

REPORT TO THE COUNTY EXECUTIVE THIRD QUARTER, 2015

The following reports for the 3rd quarter of 2015 are presented to the County Executive:

ADMINISTRATIVE SERVICES

Providing timely and effective communication with departments, divisions, elected officials and the citizens of Bay County is the goal of Administrative Services. With that as a focus, key areas include responding to and facilitating requests for information (FOIA Coordination), research and resolution of complaints, risk management coordination and written correspondence from the County Executive.

Specifically for the Third Quarter:

- Assisted the Veterans Offices in their financial expenditures and resolving any issues that arose including vehicle repair & maintenance and future planning issues.
- Instituted new procedures for processing Freedom of Information Act requests and initiated pre-payment procedure with the Bay County Treasurer's Office in instances where charges for processing are required.
- Worked cooperatively with various County offices in processing numerous Freedom of Information Act responses for the third quarter.
- Received and processed Incident Reports for traffic accidents involving Bay County vehicles. Processed and coordinated the claims that were received during this quarter.
- Continued to work with Corporation Counsel on pending and potential litigation, distribution of agreements and electronic storage of agreements on CherryLan.
- Worked cooperatively with other departments in resolving constituent concerns on various departmental issues and drafting correspondence in response to complaints and inquiries.
- Worked with Emergency Management, Recreation & Facilities and Buildings & Grounds Division in preparing Risk Avoidance Grant Application for Bay County Building Security project through MMRMA resulting in successful grant award from Michigan Municipal Risk Management Authority. Participated in Bay County Safety & Security Committee and assisted in procedures.
- Attended Tri-County Dinner meeting sponsored by Bay County Board of Commissioners with Midland & Saginaw Counties.
- Regular discussions and coordination with Animal Control Manager and staff on current issues including meetings with the Humane Society of Bay County.
- Worked with various groups in coordinating Bay County's participation and endorsement of the first annual Paws in the Park event at the Bay County Fairgrounds and attended successful event on Saturday, September 12, 2015.
- Attended meetings with Bay City Public Schools administration regarding Bay 3 TV.

- Participated in discussions with administration regarding 2016 budget preparation.
- Assisted staff in preparation of monthly County Executive newsletter.
- Gathered current materials and submitted renewal application for Bay County's liability and property insurance through Michigan Municipal Risk Management Authority for 2016 coverage period.

Animal Control

The Shelter took in 494 cats and 235 dogs and 8 various other creatures for a total of 737 animals.

- ▶ 25 cats and 85 dogs were claimed by their owners.
- ▶ 56 cats, 96 dogs, and 7 other animals were adopted or went to rescue.
- ▶ 77 cats and 43 dogs were euthanized at owner request.
- ▶ 338 cats and 11 dogs were euthanized (aggressive behavior, lack of interest, and illness).

Field Activity: Officers went out on 1310 calls, this quarter, which include the following:

- ▶ 98 Animal bites
 - ▶ 101 Cruelty and neglect calls
 - ▶ 191 Loose and Aggressive
 - ▶ 55 Barking
- We are still promoting our adoptable animals on various websites, Facebook, Petfinder.com, WNEM TV5 Facebook, and veterinarians' offices. We have a several special interest groups such as the Friends of Bay County Animal Shelter and Shelter Angels helping to promote the shelter through internet media and special events.
 - Bay County Animal Control participated as a sponsor in the Paws in the Park event held on September 12th at the Bay County Fairgrounds. Animal Control remained open through extended hours in effort to promote shelter adoptions. This first annual event was well-attended by pet-lovers, non-profits, local veterinarians and, of course, pets! We look forward to next year!
 - We have noticed this year an intake of more aggressive dogs coming into the shelter. Most of these dogs have been involved in bites on humans or have attacked humans or other animals. Unfortunately, due to their aggressive behavior, we cannot adopt these dogs out.
 - We are still doing well with other shelters and rescues coming in to pull dogs and some cats when we need help with overcrowding. Several rescues like Last Dog Day Rescue, K9 Stray Rescue League, & HANNDS have taken special cases for us in regards to dogs that are in need of help with life threatening illnesses, special needs, or just a senior dog no one is interested in.
 - We have received our schedule for the spay/neuter program with Dr. Musselman at the BAISD. This is the program starting in February 2016 where two shelter animals that have been adopted will be sterilized and rabies vaccinated at the Skill Center. According to the tentative schedule twenty shelter animals will go through the program.
 - Shelter Angels program of "sponsoring" a pet for adoption has helped about 45 animals

that have been adopted from the shelter to be sterilized and rabies vaccinated by several veterinarians from out county.

CENTRAL DISPATCH/911

1. 9-1-1 answered: Emergency calls in the month of June 7,858; Emergency calls in the month of July 9,779; and Emergency calls in the month of August 9,064. In total, Central Dispatch has answered 67,066 Emergency calls for 2015.
2. Jimmy Flathau completed the 9-1-1 Dispatcher training program during the 3rd Quarter.
3. The Bay City VHF Fire paging project equipment installation began in August and the FCC granted our frequency license in August as well. The project is expected to be completed in the 4th quarter of 2015. When complete, the last remaining AT&T phone circuit will be removed and all Fire paging will occur via Radio Frequency (RF). The use of RF instead of phone circuits lowers costs while increasing the survivability and resiliency of Public Safety Communications.
4. Bay County 9-1-1 took delivery of the Intrado Viper 9-1-1 call handling equipment, in July. The Intrado is scheduled to install the Viper 9-1-1 call handling systems in Bay County and Midland County the week of October 12th. Bay County system training is scheduled for the week of October 19th. The go live is scheduled for late October. Iosco, Huron, Tuscola and Sanilac County installations are scheduled for November and December. Peninsula Fiber Network is in the process of the network build.

In preparation for the phone installation, the 9-1-1 server room is receiving a couple of enhancements. ISD has installed a new server rack; ISD is in the process of moving 9-1-1 network equipment to the new rack. The new rack will make more efficient use of space in the server room while increasing organization and security. B&G installed new A/C units in the 9-1-1 radio room and 9-1-1 server room. The addition of the phone system components requires additional cooling at the 9-1-1 center.

The NG9-1-1 phone system will service Bay County 9-1-1, Midland County 9-1-1, Huron County 9-1-1, Sanilac County 9-1-1, Iosco County 9-1-1 and Tuscola County 9-1-1. This collaborative effort will increase capabilities and increase network redundancies; while at the same time reduce costs. Additional Counties, beyond the current 6 Counties are interested in joining the Great Lakes Bay 9-1-1 Consortium. Any additional 9-1-1 centers will be added after the system is operational.

The consortium decided to collaborate on the Intrado Call Handling System Maintenance. The Great Lake Bay 9-1-1 Consortium is sharing the cost of maintenance training. Bay County 9-1-1 is saving approximately \$10,000 in training costs, because of the collaboration.

5. Bangor Township has allowed Bay County 9-1-1 to co-locate VHF and 800 MHz radio antennas on the Bangor Fire Dept radio tower. The tower was erected in the early 1960's. Currently, Bangor Township Fire no longer needs use of the tower. The tower base has deteriorated which has compromised the overall structural integrity of the tower. Bay County 9-1-1 plans to install a new tower. The tower will be public safety grade; engineered for 100' and installed at 70'. The installation is expected to begin in

the 4th quarter.

6. Bay County 9-1-1 and Bay County Emergency Mgmt selected a new vendor to power BAY Alerts. BAY Alerts has grown ever more popular and with the addition of Rave as our new vendor, we are able to provide Bay County residents with increased usability. We have conducted Rave training and are in the process of populating the system database. We expect to relaunch BAY Alerts early in the 4th quarter.

Emergency Management

1. Conducted emergency evacuation drills (fire drills) in July at County facilities.
2. Joined a workgroup facilitated by Michigan Sea Grant, MSU Extension, and several local collaborators which developed a survey as part of a project addressing extreme storm hazards and preparedness in the Saginaw Bay watershed. The results of this survey will directly inform future projects in the watershed dealing with extreme storm impacts. The survey has been distributed in Bay County, and is soon to be distributed throughout the entire Saginaw Bay watershed.
3. Conducted training for all of the Safety Captains in the administration building. The training outlined the roles and responsibilities of the Safety Captain during emergencies.
4. Conducted several exercise planning meetings throughout the quarter in anticipation of two exercises that would be conducted in August. The planning meetings brought together agency representatives that designed both a table-top and a full-scale exercise regarding an active-shooter at a local school.
5. Conducted a table-top and a full-scale exercise in August. Both exercises regarded an active-shooter scenario at the Bay-Arenac ISD Career Center. Response agencies from Bay County participated in both exercises, and the after-action reports are tailoring future response, exercise, and training plans.
6. Met with several county stakeholders regarding the current Heroin epidemic that is impacting the county. The workgroup is working to increase the awareness of the problem throughout the county, inform family and friends of addicts on ways they can seek assistance, educate citizens on the dangers of the drug, and get more pharmaceutical reversing agents (Naloxone) into the hands of first responders in the hopes to prolong the life of the patient so that they may seek help.
7. As part of the Region 3 Ready, Set, Safe campaign, participated in a morning radio remote program from Tim Horton's restaurant on Center Avenue. The topic highlighted was pet safety during emergencies.
8. As part of the county Safety and Security Workgroup, helped design and distribute Safety and Security Resource Books to Department Heads. The resource book is designed to not only provide guidance during an emergency, but also allow individual departments the opportunity to continually educate their staff.
9. Met with the National Weather Service and Bay City State Park staff to review the park's storm plan. After review, the National Weather Service has renewed the park's Storm Ready status.

10. A new vendor for the Bay Alerts system was selected. To be ready for the new system, multiple training sessions were attended. The database from the old system was cleaned up and formatted for the new system. New distribution lists were created. A training program for new administrators is being designed. A new webpage on the county website is being deployed, and a marketing strategy was developed to ensure maximum enrollment. The new system will go-live the middle of October.
11. Received notification that the Port Security Grant application was accepted and we were awarded the entire amount that we asked for, \$187,500.

