

**WAYS AND MEANS PERSONNEL/HUMAN SERVICES  
COMMITTEE OF THE WHOLE  
AGENDA**

**TUESDAY, JULY 2, 2024**

4:00 PM

**COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING**

**PAGE NO.**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CHANGES TO AGENDA**
- V. APPROVAL OF AGENDA**
- 79-81 **VI. MINUTES (6/4/24)**
- VII. PUBLIC INPUT**
- VIII. PETITIONS AND COMMUNICATIONS**
  - 1-41 **A. Region VII, Area Agency on Aging – Annual Implementation Plan (AIP) for FY2025 (Seeking Board approval of Plan – proposed resolution attached)**
  - 42-48 **B. Michigan Department of Health and Human Services - Agreement Number DFA25-09003-Home Aide Position (Family Support Specialist) 2024-2025 (Previously known as Eligibility Specialist) (Seeking approval of Agreement which partially funds DFA Home Aide Position; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)**
  - 49-52 **C. Bay County Sheriff – MCOLES CPE Pilot Program Grant (Seeking Board authorization to participate in CPE Pilot Program; approval of awarded grand funding; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)**
  - D. Health Officer**

53-54                    1. CPBC Agreement FY 2024-2025 (Seeking Board approval of the FY 2024-2025 CPBC Agreement between Bay County and the Michigan Department of Health & Human Services and all subsequent Amendments; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

55-56                    2. Memorandum of Understanding (MOU) with Midland County Health Department for Reciprocal Medical Director Coverage (Seeking Board approval of MOU between Bay County (Health Department) and Midland County Health Department for reciprocal Medical Director coverage; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)

57-58                    3. Tricare Laboratory Services Agreement (Seeking Board approval of Agreement with Tricare Inc.; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)

59-62                    E. Retirement Administrator – Purchase of Military Service Time - Vaughn Begick, Bay County Commissioner (Seeking Board approve of purchase of 3 years military time for retirement purposes – proposed resolution attached)

**F. Finance Officer**

63                        1. Analysis of General Fund Equity 2024 (Receive)

64                        2. Update Regarding Executive Directive #2007-11 (Receive)

65-66                    3. Purchasing: Bid Award for Forensic Pathologist (Seeking Board to receive the notification of intent to award RFQu; authorization for Board Chair to sign all documents related to the bid award; approval of required budget adjustments – proposed resolution attached)

67-69                    4. Purchasing: Bid Award for ISD Managed Detection and Response Service to People Driven Technology (Seeking Board to receive the notification of intent to award IFB; authorization for Board Chair to sign all documents related to the bid award; approval of required budget adjustments – proposed resolution attached)

70-71                    5. Information Systems: Bay Metro Agreement (Seeking Board approval for the renewal of the Agreement; authorization for Board Chair to sign; authorization of required budget adjustment – proposed resolution attached)

72                        G. Payables – General (Proposed resolution attached)

**H. Office of Assigned Counsel**

73-75

**1. April (Receive)**

76-78

**2. May (Receive)**

**IX. REFERRALS**

**X. UNFINISHED BUSINESS**

**XI. NEW BUSINESS**

**XII. CLOSED SESSION (WHEN REQUIRED)**

**XIII. MISCELLANEOUS**

**XIV. ANNOUNCEMENTS**

**XV. ADJOURNMENT**

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

**If any participants plan to be present via Zoom, please contact Nick Paige prior to the meeting ([paigen@baycounty.net](mailto:paigen@baycounty.net)).**

Join Zoom Meeting

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,\*547697# US (Chicago)

+19292056099,,81694266170#,,,,\*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator  
Corporation Counsel  
515 Center Avenue  
Fourth Floor, Bay County Building  
Bay City, MI 48708  
989-895-4131

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** Region VII, Area Agency on Aging has submitted its proposed Annual Implementation Plan for FY2025 which outlines how their funds benefit older adults within the planning and service area, said plan on file in the Board of Commissioners' Office; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners hereby supports the Region VII, Area Agency on Aging Annual Plan for FY2025.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Region VII, AAA Annual Implementation Plan (AIP) for FY 2025

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



# REGION VII AREA AGENCY ON AGING

DARRYL THOMAS, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

MEMBER COUNTIES: BAY ■ CLARE ■ GLADWIN ■ GRATIOT ■ HURON ■ ISABELLA ■ MIDLAND ■ SAGINAW ■ SANILAC ■ TUSCOLA

June 20, 2024

Vaughn Begick, Chairperson  
Bay County Commissioners  
515 Center Ave. Suite 405  
Bay City, MI 48708

Dear Chair Begick:

Enclosed for review and adoption by your County Board of Commissioners is a copy of Region VII Area Agency on Aging's proposed Annual Implementation Plan (AIP) for FY 2025. After review, you are respectfully requested to forward a letter of support or resolution for the Plan to Region VII Area Agency on Aging.

Region VII Area Agency on Aging is respectfully requesting this response by 4:00 p.m. on July 19, 2024. If a response is not received by this date, we will consider the Plan to be passively approved by your Board.

Region VII area Agency on Aging's staff is available to provide an overview of the Annual Plan and how the funds benefit older adults within the planning and service area. If a presentation is requested, please call Connie Garcia, Contract Manager, at 989-893-4506 or by email at [garcia@region7aaa.org](mailto:garcia@region7aaa.org).

This plan is also available for review online at: [www.region7aaa.org](http://www.region7aaa.org).

Sincerely,

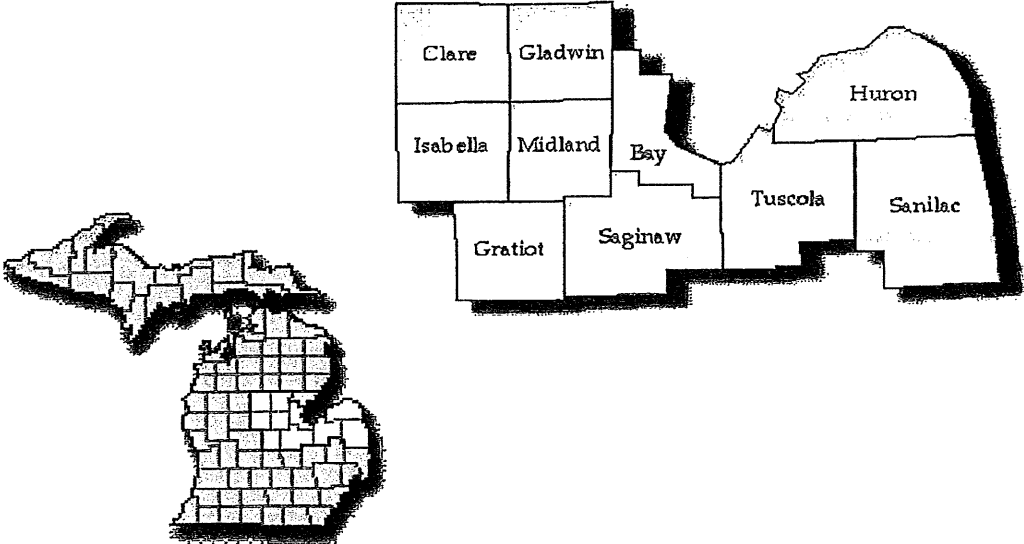
DocuSigned by:  
*Elliott Visuri*  
FBE177513A2C44A...

Elliott Visuri  
Chief Financial Officer

EV/cg

Enclosure

2023—2026 Multi Year Plan  
**FY 2025 ANNUAL IMPLEMENTATION PLAN**  
REGION VII AREA AGENCY ON AGING 7



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**Planning and Service Area**

Bay, Clare, Gladwin, Gratiot, Huron,  
Isabella, Midland, Saginaw, Sanilac, Tuscola

**Region VII Area Agency on Aging**

1615 S. Euclid Avenue  
Bay City, MI 48706  
989-893-4506 (phone)  
800-858-1637 (toll-free)  
989-893-3770 (fax)

Bob Brown, Executive Director  
[www.region7aaa.org](http://www.region7aaa.org)

**Regional Aging Representative**

**Julie Cortright**  
[CortrightJ1@michigan.gov](mailto:CortrightJ1@michigan.gov)  
517-282-3748

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Michigan Department of Health & Human Services  
**BUREAU OF AGING, COMMUNITY LIVING, AND SUPPORTS**  
FY2023-2026 Multi Year Plan

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Region VII Area Agency On Aging

FY 2025

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Planned Service Array Narrative



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Region VII Area Agency On Aging

FY 2025

**Executive Summary**

**Include a summary that describes the AAA and the implementation plan including a brief description of the PSA, the AAA's mission, and primary focus for FY 2025.**

**Instructions**

**Please include in the Executive Summary a brief description of the following:**

**A. The PSA and any significant new priorities, plans, or objectives set by the AAA for the use of federal and state funding during FY 2025. If there are no new activities or changes, note that in your response.**

**B. Describe how the AAA educates the public, its partners, and service providers on the Administration for Community Living (ACL) and the ACLS Bureau expectations regarding targeting older adults in the greatest social and/or economic need including populations that have been historically underserved.**

**C. Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources).**

**D. Progress made through advocacy efforts to date and focus of advocacy efforts in FY 2025.**

**E. A brief description of AAA's successes over the past year and any anticipated challenges.**

Region VII Area Agency on Aging (AAA) was established in 1974 following an amendment to the Older Americans Act (OAA). The agency's mission is to provide effective and innovative care to improve the well-being of community residents in Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac, and Tuscola counties using OAA funds, the Medicaid MI Choice home and community-based waiver, grants and local monies to meet the needs of vulnerable older adults and persons with disabilities. Region VII AAA's main office is located in Bay City. Satellite offices are located in Harrison and Bad Axe to more efficiently serve the people of these regions.

On November 1, 2021, Region VII AAA's Sunrise Program of All-Inclusive Care for the Elderly (PACE) located at 5229 Lakeshore Road, Fort Gratiot, Michigan, opened its doors to the first participants, providing services such as primary medical care, hot meals, social activities, rehabilitation services and exercise, social work case management, and health services like dentistry, podiatry, optometry, and audiology. Care is provided by an Interdisciplinary Team (IDT) that is assigned to each participant consisting of the following staff: physician, registered nurse, home care coordinator, masters level social worker, occupational therapist, physical therapist, recreational therapist, registered dietitian, PACE Center Manager, certified nurse assistant, and transportation driver. Presbyterian Villages of Michigan played an integral role in their partnership with Region VII AAA to implement this program. PACE has 49 enrollments currently and is requesting additional slots in order to grow the program.

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FY 2025

#### PLANNED SPECIAL PROJECTS AND PARTNERSHIPS

Region VII AAA is in the beginning stages of the Bad Axe Wellness Center located next to the current senior center at 150 Nugent Road, Bad Axe. The center aims to care for those who are eligible for the Program of All-Inclusive Care for the Elderly (PACE), a benefit providing comprehensive service for senior citizens who are not enrolled in Medicaid or Medicare. This project, in part, was made possible via advocacy efforts by Region VII AAA staff and board members to their local legislators that allowed for a one time one million dollar investment into the center from the Michigan State Operating Budget. A lease for the land has been signed and working with a contractor to start the process.

Region VII AAA was also awarded funds through the American Rescue Plan Act (ARPA). These funds were to be used to assist in specific programs such as Supportive Services (III-B); Congregate Meals (III-C1); Home Delivered Meals (III-C2); National Family Caregiver (III-E); Preventative Health (III-D); Title VII Elder Abuse Prevention; Title VII Ombudsman; and NSIP (Nutrition Services Incentive Program). Funding paid out for each program is as follows: Title III-B \$566,569; Congregate Meals C-1 \$375,511; Home Delivered Meals C-2 \$746,689; Family Caregiver Support III-E \$166,469; Preventative Services \$46,669. The total paid out to date is \$1,901,907. Additionally, Region VII AAA has worked collaboratively with the ACLS Bureau to facilitated the purchase of several equipment and/or infrastructure updates for providers within the our planning and service area. These purchases included a generator for the Antler Arms kitchen in Gladwin County along with HVAC improvements for Clare County Senior Services. Clare County Senior Services also purchased two vehicles to assist with service and meal delivery.

#### CARE TRANSITIONS COORDINATION AND SUPPORT

The Community Care Transition Program started in 2018. The program is designed as an unskilled care transitions model integrated with skilled medical care in the home. A Community Health Worker (CHW) visits with the client in the hospital room to pitch the program. The CHW will visit the client in the home within 3 days of the hospital discharge. There will be a goal set with the client, helping the patient to connect with needed resources, and also coaches to set up a post-hospitalization provider visit within 7 days of discharge. There will be a connection with the Pharmacist via video conference to review medications.

The CHW will provide follow-up calls every week for the first month, then monthly calls for a year. In the first year, there were 445 Care Transitions completed-- Ascension St. Mary's- 420; Ascension Genesys-25. Hospital re-admissions within 30 days for the same cause: Ascension St. Mary's: 1 (3%); Ascension Genesys 2 (8%); and total of 11 (2.7%). Region VII AAA's Care Transition team will continue to meet with participants that are transitioning from hospital to home in order to minimize the risk of readmission. The CHW or other health care professional will provide proactive discharge planning, extensive coaching, and post discharge supports. This coaching is intended to support adults age 60 or older discharging from a medical care institution to the place they consider to be home preventing re-institutionalization. Care Transitions are currently serving Ascension St. Mary's Hospital and McLaren Bay Region facilities. Care Transition (CT) supports include intake, assessment, a development of service(s) plan, person centered planning, services arranging, primary care follow-up, medical transportation coordination, red flag warning education, medication review and weekly follow up. Region VII was fortunate to be awarded funds through ACL's grant at the beginning of the fiscal year 2023 to help expand our Care Transitions program. With this funding, we were able to identify another local hospital that was interested in launching our CT program. Starting March

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2023, we started to see clients at this new partner hospital and are currently working towards seeing an average of 20 clients per week as part of this partnership. Additionally, we are in talks with the other local hospital systems regarding the possibility of further expanding the program to their clients.

Moreover, we are averaging about 10 clients a week at Ascension St. Mary's Hospital in Saginaw and about 20 clients a week at McLaren Bay Regional Hospital. Our goal has been met with the increased number of clients at McLaren Bay Region. Region VII AAA is in talks with McLaren Central Michigan to start a Care Transition program with them. McLaren Central Michigan is working on a transportation system to assist with non-emergent transportation, so that people are not calling 911 and utilizing the ambulances for non-emergent appointments. That said, Region VII AAA is very proud of our CT program and is working closely with the ACLS Bureau to share best practices.

Region VII AAA was the awardee of a \$316,692 grant to provide immunizations and outreach. The Saginaw/Bay Advisory Fund donated \$50,000 to this vaccine program. This grant is for any vaccine and we are currently targeting the influenza vaccine. Region VII AAA is working with the Bay County Health Department on the grant and looking to serve a head count of 1000 people. Region VII AAA is also working to obtain vaccines by applying to the Saginaw Bay Health Fund. Approximately 400 flyers have been distributed across the 10 county PSA to be given out with the home delivered meals. The vaccines are targeted to the homebound individuals.

**MANAGEMENT INITIATIVES/ACCREDITATIONS/CERTIFICATIONS**

Region VII's MI Choice Waiver and Care Management programs are accredited through the National Committee for Quality Assurance (NCQA) for Case Management for Long-Term Services and Supports. Region VII AAA received a three year re-accreditation with a score of 99.39% in 2023. Region VII AAA will be undergoing the re-accreditation process during September/October of 2025. Additionally, seventy-nine people completed the Michigan Medicare/Medicaid Assistance Program (MMAP) recertification process last year from May to July, 2023. Thirteen new people attended the initial training as well. Region VII AAA MMAP Department will be offering the new Medicare and You 2024 books in English, Spanish, and Braille.

That said, Region VII AAA's Planning and Service Area (PSA) has a diverse age group, a challenge that Region VII AAA continues to address by understanding the needs of the communities. Region VII AAA plans to utilize the American Rescue Plan Act (ARPA) funds to expand resources for Diversity, Equity, and Inclusion (DEI) training for staff and subcontractors; continued growth of the vaccination program in conjunction with the local health department; and continuation of the dental, vision, and hearing programs. FY23, Dental/Vision/Hearing Programs – 41 participants serviced for hearing, \$140,498 spent. 29 participants for vision serviced, \$10,857.26 spent. 36 participants served for dental, \$65,477 spent.

We will continue to work with our provider network to make long lasting impacts within our PSA. Region VII AAA has utilized grant funding to translate the Region VII Area Agency on Aging brochure into a Spanish version. Region VII AAA has been meeting individually with each provider from the 10 separate counties to develop individualized plans to better serve their communities.

**SIGNIFICANT NEW PRIORITIES, PLANS, OR OBJECTIVES**

Region VII Area Agency on Aging is advocating to serve the underserved populations. As described in the attached chart, the 10 county PSA has a diverse population of people that represent persons in poverty,

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**FY 2025**

Non-English speaking families, and many minority groups. Region VII AAA is advocating to legislators and representatives for much needed funding to provide home and community based services. In the 10 county PSA, 21.5% of the population is 65 years old or older. Many of these individuals require some type of support that is not available from family or informal supports. The largest communities for the following minority groups are: Black- Saginaw County (19.2%); American Indian/Alaska Native- Isabella County (3.9%); Asian-Midland County (2.3%); Native Hawaiian/Pacific Islander-Gratiot/Isabella/Midland/Saginaw Counties (0.10%); Hispanic/Latinos-Saginaw County (9.3%)/Gratiot County (6.8%)/ Bay County (5.9%). The Non-English speaking counties that have identified other languages spoken in the home are Clare County (5.5%-Spanish/Bangla); Isabella County (5.2%-Spanish); Midland County (4.2%-Spanish/Burmese). The percentage of persons reported being in the poverty level range from Midland County (8.9%) to Saginaw County (18.10%). Region VII AAA also has a goal to serve more of the Black, Indigenous, and People of Color (BIPOC) and Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) communities within our PSA. Region VII AAA has also added 2 minority members to the Advisory Council.

