



# General Government and Health and Human Services Committee Meeting Agenda

December 4, 2023, 6:00 p.m.

Hybrid In-Person and Virtual Meeting

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC

<https://us02web.zoom.us/j/3997000062>

*A quorum of the Board of Commissioners may be in attendance at this meeting.*

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# General Government and Health and Human Services Committee Meeting Minutes



November 6, 2023, 6:00 p.m.  
Hybrid In-Person and Virtual Meeting  
304 E. Grand River Ave., Board Chambers, Howell, Michigan  
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC  
<https://us02web.zoom.us/j/3997000062>

Members Present: Jay Gross, Douglas Helzerman, Martin Smith  
Members Absent: Frank Sample

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## 1. Call Meeting to Order

The meeting was called to order by Committee Chair, Commissioner Gross, at 6:00 p.m.

## 2. Roll Call

Roll call by the recording secretary indicated the presence of a quorum.

## 3. Approval of Minutes

### 3.1 Meeting Minutes dated: October 2, 2023

Motion to approve the Minutes as presented.

It was moved by D. Helzerman  
Seconded by Martin Smith

Yes (3): J. Gross, D. Helzerman, and M. Smith; No (0): None; Absent (1): F. Sample

**Motion Carried (3-0-1)**

## 4. Approval of Agenda

Motion to approve the Agenda as presented.

It was moved by M. Smith  
Seconded by Douglas Helzerman

Yes (3): J. Gross, D. Helzerman, and M. Smith; No (0): None; Absent (1): F. Sample

**Motion Carried (3-0-1)**

## 5. Reports

None.

## 6. Call to the Public

None.

## 7. Resolutions for Consideration

**7.1 LETS**

Resolution Authorizing Capital Expenditure for the Purchase of Two Replacement Medium-duty Buses

Motion to recommend the resolution to the Board of Commissioners.

Greg Kellogg, LETS Director, presented the Resolution.

Moved by: D. Helzerman

Seconded by: Martin Smith

Yes (3): J. Gross, D. Helzerman, and M. Smith; No (0): None; Absent (1): F. Sample

**Motion Carried (3-0-1)**

**7.2 Car Pool / Central Dispatch**

Resolution Authorizing an Increase in Total Authorized Vehicles for Central Dispatch in FY 2024

This Resolution was presented by Greg Kellogg, LETS Director, together with Kecia Williams, 911 Director.

Yes (3): J. Gross, D. Helzerman, and M. Smith; No (0): None; Absent (1): F. Sample

**Motion Carried (3-0-1)**

**8. Adjournment**

Motion to adjourn the meeting at 6:15 pm.

It was moved by D. Helzerman

Seconded by Martin Smith

Yes (3): J. Gross, D. Helzerman, and M. Smith; No (0): None; Absent (1): F. Sample

**Motion Carried (3-0-1)**

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Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

**Resolution to Approve the 2024 Memorandum of Agreement (MOA) with MSU Extension as Determined by the 2024 MSUE Budget – MSU Extension**

**WHEREAS,** MSU Extension and Livingston County have a long history of working cooperatively to deliver Extension services and MSU Extension is committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes; and

**WHEREAS,** the base MOA, with MSU Extension will allows for the continued presence of MSU Extension in Livingston County and of the 4-H program; and

**WHEREAS,** the County portion of the MOA included four primary components. First, the county agrees to provide MSU Extension an annual base assessment of \$107,529. Second, the county agrees to continue providing office space, telephones, and internet access. Third, the continuation of the Consumer Horticulture program at 0.75 FTE requires an additional investment of \$85,846 above the base assessment. Finally, one FTE MSU-employed support staff (half funded by Livingston County and half by MSU) for \$35,368; and

**WHEREAS,** to fully fund the MOA, additional educator position and MSU employed support staff, the 2024 MOA for MSU Extension is \$228,743; and

**WHEREAS,** these funds will allow for the continuation of current programming as well as access to MSU Extension programming staff from around the state.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approve the 2024 MOA with MSU Extension in the amount of \$228,743.