CORPORATION COUNSEL

Reviewed contracts or provided legal opinions to:

- Central Dispatch
- Health Department
- GIS
- Environmental Services/Affairs
- Personnel and Employee Relations
- Board of Commissioners
- Clerk
- County Executive
- Transportation Planning
- Animal Control
- Prosecutor
- District Court
- Administrative Services
- Register of Deeds
- Building and Grounds
- Recreation and Facilities
- Sheriff
- Finance
- Retirement Board
- Responded to more complex FOIA requests and/or Appeals
- Attended Depositions of County Employees – Shore and Stewart matters
- Responded to Subpoenas for production of records to various departments (Prosecutor, Sheriff, Community Corrections, Health Department)
- Prepared various pleadings in four separate litigation files – Gillis, Walraven, Czuprynski, Ratfisch
- Prepared Deposition Summaries
- Prepared affidavits of various County Employees re: Walraven and Gillis matters
- Drafted two Motions and Supporting Briefs for Summary Judgment – Gillis and Walraven
- Correspondence with Attorneys hired by Clerk, attended meetings between Clerk, Attorneys and County representatives
- Research regarding legal concerns raised by Clerk
- Discussions with and retention of Gilbert, Smith & Borrello
- Discussions with Resilient-C
- Discussions with Circuit Court regarding allegations made by Clerk
- Receipt and Review of Complaint filed by Clerk

- Met with and retained attorney to represent County entities.
- Attended Commission Board Meetings
- Attended Retirement Board Meetings
- Attended VEBA Board Meetings
- Attended Quadrant Meetings
- Attended Department Director Meeting
- Researched issues and attended meetings for Land Bank
- Drafted pleadings and attended contested hearings on evictions for Center Ridge Arms
- Drafted collection letters and notices to quit – Recreation and Facilities and Building and Grounds
- Drafted Lease Agreements – Recreation and Facilities
- Provided legal opinions and guidance on Employee issues

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Geographic Information Systems(GIS)(J. Anderson)

During the third quarter of this 2015, the staff of the GIS Program has been busy with the following activities:

- Continued maintenance on 9-1-1 GIS data and CAD Map
- Continued update of GIS Mobile Application for First Responders with ArcGIS Online
- Attended and presented at the MiCAMP state wide GIS conference at Boyne Mountain
- Attended Regional GIS meeting in Midland
- Participated in meetings for a pilot project Environmental Health Application with Saginaw & Midland Counties
- Train and knowledge transfer for new GIS Technician
- Continued working with Saginaw and Midland Counties on the digital orthophotography project
- Worked with Drain Office on applying for USGS LiDAR grant
- Held monthly meetings with the City of Bay City and Bay County Road Commission about sharing data, a new web mapping site, and syncing data standards
- Coordinated with county agencies and City of Bay City on ideas for a new GIS web viewer for both the county and city to share
- Helped 911 with new phone system vendor for mapping component
- Updated Bangor Twp.'s parcel data
- Misc GIS Projects and GIS tech support for: Transportation Planning, City of Auburn, Frankenlust Twp, Equalization, Environmental Affairs & Community Development, 9-1-1, Emergency Management, Register of Deeds, Bay County Road Commission, Buildings & Grounds, Clerk's Office, East Michigan Council of Governments, County Executive, and MSU Extension.
- Finalized sale of \$12,000 worth of GIS data.
- Finalized 2016 GIS budget

Gypsy Moth Program(A. Wallace)

During the third quarter of this year, the staff of the Gypsy Moth Program has been busy with the following activities:

Emerald Ash Borer:

- Staff Members completed confirmation of treatment of the 2459 trees that were treated between May 10, 2016 and June 28, 2015. During August and September all the ash

trees in our inventory were evaluate, measured and the data added to our data base.

1. The majority of the trees (3092) continue to grow and are in good health after 5 years of the treatment program;
 2. 486 ash trees have been removed
 3. Five ash trees are marked for removal by Bay City Light and Electric;
 4. An additional 119 ash trees should be removed due to poor condition and other factors ; and
 5. Approximately 760 ash trees should be treated in the spring of 2016 to continue the control of EAB infestations.
- The trees treated at the Bay City Recreation area continue to grow though they are still stressed since they were just added to the treatment program in 2013. 27 trees will bet treated in the spring of 2016 to continue the protection of the remaining ash trees in the developed areas of the park.

Educational Programs:

- The Pinconning Park Educational Program continued on Saturdays throughout July and August with over 150 youth and 75 adults taking part. Staff members also conducted educational programs at Bay City State Recreation Area and aboard the schooner Appledore.

Gypsy Moth:

- Staff inspected properties throughout the county where home owners called to complain about gypsy moth caterpillars. An outbreak level population was found on a single old growth oak tree on Boehringer court in the east side of Bay City. Surveys will be added to this area to delimit the extent of this population to determine treatment options for spring 2016. No pheromone lure was available this summer so no trapping was done. The gypsy moth population still appears to be very low.

Other Projects:

- Program staff also assisted with Phragmites mapping, treatment evaluation and continued as liason between the Environmental Affairs and Community Development Department and owners of the property along the Saginaw Bay where spraying was done through a US Fish and Wildlife Grant the fall of in 2014.

Mosquito Control (T. Putt & Staff)

During the third quarter of this year, the staff of the Mosquito Control Program has been busy with the following activities:

- The third quarter of 2015, which encompasses the bulk of the mosquito treatment season, started out dry, but ended wet with 3-5 inches of rain falling in three rain events that occurred from September 2-10. The Auburn and Pinconning areas were hardest hit, but no area was spared. Needless to say, we ended the season with a bumper crop of *Aedes vexans*, *Aedes trivittatus*, and *Psorophora ferox*. Adult mosquito populations peaked on September 22 due to unseasonably warm temperatures. Finally, by September 30th, more seasonable weather prevailed and we were able to wrap up field work on October 2nd. Clean-up and winterizing took place the next week.
- Our second annual scrap tire drive was held August 15 where we recycled 557 tires as

breeding habitats from the community.

- Disease surveillance efforts continued through September. Four hundred thirty pools (or groups of mosquitoes) were assembled with two testing positive for West Nile Virus (WNV). These were mosquitoes that were collected in CDC traps, New Jersey light traps, or gravid traps. Seven of the fourteen Crows or Blue Jays tested this season were WNV-positive.

Transportation Planning Division (J. Anderson)

During the third quarter of this year, the staff of the Transportation Planning Division has been busy with the following activities:

- Held various BCATS Technical and Policy Committee meetings
- Amendments to BCATS 14-17 TIP as required
- Attended MTPA Conference
- Attended monthly MTPA meetings in Lansing
- Attended Great Lakes Bay Regional Trail meeting
- Attended Regional Transit Mobility Workshop – MDOT Bay Region Office
- Regular updates to the BCATS website.
- Attended various Roadsoft Training classes/webinars
- Worked with MDOT, Bay County Road Commission, and the City of Bay City on Euclid Ave(M-13) & Wilder Rd Access Management Study project
- Attended Access Management Study Steering Committee Meetings
- Continued recording 2015 traffic counts
- Began reviewing GLBR Model – Future Year Socio-economic data and held work shop for local officials at the Bay County Community Center
- Worked on PASER data collection of Bay County and Bay City federal-aid roads
- Worked on PASER data collection of Bay City local roads
- Attended MDOT Bike and Pedestrian meeting at MDOT Bay Region
- Attended RPI Strategic Team Meetings in Midland and Mt. Pleasant
- Began drafting chapters for the 2045 Long Range Plan
- Continued working with EMCOG on Regional Transit Mobility.
- Coordinated with Bay City and MDOT on potential NFC updates
- Began coordinating discussions with Bay City and the Bay County Road Commission on potentially extending M-15 north of Center Avenue along Trumbull Street and Wilder Road to I-75 in Monitor Twp
- Finalized BCATS PL 3rd quarter expense billings.
- Finalized Transportation Planning 2016 budget.

EQUALIZATION

- Calculated and verified millage rates, prepared and submitted pertinent reports.
- Compiled data for the Apportionment Report which is due to the Board of Commissioners in October.
- Appraised properties in each real property class, for land values, economic condition factors, and appraisal studies.
- Personal Property assessment records verification project underway with goal to

study 100% of Industrial & Utilities Classes and 20-30% for Commercial Classes in all of Bay County.

- Continued to review Register of Deeds recordings, check for full or partial coverage of parcels, print pertinent documents for Assessors, and update property ownership information.
- Assigned new parcel numbers for split or combined properties, wrote legal descriptions and updated the Equalization Maps as well as the GIS parcel layer.
- Continued to assist in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Prepared computerized tax bill data for township officials and assisted them in uploading that data and printed necessary billing reports and documents.
- Continued to review, update, and add older sales and deed references in our database. Currently have 103,000 legal documents listed in database for public and Department use.
- Updated website for Property Tax Query and equalization reports on the Department web pages.

FINANCE

Accounting

- Issued the 2014 Single Audit, with federal grants totaling over \$15 million, with no significant deficiencies or material weaknesses.
- Attended meeting to discuss different options for temporary staffing needs with Personnel and Account Temps.
- Attended training in Lansing to go over new changes for the Office of Highway Safety grant programs to promote safe driving in Bay County.
- Took part in a Bond Disclosure webinar to go over new requirements to ensure proper continuing disclosure submissions for all outstanding debt issuances.
- The Q Drive for grants management went Live, which allows all county staff to see and store information for easy grant access to grant agreements, financial reporting, board resolutions, contracts, and progress reports. This drive is updated continuously. It will be a helpful tool in the year-end process for grant reporting and compliance.
- The cost allocation plan was issued in August 2015, two months earlier than last year.
- Coordinated with the PACE special assessment consultant as the main contact for the program.

- Meetings continued between Finance, the Bay County Treasurer and administrators of the Department of Water and Sewer to continue the coordination and assistance concerning financing, accounting and depository of funds associated with the bond issues.
- Completed the final funding for the Bay County Employee's Retirement System's new core real estate manager.
- Attended final review meeting with Rehmann regarding the 2014 Audit.
- Attended a pre-negotiations planning meeting in preparation of the 2016 negotiations.
- Attended meeting with Bay City Public Schools, corporation counsel, and the sheriff regarding 2016 road patrol budgets.
- Continued assisting with workflow modifications and role security required as part of the implementation of the HR Module.
- Attending meeting with 911 Director and Personnel Director to resolve vacancy issues.
- Attended Blue Cross/Blue Shield and EHIM renewal meetings with HR and Brown and Brown.
- Assisted recreation supervisor in drafting a return and write-off policy for the Bay County Civic Arena.
- Attended meeting with building and grounds to discuss the new phone system.
- Attended meeting with personnel and benefits to discuss possible flexible spending plan changes.
- Several staff members participated in the United Way Truck Pull.
- Staff attended MUNIS User Group Training September 2015. Round table discussion was held with other counties who utilize MUNIS Software. This was a great opportunity to discuss upcoming issues related to Financial Reporting, Citizen Transparency, and ACA Compliance. A PowerPoint presentation was held to show users different ways to access the database for tracking and statistical purposes by using MUNIS Cubes. A lot of focus was placed on joining the Tyler Community where you can post questions and get answers from MUNIS personnel or other users who may have an answer to your question.
- Staff attended the MSDHA training in Gaylord in August 2015 where several changes that will be taking place were discussed. These changes are due to Congressional cuts to Federal Programs, market changes, and increased oversight of regulations. The availability of funds for HOME Program rehabilitation has been reduced to \$2.1 Million dollars and CDBG to \$7.5 Million. Fiscal Year 2015 Awards will be competitive based awards with lien forgiveness structuring as well as more focus on rental rehabilitation. Program Income received from FY 15 Programs will be retained by the State of Michigan.

