HUMAN SERVICES COMMITTEE
March 18, 2019
Minutes

Members Present: Morgan, Naeyaert, Sebolt, Slaughter, Stivers, Tennis, and Trubac.

Members Absent: Tennis.

Others Present: Rick Terrill, Tim Morgan, Melissa Buzzard, Lori Noyer, Linda Vail, Lillian Speers, Samantha Bird, Brett Kaschinske, Jared Cypher, Elizabeth Noel, Michelle Wright and others

The meeting was called to order by Vice-Chairperson Trubac at 6:30 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the March 4, 2019 Minutes

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE MINUTES OF THE MARCH 4, 2019 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

Additions to the Agenda

1. Youth Commission – Update

Vice Chairperson Trubac stated that the Youth Commission Update would be added as Agenda Item No. 1, and all agenda items following it would be numbered accordingly.

Limited Public Comment

Brett Kaschinske, City of Lansing Parks and Recreation Director, stated he was before the Committee regarding the wayfinding signage program, where after Parks Department staff received input from Commissioners there was an RFP put out for the wayfinding signs. He further stated that he thought that as a region, participants had looked forward to standing out for users of the river trail system and unify all trails throughout the County.

Mr. Kaschinske stated that an Evaluation Committee had been formed with himself, Wendy Wilmers-Longpre of East Lansing, members of the County Parks Department staff, a volunteer coordinator for the Friends of the Lansing Regional Trails, and a member of Spicer Group. He further stated that the Evaluation Committee had decided on Crannie for the project.
Mr. Kaschinske stated that there had been some lower bids that had issues in terms of using wood for posts that would not last as long, look as good, and could have caused problems if vandalized. He further stated that Crannie had high-quality signs and good references, and did very well in the interviews.

Mr. Kaschinske stated that the County could show residents using the trails a high-quality sign, and the warranty on the sign was over ten years.

MOVED BY COMM. NAeyaERT, SUPPORTED BY COMM. SEBOLT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Health Department
   a. Resolution to Authorize an Agreement with Comcast for Public Education Advertising about Opioid Overdoses
   b. Resolution to Authorize an Agreement with the State of Michigan Department of Licensing and Regulatory Affairs (LARA) to Accept a 2019 Michigan Medical Marihuana Operation and Oversight Grant
   c. Resolution to Authorize an Agreement with University of Michigan-Flint for Implementation of the Engaged Father Program

4. Parks Department
   a. Resolution to Authorize Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Hawk Island
   b. Resolution to Authorize Application for a Trust Fund Grant for Accessibility Improvements to Hawk Island
   c. Resolution to Authorize Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing South
   d. Resolution to Authorize Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Lake Lansing South
   e. Resolution to Authorize Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing South
   f. Resolution to Adopt the Ingham County Trail Wayfinding Signage Plan

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

1. Youth Commission – Update

Samantha Bird, Youth Commission President, stated that the Youth Commission had been under a new advisor and have had other changes to the Youth Commission this year. She further stated that their biggest goal had been to obtain more members to the Youth Commission through different outreach programs.
Ms. Bird stated that when herself and Lillian Speers, Youth Commission Vice President, joined the Youth Commission, there had been around 12 to 14 members, compared to the seven to eight members they had now, which was more than they had had in recent past years. She further stated the Youth Commission had participated in some events this year, which included the Martin Luther King, Jr. Luncheon and the 45th Maple Syrup Festival at Fenner Nature Center.

Ms. Speers stated that the Youth Commission participated in March is Reading Month where they had read to students and then the students had been able to pick out a new donated book for themselves.

Ms. Bird stated the students were at risk and some had not even owned a book, which made it all the more special.

Ms. Speers stated that this year, the Capital Area District Library had donated 33 copies of three different books and the Youth Commission had bought the remaining 7 books for the two classrooms of 40 that they read to.