Region VII AAA is also working with the Veterans Administration to help serve the individuals within the 10 county PSA. Based on the current census, veteran numbers are as follows: Bay County-6880; Clare County-2401; Gladwin County-1952; Gratiot County-1942; Huron County- 1785; Isabella County-2966; Midland County-4916; Saginaw County-10,539; Sanilac County-2591; and Tuscola County. This is a total count of 39,097 veterans that are within the 10 county PSA. Region VII AAA has had the opportunity to add a Veterans Administration Representative to the Advisory Council. He is working with Region VII's MI Choice Waiver program to send referrals to connect veterans with services who may qualify. There is also collaboration between Region VII AAA and the VA to share resources for the aging population and hoping to serve more veterans. In meeting with the VA representatives, the VA will begin sending referrals to the Senior Community Service Employment Program (SCSEP) that assists seniors over 55 years of age with training to potentially gain employment. Region VII will meet quarterly to share updates and new information. With this information, we will be able to target more efforts into spreading the word that services are available.

Last but not least, Region VII AAA's Executive Director has been chosen to sit on the Michigan State Housing Development Authority (MSHDA) Equity Advisory Committee.

**FY 2025 ADVOCACY EFFORTS**

Region VII AAA's Executive Director has been meeting with State Representatives and Legislators to advocate to increase funding for the Older Americans Act. Additionally, all of the management staff have been doing presentations to local villages, townships, municipalities, etc. to share how important these services are to the community and what the millages are helping fund.

The Board of Directors has three individuals who are a part of the Michigan State Advisory Council (MSAC) who meet monthly in Lansing to advocate for seniors and especially the programs that directly affect the aging population. These individuals report back at the following meeting for any new updates.

Region VII AAA will also seek out additional funding for programs through grants and any other opportunities as able.

**CHALLENGES GOING INTO FY 2025**

Region VII AAA will continue to make their presence out in the community to let people know about the

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services that are available. We will continue to build and strengthen partnerships within the communities. We will continue to build/maintain the census in all programs going forward. We will support agencies to obtain/maintain adequate caregivers to provide the in home services to clients.

**PLANS FOR POTENTIAL REDUCTION OF FUNDS**

Region VII AAA will develop a plan to continue with business at a reduced funding level. Every attempt will be made to continue providing services as usual for as long as possible. Region VII will identify our most at-risk clients and using the funds available to assist them first. Service delivery will be modified to maintain critical nutrition and in-home services for the most vulnerable older adults in our 10 county region. A priority scale would be created to assist those in the greatest need.

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FY 2025

**County/Local Unit of Government Review**

The Michigan Department of Health and Human Services (MDHHS) recognizes the importance of local collaboration including consultation of the complete AIP for each AAA with their county/local unit of government to encourage and foster collaboration between Older Americans Act (OAA) programming and that provided by other non OAA resources.

The Area Agency on Aging (AAA) must send a notification of the complete AIP to the chairperson of each County Board of Commissioners. Notification can be sent via U.S. Mail or by electronic means, with delivery and signature confirmation, no later than June 21, 2024. For a Planning and Service Area (PSA) comprised of a single county or portion of the county, notification of the AIP is to be sent to each local unit of government. The AAA must notify their Bureau of Aging, Community Living, and Supports (ACLS Bureau) Field Representative by July 22, 2024, of any comments or feedback received from their county/local unit of government. If no comments or feedback were received, please indicate that in your response. AAAs are encouraged to provide a copy of their official press release for public hearing to their county/local unit of government as well. The AAA may use electronic communication, including email and website-based documents, as an option for local government notification and consultation of the AIP. To employ this option, the AAA must do the following:

- Send a letter through the U.S. Mail, with delivery and signature confirmation, or an email requiring a response confirming receipt to the chief elected official of each appropriate local government advising them of the availability of the final draft AIP on the AAA's website.
- Offer to provide a printed copy of the AIP via U.S. Mail, or an electronic copy via email, if requested.
- Be available to discuss the AIP with local government officials, if requested.
- Request email notification from the local unit of government of their feedback of the AIP or concerns.

**Instructions**

Describe the AAA's efforts, including use of electronic communication, to distribute the AIP to the appropriate county and/or local units of government to gain support.

**TRIBAL NOTIFICATION**

The Michigan Department of Health and Human Services (MDHHS) has an established relationship of working directly with the Federally Recognized Sovereign Indian Tribes of Michigan (Tribes). As part of this work, MDHHS recognizes the importance of Tribal notification including consultation of the complete AIP for each AAA within their PSA to encourage and foster collaboration between Title III and Title VI programming as outlined in the Older Americans Act (OAA).

AAAs, please send an official notification of your complete AIP for any Tribe(s) within your PSA for their review and consultation. If there are no Tribes within the PSA, please indicate that in your response and if a Tribe crosses more than one PSA, each AAA is still expected to send their AIP to Tribes within the PSA. Notification can be sent via U.S. Mail or by electronic means, with delivery and signature confirmation, no later than June 21, 2024. The AAA will notify their ACLS Bureau Field

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Representative by July 22, 2024, of any comments or feedback received from their Tribe(s). If no comments or feedback are received, please indicate that in your response. The AAA may use electronic communication, including email and website-based documents, as an option for Tribe notification and consultation of the AIP. To employ this option, the AAA must do the following:

- Send a letter through the U.S. Mail, with delivery and signature confirmation, or an email requiring a response confirming receipt to the Chairperson of the Tribal Council advising them of the availability of the final draft AIP on the AAA's website (instructions for how to view and print the document must be included).
- Offer to provide a printed copy of the AIP via U.S. Mail, or an electronic copy via email, if requested.
- Be available to discuss the AIP with Tribal elders and/or Tribal officials, if requested.
- Request email notification from the Tribe of their comments and feedback of the AIP or concerns.

**Instructions**

Describe the AAA's efforts, including use of electronic communication, to distribute the AIP to the appropriate Tribe(s) within your PSA for notification and consultation. Describe any current and future collaborative efforts with Tribe(s) within your PSA including any anticipated outreach efforts. AAAs, note whether your Policy and Advisory Boards have representation from the Tribe(s) and/or elders within your PSA. If not, describe the AAAs efforts to build and foster relationships with the Tribe(s) to encourage potential representation on these respective boards.

By June 21, 2024, Region VII AAA will send a copy of the Annual Implementation Plan (AIP) to the Chair of each of the County Commissions in the Planning and Service Area and to the Chief of the Saginaw Chippewa Indian Tribe with a cover letter requesting feedback of the plans by July 22, 2024. The letter will invite Commissioners to request a presentation about the plans. This correspondence will be sent by Certified U.S. Mail including a return receipt, along with an emailed copy to each entity.

In regards to tribal engagement, Region VII AAA has a member of the Saginaw Chippewa Indian Tribe on the Board of Directors and plans to work with this individual to increase tribal engagement and interaction.

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FY 2025

**Public Hearings**

At least one public hearing on the FY 2025 AIP must be held in the PSA. Hearing(s) must be made accessible to all. Persons need not be present at the hearing(s) to provide testimony. E-mail and written testimony must be accepted for at least a 30-day period beginning when the summary of the AIP is made available.

The AAA must post a notice of the public hearing(s) in a manner that can reasonably be expected to inform the public about the hearing(s). Acceptable posting methods include, but are not limited to: paid notice in at least one newspaper or newsletter with broad circulation throughout the PSA; as well as news sources geared toward communities of color, tribal, Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+), immigrant communities and/or other underrepresented groups; presentation on the AAA's website, along with communication via email and social media referring to the notice; press releases and public service announcements; and a notice to AAA partners, service provider agencies, older adult organizations, and local units of government. See Operating Standards for AAAs, Section B-2 #3. The public hearing notice should be available at least 30 days in advance of the scheduled hearing. This notice must indicate the availability of a summary of the AIP at least 14 days prior to the hearing, along with information on how to obtain the summary. All components of the AIP should be available for the public hearing(s).

**Instructions**

Complete the chart below regarding your public hearing(s). Include the date, time, number of attendees and the location and accessibility of each public hearing. Please scan any written testimony (including emails received) as a PDF and upload on this tab.

In addition, the AAA should also upload a copy of your official notice and/or press release(s) for a public hearing. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and any impacts on the AIP. Describe how the AAA factored the accessibility issues of the service population and others in choosing the format of the meeting.

For FY 2025, AAAs please describe how the agency involved the Policy and Advisory Boards with encouraging and promoting participation at the public hearings(s). Did a representative from either the Policy and/or Advisory Board attend the hearing(s)?

Date	Location	Time	Barrier Free?	No. of Attendees
05/16/2024	ZOOM	02:00 PM	Yes	9
05/20/2024	ZOOM	10:00 AM	Yes	17
05/16/2024	1615 S. Euclid	02:00 PM	Yes	7

Notification for the public hearings was given to three local newspapers for May 3, 2024, listed on our



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website, and sent out to all of our vendors via email and Vendor View. Notices were sent to three newspapers within Region VII AAA's PSA (The Saginaw News, Cass River Trader, and Morning Sun), posted on the agency's website, and distributed to the Board, Advisory Committee, and vendors in the 10-county region. A public hearing flyer was also distributed to AAA Partners, service providers, and older adults via email and social media. The flyer included several ways to participate in the hearing. Participants could join in person, via Zoom on a computer or smart cell phone, or to call in to listen to the presentation and discussion after. Phone numbers and links were listed on the flyer for ease of participation.

The Saginaw News was chosen as it has the highest representation of Black and Hispanic population. The Morning Sun was chosen as it is circulated in Isabella County and has a large population of tribal members. The Cass River Trader was chosen as it represents many of the underserved populations in rural communities.

Two public hearings took place on Thursday, May 16, 2024 both virtual (ZOOM) and in-person held at 1615 S. Euclid Ave., Bay City, MI 48706 and Monday, May 20, 2024 via virtual (Zoom). Slides were presented by Region VII AAA that reviewed the FY 2025 AIP which outlines how the federal and state funding will be used for programs and services benefiting older adults in Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac, and Tuscola counties. There were no questions at either meeting.

The draft summary of the proposed plan was available on Friday, May 10, 2024 on the website, or by calling the main office for a copy. A deadline of May 21, 2024 will be given for any written testimony.

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**Regional Service Definitions**

If the AAA is proposing to fund a new (not previously approved in this multi-year planning cycle) service category that is not included in the Operating Standards for Service Programs, then information about the proposed service category must be included in this section.

**Instructions**

Enter the new regional service name, identify the service category, and fund source, include unit of service, minimum standards and why activities cannot be funded under an existing service definition.

**Service Name/Definition**

Rationale (Explain why activities cannot be funded under an existing service definition.)

Service Category	Fund Source			Unit of Service
Access	Title III PartB	Title III PartD	Title III PartE	
In-Home	Title VII	State Alternative Care	State Access	
Community	State In-home	State Respite		
	Other _____			

**Minimum Standards**

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**Access Services**

Access services may be provided to older adults directly through the AAA without a direct service provision request. These services include Care Transition Coordination & Support; Care Management; Case Coordination and Support; Options Counseling; Disaster Advocacy and Outreach Programs; Information and Assistance; Outreach, with specific attention to outreach with underserved populations, and Merit Award Trust Fund/State Caregiver Support-funded transportation. If the AAA is planning to provide any of the above noted access services directly during FY 2025, complete this section.

**Instructions**

Select from the list of access services those services the AAA plans to provide directly during FY 2025, and provide the information requested. Specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

The Area Plan Grant Budget that is uploaded and saved in AMPS must include each access service to be provided directly in the Direct Service Budget details tab. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget's Support Services Detail tab. The method of provision must be specified in the Service Summary tab.

**Care Management**

<u>Starting Date</u>	10/01/2024	<u>Ending Date</u>	09/30/2025
Total of Federal Dollars	\$0.00	Total of State Dollars	\$473,831.00

Geographic area to be served  
All 10 counties

**Specify the planned goals and activities that will be undertaken to provide the service.**

Region VII AAA expects to continue with the following goals:

Goal 1. Ensure appropriate care delivery to program participants.

Expected Outcome: Program participants will receive necessary assistance to maintain living in their home through an initial assessment and then quarterly in-home re-assessments; whereby, person-centered plans with emphasis on use of community resources will be developed by un-biased and professional Support Coordinators.

Actual Outcome: Program participants receive an initial assessment and regularly scheduled re-assessments by a licensed Social Worker and a Registered Nurse to ensure that the participant's needs are met. During this visit, services, medications, and providers are reviewed/updated with the participant. If additional services are required, services will be put in place or a referral will be made to other community resources such as the MI Choice Medicaid Waiver Program, legal Services, home delivered meals, transportation to medical appointments, etc. Monthly monitoring calls are made to the participant to see if there are any changes in participant's condition or have any additional needs.

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Goal 2. Build and maintain professional relationships to ensure that quality care is provided to program participants.

Expected Outcome: Support Coordinators' knowledge of community resources and communication with caregivers and service providers will ensure that each client receives quality care from trained professionals. On-site provider monitoring by trained staff and semi-annual peer review processes reinforces the commitment to quality care.

Actual Outcome: Support Coordinators have access to a resource guide that is on Region VII's local server and also can ask Region VII AAA's I&A department for additional resources. Supports Coordinators also communicate with providers regarding the care of participants via Vendor View and telephone. There is communication with caregivers when completing an in-home visit or when the participant requests assistance making calls. Provider monitoring are scheduled with the providers to ensure that they are in compliance. Peer review is completed semi-annually. Providers are also required to attend semi-annual training to review any new guidance and review requirements to ensure that any new staff will have the information that is needed.

Goal 3. Enhance the agency's Quality Management Plan.

Expected Outcome: Region VII AAA Support Coordinators along with the agency's Quality Assurance Manager will ensure that program participants receive optimal person-centered, high-quality care that meets or exceeds the established standards of care set forth by the Michigan Department of Health and Human Services, Bureau of Aging, Community Living, and Supports (ACLS Bureau).

Actual Outcome: The Quality Assurance Department reviews charts at least quarterly to ensure that services are provided according to the ACLS Bureau and MDHHS guidelines. These reviews are shared with the managers and support coordinators. Educational trainings are provided to increase knowledge and meet the standards set forth.

Goal 4. Continue attendance at Care Management meetings sponsored by ACLS Bureau.

Expected Outcome: Maintain on-going communication with ACLS Bureau's staff regarding Care Management policies, procedures, and practices.

Actual Outcome: Staff participate in on-going meetings in person and/or virtual to review care Management policies, procedures, and practices. Attendance is recorded for any meetings.

Goal 5. Participate in training opportunities related to Person-Centered Planning

Actual Outcome: Staff have received education on Person-centered Training. The training includes honoring the choices/preferences of the individual based on their assessment needs and objectives.

Assisting the participant to be as independent as possible.

Number of client pre-screenings:	Current Year:	92	Planned Next Year:	92
Number of initial client assessments:	Current Year:	36	Planned Next Year:	36
Number of initial client care plans:	Current Year:	36	Planned Next Year:	36
Total number of clients (carry over plus new):	Current Year:	158	Planned Next Year:	158

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Staff to client ratio (Active and maintenance per Full time care manager):      Current Year: 1:6      Planned Next Year: 1:6

**Information and Assistance**

<u>Starting Date</u>	10/01/2024	<u>Ending Date</u>	09/30/2025
Total of Federal Dollars	\$0.00	Total of State Dollars	\$74,953.00

Geographic area to be served

All 10 counties

**Specify the planned goals and activities that will be undertaken to provide the service.**

Goal 1. Maintain and update the agency's Information and Assistance database to include services and resources that meet the needs of older adults and persons with disabilities.

Expected Outcome: Staff will monitor the Information and Assistance database to ensure that the most recent data is available and accurate.

Actual Outcome: Staff update the community resources on a regular basis to ensure that information is accurate and up to date. As new resources become available, they are added to the database.

Goal 2. Continue to promote professionalism, education, and quality improvement of Information and Assistance.

Expected Outcome: Staff will participate in inter-departmental meetings at the agency to ensure that information and programs are current and communicated. Region VII AAA continues to require staff to be certified by the Alliance of Information and Referral System (AIRS) and conducts random monthly quality assurance surveys of 10% of all calls. Additionally, the agency website [www.region7aaa.org](http://www.region7aaa.org) will continue to be updated. Staff will continue to support the Medicare Medicaid Assistance Program (MMAP).

Actual Outcome: Staff attend monthly all staff meetings to share information on new programs and resources. All staff are certified in AIRs. Monthly quality assurance surveys are completed with at least 10% of calls completed. The agency website is updated on a monthly basis. The Medicare Medicaid Assistance Program takes appointments in person and via phone calls.

Goal 3. Enhance marketing efforts of Information and Assistance.

Expected Outcome: Increased number of calls to Information and Assistance.

Actual Outcome: The calls have doubled in volume in the last fiscal year. The Information and Assistance are also taking walk-in appointments to accommodate in-person inquiries.

**Outreach**

<u>Starting Date</u>	10/01/2024	<u>Ending Date</u>	09/30/2025
Total of Federal Dollars	\$129,194.00	Total of State Dollars	\$0.00

Geographic area to be served

All 10 counties

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**Specify the planned goals and activities that will be undertaken to provide the service.**

Goal 1. Enhance outreach efforts of Region VII AAA.

Region VII AAA Executive Director, management and staff will continue to present information about available home and community-based services for older adults and persons with disabilities to all local governments, i.e. city/village councils, townships, elected officials and other influential groups within the PSA.

Additional outreach and partner development is planned and will involve businesses, healthcare entities, and community-based organizations.

Actual Outcome: The Executive Director, Board of Directors, Advisory Council Members, Managers, and staff have been reaching out to legislators and senators, community leaders, religious leaders, community groups, medical facilities, etc. to share service opportunities that Region VII AAA can provide to the aging community.