- Attended several meetings with Department of Human Services and Bay County Administration regarding new DHS position.

Budget

- Budget Department continued work on EFT project with purchasing and finance.
- Budget Department worked on 2016 departmental budgets - personnel, fringes, health insurance, grant/tax revenues.
- Met with child care fund & probate staff to discuss and set up budgets for 2016.
- Budget published and posted notice of Public Hearing for 2016 Budget.
- The 2016 Bay County Executive Recommended Budget was submitted to the Bay County Board of Commissioners on 10/01/2015.
- Budget Department did purchase order training for the clerk's office.
- Budget Department did Munis General Ledger account inquiry training for Probate Court.
- Budget Department did accounts payable training for probate court staff.

Housing Rehabilitation

- Attended Board Meetings at Bay Area Housing.
- Continued day to day oversight of the program.
- Continued to work on next phase of the grant.

Information Systems Division

- 955 work orders were completed in the third quarter of 2015 for ISD.
- There are 27 open work orders, 106 open projects and 26 waiting on user or in the ordering process.
- Mi-GMIS conference at Boyne Mountain was attended where various vendors and presentations were given on new products. ISD attendees were shown different VoIP phone systems.
- The deployment of our new Internet provider was started and outside locations were successfully moved.
- Tyler MUNIS group was attended. The MUNIS team showed the deployment schedule for software versions, showed the Tyler community and encouraged users to join the online groups to interact with other users. Bay County was able to network with our counties and municipalities in a break down session.
- Additional equipment was installed in network upgrades. This equipment is part of the network overhaul of 2015.

- A new Assumed Name search was deployed on the Clerk's website to allow citizens to search.
- ISD began working on an Affordable Care Act report for purposes of reporting benefits for employees for the Federal government in compliance with Affordable Care Act.
- New security cameras were installed and deployed for better viewing of dead zones throughout the County.
- A new jury management system was installed and ISD worked with Court House Technologies in the setup of the system. The new jury management system will be deployed and used in January, 2016. This will replace the existing system on the AS/400.
- User Acceptance Testing with the Friend of the Court has continued. An expected go-live is the beginning to middle of fourth quarter.

Purchasing

Bids in Development:

- Jail Elevator Replacement
- Juvenile Home Roof Replacement
- Bay County Audit
- Bay County Retirement Board Investment Consultant
- Jail Commissary Services
- Housing Rehabilitation Third Party Administrator

Bids Released:

- Jail Commissary Services
- Bay County Audit
- Bay County Retirement Board Investment Consultant
- Housing Rehabilitation Third Party Administrator
- Juvenile Home Roof Replacement

Bids Awarded:

- Treasurer's Office Banking Services
- Sheriff's Office Medical Care Services Rebid
- Juvenile Home Medical Care Services
- Court Facility Roof Repair
- Jail Commissary Services

Other Items:

- Attended various meetings regarding the above RFP's/RFQ's
- Prepared and entered journal entries for credit card allocation
- Assisted various departments and vendors with purchasing questions/bid preparations
- Prepared monthly invoices for: cell phones, phones, credit card and waste removal
- Met to discuss the review/replacement of the telephone system (ongoing)
- Met to discuss the latest updates concerning EFT transactions
- Conducted walk through for Juvenile Home Roof Replacement bid
- Attended meetings for the following committees:

- ▶ Safety & Security
- ▶ Participated in the following trainings:
 - ▶ Emergency Management Full Scale exercise as an PIO
 - ▶ Safety Captain
 - ▶ GFOA Preparing a Banking Services RFP Webinar
- Participated in the United Way Truck Pull as a cheerleader

HEALTH

Administration

The Bay County Health Department Administration continues to implement its Strategic Plan to provide a framework for future growth and direction. A dozen key staff from the Health Department were chosen by management to assist on the steering committee, which is also known as the FAB TEAM (short for Forever Achieving Better, Together Everyone Achieving More). The BCHD Strategic Plan has three main goals:

1. The Health Department will increase the community's knowledge of Programs & Services provided by October 2015.
2. The Health Department will develop & implement a fiscal strategy that meets the needs of our clients, while promoting fiscal responsibility by October 2015.
3. The Health Department will establish a workforce development plan by October 2015. BCHD continues to revise its Orientation Operations Manual. BCHD has implemented a series of client satisfaction surveys for analysis.

Key accomplishments during this period include:

1. The Health Department in cooperation with Saginaw Valley State University has completed its nine month of operation with the University Clinic. The clinic focuses on persons with multiple chronic conditions, who are uninsured/underinsured, especially veterans and persons with behavioral health issues. The clinic has completed outreach to schools (i.e. sports physicals for children in need, etc.), seniors, and other organizations to further develop its client base. It will also begin to accept referrals from Veterans Evaluation Services for VA eligible participants who cannot access timely assessments.
2. A renovation of offices for the Bay Health Plan started in February of 2015 and was completed in May 2015. Plans are now being formulated to enhance security and privacy at the front desk/entrance area. It is anticipated that these enhancements will be completed in the end of 2015.
3. The Health Department completed its work with Community Schools (Auburn Elementary and All Saints) to develop Safe-Routes-to School Programs and assist with minor infrastructure/traffic changes to make safety changes for commuting students. "Walk to School/Walk at School" events were held at both schools in the first week of October.
4. The Health Director continues to work with area leaders on its Community Health Advisory Committee (in conjunction with the Bay County Roadmap) to oversee the community health assessment process and further develop the Bay County Community Health Improvement Plan. Plans are underway to perform a community telephone

survey regarding health and health care concerns of Bay County residents in the fall of 2015. Also planned is a provider survey in the coming months that will ascertain areas of unmet need in Bay County. If areas are identified, further analysis will be completed to determine if there are federally recognized Medically Underserved Areas (MUA's) or Health Professional Shortage Areas (HPSA's) which may offer the County providers enhanced reimbursement and/or leverage resources to recruit and retain health care providers.

5. The Health Department continues to work with Law Enforcement, first responders and behavioral health to educate the general public on the dangers of heroin and to obtain Naloxone for police and first responders so that opioid overdoses can be reversed at the onset. The Health Department issued a Public Health Advisory in July on the recent surge of overdoses and deaths due to heroin/opioid abuse in Bay County.

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Staff Meetings
- Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing
- Monthly Human Services Collaborative Council (HSCC) Board, Executive Board and Steering Committee Meetings
- Quarterly Bay Health Plan Board Meeting
- Bay County Community Health Advisory Meetings (July)
- Michigan Health Information Alliance – Population Health Working Group
- Michigan Health Information Alliance – Diabetes Prevention Program
- Meetings with Health Department Fiscal and Finance Department staff to formalize 2016 budget
- Weekly meetings with SVSU regarding the University Clinic
- Tri Cities (Midland, Bay, Saginaw, Gratiot counties) Health Officer Forum – Monthly
- Bay County Heroin/Opioid Overdose Group – July and August
- United Way Community Impact Committee – July 3
- State of Michigan Water Strategy Meeting – July 16
- Meeting to Discuss Kawkawlin Watershed Activities with DEQ Director – July 20
- Presentation to Morning Rotary Club on University Clinic – August 27

Children's Special Health Care Services (CSHCS)

- CSHCS provides supplemental insurance benefits and services of a registered nurse to children who have a qualifying medical diagnosis. A child is invited to enroll whether they have private insurance or a Medicaid Health Plan.
- This program supports a nursing position for 32-40 hours a week and a clerical position for 20 hours each week, as the nurse also works the immunization clinic and the clerical works 20 hours weekly in MIHP. Since May the CSHCS program representative position has been vacant and plans are to post for it in the near future. The absence of a CSHCS program representative has caused a strain on the CSHCS nurse and PHN Manager. The CSHCS parent liaison has been a great help for program outreach in absence of the CSHCS program representative. In addition, it is with great joy to report that the CSHCS Family and Youth with Special Health Care Needs grant for the

2015-16 was applied for and granted, it will expire on September 30, 2016. The grant supported CSHCS Parent Liaison has been very valuable as CSHCS program reaches out to recipients to promote full utilization of all the CSHCS benefits.

- During this quarter the following billable services were provided with an approximate income of \$6,791.60
- 92 Level II care coordination activities, combined efforts of RN and clerical staff
- 20 Case management visits by the RN

Communicable Disease (CD) Division

- The CD nurse investigated 166 reportable disease cases this quarter, of which 140 were laboratory confirmed. These confirmed cases include:
 - 17 animal bites; 6 Meningitis-aseptic; 1 Varicella; 2 Hepatitis A; 1 Streptococcus pneumonia, invasive; 7 Campylobacter; 2 Cryptosporidiosis; 2 Salmonellosis; 1 Hepatitis B-chronic; 2 VZ Infection, unspecified; 5 Hepatitis C-chronic; and the Chlamydia and Gonorrhea cases referenced under Health Screening, plus Ebola Monitoring Activity for a traveler from Liberia.
- The 4 Probable cases reported and investigated but not laboratory confirmed include: 4 Hepatitis C chronic.
- An additional 22 cases were reported that the CD nurse investigated and were later found not be a case.

Health Screening Clinic (HIV/STI)

- The CD/HIV/STI nurse investigated the following confirmed cases: 80 Chlamydia and 13 Gonorrhea. Number of clients tested for STIs in our clinic this quarter: 34, of which 1 was court ordered, 22 males & 12 females.
- Number of clients tested for HIV this quarter: 18, of which 1 was court ordered. All results were negative, and of these 18 tested, 8 had previously been tested while 10 had no previous test.
- The CD/HIV/STI nurse participated in the following:
 - ▶ 07-09-15 Epidemiology & Lab Capacity Workgroup, Office of Public Health Preparedness MDHHS speaker Shannon Johnson, Lansing MI
 - ▶ 07-28-15 East Central Infection Control Meeting, St. Mary's Hospital, Saginaw MI
 - ▶ 08-26-15 Pediatric & Adult Influenza Webinar, MDHHS sponsored
 - ▶ 09-22-15 Preceptorship for SVSU Nursing Students: Fall Term 2015

Hearing and Vision Program

The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools and keep busy following up on previous referrals. Technician, Michelle Richardson, attended the MDHHS Hearing and Vision Conference in Traverse City, MI in June. New this school year, pursuant to Child Care Licensing Rule 400.8125, technicians need background checks through the Department of Human Services Central Registry and clearance through

the Michigan State Police Internet Criminal History Access Tool (ICHAT) of which both our H&V technician have received.