**BE IT FURTHER RESOLVED** that the Chairman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

# # #

**MOVED:**  
**SECONDED:**  
**CARRIED:**

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

### Resolution Authorizing 2024 Non-Profit Contracts - Administration

WHEREAS, the 2024 Budget Request included appropriations for the various non-profit agencies that provide services to Livingston County citizens.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes contracts with the following non-profit vendors in and for said amounts for the period of January 1, 2024, through December 31, 2024, with two 1-year renewal options:

<b>AAA 1-B</b>	◆ Local Match: ..... \$13,612
<b>CATHOLIC CHARITIES</b>	<ul style="list-style-type: none"> <li>• Adult Day Care: \$33,000</li> <li>• Core Program: <u>\$14,000</u></li> </ul> ◆ Total:..... \$47,000
<b>OLHSA</b>	◆ County Services: ..... \$130,000
<b>SENIOR NUTRITION</b>	◆ Senior Meals: ..... \$28,400
<b>TOTAL</b>	◆ Non-Profits:..... \$219,012

BE IT FURTHER RESOLVED that the Chairman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts / agreements, renewals and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

# # #

MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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**Resolution to Accept funding from the CDC Public Health Infrastructure Grant Program through the Michigan Department of Health and Human Resources – Health Department**

- WHEREAS,** resolution 2023-09-162 authorized the application for the Centers for Disease Control and Prevention’s (CDC) Public Health Infrastructure Grant Program, the Michigan Department of Health and Human Services (MDHHS) will be distributing \$31,008,494 in funding to 44 local health departments (LHDs) through the Strengthening Public Health Workforce and Infrastructure in Michigan grant opportunity. Funds will be available for the period October 1, 2023 through September 30, 2027; and
- WHEREAS,** this funding is intended to support public health infrastructure needs in local jurisdictions related to the public health workforce, foundational capabilities and data modernization. Funding is intended to be flexible to meet the needs of each jurisdiction and can be used for cross-jurisdictional arrangements; and
- WHEREAS,** funding will be split equally among the 44 LHDs, for a total of \$704,738 per LHD (or \$176,184 per year for four years). Funds can also be requested as a lump sum or spread across the grant period as desired; and
- WHEREAS,** allowable expenses include but not limited to office remodeling, staff recruitment and retention, supplies and equipment, workforce development, software, internal service costs; and
- WHEREAS,** Livingston County Health Department’s (LCHD) portion of this funding would be \$704,738 over the term of the grant, with \$500,000 currently awarded for FY24; and
- WHEREAS,** LCHD has submitted a Capital Improvement Project for FY24 to the Board of Commissioners for a remodel of the PPHS Division offices and public spaces which would be an allowable expense under this grant; and
- WHEREAS,** LCHD plans to use these grant funds to support this remodel project; and
- WHEREAS,** the Livingston County Health Department will seek Board approval for contracts related to the remodel project.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Health Officer to accept funding from the Michigan Department of Health and Human Services CDC Public Health Infrastructure Grant covering the period of October 1, 2023 through September 30, 2027 in an amount not to exceed \$704,738.

**BE IT FURTHER RESOLVED** that the Chairman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above upon review of Civil Counsel.

**BE IT FURTHER RESOLVED** that the Board of Commissioners authorizes any budget amendment to effectuate the above.

# # #

**MOVED:**  
**SECONDED:**  
**CARRIED:**



## LIVINGSTON COUNTY HEALTH DEPARTMENT

2300 East Grand River Avenue, Suite 102

Howell, Michigan 48843-7578

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

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**PERSONAL/PREVENTIVE HEALTH SERVICES**

**P: (517) 546-9850**

**F: (517) 546-6995**

**ENVIRONMENTAL HEALTH SERVICES**

**P: (517) 546-9858**

**F: (517) 546-9853**

November 21, 2023

To: Livingston County Board of Commissioners

From: Matt Bolang

Re: Resolution to Accept Funding from the CDC Public Health Infrastructure Grant Program through the Michigan Department of Health and Human Resources

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The attached resolution requests the authority to accept funding from the Michigan Department of Health and Human Services to participate in the CDC Public Health Infrastructure Grant opportunity. I've attached the allowable expenses for this funding. LCHD has been planning on a large office renovation within the PPHS Division of the department that includes replacing outdated office furniture, minor remodeling to include a staff break area, and new carpet and paint. This is an allowable expense under this grant.

