

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
JULY 22, 2025 – 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN**

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage
 - C. Approve payments of Common Cash and General Fund Payroll for the month of June 2025- \$ 2,287,592.53
 - D. Approve payments of Health Department payroll and accounts payable for the month of June 2025-\$ 178,425.03
 - E. Approve payments of Road Department payroll and accounts payable for the month of June 2025- \$ 1,019,715.49
 - F. Approval of payments from Trust and Agency for the month of June 2025- \$ 266,245.63
 - G.
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. 2024 Audit Report – Paul Matz
 - B. Approval of Bids for Waste Haulers – Melissa Eldridge
 - C. Request Approve for Fee Schedule Change – Haleigh Leslie/Aimee Feehan
 - D. Request Approval for Agreement with Michigan Department of Health and Human Services Emerging Threats Grant – Haleigh Leslie/Brenda Ingersoll
 - E. Request Approval of Amendment #1 – Haleigh Leslie / Brenda Ingersoll
 - F. Request Approval to accept quote for Motor Grader Tires – Linda Pigue

- G. Request Approval for Permits Change Fee amounts and Convert All Permits to Oxcart System- Linda Pigue
- H. Request Approval of MOU between Central Dispatch and MSP for CCTV camera access- Lance Langdon
- I. Request Approval of Virtual Academy/Ionia Central Dispatch Training/Software Agreement – Lance Langdon
- J. Request Approval of MiCAL MOU- Lance Langdon
- IX. Department Reports**
 - A. Health Department
 - B. Public Defenders
 - C. Central Dispatch
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator
- XI. Reports of Special or Ad Hoc Committees**
- XII. Public Comment (3-minute time limit per speaker)**
- XIII. Closed Session**
 - A. NONE
- XIV. Adjournment**

Board and/or Commission Vacancies

- **Community Corrections Advisory Board- Ionia Community Mental Health Representative**
- **Land Bank Authority**
- **Mid-West Michigan Trail Authority- Ionia County Representative**

Appointments for consideration in the month of July 2025:

- **NONE**

Appointments for consideration in the month of August 2025:

- **Substance Use Disorder Oversight Policy Board**



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

July 8, 2025, 3:00 p.m.
Minutes

Members Present: County Commissioner David Hodges, County Commissioner Scott Wirtz
County Commissioner Larry Tiejema, County Commissioner Phil Hesche,
County Commissioner Gordon Kelley, County Commissioner Terence
Frewen

Members Absent: County Commissioner Jack Shattuck

Others Present: County Administrator Chad Shaw, County Clerk Greg Geiger.

I. Call to Order

Frewen called the meeting to order at 3:00 pm.

II. Pledge of Allegiance

Frewen led the Pledge of Allegiance.

III. Invocation

Kelley led the invocation.

IV. Approval of Agenda

Board discussed and amended agenda

Motion to Approve Agenda as Amended

Moved by Kelley

Supported by Tiejema

Motion carried by voice vote

V. Public Comment

Stephanie Buoway commented on Cordelio Power Open House.

Chad Shaw commented on new Finance Director Roxy Vaughn.

Phil Hesche commented on Soldiers' and Sailors' efforts.

VI. Action on Consent Calendar

Board approved the consent calendar by unanimous consent.

VII. Unfinished Business

No unfinished business.



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

VIII. New Business

Board discussed appointment of Karen Bota the Community Mental Health Services Board for a three-year term.

Motion to Appoint

Moved by Kelley

Supported by Tiejema

Motion carried by voice vote

Hesche Abstained

Hodges Dissented

Wirtz Dissented

Board discussed approval of purchase of metal culverts for the Road Department. Road Department Director Linda Pigue presented the request and recommended approval.

Motion to Approve Purchase

Moved by Hodges

Supported by Wirtz

Motion carried by voice vote

Board discussed approval of purchase of signage for Courthouse from Valley View Signs. Maintenance Director Scott DeRuischer presented the request and recommended approval.

Motion to Approve Purchase

Moved by Tiejema

Supported by Hodges

Motion carried by voice vote

Hesche Dissented

Board discussed approval and signature on contract amendment. Commission on Aging Director Carol Hanulcik presented the contract and recommended approval.

Motion to Approve Contract and Authorize Signature

Moved by Kelley

Supported by Wirtz

Motion carried by voice vote



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

Board discussed approval of budget amendments. Commission on Aging Director Carol Hanulcik presented the amendments and recommended approval.

Motion to Approve Budget Amendments

Moved by Kelley

Supported by Tiejema

Motion carried by voice vote

Board discussed ratification of signatures on agreement for annual fundraiser. Commission on Aging Director Carol Hanulcik presented the agreements and recommended ratification.

Motion to Ratify Signatures

Moved by Tiejema

Supported by Hodges

Motion carried by voice vote

Board discussed approval of contract with TriCap for inpatient treatment services. Shaw presented the contract and recommended approval.

Motion to Approve

Moved by Wirz

Supported by Hodges

Motion carried by voice vote

Board discussed approval of contract with Cognitive Consultants. Shaw presented the contract and recommended approval.

Motion to Approve

Moved by Kelley

Supported by Tiejema

Motion carried by voice vote

Board discussed approval of PA 116 Farmland preservation agreement. Geiger presented the agreement and recommended approval.

Motion to Approve

Moved by Hodges

Supported by Wirtz

Motion carried by voice vote

IX. Department Reports

Board received report from the Sheriff's Office.



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

- X. Reports of Officers, Boards, and Standing Committees
Wirtz commented on the Airport Board and wind turbines.
Hodges commented on wind turbines.
Frewen commented on the Road Department meetings.
Kelley commented on committee minutes, the M66 Corridor committee and MDOT projects.
Shaw commented on the annual audit, upcoming budget process and damage to janitorial van.
- XI. Reports of Special or Ad Hoc Committees
No reports of special or ad hoc committees.
- XII. Public Comment
No public comment.
- XIII. Adjournment
Board discussed adjournment.
Motion to Adjourn
Moved by Hodges
Supported by Wirtz
Motion carried by voice vote

Jack Shattuck, Chairman

Greg Geiger, County Clerk



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

July 8, 2025, 1:30 p.m.
Airport Board Minutes

Members Present: County Commissioner Scott Wirtz, County Commissioner David Hodges

Members Absent: Commissioner Jack Shattuck

Other Present: County Administrative Assistant Jami Elliott

I. Call to Order

Wirtz called the meeting to order at 1:45 p.m.

II. Approval of Agenda

Board discussed agenda.

Motion to Approve Agenda

Moved by Hodges

Supported by Wirtz

Motion carried by voice vote

III. Approval of Minutes

Board discussed approval of the previous minutes.

Motion to Approve Minutes

Moved by Hodges

Supported by Wirtz

Motion carried by voice vote

IV. Review of Revenue and Expenditure Report

Board reviewed the March, April, May and June 2025 Report.

Motion to Approve Report

Moved by Hodges

Supported by Wirtz

Motion carried by voice vote

V. Public Comment

Stephanie from Cordelio Power talked about the Wind Turbines, will be starting in Fall of 2027 and finished in Spring of 2028. They are looking into putting up 44-47 South of 96 with no interest in coming North of 96.

VI. Unfinished Business

No unfinished business

VII. New Business

Approval of Hangar Lease Agreement for David Bancroft- This is a rental agreement for a couple months.

Approval of Commercial Lease with Ionia Soaring Team- Approved new 30 year Lease.

VIII. Reports from Matt Kuhns, Airport Manager

The lawn mower is not in good condition and has been using the County's zero-turn mower. Has found one to purchase if this fix doesn't hold up. Was approved to buy a new mower with Administrator's consent.

IX. Miscellaneous

X. Adjournment

Motion to Adjourn

Moved by Hodges

Supported by Wirtz

Motion carried by voice vote

IONIA COUNTY BOARD OF COMMISSIONERS
Finance Committee
Meeting Minutes
July 15, 2025

Members Present: Commissioner Terry Frewen, Commissioner David Hodges, Commissioner Larry Tiejema

Members Absent:

Others Present: Administrative Assistant Jami Elliott, County Treasurer Judy Clark, Sydney Sheaks, Samantha (from Maner)

The meeting was called to order at 1:01 p.m.

The agenda was reviewed. **Motion** by Tiejema, supported by Hodges, to approve the agenda as presented. Yes - all. Motion carried.

Approval of minutes. Motion carried by Hodges, supported by Tiejema. Yes- all, Motion carried

There was no public comment.

Commissioners did an introduction with new Finance Director, Roxy

Committee Approved June 2025 report.

- Frewen asked about the Cash-ARAP. Judy stated that it is allocated to Fund 102 Cash
- Beginning Fund Balance is different as the year is closed now for 2024
- The due from "Dispatch and Court Security" is showing zero as they haven't had any transfers
- The Juvenile Raise the Age Act affected some of the numbers in their Fund
- Tax Allocation members are in the wrong GL line
- Maner invoices would like to be more descriptive as what charges are going to Audit and what is being charged for Finance support
- Asked about payment to IT for \$50k – Labor and Support Invoice

The Commissioner would like to receive the Financial Reports sooner in the week.

Motion by Hodges, supported by Tiejema, to adjourn. Yes - all. Motion carried.



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

July 15, 2025

Facilities Committee Minutes

Members Present: County Commissioner Gordon Kelley
County Commissioner Terry Frewen
County Commissioner David Hodges
Other Present: Facilities Director Scott DeRuischer, Administrative Assistant Jami Elliott

I. Call to Order

Kelley called the meeting to order at 2:30 p.m.

II. Approval of Agenda

Committee discussed agenda.

Motion to Approve Agenda

Moved by Frewen

Supported by Hodges

Agenda approved by voice vote

III. Approve minutes of previous meeting, June 17, 2025

Motion to Approve Agenda

Moved by Hodges

Supported by Frewen

Agenda approved by voice vote

V. Public Comment

VI. Update on ongoing project

- *Portico's first step was set*
- *District Court Remodel- Finished hanging drywall today, finishers will be here later this week.*
- *Signage is finalized, start hanging signs around September 1st.*
- *Third floor AC mini splits- north chiller fan isn't working and the temp sensor was removed.*
- *Animal Control condensers keep freezing up*

VII. Monthly Contract Financial Update

- *No concerns, working on Emergency Vendor list*

VIII. Sale of Fixed Assets Policy ongoing update

- *Finalize the policy with updates to bring to the next meeting*

IX. Update from Facilities Director

- *The Janitorial Supervisor position was filled internally*
- *Jail Maintenance worker is still off*
- *Trucks are lettered*
- *Dodge is being repaired again and the Janitorial van was totaled*

- X. Adjournment
Motion to adjourn at 3:34 p.m.
Moved by Hodges
Supported by Frewen
Motion carried by voice vote

County of Ionia					
Request for Per Diem and Mileage					
Commissioner Frewen					
June, 2025					
Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	06/10/2025	1	\$50.00	38.6	\$27.02
Commissioners Afternoon Meeting	06/24/2025	2	\$50.00	38.6	\$27.02
Finance Committee	06/17/2025	1	\$50.00	38.6	\$27.02
Facilities Committee	06/17/2025	1	\$50.00	0	\$0.00
ICEA Meeting	06/26/2025	1	\$50.00	28.6	\$20.02
DHHS Board Meeting	06/05/25	absent			\$0.00
Tax Allocation Board	6/2/2025	0.15	\$0.00	38.6	\$27.02
Road Dept Meeting	06/02/2025	1.5	\$50.00	36	\$25.20
Road Dept Meeting	06/16/25	1	\$50.00	36	\$25.20
Parks Advisory Board					\$0.00
Other:					
				255	
Total Per Diem Requested:			\$350.00		
Total Mileage Requested:					\$178.50
			Total	\$528.50	
				07/01/2025	
Signed Terence M. Frewen				Date	
Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours					
Mileage for 2025 is 70 cents /mile					

County of Ionia Request for Per Diem and Mileage

June Commissioner Hesche 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	Jun 10		50	24	
Commissioners Meeting	Jun 24		50	24	
Special Board Meeting					
Grievance Hearing Committee					
Personnel Committee	June 19		50	24	
Lake Board-Morrison Lake	June 14		50	14	
Mid-West Trail Authority	Q				
Road Department Meeting	Jun 2		50	24	
Finance Committee	Jun 16		50	24	
Finance Committee	Jun 17		50	24	
Other					

Total Per Diem Requested: \$350.00

Total Mileage Requested: 158 miles \$110.60


Signed

Jun 24-25
Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Hodges

June

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	6-10		50.00	38	
Commissioners Meeting	6-27		50.00	38	
Special Board Meeting					
Audit Committee					
Facilities Committee	6-17		50.00	38	
Finance Committee	6-17		50.00	0	
Airport Board					
Community Mental Health	6-16		50.00	38	
Park Advisory Board					
West Michigan Regional Planning Comm	6-20		50.00	50	
Other: <u>Mental Health</u>	6-23		50.00	38	
				240	

Total Per Diem Requested: \$350.00

Total Mileage Requested: \$168.00

David R. Hodges
Signed

7-8-25
Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Kelley

June

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	6/10	1	50		
Commissioners Meeting	6/24	1-1/2	50		
Special Board Meeting					
Facilities Committee	6/17	1-1/2	50		
Personnel Committee	6/19	1	50		
Bargaining Committee					
Brownfield Redevelopment Authority					
Commission on Aging Board					
Eight-CAP Governing Board *	6/23	1/2	50	26	18.20
Mid-West Trail Authority					
Road Department Advisory	6/2	1-1/2	50		
Road Department Advisory	6/16	1	50		
SMART					
West Michigan Regional Planning Comm	6/20	1-1/2	50	38	26.60
Other:					
* MANDATORY TRAINING					

Total Per Diem Requested: 400-

Total Mileage Requested: 44.80

Signed

Kelley

Date

6/30/2025

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Wirtz

April 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	4-8-25		50		4.90
Commissioners Meeting	4-22-25		50		4.90
Special Board Meeting					
Audit Committee					
Airport Board					
Airport Zoning Board					
Board of Public Works					
Community Correction Advisory Board	4-25-25		50		4.90
Long Lake Board					
Other:					

Total Per Diem Requested: \$ 150

Total Mileage Requested: \$ 14.70

Signed 

5-8-25
Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Wirtz

May 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	5-13-25		50		4.90
Commissioners Meeting	5-27-25		50		4.90
Special Board Meeting					
Audit Committee					
Airport Board					
Airport Zoning Board					
Board of Public Works					
Community Correction Advisory Board					
Long Lake Board	5-28-25		50		4.90
Other:					

Total Per Diem Requested: \$ 150

Total Mileage Requested: \$ 14.70

Signed 

Date 6-5-25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia
Request for Per Diem and Mileage

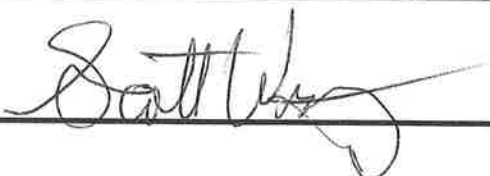
Commissioner Wirtz

June 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	6-10-25		50		4.90
Commissioners Meeting	6-24-25		50		4.90
Special Board Meeting					
Audit Committee					
Airport Board					
Airport Zoning Board					
Board of Public Works					
Community Correction Advisory Board					
Long Lake Board					
Other:					

Total Per Diem Requested: \$100

Total Mileage Requested: \$9.80

Signed 

Date 6-5-25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Fee Schedule Change
July 22, 2025

CONTACT:

Haleigh Leslie, Health Officer
Aimee Feehan, Personal Health Director

DESCRIPTION:

Our immunization administration fee has not changed in over 20 years and effective October 1, 2025, we would like to change the fee from \$10 to \$20. Admin fees are determined by what Medicaid will pay. They will pay up to \$23 and no one can charge more than that amount. We are keeping in line with appropriate Medicaid reimbursement. Neighboring local health departments charge \$23 for their admin fee so ours is still less, but more in line with other local agencies.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

Fee	Current Fee	Proposed Fee
Immunization Administration	\$10	\$20

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request approval to increase our immunization administration fee from \$10 to \$20, effective October 1, 2025.

ADMINISTRATOR'S RECOMMENDATION:

Administrator Recommends Approval of this request.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Agreement with Michigan Department of Health and Human Services (Emerging Threats)
July 22, 2025

CONTACT:

Haleigh Leslie, Health Officer
Brenda Ingersoll, Office Manager

DESCRIPTION:

Agreement between Michigan Department of Health and Human Services and Ionia County Health Department for FY 10/01/2025 – 09/30/2026. This agreement is to accept the Emerging Threats, Local Health Department Grant funds.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

\$29,864 total grant funding. See Attached allocation table.