Ms. Bird stated that the more outreach that was done, the more schools the Youth Commission could have visited. She further stated that a setback to changes to the Youth Commission had this year, was that they had only one meeting a month, when previously the Youth Commission had met at least twice a month.

Ms. Bird stated that the Youth Commission now contained younger members where communication outside of the meetings had been an issue, namely when they had tried to vote or discuss certain issues via email or using an app, in order to use their in-person meeting times most efficiently. She further stated that she and Ms. Speers would be graduating this year, but even without them, there was a need for change next year.

Ms. Speers stated that last year, the Youth Commission had participated in Blessing Bags which gave Christmas gifts to individuals who were homeless, served food for a community Christmas dinner that also gave out toys to children, donated books and read to students during March is Reading Month, and had an individual visit to train them on parliamentary procedure. She further stated that if Youth Commission members missed their one meeting a month due to sports or other scheduling conflicts, they would have gone about two months without taking part in the discussions.

Ms. Bird stated she and Ms. Speers both wished the Youth Commission had been able to accomplish more, but stated there had not been enough meetings, time, or funding.

Commissioner Sebolt asked what the line item was for the Youth Commission.

Jared Cypher, Deputy Controller, stated that the Youth Commission was part of the Health Department’s budget now, due to the Youth Commission advisor being a Health Department staff member.
Commissioner Sebolt asked how much would be needed to increase the Youth Commission’s budget to include a second meeting every month.

Mr. Cypher stated that a couple thousand dollars would be needed to pay for the time of the advisor and a few supplies.

Ms. Bird stated that their advisor, Jaclynn Lloyd, Health Department Family Child Infant Advocate, was doing her best and had done as much as she could with the restraints given.

Commissioner Trubac asked what the criteria was to be a member of the Youth Commission.

Ms. Speers stated that the only requirement was that the person had to be between 6th and 12th grade.

Commissioner Slaughter stated that he had previously met with the Youth Commission and appreciated their leadership. He further stated that he had offered to help with recruitment and had offered the Board of Commissioners to help as well.

Commissioner Trubac thanked Ms. Bird and Ms. Speers for their update of the Youth Commission.

2. **Ingham Health Plan Corporation – 2018 Annual Report**

Lori Noyer, Ingham Health Plan Corporation (IHPC) Executive Director, provided an overview of the 2018 Annual Report materials.

Discussion.

Commissioner Morgan asked if there were specific demographics that could be targeted to grow the Ingham Health Plan (IHP) membership.

Ms. Noyer stated that certain ZIP Codes had been a focus, where communities had been seen as eligible due to the lower income requirements, specifically, the south side of Lansing, or East Lansing, where there had been students in that income area. She further stated that she had been open to additional ideas and ways to get out there and market.

Ms. Noyer stated that IHP had enrollment sites that people were coming into already for health care, so they were positioned to be seen as potential membership opportunities, and could then expand off those key areas.

Commissioner Morgan asked if there was a 60% increase in membership since 2015 due to word getting out, as opposed to emerging socioeconomic situations creating the increase in membership.
Ms. Noyer stated that the main reason was due to awareness and outreach, but was also combined with new situations occurring. She further stated that providers still questioned if IHP was still around.

Commissioner Morgan asked if South Lansing and East Lansing were driving that growth.

Ms. Noyer stated that South Lansing and East Lansing were driving membership growth, and that the numbers based off of the ZIP Codes showed that. She further stated that ZIP Codes with a smaller number of members were not necessarily not in need, and she would look to the Commissioners to best identify where she could potentially target some of those populations.

Commissioner Sebolt asked if IHP served both immigrant and refugee populations.

Ms. Noyer stated IHPC now served both immigrant and refugee populations. She further stated that IHPC had learned through working with St. Vincent Catholic Charities that refugees had Medicaid for up to approximately seven months, and then after might be eligible for IHP.

