; who is most susceptible; where testing is done; criteria for the test to be ordered.
- Advised to stay healthy: wash hands, avoid touching eyes, nose, mouth, and stay home when possible.
- Staff has been listening to conference calls between the State and NaCCHO, no cases in Michigan yet. Information is updated on their website on a daily basis.
- Information has been provided to Directors and Elected Officials. Also, sharing with local Chambers for guidance for preparedness for businesses. Also, met with schools to provide guidance. The Department is reaching out to local governments to request them to link on their web pages to the County Health Department website. Also, met with hospitals, Emergency Management, and several others; please reach out if you have any questions.
- Matt Bolang, Director of Environmental Health, answered questions from Commissioners regarding PFAS.

5. CALL TO THE PUBLIC

Bob Potocki, Brighton Township, provided a written Statement to the Committee members dated Monday, March 2, 2020.

6. RESOLUTIONS FOR CONSIDERATION

6.1 Emergency Medical Services

Resolution Approving the Restructuring of EMS Office & Administration Staff

Recommend Motion to the Finance Committee.

David Feldpausch, Director of EMS, presented the resolution.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.2 Facility Services

Resolution Authorizing an Agreement with William E. Walter, Inc. to Provide HVAC Services

Recommend Motion to the Finance Committee.

Presented by Chris Folts, Director of Facility Services.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.3 Veterans' Services

Resolution to Authorize Surveying of Building Lease Options for the Veterans' Services Department

Recommend Motion to the Finance Committee.

Mary Durst, Director of Veterans' Services, presented the resolution.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.4 LETS

Resolution Authorizing Grant Contract, Budget Amendment, and Capital Expenditure for the Purchase of Three (3) Replacement Buses

Recommend Motion to the Finance Committee.

Greg Kellogg, Director of LETS, presented the resolution.

Moved by: W. Green

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.5 LETS

Resolution of Intent to Apply for State Financial Assistance for Fiscal Year 2021 Under Act 51 of the Public Acts of 1951, as Amended

Recommend Motion to the Finance Committee.

Greg Kellogg, Director of LETS, presented the resolution.

Moved by: D. Helzerman

Seconded by: W. Green

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.6 Airport

Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter into an Easement Agreement with DTE Energy to Provide Electric Service to the Hangar Being Constructed by CSIG Storage, LLC

Recommend Motion to the Finance Committee.

Mark Johnson, Airport Director, presented the resolution.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.7 Airport

Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter into a Second Partial Release of Property Damage Claims Agreement for the Aircraft Accident N525PZ

Recommend Motion to the Finance Committee.

Mark Johnson, Airport Director, presented the resolution.

Moved by: D. Helzerman

Seconded by: K. Lawrence

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.8 Airport

Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter into an Agreement with C&S Companies of Livonia, Michigan for the Design of Joint Repair for Taxiways Alpha and Bravo and Associated Connectors

Recommend Motion to the Finance Committee.

Mark Johnson, Airport Director, presented the resolution.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

6.9 Board of Commissioners

Resolution Making Annual County Security Awareness Training Mandatory for All County Employees

Recommend Motion to the Finance Committee.

Commissioner Nakagiri presented the resolution.

Moved by: W. Green

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)

7. CALL TO THE PUBLIC

None.

8. ADJOURNMENT

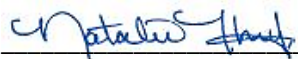
Motion to adjourn the meeting at 8:13 p.m.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (4): W. Nakagiri, W. Green , K. Lawrence , and D. Helzerman

Motion Carried (4-0-0)



Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Reclassify a Part Time Public Health Nurse (PHN) Program Coordinator Position (Grade 10) to a Part Time Public Health Nurse (PHN) (Grade 9) Position – Health Department

WHEREAS, Livingston County Health Department (LCHD) has a vacant Part Time Public Health Nurse Program Coordinator position (Grade 10) up to 20 hours per week; and

WHEREAS, LCHD is realigning duties to create improved efficiencies; and

WHEREAS, LCHD is requesting approval to reclassify this part time PHN Program Coordinator position (grade 10) to a part time PHN position at a lower grade (grade 9); and