**Care Transition Coordination and Support**

<u>Starting Date</u>	10/01/2024	<u>Ending Date</u>	09/30/2025
Total of Federal Dollars	\$0.00	Total of State Dollars	\$100,000.00

Geographic area to be served  
All 10 counties

**Specify the planned goals and activities that will be undertaken to provide the service.**

Region VII AAA's Care Transitions team will continue to meet with participants that are transitioning from hospital to home in order to minimize the risk of readmission. The Community Health Worker (CHW) or other health care professional will provide proactive discharge planning, extensive coaching, and post discharge supports. This coaching is intended to support adults age 60 or older discharging from a medical care institution to the place they consider to be home preventing re-institutionalization. Care Transitions are currently serving Ascension St. Mary's and McLaren Bay Region facilities.

Care Transition (CT) supports include intake, assessment, a development of service(s) plan, person centered planning, services arranging, primary care follow-up, medical transportation coordination, red flag warning education, medication review and weekly follow up.

The Care Transition program has expanded to 3 facilities and are expecting to see at least 30 participants per week. Future expansions are hopeful as hospital mergers would allow for more programs to serve a larger population of clientele.

Number of client pre-screenings:	Current Year:	1,078	Planned Next Year:	2,500
Number of initial client assessments:	Current Year:	505	Planned Next Year:	1,400
Number of initial client care plans:	Current Year:	505	Planned Next Year:	1,400
Total number of clients (carry over plus new):	Current Year:	748	Planned Next Year:	2,000
Staff to client ratio (Active and maintenance per Full time care manager):	Current Year:	1:62	Planned Next Year:	1:60

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**Direct Service Request**

This section applies only if the AAA is submitting a new request to provide an in-home, community, or nutrition service directly that was not previously approved in this multi-year planning cycle.

It is expected that in-home, community, and nutrition services will be provided under contracts with community-based service providers, but when appropriate, AAAs can request to provide these services directly. Direct service provision requests must be approved by the Commission on Services to the Aging (CSA). Direct service provision is defined as “providing a service directly to a senior, such as preparing meals, doing chore services, or working with seniors in an adult day setting.” Direct service provision by the AAA may be appropriate when, in the judgment of the ACLS Bureau: A) provision is necessary to ensure an adequate supply; B) the service is directly related to the AAA’s administrative functions; or C) a service can be provided by the AAA more economically than any available contractor, and with comparable quality.

**Instructions**

Select the service from the list and enter the information requested pertaining to basis, justification, and public hearing discussion for any new Direct Service Request for FY 2025. Specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service.

Direct service budget details for FY 2025 are to be included under the Direct Service Budget tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified on the Support Services Detail page.

Please skip this section if the AAA is not submitting a new request to provide an in-home, community, or nutrition service directly during FY 2025.

**Medication Management**

Total of Federal Dollars      \$0.00                      Total of State Dollars      \$110,000.00

Geographic Area Served      All 10 counties

**Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

Direct assistance in managing the use of both prescription and over-the-counter (OTC) medication.

Allowable program components include:

Face-to-face review of client’s prescription, OTC medication regimen, and use of herbs and dietary supplements.

Regular set-up of medication regimen (Rx pills, Rx injectables, and OTC medications).

Monitoring of compliance with medication regimen.

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Cueing via home-visit or telephone call.

Communicating with referral sources (physicians, family members, primary care givers, etc.) regarding compliance with medication regimen.

Family, caregiver, and client education and training.

The program shall employ a licensed Pharmacist who supervises program staff and is available to staff when they are in a client's home or making telephone reminder calls. Each program shall employ program staff who are appropriately licensed, certified, trained, oriented, and supervised.

The supervising Pharmacist shall review and evaluate the medication management care plan and the complete medication regimen, including prescription and OTC medications, dietary supplements and herbal remedies, with each client and appropriate caregiver. Each program shall implement a procedure for notifying the client's physician(s) of all medications being managed.

The program shall be operated within the five basic levels of service as follows:

Level 1: Telephone reminder call/cueing with maintenance of appropriate documentation. Program staff performing this level of service shall be delegated by the supervising nurse.

Level 2: In-home monitoring visit/cueing with maintenance of appropriate documentation.

Level 3: In-home medication set up, instructions, and passing and /or assistance with medications (e.g., putting in eye drops, giving pills and injections). Program staff performing level 3 services shall be delegated by the supervising nurse.

Level 4: The program shall maintain an individual medication log for each client that contains the following information:

- a. Each medication being taken.
- b. The dosage for each medication.
- c. Label instructions for use for each medication.
- d. Level of service provided and initials of person providing service.
- e. Date and time for each time services are provided.

Level 5: The program shall report any change in a client's condition to the client's physician (s) immediately.



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Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

(A) Provision of the Medication Management by Region VII AAA is necessary to assure an adequate supply of assistance with healthcare.

(B) Healthcare services provided by the Pharmacist are directly related to Region VII AAA's Administrative functions and will be coordinated with other services to assure optimal health and wellbeing of persons served.

(C) Region VII AAA has been providing Medication Management services under a contract with a local hospital.

**Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

The agency has a licensed Pharmacist who has the capacity to provide the service. Region VII AAA has the administrative functions in place to provide, document, and bill for the services and will achieve an economy of scale by providing this service directly.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

Presented the slides that included all information about Medication Management. Discussed the process Region VII AAA uses to provide this service. No questions were asked.

**Friendly reassurance**

Total of Federal Dollars      \$24,166.00                      Total of State Dollars      \$0.00

Geographic Area Served      All 10 Counties

**Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

Goal: To make regular contact, through either telephone or in-home visits, with home-bound older persons to assure their well-being and safety and to provide companionship and social interaction

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Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.
- (B) Such services are directly related to the Area Agency's administrative functions.
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.

(A) Friendly Reassurance service by Region VII AAA is necessary to ensure the well-being of our clients.

(B) Friendly Reassurance services are directly related to Region VII AAA's administrative functions and will be coordinated with other services to assure optimal health and well-being of persons served.

(C) Region VII AAA will economically provide this important Friendly Reassurance service.

**Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

Region VII AAA is uniquely qualified to administer the Friendly Reassurance service, and this program will allow one person at Region VII AAA to provide the service to all 10 counties. Region VII AAA, as a service provider, is locally based yet not restricted by county actions. Region VII AAA is able to still check on clients even when county services are closed due to weather, emergencies, or disasters.

The regular calls and/or visits assure that any possible changes in the client's health are identified and recorded, helps reduce isolation, and allows clients to feel more connected to the community by enabling them to remain independent in their own homes.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

Presented the slides that included all information about Friendly Reassurance. Discussed the process Region VII AAA uses to provide this service. No questions were asked.

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**Regional Direct Service Request**

This section applies only if the AAA is submitting a new request to provide a regional service directly that was not previously approved in the multi-year planning cycle.

It is expected that regionally defined services, as identified in the category above, will be provided under contract with community-based service providers, but when appropriate, a regional service provision request may be approved by the CSA to be provided directly. The basis for requesting direct provision of a regional direct service by the AAA would be if, in the judgment of the ACLS Bureau: A) provision is necessary to assure an adequate supply; B) the service is directly related to the AAA's administrative functions; or C) a service can be provided by the AAA more economically than any available contractor, and with comparable quality.

**Instructions**

AAAs that have a new request to provide a regional service directly must complete this tab for each service category. Enter the regional service name in the box and click "Add." The regional service name will appear in the dialog box on the left after the screen refreshes. Select the link for the newly added regional direct service and enter the information requested pertaining to basis, justification, and public hearing discussion for any new regional direct service request for FY 2025. Also specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service.

Regional Direct Service Budget details for FY 2025 are to be included under the appropriate tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget, Support Services Detail page.

Total of Federal Dollars

Total of State Dollars

Geographic Area Served

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

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Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

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**Approved MYP Program Development Objectives**

**APPROVED MYP GOALS AND OBJECTIVES**

Goals and objectives previously set by the AAA and approved by the CSA in this multi-year planning cycle are included as read-only. For each of these established objectives, a text box is included for the AAA to provide information on progress toward the objectives to date. This text box is editable.

**Instructions**

Please provide information on progress to date for each established objective under the section tab entitled "Progress."

For the Diversity, Equity, and Inclusion (DEI) objective, the ACLS Bureau Operating Standards for AAAs have long required that preference be given to serving older persons in greatest social or economic need with particular attention to low-income minority elderly.

*Please refer to Operating Standards for AAAs sections C-2 and C-4 along with the Document Library for the ACLS Bureau training completed on Embedding Diversity, Equity & Inclusion (DEI) within Aging Services across Michigan for the MYP Cycle.*

Within the progress tab, ensure to address, at a minimum, the below:

**Objective 1- Increase services provided to veterans Black, Indigenous (Tribal), and People of Color (BIPOC), and LGBTQ+ seniors served in your region. Please share progress made from FY 2023 through FY 2024 on this objective including any data that the AAA has collected and/or tracked that supports efforts to outreach and/or serve more BIPOC and LGBTQ+ seniors within the PSA. New for FY 2025 AIP, AAAs please describe current methods of outreach and/or targeting of older adults who have served in the US military and ways the AAA could potentially increase services and coordination for veterans and their spouses within the PSA.**

**Objective 2- Increase the number of AAA staff, providers, caregivers, and volunteers trained in implicit bias, cultural competencies, and root causes of racism. Please describe how the AAA ensures cultural competency trainings reflect the demographics of the seniors residing within the PSA and how the AAA evaluates how staff, providers, caregivers, and volunteers apply this training.**

**Objective 3- Increase availability of linguistic translation services and communications based on the cultural needs in the region in which you serve. Please include the top 3 requested linguistic translation services for your PSA. How does the AAA ensure staff are trained to identify a possible linguistic translation need of a senior, caregiver, and/or family member?**

**Area Agency on Aging Goal**

- A. Provide training, resources, and technical assistance to vendors, caregivers, and staff regarding implicit bias, cultural competencies, and root causes of racism.

**Objectives**

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1. Increase the number of well-trained, qualified, and supportive multicultural direct care workers through collaboration by elevating the workforce, improving retention, promoting its collective value, and supporting opportunities to increase wages.

Timeline: 10/01/2022 to 09/30/2025

Progress

In FY 2024, the following trainings were provided to staff:

- \* Diversity and Inclusion
- \* Corporate Compliance
- \* False Claims Act
- \* HIPAA Compliance
- \* HIPPA Privacy and Security
- \* Implicit Bias
- \* Unconscious Bias
- \* Team Working Excellence
- \* A Safe Workplace-OSHA and Right-to-Know Laws in the US
- \* Fire Safety Training
- \* Infection Control Overview
- \* Reducing the Spread of Infection
- \* Abuse and Elder Justice
- \* Communication and Ethics
- \* Communicating Effectively
- \* Mental Health at Work
- \* Understanding Cyber Security
- \* Understanding Sexual Harassment
- \* Blood Borne Pathogens and Your Exposure Control Plan
- \* CPR/First Aid
- \* Introduction to LGBTQ+ Older Adults
- \* BIPOC training

Direct Care Workers received premium pay in addition to their regular wages as a means to retain workers . In FY 2024, staff and providers will be mandated to participate in additional trainings .

- B. Partner with local minority agencies to ensure services for all clients, including people of color and the LGBTQ+ communities.**

Objectives

1. Identify local minority agencies servicing seniors.

Timeline: 10/01/2022 to 09/30/2025

Progress

On March 3, 2023, Region VII AAA partnered with MiGen-Michigan LGBTQ+ Elders Network to provide and synchronous/instructor-led training. The training was offered to all of the providers in the network as well as the staff of Region VII AAA.

On January 14, 2024, a BIPOC training was provided to vendors in the PSA Network.

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Information and Assistance has LGBTQ+ friendly resources available to share with the community if they are requested. Region VII AAA has participated in the PRIDE event for 2 years in a row providing information on services that are offered. This is an annual event. Information and Assistance also has LGBTQ+ friendly resources available.

Outreach will continue to be provided to all areas of the PSA reaching a diverse group of people. Region VII AAA also is reaching out to local community leaders to share information on services that are available.

Region VII AAA has been collaborating with MPH Salud which is a Hispanic Outreach Program for Community Health Workers. Region VII AAA is learning how to reach immigrant elders and get services to them. It has been learned that language is not the biggest barrier, but the knowledge that services are available. Several staff have been participating in monthly meetings. Region VII staff or translators would be able to communicate with non-English speaking people if services were needed.

Region VII has a Board of Directors member who serves on the Michigan Seniors Advocates Council and is also a member of the Saginaw Chippewa Indian Tribe. He has been actively involved in the Aging in Place initiative. Region VII AAA Advisory Council has recently added two new Minority Representative seats to help reach out to the minority population and spread the word of the available services. They are going to senior centers and congregate meal sites to share the information about services that may be available to them. Region VII AAA also has a Veteran's Administration representative on the Advisory Council. With the collaboration between Region VII AAA and Veterans Administration there has been several referrals to the MI Choice Waiver Program to assist veterans with much needed services. Additionally, there is also a collaboration between the two agencies to work with older adults who need additional training for the 55+ community in the Senior Community Service Employment Program (SCSEP).

**C. Identify additional vendors to provide linguistic translation services and communications based on the cultural needs in our 10-county PSA, and inform current providers of these services.**

Objectives

1. Research and identify linguistic providers of need

Timeline: 10/01/2022 to 09/30/2025

Progress

On several occasions, Region VII AAA has reached out to V.O.I. C. E. - Valley Organization for Improved Communications and Equality for the Deaf and Hard of Hearing. The Medicare and Medicaid Assistance Program (MMAP) had a client who was deaf and needed a sign language interpreter. This agency came to the Region VII AAA office to translate for her appointments. V.O.I.C.E. also has interpreters for other languages such as Spanish and Mandarin. Region VII AAA has the ability to use the V.O.I.C.E. services as needed.

MMAP has also requested Medicare and You 2024 books in English, Spanish, and Braille.

Region VII AAA has received a grant to translate the agency brochure in Spanish. These brochures have been shared throughout the PSA to spread the awareness that services are available for all people of the community. Region VII AAA staff, Board, and Advisory Council members are distributing them in all 10 counties.

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Staff are trained to be culturally sensitive and recognize body language and ask if the person requesting/needing services would like to have a representative or other support to be with them to attend a meeting. If a translator is needed, Region VII AAA would be able to accommodate this request. Region VII AAA also has several bilingual speaking staff. Staff are also required to take Diversity, Equity, and Inclusion training as well as Unconscious Bias training.

- D. Continue the work previously done under the No Wrong Door Grant to connect seniors experiencing social isolation with their family, friends, doctors, etc. by providing technology (e.g. Tablets/IPads)**

Objectives

1. Find someone to research and identify partners to continue with the program  
Timeline: 10/01/2022 to 09/30/2025

Progress

The No Wrong Door Grant has ended, but Region VII AAA has a Friendly Reassurance Program to help seniors with isolation and resources. These seniors receive weekly, biweekly, or monthly check in calls to see how they are doing and if they need resources such as rides to doctor appointments.

Region VII AAA will continue to look for new opportunities to assist the seniors of our community .

Region VII was able to give an additional 10 tablets to seniors in January 2023.



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**2025 Program Development Objectives**

**FY 2025 AIP COLLABORATION WITH STATE PLAN GOALS**

Please provide information for any new goals and objectives that are proposed by the AAA during FY 2025.

**Instructions**

The AAA may enter a new goal in the appropriate text box. It is acceptable, though not required, if some of the AAA's goals correspond to the ACLS Bureau's state plan goals. There is an entry box to identify which, if any, state plan goal(s) correlate with the entered goal. See the Document Library for Michigan's State Plan on Aging for FY 2024 – FY 2026.

A narrative for each goal should be entered in the appropriate text box. Enter objectives related to each program development goal in the appropriate text box.

Complete the information in the text boxes for the timeline, planned activities and expected outcomes for each objective (see Document Library for additional instructions on completing this section).

**Area Agency on Aging Goal**

A.

State Goal Match:

Narrative

Objectives

1.

Timeline:                      to

Activities

Expected Outcome

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**Supplemental Documents**

Document A: Policy Board Membership (Required).

Document B: Advisory Council Membership (Required).

**SUPPLEMENTAL DOCUMENTS FOR SPECIAL APPROVAL**

Select the supplemental document(s) from the list below only if applicable to the AAA's FY 2025 AIP. Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

Document C: Proposal Selection Criteria - should only be completed if there are new or changed criteria for selecting providers (only if applicable).

Document D: Cash-In-Lieu-Of-Commodity Agreement (only if applicable).

Document E: Waiver of Minimum Percentage of a Priority Service Category (only if applicable).

Document F: Request to Transfer Funds (only if applicable).