Additionally, due to the flexible nature of this funding, if grant funds remain after the remodel project, LCHD would be able to use the funding to support workforce development, staff salaries, equipment, etc. This is an excellent opportunity and very timely given our planned remodel project and will no doubt help with other allowable expenses during the term of this grant.

The grant funding is available October 1, 2023 through September 30, 2027. There is no local match required and there is no additional contract to sign. This funding would become a separate project in our existing comprehensive agreement that has already been approved. Consistent with the County's Procurement Policy, LCHD will seek Board approval for contracts related to the remodel project if approved.

Please do not hesitate to contact me should you have any questions.





STATE OF MICHIGAN  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ELIZABETH HERTEL  
DIRECTOR

October 27, 2023

Mr. Matt Bolang  
Health Officer  
Livingston County Health Department  
2300 East Grand River, Suite #102  
Howell, MI 48843-7578

Dear Mr. Bolang,

This correspondence serves as the official Notice of Award for Livingston County Health Department's funding under the Strengthening Public Health Workforce and Infrastructure in Michigan Grant. The grant is funded in the amount of \$500,000. The project begins October 1, 2023 and will end September 30, 2024.

Funds have been entered into EGrAMS and will be available with the next amendment. All new totals will be available for the full FY 24 fiscal year.

Reporting deadlines will be communicated by Strengthening Public Health Workforce and Infrastructure in Michigan Grant Coordinators, Hailey Bittner and Adrian Zeh.

Congratulations on your grant award. We are excited about your project and are anticipating great outcomes.

Sincerely,

A handwritten signature in blue ink that reads "Laura de la Rambelje".

Laura de la Rambelje  
Director  
Division of Local Health Services  
Public Health Administration  
delarambeljel@michigan.gov  
(517) 388-7302

**PROJECT: Strengthening Public Health Workforce and Infrastructure in Michigan**

Beginning Date: 10/01/2023

End Date: 09/30/2024

**Project Synopsis**

The Strengthening Public Health Workforce and Infrastructure in Michigan grant is intended to support critical public health infrastructure needs in local jurisdictions related to the public health workforce, foundational capabilities and data modernization. Funding is intended to be highly flexible to meet the unique needs of each jurisdiction.

**Reporting Requirements (if different than contract language)**

Grantees will be required to report progress biannually in winter and summer of each grant year. The MDHHS Division of Local Health Services will communicate the format for grant reporting during the grant year.

**Any additional requirements (if applicable)**

Examples of allowable expenses include:

- Expenses related to recruitment/hiring of new staff or retention of existing staff
- Supplies and equipment necessary for staff to complete job functions
- Training and conference expenses
- Software or IT equipment purchases, leases, upgrades or repair
- Investments in workforce engagement, well-being and other related programs and services
- Expenses related to purchasing or leasing office space in an existing building
- Physical infrastructure repairs, improvements etc. (buildings, vehicles, equipment, etc.)
  - Improvements to existing structures must be approved by the MDHHS Division of Local Health Services (LHS) through the budget review process. Accompanying justification will be required.

Examples of allowable activities:

- Hiring staff to fill new or existing positions
- Holding training events for new or existing staff
- Purchasing/leasing new vehicles, equipment, IT equipment, etc.
- Remodeling existing office space

**Non-allowable expenses include:**

- New building construction (e.g. breaking ground on a brand-new facility)
- Funding restrictions and limitations listed under CDC's general terms and conditions for non-research grants (see: <https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf>)

- Includes lobbying activities, advocacy/promotion of gun control, needle exchange programs, certain telecommunications/surveillance services or equipment and other limitations.