WHEREAS, there is a reduction in cost associated with this reclassification of \$2,327 per year

| | Current | Proposed |
|---------------------|-------------------|-------------|
| | Coordinator 20 Hr | Nurse 20 Hr |
| Salary | \$ 30,906 | \$ 28,750 |
| FICA | \$ 2,364 | \$ 2,199 |
| Pension | \$ - | \$ - |
| Health | \$ - | \$ - |
| Workers Comp | \$ 87 | \$ 81 |
| Longevity | | |
| Life | \$ - | \$ - |
| LTD | \$ - | \$ - |
| STD | \$ - | \$ - |
| RHC - Savings | | |
| TOTAL COST | \$ 33,357 | \$ 31,030 |
| Increase / Decrease | | \$ (2,327) |

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby authorizes LCHD to reclassify a PHN Program Coordinator position to a PHN position; and

| CURRENT: | | | | | |
|------------------|---------------------------|--------|-------|-------|-------|
| Position # | Description | Status | Group | Grade | FTE |
| 60100119 | NURSE PROGRAM COORDINATOR | A | NU | 10 | 0.50 |
| PROPOSED: | | | | | |
| Position # | Description | Status | Group | Grade | FTE |
| 60100119 | PUBLIC HEALTH NURSE | A | NU | 9 | 0.500 |

BE IT FURTHER RESOLVED that the Board of Commissioners authorize any budget amendments needed to effectuate the above changes.

MOVED:

SECONDED:

CARRIED:

ROLL CALL VOTE:



CONTACT INFORMATION

Requester: Dianne McCormick Title of Requester: Health Officer
 Dept. Phone Number/Extension: 6865 Date Requested: 3/31/2020

POSITION INFORMATION

Position Title: Public Health Nurse Supervisor: Elaine Brown

1. Is the purpose of this request to fill a position as a result of a vacancy? Yes ☐ No ☒

If so, name of person last holding this position: _____

2. Is the purpose of this request to reclassify a current position? Yes ☒ No ☐

3. Is the purpose of this request to change the scheduled hours of an existing position? Yes ☐ No ☒ From: _____ To: _____

If so, name of current incumbent: _____

4. Is the purpose of this request to transfer a current position? Yes ☐ No ☒

If so, Current Department: _____ Proposed Department: _____

Position Type: Regular ☒ Term/Grant ☐ Temp. ☐ Unpaid ☐ Special ☐

Position Status: Full Time (30+) ☐ Part-Time (21-29) ☒ Part-Time (20 or Less) ☐ Number of hours per week: 20

Justification of request / change of position (REQUIRED): This request is to reclassify a Part Time Nurse Coordinator Position (Grade 10) to a Part Time Public Health Nurse position (Grade 9).

FUNDING INFORMATION

Base Annual Salary: 27.64 / hr. This position is funded in whole or in part by a grant: Yes ☐ No ☒ % Funded: _____

Allocation (Required): Current: Org. 22160100 % 100 Proposed (If changing): Org. _____ % _____

Position will be funded by: General Fund ☐ Enterprise Fund ☐ Special Revenue Fund ☒ Internal Service Fund ☐

REQUIRED APPROVALS

Supervisor (if applicable) _____ Date _____ Department Head Dianne McCormick Date 4/1/2020

HR OFFICE ONLY

Job Class: _____ Job Title: _____ Grade/Step: _____ / _____

FTE: _____ Employee Group: _____ HR Reviewed: _____ Date: _____

BUDGET OFFICE ONLY

Position Control # _____ Org. _____

Funds Available: Yes ☐ No ☐ Object Code: 704000 ☐ 706000 ☐ 706001 ☐

Comments: _____

Budget Reviewed: _____ Date: _____

Resolution #: _____ Board Authorized on Date: _____

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Approving Appointments of the Livingston County Medical Examiner & Deputy Medical Examiners – Emergency Medical Services

WHEREAS, Livingston County is under contract with the University of Michigan Department of Pathology for medical examiner and forensic pathology services; and

WHEREAS, that agreement included the appointment of Jeffery M. Jentzen, M.D., Ph.D., as the County's Medical Examiner for a period of 4 years on September 20th 2017; and

WHEREAS, Jeffery M. Jentzen, M.D., Ph.D., has stepped down as the lead of the University of Michigan Department of Pathology effective 01-01-2020 but remains on staff; and

WHEREAS, Allecia Wilson, M.D., has taken over those responsibilities for the University of Michigan, Department of Pathology; and

WHEREAS, MCL 2.201 requires the board of commissioners of each county of this state shall by resolution abolish the office of coroner and appoint a county medical examiner to hold office for a period of 4 years.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby appoints Allecia Wilson, M.D., as the County's Medical Examiner; and Jeffery M. Jentzen, M.D., Ph.D., Carl Schmidt, M.D., MPH, Leah Hlavaty, M.D., and Lokman Sung, M.D. as the County's Deputy Medical Examiners.