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**SUPPLEMENTAL DOCUMENT A**  
**Board of Directors Membership**

	Asian	Black or African American	American Indian or Alaska Native	Hispanic or Latino	Native Hawaiian or Other Pacific	Middle Eastern or North African	White	Total Membership
Membership Demographics	0	2	1	0	0	0	9	12
Age 60 and Over	0	1	1	0	0	0	8	10
Identifies as Female	0	1	0	0	0	0	2	3
Identifies as Male	0	1	1	0	0	0	7	9
Identifies as Transgender, Non-Binary, or Another Gender	0	0	0	0	0	0	0	0
Gender Undisclosed or Declined to Answer	0	0	0	0	0	0	0	0
Persons with Disabilities	0	0	0	0	0	0	0	0
Persons who Served in the US Military	0	0	0	0	0	0	1	1

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Board Member Name	Geographic Area	Affiliation	Membership Status
Patrick Beson	Bay County	Treasurer	Appointed
Joseph Söwmick	Isabella County	Member-at-Large	Appointed
Dan Glaza	Huron County		Appointed
Christine Lee	Sanilac County		Appointed
Brenda F. Moore	Saginaw County	City of Saginaw Mayor	Elected Official
Corrine (Corey) Netzley	Gratiot County		Appointed
William Sanders	Tuscola County		Appointed
Darryl Thomas	Saginaw County	Chair	Appointed
Mike Tobin	Clare County	Member-at-Large	Appointed
Joel Vernier	Gladwin County	Vice Chair	Appointed
William Walters	Sanilac County	Secretary Advisory Council Liaison	Appointed
Geoff Malicoat	Midland County	Member-at-Large	Appointed

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**SUPPLEMENTAL DOCUMENT B**  
**Advisory Board Membership**

	Asian	Black or African American	American Indian or Alaska Native	Hispanic or Latino	Native Hawaiian or Other Pacific	Middle Eastern or North African	White	Total Membership
Membership Demographics	0	1	0	1	0	0	11	13
Age 60 and Over	0	1	0	0	0	0	9	10
Identifies as Female	0	1	0	0	0	0	4	5
Identifies as Male	0	1	0	1	0	0	6	8
Identifies as Transgender, Non-Binary, or Another Gender	0	0	0	0	0	0	0	0
Gender Undisclosed or Declined to Answer	0	0	0	0	0	0	0	0
Persons with Disabilities	0	0	0	0	0	0	0	0
Persons who Served in the US Military	0	0	0	0	0	0	1	1

Board Member Name	Geographic Area	Affiliation
Sandra Bristol	Clare County	
Diane Conroy-Kellogg	Gratiot County	Secretary
Jacqueline Curtis	Isabella County	
Mary Donnelly	Bay County	Representative of Health Care Prov. Org.
Jim Peck	Midland County	
Melvin McNally	Bay County	Vice-Chair

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Wayne Susalla	Huron County	
Kenneth Roberts	Gladwin County	VA Representative
Linda Troutman		Minority Representative
Jack Tany	Saginaw County	
William Walters	Sanilac County	Chair Labor Representative
Henry Wymore	Tuscola County	
Daniel Soza		Minority Representative

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**SUPPLEMENTAL DOCUMENT F**

**Request to Transfer Funds**

1	The Area Agency on Aging requests approval to transfer funds <b>from Title III-B Supportive Services</b> to Title III-C Nutrition Services. The Agency assures that this action will not result in a reduction in support for in-home services and senior center staffing. Rationale for this request is below.	Amount of Transfer  323,607
2	The Area Agency on Aging requests approval to transfer funds <b>from Title III-C1 Congregate Nutrition Services</b> to Title III-B Supportive Services for in-home services. The rationale as to why congregate participation cannot be increased is described below.	Amount of Transfer  0
3	The Area Agency on Aging requests approval to transfer funds <b>from Title III-C1 Congregate Nutrition</b> to Title III-B Supportive Services for participant transportation to and from meal sites to possibly increase participation in the Congregate Nutrition Program. Rationale for this request is below.	Amount of Transfer  0

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**Planned Service Array**

Complete the FY 2025 AIP Planned Service Array form for your PSA. Indicate the appropriate placement for each ACLS Bureau service category and regional service definition. Unless noted otherwise, services are understood to be available PSA-wide.

	Access	In-Home	Community
<b>Provided by Area Agency</b>	<ul style="list-style-type: none"> <li>• Care Management</li> <li>• Information and Assistance</li> <li>• Outreach</li> <li>• Care Transition Coordination and Support</li> </ul>	<ul style="list-style-type: none"> <li>• Medication Management</li> <li>• Friendly Reassurance</li> </ul>	<ul style="list-style-type: none"> <li>• Disease Prevention/Health Promotion</li> <li>• Legal Assistance</li> <li>• Long-term Care Ombudsman/Advocacy</li> </ul>
<b>Participant Private Pay</b>		<ul style="list-style-type: none"> <li>• Home Care Assistance</li> <li>• Home Injury Control</li> <li>• Home Health Aide</li> <li>• Assistive Devices &amp; Technologies</li> </ul>	<ul style="list-style-type: none"> <li>• Health Screening</li> <li>• Assistance to the Hearing Impaired and Deaf</li> <li>• Vision Services</li> <li>• Counseling Services</li> </ul>
<b>Funded by Other Sources</b>	<ul style="list-style-type: none"> <li>• Disaster Advocacy and Outreach Program</li> <li>• Options Counseling</li> </ul>	<ul style="list-style-type: none"> <li>• Home Injury Control</li> <li>• Home Health Aide</li> </ul>	<ul style="list-style-type: none"> <li>• Dementia Adult Day Care</li> <li>• Nutrition Counseling</li> <li>• Nutrition Education</li> <li>• Creating Confident Caregivers</li> </ul>
<b>Contracted by Area Agency</b>	<ul style="list-style-type: none"> <li>• Care Management *</li> <li>• Case Coordination and Support</li> <li>• Outreach *</li> <li>• Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Chore *</li> <li>• Home Injury Control</li> <li>• Homemaking</li> <li>• Home Delivered Meals</li> <li>• Personal Care</li> <li>• Respite Care</li> </ul>	<ul style="list-style-type: none"> <li>• Adult Day Services *</li> <li>• Congregate Meals</li> <li>• Disease Prevention/Health Promotion</li> <li>• Assistance to the Hearing Impaired and Deaf</li> <li>• Home Repair *</li> <li>• Legal Assistance</li> <li>• Long-term Care Ombudsman/Advocacy</li> <li>• Senior Center Operations *</li> <li>• Senior Center Staffing *</li> <li>• Programs for Prevention of Elder Abuse, Neglect, and Exploitation</li> <li>• Caregiver Supplemental Services</li> <li>• Kinship Support Services</li> <li>• Caregiver Education, Support and Training</li> </ul>



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Local Millage Funded	<ul style="list-style-type: none"> <li>• Care Management *</li> <li>• Case Coordination and Support</li> <li>• Outreach *</li> <li>• Transportation *</li> </ul>	<ul style="list-style-type: none"> <li>• Chore *</li> <li>• Homemaking *</li> <li>• Home Delivered Meals *</li> <li>• Personal Care *</li> <li>• Respite Care *</li> </ul>	<ul style="list-style-type: none"> <li>• Congregate Meals *</li> <li>• Home Repair *</li> <li>• Legal Assistance *</li> <li>• Senior Center Operations *</li> <li>• Senior Center Staffing *</li> <li>• Creating Confident Caregivers *</li> <li>• Kinship Support Services</li> <li>• Caregiver Education, Support and Training *</li> </ul>
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\* Not PSA-wide

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Region VII Area Agency On Aging

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**Planned Service Array Narrative**

**Describe the area agency's rationale/strategy for selecting the services funded under the AIP in contrast to services funded by other resources within the PSA, especially for services not available PSA-wide.**

**Instructions**

**Use the provided text box to detail the Planned Service Array narrative.**

Region VII AAA's planned service area reflects the preferences of the local communities within its PSA, whether it be suburban, heavily populated areas, or rural, wide-spread communities. Region VII AAA has public hearings, and has ongoing discussions with local agencies on preferences of the clients in the PSA, as well as collecting new ideas. Agency staff work continuously and closely with county units on aging staff and other providers of human services to identify gaps in service, locate new sources of funding for aging services, launch new programs that match a community's needs, and to strengthen the safety net for older adults and people with disabilities.

The organization plans to utilize Region VII AAA's primary pharmacist, community health workers and a full-time contracted dietitian to integrate chronic care management for those who are unable to leave the house for routine healthcare appointments.

FY 2025 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL

Agency: Region VII AAA  
PSA: 7

Budget Period: 10/01/24 to 04/16/24  
Date: \_\_\_\_\_

Rev. No.: 1  
In: 09/30/25

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
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In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Rev. No.: \_\_\_\_\_  
In: \_\_\_\_\_

Op	Service Category	Title III-B	Title III-D	Title III-E	Title VII-A OMB	State Access	State In-Home	State Care	State Mgmt	State NHO	SI ANS	SI Respite (Escheat)	MATF	SI CGS Supp	Program Income	Cash Match	In-Kind Match	TOTAL
A	Access Services																	
A-1	Care Management					15,000			431,925									473,931
A-2	Case Coordination/Support	321,876		101,414							27,006							423,290
A-3	Disaster Advocacy & Outreach Program																	
A-4	Information & Assistance					39,453					35,500							74,953
A-5	Outreach	129,194																129,194
A-6	Transportation	80,005		5,531														87,236
A-7	Options Counseling																	
A-8	Case Transition Coordination and Support In-Home						100,000											100,000
B																		
B-1	Chore	27,883																27,883
B-2	Home Care Assistance																	
B-3	Home Injury Control																	
B-4	Homemaking	30,597					592,115	64,141										686,653
B-6	Home Health Aide						55,000	55,000										110,000
B-7	Medication Management						473,691	16,693										501,181
B-8	Personal Care	10,597																
B-9	Assistive Device & Technology																	
B-10	Respite Care	35,303					192,249	29,633										257,885
B-11	Friendly Reassurance	24,168																24,168
C	Community Services																	
C-1	Adult Day Services							42,633			19,246	71,216	223,659	27,504				385,941
C-5	Disease Prevention/Health Promotion																	
C-7	Health Screening		61,793															61,793
C-8	Assistance to Hearing Impaired & Deaf Community																	
C-9	Home Repair	44,000																44,000
C-10	Legal Assistance	56,000																56,000
C-11	LTC Ombudsman	14,922								40,524								90,014
C-12	Senior Center Operations	13,000			17,920													13,000
C-13	Senior Center Staffing	125,811																125,811
C-14	Vision Services																	
C-15	Programs for Prevention of Elder Abuse, Neglect, Exploitation																	
C-16	Counseling Services																	
C-18	Caregiver Supplement Services			79,413														79,413
C-19	Kinship Support Services			32,853														32,853
C-21	Caregiver Education			56,814														56,814
C-22	Caregiver Training	10,723		83,283														74,006
C-23	Caregiver Support Groups			56,814														56,814
*C-8	Program Development																	
	Region Specific	133,913																133,913
	a. Gap Filling						500	500										1,000
	b.																	
	c.																	
	d.																	
	e.																	
	f.																	
Sp Co	Region Specific												22,031					22,031
Sp Co	Region Specific													2,807				2,807
Sp Co	Region Specific																	
SUPPORT SERVICE TOTAL																		
		1,656,760	61,793	397,123	12,171	17,920	53,453	1,413,955	209,010	471,825	40,524	83,355	71,216	245,670	30,311			4,143,754

**FY 2025 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL**

Rev. 2/23/24

Agency: Region VII AAA  
PSA: 7

Budget Period: 10/01/24 to 9/30/25  
Date: 04/16/24 Rev. Number 1

page 3 of 3

**FY 2025 AREA PLAN GRANT BUDGET - TITLE III-C NUTRITION SERVICES DETAIL**

Op Std	SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Title III-E	Program Income	Cash Match	In-Kind Match	TOTAL
	<b>Nutrition Services</b>										
C-3	Congregate Meals	459,457		17,908		165,354	-				642,719
B-5	Home Delivered Meals		1,041,608		888,579	605,900					2,536,087
C-4	Nutrition Counseling										-
C-5	Nutrition Education										-
B-12	Carry-out Meal (COM)	60,000									60,000
	AAA RD/Nutritionist*										
	<b>Nutrition Services Total</b>	519,457	1,041,608	17,908	888,579	771,254	-	-	-	-	3,238,806

\*Registered Dietitian, Nutritionist or individual with comparable certification, as approved by AASA.

**FY 2025 AREA PLAN GRANT BUDGET-TITLE VII LTC OMBUDSMAN DETAIL**

Op Std	SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
	<b>LTC Ombudsman Ser</b>									
C-11	LTC Ombudsman	14,922	17,920		40,524	16,648	-	-	-	90,014
C-15	Elder Abuse Prevention Region Specific			12,171			-	-	-	12,171
	<b>LTC Ombudsman Ser Total</b>	14,922	17,920	12,171	40,524	16,648	-	-	-	102,185

**FY 2025 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL**

Op Std	SERVICES PROVIDED AS A FORM OF RESPITE CARE	Title III-B	Title III-E	State Alt Care	State Escheats	State In-Home	Merit Award Trust Fund	Program Income	Cash/In-Kind Match	TOTAL
B-1	Chore									-
B-4	Homemaking									-
B-2	Home Care Assistance									-
B-6	Home Health Aide									-
B-10	Meal Preparation/HDM									-
B-8	Personal Care									-
	<b>Respite Service Total</b>	-	-	-	-	-	-	-	-	-

**FY 2025 AREA PLAN GRANT BUDGET-TITLE E- KINSHIP SERVICES DETAIL**

Op Std	SERVICE CATEGORY	Title III-B	Title III-E	Program Income	Cash Match	In-Kind Match	TOTAL
	<b>Kinship Ser. Amounts Only</b>						
C-18	Caregiver Sup. Services						-
C-19	Kinship Support Services		32,853				32,853
C-21	Caregiver Education						-
C-22	Caregiver Training						-
C-23	Caregiver Support Groups						-
	<b>Kinship Services Total</b>	-	32,853	-	-	-	32,853

Planned Services Summary Page for FY 2025			PSA: 7		
Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
<b>ACCESS SERVICES</b>					
Care Management	\$ 473,831	6.42%			
Case Coordination & Support	\$ 423,290	5.73%			
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 74,953	1.02%			
Outreach	\$ 129,194	1.75%			
Transportation	\$ 87,336	1.18%			
Option Counseling	\$ -	0.00%			
Care Transition Coordination and Support	\$ 100,000	1.35%			
<b>IN-HOME SERVICES</b>					
Chore	\$ 27,883	0.38%			
Home Care Assistance	\$ -	0.00%			
Home Injury Control	\$ -	0.00%			
Homemaking	\$ 686,853	9.30%			
Home Delivered Meals	\$ 2,536,087	34.35%			
Home Health Aide	\$ -	0.00%			
Medication Management	\$ 110,000	1.49%			
Personal Care	\$ 501,181	6.79%			
Personal Emergency Response System	\$ -	0.00%			
Respite Care	\$ 257,585	3.49%			
Friendly Reassurance	\$ 24,166	0.33%			
<b>COMMUNITY SERVICES</b>					
Adult Day Services	\$ 385,041	5.22%			
Congregate Meals	\$ 642,719	8.71%			
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 61,793	0.84%			
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf Community	\$ -	0.00%			
Home Repair	\$ 44,000	0.60%			
Legal Assistance	\$ 56,000	0.76%			
Long Term Care Ombudsman/Advocacy	\$ 90,014	1.22%			
Senior Center Operations	\$ 13,000	0.18%			
Senior Center Staffing	\$ 125,811	1.70%			
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse, Neglect, & Counseling Services	\$ 12,171	0.16%			
Carry-Out Meal (COM)	\$ -	0.00%			
Caregiver Supplemental Services	\$ 79,413	1.08%			
Kinship Support Services	\$ 32,853	0.45%			
Caregiver Education	\$ 56,814	0.77%			
Caregiver Training	\$ 74,006	1.00%			
Caregiver Support Groups	\$ 56,814	0.77%			
AAA RD/Nutritionist	\$ 60,000	0.81%			
<b>PROGRAM DEVELOPMENT</b>	<b>\$ 133,913</b>	<b>1.81%</b>			
<b>REGION-SPECIFIC</b>					
a. Gap Filling	\$ 1,000	0.01%			
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
e.	\$ -	0.00%			
f.	\$ -	0.00%			
<b>SUBTOTAL SERVICES</b>					
<b>\$ 7,357,722</b>					
<b>MATF &amp; ST CG ADMINISTRATION</b>					
<b>\$ 24,838 0.34%</b>					
<b>TOTAL PERCENT</b>		<b>100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>TOTAL FUNDING</b>		<b>\$ 7,382,560</b>			

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns due to percentages in the formula. Rounding variances of + or (-) \$1 are not considered material.

**DFA24-09003**

Kerr Carpenter, Kathy (DHHS) <KerrCarpenterK1@michigan.gov>

Tue 4/30/2024 9:29 AM

To:Lindsey Arsenault <ArsenaultL@baycounty.net>

Good morning!

I am contacting you about your current agreement with MDHHS, DFA24-09003, that will expire on 9/30/24.

The cost of the agreement for FY 25 (10/1/24 – 9/30/25) is \$58,400 with payments of \$14,600 due 1/1/25, \$14,600 due 4/1/25, and \$29,200 due 7/1/25.

Please let me know if you would like to renew this agreement for the upcoming contract year, FY 25. Also, if you are interested in renewing, please verify the below information, and let me know if it is correct or if there are any changes.

**Agency Name: County of Bay, Board of Commissioners**

**Primary Contact: Lindsey Arsenault**

**Contact Email: [arsenaultl@baycounty.net](mailto:arsenaultl@baycounty.net)**

**Contact Phone: 989-895-4121**

**Accounts Payable Contact: Julie LaPrairie**

**Accounts Payable Email: [laprairiej@baycounty.net](mailto:laprairiej@baycounty.net)**

**Accounts Payable Phone: 989-895-4041**

**Agency Address: 515 Center Ave., Ste. 405, Bay City, MI 48708-5941**

**County Served: Bay**

**Work Location of MDHHS employee: Hybrid – MDHHS Bay County, 1399 W. Center Rd., Essexville, MI 48732**

**#/type(s) of worker(s) assigned: One Home Aide**

**Full time/part time: Full-time**

**Worker's Name: Brandi Meisner**

**Agreement Signer Name: Vaughn Begick & Lindsey Arsenault**

**Agreement Signer Email Address: [begickv@baycounty.net](mailto:begickv@baycounty.net), [arsenaultl@baycounty.net](mailto:arsenaultl@baycounty.net)**

If you choose to renew, the new agreement number for FY 25 will be DFA25-09003.

Please let me know by close of business on Friday, May 24<sup>th</sup>.

Thank you!

Kathy Kerr-Carpenter

Departmental Analyst – MDHHS BSC 2

231-357-3858

[kerrcarpenterk1@michigan.gov](mailto:kerrcarpenterk1@michigan.gov)

This message, including any attachments, is intended solely for the use of the above-named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure, or distribution of any confidential and/or privileged information contained in this email is expressly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy any and all copies of the original message.