Ms. Noyer stated that lawfully present non-citizens that had not yet met their five year criteria to be eligible for Medicaid would be part of the eligibility for IHP, as well as undocumented individuals.

Discussion.

Commissioner Morgan asked if Ms. Noyer had asked or had been open for input about millage redrafting to meet 2019 needs and if those needs would be met.

Ms. Noyer stated that there had been conversations about how to best approach the millage. She further stated that IHPC had tried to figure out logistically what direction they needed to go.

Commissioner Morgan stated the Board of Commissioners had this discussion late last year regarding the millage funds and debated if it was considered if it was an Ingham Health Plan millage. He further stated that the provided language was clearly an IHP millage.

Commissioner Morgan stated that it should be strongly considered that when rewritten, IHPC should be upfront and explicit to taxpayers about where funds were going regarding this millage. He further stated that it should also be considered whether there needed to be, for example, a separate mental health millage, so IHP millage funds were directed right to IHP and not used as a piggy bank for other health care matters.

Commissioner Naeyaert stated that it was hard for her to see a millage of this size for only 1,500 people. She further stated that the 2018 Total IHPC Millage Invoice Summary total Millage Only Members amount was not the actual total, when the totals each month could be people returning and seen multiple times.
Commissioner Naeyaert stated that there were not 14,000 people in the IHP, but instead an average of about 1,200.

Ms. Noyer stated that the cost broke down to about $84.02 per member, per month.

Commissioner Naeyaert stated that it looked like the cost was $788 per individual, per month based on the total of the millage billed back to the County for the average of $1,500 a month.

Ms. Noyer stated that it still was able to provide medical, pharmacy, and dental less than $1,000 per person.

Discussion.

Commission Morgan stated that the cost was less than $1,000 per year, so it had been a cost effective way to provide health care.

Commissioner Naeyaert asked why the County had IHP when the services could be provided by the County.

Discussion.

Commissioner Slaughter asked if community enrollment partners received a stipend for their work.

Ms. Noyer stated that they had a memo of agreement that outlined the specific responsibilities, but generally included training for enrollment, and the agency needed to be willing to put someone through a Medicaid application which proof of residency and income were both required.

Commissioner Slaughter asked if IHP would receive a stipend for helping out.

Ms. Noyer stated that there was no current incentive for helping out, but there had been in previous years through grant opportunities. She further stated that some providers had looked at it as an incentive, since in most cases the providers were enrolling members that were previously uninsured, so they could now get some type of payment.

Commissioner Stivers asked about what the efforts mentioned concerning the outreach and raising awareness to bring in more members consisted of.

Ms. Noyer stated that currently it was not a global marketing plan but more internal in terms of utilizing community partners and social media advertising such as Facebook and Twitter. She further stated that IHPC had no specific person on staff specifically for outreach due to budget cuts.
Commissioner Stivers asked what year the enrollment outreach staff had been cut.

Ms. Noyer stated that the position had been cut in 2017.

Commissioner Morgan asked what the role of the Allen Neighborhood Center had been.

Ms. Noyer stated that they were an enrollment site.

Commissioner Morgan asked if the Allen Neighborhood Center had done outreach as well or were just an enrollment site.

Ms. Noyer stated that they were mainly just an enrollment site and doing separate internal outreach. She further stated that there had been a staff person that would travel and go to fairs for outreach before it had been cut.

4. Parks Department
   g. Resolution to Authorize a Contract with Signs by Crannie

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Naeyaert asked for an overview of the sign costs, as she recalled a discussion regarding the outrageous costs for signs, where Commissioner Grebner had brought in an example that was much less expensive.

Melissa Buzzard, Trails and Parks Millage Program Coordinator, distributed a handout that included vendor validations, evaluations and scorings used by the Evaluation Committee. She stated that as instructed, the Parks Department went and reviewed their previous presentation.