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Write-off of Aged Receivables – Emergency Medical Services

WHEREAS, Livingston County EMS Department has identified accounts from the year 2016 as aged receivables in the amount of \$408,388.37; and

WHEREAS, extensive efforts have been made to collect said monies; and

WHEREAS, it is the recommendation of the county auditor after 3 years to write-off aged receivables; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorize the total amount of \$408,388.37 for the year 2016, to be categorized as aged receivables and removed from the Accounts Receivable Control Account as outlined above.

BE IT FURTHER RESOLVD that the Livingston County Treasure is authorized to reflect the attached accounts, as outlines and in the amount of \$408,388.37 for the year 2016 be categorized as aged receivables.

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MOVED:
SECONDED:
CARRIED:

**Livingston County EMS
A/R BALANCE WORKSHEET**

REPORT DATE: 02-29-2020

YEAR: 2016

TOTAL CHARGES THRU 02-29-2020 \$10,143,509.80

LESS CREDITS & PAYMENTS 2015 THRU 03/03/2020 \$9,737,554.71

PLUS CREDITS & PAYMENTS 2020 \$2,433.28

= A/R AS OF 02-29-2020 \$408,388.37

A/R Analysis

A/R Analysis

Service Date: From 01/01/2016 Through 12/31/2016 | By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS

| Livingston County EMS | | | | | | |
|------------------------|-------|-----------------|--|------------------|-----------------------------|-------------------|
| Payer/Payer Group | Trips | U&C Charges | Contractual Allowance + Primary Adj | Payments - Total | Adjustments - Subsequent | Bad Debts - Total |
| Medicare | 7106 | \$5,049,921.00 | \$1,627,285.25 | \$2,583,008.96 | \$2,215.12 | \$2,074.79 |
| Blue Cross Blue Shield | 2824 | \$2,146,418.00 | \$209,754.22 | \$1,657,361.42 | \$1,014.36 | \$16.82 |
| Commercial | 2003 | \$1,507,037.30 | \$89,815.91 | \$1,789,018.79 | \$24,250.05 | \$59,764.78 |
| Medicaid | 1947 | \$1,440,133.50 | \$998,967.79 | \$467,385.69 | \$225,187.80 | \$432.96 |
| | 13880 | \$10,143,509.80 | \$2,925,823.17 | \$6,496,774.86 | \$252,667.33 | \$62,289.35 |

Adjustments Summary

Service Date: From 01/01/2016 Through 12/31/2016 | By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS | Adjustment Date: From 01/01/2020 Through 02/29/2020

Agency: Livingston County EMS

| Livingston County EMS | |
|---------------------------------------|-----------------|
| Payer | Amount |
| Commercial | \$813.63 |
| Total: | \$813.63 |
| Total (Livingston County EMS): | \$813.63 |

Cash Receipts Summary

Service Date: From 01/01/2016 Through 12/31/2016 | Cash Receipt Date: From 01/01/2020 Through 02/29/2020 | By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS

Agency: Livingston County EMS

| Provider - Payer | Amount | Settlements | Non-RevNet Invoices |
|---------------------------------------|-------------------|-------------------|---------------------|
| Livingston County EMS - AACB | \$1,379.65 | \$0.00 | \$0.00 |
| Livingston County EMS - Commercial | \$240.00 | \$0.00 | \$0.00 |
| Total (Livingston County EMS): | \$1,619.65 | \$0.00 | \$0.00 |
| Grand Total: | | \$1,619.65 | |

David Feldpausch
Director



Amy Chapman
Deputy Director

1911 Tooley Rd * Howell, MI 48855
Business (517) 546-6220 * Fax (517) 546-6788 * Emergency 911
www.livgov.com

Memorandum

To: Livingston County Board of Commissioners
Fr: David Feldpausch, EMS Director
Date: 03/26/2020
Re: Resolution on aged receivables

Attached is a resolution for the annual write-off of the aged receivables from the EMS department from the year 2016 in the amount of \$408,388.37.

As established by best accounting practices, we are requesting that these accounts be removed from Livingston County EMS accounts receivable. I have reviewed these accounts and I am confident that we have made every attempt possible to collect said monies.