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

1. *Request approval of the Agreement between Michigan Department of Health and Human Services Emerging Threats Grant FY 25/26 and Ionia County Board of Commissioners on behalf of Ionia County Health Department and authorize the signature of Haleigh Leslie, Health Officer.*

**Note: The State has electronic contracting software which sends the filled in version of the contract after it has been reviewed by Michigan Department of Health and Human Services (MDHHS) staff. This is a draft contract for your review.*

ADMINISTRATOR'S RECOMMENDATION:

Administrator Recommends Approval of this Request.

Agreement #:

Agreement Between
Services
hereinafter referred to as the "Department"
and
on Behalf of Health Department
Ionia County Health Department
100 Main ST
Ionia MI 48846 1651
Federal I.D.#: 38-6004857, Unique Entity Identifier: VVZDLA7H4EC5
hereinafter referred to as the "Grantee"
for
The Delivery of Public Health Services under
the Local Health Department Agreement

Part 1

1. Purpose

This Agreement is entered into for the purpose of setting forth a joint and cooperative Grantee/Department relationship and basis for facilitating the delivery of public health services to the citizens of Michigan under their jurisdiction, as described in the attached Annual Budget, established Minimum Program Requirements, and all other applicable federal, state and local laws and regulations pertaining to the Grantee and the Department. Public health services to be delivered under this Agreement include Essential Local Public Health Services (ELPHS) and Categorical Programs as specified in the attachments to this Agreement.

2. Period of Agreement

This Agreement will commence on the date of the Grantee's signature or October 1, 2025, whichever is later, and continue through September 30, 2026. Throughout the Agreement, the date of the Grantee's signature or October 1, 2025, whichever is later, will be referred to as the start date. This Agreement is in full force and effect for the period specified.

3. Program Budget and Agreement Amount

A. Agreement Amount

In accordance with Attachment IV - Funding/Reimbursement Matrix, the total State budget and amount committed for this period for the program elements covered by this Agreement is \$0.00.

B. Equipment Purchases and Title

Any Grantee equipment purchases supported in whole or in part through this Agreement must be listed in the supporting Equipment Inventory Schedule which should be attached to the Final Financial Status Report. Equipment means tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. Title to items having a unit acquisition cost of less than \$10,000 will vest with the Grantee upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$10,000 or more, to the extent that the Department's proportionate interest in such equipment supports such retention or transfer of title.

C. Budget Transfers and Adjustments

1. Transfers between categories within any program element budget supported in whole or in part by state/federal categorical sources of funding will be limited to increases in an expenditure budget category by \$10,000 or 15% whichever is greater. This transfer authority does not authorize purchase of additional equipment items or new subcontracts with state/federal categorical funds without prior written approval of the Department.
2. Except as otherwise provided, any transfers or adjustments involving state/federal categorical funds, other than those covered by C.1, including any related adjustment to the total state amount of the budget, must be made in writing through a formal amendment executed by all parties to this Agreement in accordance with Section IX. A. of Part 2.
3. The C.1 and C.2 provisions authorizing transfers or changes in local funds apply also to the Family Planning program, provided statewide local maintenance of effort is not diminished in total.

Any statewide diminishing of total local effort for family planning and/or any related funding penalty experienced by the Department will be recovered proportionately from each local Grantee that, during the course of the Agreement period, chose to reduce or transfer local funds from the Family Planning program.

4. Agreement Attachments

- A. The following documents are attachments to this Agreement Part 1 and Part 2 - General Provisions, which are part of this Agreement:
 1. Attachment I - Annual Budget
 2. Attachment III - Program Specific Assurances and Requirements
 3. Attachment IV - Funding/Reimbursement Matrix

5. Statement of Work

The Grantee agrees to undertake, perform and complete the activities described in Attachment III - Program Specific Assurances and Requirements and the other applicable attachments to this Agreement which are part of this Agreement.

6. Financial Requirements

The financial requirements must be followed as described in Part 2 and Attachment I - Annual Budget and Attachment IV - Funding/Reimbursement Matrix, which are part of this Agreement.

7. Performance/Progress Report Requirements

The progress reporting methods, as applicable, must be followed as described in part 2 and Attachment III, Program Specific Assurances and Requirements, which are part of this Agreement.

8. General Provisions

The Grantee agrees to comply with the General Provisions outlined in Part 2, which is part of this Agreement.

9. Administration of the Agreement

The person acting for the Department in administering this Agreement (hereinafter referred to as the Contract Consultant) is:

Name: Anita Miko
Title: Department Analyst
E-Mail Address: mikoa@michigan.gov

Grantee's Financial Contact for the Agreement

The financial contact acting on behalf of the Grantee for this Agreement is:

Name

Title

E-Mail Address

Telephone No.

10. Special Conditions

- A. This Agreement is valid upon approval and execution by the Department which may be contingent upon approval by the State Administrative Board and signature by the Grantee.
- B. This Agreement is conditionally approved subject to and contingent upon availability of funding and other applicable conditions.
- C. The funding provided by the Department under this Agreement is in exchange for all of the duties and restrictions placed on the Grantee through this agreement.
- D. Based on the availability of funding, the Department may specify the amount of funding the Grantee may expend during a specific time period within the Agreement Period.
- E. The Department has the option to assume no responsibility or liability for costs incurred by the Grantee prior to the start date of this Agreement.
- F. The Grantee is required by MCL 18.1101 et seq to receive payments by electronic funds transfer.

11. Special Certification

The individual or officer signing this Agreement certifies by their signature that they are authorized to sign this Agreement on behalf of the responsible governing board, official or Grantee.

12. Signature Section

For Ionia County Health Department

Name

Title

For the Michigan Department of Health and Human Services

Terri Smith

07/15/2025

Terri Smith, Director

Date

Bureau of Grants and Purchasing

Part 2

General Provisions

I. Responsibilities - Grantee

The Grantee, in accordance with the general purposes and objectives of this Agreement, must abide by the following:

A. Publication Rights

1. For materials produced in collaboration with both parties, ownership vests in both parties. For materials produced solely by grantee, grantee retains ownership, but provides the Department a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such materials copyrighted by the Grantee and authorizes others to reproduce and use such materials. The copyrighted materials cannot include recipient information or personal identification data
2. Obtain prior written authorization from the Department's Office of Communications to use the Department's name for any materials copyrighted by the Grantee or modifications prior to reproduction and use of such materials.
3. The state of Michigan may modify the material copyrighted by the Grantee and may combine it with other copyrightable intellectual property to form a derivative work. The state of Michigan will own and hold all copyright and other intellectual property rights in any such derivative work, excluding any rights or interest granted in this Agreement to the Grantee. If the Grantee ceases to conduct business for any reason or ceases to support the copyrightable materials developed under this Agreement, the state of Michigan has the right to convert its licenses into transferable licenses to the extent consistent with any applicable obligations the Grantee has
4. Obtain written authorization, prior to publication or presentations, at least 14 days in advance, from the Department's Office of Communications and give recognition to the Department in any and all publications, papers and presentations arising from the Agreement activities.
5. Notify the Department's Bureau of Grants and Purchasing 30 days before applying to register a copyright with the U.S. Copyright Office. The Grantee must submit an annual report for all copyrighted materials developed by the Grantee through activities supported by this Agreement and must submit a final invention statement and certification within 60 days of the end of the Agreement period.
6. Not make any media releases related to this Agreement, without prior written authorization from the Department's Office of Communications.

B. Fees

1. Guarantee that any claims made to the Department under this Agreement will not be financed by any sources other than the Department under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to budget the additional source of funds and reflect the source of funding on the Financial Status Report.
2. Make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report those collections on the Financial Status Report. Any under recoveries of otherwise available fees resulting from failure to bill for eligible activities will be excluded from reimbursable expenditures.

C. Grant Program Operation

Provide the necessary administrative, professional and technical staff for operation of the grant program. The Grantee must obtain and maintain all necessary licenses, permits or other authorizations necessary for the performance of this Agreement.

Use an accounting system that can identify and account for the funds received from each separate grant, regardless of funding source, and assure that grant funds are not commingled with other funds.

D. Reporting

Use all report forms and reporting formats required by the Department at the start date of this Agreement and provide the Department with timely review and commentary on any new report forms and reporting formats proposed for issuance thereafter.

E. Record Maintenance/Retention

Maintain adequate program and fiscal records and files, including source documentation, to support program activities and all expenditures made under the terms of this Agreement, as required. The Grantee must assure that all terms of the Agreement will be appropriately adhered to and that records and detailed documentation for the grant project or grant program identified in this Agreement will be maintained for a period of not less than four (4) years from the date of termination, the date of submission of the final expenditure report or until litigation and audit findings have been resolved. The retention schedule may be modified if required. This section applies to the Grantee, any parent, affiliate, or subsidiary organization of the Grantee and any subcontractor that performs activities in connection with this Agreement.

F. Authorized Access

1. Permit within 10 calendar days of providing notification and at reasonable times, access by authorized representatives of the Department, federal grantor agency, Inspectors General, Comptroller

General of the United States and State Auditor General, or any of their duly authorized representatives, to records, papers, files, documentation and personnel related to this Agreement, to the extent authorized by applicable state or federal law, rule or regulation.

2. Acknowledge the rights of access in this section are not limited to the required retention period. The rights of access will last as long as the records are retained.
3. Cooperate and provide reasonable assistance to authorized representatives of the Department when those individuals request access to the Grantee's grant records. This includes requests to obtain records and provide information regarding those records.

G. Audits

1. Single Audit

The Grantee must submit to the Department a Single Audit consistent with the regulations set forth in Title 2 Code of Federal Regulations (CFR) Part 200, Subpart F. The Single Audit reporting package must include all components described in Title 2 Code of Federal Regulations, Section 200.512 (c) including a Corrective Action Plan, and management letter (if one is issued) with a response to the Department. The Grantee must assure that the Schedule of Expenditures of Federal Awards includes expenditures for all federally-funded grants.

2. Other Audits

The Department or federal agencies may also conduct or arrange for agreed upon procedures or additional audits to meet their needs.

3. Due Date and Where to Send

The required audit and any other required submissions (i.e., corrective action plan, and management letter with a corrective action plan), and/or Audit Exemption Notice must be submitted to the Department within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the Grantee's fiscal year by e-mail to MDHHS-AuditReports@michigan.gov. Single Audit reports must be submitted simultaneously to the Department and Federal Audit Clearinghouse, in accordance with 2 CFR 200.512(a). The required submissions must be assembled in PDF files and compatible with Adobe Acrobat (read only). The subject line must state the agency name and fiscal year end. The Department reserves the right to request a hard copy of the audit materials if for any reason the electronic submission process is not successful.

4. Penalty

a. Delinquent Single Audit or Financial Related Audit

If the Grantee does not submit the required Single Audit or

Financial Related Audit, including any management letter and applicable corrective action plan(s), within nine months after the end of the Grantee's fiscal year, the Department may withhold from any payment from the Department to the Grantee an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the Department. The Department may retain the amount withheld if the Grantee is more than 120 days delinquent in meeting the filing requirements. The Department may terminate any current grant agreements if the Grantee is more than 180 days delinquent in meeting the filing requirements.

b. Delinquent Audit Exemption Notice

Failure to submit the Audit Exemption Notice, when required, may result in withholding from any payment from Department to the Grantee an amount equal to one percent of the audit year's grant funding until the Audit Exemption Notice is received.

H. Subrecipient/Contractor Monitoring

1. When passing federal funds through to a subrecipient (if the Agreement does not prohibit the passing of federal funds through to a subrecipient), the Grantee must:
 - a. Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the information required by 2 CFR 200.332.
 - b. Ensure the subrecipient complies with all the requirements of this Agreement.
 - c. Evaluate each subrecipient's risk for noncompliance as required by 2 CFR 200.332(b).
 - d. Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations and the terms and conditions of the subawards; that subaward performance goals are achieved; and that all monitoring requirements of 2 CFR 200.332(d) are met including reviewing financial and programmatic reports, following up on corrective actions and issuing management decisions for audit findings.
 - e. Verify that every subrecipient is audited as required by 2 CFR 200 Subpart F.
2. Develop a subrecipient monitoring plan that addresses the above requirements and provides reasonable assurance that the subrecipient administers federal awards in compliance with laws, regulations and the provisions of this Agreement, and that performance goals are achieved.

The subrecipient monitoring plan should include a risk-based assessment to determine the level of oversight and monitoring activities, such as reviewing financial and performance reports, performing site visits and maintaining regular contact with subrecipients.

3. Establish requirements to ensure compliance for for-profit subrecipients as required by 2 CFR 200.501(h), as applicable.
4. Ensure that transactions with subrecipients/contractors comply with laws, regulations and provisions of contracts or grant agreements.

I. Notification of Modifications

Provide notification to the Department within 14 days or sooner if circumstances warrant, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of activities, funding or compliance with operational procedures.

J. Software Compliance

Ensure software compliance and compatibility with the Department's data systems for activities provided under this Agreement, including but not limited to stored data, databases and interfaces for the production of work products and reports. All required data under this Agreement must be provided in an accurate and timely manner without interruption, failure or errors due to the inaccuracy of the Grantee's business operations for processing data. All information systems, electronic or hard copy, that contain state or federal data must be protected from unauthorized access. State or federal data includes data and information provided to Grantee or Grantee's Subcontractor by or on behalf of the State or federal government, and all data and information derived therefrom, is the exclusive property of the State or federal government.

K. Human Subjects

Comply with Federal Policy for the Protection of Human Subjects, 45 CFR 46. The Grantee agrees that prior to the initiation of the research, the Grantee will submit Institutional Review Board (IRB) application material for all research involving human subjects, which is conducted in programs sponsored by the Department or in programs which receive funding from or through the state of Michigan, to the Department's IRB for review and approval, or the IRB application and approval materials for acceptance of the review of another IRB. All such research must be approved by a federally assured IRB, but the Department's IRB can only accept the review and approval of another institution's IRB under a formally approved interdepartmental agreement. The manner of the review will be agreed upon between the Department's IRB Chairperson and the Grantee's authorized official.

L. Mandatory Disclosures

1. Disclose to the Department in writing within 14 days, or sooner if circumstances warrant, of receiving notice of any litigation, investigation, arbitration or other proceeding (collectively, "Proceeding") involving Grantee, a subcontractor or an officer or director of Grantee or subcontractor that arises during the term of this Agreement including:
 - a. All violations of federal and state criminal law involving fraud, bribery, or gratuity violations potentially affecting the Agreement.
 - b. A criminal Proceeding;
 - c. A parole or probation Proceeding;
 - d. A Proceeding under the Sarbanes-Oxley Act;
 - e. A civil Proceeding involving:
 1. A claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or
 2. A governmental or public entity's claim or written allegation of fraud; or
 3. Any complaint filed in a legal or administrative proceeding alleging the Grantee or its subcontractors discriminated against its employees, subcontractors, vendors, or suppliers during the term of this Agreement; or
 - f. A Proceeding involving any license that Grantee is required to possess in order to perform under this Agreement.
 - g. Any criminal activity that occurs by an employee, agent, or subcontractor of Grantee while conducting activities pursuant to this Agreement.
2. Notify the Department, at least 90 calendar days before the effective date, of a change in Grantee's ownership or executive management.

M. Minimum Program Requirements

Comply with Minimum Program Requirements established in accordance with Section 2472.3 of 1978 PA 368 as amended, MCL 333.2472 (3), MSA 14.15 (2472.3), for each applicable program element funded under this Agreement.

N. Annual Budget and Plan Submission

Submit an Annual Budget and Plan request to the Department, in accordance with instructions established by the Department, to serve as the basis for completion of specific details for Attachments I, III, and IV of this Agreement via Grantee/Department negotiated amendment(s). Failure to submit a complete Annual Budget and Plan by the due date through EGrAMS will result

in the deferral of Department payments until these documents are submitted.

O. Maintenance of Effort

Comply with maintenance of effort requirements for Essential Local Public Health Services (ELPHS), as defined in the current Department appropriation act, and Family Planning in accordance with federal requirements, except as noted in Section 3.C.3 of Part I.

P. Accreditation

1. Comply with the local public health accreditation standards and follow the accreditation process and schedule established by the Department to achieve full accreditation status.
 - a. Failure to meet all accreditation requirements or implement corrective plans of action within the prescribed time period will result in the status of "Not Accredited." Grantees designated as "Not Accredited" may have their Department allocations reduced for costs incurred in the assurance of service delivery.
 - b. Submit a written request for inquiry to the Department should the Grantee disagree with on-site review findings or their accreditation status. The request must identify the disagreement and resolution sought. The inquiry participants will be comprised of Grantee staff, Department staff, the Accreditation Commission Chair, and the Accreditation Coordinator as needed. Participants will clarify facts, verify information and seek resolution.
2. Consent Agreements/Administrative Compliance Orders/Administrative Hearings for "Not Accredited" Grantees:
 - a. If designated as "Not Accredited", the Grantee will receive a Consent Agreement Package from the Department. Grantees and their local governing entities will be given 75 days to review the package, meet with the Department, and sign and return the Consent Agreement.
 - b. Fulfillment of the terms and conditions of the Consent Agreement will not affect accreditation status, but impacts the Grantees' ability to fulfill its contractual obligations under the Local Health Department Grant Agreement. Grantees designated as "Not Accredited", will retain this designation until the subsequent accreditation cycle.
 - c. Failure to fulfill the terms and conditions of the Consent Agreement within the prescribed time period will result in the issuance of an Administrative Compliance Order by the Department.
 - d. Within 60 working days after receipt of an Administrative

Compliance Order and proposed compliance period, a local governing entity may petition the Department for an administrative hearing. If the local governing entity does not petition the Department for a hearing within 60 days after receipt of an Administrative Compliance Order, the order and proposed compliance date will be final. After a hearing, the Department may reaffirm, modify, or revoke the order or modify the time permitted for compliance.