Now that we are 4 years past Covid, many of our families are still struggling to get back to how life was pre-covid in many aspects. Several families received financial assistance through programs that were funded due to the Covid pandemic. Many of our families were fortunate to be able to partake in programs that provided extra funding during the difficult times however, that funding ended. Many families are still trying to learn how to navigate a normal way of life. While the financial struggle was very prevalent and there was a need, as time has continued and we work to move past covid, the struggle for mental health support seems to be the bigger challenge. Most now have social anxiety due to not being able to and not needing to leave their homes for so long. The mental health field has had its own form of struggles as well, due to not being able to find enough workers to help support our families during this time which has led child welfare to increased caseloads and further limited resources to assist our families. During this time, the Family Support Specialist became a support not only for the clients, but the workers as well in offering guidance with resources that were new to the community, and surrounding areas. Previous clients that have worked with the Family Support specialist continue to reach out asking for assistance in navigating resources in the area. This role has adjusted to using creative planning and collaboration with agencies to form alternative plans for families and clients to help bridge gaps.

Below is a highlight of few of the different roles/actions the Family Support Specialist has worked on over the last 6-8 months with families:

- A family the Family Support Specialist was working with suffered a tragic loss of the guardian unexpectedly passing during the night. Even though this happened on the weekend, the Family Support Specialist volunteered to meet with the two young individuals who just lost the only person they knew to be a parental role to try and find the best route for them going forward. The worker sat with the children for a few hours at a home that was temporarily found with a family friend to help them process what had just happened, and how we were going to make the least negative impact on an already devastating situation to lessen the trauma for the kids. After leaving the home, the worker worked the remaining of the day with the assistance of the on-call supervision and staff to ensure the girls had a safe place to be for the weekend with someone they trusted and loved to help them grieve and process the situation. The Family Support Specialist assisted with finding placements and transition into a foster home to help the young individuals understand what was happening and what would happen next. The worker remained in contact with them while they were in short term placement to ensure that had someone they trusted during this difficult time. Long Term placement was found, where the worker continued to remain in contact to help the individuals with the transition until that was no longer needed.
- An aunt who took in her three nephews needed assistance in navigating how to parent them with the many changes the children experienced including the loss of a parent. What started out as a case of working on routine and new adjustment quickly turned into the family needing to find a new home. During this difficult time the worker took the aunt to several homes in Bay and Saginaw counties in a tireless effort to find a new, more long-term housing situation as well as weekly visits to help the aunt process all that was being asked of her with raising these three individuals as well as her own children and looking for employment. The worker was able to assist with additional community resources and together they were able to find what they now call their forever home. With this move, the family has found themselves to be in a much better

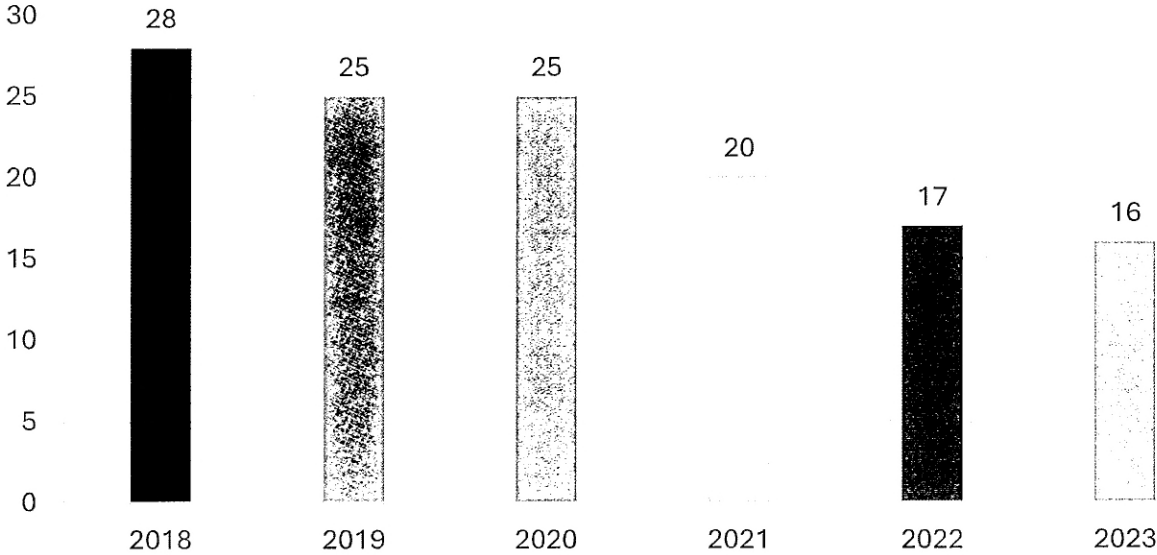
place mentally and physically and are looking forward to remaining together as long as it is needed.

- A young mother of seven children, who is used to doing things on her own found herself struggling to keep up with the daily task of her home while trying to work a fulltime job. The young mother had several trust issues with child welfare workers due to her childhood experiences and stories she heard while growing up. After a few visits, the mother was willing to open up and show the worker her home that was being neglected due to how overwhelmed she felt trying to work and be a parent. With the help of the Support Specialist the mother was able to get her home back in order and found the confidence to start allowing friends in her home as she was no longer embarrassed by its conditions. She also found trust in the Department and surrounding community support seeing that we were all there to help her during this difficult time she was experiencing.

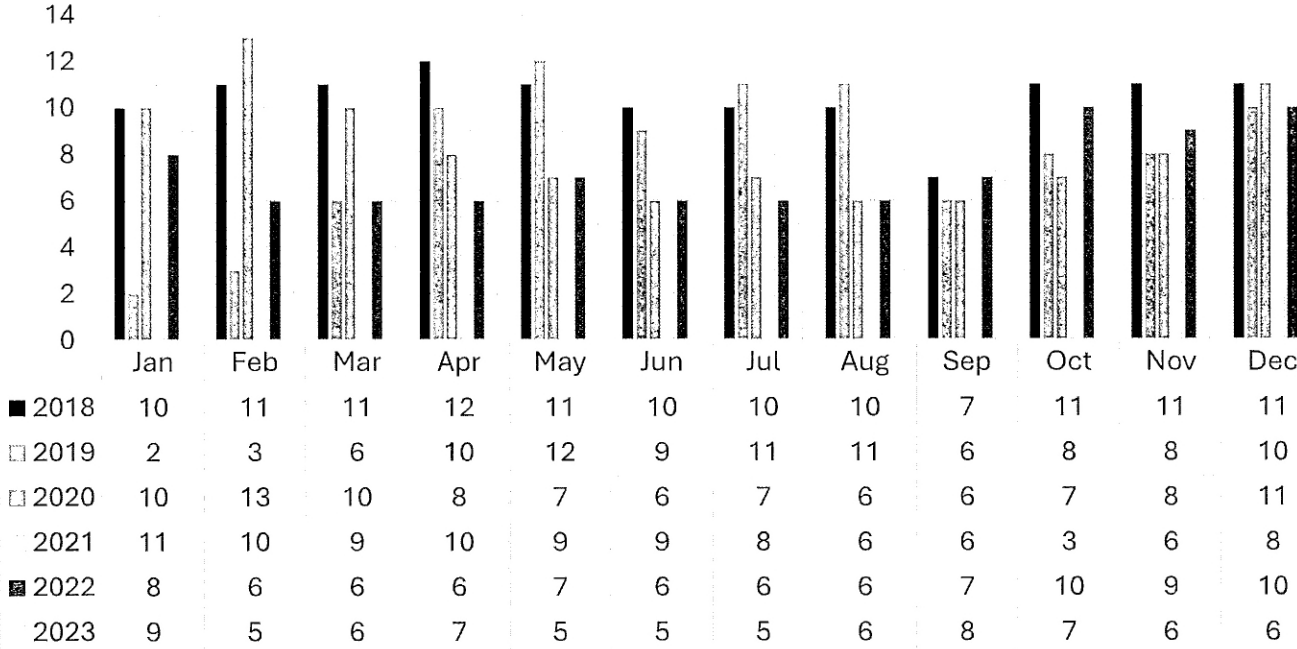
The Family Support Specialist program is many things such as support, advocacy, community resource, helping people understanding budgeting, organization, grocery shopping, meal planning, cleaning, and working with people on realistic expectations of themselves and their children. In addition to that, the Family Support Specialist has helped break down several barriers and misbeliefs of the MDHHS and child welfare. The program is able to introduce them to all the resources Bay County has to offer in ways other than financial. Beyond that, there is still an ongoing mental health crisis that many don't see. It takes someone being in a home beyond those 30 days to get to know someone and have them trust you and be transparent about what has led them to where they are at. Even though it seems that Covid is no longer the large threat it once was, it is still having a large impact on many in the community due to not just the illness itself but the long-term impacts that aren't often discussed, such as self-isolation, and unwillingness to allow others back into their lives. The Family Support Specialist has had the unique and rewarding opportunity to help individuals recover in many ways from Covid and its long-term impacts. This position is trying to help break family cycles that most don't realize they are reliving. Helping individuals find support and trust in the community knowing that there are others who do care, and are not there to judge them, but truly help them advance in life. Helping Families find voices for themselves by showing them how to advocate, how to express their wants in needs in a positive manner and they themselves becoming the person they need most in their life.



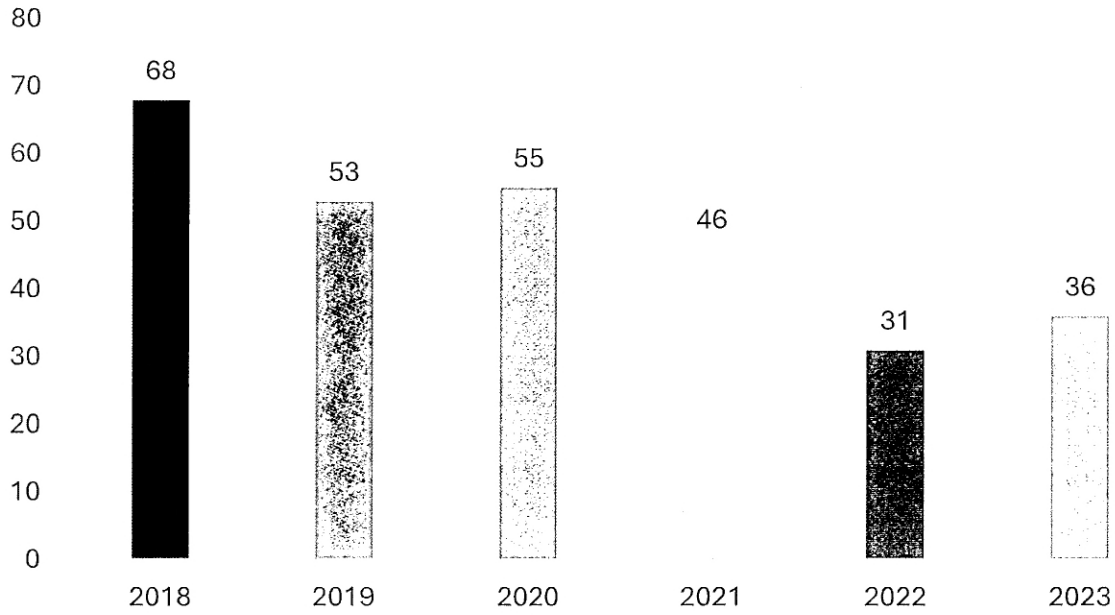
### Total # of Families Served - 2018-2023



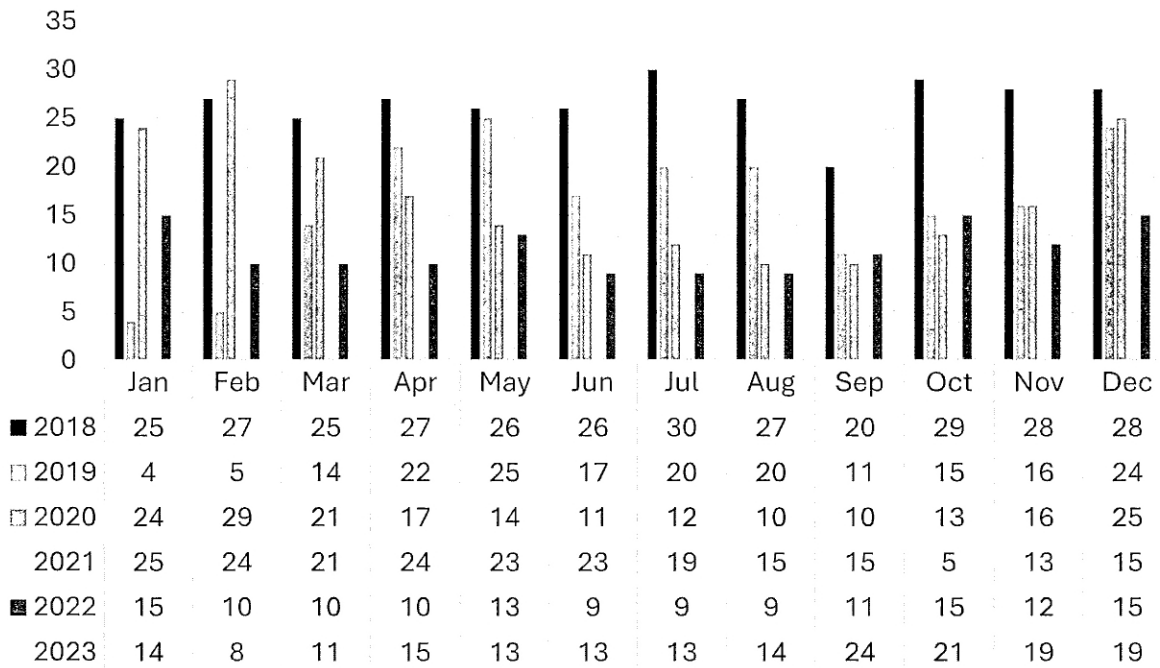
### # of Families Served (by Month) - 2018-2023



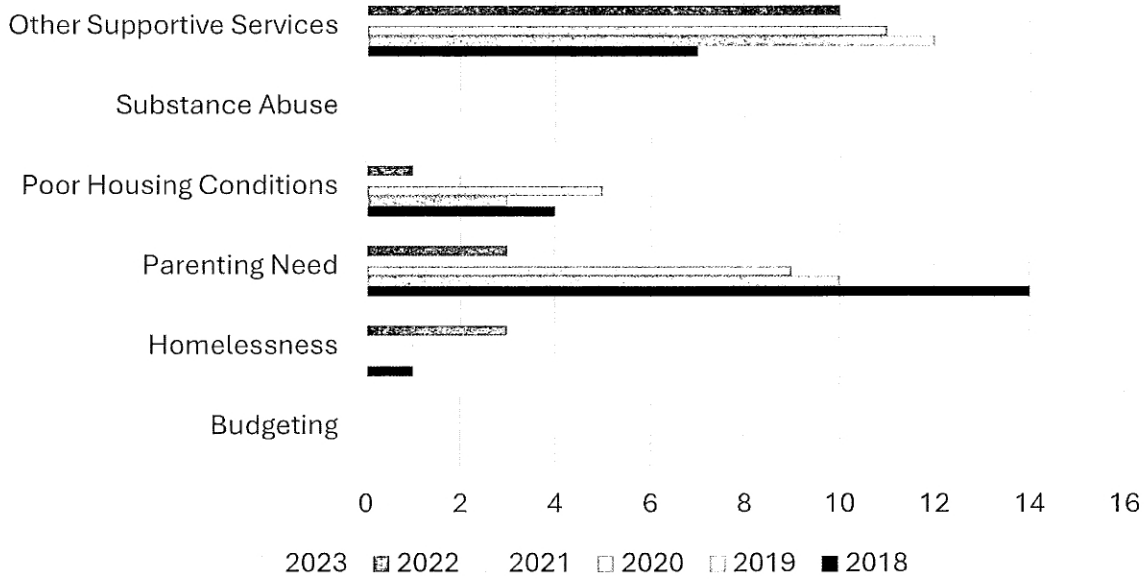
### Total # of Children Served - 2018-2023



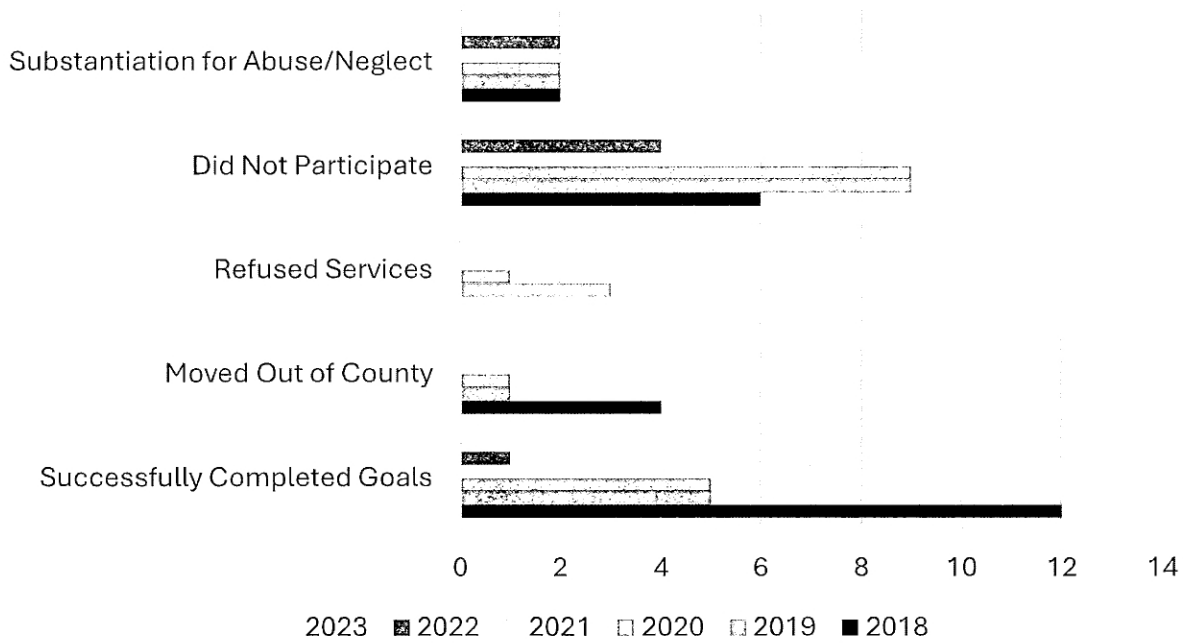
### # of Children Served (by Month) - 2018-2023



## Types of Referrals - 2018-2023



## Reason for Case Closure - 2018-2023



BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** On August 11, 2015, the Bay County Board of Commissioners adopted Resolution No. 2015-182 approving an Agreement with the Bay County Department of Health and Human Services to establish the position of a Home Aide, also known as a Family Support Specialist; and

**WHEREAS,** Bay County was asked to share half the cost of this position and those funds were appropriated; and

**WHEREAS,** The Home Aide Position has proven to be very successful for parents who are at risk of substantiated child abuse or neglect; and

**WHEREAS,** Given the proven success resulting from the addition of the position, it is recommended that Agreement Number DFA25-09003 be renewed; and

**WHEREAS,** Bay County’s portion of the cost for the position for the 2024-2025 contract year is \$58,400 paid in 3 installments (an increase over the prior year’s contract of \$650) and those funds will be included in the proposed 2025 Bay County budget; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves Agreement Number DFA25-09003 covering the period October 1, 2024, to September 30, 2025, and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following Finance Department and Corporation Counsel review and approval; Be It Finally

**RESOLVED** That related required budget adjustments are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

**DHHS - Agreement Number DFA25-09003- Home Aide Position (Family Support Specialist) 2024-2025 (Previously known as Eligibility Specialist)**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



# Troy R. Cunningham

## Sheriff Of Bay County

Christopher D. Mausolf  
Undersheriff

Troy A. Stewart  
Jail Administrator

To: Tim Banaszak, Chairman  
Committee of the Whole

From: Sheriff Troy R. Cunningham *TRC*

Date: June 24, 2024

Re: MCOLES – CPE Pilot Program

**Background:** January 31, 2024, Public Act 1 of 2023 appropriated funds to support the implementation of required annual in-service training standards for all licensed law enforcement officers in accordance with rules promulgated under 11(2) of the MCOLES Act(1965 PA 203, MCL 28.611). The Michigan Legislature recognized the importance of continuing education for law enforcement and enacted PA1 to appropriately fund this initiative.