If you have any questions regarding this matter, please contact me.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing Grant Application and Contract for Supplemental FY 2020 Federal Section 5307 Funding for COVID-19 Response – LETS

WHEREAS, the 2020 Coronavirus Aid, Relief and Economic Security (CARES) Act provides supplemental Federal Section 5307 funding to help transit agencies respond to the COVID-19 pandemic; and

WHEREAS, the funding is apportioned to transit agencies based on the regular Section 5307 funding formula and provides reimbursement for 100% of operating expenses beginning retroactively on January 20, 2020 with no expiration date; and

WHEREAS, LETS has been apportioned \$4,972,704 from this program and intends to apply for the full amount; and

WHEREAS, this supplemental funding is in addition to the regular FY 2020 Section 5307 apportionment and will be used for operating expenses associated with COVID-19 relief activities.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a grant application and, if awarded, subsequent grant contract for supplementary Federal Section 5307 funding for COVID-19 relief efforts in the amount of \$4,972,704.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Board chair to sign all documents related to the grant contract once approved as to form by LETS transit attorney Mark Koerner of Foster, Swift, Collins & Smith PC.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes any necessary budget amendments for COVID-19 response activities related to this award.

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 04/03/2020
Re: Resolution Authorizing Grant Application and Contract for Supplemental FY 2020 Federal Section 5307 Funding for COVID-19 Response – LETS

The recently enacted Coronavirus Aid, Relief and Economic Security (CARES) Act provides supplemental Federal Section 5307 funding to help transit agencies respond to the COVID-19 pandemic. The funding is apportioned to transit agencies based on the regular Section 5307 funding formula and provides reimbursement for 100% of eligible operating expenses beginning retroactively on January 20, 2020 with no expiration date. No local match is required.

Expense eligibility is consistent with regular Section 5307 program requirements and is expanded to include items such as personal protective equipment and salaries of employees who are on paid administrative leave due to COVID-19.

LETS has been apportioned \$4,972,704 from this program and intends to apply for the full amount. This supplemental funding is in addition to the regular FY 2020 Section 5307 apportionment and will be used for operating expenses associated with COVID-19 relief activities.

Please contact me directly if you have any questions at x7843.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing Temporary Waiver of Passenger Fares During COVID-19 Emergency - LETS

WHEREAS, LETS has suspended regular transit service during the COVID-19 emergency but is continuing to provide transportation for dialysis and other critical medical appointments; and

WHEREAS, the exchange of passenger fares presents a safety risk for drivers, and the economic damage caused by the pandemic has resulted in financial hardship for many citizens; and

WHEREAS, to address these challenges the LETS Director is recommending the temporary waiver of all passenger fares, including fares sponsored by a 3rd party, for the duration of the Governor's State of Emergency, currently set to expire on June 9, 2020; and

WHEREAS, with enactment of the federal Coronavirus Aid, Relief and Economic Security (CARES) Act LETS will received funding from the Federal Transit Administration (FTA) to reimburse 100% of operating expenses during the COVID-19 emergency which will compensate for the loss of fare revenue.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a temporary waiver of all LETS passenger fares in response to the COVID-19 emergency for the duration of the Governor's State of Emergency, currently set to expire on June 9, 2020.

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 04/03/2020
Re: Resolution Authorizing Temporary Waiver of Passenger Fares During COVID-19 Emergency - LETS

LETS has suspended regular transit service during the COVID-19 emergency but is continuing to provide transportation for dialysis and other critical medical appointments.

While public transit plays a critical role in the response to the pandemic, the industry has recognized that the exchange of passenger fares presents a safety risk for drivers, and the economic damage caused by the pandemic has resulted in financial hardship for many citizens. In response to these challenges many transit agencies across the state and nation have temporarily suspended the collection of passengers fares during this challenging time.

Therefore, the LETS Director is recommending the temporary waiver of all passenger fares, including fares sponsored by a 3rd party, for the duration of the Governor's State of Emergency, currently set to expire on June 9, 2020.

The estimated loss of fare revenue during the waiver period is estimated to be \$720 at the current level of service. With enactment of the federal Coronavirus Aid, Relief and Economic Security (CARES) Act LETS will receive funding from the Federal Transit Administration (FTA) to reimburse 100% of operating expenses during the COVID-19 emergency which will compensate for the loss of fare revenue.

Please contact me directly if you have any questions at x7843.