Hearing	Services provided	Passed	Referred	Under Care	Other*	MD evals**
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	211	208	1	0	2	5
School age K-12:	0	0	0	0	0	0
Totals	211	208	1	0	2	5

Vision	Services provided	Passed	Referred	Under Care	Other*	MD evals**
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	202	193	7	0	2	15
School age K-12:	1139	976	89	37	46	19
Totals	1341	1169	96	37	48	214

* Unable to complete screen/ pending rescreens/absent for screening

** Medical follow up from previous quarters counted as they come in

Division on Aging (DOA)

- The annual Garden Tour and Picnic, a viewing of four local gardens and a picnic lunch, was offered July 17 with 67 people in attendance.
- An In-Service Program for volunteers, caregivers, and seniors was held July 23 at State Park. It was an opportunity to make participants aware of the historical Trombley House and featured the Olde Thyme Herb Society. There were 22 participants.
- The Aging Well Chair Yoga class continues in collaboration with the Community Center and Beth Trahan. While there were no classes in July, there were 37 participants in August with 34 eligible meals. Participants were requesting an additional day of class, so September offered two classes per week and had 46 participants with 52 eligible meals.
- The Region VII Area Agency on Aging grant application to provide senior services for fiscal year 2016 was approved August 7.
- Division on Aging held its first annual Cruise In Car Show and Picnic on August 12 at the Canteen Activity Center with 80 people in attendance.
- A four-week mini-session of the Osteoporosis Strength Exercise class was held August 24 through September 23 with 42 participants and serving 137 eligible meals.
- In collaboration with the Bay City Public Safety Department, Division on Aging is developing a pilot program called "Seniors Safe at Home." Its purpose is to provide senior citizens with assistance in maintaining and improving the safety of their persons and their property. The "Crime Prevention Through Environmental Design" strategies rely upon the ability to deter criminals by reducing the risk with property clean-up that would improve the safety and appearance for the homebound older adults.
- Division on Aging, in collaboration with the Health Department, sent three staff members to become Lay Leaders in the Diabetes PATH (Personal Action Toward Health) Certification. These educational programs will be conducted at numerous

- Senior Dining Centers throughout Bay County.
- The annual Country Fireside Picnic was held on September 23 at the Bay City State Recreation Area offering a smoked pork loin dinner, a fire in the pavilion, a nature walk, and live music with 182 people in attendance.
- An In-Service Program for volunteers, caregivers, and seniors was held September 24 at Riverside. The program was "Laughter, the Other Medicine," and there were 18 participants.

Division on Aging volunteers provided a total of 903 hours this quarter as follows:

Activity	July	August	September
Advisory Board	9	0	11
Food Commodities	54	54	64
Special Events	29	38	68
Knit/Crochet	107	110	104
In-Service	27	0	6
Meal Delivery	15	14	17
Senior Olympics	0	28	2
Transportation	25	26	19
Wonderful Times	22	22	32
Totals	288	292	323

- The total number of reported Volunteer Hours for fiscal year 2014-2015 is 3,922. Dining Center volunteers provided a total of 1,089.5 hours this quarter as follows:

Dining Center	July	August	September
Canteen	7	9	5
Hampton A.M.	27	35	40
Hampton P.M.	74	57	80.5
Kawkawlin	36	28	34.5
Riverside	170	185	204
Williams	38	30	29.5
Totals	352	344	393.5

- The Commodities program delivered 132 boxes of commodities in July, 130 boxes in August, 131 boxes in September, and 154 quarterly boxes in September, for a total of 547 for the quarter.
- Division on Aging served 719 eligible meals at special events from July through September. The year-end total of eligible meals is 3,836, which is 334 meals more than last fiscal year.
- Transportation requests were 131 in July, 148 in August, and 156 in September, for a total of 435 for the quarter.
- From October 1 through September 30, Division on Aging has served:
 - ▶ 34,088 congregate meals
 - ▶ 127,200 home delivered meals

and provided:

- ▶ 581 caregiver hours
- ▶ 7,378 homemaker hours
- ▶ 1,353 personal care hours
- ▶ 5,063 case coordination hours

Elder Abuse Grant

- Division on Aging was awarded a grant extension on the Elder Abuse Program for one year ending September 30, 2016. The grant extension will allow additional time and funding to provide continued case management and victim services.
- Monthly Division on Aging staff meetings
- Monthly Bay County Elder Abuse Coordinated Community Response (CCR) Team Meetings. Each meeting is regularly attended by 20 to 25 people from community agencies, law enforcement, Adult Protective Services, and the County Prosecutor's Office. The Project Coordinator arranges the agenda and a speaker for each session.
- Every-other-month Senior Task Force meetings
- Every-other-month Advisory Committee meetings

July

- Community presentations regarding services available for victims of abuse:
- Roll Call at Bay City Department of Public Safety
- Worked with volunteers to distribute flyers for the August seminar
- Viewing Webinars on Abuse in Later Life
- LGBT Training at Region VII Area Agency on Aging
- Assisted clients with emergency resources for housing, transportation, and emergency needs

August

- Presentations regarding services available for victims of abuse:
- Bayfield Assisted Living Senior Expo
- Over 50? Protect Yourself & Your Money as You Age Seminar
- Viewing Webinars on Abuse in Later Life
- Medicaid Training and Guardianship Workshop
- TPAAN Training to Prevent Adult Abuse and Neglect
- Assisted clients with resources, transportation, and emergency needs

September

- Presentations regarding services available for victims of abuse:
- McLaren Bay Region Hospital Resident Physicians
- Bay Area Retired Teachers
- Financial Edge Credit Union Tellers
- Assisting clients with resources, transportation, and emergency needs
- The Abuse in Later Life Case Manager has received 36 referrals since October 2014; 22 clients have been served through the grant, with 14 clients still currently being served. In addition, there have been numerous telephone calls regarding the manner to report abuse and inquiring about available resources.

Health and Wellness classes offered:

- Blood Pressure Clinics

- Walking Club at the Community Center
- Low Vision Support Group
- Commit to Be Fit
- Line Dancing
- Chair Yoga at Williams
- Wii Bowling League
- Shuffleboard
- Osteoporosis Strength Exercise Mini-Session
- Aging Well – Chair Yoga with Beth Trahan
- A Matter of Balance

Dining Center Activities:

- “Diabetes – Myths & Symptoms” by Melissa Uhl, Southern Care, at Hampton A.M.
- The Recyclables, readers’ theatre troupe from Bay City Players, at Williams
- Father’s Day celebrations
- Caretel Inns of the Tri-Cities and its Healthy Heart Eating Program at Riverside
- Paper Crafting Workshop by Carolyn Johnson at Riverside
- Independence Day celebrations
- Acrylic Painting classes
- “Be In the Know About Rheumatoid Arthritis” by Dr. Al Maciulis at Riverside
- Disaster Preparedness for Seniors by Shannon Vasko, Comfort Keepers, at Williams
- “Stayin’ Alive” regarding heart attacks at Hampton A.M.
- Summer’s “Last Hurrah” Party at Riverside
- Hawaiian Luau party at Hampton P.M.
- “Just the Facts” with Bonnie Fritz from Golden Horizons at Williams
- Safety in the Home/Fall Prevention with Case Manager Sue Howard at Williams
- Country Music Extravaganza at Hampton P.M.
- “Senior Living Options” with Lori McCracken of Independence Village at Riverside
- Jolly Hammers and Strings at Williams
- “Medicare—What You Need to Know” by Jae W. Oh, CLU, ChFC, at Riverside

Special Events:

- Garden Tour and Picnic
- In-Service Program at Riverside – Stroll the Trombley House
- Movie/Lunch Series at Wirt Library each month
- Cruise In and Picnic at the Canteen
- Annual Country Fireside Picnic at Bay City State Recreation Area
- In-Service Program at Riverside – Laughter, the Other Medicine

Trainings Provided:

- Nutrition Services Manager:
- Area Agency Nutrition Providers Meeting
- Senior Advisory Committee meetings
- Division on Aging staff meetings
- Nutrition Staff meetings

In-Home Services Coordinator:

- Senior Advisory Committee meetings
- Division on Aging staff meetings
- Bi-monthly Case Management meetings
- In-home staff meetings

- Diabetes PATH (Personal Action Toward Health) Certification

Staff:

- Pain Management
- Adult Influenza
- LGBT Training
- Elder Abuse & Neglect Training
- Portion Control, Food Safety, and Date Marking

Meetings/Trainings Attended by Director:

- Region VII Area Agency on Aging Board Meeting
- Senior Advisory Committee Meetings
- Division on Aging staff meetings
- Elder Abuse CCR Team
- Senior Task Force
- Case Managers' meetings
- County Commission
- Department Managers
- Health and Wellness Programs meeting with the Community Center
- Region VII Area Agency on Aging Directors' Meeting
- Human Services Collaborative Council Steering Committee Meeting
- Michigan Association of Nutrition Service Providers Annual Conference

Emergency Preparedness & Health Education

(Unless otherwise indicated, the following activities are reported for Melissa, the Division Manager):

Meetings/trainings attended by Division Manager over the quarter:

- Monthly Region 3 HCC Advisory Committee Meetings
- Monthly Region 3 HCC Planning Board Meetings
- Monthly Region 3 EPC Meetings
- MDHHS DEPR Monthly EPC Conference Calls
- Bi-monthly LEPC Meetings
- Quarterly 800 MHz radio drills for MDHHS DEPR
- Monthly 800 MHz radio drills for Region 3 HCC
- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings

Emergency Preparedness

(Unless otherwise indicated, the following activities are reported for Melissa, the Division Manager):

July

- Participated in County Emergency Management Exercise Planning Meetings
- MCIR All Hazard Module Refresher training

August

- Participated in County Exercise Functional Drill (Melissa & Tracy)
- Submitted year end grant cycle reports to MDHHS

September

- Attended County Department Directors & Division Managers Meeting

- Attended Mass Antibiotic Dispensing Train-the-Trainer (MADT) 3-day course
- Conducted Quarterly SNS Call Down Drill (Tracy)

Health Education

Meetings/trainings attended by Division Staff over the quarter:

- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings
- WIC Staff Meetings (Tracy)
- Bay County Prevention Network (BCPN) Meetings (Tracy)
- Monthly BCHD Staff Recognition Committee Meetings (Tracy)
- Facilitate Monthly WIC Breastfeeding Classes & Infant Feeding Choices Classes (Tracy)
- Monthly MPHHC Planning Conference Calls (Tracy)
- Monthly MALPH BHS Forum Teleconferences (Tracy)
- Monthly Prescription Drug Meetings (Tracy)
- Monthly WIC Quality Improvement Workgroup Meetings (Tracy)
- SBCA/Eat Safe Fish Partners Monthly Teleconference with MDCH and EPA (Melissa & Liz)
- SBCA/Eat Safe Fish Presentation to Bay County WIC Breastfeeding Classes & WIC Infant Feeding Choices Classes (Tracy)
- During this quarter, presented to 8 classes and spoke to a total of 44 people

July

- MIHIA DPP Steering Committee Conference Call (Tracy & Liz)
- MIHIA DPP Lifestyle Coaches Conference Call (Tracy & Liz)
- Community Health Assessment (CHA) Meeting with Bay Health Plan (Tracy)
- Using Data Webinar – 3 One Hour Webinars (Tracy)
- BHC Grantee Call (Tracy)
- Joint Information Center Walk Through with Emergency Management Coordinator & County PIO's (Tracy)
- Interactive ESF games/material distribution for youth at St. Mary's Summer Feed Program in Saginaw (Liz)
- ESF/bioaccumulation demonstration at Saginaw Bay Fishing Camp (Liz)
- Facilitated weekly DPP group meetings (Liz)
- Distributed 646 ESF brochures to Physician's offices, and 164 ESF brochures plus additional educational ESF materials to various businesses and community agency locations in Bay, Midland, and Saginaw Counties (Liz)

August

- BCHD Outreach at Nathan Weidner Annual BBQ Event (Tracy)
- Presentation on Health Department Services to McLaren Residents (Tracy & Liz)
- BHC Database Reporting Training (Tracy)
- ESF Outreach at BCSRA Saginaw Bay Waterfowl Festival (Liz)
- ESF Outreach at Saginaw County Fair (Liz)
- BCHD/ESF Outreach at Bayside Health Center's Back to School Health Fair (Liz)
- Interactive ESF games/material distribution for youth and intellectually disabled at St. Mary's Summer Feed Program in Saginaw (Liz)
- BCHD/ESF Outreach at Bay City YMCA's Fall into Health Habits Fair (Liz)
- ESF Outreach at Midland County Fair (Liz)
- BCHD/ESF Outreach at Bay County CAN Council's Ducky Derby Event (Liz)
- Facilitated weekly DPP group meetings (Liz)

- Distributed 250 ESF brochures to Physician's offices, and 1,847 ESF brochures plus additional educational ESF materials to various businesses and community agency locations in Bay, Midland, and Saginaw Counties (Liz)

September

- DPP 1:1 Conference Call (Tracy & Liz)
- Diabetes PATH Program Meeting (Tracy)
- BHC Interview with Grant Evaluator
- Diabetes PATH Training (Tracy & Liz)
- Meeting with Digits Media – PSA's to Promote Farmers Market for BHC Grant (Tracy)
- Foodborne Illness Quarterly Team Meeting (Tracy)
- Safe Routes to Schools Meetings with Auburn Elementary (Tracy)
- ESF presentation and material distribution to Steelheaders Group at VFW Hall in Midland (Liz)
- Assisted EPA with ESF Outreach at Mindtrekkers EPA event with chemical bioaccumulation demonstration at Delta College (Liz)
- Facilitated weekly DPP group meetings (Liz)
- Distributed 872 ESF brochures to Physician's offices, and 2,413 ESF brochures plus additional educational ESF materials to various businesses and community agency locations in Bay, Midland, and Saginaw Counties (Liz)

WIC Breastfeeding Peer Counselor (Tracy)

Monthly BFPC Meetings with WIC Coordinator

July

- 48 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class – 2 Classes with 13 participants
- Infant Feeding Choices Class – 1 Class with 4 participants
- Bay County Breastfeeding Coalition Meeting

August

- 25 Client Contacts
- Breastfeeding Basics Class – 2 Classes with 11 participants
- Infant Feeding Choices Class – 1 Class with 3 participants
- Bay County WIC Breastfeeding Walk

September

- 32 Client Contacts
- Breastfeeding Basics Class – 1 Class with 5 participants
- Infant Feeding Choices Class – 1 Class with 8 participants

Acronyms:

EPC = Emergency Preparedness Coordinator
 CDC = Centers for Disease Control and Prevention
 EMC = Emergency Management Coordinator
 S PHEP = Public Health Emergency Preparedness
 ARC = American Red Cross
 HST = Homeland Security Team Meeting
 LEPC = Local Emergency Planning Team
 T&EPW = Training & Exercise Planning Workshop
 FWCC = First Ward Community Center
 EOC = Emergency Operations Center
 GIS = Geographic Information Systems
 HSPB = Homeland Security Planning Board
 BRFS = Behavioral Risk Factor Survey Statistics

MEMS = Modular Emergency Medical System
 NEHC = Neighborhood Emergency Help Center
 BHS = Behavioral Health Sciences
 NS = Strategic National Stockpile
 MI = Michigan
 QI = Quality Improvement
 ESF = Eat Safe Fish
 MOHC = MI Oral Health Coalition
 EAP = Emergency Action Plan
 HCC = Healthcare Coalition
 ICS = Incident Command System
 JIC = Joint Information Center
 LPT = Local Planning Team

HPHB = Healthy People Healthy Bay Coalition
 MISNS = Michigan Strategic National Stockpile
 MALPH = Michigan Association for Local Public Health
 NNPHI = National Network of Public Health Institutes
 SBCA = Saginaw Bay Cooperative Agreement
 BFPC = Breastfeeding Peer Counselor
 BCPN = Bay County Prevention Network
 NRC = Neighborhood Resource Center
 NKFM = National Kidney Foundation of Michigan
 ARRA = American Recovery & Reinvestment Act
 MiHIA = Michigan Health Improvement Association
 DEPR = Division of Emergency Preparedness and Response
 MDHHS = Michigan Department of Health & Human Services
 HSEEP = Homeland Security Exercise and Evaluation Program
 MPPHCP = Michigan Premier Public Health Conference Planning
 COPPHI = Community of Practice for Public Health Improvement
 GLC-SOPHE = Great Lakes Chapter Society of Public Health Educators
 FAB TEAM = Forever Achieving Better - Together Everyone Achieving More
 MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division
 PIO = Public Information Officer
 MIHAN = Michigan Health Alert Network
 SOP = Standard Operating Procedure
 EAP = Environmental Protection Agency
 MOHC = Michigan Oral Health Coalition
 BCSRA = Bay City State Recreation Area
 CHA = Community Health Assessment
 CHIP = Community Health Improvement Plan
 DPP = Diabetes Prevention Program
 BHC = Building Healthy Communities
 DPP = Diabetes Prevention Program

Bay 3 TV Videos/Presentations

The following programs were aired on Bay 3 TV during the quarter:

- "Reality Matters"
- "HPV: What Every Teen Needs to Know"
- Maternal Infant Health Program Information
- Hearing and Vision Program Information
- "Hepatitis and Your Liver"
- "Eat Fish Safely"
- "Viral Hepatitis and Bloodborne Pathogens"
- "Unnatural Causes – Segments 1-7"
- "Me, Have Another Baby? (Preconception Health)"
- "In the Swim of Things"
- Removing Head Lice Safely

Environmental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC.	
Fixed Food Est. Inspections	218	Parcels Evaluated	52
Mobile, Vending, & STFU Inspections	9	On-Site Sewage Disposal & Tank Permits Issued	52
Temp. Food Est. Inspections	48	Alternative/Engineered Sewage Systems Approved	0
Follow-Up Inspections	37	Failed System Evaluations Conducted	1
Plans Received for Review	2	Sewage Complaints Investigated	2
Plans Approved	2	Well Permits Issued	25
Consumer Complaints Investigated	5	Abandoned Wells Plugged	0

Foodborne Illness Complaints Investigated	N/A	DHS Related Inspections Completed (Day Cares, AFC Homes, Etc.)	N/A
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Cremation Permits Processed

January	55
February	58
March	36

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic
306
Number of Encounters in Family Planning Clinic
354

- Tammy Hill NP-BC works 8 hours each week in the Family planning Clinic. The clinic is now current with annual exams for current clients and continues to add new clients weekly. Tammy is also a Nurse Practitioner instructor at SVSU College of Nursing.
- Kathleen Trepkowski, RN, BSN, Family Planning nurse attended:
 - 09-24/25-15 Annual Family Planning Conference, MDHHS sponsored in Troy, MI

Immunizations

TB Test	25
Hep. A Adult	29
Hep. A Peds	115
Hep. A/Hep. B	0
Hib	53
HPV	93
Flu	0
PCV13	72
Rotavirus	30
Dtap	37
Dtap/IPV	39

MMR	41
IPV	29
Td	1
Tdap	119
Varicella	67
Dtap/Hep.B/IPV	42
Pneumonia	2
Meningococcal MCV4	134
Zoster	8
Hep. B Peds	9
Hep. B Adult	26
MMRV	41
Rabies	0
DT	0
TOTAL	1012

Laboratory

Number of In-House Tests: Clinical Services	317	Number of Other (Outgoing) Tests: Clinical Services	107	Number of Tests: Water/Non-Clinical	478	TOTAL TESTS	902
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Lead Program

- The transition to MDHHS "Healthy Homes and Lead Poisoning Surveillance System" (HHLPSS) has been completed and is now the state wide site for the reporting of blood lead levels for all children in Michigan. It assists the local health department (LHD) by identifying children in their jurisdiction who have an elevated blood lead level (EBLL) and will need PHN follow up and it will also track homes where a child has been diagnosed with an EBLL. The services for this program are run by a PHN.
- 7 children are currently opened to case management for EBLL greater than 10 micrograms per deciliter, 0 children were opened to case management and 0 were closed during this quarter, 16 phone or mail contacts to parents were completed during this quarter.

Maternal Child Health Services

The Maternal Child Division has endured a major hardship since May of 2015 with the sudden loss of clerical support in both the MIHP and CSHCS program, along with the sudden loss of a

loyal and respected coworker. Staff in those respective departments, along with clerical staff from other Health Department programs and the PHN Manager have helped worked together to pick up the clerical workload in MIHP and CSHCS,.