Ms. Buzzard stated that, as guided by Commissioner Grebner, the Parks Department put together an RFP for the design and manufacture of the signs and received six bids. She further stated the an Evaluation Committee was formed to include herself, Tim Morgan, Parks Director, their consultant, and members from the City of East Lansing, City of Lansing, and Friends of Lansing Regional Trails.

A discussion regarding the handout ensued.

Commissioner Naeyaert asked what the warranty was with the vendor selected.

Mr. Morgan stated the warranty was 10 years.

Commissioner Naeyaert asked if the 10 year warranty covered vandalism, such a graffiti.
Ms. Buzzard stated vandalism was covered under the warranty, but with everything there were restrictions with warranty coverage.

Mr. Morgan stated that out of the vendors, the vendor chosen had the best warranty option included with the signs. He further stated that Commissioner Grebner had been extremely active in reviewing the signs every step of the way.

Mr. Morgan stated the signs were aluminum and very sturdy and was liked by the Stakeholder Group that had an opportunity to look at RFP and vendors. He further stated that the vendor bid was specifically for the manufacture of the signs, not the installation.

Mr. Morgan stated that if approved, then the Parks Departments would get an RFP for the installation.

Commissioner Morgan asked if the Parks Department anticipated installation of the signs to be considerably more than the $9,016 fabrication per sign for materials and design.

Ms. Buzzard stated that until bids were put in and one was accepted, it was unknown of the cost for installation for the signs.

Commissioner Slaughter asked how the number of signs was estimated at 307.

Ms. Buzzard stated that part of the process of gathering data was to see in the communities what the needs were for signage. She further stated that the communities that wanted to participate provided the kinds of signs that would be needed for an estimate.

Commissioner Naeyaert asked if communities had the opportunity to include tourist destinations on the signs, similar to Tourist Oriented Direction (TOD) signs, within the trail system.

Ms. Buzzard stated that there would be some community tourist destinations listed on the markers.

Commissioner Stivers asked if matching signs would be made for new parts of trail as the trails system continued to expand.

Mr. Morgan stated that as the trails expanded, the signs would all match the model and colors as provided in the contract.

Commissioner Stivers asked if the vendor would continuously produce them at the same rate as currently being produced.

Mr. Morgan stated that the contract included a 10 year price and amount per piece price, but prices might increase due to inflation of the sign production.
THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

4. Facilities – Facilities Department Overview

Rick Terrill, Facilities Director, provided an overview of the Facilities Department.

Commissioner Naeyaert commented that the Facilities Department had so much on their plate with the new jail and Animal Control Shelter, in addition to all of the buildings. She commended Mr. Terrill on his leadership and communication he provided his staff and the relationship he had with his staff that made the Facilities Department run so well.

5. Controller’s Office – Fair Manager Update (Discussion)

Mr. Cypher stated that during a previous meeting there was a discussion regarding the possibility of making the Fair management a hybrid model that included a Fair Manager position and the Facilities Department involved in the day-to-day maintenance of the Fairgrounds. He further stated that the option had been explored and that Mr. Terrill would need an additional maintenance supervisor position to do the day-to-day maintenance at the Fairgrounds.

Mr. Cypher further stated that the additional maintenance supervisor would cost $86,000 annually and that the Fair budget could not cover another high cost position like that.

Mr. Cypher stated that Mr. Terrill graciously offered to have deep involvement in all major CIP projects at the Fair, with no additional resources needed, as he could do it with his current staffing and budget. He further stated that guidance for the major CIP projects was necessary for the Fair.

Mr. Cypher stated that the Fair Manager job description had been adjusted to reflect the reality of the modern day position. He further stated that his recommendation to everyone would be to post the job this week and recruit applicants for the position.

Mr. Cypher stated that there was no rush, since the Fair had a Secretary and the interim Fair Manager was prepping for the Fair and handling events without a hitch.

Commissioner Morgan asked what had come out of the job reclassification discussion to attract better candidates.