- e. If the local governing entity fails to correct a deficiency for which a final order has been issued within the period permitted for compliance, the Department may petition the appropriate circuit court for a writ of mandamus to compel correction.

Q. Medicaid Outreach Activities Reimbursement

Report allowable costs and request reimbursement for the Medicaid Outreach activities it provides in accordance with 2 CFR, Part 200 and the requirements in Medicaid Bulletin number: MSA 05-29.

Submit a Cost Allocation Plan Certification to the Department to bill for the Medicaid Outreach Activities. The Cost Allocation Plan Certification is valid until a change is made to the cost allocation plan or the Department determines it is invalid.

Submit quarterly FSRs for the Medicaid Outreach activities and an annual FSR for the Children with Special Health Care Services Medicaid Outreach activities in accordance with the instructions contained in Attachment I. In accordance with the Medicaid Bulletin, MSA 05-29, agree to target Medicaid outreach effort toward Department established priorities. For fiscal year 2024, the Department priorities are: lead testing, outreach and enrollment for the Family Planning waiver, and outreach for pregnant women, mothers and infants for the Maternal and Infant Health Program. The Grantee will submit a report using the MDHHS Local Health Department Medicaid Outreach form describing their outreach activities targeting the priorities 30 days after the end of a fiscal year quarter and at the same time as the final FSR is due to the Department. The Local Health Department Medicaid Outreach reports are to be sent through EGrAMS as an attachment report to the Financial Status Report.

R. Conflict of Interest and Code of Conduct Standards

1. Be subject to the provisions of MCL 15.321 et seq, as amended, MCL Act 15.341 et seq, as amended, and 2 CFR 200.318 (c)(1) and (2).
2. Uphold high ethical standards and be prohibited from the following:
 - a. Holding or acquiring an interest that would conflict with this Agreement;
 - b. Doing anything that creates an appearance of impropriety with

- respect to the award or performance of this Agreement;
 - c. Attempting to influence or appearing to influence any state employee by the direct or indirect offer of anything of value; or
 - d. Paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of this Agreement.
3. Immediately notify the Department of any violation or potential violation of these standards. This section applies to Grantee, any parent, affiliate or subsidiary organization of Grantee, and any subcontractor that performs activities in connection with this Agreement.

S. Travel Costs

1. Be reimbursed for travel costs (including mileage, meals, and lodging) budgeted and incurred related to activities provided under this Agreement.
 - a. If the Grantee has a documented policy related to travel reimbursement for employees and if the Grantee follows that documented policy, the Department will reimburse the Grantee for travel costs at the Grantee's documented reimbursement rate for employees. Otherwise, the state of Michigan travel reimbursement rate applies.
 - b. Federally funded Grantees must comply with Title 2 CRF 200.475.
 - c. State of Michigan travel rates may be found at the following website: http://www.michigan.gov/dtmb/0,5552,7-358-82548_13132---,00.html.
 - d. International travel must be pre-approved by the Department and itemized in the budget.

T. Insurance Requirements

1. Maintain at least a minimum of the insurances or governmental self-insurances listed below and be responsible for all deductibles. All required insurance or self-insurance must:
 - a. Protect the state of Michigan from claims that may arise out of, are alleged to arise out of, or result from Grantee's or a subcontractor's performance;
 - b. Be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the state; and
 - c. Be provided by a company with an A.M. Best rating of "A-" or better and a financial size of VII or better or governmental self-insurance.
2. Insurance Types

- a. Commercial General Liability Insurance or Governmental Self-Insurance: Except for Governmental Self-Insurance, policies must be endorsed to add “the state of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents” as additional insureds using endorsement CG 20 10 11 85, or both CG 2010 12 19 and CG 20 37 12 19.

If the Grantee will interact with children, schools, or the cognitively impaired, the Grantee must maintain appropriate insurance coverage related to sexual abuse and molestation liability.

- b. Workers’ Compensation Insurance or Governmental Self-Insurance: Coverage according to applicable laws governing work activities. Policies must include waiver of subrogation, except where waiver is prohibited by law.
 - c. Employers Liability Insurance or Governmental Self-Insurance.
 - d. Privacy and Security Liability (Cyber Liability) Insurance: cover information security and privacy liability, privacy notification costs, regulatory defense and penalties, and website media content liability.
- 3. Require that subcontractors maintain the required insurances contained in this Section.
 - 4. This Section is not intended to and is not to be construed in any manner as waiving, restricting or limiting the liability of the Grantee from any obligations under this Agreement.
 - 5. Grantee must promptly notify the Department of any knowledge regarding an occurrence which the Grantee reasonably believes may result in a claim against the Department. The Grantee must cooperate with the Department regarding such claim.

U. Fiscal Questionnaire

- 1. Complete and upload the yearly fiscal questionnaire to the EGrAMS agency profile within three months of the start of the Agreement.
- 2. The fiscal questionnaire template can be found in EGrAMS documents.

V. Criminal Background Check

1. Conduct or cause to be conducted a search that reveals information similar or substantially similar to information found on an Internet Criminal History Access Tool (ICHAT) check and a national and state sex offender registry check for each new employee, employee, subcontractor, subcontractor employee, or volunteer who under this Agreement works directly with clients or has access to client information.
 - a. ICHAT: Home Page - ICHAT Menu (michigan.gov)
 - b. Michigan Public Sex Offender Registry: <http://www.mipsor.state.mi.us>
 - c. National Sex Offender Registry: <http://www.nsopw.gov>
2. Conduct or cause to be conducted a Central Registry (CR) check for each new employee, employee, subcontractor, subcontractor employee, or volunteer who under this Agreement works directly with children.
 - a. Central Registry: https://www.michigan.gov/mdhhs/0,5885,7-339-73971_7119_50648_48330-180331--,00.html
3. Require each new employee, employee, subcontractor, subcontractor employee, or volunteer who, under this Agreement, works directly with clients or who has access to client information to notify the Grantee in writing of criminal convictions (felony or misdemeanor), pending felony charges, or placement on the Central Registry as a perpetrator, at hire or within 10 days of the event after hiring.
4. Determine whether to prohibit any employee, subcontractor, subcontractor employee, or volunteer from performing work directly with clients or accessing client information related to clients under this Agreement, based on the results of a positive ICHAT response or reported criminal felony conviction or perpetrator identification.
5. Determine whether to prohibit any employee, subcontractor, subcontractor employee, or volunteer from performing work directly with children under this Agreement, based on the results of a positive CR response or reported perpetrator identification.
6. Require any employee, subcontractor, subcontractor employee, or volunteer who may have access to any databases of information maintained by the federal government that contain confidential or personal information, including but not limited to federal tax information, to have a fingerprint background check performed.
1. Real property means land, including land improvements, structures and appurtenances thereto, but excludes moveable machinery and

equipment.

2. Adhere to the following if property acquisition is supported in whole or in part through this Agreement:
 - a. The property will be used to support the expansion of the services identified through this Agreement.
 - b. The property shall not be conveyed, transferred, or leased, either wholly or partially, whether in fee, by easement, or otherwise, for a period of seven years, unless the Department provides written approval and consent
 - c. These restrictions must be recorded with the Warranty Deed and a copy must be provided to the Department.
 - d. The above property acquisition requirements are continuing obligations that survive the termination or expiration of the Agreement.

II. Responsibilities - Department

The Department in accordance with the general purposes and objectives of this Agreement will:

A. Reimbursement

Provide reimbursement in accordance with the terms and conditions of this Agreement based upon appropriate reports, records, and documentation maintained by the Grantee.

B. Report Forms

Provide any report forms and reporting formats required by the Department at the start date of this Agreement and provide to the Grantee any new report forms and reporting formats proposed for issuance thereafter at least 90 days prior to their required usage in order to afford the Grantee an opportunity to review.

C. Notification of Modifications

Notify the Grantee in writing of modifications to federal or state laws, rules and regulations affecting this Agreement.

D. Identification of Laws

Identify for the Grantee relevant laws, rules, regulations, policies, procedures, guidelines and state and federal manuals, and provide the Grantee with copies of these documents to the extent they are not otherwise available to the Grantee.

E. Modification of Funding

Notify the Grantee in writing within 30 calendar days of becoming aware of the need for any modifications in Agreement funding commitments made necessary by action of the federal government, the governor, the legislature or the Department of Technology Management and Budget on behalf of the

governor or the legislature. Implementation of the modifications will be determined jointly by the Grantee and the Department.

F. Monitor Compliance

Monitor compliance with all applicable provisions contained in federal grant awards and their attendant rules, regulations and requirements pertaining to program elements covered by this Agreement.

G. Technical Assistance

Make technical assistance available to the Grantee for the implementation of this Agreement.

H. Accreditation

Adhere to the accreditation requirements including the process for “Not Accredited” Grantees. The process includes developing and monitoring consent agreements, issuing and monitoring administrative compliance orders, participating in administrative hearings and petitioning appropriate circuit courts.

I. Medicaid Outreach Activities Reimbursement

Agrees to reimburse the Grantee for all allowable Medicaid Outreach activities that meet the standards of the Medicaid Bulletin: MSA 05-29 including the cost allocation plan certification and that are billed in accordance with the requirements in Attachment I.

In accordance with the Medicaid Bulletin, MSA 05-29, the Department will identify each fiscal year the Medicaid Outreach priorities and establish a reporting requirement for the Grantee.

III. Assurances

The Grantee gives the following assurances the Department:

A. Compliance with Applicable Laws

The Grantee will comply with applicable federal and state laws, guidelines, rules and regulations in carrying out the terms of this Agreement. The Grantee will also comply with all applicable general administrative requirements, such as 2 CFR 200, covering cost principles, grant/agreement principles and audits, in carrying out the terms of this Agreement. The Grantee will comply with all applicable requirements in the original grant awarded to the Department if the Grantee is a subgrantee. The Department may determine that the Grantee has not complied with applicable federal or state laws, guidelines, rules and regulations in carrying out the terms of this Agreement and may then terminate this Agreement under Part 2, Section V.

B. Anti-Lobbying Act

The Grantee will comply with the Anti-Lobbying Act (31 U.S.C. 1352) as revised by the Lobbying Disclosure Act of 1995 (2 U.S.C. 1601 et seq.), Federal Acquisition Regulations 52.203.11 and 52.203.12, and Section 503 of the Departments of Labor, Health & Human Services, and Education, and

Related Agencies section of the current fiscal year Omnibus Consolidated Appropriations Act. Further, the Grantee must require that the language of this assurance be included in the award documents of all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients must certify and disclose accordingly.

C. Non-Discrimination

1. The Grantee must comply with the Department's non-discrimination statement: "The Michigan Department of Health and Human Services does not discriminate against any individual or group on the basis of race, national origin, color, sex, disability, religion, age, height, weight, familial status, partisan considerations, or genetic information. Sex-based discrimination includes, but is not limited to, discrimination based on sexual orientation, gender identity, gender expression, sex characteristics, and pregnancy"
2. The Grantee further agrees that every subcontract entered into for the performance of any contract or purchase order resulting therefrom, will contain a provision requiring non-discrimination in employment, activity delivery and access, as herein specified, binding upon each subcontractor. This covenant is required pursuant to the Elliot-Larsen Civil Rights Act (MCL 37.2101 et seq.) and the Persons with Disabilities Civil Rights Act MCL 37.1101 et seq.), and any breach thereof may be regarded as a material breach of this Agreement.
3. The Grantee will comply with all federal statutes relating to nondiscrimination. These include but are not limited to:
 - a. Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination based on race, color or national origin;
 - b. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, 1685-1686), which prohibits discrimination based on sex;
 - c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination based on disabilities;
 - d. The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination based on age;
 - e. The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination based on drug abuse;
 - f. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination based on alcohol abuse

- or alcoholism;
 - g. Sections 523 and 527 of the Public Health Service Act of 1944 (42 U.S.C. 290dd-2), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - h. Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and,
 - i. The requirements of any other nondiscrimination statute(s) which may apply to the application.
4. Additionally, assurance is given to the Department that proactive efforts will be made to identify and encourage the participation of minority-owned and women-owned businesses, and businesses owned by persons with disabilities in contract solicitations. The Grantee must include language in all contracts awarded under this Agreement which (1) prohibits discrimination against minority-owned and women-owned businesses and businesses owned by persons with disabilities in subcontracting; and (2) makes discrimination a material breach of contract.

D. Debarment and Suspension

The Grantee will comply with federal regulation 2 CFR 180 and certifies to the best of its knowledge and belief that it, its employees, and its subcontractors:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or contractor;
2. Have not within a five-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) or private transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in section 2;
4. Have not within a five-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default; and
5. Have not committed an act of so serious or compelling a nature that it affects the Grantee's present responsibilities.

E. Pro-Children Act

1. The Grantee will comply with the Pro-Children Act of 1994 (P.L. 103-227; 20 U.S.C. 6081, et seq.), which requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted by and used routinely or regularly for the provision of health, day care, early childhood development activities, education or library activities to children under the age of 18, if the activities are funded by federal programs either directly or through state or local governments, by federal grant, contract, loan or loan guarantee. The law also applies to children's activities that are provided in indoor facilities that are constructed, operated, or maintained with such federal funds. The law does not apply to children's activities provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; activity providers whose sole source of applicable federal funds is Medicare or Medicaid; or facilities where Women, Infants, and Children (WIC) coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. The Grantee also assures that this language will be included in any subawards which contain provisions for children's activities.
2. The Grantee also assures, in addition to compliance with P.L. 103-227, any activity funded in whole or in part through this Agreement will be delivered in a smoke-free facility or environment. Smoking must not be permitted anywhere in the facility, or those parts of the facility under the control of the Grantee. If activities are delivered in facilities or areas that are not under the control of the Grantee (e.g., a mall, restaurant or private work site), the activities must be smoke-free.

F. Hatch Act and Intergovernmental Personnel Act

The Grantee will comply with the Hatch Act (5 U.S.C. 1501-1508, 5 U.S.C. 7321-7326), and the Intergovernmental Personnel Act of 1970 (P.L. 91-648) as amended by Title VI of the Civil Service Reform Act of 1978 (P.L. 95-454). Federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally assisted programs.

G. Employee Whistleblower Protections

The Grantee will comply with 41 U.S.C. 4712 and must insert this clause in all subcontracts.

H. Clean Air Act and Federal Water Pollution Control Act

The Grantee will comply with the Clean Air Act (42 U.S.C. 7401-7671(q)) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1388), as amended.

This Agreement and anyone working on this Agreement will be subject to the Clean Air Act and Federal Water Pollution Control Act and must comply with all applicable standards, orders or regulations issued pursuant to these Acts. Violations must be reported to the Department.

I. Victims of Trafficking and Violence Protection Act

The Grantee will comply with the Victims of Trafficking and Violence Protection Act of 2000 (P.L. 106-386), as amended.

This Agreement and anyone working on this Agreement will be subject to P.L. 106-386 and must comply with all applicable standards, orders, or regulations issued pursuant to this Act. Violations must be reported to the Department.

J. Procurement of Recovered Materials

The Grantee will comply with section 6002 of the Solid Waste Disposal Act of 1965 (P.L. 89-272), as amended.

This Agreement and anyone working on this Agreement will be subject to section 6002 of P.L. 89-272, as amended, and must comply with all applicable standards, orders or regulations issued pursuant to this act. Violations must be reported to the Department.

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K. Subcontracts

For any subcontracted activity or product, the Grantee will ensure:

1. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity or delivery of any subcontracted product. Exceptions to this policy may be granted by the Department if the Grantee asks the Department in writing within 30 days of execution of the Agreement.
2. That any executed subcontract to this Agreement must require the subcontractor to comply with all applicable terms and conditions of this Agreement. In the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement will prevail.