The Public Health Nurse Manager (formerly Maternal Child Health Services Manager) is responsible for Management of the:

- Maternal Infant Health Program,
- Children's Special Health Care Services,
- Hearing and Vision,
- Communicable Diseases/Sexually Transmitted Infections,
- Immunization Clinic
- Family Planning Clinic.
- Supervision of the three Region 7 on Aging Agency workers who provide services in the Health Department
- Other duties include TB case management coordination with Dr. Herrick the Medical Director. Currently the Health Department does not have any cases of active TB Disease or Latent TB.

Kathy Janer RN, BSN, participated in the following community meetings, work groups or educational programs:

- Monthly MIHP and Health Department Staff and Management meetings
- Weekly planning meetings with SVSU staff regarding developing the Nurse Practitioner Primary Care Clinic at the BCHD
- Monthly MDHHS Nurse Administrator Meeting by teleconference
- Monthly MDHHS CSHCS Nurse Conference calls

07-01-15 Presentation to YWCA Greener Pastures Participants on Health department programs
07-28-15 Tuberculin Skin Testing update/training, Standish, MI
08-28-15 Pediatric & Adult Influenza Webinar, MDHHS sponsored
09-01-15 SVSU student orientation for BCHD Fall Term undergraduate nursing students
09-17-15 MDHHS sponsored MIHP Coordinator's Training, Traverse City, MI
09-24/25/15 MDHHS sponsored Family Planning Annual Conference

Continued work on updating BCHD 2015 Policies during this quarter.

Maternal Infant Health Department (MIHP)

- Since May with the unexpected illness of our MIHP secretary the MIHP office has been void of MIHP clerical support. This work load has been picked up by MIHP professional staff, other health department clerical, billing clerical and the PHN manager. This quarter MIHP received 180 maternal and infant referrals from which 11 maternal and 19 infants were enrolled. A total of 241 billable visits were completed by Mary Jo Braman RN, BSN, Jennifer Don LMSW and Kelly Dore, RN, BSN.
- The MIHP professional staff participate in the following trainings, meetings& clinics in addition to the monthly Health Department all staff meetings and their monthly MIHP staff meeting.
- Kelly Dore, RN, BSN is also the Lead nurse for Bay County and provides back up for the Communicable Disease division and is a member of the Breastfeeding Coalition

sponsored through WIC. Kelly also participated in the following:

- ▶ 08-28-15 Pediatric & Adult Influenza Webinar, MDHHS sponsored
- Mary Jo Braman, RN, BSN provides back up to Immunization Clinic and is working the immunization clinic full time since September 28, 2015 until a temporary immunization nurse can be hired. Mary Jo is also on the Breastfeeding Coalition and participates in the Safe Journey Meetings, a community group with a focus on a substance free pregnancy. It meets monthly and provides outreach education to Middle School students on avoiding harmful substances during pregnancy. Mary Jo also participated in the following:
 - ▶ 08-28-15 Pediatric & Adult Influenza Webinar, MDHHS sponsored
 - ▶ 09-18-15 Vaccine Across the Lifespan and Vaccine Pain Management- MDHHS nurse educator

During months of July, August and September, Pink Book Conference, a weekly 1 hr CDC webinar

Jennifer Don LMSW participates in the additional following monthly meetings:

- Bay County Self Sufficiency Task Force Meetings
- BCHD staff recognition meetings
- Bay Arenac Diaper Bank meeting for Community groups
- BCHD FAB TEAM meeting
 - ▶ 09-17-15 MDHHS sponsored MIHP Coordinator's Training, Traverse City, MI

**WIC ~ Women, Infants & Children Program
Bay County Health Department and Pinconning Clinic**

	Certification	Child Evaluation	Education	Infant Evaluation	Nutrition Care - Reg. Dietitian	Other	Priority Certification	Project FRESH	Recertification	TOTAL
Jan	4	89	210	40	36	69	137	0	182	767
Feb	3	67	122	46	57	53	139	0	246	733
Mar	1	93	96	56	59	63	132	0	189	689

Lead Tests Billed

January	58
February	71
March	53

HOUSING

Housing Director Activities

- Attended MiNAHRO (National Association of Housing and Redevelopment Officials) Joint Housing Conference in Thompsonville, MI September 9-11, 2015. During the conference the housing director, Rachelle Anderson, attended Executive Management and Board Relations training sessions offered by NAHRO.
- Attended HUD sponsored Capital Fund Training at the Detroit field office September 15-16, 2015, in order to stay up to date on federal regulations related to the Capital Fund Program.
- Attended Quarterly BC/BS Community Advisory Committee Meeting
- Attended Board of Commissioner and Various Board Committee Meetings
- Co-Chaired Monthly Elder Abuse Coordinated Community Response Meetings
- Coordinated with the Building and Grounds Superintendent to have a brick structure constructed in the lobby of Center Ridge Arms for resident mailboxes.
- Schindler Elevator began the Elevator Modernization project in the 2nd quarter and it was ongoing throughout the 3rd qtr. The work on the two elevators has been completed and has passed inspection by the state.
- Held a resident advisory board (RAB) meeting to discuss annual plan including policy changes and capital fund projects.
- Met with several residents to discuss tenant concerns
- Met with STT Security to discuss security at CRA
- Met with corporation counsel on several occasions to discuss tenant matters

Admissions and Occupancy Specialist Activities

- Completed annual recertification's for 30 residents
- Completed 3 move-in inspections
- Completed move-in orientation and lease paperwork for 3 new residents
- Met with several residents to discuss tenant concerns
- Met with STT Security to discuss security at CRA
- Completed annual UPCS inspections for 30 apartment units with maintenance staff
- Conducted a survey regarding smoke free policy

Maintenance Activities

- Numerous work orders completed in both common areas and apartment units

- Completed unit turnaround maintenance for 3 apartments
- Completed annual UPCS inspections for 30 apartment units
- Completed preventative maintenance on boiler units
- Completed quarterly maintenance on air handlers and roof top exhaust units
- Repaired several washers, dryers and refrigerators
- Hamilton Electric upgraded wiring to handle elevator load
- Reconditioned lawnmower for continued use

Resident Services Activities

- Distributed food commodity boxes from Mid-Michigan Community action agency to 65 residents
- Coordinated weekly exercise classes and blood pressure clinics for residents with First State Home Health
- Coordinated with local human service agencies to provide needed goods and services to residents; including Bay County Division on Aging, Region VII Area Agency on Aging, Bay Arenac Behavioral Health, Bay County Department of Human Services, Disability Resource Center, Do-All Material Assistance Center, Hart Medical Supply and Mid-Michigan Community Action Agency.

JUVENILE DETENTION & CHILD CARE SERVICES

- The Child Care grant has not experienced any budget cuts thus far for the fiscal year and has maintained continued programming.
- Staff meeting in June to discuss current policies and procedures and programming issues
- Residents participated in an Education program provided by the Bay Arenac Intermediate School District (summer schedule). Other programs for residents include Nutrition and Life Skills conducted by the MSU Extension and safe relationships conducted by the Women's Center.
- A representative from the Neighborhood Resource Center provides weekly Life Skills classes
- Director attended Michigan Juvenile Detention Association and TriCap board meetings this past quarter.
- Director attended training at the Conference Center at Higgins Lake through the Michigan Juvenile Detention Association. Topics Covered: Trauma Informed Care; How to Thrive and not just survive in your Organization and Thinking Outside the Box: A path to creative problem solving.
- The Director completed quarterly reports for the 2014 Justice Assistance Grant
- Participated in phone conference calls for training on how to utilize the new State reporting system MiSACWiS. Calls are every Monday morning.
- Reviewed RFP process for medical services to the Juvenile Home with the Finance and Purchasing Departments.

Date In Detention (Search Only) between '7/1/2015' and '9/30/2015'

County	Count	Days
BAY	881	
HURON	20	
HURON DHS	20	
IOSCO	31	
SANILAC	17	

SHIAWASSEE	4
TUSCOLA	92
	1,065

Date Admitted between '7/1/2015' and '9/30/2015'

County	Count
BAY	55
HURON	2
HURON DHS	3
IOSCO	1
SANILAC	1
SHIAWASSEE	1
TUSCOLA	12
	75

Community Corrections

- Community Corrections Grant and Budget for FY 2016 was approved by the Board and submitted to MDOC on 9/9/15. We were awarded more funding for Zero Tolerance programming and outpatient treatment. We acquired three new CCAB members: a mental health professional, a County Commissioner and a Probate Judge. On a positive note ending the 2015 fiscal year, a number of our programs exceeded the projected numbers for the year, which are Pretrial Supervision, Zero Tolerance, Cognitive Change and Outpatient treatment.

Program Numbers

Program Name	Number of New Enrollees	Jail Days Saved
Pretrial Services	415	1459
Outpatient Treatment	110	3790
Cognitive Change Program	65	909
Zero Tol - Drug Testing Program	64	4928

- These programs combined have saved the county \$745,866 for the fiscal year by supervising low risk offenders in the community with treatment programs. These programs also assist with jail overcrowding and bed space utilization.
- The Community Corrections Manager oversees the Sheriff Work Program. These are non-violent offenders who work with Buildings and Grounds staff to maintain county properties. They also participate in other approved projects within the community, such as River Roar, Fireworks, Bay Sail, River of Time and The Munger Potato Fest. This program helps us maintain good jail utilization and assist with overcrowding. Participants in this program get 1 day off their jail term for every 4 days worked. In this year, the Sheriff Work Program has saved 1050 jail bed days, which amounts to a savings of \$70,644.
- One of the objectives for Community Corrections is to reduce the overall Prison Commitment Rate to 23% or below. We met that goal for FY2014 at 20.9%, which is an improvement from FY 2013, where the year - end rate was 23.2%.
- Throughout this quarter, the Manager attended COMPAS training, Drug Treatment

Court Admissions Committee meetings, Drug Court Training, meetings with drug testing staff, monthly meetings with Circuit Court Probation staff. Lastly, the Coordinator also hosts bi-monthly CCAB meetings with Community Corrections stakeholders.

MSU EXTENSION

MSU Extension and MSU AgBioResearch Sharpen Our Focus Online Survey

- MSU Extension has long been a source of information and education for Michigan residents. Along with MSU AgBioResearch scientists, Extension professionals throughout the state are asking Michigan residents to help them determine where they should place their emphasis in the future.
- To that end, MSU Extension has launched an online survey asking all Michigan residents about their needs and priorities. The MSU Extension and MSU AgBioResearch Sharpen Our Focus online survey that will supplement upcoming face-to-face meetings throughout the state that will engage nearly residents. The survey will be open until November 14th.
- As an added bonus, respondents who complete the survey will have the option of entering a drawing that includes two MSU men's basketball game tickets (date and time to be determined), a basket of Michigan-made agricultural products and a \$75 gift certificate at shop.msu.edu
- To participate, access the survey from the front page of msue.msu.edu or by visiting msue.msu.edu/focus. All information collected is anonymous. Once completed, a separate link will be provided to those who wish to enter the drawing.
- We will not retain names or contact information except for the purposes of the drawing. That database will be deleted once the winners have claimed their prizes.