**Economics/Finance:** This year's anticipated fund allocation for Bay County is projected at approximately \$500 per full time equivalent (FTE) \$20,000.00 for 2024, and will be released in June. There is no local funding as a condition of the grant.

**Recommendations:** I am requesting the Committee's approval and authorization to move forward with the MCOLES CPE Pilot Program for law enforcement education training program, and upon approval make any and all necessary budget adjustments.

CC: Undersheriff Christopher Mausolf  
Shawna Walraven, Finance Director  
Kim Priessnitz, Budget Supervisor  
Amber Davis-Johnson, Corporate Counsel  
Heather Brady-Pitcher, Corporate Counsel  
File Copy

COTW.MCOLES-CPE PilotProgram.06-24



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS  
LANSING

TIMOTHY BOURGEOIS  
EXECUTIVE DIRECTOR

June 10, 2024

Dear Law Enforcement Community,

On January 31, 2023, Public Act 1 of 2023 (PA1) appropriated funds to support the implementation of required annual in-service training standards for all licensed law enforcement officers in accordance with rules promulgated under section 11(2) of the MCOLES Act (1965 PA 203, MCL 28.611). Although the Commission has always had the authority to require in-service training, the lack of funding made it unfeasible for the Commission to implement annual in-service training requirements. The Michigan Legislature recognized the importance of continuing education for law enforcement and enacted PA1 to appropriately fund this initiative. Consequently, the Commission is following the direction and intent of the Michigan Legislature and the MCOLES Act to promulgate rules with respect to mandatory in-service training.

Based on research and consistent with in-service training requirements around the country, the Commission is implementing in-service training requirements for all licensed law enforcement officers in Michigan, with a **3-year pilot program beginning in June of 2024**. Going forward, the required in-service training requirements will be referred to as Continuing Professional Education, or CPE.

**CPE Pilot Program**

As with many other new programs, CPE is currently in a pilot phase which allows for adjustments and modifications as needed. Since we are well into the 2024 calendar year, the Commission is implementing the CPE pilot program with a reduced number of required hours beginning in June 2024.

Accordingly, the CPE requirement for 2024 is a total of 12 hours as follows:

- 4 hours of Commission designated training categories; and
- 8 hours of agency selected training categories as per guidelines

The CPE requirement starting in 2025 will be a projected total of 24 hours as follows:

- 8 hours of Commission designated training categories; and
- 16 hours of agency selected training categories as per guidelines

For your convenience, the Commission has created a CPE webpage that includes *Frequently Asked Questions* and a *Quick Reference Guide*.

Director Kimberly Koster, Chair • Sheriff Anthony Wickersham, Vice-Chair • Lt. Col. Michael Krumm representing Colonel James Grady  
Deputy Matthew Hartig • Mr. Michael Wendling • Mr. David Tanay representing Attorney General Dana Nessel • Officer Linda Broden • Tpr. Nate Johnson  
Mr. Arthur Weiss • Second Assistant Chief Grant Ha representing Chief James E. White • Ms. Chiante Lymon • Dr. Lisa R. Jackson • Lt. Michael Hawkins  
Mr. Kenneth Grabowski • Mr. Michael Sauger • Sheriff Matthew Saxton • Mr. James Stachowski • Deputy Director Ronald Wiles • Chief Issa Shahin  
Pastor Tellis J. Chapman • Pastor Jeffery A. Hawkins • Sheriff Gregory Zyburt • Mr. Anthony D. Lewis representing Mr. John E. Johnson

927 Centennial Way  
Lansing, MI 48913  
[www.michigan.gov/mcoles](http://www.michigan.gov/mcoles)  
517-636-7864

## CPE Program Overview

Program highlights, outlined below, will assist you in understanding the details of the CPE requirement:

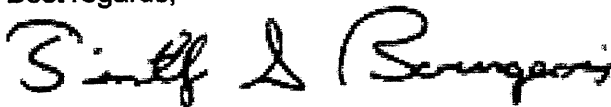
- **FUNDING**
  - For 2024, agencies will receive approximately \$500 per full time equivalent (FTE). The FTE count is based on the 2024 annual registration. The annual distribution is subject to appropriation by the legislature.
  - **The CPE funds for 2024 will be released in June.**
  - The 2025 annual distribution of CPE funds will take place in January.
- **CURRICULUM**
  - CPE standards will follow nationally recognized research and development protocols with the goal of determining the most relevant training topics that align with the results of the current Job Task Analysis (JTA), best practices in law enforcement training, and will address contemporary issues in law enforcement.
- **STATUTORY REQUIREMENT**
  - The Commission's annual CPE requirement complies with statute and affects all licensed law enforcement officers in Michigan.
- **TRAINING DELIVERY**
  - Pre-approved synchronous (e.g., live, in real-time, virtual or in-person, etc.) and asynchronous (not live, recorded courses, self-paced, etc.) training sessions that are registered in MITN may satisfy CPE requirements. Only training that is pre-approved and registered with MCOLES will be recognized as qualified training to fulfill the annually required hours.

## Mandatory Compliance

Compliance with the Commission's CPE requirement for all Michigan licensed law enforcement officers is a condition of maintaining one's law enforcement license (2023 PA 1, 1965 PA 203, MCL 28.611).

As always, we appreciate your cooperation as we work together to uphold the highest standards of professionalism and integrity in law enforcement. Should you have further questions or concerns, please contact the MSP-MCOLES inbox at [MSP-MCOLES@michigan.gov](mailto:MSP-MCOLES@michigan.gov) and/or call 517-636-7864.

Best regards,



**Timothy S. Bourgeois**  
Executive Director  
Michigan Commission on Law Enforcement Standards

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

- BY: COMMITTEE OF THE WHOLE (7/2/24)
- WHEREAS, On January 31, 2024, Public Act 1 of 2023, appropriated funds to support the implementation of required annual in-service training standards for all licensed law enforcement officers in accordance with rules promulgated under 11(2) of the MCOLES (Michigan Commission on Law Enforcement Standards) Act (1965 PA203, MCL 28.611); and
- WHEREAS, The Michigan Legislature recognized the importance of continuing education for law enforcement and enacted PA1 to appropriately fund this initiative; and
- WHEREAS, The Bay County Sheriff's Office is requesting authorization to move forward with the MCOLES CPE (Continuing Professional Education) Pilot Program for law enforcement education training program; and
- WHEREAS, This year's anticipated fund allocation for Bay County is projected at approximately \$500 per full-time equivalent (FTE) \$20,000.00 for 2024, and will be released in June; and
- WHEREAS, There is no local funding as a condition of the grant; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Sheriff's Office participation in the MCOLES, 3-year CPE Pilot Program and approves acceptance of the awarded grant funding for 2024 with funding to be approved annually; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute all application and grant award documents required for the Grant Program following Finance Department and Corporation Counsel review and approval; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Sheriff – MCOLES CPE Pilot Program Grant 2024

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_





1200 Washington Avenue Bay City, Michigan 48708  
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

James A. Barcia  
Bay County Executive

Joel R. Strasz  
Public Health Officer

**TO:** Tim Banaszek, Chair – Committee of the Whole  
**FROM:** Joel R. Strasz, Health Officer  
**DATE:** June 24, 2024  
**CC:** James Barcia, Amber Johnson, Shawna Walraven, Mark Pickell  
**RE:** MASTER AGREEMENT: FUNDING ALLOCATIONS FROM THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES RELATED TO FISCAL YEAR 2024-25

### **BACKGROUND**

The purpose of the FY 2024-25 CPBC Agreement between Bay County and the Michigan Department of Health & Human Services is to set forth a joint and cooperative Contractor/Department relationship and basis for facilitating the delivery of public health services to the citizens of Bay County, as described in the Agreement's Output Measures and Annual Budget, established Minimum Program Requirements, and all other applicable Federal, State and Local laws and regulations pertaining to the Contractor and the Department. Public health services to be delivered under this agreement include Local Public Health Operations (LPHO) and Categorical Programs as specified in the Agreement. This Agreement covers services from October 1, 2024 and continues through September 30, 2025.

### **FINANCIAL CONSIDERATIONS**

In accordance with the Funding/Reimbursement Matrix, the total proposed State budget and anticipated amount committed for this period for the program elements covered by this Agreement is presently enumerated at \$2,695,084. With the enactment of the FY 24-25 Michigan Department of Health and Human Services Appropriation Bill, this appropriation will increase, but the definitive amount has not been finalized yet. As is current practice, allocation changes have been and will be made in amendments.

### **RECOMMENDATION**

Upon favorable review by Corporation Counsel, the Health Department recommends this agreement and all subsequent Amendments be approved and signed by the Board Chair and seeks Board approval for any necessary budget adjustments relating to these Amendments.

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (7/2/24)

WHEREAS, The purpose of the FY 2024-2025 CPBC Agreement between Bay County and the Michigan Department of Health & Human Services is to set forth a joint and cooperative Contractor/Department relationship; and

WHEREAS, The CPBC Agreement also serves as a basis for facilitating the delivery of public health services to the citizens of Bay County, as described in the Agreement’s Output Measures and Annual Budget, established Minimum Program Requirements, and all other applicable Federal, State and Local laws and regulations pertaining to the Contractor and the Department; and

WHEREAS, Public health services to be delivered under this agreement include Local Public Health Operations (LPHO) and Categorical Programs as specified in the Agreement; and

WHEREAS, The Agreement covers services from October 1, 2024, and continues through September 30, 2025; and

WHEREAS, In accordance with the Funding/Reimbursement Matrix, the total proposed State budget and anticipated amount committed for this period for the program elements covered by this agreement is presently enumerated at \$2,695,084; and

WHEREAS, With the enactment of the FY 2024-2025 Michigan Department of Health and Human Services Appropriation Bill, this appropriation will increase, but the definitive amount has not been finalized yet. As is current practice, allocation changes have been and will be made in amendments; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the FY 2024-2025 CPBC Agreement between Bay County and the Michigan Department of Health & Human Services and all subsequent Amendments and authorizes the Chairman of the Board to execute said Agreement and all subsequent Amendments following Corporation Counsel review and approval; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work simultaneously with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally

RESOLVED That related Agreement and Amendment budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Health Dept – CPBC Agreement FY 2024-2025

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



**Bay County  
HEALTH Department**

1200 Washington Avenue Bay City, Michigan 48708  
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

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James A. Barcia  
Bay County Executive

Joel R. Strasz  
Public Health Officer

**TO:** Tim Banaszek, Chairperson, Committee of the Whole  
**FROM:** Joel R. Strasz, Health Officer  
**DATE:** June 25, 2024  
**CC:** James Barcia, Amber Johnson, Shawna Walraven, Andre Reed  
**RE:** AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING  
WITH MIDLAND COUNTY HEALTH DEPARTMENT FOR RECIPROCAL MEDICAL  
DIRECTOR COVERAGE

**BACKGROUND:** The Health Department is required to employ or enter into a contractual relationship with a physician (MD or DO) to provide oversight, expertise and direction for clinical and public health operations that require a medical professional. Additionally, the Medical Director, by statute must meet certain qualifications with experience or training in public health. In the event that the current Medical Director becomes incapacitated, or cannot for any reason, provide the necessary services required, it is prudent to be able to obtain like services from Medical Directors in another jurisdiction without delay. Recent discussions with the Midland County Health Department on this topic has generated the potential for a Memorandum of Understanding that will ensure coverage to both entities in the event and ensure that clinical operations and necessary oversight is in place.

**FINANCIAL CONSIDERATIONS:** The MOU will not result in increased costs and there are no financial considerations at this time.

**RECOMMENDATIONS:** Upon favorable review by Corporation Counsel, the Health Department recommends this Memorandum of Understanding be approved and signed by the Board Chair and seeks Board approval for any necessary budget adjustments relating to this Agreement.

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** The Bay County Health Department is required to employ or enter into a contractual relationship with a physician (MD or DO) to provide oversight, expertise and direction for clinical and public health operations that require a medical professional; and

**WHEREAS,** Additionally, the Medical Director, by statute, must meet specific qualifications with experience or training in public health. In the event that the current Medical Director becomes incapacitated, or cannot for any reason, provide the necessary services required, it is prudent to be able to obtain like services from Medical Directors in another jurisdiction without delay; and

**WHEREAS,** Recent discussions with the Midland County Health Department on this topic have generated the potential for a Memorandum of Understanding (MOU) that will ensure coverage for both entities in the event that reciprocal coverage is needed and ensure that clinical operations and necessary oversight are in place; and

**WHEREAS,** This Memorandum of Understanding will not result in increased costs and there are no financial considerations at this time; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves the Memorandum of Understanding between Bay County (Health Department) and Midland County Health Department for Reciprocal Medical Director Coverage; Be It Further

**RESOLVED** The Chairman of the Board is authorized to execute the Memorandum of Understanding following Corporation Counsel review and approval; Be It Finally

**RESOLVED** That budget adjustments required and related to the MOU are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Health Dept – MOU with Midland County Health Dept. for Reciprocal Medical Director Coverage

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



 Bay County  
**HEALTH Department**

1200 Washington Avenue Bay City, Michigan 48708  
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

---

James A. Barcia  
Bay County Executive

Joel R. Strasz  
Public Health Officer

**TO:** Tim Banaszek, Chairperson, Committee of the Whole  
**FROM:** Joel R. Strasz, Health Officer  
**DATE:** June 25, 2024  
**CC:** James Barcia, Amber Johnson, Shawna Walraven, Andre Reed  
**RE:** AGREEMENT WITH TRICORE, INC. FOR PAP SMEARS/CERVICAL CANCER SCREENING

**BACKGROUND:** While the Bay County Health Department has provided pap smears and cytology (screening for cancerous and precancerous cells) in its Personal Health Services Program, the testing does not differentiate between cellular abnormalities that are benign in nature or those known to be associated with cervical cancers. With an abnormal pap smear result, most affected clients would undergo a colposcopy which provides inherent risks to the lining of the uterus. Tricore provides a testing mechanism that can distinguish between benign and potentially malignant cell types and thus reduce the need for colposcopies and provide for more effective and targeted treatment.

**FINANCIAL CONSIDERATIONS:** It is not expected that the change in laboratory services will result in increased costs and there are no financial considerations at this time, as grant funding is provided in the Title X allocations for laboratory testing procedures.

**RECOMMENDATIONS:** Upon favorable review by Corporation Counsel, the Health Department recommends this Agreement be approved and signed by the Board Chair and seeks Board approval for any necessary budget adjustments relating to this Agreement.

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** While the Bay County Health Department has provided pap smears and cytology (screening for cancerous and precancerous cells) in its Personal Health Services Program, the testing does not differentiate between cellular abnormalities that are benign in nature or those known to be associated with cervical cancers; and

**WHEREAS,** With an abnormal pap smear result, most affected clients would undergo a colposcopy, which provides inherent risks to the lining of the uterus; and

**WHEREAS,** The Bay County Health Department seeks to enter into an Agreement with Tricare which provides a testing mechanism that can distinguish between benign and potentially malignant cell types and thus reduce the need for colposcopies and provide for more effective and targeted treatment; and

**WHEREAS,** It is not expected that the change in laboratory services will result in increased costs and there are no financial considerations at this time, as grant funding is provided in the Title X allocations for laboratory testing procedures; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves the Agreement between Tricare Inc. and Bay County (Health Department) for Laboratory Services and authorizes the Chairman of the Board to sign any related documents to the Agreement following Corporation Counsel review and approval; Be It Finally

**RESOLVED** That budget adjustments relating to this Agreement(s), if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Health Dept – Tricare Laboratory Services Agreement

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



**BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM  
BAY COUNTY VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION**  
BAY COUNTY BUILDING  
515 CENTER AVENUE  
BAY CITY, MICHIGAN 48708-5128

Shawna S. Walraven  
Secretary

BOARD OF TRUSTEES  
Weston Prince, Chairperson  
Vaughn Begick  
Kristal Gonzales  
Steven Gray  
Thomas Herek  
Patrick McFarland  
Jon Morse  
Jill Schmidt  
Patrick Woody

ADMINISTRATIVE STAFF  
Jennifer Davenport  
(989) 895-4043  
FAX (989) 895-2076

TO: Timothy Banaszak, Chair, Committee of the Whole  
FROM: Jennifer Davenport, Retirement Administrator  
DATE: June 24, 2024  
RE: Purchase of Military Service Time – Vaughn Begick, General Group

**Request:**

Enclosed you will find the request from Vaughn Begick to purchase his military service time for a total of three (3) years and zero (0) months. All required documents have been submitted to the Retirement Office.