A conflict between this Agreement and a subcontract, however, will not be deemed to exist where the subcontract:

- a. Contains additional non-conflicting provisions not set forth in this Agreement;
 - b. Restates provisions of this Agreement to afford the Grantee the same or substantially the same rights and privileges as the Department; or
 - c. Requires the subcontractor to perform duties and services in less time than that afforded the Grantee in this Agreement.
3. That the subcontract does not affect the Grantee's accountability to the Department for the subcontracted activity.
 4. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation on costs and services.
 5. That the Grantee will submit a copy of the executed subcontract if requested by the Department.
 6. That subcontracts in support of programs or elements utilizing funds provided by the Department, the State of Michigan or the federal government in excess of \$10,000 must contain provisions or conditions that will:
 - a. Allow the Grantee or Department to seek administrative, contractual or legal remedies in instances in which the subcontractor violates or breaches contract terms, and provide for such remedial action as may be appropriate.
 - b. Provide for termination by the Grantee, including the manner by which termination will be effected and the basis for settlement.
 7. That all subcontracts in support of programs or elements utilizing funds provided by the Department, the State of Michigan or the federal

government of amounts in excess of \$100,000 must contain a provision that requires compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970 (42 USC 1857(h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15).

8. That all subcontracts and subgrants in support of programs or elements utilizing funds provided by the Department, the State of Michigan or the federal government in excess of \$2,000 for construction or repair, awarded by the Grantee must include a provision:
 - a. For compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR, Part 3).
 - b. For compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR, Part 5) (if required by Federal Program Legislation).
 - c. For compliance with Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR, Part 5). This provision also applies to all other contracts in excess of \$2,500 that involve the employment of mechanics or laborers.

L. Procurement

1. Grantee will ensure that all purchase transactions, whether negotiated or advertised, are conducted openly and competitively in accordance with the principles and requirements of 2 CFR 200.
2. The funds must not be used for the purchase of foreign goods or services, or both, if competitively priced and of comparable quality American goods or services, or both, are available
3. Preference must be given to goods and services manufactured or provided by Michigan businesses, if they are competitively priced and of comparable quality.
4. Preference must be given to goods and services that are manufactured or provided by Michigan businesses owned and operated by veterans, if they are competitively priced and of comparable quality.
5. Records must be sufficient to document the significant history of all purchases and must be maintained for a minimum of four (4) years after the end of the Agreement period.

M. Health Insurance Portability and Accountability Act

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) is applicable to the Grantee under this Agreement, the Grantee

assures that it is in compliance with requirements of HIPAA including the following:

1. The Grantee must not share any protected health information provided by the Department that is covered by HIPAA except as permitted or required by applicable law, or to a subcontractor as appropriate under this Agreement.
2. The Grantee will ensure that any subcontractor will have the same obligations as the Grantee not to share any protected health data and information from the Department that falls under HIPAA requirements in the terms and conditions of the subcontract.
3. The Grantee must only use the protected health data and information for the purposes of this Agreement.
4. The Grantee must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Grantee's employees.
5. The Grantee must have a policy and procedure to immediately report to the Department any suspected or confirmed unauthorized use or disclosure of protected health information that falls under the HIPAA requirements of which the Grantee becomes aware. The Grantee will work with the Department to mitigate the breach and will provide assurances to the Department of corrective actions to prevent further unauthorized uses or disclosures. The Department may demand specific corrective actions and assurances and the Grantee must provide the same to the Department.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Part 2, Section V.
7. In accordance with HIPAA requirements, the Grantee is liable for any claim, loss or damage relating to unauthorized use or disclosure of protected health data and information, including without limitation the Department's costs in responding to a breach, received by the Grantee from the Department or any other source.
8. The Grantee will enter into a business associate agreement should the Department determine such an agreement is required under HIPAA.

N. Home Health Services

If the Grantee provides Home Health Services (as defined in Medicare Part B), the following requirements apply:

1. The Grantee must not use State ELPHS or categorical grant funds

provided under this Agreement to unfairly compete for home health services available from private providers of the same type of services in the Grantee's service area.

2. For purposes of this Agreement, the term "unfair competition" will be defined as offering of home health services at fees substantially less than those generally charged by private providers of the same type of services in the Grantee's area, except as allowed under Medicare customary charge regulations involving sliding fee scale discounts for low-income clients based upon their ability to pay.
3. If the Department finds that the Grantee is not in compliance with its assurance not to use state ELPHS and categorical grant funds to unfairly compete, the Department will follow the procedure required for failure by local health departments to adequately provide required services set forth in Sections 2497 and 2498 of 1978 PA 368 as amended (Public Health Code), MCL 333.2497 and 2498, MSA 14.15 (2497) and (2498).

O. Website Incorporation

The Department is not bound by any content on Grantee's website or other internet communication platforms or technologies, unless expressly incorporated directly into this Agreement. The Department is not bound by any end user license agreement or terms of use unless specifically incorporated in this Agreement or any other agreement signed by the Department. The Grantee must not refer to the Department on the Grantee's website or other internet communication platforms or technologies without the prior written approval of the Department.

P. Survival

The provisions of this Agreement, including all attachments and addendums, that impose continuing obligations will survive the expiration or termination of this Agreement.

Q. Non-Disclosure of Confidential Information

1. The Grantee agrees that it will use confidential information solely for the purpose of this Agreement. The Grantee agrees to hold all confidential information in strict confidence and not to copy, reproduce, sell, transfer or otherwise dispose of, give or disclose such confidential information to third parties other than employees, agents, or subcontractors of a party who have a need to know in connection with this Agreement or to use such confidential information for any purpose whatsoever other than the performance of this Agreement. The Grantee must take all reasonable precautions to safeguard the confidential information. These precautions must be at least as great as the precautions the Grantee takes to protect its own confidential or proprietary information.

2. Meaning of Confidential Information

For the purpose of this Agreement the term “confidential information” means all information and documentation that:

- a. Has been marked “confidential” or with words of similar meaning, at the time of disclosure by such party;
 - b. If disclosed orally or not marked “confidential” or with words of similar meaning, was subsequently summarized in writing by the disclosing party and marked “confidential” or with words of similar meaning;
 - c. Should reasonably be recognized as confidential information of the disclosing party;
 - d. Is unpublished or not available to the general public; or
 - e. Is designated by law as confidential.
3. The term “confidential information” does not include any information or documentation that was:
- a. Subject to disclosure under the Michigan Freedom of Information Act (FOIA);
 - b. Already in the possession of the receiving party without an obligation of confidentiality;
 - c. Developed independently by the receiving party, as demonstrated by the receiving party, without violating the disclosing party’s proprietary rights;
 - d. Obtained from a source other than the disclosing party without an obligation of confidentiality; or
 - e. Publicly available when received or thereafter became publicly available (other than through an unauthorized disclosure by, through or on behalf of, the receiving party).
4. The Grantee must notify the Department within one business day after discovering any unauthorized use or disclosure of confidential information. The Grantee will cooperate with the Department in every way possible to regain possession of the confidential information and prevent further unauthorized use or disclosure.

R. Cap on Salaries

None of the funds awarded to the Grantee through this Agreement will be used to pay, either through a grant or other external mechanism, the salary of an individual at a rate in excess of Executive Level II. The current rates of pay for the Executive Schedule are located on the United States Office of Personnel Management web site, <http://www.opm.gov>, by navigating to Policy — Pay & Leave — Salaries & Wages. The salary rate limitation does not restrict the salary that a Grantee may pay an individual under its employment; rather, it

merely limits the portion of that salary that may be paid with funds from this Agreement.

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IV. Financial Requirements

A. Operating Advance

Under the pre-payment reimbursement method, no additional operating advances will be issued.

B. Payment Method

1. Prepayments

- a. The Department will make monthly prepayments equal to 1/12th of the Agreement amount for each non-fee-for-service program contained in Attachment IV of this Agreement. One single payment covering all non-fee-for-service programs will be made within the first week of each month. The Grantee can view their monthly prepayment within the EGrAMS system.
- b. Prepayments for the months of October thru January will be based upon the initial Agreement amounts in Attachment IV. Subsequent monthly prepayments may be adjusted based upon Agreement amendments or Grantee adjustment requests.
- c. If the sum of the prepayments does not equal at least 90% of the Grantee's expenditures for a quarter of the contract period, the Grantee may submit documentation for an adjustment to the monthly prepayment amount via the following process:
 - i. Submit a written request for the adjustment to the Department's Accounting Expenditure Operations Division.
 - ii. The adjustment request must be itemized by program and must list the amount received from the Department, the expenditure amount reported per the quarterly Financial Status Report (FSR), and the difference. The amount received from the Department and the expenditures must be for the same reporting quarterly FSR period.
 - iii. The Department will review the requests and if an adjustment is approved, it will be included in the next scheduled monthly prepayment.
 - iv. Adjustment requests will not be accepted prior to submission of the FSR for the quarter ending December 31. No adjustments will be made prior to the February monthly prepayment.
 - v. The ability of the Department to approve adjustments may be limited by the quarterly allotments of spending authority in the Department's appropriation account mandated by the Office of the State Budget Director. The quarterly allotment limits the amount of each account (program) that

the Department may expend during each fiscal quarter.

2. Fixed Fee Reimbursement

- a. Quarterly reimbursement for fixed fee projects is based on Attachment IV and approved quarterly Financial Status Reports.

C. Financial Status Report Submission

1. The Grantee must electronically prepare and submit FSRs to the Department via the EGrAMS website (<http://egram-mi.com/mdhhs>).

A Financial Status Report (FSR) must be submitted on a quarterly basis no later than 30 days after the close of the calendar quarter for all programs listed on Attachment IV and fee for services project budgeted. Failure to meet financial reporting responsibilities as identified in this Agreement may result in withholding future payments.

2. FSR's must report total actual program expenditures regardless of the source of funds. The Department will reimburse the Grantee for expenditures in accordance with the terms and conditions of this Agreement. Failure to comply with the reporting due dates will result in the deferral of the Grantee's monthly prepayment.
3. The Grantee representative who submits the FSR is certifying to the best of their knowledge and belief that the report is true, complete and accurate and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of this Agreement. The individual submitting the FSR should be aware that any false, fictitious, or fraudulent information, or the omission of any material facts, may subject them to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise.
4. The instructions for completing the FSR form are available on the website <http://egram-mi.com/dch>. Send FSR questions to FSRMDHHS@michigan.gov.

D. Reimbursement Method

The Grantee will be reimbursed in accordance with the reimbursement methods for applicable program elements described as follows:

1. Performance Reimbursement - A reimbursement method by which Grantees are reimbursed based upon the understanding that a certain level of performance (measured by outputs) must be met in order to receive full reimbursement of costs (net of program income and other earmarked sources) up to the contracted amount of state funds. Any local funds used to support program elements operated under such provisions of this Agreement may be transferred by the Grantee within, among, to or from the affected elements without Department approval, subject to applicable provisions of Sections 3.B. and 3.C.3 of Part 1. If

Grantee's performance falls short of the expectation by a factor greater than the allowed minimum performance percentage, the state maximum allocation will be reduced equivalent to actual performance in relation to the minimum performance.

2. Actual Cost Reimbursement - A reimbursement method by which Grantees are reimbursed based upon the understanding that state dollars will be paid up to total costs in relation to the state's share of the total costs and up to the total state allocation as agreed to in the approved budget. This reimbursement approach is not directly dependent upon whether a specified level of performance is met by the local health department. Department funding under this reimbursement method is allocable as a source before any local funding requirement unless a specific local match condition exists.
3. Fixed Unit Rate Reimbursement - A reimbursement method by which Grantee is reimbursed a specific amount for each output actually delivered and reported.
4. Essential Local Public Health Services (ELPHS) - A reimbursement method by which Grantees are reimbursed a share of reasonable and allowable costs incurred for required services, as noted in the current Appropriations Act.

E. Reimbursement Mechanism

All Grantees must sign up through the on-line vendor registration process to receive all State of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits. Vendor registration information is available through the Department of Technology, Management and Budget's web site: <http://www.michigan.gov/sigmavss>

F. Recoupment

The Department reserves the right to recoup, reclaim or otherwise collect any funding disbursed under this agreement that are unspent, misused or outstanding from the grantee.

1. Unobligated Funds Any unobligated balance of funds held by the Grantee at the end of the Agreement period will be returned to the Department within 30 days of the end of the Agreement or treated in accordance with instructions provided by the Department.
2. Misused Funds If the Department reasonably determines the funds allocated for an executed grant agreement under this section were misused or their use misrepresented by the grantee, the Department shall not award any additional funds under that executed grant agreement and shall refer the grant for review following internal audit

protocols. Funds are considered misused if they are spent in a manner that is not consistent with the terms, conditions, or purpose(s) outlined in this agreement. Misuse of funds may also include, but is not limited to, fraudulent or illegal activities.

G. Final Obligation Reporting Requirements

An Obligation Report, based on annual guidelines, must be submitted by the due date using the format provided by the Department through EGrAMS. The Grantee must provide, by program, an estimate of total expenditures for the entire Agreement period (October 1 through September 30). This report must represent the Grantee's best estimate of total program expenditures for the Agreement period. The information on the report will be used to record the Department's year-end accounts payables and receivables by program for this Agreement. The report assists the Department in reserving sufficient funding to reimburse the final expenditures that will be reported on the Final FSR without materially overstating or understating the year-end obligations for this Agreement. The Department compares the total estimated expenditures from this report to the total amount reimbursed to the Grantee in the monthly prepayments and quarterly fee-for-service payments to establish accounts payable and accounts receivable entries at fiscal year-end. The Department recognizes that based upon payment adjustments and timing of Agreement amendments, the Grantee may owe the Department funding for overpayment of a program and may be due funds from the Department for underpayment of a program at fiscal year-end.

Within 60 days after the Agreement fiscal year-end, the Grantee must liquidate any unpaid year-end commitments and obligations. Any obligation remaining unliquidated after 60 days from the end of the Agreement period will revert to the Department for disposition in accordance with applicable state and/or federal requirements, except as specifically authorized in writing by the Department.

H. Final Financial Status Reporting Requirements

Final FSRs are due on the following dates following the Agreement period end date:

<u>Project</u>	<u>Final FSR Due Date</u>
Public Health Emergency Preparedness	11/15/2026
All Remaining Projects	11/30/2026

Upon receipt of the final FSR electronically through EGrAMS, the Department will determine by program, if funds are owed to the Grantee or if the Grantee owes funds to the Department. If funds are owed to the Grantee, payment will be processed. However, if the Grantee underestimated their year-end obligations in the Obligation Report as compared to the final FSR and the total reimbursement requested does not exceed the Agreement amount that is due

to the Grantee, the Department will make every effort to process full reimbursement to the Grantee per the final FSR. Final payment may be delayed pending final disposition of the Department's year-end obligations. If funds are owed to the Department, it will generally not be necessary for Grantee to send in a payment. Instead, the Department will make the necessary entries to offset other payments and as a result the Grantee will receive a net monthly prepayment. When this does occur, clarifying documentation will be provided to the Grantee by the Department's Bureau of Finance and Accounting.

I. Penalties for Reporting Noncompliance

For failure to submit the final total Grantee FSR report by November 30, through EGrAMS after the Agreement period end date, the Grantee may be penalized with a one-time reduction in their current ELPHS allocation for noncompliance with the fiscal year-end reporting deadlines. Any penalty funds will be reallocated to other Local Health Department Grantees. Reductions will be one-time only and will not carryforward to the next fiscal year as an ongoing reduction to a Grantee's ELPHS allocation. Penalties will be assessed based upon the submitted date in EGrAMS:

ELPHS Penalties for Noncompliance with Reporting Requirements:

1. 1% - 1 day to 30 days late;
2. 2% - 31 days to 60 days late;
3. 3% - over 60 days late with a maximum of 3% reduction in the Grantee's ELPHS allocation.

J. Indirect Costs and Cost Allocations/Distribution Plans

The Grantee is allowed to use approved federal indirect rate, 15% de minimis indirect rate or cost allocation/distribution plans in their budget calculations.

1. Costs must be consistently charged as indirect, direct or cost allocated, but may not be double charged or inconsistently charged.
2. If the Grantee does not have an existing approved federal indirect rate, they may use a 15% de minimis rate in accordance with Title 2 Code of Federal Regulations (CFR) Part 200 to recover their indirect costs.
3. Grantees using the cost allocation/distribution method must develop certified plan in accordance with the requirements described in Title 2 CFR, Part 200 which includes detailed budget narratives and is retained by the Grantee and subject to Department review.
4. There must be a documented, well-defined rationale and audit trail for any cost distribution or allocation based upon Title 2 CFR, Part 200 Cost Principles and subject to Department review.

V. Agreement Termination

This Agreement may be terminated without further liability or penalty to the Department for any of the following reasons:

- A. By either party by giving 30 days written notice to the other party stating the reasons for termination and the effective date.
- B. Immediately if the Grantee or an official of the Grantee or an owner is convicted of any activity referenced in Part 2 Section III. D. of this Agreement during the term of this Agreement or any extension thereof.
 - 1. Endangers the value, integrity, or security of any facility, data, or personnel; or,
 - 2. Engages in any conduct that may expose the State to liability ; or,
 - 3. Violates this agreement.
- C. Immediately by mutual agreement of both parties.
- D. Further, this Agreement may be terminated or modified immediately upon a finding by the Department in accordance with MCL 333.2235 that the Grantee local health department for the delivery of public health services under this Agreement is unable or unwilling to provide any or all of the services as provided in this Agreement, and the Department may redirect funds as necessary to ensure that the public health services are provided within the Grantee's jurisdiction

VI. Stop Work Order

The Department may suspend any or all activities under this Agreement at any time. The Department will provide the Grantee with a written stop work order detailing the suspension. Grantee must comply with the stop work order upon receipt. The Department will not pay for activities, Grantee's incurred expenses or financial losses, or any additional compensation during a stop work period.