Deanna East accepts Health and Nutrition Associate State Leader Position

- Deanna East has accepted the newly created Associate State Leader position for the Health and Nutrition Institute (HNI). Deanna was chosen based on her extensive experience in field work and direct teaching in health and nutrition programming, in addition to her leadership experience as part of the MSU Extension administrative team. Deanna will be working closely with Dawn Contreras, HNI Institute Director beginning October 1, 2015.
- The HNI Associate State Leader position was created to provide essential support for HNI staff and program management. Deanna will be involved in hiring and mentoring new staff, supporting work teams, identifying evolving HNI needs and trends, assisting internal and external communications and building strategic partnerships.
- As Deanna learns the roles and responsibilities of the Associate State Leader position, she will continue in the role as District 9 Coordinator until a replacement has been found.

Dr. Jeff Dwyer Is Named MSU Extension Interim Director Effective January 1, 2016

- MSU Extension announced Dr. Jeff Dwyer will become interim director of MSU Extension effective Jan. 1, 2016. Dwyer replaces Dr. Ray Hammerschmidt who will

resume his research and teaching roles in the MSU Department of Plant, Soil and Microbial Sciences. Dwyer is a senior associate dean in the MSU College of Human Medicine with primary responsibilities related to research and community engagement. There, he works on college initiatives such as cultivating new partnerships, working closely with advancement, communications, external relations and other college leaders.

- Dwyer has been actively working with MSU Extension since 2008, and has helped the Extension Health Research Team since it was created in 2014. This health and nutrition initiative brings together the resources of MSU Extension and the College of Human Medicine to enhance the health of Michigan residents by engaging them in health research in their communities. Dwyer earned the prestigious MSU Extension Key Partner Award in 2011 for his role in helping the organization help medical professionals put health research into practice and helping patients learn how to manage their own health.
- Dr. Hammerschmidt has recently been diagnosed with an eye disorder that has the potential to impair his vision. Hammerschmidt will continue to spend a small percentage of his time consulting with the MSU Extension administrative team.
- Dwyer will remain interim MSU Extension director until Dean Poston's successor is named. (Poston plans to retire at the end of 2015, and a search for his successor is underway.) A new dean will be charged with hiring a permanent director for MSU Extension.

MSU Extension County Commissioner Budget and Finance Workshop

- County Commissioner Budget and Finance Workshop: Tools for Financial Sustainability will be held on October 29th from 6:30 pm—8:30 pm at the Bavarian Inn Lodge in Frankenmuth. Participants will gain an understanding of key performance indicators such as return on assets, debt burden assessment, revenue trends, and other tools to help critically assess policy objectives and maintain financial sustainability.

4-H Program Coordination, Jodi Wrzesinski

- Jodi worked with the Bay County Fair Board and 4-H Superintendents to create an alternative educational program for 4-H youth planning to show poultry at the 2015 Fair.
- Bay County 4-H Cloverbud Day Camp took place in July with 17 youth learning about science. Campers enjoyed many field trips to local businesses in the Bay City area. Field trips include the planetarium, a pottery studio, Metro Bus tour, etc. Jodi also had 6 teen counselors help with this event.
- Saginaw Bay 4-H Fishing Camp was a huge success. The camp took place on July 20-23, 2015 at the Double Tree hotel in Bay City. Bay County had 19 youth registered to attend fishing camp. Fishing camp created many new partnerships for Bay County 4-H. Mark Stephens with Project Fish, Ed Clements with Bay City Public Schools and the Saginaw Bay Walleye Club, Mike Kelley with the Conservation Fund, Rick Kreshmeyr with the Pro Anglers Association and Ed Becker and Roger Michalski with the Bay City State Recreation Area. This program created many new ideas for future programming in Bay County.

- The 4-H Tech Wizards program had 28 youth and 7 adults involved in the mentoring program at Washington Elementary. Jodi and Cydney wrapped up the summer program to keep youth and mentors together over the summer. They met weekly from 10:00 a.m. to 12:00 p.m. on Tuesday throughout the July. Some of the field trips included; the Delta College Planetarium, mapping invasive species, Bay City State Park fishing trip, Bay City Waste Water Treatment Plant tour.
- Over 80 4-H youth exhibited in the Bay County Fair this year. The projects ranged from still projects to livestock, archery and horses. The livestock auction was a huge success! Youth worked very hard to exhibit and sell top quality animals at the auction. Over 90 buyers registered to buy during the auction on August 6, 2015.
- 4-H Winterfest planning has begun. Jodi will be facilitating this winter camp for the third year in a row. Winterfest will take place at Kettunen Center on February 6-7, 2016. Youth from around the state will enjoy a multitude of workshops facilitated by leaders and staff from around the state. Jodi and her committee worked this month to coordinate sessions and organize the registration system.
- 4-H Council has been gearing up for the annual Soup Supper. The dinner will be on November 7, 2015 at the Crump Conservation Club.
- Bay County had 235 youth enrolled in Bay County 4-H in the 2014/2015 program year.

4-H Life Skills and Capacity Building, Jodi Schulz

- 4-H Staff led activities at the 2015 Mentoring Weekend that took place at Kettunen Center in Tustin Mi. This year's theme was "Life Skills" and all mentor-mentee activities involved youth and adults appreciating the skills they excel at while recognizing the skills they still need to develop. Debriefing activities involved low-risk, hands-on, group sharing where the educational experiences are drawn from the fun of the activities.
- The Dow Gardens hosted a 4-H Day at the Gardens where staff from across Michigan were invited to engage with families around the programs that 4-H has to offer. Bay County 4-H staff hosted two tables. The first table engaged youth in literacy activities where younger children went "fishing" for sight words using paper fish, play fish poles, and a "pond" made from a table cloth. Older youth created as many words as they could using Boggle boards. The second table was a science themed table where families learned about the states of matter using baggies filled with glitter, hair gel, and air.
- 4-H Staff welcomed a donation of 30,000 books from the Molina Foundation. The books, housed at an un-used Bay City Public Schools building, were disseminated across the state by MSU Extension staff. Books have been used in MSU Extension programs such as fairs and festivals, family enrichment programs, community events, in-school programs, and much more.
- MSU Extension 4-H staff have provided leadership to a six-week program at the Bay County Juvenile Home. The program focused on personal financial management. During that program, youth learned about how to budget, choosing a bank that meets their needs, discovering sales- how much does something really cost when it's 75% off and how much do you pay when a fee is 5%, taxes- what items are taxed and what

happens to that money, how to write a check and keep track of the checks you write, prioritizing wants versus needs, and the ins and outs of a W2 versus a W4.

- Bay County 4-H Staff will be representing MSU Extension at the National Association of Extension 4-H Agents conference in Portland, Oregon where the life skills work team has been selected to present on the resources they have developed for 4-H leader and youth development.
- Bay County 4-H Staff will be representing MSU Extension at the International Mentoring Conference and has been selected to present sessions on youth life skill development.

Supplemental Nutrition Assistance Program (SNAP-Ed), Karen Parker, Jessica Foss and Ann Arnold

- Health and Nutrition staff continues to do nutrition education to residents in Bay County. Staff have done nutrition education outreach at the Juvenile Center, Pinconning Boys and Girls Club, Michigan Works, Woman's Shelter, CAN Council, MOPS, Division on Aging and Washington Elementary. Staff also have provided the required nutrition education component to Project FRESH and Senior Market FRESH recipients.

PERSONNEL & EMPLOYEE RELATIONS

Employee Relations and Personnel

- Staff met with Ryan Manz and Cristen Gignac to discuss safety and security needs for our department.
- Brandi Studer was hired as an unpaid HR Intern for credit towards her degree in HR at Oakland University. Brandi has been working on various projects that include: 1) a new employee orientation power point presentation, 2) Exit interview and procedures and beginning preparations for contract negotiations (surveys, etc.).
- The United Way campaign was kicked off at the Department/Division head meeting with a representative from the Bay County Child and Senior Services.
- ID badges were made for all Bay County Building employees as part of the Safety and Security Plan. County Building employees were instructed to wear their id badges at all times.

Payroll/Benefits

- Staff participated in a meeting with Angela Garner to discuss ACA reporting and also participated in several webinars regarding new ACA regulations.
- Tiffany Jerry began preparing reporting tools to comply with the 2015 ACA reporting requirements.
- Tiffany Jerry continued working on the 2016 budget and attended budget training.
- Jeanie Deckert participated in a webinar to ensure compliance with the PPACA regulations in regards to the 30-hour rule.
- Staff attended MERC seminar on labor laws and bargaining.

- Jeanie Deckert participated in a webinar on same sex marriage.
- Jeanie Deckert participated in webinar on wearable devices.
- Staff met with ISD to discuss white board demonstration.
- Staff has continued work on implementing portions of the H/R module.
- Tiffany Jerry began work to integrate Munis into the tracking system for ACA purposes.
- Tim Quinn and Tiffany Jerry attended seminar in Troy on Wellness Initiatives through CCG.
- Tiffany Jerry filed annual ACA PCORI fee.
- Staff attended meetings with BCBS and Brown and Brown regarding BCBS new WebMD partnership.
- Attended meetings regarding health insurance renewals.
- Tiffany Jerry has prepared information for the self-insurance fund actuarial valuation.
- Staff attended meetings with CMI to explore options for W/C.
- Staff met with new vendor to transfer COBRA, Flexible Spending and Section 125 Services.
- Becky Smutek attended a seminar on Payroll Law.
- A security issue was discussed involving an incident at the Center Ridge Arms building and changes were implemented to ensure the safety of county employees.
- Michele Reilly attended an Unemployment Insurance seminar in Flint.
- Job vacancies were posted in the following departments: Juvenile Home, Finance, Health, Civic Arena, Personnel, Division on Aging and Sheriff Department.
- Meetings were scheduled in different locations on site for Ken Kelbel, Nationwide Retirement Solutions representative.
- Investigations were held in response to a hostile work environment complaint.
- Tim Quinn attended the MPELRA conference at Shanty Creek in Bellaire.

Wellness Center and Wellness Initiatives

- Staff participated in a meeting with Angela Garner and the Wellness Center staff in regards to the Wellness Center.
- Attended quarterly meeting with the Wellness Center to review progress.
- Attended Wellness Committee Meeting.