**Background:**

The Retirement Ordinance allows for a member with 8 or more years of credited service to purchase up to five (5) years of active military service time lasting 30 or more days, served prior to becoming a Bay County employee. The member must pay the Retirement System five (5%) percent of his/her annual compensation at the time the request is approved, multiplied by the period of service being purchased. The member shall have one year from the date of approval to make the payment in full. The request must be approved by the Board of Commissioners before it is received by the Retirement Board of Trustees.

**Finance/Economics:**

None.

**Recommendation:**

Approve the above request for the purchase of military service time for Vaughn Begick, General Group.

Date June 12, 2024

To the Committee of the Whole (Personnel)

Bay County Board of Commissioners

I, Vaughn Begick, a Bay County Commissioner, am requesting to purchase my military service credit for my three years of service in the US Army from April 9, 1969, thru April 9, 1972, for the Bay County Employees' Retirement System.

I have submitted a certified copy of my DD-214 and a notarized military service credit affidavit.

I have all of the documents filed with Jennifer Davenport, Retirement Administrator.

Thank you for your consideration in approving this purchase of the military service time.

A handwritten signature in black ink that reads "Vaughn Begick". The signature is written in a cursive style with a large initial 'V' and a prominent 'B'.

Vaughn Begick



BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM  
MILITARY SERVICE CREDIT AFFIDAVIT

STATE OF MICHIGAN    )  
                              )-ss-  
COUNTY OF BAY        ,

  Vaughn Begick   being first duly sworn on oath deposes  
[Name]  
and says as follows:

1. I am a member of the Bay County Employees' Retirement System.
2. I am filing this Affidavit to perfect my request to purchase military service credit in the Bay County Employees' Retirement System in compliance with Bay County Board of Commissioners' Resolution 90-151.
3. I have not received, nor will I receive, retirement service credit under any other federal, state or local publicly supported retirement system for the military service I am currently requesting to purchase from the Bay County Employees' Retirement System.

Further, deponent sayeth not.    s

  Vaughn Begick    
[Signature] [Member must sign  
before a Notary Public\*]

Subscribed and sworn to before me this  
  12<sup>th</sup>   day of   June  , 20   24  

  Kayla Friend    
Notary Public, Bay County, MI  
My commission expires:   11-19-2027    
  Kayla Friend  

\*Notaries are available at no charge in the Office of the Bay County Clerk.

MILSER.AFF  
POD/dr  
REV: 7/24/90

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** Vaughn Begick, Bay County Commissioner wishes to purchase three (3) years and zero (0) months (April 9, 1969 through April 9, 1972) of his military service credit for retirement purposes; and

**WHEREAS,** All of the required documents have been filed by Vaughn Begick with the Bay County Retirement Administrator; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves the request of Vaughn Begick to purchase three (3) years and zero (0) months (April 9, 1969 through April 9, 1972) of his military service credit for retirement purposes.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Retirement – Vaughn Begick – Purchase of Military Time

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_

Description	Journal Number	2024 Fund Balance
Estimated Unassigned Fund Balance or (Deficit) 12/31/2023		\$9,903,860
Previous years Assigned Fund Balance for P.O.'s*		\$1,824,885
Assigned Fund Balance for designation to balance 2024 budget		\$2,723,731
<b>Unassigned &amp; Assigned Fund Balance or (Deficit) at 12/31/2023</b>		<b>\$14,452,476</b>
<b>2024 Budgeted Surplus/(Deficit)</b>		<b>(\$2,723,731)</b>

**BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH JUNE 2024**

Increase 2024 budget for MSU Extension 2024 Budget. BOC approved per Resolution 2023-228	24-01-238	-124,238
Increase 2024 budget for MIRMMA risk management insurance 7.1% increase. BOC approved this B.A. per Resolution 2023-237	24-01-235	-46,736
Decrease use of G.F. balance due to duplicate entry of one position in the Sheriff budget. BOC approves of this correction of a budget per Resolution 2023-241	24-01-237	105,893
Budget for LeadsOnline software for the Sheriff Dept. BOC approved this B.A. per Resolution 2023-185	24-01-472	-4,000
Budget for a 2023 P.O. rolled over for the Sheriff Dept. for a vehicle that the vendor never provided. BOC approved B.A. per Resolution 2023-241	24-01-547	-47,524
Budget for an increase due to new vehicle purchase prices increasing. BOC approved this B.A. per Resolution #2024-13	24-02-294	-14,500
Increased Juvenile Home budget for purchase of laundry equipment. BOC approved this B.A. per Resolution #2024-22	24-03-032	-6,000
Budget for Juvenile Home repairs. BOC approved this B.A. per Resolution #2024-22	24-03-033	-26,000
Budget for a 2023 P.O. rolled over for the elevator replacement project. BOC approved this B.A. for this project by Resolution #2024-02*	24-03-218	-978,000
Correct the budget for Transportation asset management grant. BOC approved this B.A. by Resolution 2023-156	24-03-412	18,008
Correct the 2024 Civic Arena budget by removing a budgeted expense not needed. BOC approved this B.A. by Resolution 2023-241	24-03-116	2,500
Increase ISD 2024 budget for the additional cost to implement the lease tracking software. BOC approved of this B.A. per Resolution 2024-41	24-03-409	-2,500
Increase the budget for the price increase for Delta College fitness agreement. BOC approved this B.A. by Resolution 2023-188	24-03-411	-40
Budget for temporary help for the Treasurer's Office. BOC approved this B.A. per Resolution 2024-28	24-04-284	-6,000
Budget for open 2023 P.O.'s rolled over into the year 2024. BOC approved per Resolution 2023-241*	24-04-368	-926,506
To roll over the remaining \$6,899 revenue from 5-26-23 sale of a boat to purchase a trailer for a marine boat. BOC approved per Resolution 2023-241	24-05-369	-6,899

JUNE 24, 2024

-2,062,542

Estimated Unassigned Fund Balance or (Deficit) 6/24/2024

\$9,666,203



**BAY COUNTY  
FINANCE DEPARTMENT**

**James A. Barcia**  
County Executive

**Shawna S. Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing  
[moorefa@baycounty.net](mailto:moorefa@baycounty.net)

**Julie A. O'Malley**  
Information Systems Manager  
[omalleyj@baycounty.net](mailto:omalleyj@baycounty.net)

TO: Tim Banaszak, Chairperson  
Committee of the Whole

FROM: Shawna S. Walraven, Finance Officer *SSW*

DATE: June 25, 2024

RE: Executive Directive #2007-001

**REQUEST:**

Please place this memo on July 2, 2024, Committee of the Whole Agenda for your committee's information.

**BACKGROUND:**

On June 14, 2024, an email was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

**ECONOMICS:**

As of the date of this communication, the following are the updates to the previous correspondence:

- A. The federal/state grantor agencies that have responded to department's requests indicate that funding levels for the federal/state grants with regard to fiscal year 2023 and/or 2024 appear to have no changes.

**RECOMMENDATION:**

To receive.

cc: Jim Barcia, County Executive  
Kim Priessnitz, Assistant Finance Officer



**BAY COUNTY  
FINANCE/INFORMATION SYSTEMS**

**James A. Barcia**  
County Executive

**Shawna S. Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing  
[moorefa@baycounty.net](mailto:moorefa@baycounty.net)

**Julie A. O'Malley**  
Information Systems Manager  
[omalleyj@baycounty.net](mailto:omalleyj@baycounty.net)

To: Tim Banaszak  
Chair, Committee of the Whole

From: Frances Moore  
Purchasing Agent

Date: June 11, 2024

Subject: Bid Award Notification

**Request:**

Receive the notification of intent to award Request for Qualifications RFQu 2024-04 Bay County Health Department Forensic Pathologist and authorize the Board Chair to sign all documents relating to this award after review by Corporation Counsel.

**Background:**

This bid was released on April 12, 2024, on the print and online editions of MLive, the County Facebook, Webpage and TV station; as well as BidNet and SmartProcure two national/international bid cooperatives.

The vendor response was opened on Friday, May 10, 2024. At 11:00 a.m., we received one (1) submission from Dr. Patrick Cho. This vendor was deemed responsive.

During the review of the bid submission by a committee, formed as per the Purchasing Policy, the submission was accepted, and pricing was opened.

**Finance/Economics:**

Dr. Cho's fee request will remain at \$1,200 for each case and \$1,200 for each court testimony.

**Recommendation:**

Receive the award of this RFQu and authorize the Board Chair to sign all documents relating to the award of this bid after review by Corporation Counsel and to approve all future budget adjustments relating to this award.

cc: Jim Barcia, Amber Davis-Johnson, Shawna Walraven, Joel Strasz, Andre Reed, Nancy Borushko.

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** On April 12, 2024, the bid for Bay County Health Department Forensic Pathologist was released on the print and online editions of MLive, the Bay County Facebook, Webpage and TV station; as well as BidNet and SmartProcure two national/international bid cooperatives ; and

**WHEREAS,** The vendor response was opened on Friday, May 10, 2024. At 11:00 a.m., with Bay County receiving one (1) submission from Dr. Patrick Cho; and

**WHEREAS,** This vendor was deemed responsive; and

**WHEREAS,** During the review of the bid submission by a committee, formed as per the Bay County Purchasing Policy, the submission was accepted, and pricing was opened; and

**WHEREAS,** Dr. Cho's fee request will remain at \$1,200 for each case and \$1,200 for each court testimony; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners receives the notification of intent to award the Request for Qualification (RFQu) 2024-04, Bay County Health Department Forensic Pathologist to Dr. Patrick Cho and authorizes the Chairman of the Board to sign all documents related to the bid award following Corporation Counsel review and approval; Be It Finally

**RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Purchasing – Bid Award Notification – Forensic Pathologist/Dr. Patrick Cho

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



**BAY COUNTY  
FINANCE DEPARTMENT**

**James A. Barcia**  
County Executive

**Shawna S. Walraven**  
Finance Officer  
walravens@baycounty.net


**Kimberly A. Priessnitz**  
Assistant Finance Officer  
priessnitzk@baycounty.net

**Frances A. Moore**  
Purchasing  
moorefa@baycounty.net

**Julie A. O'Malley**  
Information Systems Manager  
omalleyjc@baycounty.net

June 25, 2024

To: Tim Banaszak  
Committee of the Whole

From: Jessica Foss   
Assistant Purchasing Agent

RE: IFB 2024-09 Bay County Information Systems Department Managed Detection and Response Service

Commissioners,

**REQUEST:**

Receive the notification of intent to award the abovementioned bids and authorize the Board Chair to sign all documents relating to this award after review by Corporation Counsel.

**BACKGROUND:**

This bid was released on April 12, 2024, on the print and online editions of MLive, the County Facebook, Webpage and TV station; as well as BidNet and SmartProcure two national/international bid cooperatives.

The vendor response was opened on Friday, May 10, 2024, at 11:00 AM., we received eleven (11) submissions, from AG1, Alliant Cybersecurity, Blueshift Cyber Security, CDW-G, Global Solutions Group, Intelligent Technical Solutions, MGT, NuHarbor, People Driven Technology, Preferred Data Systems and Stellar Services. The responsive bid packets were reviewed by the Information Systems Department. They have chosen People Driven Technology as the selected vendor. People Driven, Artic Wolf has provided a whole solution for managed detection and managed risk in their proposed solution. Based on Artic Wolf's cost and value, it is the best solution for ISD. The one bid with a lower price has the offer of managed risk and incident response but is not included in the price and would be an additional cost to Bay County if requested. This makes People Driven the best value to Bay County.

With the purchase of the Managed Detection and Response software and Managed Risk, Information Systems Division will apply for a MMRMA RECTify (Remediate Emerging Cybersecurity Threats) to attempt to cover a partial cost of services up to \$15,000.

**ECONOMICS:**

<b>Vendor</b>	<b>Total yearly cost</b>
<b>AG1, INC. DBA AGILE BLUE</b>	\$121,152.00
<b>ALLIANT CYBER SECURITY</b>	\$307,000.00
<b>BLUESHIFT CYBERSECURITY</b>	\$102,240.00
<b>CDW-G</b>	\$122,000.00
<b>GLOBAL SOLUTIONS GROUP</b>	\$192,035.46
<b>INTELLEAGENT TECHNICAL SOLUTIONS, LLC</b>	\$159,600.00
<b>MGT</b>	\$130,570.00
<b>NUHARBOR</b>	\$108,696.00
<b>PEOPLE DRIVEN</b>	\$103,016.65
<b>PREFERRED DATA SYSTEMS</b>	\$151,000.00
<b>STELLAR SERVICES</b>	\$189,836.00

**Recommendation:**

Receive the award of this RFP and authorize the Board Chair to sign all documents relating to the award of this bid after review by Corporation Counsel and to approve all future budget adjustments relating to this award.

cc: Jim Barcia, Shawna Walraven, Amber Davis-Johnson, Julie O'Malley, Jessica Foss



BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** On April 12, 2024, the bid for Bay County Information Systems Department Managed Detection and Response Service was released on the print and online editions of MLive, the Bay County Facebook, Webpage and TV station; as well as BidNet and SmartProcure two national/international bid cooperatives ; and

**WHEREAS,** The vendor response was opened on Friday, May 10, 2024, at 11:00 AM., and Bay County received eleven (11) submissions, from AG1, Alliant Cybersecurity, Blueshift Cyber Security, CDW-G, Global Solutions Group, Intelligent Technical Solutions, MGT, NuHarbor, People Driven Technology, Preferred Data Systems and Stellar Services; and

**WHEREAS,** The responsive bid packets were reviewed by the Bay County Information Systems Department (ISD) and People Driven Technology has been chosen as the selected vendor; and

**WHEREAS,** People Driven, Artic Wolf has provided a whole solution for managed detection and managed risk in their proposed solution. Based on Artic Wolf's cost and value, it is the best solution for ISD; and

**WHEREAS,** The one bid with a lower price has the offer of managed risk and incident response but is not included in the price and would be an additional cost to Bay County if requested. This makes People Driven the best value to Bay County; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners receives the notification of intent to award the Invitation for Bid (IFB) 2024-09, Bay County information Systems Department Managed Detection and Response Service to People Driven Technology and authorizes the Chairman of the Board to sign all documents related to the bid award following Corporation Counsel review and approval; Be It Finally

**RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR AND COMMITTEE

Purchasing – Bid Award for ISD Managed Detection and Response Service to People Driven Technology

MOVED BY COMM. \_\_\_\_\_  
SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:  
 ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_  
 VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_  
 AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_



**BAY COUNTY  
FINANCE/INFORMATION SYSTEMS**

**James A. Barcia**  
County Executive


**Shawna Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing/Housing Rehab  
[mooref@baycounty.net](mailto:mooref@baycounty.net)

**Julie A. O'Malley**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

**TO:** Tim Banaszak, Chairperson  
Committee of the Whole Chair

**FROM:** Julie O'Malley   
Information Systems Manager

**RE:** Agreement for Bay Metro Information Technology Services

**DATE:** June 17, 2024

**REQUEST:**

After review by Corporation Counsel authorize the Board Chair to sign any documents relating to the Bay Metro Information Technology Services.

**BACKGROUND:**

Bay Metro provides public transportation services to the residents of Bay County. The current agreement between Bay County and Bay Metro is set to expire. There has been an agreement in place since 2017 for services, renewing each year. Bay County Information Systems Division can offer a higher level of support and lower cost to allow Bay Metro to run and operate their Information Technology infrastructure and systems.

**ECONOMICS:**

Bay County would receive \$2000 hosting fee which includes infrastructure, virtual environments, primary and co-location sites, and administration of the systems. Bay Metro will pay any licensing costs specific to Bay Metro and any costs regarding equipment. Every service hour will be billed at \$85 per hour, billable at quarter hour increments. This allows the County to capture the hosting fees and the number of hours is the actual number of hours, instead of including a block of hours.

**RECOMMENDATION:**

Authorize the Board Chairman to sign any and all documents related to Bay Metro Information Technology Services.

cc: James A. Barcia Shawna Walraven Kim Priessnitz Amber Davis-Johnson

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

**BY:** COMMITTEE OF THE WHOLE (7/2/24)

**WHEREAS,** Bay Metro provides public transportation services to the residents of Bay County; and

**WHEREAS,** The current agreement between Bay County (Information Systems Division) and Bay Metro is set to expire. There has been an agreement in place since 2017 for services, renewing each year; and

**WHEREAS,** Bay County Information Systems Division can offer a higher level of support and lower cost to allow Bay Metro to run and operate its Information Technology infrastructure and systems; and

**WHEREAS,** Bay County will receive a \$2,000 hosting fee which includes infrastructure, virtual environments, primary and co-location sites, and administration of the systems. Bay Metro will pay any licensing costs specific to Bay Metro and any costs regarding equipment; and

**WHEREAS,** Every service hour will be billed at \$85 per hour, billable at quarter-hour increments, as this allows Bay County to capture the hosting fees and the number of hours is the actual number of hours, instead of including a block of hours; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves renewal of the Agreement between Bay County (Information Systems Division) and Bay Metro for technology service and support and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following Finance and Corporation Counsel review and approval; Be It Finally

**RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

ISD – Bay Metro Agreement 2024

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_

BAY COUNTY BOARD OF COMMISSIONERS

JULY 16, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (7/2/24)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

6/5/2024	\$4,993,817.49
6/12/2024	\$946,643.24
6/20/2024	\$871,943.48
6/26/2024	\$348,627.76

TIM BANASZAK, CHAIR  
AND COMMITTEE

Payables

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE							
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_

AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_

**OFFICE OF ASSIGNED COUNSEL  
MONTHLY REPORT  
APRIL, 2024**

Apr. 2022	Apr. 2023	Apr. 2024
218	221	294

Total Number of Arraignments: .....