VII. Final Reporting upon Termination

Should this Agreement be terminated by either party, within 30 days after the termination, the Grantee must return all State and federal data and provide the Department with all financial, performance and other reports required as a condition of this Agreement. The Department will make payments to the Grantee for allowable reimbursable costs not covered by previous payments or other state or federal programs. The Grantee must immediately refund to the Department any funds not authorized for use and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenditures.

VIII. Severability

If any part of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, that part will be deemed deleted from this Agreement and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining parts of the Agreement will continue in full force and effect.

IX. Amendments

- A. Except as otherwise provided, any changes to this Agreement will be valid only if made in writing and accepted by all parties to this Agreement.

In the event that circumstances occur that are not reasonably foreseeable, or are beyond the Grantee's or Department's control, which reduce or otherwise interfere with the Grantee's or Department's ability to provide or maintain specified services or operational procedures, immediate written notification must be provided to the other party. Any change proposed by the Grantee which would affect the state funding of any project, in whole or in part as provided in Part 1, Section 3.C. of the Agreement, must be submitted in writing to the Department for approval immediately upon determining the need for such change. The proposed change may be implemented upon receipt of written notification from the Department.

- B. Except as otherwise provided, amendments to this Agreement will be made within thirty days after receipt and approval of a change proposed by the Grantee.

Amendments of a routine nature including applicable changes in budget categories, modified indirect rates, and similar conditions which do not modify the Agreement scope, amount of funding to be provided by the Department or, the total amount of the budget may be submitted by the Grantee, in writing, at any time prior to June 7. The Department will provide a written response within 30 calendar days.

All amendments must be submitted to the Department within three weeks of receipt through EGrAMS to assure the amendment can be executed prior to the end of the Agreement period.

X. Liability

The Grantee assumes all liability to third parties, including loss, or damage because of claims, demands, costs, or judgments arising out of activities, such as but not limited to direct activity delivery, to be carried out by the Grantee in the performance of this Agreement, under the following conditions:

- A. The liability, loss, or damage is caused by, or arises out of, the actions of or failure to act on the part of the Grantee, any of its subcontractors, anyone directly or indirectly employed by the Grantee, or anyone performing activities at the direction of the Grantee under this agreement.
- B. Nothing herein will be construed as a waiver of any governmental immunity that has been provided to the Grantee or its employees by statute or court decisions.

The Department is not liable for consequential, incidental, indirect or special damages, regardless of the nature of the action.

- C. In the event of data and/or security breaches, the Grantee must:
 - 1. Cooperate with the Department in investigating the occurrence, making available all relevant records, logs, files, data reporting, and other

materials required to comply with applicable law or as otherwise required by the Department;

2. In the case of unauthorized disclosure or breach of confidential information, at the Department's sole election, with approval and assistance from the Department, notify the affected individuals with comprised Personally Identifiable Information (PII) or Protected Health Information (PHI) as soon as practicable but no later than is required to comply with applicable law and provide third-party credit and identity monitoring services to each of the affected individuals for the period required to comply with applicable law, or, in the absence of any legally required monitoring services, for no less than 24 months following the date of notification to such individuals;
3. Perform or take any other actions required to comply with applicable law as a result of the occurrence, including pay for: any costs associated with the occurrence, any costs incurred by the Department in investigating and resolving the occurrence, and reasonable attorney's fees associated with such investigation and resolution.

XI. Waiver

Failure by the Department to enforce any provision of this Agreement will not constitute a waiver of the Department's right to enforce any other provision of this Agreement.

Any clause or condition of this Agreement found to be an impediment to the intended and effective operation of this Agreement may be waived in writing by the Department or the Grantee, upon presentation of written justification by the requesting party. Such waiver may be temporary or for the life of the Agreement and may affect any or all program elements covered by this Agreement.

XII. State of Michigan Agreement

This Agreement is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Agreement are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this Agreement must be resolved in Michigan Court of Claims, if brought by Grantee, and in a Michigan state court of competent jurisdiction, if brought by MDHHS. Grantee consents to venue in a Michigan court of competent jurisdiction, and waives any objections, such as lack of personal jurisdiction or forum non conveniens. Grantee must appoint agents in Michigan to receive service of process.

XIII. Funding

- A. State funding for this Agreement will be provided from the applicable and available Department appropriations for the current fiscal year. The Department provided funds will be as stated in the approved Annual Budget - Attachment I Instructions for the Annual Budget, Attachment III, Program Specific Assurances and Requirements, and as outlined in Attachment IV,

Funding/Reimbursement Matrix.

- B. The funding provided through the Department for this Agreement will not exceed the amount shown for each federal and state categorical program element except as adjusted by amendment. The Grantee must advise the Department in writing by May 1, if the amount of Department funding may not be used in its entirety or appears to be insufficient for any program element. ELPHS transfer requests between MDHHS, MDARD and MDEQ must also be requested in writing by May 1. All ELPHS required services must be maintained throughout the entire period of the Agreement.
- C. The Department may periodically redistribute funds between agencies during the Agreement period in order to ensure that funds are expended to meet the varying needs for services.

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AA Attachments

A1 Attachment I - Instructions for the Annual Budget

[Attachment I - Instructions for the Annual Budget](#)

A2 Attachment III - Program Specific Assurances and Requirements

[Attachment III - Program Specific Assurances and Requirements](#)

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MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ATTACHMENT IV - Emerging Threats- Local Health Department - 2026
 CONTRACT MANAGEMENT SECTION
 Ionia County Health Department

Program Element/Funding Source (a)	MDHHS Source	Fed/St	Funding Amount	Reimbursement Method (b)	Performance Target Output Measurement	Total (c) Perform Expect	State (d) Funded Target Perform	State Funded Minimum Performance Percent Number (e)	Contractor / Subreceptient (f)
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Attachment IV Notes

[Attachment IV Notes](#)

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Summary of Budget

PROGRAM / PROJECT Emerging Threats- Local Health Department - 2026 / Emerging Threats- Local Health Department - 2026			DATE PREPARED 7/15/2025		
CONTRACTOR NAME Ionia County Health Department			BUDGET PERIOD From : 10/1/2025 To : 9/30/2026		
MAILING ADDRESS (Number and Street) 100 Main ST			BUDGET AGREEMENT ☒ Original ☐ Amendment		AMENDMENT # 0
CITY Ionia	STATE MI	ZIP CODE 48846-1651	FEDERAL ID NUMBER 38-6004857		

	Category	Total	Amount
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SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	Fees and Collections - 1st and 2nd Party	0.00	0.00	0.00	0.00
2	Fees and Collections - 3rd Party	0.00	0.00	0.00	0.00
3	Federal or State (Non MDHHS)	0.00	0.00	0.00	0.00
4	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
5	Federally Provided Vaccines	0.00	0.00	0.00	0.00
6	Federal Medicaid Outreach	0.00	0.00	0.00	0.00
7	Required Match - Local	0.00	0.00	0.00	0.00
8	Local Non-ELPHS	0.00	0.00	0.00	0.00
9	Local Non-ELPHS	0.00	0.00	0.00	0.00
10	Local Non-ELPHS	0.00	0.00	0.00	0.00
11	Other Non-ELPHS	0.00	0.00	0.00	0.00
12	MDHHS Non Comprehensive	0.00	0.00	0.00	0.00
13	MDHHS Comprehensive	0.00	0.00	0.00	0.00
14	MCH Funding	0.00	0.00	0.00	0.00
15	Local Funds - Other	0.00	0.00	0.00	0.00
16	Inkind Match	0.00	0.00	0.00	0.00
17	MDHHS Fixed Unit Rate	0.00	0.00	0.00	0.00
	TOTAL	0.00	0.00	0.00	0.00

From: noreply@egrams-mi.net <noreply@egrams-mi.net>

Sent: Friday, July 11, 2025 11:13 AM

To: Ingersoll, Brenda <bingersoll@ioniacounty.org>

Cc: FSRMDHHS@michigan.gov

Subject: MDHHS Fiscal Year (FY) 2026 Project Allocations for Emerging Threats- Local Health Department - 2026

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

July, 11 2025

Brenda Ingersoll, Accountant
Ionia County Health Department
100 Main ST
Ionia, MI 48846 1651

Dear Brenda Ingersoll:

The following chart is a list of the Emerging Threats- Local Health Department - 2026 allocations for your Local Health Department (LHD) for funding administered by the Michigan Department of Health and Human Services (MDHHS) through the Agreement. These allocations are based on anticipated FY 2026 Appropriations for MDHHS and are subject to the availability of funds, MDHHS's Appropriation Act for FY 2026, MDHHS approval, and State Administrative Board approval.

Please complete the applications, including the budgets, for these projects and submit your applications through EGrAMS within **four weeks**. When each individual project application is completed, please have your Authorized Official submit it. This will facilitate timely processing of your agreement. If you are not able to submit your application within this time period, please contact your Grants Section team member, Carissa Reece, at reeceC@michigan.gov. All allocations must be budgeted and expended consistent with the requirements contained in the Agreement. The effective date for the executed agreement is based on the Grantee's signature or October 1, 2025, whichever is later.

Allocation Table

PROJECT TITLE	ALLOCATION AMOUNT
PFAS Response - American Anodco	10,300.00
PFAS Response - North State Rd.	9,782.00
PFAS Response - PALO Site	9,782.00
TOTAL	29,864.00

Next Steps

The next steps in the EGrAMS system for completing your budgets and submitting your Emerging Threats- Local Health Department - 2026 for MDHHS approval are as follows:

1. The Project Manager will assign the agency users to the Emerging Threats- Local Health Department - 2026 program.
2. For your convenience, you can access the "Grantee: Comprehensive Agreement Instructions" material on the home page by clicking "About EGrAMS" and downloading the PDF. Access the system using the URL <http://egram-mi.com/mdhhs>.
3. Login to the EGrAMS system at the URL <http://egram-mi.com/mdhhs>.
4. Access the application using the drop-down menus "Grantee>Grant Application>Enter Grant Application" and click on "Go."
5. Select the ETLHD-2026 / Emerging Threats- Local Health Department - 2026 program and click on the "Go" button.
6. Select the hyperlink titled "Emerging Threats- Local Health Department - 2026."
7. Complete the face sheet, including the fiscal month, day, and contact information. Click the "Save" button before advancing to the next screen(s). The DUNS number has been replaced by the Unique Entity Identifier (UEI). Please ensure the face sheet of your agency's application includes your agency's UEI. If your agency needs to apply for a new UEI, please visit <http://www.sam.gov>.
8. Select the hyperlinks to the various program elements and complete the application, including the face sheet, certifications, and budget.
9. When completing the "Budget" tab, it is highly recommended that you use the "Copy" button to initially populate the data and modify the information to fit the current-year spending plan.
10. When the application has been entered, validated, and is error-free, it is ready for submission by the Authorized Official.

Additional Guidance

A blank version of the FY 2026 Comprehensive Boilerplate and attachments is available on the MI E-Grants home page (<http://egram-mi.com/MDHHS/>). To access documents, click "Comprehensive Agreement" located under the "Current Grants" header. Select the hyperlink for the ETLHD-2026 agreement and click on the "Documents" tab to access the documents.

Grantees can generate the Schedule of Finance Assistance on-demand using MDHHS EGrAMS. Grantees that have worked with MDHHS in the past have previously found this information in the grant agreement. To generate the Schedule of Finance Assistance, access MDHHS EGrAMS at <http://egram-mi.com/mdhhs>. Once logged in, path to Grantee > Grant Application > Schedule of Finance Assistance. Click Generate, enter 2024 in the Fiscal Year field, and click Find. The Schedule can be saved as either an Excel or PDF using the available buttons on the screen. The Schedule will reflect the most up-to-date funding information at the time it is generated, and MDHHS recommends generating revised versions periodically to capture any funding updates.

Technical Assistance

Technical Assistance to complete the budgets is available through your Grants Section team member, Carissa Reece, at reeceC@michigan.gov or (517) 335-0940. In addition, you may refer to your training materials, the yellow book, and help icons within MI E-Grants for assistance.

Thank you for your cooperation and support. Please contact your Grants Section team member if you have any questions.

Sincerely,

Jeanette Hensler, Grants Division Director

Bureau of Grants and Purchasing

Michigan Department of Health and Human Services

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Amendment #1 MDHHS LHD Emerging Health Threats
July 22, 2025 Board Agenda

CONTACT:

Haleigh Leslie, Health Officer
Brenda Ingersoll, Office Manager

DESCRIPTION:

Amendment #1 between Michigan Department of Health and Human Services and Ionia County Health Department for FY 10/1/25-9/30/26 adds funding to the PFAS grant that Ionia County Health Department (ICHHD) has been awarded. This grant helps support ICHHD's ability to assess risk and prepare communities for emerging health threats within Ionia County. The special project, "LHD Emerging Health Threats Readiness and Response, runs from April 1, 2025 – September 30, 2025.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

Adds \$74,480

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request approval of Amendment #1 to the Agreement between Michigan Department of Health and Human Services Emerging Threats Grant FY 25/26 and Ionia County Board of Commissioners on behalf of Ionia County Health Department and authorize the signature of Haleigh Leslie, Health Officer.

ADMINISTRATOR'S RECOMMENDATION:

Administrator Recommends Approval of this Request.

Contract #: 20250082-00

Amendment Number: 1 to the
Between
Michigan Department of Health and Human Services
and
on Behalf of Health Department
Ionia County Health Department

AMENDMENT PURPOSE AND JUSTIFICATION

1. The purpose of this amendment is to:

1. Add/revise information in Attachment I - Annual Budget Instructions;
2. Add/revise information in Attachment III - Program Specific Assurance and Requirements; and
3. Incorporate Attachment IV- Funding/Reimbursement Matrix as revised for the Essential Local Public Health Service (ELPHS) and categorical budget details, output measures and performance criteria.
4. Increase the Department's agreement amount from \$29,864 to \$104,344, as shown on the Attachment B budget pages.

2. Amendment Revisions:

The following are the additions/revisions to Attachment I and III

A) The following projects include additions/revisions as highlighted in Attachment I - Annual Budget Instructions:

No Change

B) The following projects include additions/revisions as highlighted in Attachment III - Program Specific Assurance and Requirements:

1. COVID Immunization

2. Emerging Health Response-New

3. Measles Response - New

4. Re-Opening Schools HRA

Following are adjustments to funding levels of the Local Health Department agreement as reflected in Attachment IV:

Budget line item changes are reflected in the attached budgets for the following elements:

<u>Project Title</u>	<u>Current Amount</u>	<u>Amended Amount</u>	<u>New Project Amount</u>
----------------------	-----------------------	-----------------------	---------------------------

Performance Level Adjustments

N/A

Budget category Adjustments

It is understood and agreed that all other conditions of the original agreement remains the same.

3. Signing this amendment

The individual or officer signing this amendment certifies by their signature that they are authorized to sign this amendment on behalf of the responsible governing board official or agency.