Mr. Cypher stated that the Human Resources Department felt as though the position was classified appropriately. He further stated that the position was a MCL12, with the first step on the scale at $73,604 and the top of the scale at $88,345.

Commissioner Morgan asked how many Fair Managers the County had gone through in the last 10 or so years.

Mr. Cypher stated that since 2005, the County has gone through around five or six Fair Managers.
Commissioner Morgan asked if Human Resources felt the model worked, in terms of attracting qualified people.

Mr. Cypher stated that Human Resources felt that the position was compensated appropriately.

Commissioner Morgan stated that he strongly disagreed with Human Resources’ assessment. He further stated that it had been proven by the amount of Fair Managers the County had gone through.

Commissioner Sebolt stated that he had been a part of the hiring process previously. He asked if Mr. Cypher had an outreach plan in mind.

Commissioner Sebolt stated that there had been a well-qualified candidate that had not been interviewed due to the fact that they had accepted a different job before the interview.

Mr. Cypher stated that there were two candidates that had not been interviewed in the time before they had accepted other positions instead.

Commissioner Sebolt asked if the outreach process would look different to try and attract a different field of candidates.

Mr. Cypher stated that the job posting had to look different and they had to do more outreach and utilize resources. He further stated that there was a Fair Board member that had resources with the Convention Visitors Bureau of Greater Lansing they may be able to use.

Discussion.

Commissioner Naeyaert stated that she would like to see someone from MSU, whether it be someone retired or a professor that had marketing or agriculture experience. She further stated that she agreed with Commissioner Morgan and did not agree with Human Resources, that the status quo would provide the County the best Fair Manager candidates.

Commissioner Naeyaert stated that the status quo would get them status quo, where for the Fair, the County wanted to build upon what was currently there and bring in more money year-round to sustain the Fair.

Commissioner Morgan stated that the salary was unacceptable. He further stated that labor economics dictated that if employees were not kept at the current rate of pay, then the rate of pay should be increased.

Commissioner Morgan stated that there should be a resolution to express the Committee’s disappointment.

Mr. Cypher stated that he would be happy to take the resolution and job posting back to talk to Human Resources.
Commissioner Trubac stated that he agreed, that if someone did not want to do a job for an amount offered, the position should offer more.

Commissioner Sebolt asked if the position for Fair Manager reported directly to the Board of Commissioners.

Mr. Cypher stated that the position was hired by the Board of Commissioners, but directly reported to the Controller’s Office.

Commissioner Slaughter asked if there had been a comparison done between other counties’ Fair Manager positions that had been asked for previously.

Mr. Cypher stated that Human Resources had done the comparison, and he could have Human Resources send it to them if they wanted. He further stated that Becky Bennett, Board of Commissioners Office Director, stated that once the job was posted she would send out an email to ask who wanted to be on the interview panel.

Discussion.

Commissioner Naeyaert stated that her January 14, 2019 Committee meeting notes stated they had discussed turnovers of seven Fair Managers, some left on their own accord but it could have been due to salary. She further stated that per the meetings notes, the position was discussed on where it should be posted, that it should include more event managing, or to split up the job description, and a focus on business of sales and marketing.

Mr. Cypher stated that in the newly edited job description, marketing was listed. He further stated that the position description would not be posted until he went back to Human Resources to talk about it more.

Commissioner Naeyaert stated that the position description seemed controversial and confusing.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. SEBOLT, TO MAKE AN INFORMAL MOTION STATING THE COMMITTEE’S DISAPPROVAL WITH THE FAIR MANAGER’S CURRENT JOB CLASSIFICATION.

THE MOTION TO APPROVE THE INFORMAL MOTION CARRIED UNANIMOUSLY.
Absent: Commissioner Tennis

Commissioner Announcements

None.

Public Comment

None.
Adjournment

The meeting was adjourned at 7:39 p.m.

BARB BYRUM, CLERK OF THE BOARD