C.C. FEL/VOP/PPO	13	Felony	54	Traffic	70
C.C. VOB/FTA/OSC	5	Misdemeanors	59		

Arraign. Only	11	Arraign. in DC by Retained	8	Arraign. in DC by Assign. Atty.	4
D.C. VOB/FTA/OSC/FTP	70	Arraign. in DC IPP	0		

Total Number of Referrals: .....

186	170	210
-----	-----	-----

C.C. FEL/VOP/PPO	13	Misd.	61
Felony	60	Traffic	74

Total Number of Assignments: .....

185	170	208
-----	-----	-----

C.C. FEL/VOP/PPO	13	Misd.	61
Felony	60	Traffic	74

Total Number of Defendants denied Court Appointed Counsel: .....

1	0	2
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C.C. FEL/VOP/PPO	0	Misd.	1
Felony	0	Traffic	1

**ARRAIGNMENTS**

**JEFF MARTIN**

Apr. 2022	Apr. 2023	Apr. 2024
122	93	144

Total Arraignments: .....

Felonies	27		
Misd.	36		
Traffic	35		
Arraign. Only	8	Settled at Arraignment	0
VOB/FTA/OSC/FTP	38		

**GARSKE/HEWITT**

Apr. 2022	Apr. 2023	Apr. 2024
71	99	120

Total Arraignments: .....

Felonies	27		
Misd.	23		
Traffic	35		
Arraign. Only	3	Settled at Arraignment	0
VOB/FTA/OSC/FTP	32		

**CIRCUIT COURT**

Apr. 2022	Apr. 2023	Apr. 2024
13	16	18

Total Arraignments: .....

	Arraigned by Assigned Attorney	Arraigned by Retained Attorney or IPP	Assigned without an Arraignment
C.C. FEL/VOP/PPO	13	0	1
C.C. VOB/FTA/OSC	5	0	

**ASSIGNMENTS**

There were a total of **208** defendants assigned

**ANDREA LABEAN**

Apr. 2022	Apr. 2023	Apr. 2024
27	5	4

Assignments: .....

		Arraigned by LaBean	Arraigned by LaBean on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0		1	
Felonies	1			
Misd.	1			
Traffic	2	1		

There were a total of **208** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrea LaBean** was assigned.  
4 or 2%

**CHRISTOPHER JOHNSON**

Apr. 2022	Apr. 2023	Apr. 2024
0	29	16

Assignments: .....

		Arraigned by Johnson	Arraigned by Johnson on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	1	1	2	
Felonies	12			
Misd.	1			
Traffic	2			

There were a total of **208** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Christopher Johnson** was assigned.  
16 or 8%

**MICHAEL KANUSZEWSKI**

Apr. 2022	Apr. 2023	Apr. 2024
32	21	46

Assignments: .....

		Arraigned by Kanuszewski	Arraigned by Kanuszewski on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	2			
Misd.	23	1		
Traffic	21	1		

There were a total of **208** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Michael Kanuszewski** was assigned.  
46 or 22%

**MICHAEL HUBER**

Apr. 2022	Apr. 2023	Apr. 2024
20	10	18

Assignments: .....

		Arraigned by Huber	Arraigned by Huber on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2	1	
Felonies	14	1		
Misd.	0			
Traffic	2			

There were a total of **208** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Michael Huber** was assigned.  
18 or 9%

**AARON HETHERINGTON**

Apr. 2022    Apr. 2023    Apr. 2024

Assignments: .....

**24**    **4**    **13**

		Arraigned by Hetherington	Arraigned by Hetherington on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2	1	
Felonies	10			
Misd.	0			
Traffic	1			

There were a total of 208 assignments on felonies, misdemeanors, traffic & violations of probation, which the Aaron Hetherington was assigned 13 or 6%.

**ANDREW BONNELL**

Apr. 2022    Apr. 2023    Apr. 2024

Assignments: .....

**51**    **36**    **36**

		Arraigned by Bonnell	Arraigned by Bonnell on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	24			
Traffic	12			

There were a total of 208 assignments on felonies, misdemeanors, traffic & violations of probation, which the Andrew Bonnell was assigned 36 or 17%.

**ROSTER ATTORNEYS**

Apr. 2022    Apr. 2023    Apr. 2024

Assignments: .....

**31**    **65**    **75**

		Arraigned by Assigned Attorney	Arraigned by Assigned Attorney on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	8	7		1
Felonies	21			6
Misd.	12			1
Traffic	34			2

There were a total of 208 assignments on felonies, misdemeanors, traffic & violations of probation, which the Roster Attorneys were assigned 75 or 36%.

**RETAINED ATTYS.**

**IPP**

**DENIED**

**ASSIGNED W/OUT ARRAIGN**

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	
Felonies	4
Misd.	4
Traffic	
D.C. VOB/FTA/OSC	
Total Arraignments In Dist. Ct. By Retained	8

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	
Felonies	
Misd.	
Traffic	
D.C. VOB/FTA/OSC	
Total Arraignments In Dist. Court IPP	0

C.C. FEL/VOP/PPO	
Felonies	
Misd.	1
Traffic	1
Total Denied	2

Assigned w/o Arraign. C.C.	1
Assigned w/o Arraign. D.C.	9
WAIVED ATTORNEY	0

**OFFICE OF ASSIGNED COUNSEL  
MONTHLY REPORT  
MAY, 2024**

				May 2022	May 2023	May 2024
<b>Total Number of Arraignments:</b> .....				297	270	238
C.C. FEL/VOP/PPO	26	Felony	40			
C.C. VOB/FTA/OSC	3	Misdemeanors	57			
		Traffic	45			
Arraign. Only	13	Arraign. in DC by Retained	3			
D.C. VOB/FTA/OSC/FTP	48	Arraign. in DC IPP	2			
		Arraign. in DC by Assign. Atty.	1			
<b>Total Number of Referrals:</b> .....				248	216	170
C.C. FEL/VOP/PPO	25	Misd.	58			
Felony	41	Traffic	41			
<b>Total Number of Assignments:</b> .....				247	215	165
C.C. FEL/VOP/PPO	25	Misd.	58			
Felony	41	Traffic	41			
<b>Total Number of Defendants denied Court Appointed Counsel:</b> .....				1	1	5
C.C. FEL/VOP/PPO	0	Misd.	3			
Felony	0	Traffic	2			

**ARRAIGNMENTS**

**JEFF MARTIN**

				May 2022	May 2023	May 2024
<b>Total Arraignments:</b> .....				151	145	88
Felonies	16					
Misd.	26					
Traffic	16					
Arraign. Only	6	Settled at Arraignment	1			
VOB/FTA/OSC/FTP	24					

**GARSKE/HEWITT**

				May 2022	May 2023	May 2024
<b>Total Arraignments:</b> .....				108	98	114
Felonies	24					
Misd.	31					
Traffic	29					
Arraign. Only	7	Settled at Arraignment	0			
VOB/FTA/OSC/FTP	23					

**CIRCUIT COURT**

				May 2022	May 2023	May 2024
<b>Total Arraignments:</b> .....				17	18	29
		Arraigned by Assigned Attorney				
C.C. FEL/VOP/PPO	26	25				
C.C. VOB/FTA/OSC	3	3				
		Arraigned by Retained Attorney or IPP				
		1				
		0				
		Assigned without an Arraignment				
		0				



**ASSIGNMENTS**

There were a total of **165** defendants assigned

**ANDREA LABEAN**

May 2022	May 2023	May 2024
34	16	4

Assignments:

		Arraigned by LaBean	Arraigned by LaBean on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	1			
Misd.	1			
Traffic	2			

There were a total of **165** assignments on felonies, misdemeanors, traffic & violations of probation, which the Andrea LaBean was assigned.  
 4 or 2%

**CHRISTOPHER JOHNSON**

May 2022	May 2023	May 2024
0	25	17

Assignments:

		Arraigned by Johnson	Arraigned by Johnson on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	4	3		
Felonies	12			
Misd.	1			
Traffic	0			

There were a total of **165** assignments on felonies, misdemeanors, traffic & violations of probation, which the Christopher Johnson was assigned.  
 17 or 10%

**MICHAEL KANUSZEWSKI**

May 2022	May 2023	May 2024
23	22	35

Assignments:

		Arraigned by Kanuszewski	Arraigned by Kanuszewski on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	22			
Traffic	13			

There were a total of **165** assignments on felonies, misdemeanors, traffic & violations of probation, which the Michael Kanuszewski was assigned.  
 35 or 21%

**MICHAEL HUBER**

May 2022	May 2023	May 2024
8	10	11

Assignments:

		Arraigned by Huber	Arraigned by Huber on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	11	1		
Misd.	0			
Traffic	0			

There were a total of **165** assignments on felonies, misdemeanors, traffic & violations of probation, which the Michael Huber was assigned.  
 11 or 7%

**AARON HETHERINGTON**

May 2022	May 2023	May 2024
22	8	8

Assignments: .....

		Arraigned by Hetherington	Arraigned by Hetherington on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	6			
Misd.	2			
Traffic	0			

There were a total of 165 assignments on felonies, misdemeanors, traffic & violations of probation, which the Aaron Hetherington was assigned 8 or 5%.

**ANDREW BONNELL**

May 2022	May 2023	May 2024
55	36	30

Assignments: .....

		Arraigned by Bonnell	Arraigned by Bonnell on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	21			
Traffic	9			

There were a total of 165 assignments on felonies, misdemeanors, traffic & violations of probation, which the Andrew Bonnell was assigned 30 or 18%.

**ROSTER ATTORNEYS**

May 2022	May 2023	May 2024
105	98	60

Assignments: .....

		Arraigned by Assigned Attorney	Arraigned by Assigned Attorney on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	21	22	3	
Felonies	11			
Misd.	11		1	
Traffic	17			

There were a total of 165 assignments on felonies, misdemeanors, traffic & violations of probation, which the Roster Attorneys were assigned 60 or 36%.

**RETAINED ATTYS.**

**IPP**

**DENIED**

**ASSIGNED W/OUT ARRAIGN**

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	
Felonies	2
Misd.	1
Traffic	
D.C. VOB/FTA/OSC	

C.C. FEL/VOP/PPO	1
C.C. VOB/FTA/OSC	
Felonies	
Misd.	
Traffic	2
D.C. VOB/FTA/OSC	

C.C. FEL/VOP/PPO	
Felonies	
Misd.	3
Traffic	2
<b>Total Denied</b>	<b>5</b>

Assigned w/o Arraign. C.C.	0
Assigned w/o Arraign. D.C.	0
<b>WAIVED ATTORNEY</b>	<b>2</b>

<b>Total Arraignments In</b>	
<b>Dist. Cr. By Retained</b>	<b>3</b>

<b>Total Arraignments In</b>	
<b>Dist. Court IPP</b>	<b>2</b>

**COMMITTEE OF THE WHOLE  
MINUTES**

MEETING OF THE BAY COUNTY COMMITTEE OF THE WHOLE HELD ON TUESDAY, JUNE 4, 2024, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR BANASZAK AT 4:00 P.M.

**MOTION NO.**

COMMISSIONERS PRESENT:	1	2	3	4	5	6	7	8	9	10	11	12
TIM BANASZAK, CHAIR	p	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KAYSEY L. RADTKE, V. CHAIR	P	Y	Y	Y	Y	S/Y	Y	S/Y	Y	S/Y	Y	S/Y
KATHY NIEMIEC	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
COLLEEN MAILLETTE	P	S/Y	S/Y	S/Y	S/Y	Y	M/Y	Y	M/Y	Y	M/Y	Y
THOMAS M. HEREK	P	M/Y	M/Y	Y	M/Y	M/Y	S/Y	M/Y	S/Y	M/Y	S/Y	M/Y
DENNIS R. POIRIER	E	X	C	U	S	E	D					
VAUGHN J. BEGICK, EX OFFICIO	P	Y	Y	M/Y	Y	Y	Y	Y	Y	Y	Y	Y

**MOTION NO.**

COMMISSIONERS PRESENT:	13	14	15	16	17	18	19	20	21	22	23	24
TIM BANASZAK, CHAIR	Y	Y	Y	Y	Y							
KAYSEY L. RADTKE, V. CHAIR	Y	M/Y	Y	Y	S/Y							
KATHY NIEMIEC	Y	Y	Y	Y	Y							
COLLEEN MAILLETTE	M/Y	Y	M/Y	S/Y	Y							
THOMAS M. HEREK	Y	Y	Y	Y	M/Y							
DENNIS R. POIRIER												
VAUGHN J. BEGICK, EX OFFICIO	S/Y	S/Y	S/Y	M/Y	Y							

**MOTION NO.**

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
TIM BANASZAK, CHAIR												
KAYSEY L. RADTKE, V. CHAIR												
KATHY NIEMIEC												
COLLEEN MAILLETTE												
THOMAS M. HEREK												
DENNIS R. POIRIER												
VAUGHN J. BEGICK, EX OFFICIO												

OTHERS PRESENT: A. Davis-Johnson, J. Barcia, S. Walraven, M. Beaver, T. Jerry, C. Gignac, N. Paige, H. Wentz, L. Arsenault, M. Westphal, A. Bayn, L. Ogar, R. Brandt, MJ Brandt, B. Krause, J. Miner, D. Solomon

ZOOM:

M- MOVED; S-SUPPORTED; Y-YEA; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

**COMMITTEE OF THE WHOLE  
MINUTES  
TUESDAY JUNE 4, 2024  
PAGE 2**

**MOTION NO.**

**NOTE:** In addition to these typed minutes which provide an overview of the meeting and are not verbatim, this Committee meeting was also videotaped and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website [www.baycounty-mi.gov/executive/videos](http://www.baycounty-mi.gov/executive/videos).

- 1. MOVED, SUPPORTED AND CARRIED TO EXCUSE D. POIRIER FROM THIS MEETING.**
- 2. MOVED, SUPPORTED AND CARRIED TO APPROVE THE JUNE 4, 2024, COMMITTEE OF THE WHOLE AGENDA AS PRINTED.**
- 3. MOVED, SUPPORTED AND CARRIED TO APPROVE THE APRIL 7, 2024, COMMITTEE OF THE WHOLE MINUTES AS PRINTED.**

Public input was called with no one wishing to address the Committee.

The first item on the agenda was a presentation given by the Bay County Mosquito Control Manager, who gave an overview of the Bay County Mosquito Control program. It was explained how mosquito control works to reduce mosquito breeding sources, educates the public on the dangers of mosquitos, and monitors mosquito populations and mosquito-borne diseases in Bay County to protect public health from diseases transmitted by mosquitoes. Highlights for the program include the nationwide attention to the amount of surveillance and data collected in the Perturbans Project, and it has been asked to publish this research in a scientific journal after 2024. Additionally, it was explained that Mosquito Control is a fiscally responsible program that currently operates with a 1.7-million-dollar budget and is seeking a millage renewal to continue this supported and successful program.

Commissioner Herek praised the Mosquito Control program for its budget management work and commended the staff for their fiscal responsibility towards a fund balance.

Board Chair Begick asked Ms. Brandt about the rising eastern equine encephalitis virus in Michigan. Mrs. Brandt explained the significance of this virus and the steps taken by Mosquito Control to monitor it.

Bay County Executive Jim Barcia complimented the great work, and dedicated staff of Mosquito Control. Mr. Barcia thanked the program for the fast response time and noted that for summer events such as graduations and parties that, with notice, residents can schedule a treatment with Mosquito Control. After it was

- 4. MOVED, SUPPORTED AND CARRIED TO RECEIVE PRESENTATION RE: MOSQUITO CONTROL PROGRAM OVERVIEW.**
- 5. MOVED, SUPPORTED AND CARRIED TO RECEIVE THE NOTICE OF PUBLIC HEARING FOR MASTER PLAN FROM CITY OF MIDLAND PLANNING COMMISSION.**

The next item on the agenda is a request to place a pool millage question on the November 5, 2024, ballot. The Commissioners and Bay County Executive discussed the importance of placing this proposal on the ballot for the voters of Bay County to decide. It was

6. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PLACEMENT OF POOL MILLAGE QUESTION ON NOVEMBER 2024 BALLOT (BOARD OF COMMISSIONERS).**
7. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: NATIONAL CHILD WELFARE LAW CONFERENCE 2024 TRAVEL REQUEST (PROSECUTOR).**
8. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: AGREEMENT WITH COMPUTER SYSTEMS INCORPORATED (CSI)/EQUITY PROTECT (REGISTER OF DEEDS).**

Next on the agenda was a request from the Bay County Fair Board to accept grant awards totaling \$130,000. Commissioner Herek and Bay County Executive Jim Barcia applauded the aggressive work of the Fair Board in securing these grants. It was

9. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: ACCEPTANCE OF MDARD AND GERSTACKER GRANT (FAIR BOARD).**

Laura Ogar, Director of Environmental Affairs and Community Development announced that a Gerstacker grant was awarded for the Linwood Scenic Access Site project in the amount of \$33,000. It was

10. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: LINWOOD SCENIC ACCESS SITE AWARD FUNDING (ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT).**
11. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PLACEMENT OF MOSQUITO CONTROL MILLAGE QUESTION ON NOVEMBER 2024 BALLOT (MOSQUITO CONTROL).**
12. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: ANIMAL CONTROL OFFICER POSITION HIRED AT THE 1-YEAR RATE (PERSONNEL/ANIMAL SERVICES).**
13. **MOVED, SUPPORTED AND CARRIED TO RECEIVE GENERAL FUND EQUITY 2024 (FINANCE).**
14. **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).**
15. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED PAYABLES RESOLUTION (FINANCE).**
16. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: COMMUNITY CORRECTIONS MANAGER - FIELDWARE LLC. SOFTWARE CONTRACT (COMMUNITY CORRECTIONS).**

There being no further business, it was

17. **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:39 P.M.).**

Submitted By:

Lindsey Arsenault  
Board Coordinator