Signature Section

For Ionia County Health Department

Chad Shaw

Health Officer

{grantee_sign_dt}

Name

Title

Date

For the Michigan Department of Health and Human Services

Terri Smith

07/14/2025

Terri Smith, Director

Date

Bureau of Grants and Purchasing

Attachments

[Attachment I - Instructions for the Annual Budget](#)

[Attachment III - Program Specific Assurances and Requirements](#)

DRAFT

MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
ATTACHMENT IV - Emerging Threats- Local Health Department- 2025
CONTRACT MANAGEMENT SECTION
Ionia County Health Department

Program Element/Funding Source (a)	MDHHS Source	Fed/St	Funding Amount	Reimbursement Method (b)	Performance Target Output Measurement	Total (c) Perform Expect	State (d) Funded Target Perform	State Funded Minimum Performance Percent Number (e)		Contractor / Subrecipient (f)
PFAS Response - American Anodco	Reg. Alloc.	S	10,300	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Receipient
PFAS Response - North State Rd.	Reg. Alloc.	S	9,782	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Receipient
PFAS Response - PALO Site	Reg. Alloc.	S	9,782	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Receipient

TOTAL MDHHS FUNDING

29,864

*SPECIFIC OUTPUT PERFORMANCE MEASURES WILL BE INCORPORATED VIA AMENDMENT

[Attachment IV Notes](#)

DRAFT

Project Budgets
Summary of Budget

PROGRAM / PROJECT Emerging Threats- Local Health Department- 2025 / Emerging Threats- Local Health Department- 2025			DATE PREPARED 7/14/2025		
CONTRACTOR NAME Ionia County Health Department			BUDGET PERIOD From : 10/1/2024 To : 9/30/2025		
MAILING ADDRESS (Number and Street) 100 Main ST			BUDGET AGREEMENT ☐ Original ☒ Amendment		AMENDMENT # 1
CITY Ionia	STATE MI	ZIP CODE 48846-1651	FEDERAL ID NUMBER 38-6004857		

	Category	Total	Amount
DIRECT EXPENSES			
Program Expenses			
1	Salary & Wages	10,821.00	10,821.00
2	Fringe Benefits	6,531.00	6,531.00
3	Contractual	3,800.00	3,800.00
4	Supplies and Materials	1,500.00	1,500.00
5	Travel	603.00	603.00
6	County-City Central Services	3,315.00	3,315.00
Total Program Expenses		26,570.00	26,570.00
TOTAL DIRECT EXPENSES		26,570.00	26,570.00
INDIRECT EXPENSES			
Indirect Costs			
1	Cost Allocation Plan / Other	3,294.00	3,294.00
Total Indirect Costs		3,294.00	3,294.00
TOTAL INDIRECT EXPENSES		3,294.00	3,294.00
TOTAL EXPENDITURES		29,864.00	29,864.00

SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	Fees and Collections - 1st and 2nd Party	0.00	0.00	0.00	0.00
2	Fees and Collections - 3rd Party	0.00	0.00	0.00	0.00
3	Federal or State (Non MDHHS)	0.00	0.00	0.00	0.00
4	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
5	Federally Provided Vaccines	0.00	0.00	0.00	0.00

6	Federal Medicaid Outreach	0.00	0.00	0.00	0.00
7	Required Match - Local	0.00	0.00	0.00	0.00
8	Local Non-ELPHS	0.00	0.00	0.00	0.00
9	Local Non-ELPHS	0.00	0.00	0.00	0.00
10	Local Non-ELPHS	0.00	0.00	0.00	0.00
11	Other Non-ELPHS	0.00	0.00	0.00	0.00
12	MDHHS Non Comprehensive	0.00	0.00	0.00	0.00
13	MDHHS Comprehensive	29,864.00	29,864.00	0.00	0.00
14	MCH Funding	0.00	0.00	0.00	0.00
15	Local Funds - Other	0.00	0.00	0.00	0.00
16	Inkind Match	0.00	0.00	0.00	0.00
17	MDHHS Fixed Unit Rate	0.00	0.00	0.00	0.00
	TOTAL	29,864.00	29,864.00	0.00	0.00

DRAFT



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ELIZABETH HERTEL
DIRECTOR

May 16, 2025

Mr. Chad Shaw
Health Officer
Ionia County Health Department
175 East Adams Street
Ionia, MI 48846

Dear Mr. Shaw:

This correspondence will serve as the official Notice of Award for the special project titled "LHD Emerging Health Threats Readiness and Response." Ionia County Health Department is funded in the amount of \$74,480. The project begins April 1, 2025, and will end September 30, 2025.

Funding is intended to support LHDs' ability to assess risk and prepare communities for emerging health threats impacting their jurisdiction. The funding can be used for targeted outreach to vulnerable communities and to support response to measles cases, to address emerging environmental health threats, and to educate the community and prepare for the fall 2025 respiratory season.

If you have any questions or concerns, please do not hesitate to contact Janine Whitmire at whitmirej@michigan.gov.

Sincerely,

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

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

Attachment: Attachment III

Budget Amendment

Date: 7/14/2025

Department: Health
Requestor: Brenda Ingersoll

Reason: Award Letter for special project
LHD Emerging Health Threats Readiness and Response

Revenue Line Items			
Fund Activity Account	Description	Decrease	Increase
221-601.519-539.602	State Grants		74,480.00

Appropriation Line Items			
Fund Activity Account	Description	Increase	Decrease
221-601.519-701.030	Wages - Classified, Professional	13,322.00	
221-601.519-715.001	BENEFITS - FICA	1,019.00	
221-601.519-715.100	BENEFITS - HEALTH INSURANCE	3,910.00	
221-601.519-715.500	BENEFITS - WORKERS COMP	667.00	
221-601.519-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	1,299.00	
221-601.519-726.050	SUPPLIES - PROGRAM	44,597.00	
221-601.519-850.910	OPERATING - TRAVEL	1,000.00	
221-601.519-960.000	INDIRECT COST ALLOCATION	3,861.00	
221-601.519-960.120	COST ALLOCATION - PH ADMINISTRATIO	3,258.00	
221-601.519-960.300	COST ALLOCATION - PH NURSE SUPERVIS	1,547.00	

	totals	74,480.00	74,480.00
Amendment Balance			

Department Head Approval	Date
--------------------------	------

Finance Office Use Only	
Finance Officer Review	Date
County Administrator Approval	Date
Board Approval	Date



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ELIZABETH HERTEL
DIRECTOR

May 16, 2025

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

Attachment: Attachment III

Contract #: 20250082-00

**Amendment Number: 1 to the
Between
Michigan Department of Health and Human Services
and
on Behalf of Health Department
Ionia County Health Department**

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1. Add/revise information in Attachment I - Annual Budget Instructions;
2. Add/revise information in Attachment III - Program Specific Assurance and Requirements; and
3. Incorporate Attachment IV- Funding/Reimbursement Matrix as revised for the Essential Local Public Health Service (ELPHS) and categorical budget details, output measures and performance criteria.
4. Increase the Department's agreement amount from \$29,864 to \$104,344, as shown on the Attachment B budget pages.

2. Amendment Revisions:

The following are the additions/revisions to Attachment I and III

A) The following projects include additions/revisions as highlighted in Attachment I - Annual Budget Instructions:

No Change

B) The following projects include additions/revisions as highlighted in Attachment III - Program Specific Assurance and Requirements:

1. COVID Immunization

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: MotorGrader Tires

Date: July 22, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION:

We need to replenish our inventory of re-tread Motor Grader tires. We have four Motor Graders and each has six tires. Using re-tread tires reduces the cost from \$1,000 to \$1,200 per tire. We're satisfied with the performance of the re-treads. The Department obtained 3 quotes with Wonderland Tire Company being the lowest quote.

OTHER DEPARTMENTS/AGENCIES AFFECTED: None.

FINANCIAL ANALYSIS:

The tires will be placed in inventory; an expense will not occur until a tire is placed on a motor grader. The Department's 2025 includes routine replacements.

LEGAL REVIEW: Not applicable.

DEADLINE: July 22, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board accept Wonderland Tire Company's quote of 20,808.

ADMINISTRATOR'S RECOMMENDATION:

Administrator recommends approval.



Family Value Trust

6472 S Greenville Rd.
GREENVILLE MI 48838
616-754-4665
www.wonderlandtire.com



ORIGINALQUOTE	0040035288
Quote Date	07/14/25
Quote Time	3:52p
Salesperson	Dewey Peterman

IONIA CO ROAD COMMISSION 3224
PO BOX 76
IONIA MI 48846
616-527-1700

Deliver To:

License:

Vehicle:

VIN:

Unit #:

Fitment:

Mileage:

Product	Description	Qty	Ex FET	FET	Amount
MC8SG17525	17.5R25 MOLDCURE CSG TREAD	18	1156.00	0.00	20808.00

8 OR MORE DISCOUNT APPLIED.

Sales Tax Exemption No: exp: 07-24-2021

This quote is valid for 14 days.

Sales Tax 0.00

TOTAL \$ 20808.00

Customer Authorization



GRAND RAPIDS 610
1640 OLSON STREET

ESTIMATE #: 213193

PAGE: 1

GRAND RAPIDS, MI 49503

616/458-7667

CUSTOMER: IONIA CO. ROAD COMMISSION
170 E RIVERSIDE DR
1573770
IONIA MI 48846

PO NUMBER: WES

SALESMAN: 06109

ESTIMATE DATE: 07/09/25

DUE: 08/15/25

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
17.5R25 CSG (SNOW+) C&C 9040LP		1	1200.00		1200.00
17.5R25 RETREAD SNOW+ CAP & CASING WITH A MINIMUM PURCHASE OF 8 - \$1200.00 EA FREE PREMIUM CASING DEAL					

MERCHANDISE: 1200.00

ESTIMATE TOTAL: 1200.00

*****THIS IS NOT AN INVOICE*****

*****DO NOT PAY FROM THIS FORM*****

Thank You for your business. Retorque lug nuts after 50-100 miles.

Payments are due and payable by the 15th day of the month. If payment is not received by the 15th day of the month a FINANCE CHARGE of 1 1/2% per month (ANNUAL PERCENTAGE RATE 18%) on the adjusted balance will be added. The adjusted balance is the previous balance less all payments and credits made since last billing date.

CUSTOMER SIGNATURE _____ PRINT _____

www.bauerbuilt.com



604 N. State ST.
Big Rapids, MI 49307
231-592-8000

7/10/2025

Wes,

Here is the info you requested on the grader tires:

Michelin X Snowplus \$2589 ea *New*

Maxam MS 202 snow \$1698 ea *New*

Retread Xsnow w/ casing \$1389ea *retread*

Thank you,

Peter K. Ruttan
President
Dp Tire and Car Care Inc.
604 N. State Street
Big Rapids, MI 49307
231.592.8000 work
231.206.4485 cell

peter@dptireservice.com

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Update Permit Fee Schedule & Convert all Permit Applications to Oxcart System
Date: July 22, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION:

The Road Department's Permit Fee Schedule needs to be updated. We currently use the Oxcart System for certain types of permits. We propose converting all permits to the Oxcart System.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None.

FINANCIAL ANALYSIS:

Changing the fee schedule will have a minimal financial impact. Converting to the Oxcart System will simplify the process, enhance security and improve internal controls.

LEGAL REVIEW: Not applicable.

DEADLINE: July 22, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board approve the revised Permit Fee schedule and converting all permit applications to the Oxcart System..

ADMINISTRATOR'S RECOMMENDATION:

Administrator recommends approval.

Permit Type	Current Fee	New Fee	Difference
-------------	-------------	---------	------------

Driveways:

Residential & Farm DW	\$50	\$50	\$0
Modifications to Existing DW	\$50	\$50	\$0
Commercial DW	\$400/\$800	\$400	\$0/- \$400
Public & Pvt. Rd Approach	\$400/\$800	\$400	\$0/- \$400
Temporary Drive	\$50	\$50	\$0
Utility Access Drive	\$125	\$125	\$0
All other right of way permits	\$50 min.	\$50 min.	\$0

Transportation Special Permits:

Oversize/Overweight			
Single	\$25	\$50	\$25
Annual	\$100	\$100	\$0
Mobile & Modular			
Single	\$25	\$50	\$25
Annual	\$100	\$100	\$0
Building Move	\$200	\$200	\$0
Non-emergency (Seasona Extend)	\$100	\$100	\$0
Haul Routes	\$100	\$100	\$0

Security Deposit:

Gravel	\$7,500/Mi	N/A	Deleting
Asphalt	\$10,000/Mi	N/A	Deleting
Concrete	\$15,000/Mi	N/A	Deleting

New Road Development:

Engineering Review	\$300	\$300	\$0
Construction Inspection	3% Of Cost	3% Of Cost	\$0
Road Name Request(Prvt Rd)	\$200	\$600	\$400

Utilities:

Overhead Installation	\$300	\$300	\$0
Underground Installation	\$300	\$300	\$0
Construction Inspections	\$50	\$50	\$0
Line laid in existing conduit	\$100	\$100	\$0
Road Bores less than 2"	\$100	N/A	Deleting
Road Bores(ALL)	\$200	\$200	\$0
Annual Maintenance	\$300	\$300	\$0
Service Taps of Existing Utilities	\$100	\$100	\$0
Road Cuts Gravel/Asphalt	\$200/\$300	\$200/\$300	\$0

Permit Type	Current Fee	New Fee	Difference
Miscellaneous:			
Failure to Permit	See Note	No Change	\$0
Pollution Clean Up	\$100	N/A	Deleting
Road Closure & Abandonment	\$250+	\$250+	\$0
Seismic Testing(Per Mile)	\$50	\$50	\$0
Surveyor, Annual Blanket Permit)	\$50	\$50	\$0
Test Well-Monitor Wells	\$100	\$100	\$0
Ditch Tiling-Storm Sewer	\$150	\$150	\$0
Tree Removal	\$0	\$100	\$100
Variance Request	\$500	\$500	\$0
Natural Beauty Road	\$250+	\$250+	\$0
Maxium Total Permit Fee	\$1,000	N/A	Deleting
Note 5x fee max \$5,000			

CONVERT TO OXCART SYSTEM

- Everything streamlined in one place. All our special move permits are already with Oxcart, and with the switch all the Right-Of-Way (ROW) permits will be in the same place.
- It is cloud based.
- Oxcart makes it very easy to pull up totals, for any time frame. You can customize any date/time frame needed.
- Simplifies the process. Requestors fill out permits online, e-sign and pay online which also increases security.
- Oxcart holds the fee until we complete the permit and approve it, then the fee is deposited with the County Treasurer. This will be strictly credit card payment only. No cash or checks, eliminate NSF fees and handling cash.
- Oxcart charges a processing fees that apply to all permits. Requestors would pay those fees. For example, a \$50 residential driveway permit has a processing fee of \$6 + 3% credit card fee. So, a total permit cost of \$57.50.
- Ionia County is contiguous to 6 counties and 5 of the 6 use Oxcart for ROW permits.
- 79 of the 83 Michigan counties use Oxcart.
- We can customize our permit application with our ordinances, fees, standards and specifications. An Oxcart employee will assist with the customization.
- We can search for the permits by customer name, application number, permit type, street name, etc.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

MOU between Central Dispatch and MSP for CCTV camera access
July 22, 2025, Meeting

CONTACT:

Lance Langdon, ENP, Central Dispatch

DESCRIPTION:

As part of the recent remodel of the Central Dispatch facility, the security camera system was upgraded to enhance building security. The Michigan State Police (MSP) Lakewood Post has requested access to the system to monitor the perimeter and entry points on their side of the facility. Access must be granted via the State's Department of Technology, Management, and Budget (DTMB), which has requested a Memorandum of Understanding (MOU) outlining the licensing terms for system software usage.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

There are no additional costs associated with providing MSP access to the viewing software.

LEGAL REVIEW:

The attached MOU has been reviewed and approved by the County Attorney.

DEADLINE:

There is no specific deadline associated with this project.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Motion to approve the Dispatch Director to sign the MOU between the Michigan State Police Lakewood Post and Ionia County, granting MSP access to the Central Dispatch CCTV system.

ADMINISTRATOR'S RECOMMENDATION:

Administrator Recommends Approval of this Request.



IONIA COUNTY CENTRAL DISPATCH

545 Apple Tree Dr
Ionia Michigan 48846
Admin: (616) 522-0911

Director: Lance Langdon

MEMORANDUM OF UNDERSTANDING Between Ionia County and the Michigan State Police – Post 64

Regarding Use/Access to the Central Dispatch Video Surveillance System

This Memorandum of Understanding (MOU) is entered into by and between **Ionia County**, hereinafter referred to as “County,” and the **Michigan State Police – Post 64**, hereinafter referred to as “MSP,” collectively referred to as “the Parties.”

1. Purpose

This MOU outlines the terms and conditions under which MSP is granted access to the County’s Central Dispatch video surveillance system, specifically Johnson Controls ExacqVision software, for law enforcement and public safety purposes.

2. Scope of Access

- MSP shall have access to designated video feeds managed by the Johnson Controls ExacqVision software.
- Access is limited to cameras located **outside of the Central Dispatch Center**.
- Authorized MSP personnel may view live video and replay recorded footage, but shall not modify, download, or distribute footage without prior written consent from the County.
- The County will provide secure login credentials and technical support necessary for system access.

3. Confidentiality and Data Use

- Video footage shall be used solely for official law enforcement duties and incident investigations.
- All accessed data must be managed in compliance with any and all applicable local, state, and federal laws, including confidentiality and privacy requirements.

4. System Integrity

- MSP agrees not to alter, tamper with, or interfere with the video surveillance software or related systems.
- Any security concerns, access issues, or breaches must be reported immediately to the County’s designated point of contact (the Central Dispatch Director).

5. Term and Termination

- This agreement shall be effective upon signing and remain valid for one (1) year.
- After the initial one-year term, this MOU will automatically renew on an annual basis unless either party provides written notice of intent not to renew at least thirty (30) days prior to the renewal date.
- This MOU may also be terminated at any time by either party with thirty (30) days’ written notice.

6. Liability

- Each Party shall be solely responsible for the actions and conduct of its personnel related to the use of the video system.
- Neither Party shall be liable for the actions of the other Party's employees or agents.

7. Audit and Oversight

- The County reserves the right to audit access logs and usage activity to ensure compliance.
- Any misuse of the system may result in termination of access privileges and potential legal action.



IONIA COUNTY CENTRAL DISPATCH

8. Points of Contact

- The Parties shall each designate a primary point of contact for matters related to this MOU including access issues, security concerns, and policy updates.