- Prepared 2016 Wellness Initiatives.
- In July there were 153 appointments, 15 of which were new patients. In August there were 121 appointments, 11 of which were new patients.
- In this quarter the majority of the visits were for acute illness and follow-up care.
- The Satisfaction Rating has continues to be 99%.
- The most frequent referrals in this quarter have been for Physical Therapy, Dermatologist and OB GYN.
- Sent out Your Health Matters email newsletters on Mondays and Wednesdays to provide education to employees on various topics.
- Sent out Fun Fact Friday email on Fridays to provide a quick fact on various wellness topics.
- Hosted a Lunch & Learn in August at the Bay County Building on Cancer Education.
- Educated employees and retirees on the newly released generic medications.
- Educated employees on the Fitness Classes, fitness room's available, Community Center pool and the use of Delta College.
- Coordinated reimbursement for employees to participate in the Mid-Michigan Arbor Run/Walk, the Glow Run/Walk, the Lions Club I Ride Bike Ride, and the Rotary Club Driathlon.
- Extended an offer to employees to be reimbursed for their participation in the Rockin' Rave Race in October.
- Put a team of 10 employees together for the United Way Truck Pull and had an additional 8 purchase shirts to be cheerleaders.
- Coordinated a Step Challenge, which was extended to all Bay County employees. The challenge began June 15 and ended September 7, 2015. There are 82 employees who finished and received reimbursement.
- Extended an offer to employees to be reimbursed for their participation in the Fall Step Challenge. This challenge begins on October 5 and ends November 30, 2015.
- Set up two Lunch & Learns, one on Nutrition in October and one on Diabetes in November.
- Set up three Self-Defense classes in October.
- Arranged to have Sam's Club come on site in November for free vision screenings.

Community Involvement

- Jeanie Deckert is on the Member Connections Committee for VSHRM. She is also the Treasurer of the Business Professional Woman's group and a Board Member of the Ogemaw County Economic Development Corporation.

- Attended MERC Basics Training in Gaylord on September 16, 2015.
- Employees participated in the Blood Drive at the Library.
- Tim Quinn attended the MLMA board meeting in Lansing.
- Tim Quinn did a presentation at the Bay Area Chamber of Commerce luncheon at the BAISD.

PUBLIC DEFENDER

- No Report Submitted.

RECREATION & FACILITIES

During the 3rd quarter of 2015, the Recreation and Facilities Department provided day-to-day supervision to the Buildings & Grounds Department and the Recreation Department. Additionally, the department worked on various tasks including, but not limited to:

- Worked on safety and security in Bay County through communication and some physical improvements
- Attended Safety Captain training.
- Assembled Safety and Security Binders for all Department Heads and Division Managers to share with their staff
- Assisted the Personnel Department with creation of new ID's for Bay County building employees.
- Participated in a multi-agency the table-top exercise at the Bay Arenac Career Center.
- Meet with fellow Public Information Officers to discuss coordination & planning.
- Ordered a mail machine, installation took place in September
- Budget Prep, including Capital Items with Buildings & Grounds
- The new Gym floor at the Community Center was completed in September, Open house was October 6th
- Prepared Final grant reports for the gym floor project
- Opened the communication with BCSRA regarding disk golf at the Par 3 property
- Researched and ordered a new Zamboni for the Civic Arena.
- The Summer Recreation Program and the Pool season came to a close.
- Met with Bay City officials to discuss Veterans Park softball field maintenance.

- Met with various elected officials and local farmers to discuss options for the county market.
- Continued to send out a monthly Recreation Newsletter to over 1,500 email addresses.

Buildings & Grounds

- Maintained all summer over 80 foreclosed properties –all but 9 remain after Treasurer's auctions to be maintained until sold.
- Community Center pool closed.
- County Staff installed a hi-low ADA compliant drinking fountain with bottle fill station at Community Center.
- Juvenile Home - numerous repairs on boilers pumps, generator repairs, bathroom sink repairs, air handler repair, security alarms, new locks installed, air conditioning unit repaired - all handled by County maintenance.
- Staff trenched 1500 feet of underground cable for internet at Pinconning Park.
- Staff replaced dessicant wheel atop Civic Arena roof for moisture removal.
- Staff installed new fire hydrant at Fairgrounds.
- Staff painted Sheriff's men's locker room.
- Staff installed new cameras throughout LEC, Courts & County Bldg.
- Staff replaced windows in Seg #2 and FF-2 in Jail.
- Staff installed new piping for sprinkler system at AFH-Grove St., Standish.
- Staff removed pavement and installed drainage tile at Mosquito Control.
- Staff installed water meter for Division on Aging Riverside Center.
- Staff replaced locks at County Bldg and AFH-Almont St., Standish.
- Staff diligently repairing & replacing roofs at several facilities.
- Staff repaired several vehicles for Health Dept., Parks & Rec and Bldgs & Grounds.
- Staff repaired & maintained Zamboni at Civic Arena.
- Staff cleaned out foreclosed Pinconning Cheese plant due to hazard issues from Pinconning Township.
- Staff excavated Time Capsule buried in County Bldg. front lawn per Historical Society. They then transported water filled container to Fairgrounds for public opening.
- Staff repaired storm drain in Pere Marquette parking lot.
- Staff trimmed & removed numerous trees in Fairgrounds.
- Staff working on parking lots cracks filling holes.
- Staff pulled 40 network phone & computer lines for 911.
- Staff assisted ATT & Roese Contracting with fiber optics for 911.
- Staff changed out condensing unit at the AFH-Almont St., Standish.
- Staff installed 2 new air conditioning units at 911.
- Staff replaced air conditioning compressor, fan motors & ventilation motors on Court's roof.
- Staff laid bricks for new mailboxes at Center Ridge Arms.
- Painters continue to keep on track the numerous projects at hand.
- Staff painted & stained bathhouse at Pinconning Park.
- Staff installed new counter tops, dry walled & smoothed carpet bubbles within Courts.
- Staff installed new locks and push bar for City side.
- Staff installed additional 911 tower site monitoring modules.
- RFP for Community Center gymnasium floor was awarded to Star Flooring who has installed the beautiful gym floor within a month's time and is now open to the public.
- Staff have been involved with the re-development of Battery Park, meeting with City staff and a committee to dignify the downtown area like it was years ago.

Recreation

Civic Arena

- Summer Learn to play in August had 17 kids (the most all summer)
- High school league wrapped up their 6 game league
- Summer Adult season ended in August. We had 23 teams
- Friends of the Bay County Library Book sale July 30, 31 and Aug 1
- BCHA 3 on 3 wrapped up. They had 11 teams
- Future Pro Goalie School had another successful camp 25 goalies the week of 7/13-7/17/15
- BCHA house drafts were September 1 and 3. They have 7 house teams and 5 travel teams

Community Center

- Summer Recreation continued through July and August. We had 194 participants.
- Heather Seegreaves conducted a volleyball camp for junior high and high school students in June and July. She had 23 participants.
- T. J. Newsham offered a basketball camp in June and July. He had 11 participants.

Fitness classes offered:

- FitFun – 30 students all 3 months
- Fit in 30 – 8 students all 3 months
- YogaFit - 10 students all 3 months
- Chair Yoga – 33 students (August) 35 Tues/ 20 Thursday (September)

Fitness Center:

County Personnel Usage:

July 86	August 68	September 68
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Membership:

July 403	August 469	September 423
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Community Center Rentals:

- Room 124 rented for Drivers Training M- Th July and August
- Rentals 124 and 128 each week-end for parties, meetings and showers.
- We were open for the River of Time campers for free showers. (September 25, 26, 27.)
- The new gym floor was installed in the month of September so programming was suspended in the gym.
- Pickleball was played July and August. There were 16 people who played on a consistent basis.

Fairgrounds:

- The Bay County Fair was held in August.
- McLaren Bay Region held a fundraiser at the Merchants building. The Board of Commissioners approved them to use it rent free. They had to pay for security.
- Animal Control partnered with Bay Animal Hospital for an event Paws in the Park for pets and adoption.
- Canteen: Two parties.
- Bay City Rollers rented the park for an event on September 27. They were charged \$158.
- Horse Stalls: 7 horses

Swimming Pool:

- The pool was open Monday – Friday 12pm – 7pm. It was closed on the week-end due to low numbers over the past years.
- There were 3200 swimmers on free Thursday. James Carbary of the VFW presented the County a check to underwrite Thursday swims.
- 900 swimmers total on the other 4 days for the summer.
- The Saginaw Sharks had 40 swimmers. They practiced M – Thurs. They hosted the Beat the Heat meet again and had 1100 participants.
- Dow Bay Area Family Y continued their Safety Around Water program July and August.
- Swim lessons were continued 4 days per week. The Carol Hardy Family donated \$750 to underwrite swim lessons for the second session of classes.

Golf Course

- The golf course had excessive amounts of rain this year.
 - ▶ July had 2 rain days
 - ▶ August had 8 rain days
 - ▶ September had 5 rain days plus 4 additional days closed due to being underwater, which included Labor Day weekend.
- Our 28 leagues finished their season between the last week of August through the second week of September.
- The 15 leased carts were returned when the leagues finished their season.
- Successfully hosted numerous golf outings that included: Disability Resource Center, Democratic Party, Woody's Open, Duke Open, Hooligan's Bar, Bay City Central Booster Club, Lightning Softball, Holy Trinity, Special Olympics, South End Little League, Bay Medical Care Facility, SC Johnson, Elks Club, Hooligans, Fastpitch Softball Group, Yacht Club, and Bob Stricker
- Hosted the Annual Halub Cup on July 12th. The Halub Cup is a tournament that boasts the best players from Bay County versus the best players from the Saginaw Valley Public Golf Course (formerly the Bay City Country Club). The tournament went off without a hitch, however Bay County lost by 2 points.
- Hosted our annual Men's County Tournament. We had another record breaking field of 169 players. A full field is 160. The event was a huge success.
- Hosted the annual Senior County Tournament the week following our Men's County Tournament. The senior tournament boasted a new format which changed from 2014. We flighted the seniors by their ability rather than their age. Comments were positive.
- We did not host the Women's County Tournament, due to lack of participation. We only had 1 woman actually sign up.
- Hosted our annual "BIG HOLE" Weekend which boasts 8 inch holes instead of the standard 4 ¼ inch hole. The event was played on a weekend where the course would have been closed due to the amount of water.
- Also hosted our Tough Hole tournament the first weekend in August.

- Put a new roof on the Maintenance Barn.
- Bay City Central and Garber High School girls golf teams competed at the course this year.