9. Access Control and User Authorization

- The County shall maintain a current list of authorized MSP personnel granted access.
- MSP access to the system shall be limited to no more than two (2) designated users at any one time.
- MSP agrees to notify the County immediately of any staffing changes affecting these authorized users so that credentials can be promptly updated or revoked as necessary.
- The County reserves the right to deny or revoke access in the event of non-compliance with this limitation.

10. Indemnification

- To the extent permitted by law and without waiving governmental immunity, each Party agrees to indemnify and hold harmless the other Party from and against any and all claims, liabilities, damages, or expenses arising out of its own acts, omissions, or unauthorized use of the system.

11. System Downtime and Maintenance

- The County shall not be held liable for access interruptions due to maintenance, upgrades, or unforeseen technical issues.
- When feasible, the County will provide advance notice of planned system outages.

12. Non-Transferability

- Access privileges granted under this MOU are non-transferable and shall not be assigned or delegated to any third party without prior written consent from the County.

13. Compliance with Policies

- All MSP personnel with access must adhere to Ionia County's IT security policies and system use guidelines.
- Violations of these policies may result in revocation of access and notification to MSP command staff.

14. Incident Response

- In the event of a suspected security breach, misuse of the system, or unauthorized access, MSP agrees to immediately notify the County and cooperate in any related investigation or corrective measures.

Signed and Agreed:

Ionia County By: _____ Name: Lance Langdon, Director ICCD,

Date: _____

Michigan State Police By: _____ Name: F/Lt. Michael Stephens, Post 64,

Date: _____

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Virtual Academy/Ionia Central Dispatch Training/Software Agreement
July 22, 2025, Meeting

CONTACT:

Lance Langdon, ENP, Central Dispatch

DESCRIPTION:

Historically, Central Dispatch utilized Equature, our audio recording vendor, to deliver State of Michigan–approved online continuing education courses for Dispatch staff. However, Equature recently shifted their pricing model from an annual \$3,000 flat fee to a per-class cost structure, varying by course.

Virtual Academy, an alternative training vendor featured at this year’s APCO/NENA State Conference, was reviewed via online demonstration and found to offer a robust suite of training modules and supplemental operational software.

It is proposed that Central Dispatch contract with Virtual Academy to provide:

- Online education programs
- Training officer documentation tools
- Policy management software

All solutions are cloud-based, enabling full digital transformation of our training and policy management processes. This shift would enhance reporting capabilities and streamline performance evaluations.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

NONE

FINANCIAL ANALYSIS:

Previous Vendor: Equature

- Annual Cost: \$3,000

Proposed Vendor: Virtual Academy

- Online Training Program: \$1,449
- CTO/Policy Management Programs: \$2,250
- **One-Year Bundle Discount (20%)**
- **Total Cost: \$2,959**

Funding Breakdown:

- Online Training: Covered by wireless training funds
- CTO/Policy Management: Covered by existing department training budget

Although a three-year plan offers an additional 5% discount, a one-year agreement is recommended to accommodate budget constraints and align with State reporting requirements for wireless training funds.

LEGAL REVIEW:

The agreement will need to be reviewed and approved by the County Attorney prior to signing

DEADLINE:

There is no deadline for this purchase.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Motion to approve the Central Dispatch Director to sign the Virtual Academy PSAP Solutions agreement, on behalf of Ionia County, following legal review, to provide State-approved online training and CTO/Policy Management software for a total cost of **\$2,959.00** for one year.

ADMINISTRATOR'S RECOMMENDATION:

Administrator Recommends Approval of this Request.

VIRTUAL ACADEMY PSAP SOLUTION AGREEMENT

Cover Sheet

THIS VIRTUAL ACADEMY SOLUTION AGREEMENT (comprising this Cover Sheet and the Terms and Conditions attached hereto, collectively, the “Agreement”) is entered into as of the date of the later signature below (“Effective Date”) by and between Virtual Academy, a division of Savant Learning Systems, Inc. (“Virtual Academy”), and the public safety answering point identified below (“Public Safety Answering Point”).

A. WHEREAS, Virtual Academy has developed a comprehensive suite of content, products and services (each individually, a “Solution” and, collectively, the “Solutions”) designed to permit Public Safety Answering Point to offer training online, which Solutions include Virtual Academy’s custom on-line training management system (“TMS”), currently offered under the brand “Virtual Academy.”

B. WHEREAS, Public Safety Answering Point desires to arrange for access to and use of the TMS and the additional Solutions specifically elected by Public Safety Answering Point (“Elected Solution(s)”) as indicated below, and Virtual Academy is willing to provide such Elected Solutions, subject to the terms and conditions herein.

Elected Solutions

Package Options	Number of Users	
TMS Full Access	21	\$1449
CTO add on to TMS Full Access		\$250
Policy Management add on to TMS Full Access		\$2000
20% Bundle Discount		-20%
Total Cost		\$2959

VIRTUAL ACADEMY, A DIVISION OF SAVANT
LEARNING SYSTEMS, INC.

By: _____
(signature)

Name: Kelly Sanders-Kelley

Title: 9-1-1 National Director

Date: 7/2/2025

(department name)

By: _____
(signature)

Name: _____

Title: _____

Date: _____

VIRTUAL ACADEMY SOLUTION AGREEMENT – TERMS AND CONDITIONS

1. TMS Access. Virtual Academy hereby grants Public Safety Answering Point a non-exclusive, limited, revocable, non-transferable, non-sublicensable right and license to access the TMS, subject to the terms of this Agreement, solely in connection with Public Safety Answering Point's offering of the training to its employees and affiliates.

2. Virtual Academy Warranty. Virtual Academy warrants that (i) it will use commercially reasonable efforts to ensure that the TMS, courseware, instructional materials, software or source code do not contain any malware or other code that could cause damage to Public Safety Answering Point's computer systems or data; and (ii) it owns and/or has all necessary rights to use and to permit the use of the TMS, courseware, instructional materials, software or source code as provided herein. Virtual Academy makes no other warranty, express or implied, in connection with the Solutions, and hereby disclaims and excludes any warranty of fitness for a particular purpose and/or warranty of merchantability.

3. Access. Virtual Academy will use commercially reasonable efforts to provide continuous access to the Virtual Academy platform, excluding planned maintenance periods and unplanned downtime beyond the reasonable control of Virtual Academy. Public Safety Answering Point understands that Virtual Academy cannot guarantee access at all times. Virtual Academy shall not be responsible for any failure by Public Safety Answering Point or its employees to gain access to the Solutions due to causes beyond Virtual Academy's reasonable control, including power outages, and damage to or defects in computer hardware.

4. Maintenance and Software Upgrades. Maintenance and software upgrades to the TMS, courseware, instructional materials, software, or source code may be performed at the discretion of Virtual Academy. Virtual Academy agrees to provide Public Safety Answering Point with reasonable advance notice of scheduled maintenance and/or software upgrades.

5. Compliance with Certain Regulatory Requirements.

a. Privacy Protection. Each party will ensure that employee grades and/or other protected information related to this Agreement will be treated as confidential and protected from disclosure as required by federal and applicable state law. Employee grades are the property of Public Safety Answering Point and Public Safety Answering Point shall be responsible for maintenance of such data.

6. Confidentiality. To the extent permitted by applicable law, the terms of this Agreement are confidential. Except as required by law, neither party shall furnish confidential information of the other party to any unauthorized person or entity. Nothing in this section prevents Virtual Academy from issuing a mutually acceptable press release or naming Public Safety Answering Point as a client in advertising materials and/or as a case study of the TMS, courseware, instructional materials,

software, or source code. Public Safety Answering Point further authorizes Virtual Academy to monitor performance and/or service level information and data associated with Public Safety Answering Point's use of the TMS, courseware, instructional materials, software or source code, and Virtual Academy will seek authorization from Public Safety Answering Point to make such performance and/or service level information and data publicly available for promotional and/or advertising purposes.

7. Intellectual Property. Virtual Academy owns all right, title and interest in the intellectual property embodied in or related to the TMS, courseware, Solutions, instructional materials, software or source code (including any and all tangible and intangible ideas, items, works of authorship and other materials resulting from such Solutions, such as all works of authorship forming any part of the TMS, courseware, Solutions, instructional materials, software or source code, whether or not registered or capable of registration, including but not limited to the source code, any graphical or pictorial works such as but not limited to logos, graphical employee interfaces, architecture and also including any copyrights, trade secrets, patents, trademarks, know-how and/or specifications). Virtual Academy shall retain ownership over all instructional and/or reference content, excluding employee data and supplemental Public Safety Answering Point or training materials uploaded by Public Safety Answering Point or any of its employees, agents, or by users of the TMS.

8. Proprietary Rights and Restrictions. Virtual Academy holds and retains all right, title, and interest in its software, original applications, documentation, materials, and all other intellectual property. Nothing in this Agreement is intended to transfer any ownership rights to Public Safety Answering Point. Public Safety Answering Point shall not:

a. Decompile, disassemble, or reverse engineer, or attempt to decompile, disassemble or reverse engineer, the TMS, courseware, instructional materials, software or source code;

b. Modify or attempt to modify the TMS, courseware, instructional materials, software or source code;

c. Rent, lease, license, assign, sell or otherwise provide access to any unauthorized individual or entity to Virtual Academy's intellectual property, including the TMS, courseware, Solutions, instructional materials, software or source code, and also including any copyrights, trade secrets, patents, trademarks, know-how and/or specifications on a temporary or permanent basis;

d. Upload, or attempt to upload, to Virtual Academy's servers any information, material or content that infringes upon any third-party copyright, trademark, patent or trade secret, or material or content that is in violation of any law of the United States;

9. Trademarks. During the term of this Agreement (and thereafter, for historical purposes), Public Safety Answering Point grants Virtual Academy a limited, non-exclusive license to use Public Safety Answering Point trademarks, as designated in writing by Public Safety Answering Point, solely for the purpose of fulfilling Virtual Academy's obligations and exercising Virtual Academy's rights hereunder.

10. Assignment. Public Safety Answering Point may not assign this Agreement, or any of its rights or obligations hereunder, in whole or in part, by operation of law or otherwise, without the express written consent of Virtual Academy, which Virtual Academy may withhold in its sole discretion.

11. Responsibilities of Public Safety Answering Point. Public Safety Answering Point agrees to perform the following:

a. Public Safety Answering Point y will provide to Virtual Academy a list of enrolled employees and employee identification as is needed for Virtual Academy to perform its obligations under this Agreement. The list provided by Public Safety Answering Point will reflect employees enrolled as of the first day of implementation and will be provided to Virtual Academy a minimum of five (5) days prior to the initiation of implementation.

b. Public Safety Answering Point will arrange and provide for a qualified employee to administer and oversee Public Safety Answering Point's use and implementation of the TMS, courseware, instructional materials, software, source code and the Solutions in connection with the training. Public Safety Answering Point will ensure that all such employees participate in the training and orientation provided by Virtual Academy with respect to the TMS, courseware, Solutions, instructional materials, software or source code. Public Safety Answering Point will take such steps as necessary to ensure that employees respect Virtual Academy copyrights and proprietary information.

c. Public Safety Answering Point shall exercise the sole decision-making authority in the (i) appointment of training employees, (ii) admission of employees to the training, (iii) evaluation of employee performance, and (iv) decisions to award course credit and/or training credentialing.

d. Public Safety Answering Point warrants that it has policies and procedures in place to comply with, and will comply with, all applicable federal, state, and local laws and regulations with respect to the training. Without limiting the foregoing, Public Safety Answering Point will be responsible for compliance with all applicable state accrediting agency requirements and state law authorizations and requirements.

e. Public Safety Answering Point will provide such other reasonable administrative support for the implementation and functioning of the TMS and the Solutions not otherwise specifically set forth in this Agreement as being the responsibility of Virtual Academy.

f. Public Safety Answering Point will make reasonable efforts to prevent unauthorized access to the TMS, courseware, instructional materials, software or source code and

to maintain confidentiality of login information used by employees and instructors to access the TMS, courseware, instructional materials, software or source code.

g. Any additional responsibilities of Virtual Academy and Public Safety Answering Point with respect to the Solutions shall be mutually agreed in writing.

12. Indemnification.

a. To the extent permitted by applicable law, each party shall indemnify and hold harmless the other party, including its employees, directors, employees and agents, against any losses, damages, or expenses (including, without limitation, reasonable attorneys' fees) arising from any claim, suit or proceeding brought by a third party against the other party and arising out of the indemnifying party's (i) gross negligence, willful misconduct or fraud; (ii) breach of the terms of this Agreement or (iii) failure to comply with any applicable law.

b. Without limiting the foregoing, Public Safety Answering Point agrees to indemnify and hold harmless Virtual Academy, and its employees, directors, employees and agents from all losses, damages, expenses and costs, including reasonable attorney's fees, resulting from or related to:

i. Any claim brought against Virtual Academy or its employees, directors, employees or agents alleging violation of a patent, copyright, trademark or trade secret based on any material that is generated by, altered by, modified by, distributed by, copied by or uploaded by any trainer, employee or staff member of Public Safety Answering Point or any individual or entity who gains unauthorized access to the TMS, courseware, instructional materials, software or source code due to a failure on behalf of Public Safety Answering Point to make reasonable efforts to prevent unauthorized access thereto or to maintain confidentiality of login information used by employees and instructors to access same;

ii. Any infringement of third-party copyrights or patents by Public Safety Answering Point's management; and/or

iii. Any damages caused by materials uploaded or distributed via Virtual Academy's system and/or the training by the Public Safety Answering Point, including those materials which may: (x) contain malware; (y) include content determined to be illegal, including file sharing of third-party intellectual property; or (z) contain defamatory content.

13. Term. The term of this Agreement will commence on the Effective Date and continue in effect thereafter, unless terminated earlier as provided herein, for one (1) year. Notwithstanding the foregoing, unless Virtual Academy or Public Safety Answering Point provides written notice of its intent not to renew at least sixty (60) days prior to the end of the applicable term, this Agreement shall renew for an additional (1) year term or as otherwise negotiated.

14. Termination for Breach. In the event of a material breach of this Agreement, the non-breaching party may terminate

this Agreement upon provision of thirty (30) days' written notice to the breaching party, provided that such breach has not been cured within said period. If Virtual Academy terminates this Agreement due to Public Safety Answering Point's failure to make adequate or timely payment, all Solutions may be terminated at Virtual Academy's option. In the event of termination following such breach, Virtual Academy may, at its option, (a) charge a reinstatement fee to reinstate support Solutions; or (b) decline to reinstate support Solutions until breach is cured. In addition, either party may terminate this Agreement, effective immediately upon notice, if the other party files for bankruptcy protection, is determined to be bankrupt or insolvent or enters into any bankruptcy or insolvency proceeding, except that Virtual Academy shall continue to provide courses still in session in accordance with the terms of this Agreement to the extent legally permitted to do so.

15. Effect of Termination. Virtual Academy also agrees that in case of termination by either party, it will make reasonable efforts to protect employee data, subject to the terms of this Agreement. Notwithstanding anything herein to the contrary, as of the date that is twelve (12) months following any expiration or termination of this Agreement, use data may be destroyed at the discretion of Virtual Academy. Upon the expiration or any termination of this Agreement the following Sections shall survive: 5, 6, 7, 8, 9, 11; 12; 17; 18; 20 and 21.

16. Force Majeure. Virtual Academy warrants that it shall use commercially reasonable efforts to maintain Solutions and protect data. Virtual Academy shall not be liable for any failure to perform its obligations where such failure is a result of acts of nature (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, lockout, interruption or failure of electricity, telephone, or internet service.

17. Mediation and Arbitration. Any controversy between the parties to this Agreement involving the construction or application of any of the terms, provisions, or conditions of this Agreement shall, on written request of either party served on the other, be submitted to mediation with each party paying for half of the total cost of the mediator. If mediator is unsuccessful, suite may be filed in a court of competent jurisdiction in the state of _____.

18. Governing Law. This Agreement is governed by the laws of the State _____. Legal action arising from this Agreement shall only be filed in the State of _____. The parties waive any right to a jury trial.

19. Legal and Regulatory Changes. If any law or regulation governing this Agreement, the Solution or the training changes such that any aspect of this Agreement, the Solution or any training as then provided does not comply with such law or regulation, the Parties shall amend this Agreement solely to the extent necessary to comply with such law or regulation.

20. Entire Agreement. This Agreement contains the entire Agreement between the parties and supersedes all prior agreements.

21. Amendment. No amendment, modification, termination or waiver of any provision of this Agreement is effective unless it is in writing and signed by both parties.

22. Severability. If a court declares any part of this Agreement void or unenforceable, the remaining terms and provisions shall remain in force.

23. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original but all of which taken together shall constitute one and the same agreement, and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Request approval of MiCAL MOU with Central Dispatch
July 22, 2025, Meeting

CONTACT:

Lance Langdon, ENP, Central Dispatch

DESCRIPTION:

Ionia County is currently serviced by Common Ground/MiCal for 988 Suicide and Crisis Lifeline calls. The 988 number was implemented to replace a previous 10-digit toll-free line, streamlining access to mental health support for those in crisis.

As Center Director, I have actively contributed to the development of national standards for handling 988 calls at 9-1-1 dispatch centers through my involvement with the National Emergency Number Association (NENA). Additionally, I serve as a member of the State of Michigan's 988 Workgroup, which is focused on strengthening coordination between 988 and 9-1-1 services to better support individuals facing crisis or danger.

Following NENA's recommendations, an MOU between 988 and 9-1-1 systems has been drafted to establish protocols for interagency collaboration. This proposed MOU aligns with NENA standards and facilitates appropriate information sharing between MiCal and Ionia Central Dispatch.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None. This MOU does not impact other departments or agencies.

FINANCIAL ANALYSIS:

This agreement incurs no cost to the County.

LEGAL REVIEW:

The County Attorney has reviewed and approved the proposed MOU.

DEADLINE:

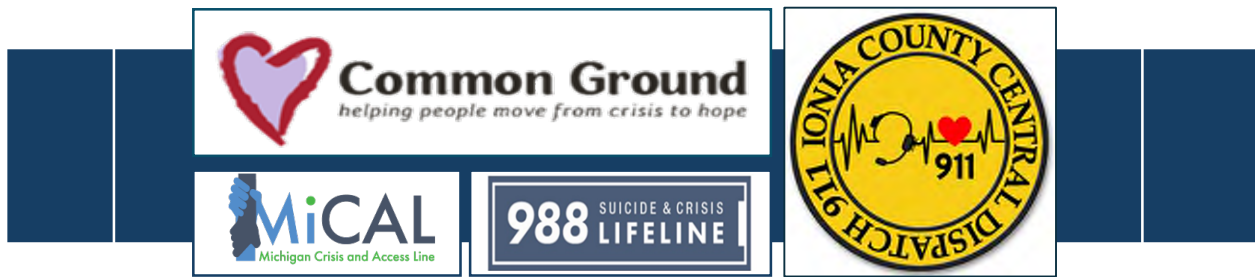
There is no deadline associated with this action.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Motion to authorize the Dispatch Director to sign the Memorandum of Understanding with MiCal on behalf of Ionia County, enabling enhanced communication and collaborative efforts to assist individuals in crisis.

ADMINISTRATOR'S RECOMMENDATION:

Administrator Recommends Approval of this Request.



MEMORANDUM OF UNDERSTANDING

Between

Ionia County on behalf of Ionia County Central Dispatch and Michigan Crisis and Access Line

PURPOSE

1. The purpose of this document is to state the terms of a mutual agreement (Memorandum of Understanding) between Ionia County on behalf of Ionia County Central Dispatch (ICCD) and Michigan Crisis and Access Line (MiCAL), that will serve as a framework within which both organizations may coordinate the development of protocols and procedures to provide immediate, accessible care and support for all who might be experiencing suicidal/homicidal thoughts, at risk of harming self or of harming others, or who are struggling with emotional distress and may be in need of mental health support services and require immediate help.

Both organizations bring different skill sets and expertise to help meet the needs of people in crisis. It is intended that this agreement will promote a collaboration between both entities to share authorized information in an approved manner for the benefit of the citizens in accordance with local, state, and federal laws.

RECOGNITION

2. ICCD recognizes MiCAL as a public service organization, which provides crisis services to Ionia County citizens during a request for assistance.

MiCAL recognizes ICCD as the authority having jurisdiction for the receipt, processing, dispatching, and response coordination of emergency calls for assistance in Ionia County.

DEFINITIONS

3. **Mental Health Emergency or Crisis:** A situation in which a person's actions or behaviors may lead to them hurting themselves or others, and/or put them at risk of being unable to care for themselves or function in the community in a healthy manner.

Imminent Risk: If the MiCAL staff responding to a subject that has contacted them believe, based on information gathered, that there is a close temporal connection (very short time frame) between the subject's current risk status and actions that could lead to their suicide or harm to others. The risk must be present in the sense that it creates an obligation and immediate pressure on MiCAL staff to take urgent actions to reduce the individual's risk; that is, if no actions are taken, the individual is likely to seriously harm or kill themselves or

another in the very near future. Imminent risk may be determined if an individual states (or is reported to have stated by a third party) both a desire and intent to die and has the capability of carrying through on this intent.

PRINCIPLES OF AGREEMENT

4. In order that the parties may share authorized information in performing their respective duties to provide the best emergency or crisis services to the citizens, the following principles and methods are agreed upon:
 - i. The role of ICCD is to:
 - Assess and determine the appropriate type of mental health response to promote the safety of the caller, bystanders, patients, and responders.
 - Accept calls from MiCAL to coordinate securing the safety of individuals deemed imminent risk.
 - Collaborate in information sharing with MiCAL related to the caller and call disposition.
 - Identify appropriate documentation and record keeping methods related to mental health calls for service.
 - Collaborate with MiCAL to determine what training may be needed to assist ICCD in assessing the callers needs and/or risk and determining appropriate response.
 - ii. The roll of MiCAL is to:
 - Offer callers support, de-escalation, and safety planning through crisis/suicide intervention techniques.
 - Provide connections to local resources, and, when appropriate and available, connect individuals to mobile crisis response teams.
 - Accept calls transferred by ICCD from callers seeking non-emergency help with suicidal thoughts or emotional crisis.
 - Instruct callers needing emergency services, such as fire, law enforcement or medical services to hang up and dial 9-1-1 if it is safe to do so or utilize a warm transfer to ICCD if the caller's location confirms ICCD is the correct PSAP.
 - Attempt to collect appropriate information from the callers in emergency circumstances who are reluctant, unable, or unwilling to dial 9-1-1-and transmit that information to ICCD.
 - Notify ICCD for situations involving imminent risk for suicide and/or danger to other people.
 - Collaborate in information sharing with ICCD related to the caller and/or incident.
 - Call ICCD to gather disposition information including if the caller was located, the caller's status, was the caller transported, where was the caller transported to, and if police were involved.

- iii. The parties will establish bi-directional agency-to-agency transfer protocols and procedures to foster efficient and secure transfer and sharing of information. ICCD and MiCAL agree to the following minimum standards:
- No Blind/cold transfers.
 - Prior to transfer, the caller being transferred should be informed of, and give consent to the transfer.
 - ICCD may transfer a caller who has confirmed they do not need police, medical, or fire to MiCAL.
 - MiCAL may not have the caller on the line for all transfers, especially in cases of involuntary emergency intervention, and while one crisis specialist remains on the line with a caller, another crisis specialist will be communicating information to ICCD.
 - Will have protocols in place if during transfer a busy signal is received or excessive wait time is encountered due to unforeseen circumstances.
 - During a transfer from ICCD to MiCAL, ICCD will identify agency name, callback number, CAD#, caller's location, caller's phone number, caller's name, description of situation with pertinent information, and request required information from MiCAL crisis specialist. ICCD may disconnect after being advised it is okay by MiCAL.
 - During a transfer from MiCAL to ICCD, MiCAL will identify they are with MiCAL 988 Center, provide callback number, encounter number, best known information for caller's location, caller's phone number, caller's name if known, and description of situation with pertinent information. MiCAL will request ICCD CAD#, and call takers name and/or badge.
 - Both parties understand that calls for service to 988 and/or 911 may be fluid and change quickly, requiring a change in response. A call that is transferred between ICCD and MiCAL may escalate or de-escalate, and at any time may be transferred back to the original party in the best interest of the caller.
 - Wherever possible, communications with the caller will be maintained by MiCAL while contact is initiated with ICCD for an individual at imminent risk.
- iv. The parties agree to treat all information received as confidential as required by statutes/laws for their agency. The use of information by either party is only for the successful resolution of the incident, and to provide services for the health, welfare, and safety of the citizens.
- v. The parties will work with each other to meet the needs of the public by providing relevant and authorized information either maintained or received by either party which may assist either party in fulfilling its duties as they relate to providing service to the public during an emergency event.
- vi. The parties may develop a report sharing protocol to assure the quality of each department protocol and procedures.

- vii. The parties should develop grievance procedures and problem-solving steps and/or escalation processes.
- viii. The parties should develop a review and change process.
- ix. The parties will provide services to the public working with NENA's standards relating to 988 calls.

TERMS AND CONDITIONS

The parties of MiCAL and ICCD agree to the following:

Confidentiality

1. Client confidentiality is to be maintained by MiCAL staff and volunteers at all times, except when (a) the client gives the crisis counselor explicit verbal permission to share specific information to an agreed-upon entity for purposes of advocacy or referral; (b) the crisis counselor learns of imminent danger to a person or persons; or (c) in cases where the crisis counselor learns of abuse or neglect of a minor, disabled adult, or elder.
2. Every person contacting a party to this MOU has the right to receive services. Services provided to a client should in no way be affected by their choice to maintain anonymity.
3. Each party shall always comply with all federal, state, and local laws, ordinances, regulations, and orders that are applicable to this Agreement and its performance hereunder, including without limitation, any applicable data privacy laws, ordinances, regulations and orders.
4. A MiCAL crisis specialist will consult with a supervisor prior to breaching a contact's confidentiality, except with suicide-in-progress contacts, violence-in-progress contacts, or contacts where the person has become unconscious.

Term. The term of this MOU shall be for twelve (12) months from _____ unless sooner terminated. The MOU will automatically renew each year unless either party provides notice of intent to terminate the MOU at least thirty (30) days prior to the expiration of the then-current term. Either party may terminate this MOU at any time, by providing a minimum 60-day written notice to the other party.

Release of Liability. Common Ground and MCT shall be responsible for the acts or omissions of their own employees. Nothing in this MOU waives or limits immunity or any other protection to which either party may be otherwise entitled under federal or state statutory or constitutional law. Neither party shall be liable for any claims, damages, and attorney fees arising from the willful misconduct, negligent act(s) or illegal act(s) of the other party's employees in relation to the actions taken under this MOU or otherwise. If more than one party is liable for a claim, damages for attorney fees arising from the negligent act(s), willful misconduct or illegal act(s) of those agencies' employees under this MOU, the parties shall be liable for the portion of the claims, damages and attorney fees that arise from the negligent or illegal acts of that party as determined by the court adjudicating the matter or as agreed in any settlement.

Legal Status. This MOU is a cooperative partnership and does not create a separate legal entity. Each agency shall provide for their own legal defense against any claims brought about because of this MOU or the conduct of their respective employees.

Nondiscrimination. The parties agree that they shall not discriminate against anyone based on race, age, gender, national origin, religion, disability, marital status, sexual orientation, or military status with respect to the obligations under this MOU.

Compliance with Law. Each party shall comply with all applicable federal, state, local statutes, regulations, and orders.

Full Agreement. The written terms and provisions of this agreement shall supersede all prior verbal statements of any and every official and/or other representative of ICCD and MiCAL; and such statement shall be effective or construed as entering into, forming a part of, or altering in any way whatsoever, this MOU.

Agreed and accepted:

Signature: _____
(Ionia County)

Signature: _____
(MiCAL)

Date: _____

Date: _____

(AUTHORIZATION PARTY)

(AUTHORIZATION PARTY)

7/2/2025 Revision

Ionia County Health Department

To: Ionia County Board of Commissioners
From: Haleigh Leslie, DrPH, MPH, MBA
CC: Greg Geiger, Chad Shaw, Jami Elliott, Dr. Kehdi
Date: April, May & June 2025
Re: Agency Report for July 22, 2025, Board of Health meeting

Noteworthy Items, Updates, Accomplishments:

COMMUNITY HEALTH

April, May and June 2025, Charlean Hemminger and Matthew VanCamp completed the following substance use prevention and community health activities/events.

Hemminger completed Too Good for Drugs curriculum to Saranac 3rd, 5th, and 7th grades (7 classrooms), and Portland St. Pat's 3rd and 5th grades (2 classrooms) students. Total of 225 students

VanCamp continues to provide peer recovery coaching to community members needing one on one guidance in their recovery from substance use disorders. VanCamp provides SMART Recovery meetings to those who are in recovery. Hemminger provides SMART Family and Friends meetings for people affected by the addictive behavior of a loved one. Meetings are on Wednesdays, Contact HopeandRecovery@IoniaCounty.org for details.

Hemminger and VanCamp submitted for the Drug-Free Communities Grant for Years 6-10 grant. We are currently in Year 5, the grant has allowed Community Health to employ 1 full-time employee to provide substance use prevention education and events across the county. If awarded Years 6-10 Community Health Department plans to continue facilitating drug prevention education, providing recovery meetings and harm reduction services.

Hemminger and VanCamp submitted for the Opioid Settlement Funds to fund 1 full time employee to provide Too Good for Drugs in the local school districts, provide naloxone trainings to empower individuals to recognize and respond to overdoses, facilitate SMART meetings across Ionia County, to provide educational prevention events to youth and families of Ionia County and to increase the awareness of the risk and harm drugs can do to the brain and body if used during adolescence. We will continue to provide Teen Intervene to Ionia County Youth referred by the Courts and schools. We plan to provide Peer Recovery Coach training to adults in the community. We plan to take a group of high school students to CADCA Mid-Year Training Institute where they will take courses to develop critical thinking skills and to equip them with the tools to create change in their communities.

Hemminger and VanCamp attended the 12th Annual Michigan Coalition to Reduce Underage Drinking Shoalition Showcase. The shoalition provided information on issues, programs, and resources related to underage drinking.

Hemminger has facilitated two Training for Intervention Procedures (TIPS), training that benefits businesses across Ionia County by reducing the risk and creating a safer, more responsible environment for customers and staff.

Hemminger submitted FY26 Prevention Annual Plan to Mid-State Health Network (MSHN). MSHN receives liquor tax funds also known as PA2 funds from Ionia County. The funds are then given back to the county to be used for local treatment, intervention and prevention of substance use disorder (SUD) services. Hemminger plans to continue providing substance use prevention education using the Too Good for Drugs curriculum to Saranac, Belding, and Ionia School Districts. As coordinator of the Ionia County Hope and Recovery Coalition, she will organize coalition members and partner with a local middle school for the 4th Annual Youth Drug Conference.

Hemminger attended the Mid-State Health Network (MSHN) Substance Use Disorder Oversight Policy Board Meeting on June 18, 2025. The Michigan Department of Health and Human Services (MDHHS) is moving toward changing the way Pre-Paid Inpatient Health Plan program will be contracted. MSHN has informed us that they do not think they will be able to compete for the states Pre-Paid Inpatient Health Plan. MSHN will continue to do business as usual and will provide funding through September 30, 2026.

Plans to move SMART Recovery meetings to in person have been completed. Meetings will be held at West MI Works! Ionia office on Wednesdays at 12:30pm – 1:30pm starting August 6th.

PERSONAL HEALTH- Aimee Keefer, BSN, RN

- **We welcomed our new Health Officer, Dr. Haleigh Leslie, on May 28th!** She has jumped right in, and we are very glad to have her!
- **Accreditation:** Our accreditation review was held June 16 - 23. All Essential Local Public Health Services (ELPHS) were reviewed. This included CD, Immunizations, Hearing & Vision, CSHCS, Wastewater, Food Service and LHD Powers and Duties. Overall, the review went very well considering we have not had a review since May 2017. Most all our services Minimum Program Requirement (MPR) indicators would have been MET (some with Special Recognition as well) if this had been a full Accreditation. We await the State's written reports (expected end of July 2025) and will begin to update our programs and policies as indicated. Cycle 9 review in 2028 will be a full accreditation.
- **Women, Infants & Children (WIC):**
 - New staff trainings for Nutrition Education requirements with the State
 - Working on beefing up our partnership with GSC, PSIC & the Alpha Wm's Center
 - Our Management Evaluation (ME) with the State was done in the week of 4/28/25; only 2 NOT MET indicators with very easy corrective action plans that we are already addressing, and we received special recognition about how welcoming our staff are and the work we do both internally and with external partners to coordinate services and resources.
 - Updates to the WIC waiting room, Lab, and BF room (equip. and furniture)
 - Staff attended the Annual State WIC Conference in May
- **Maternal Infant Health Program (MIHP):**
 - Enhanced Services - Started Oct 1st – going well, no reimbursement issues

- Increase in number of referrals - Our caseload has been ~ 45-50 clients post-COVID; caseload varies
 - Staffing issues continue – trying to hire new RN
 - Preparing for Cycle 10 to start in Jun 2025 – new protocols, lots of changes to forms, content, and guidance.
 - Looking at possibly beginning to track productivity – Kent Co. Model being discussed
- **Children's Special Healthcare Services (CSHCS):**
 - CSHCS billing down somewhat with loss of RN; staff adjusted to slightly less work while trying to hire new RN
 - Service age changed from 21 to 26 years old. Increased our caseload by about 100 clients to ~400.
 - State CSHCS base funding will be increasing slightly, by about \$10,000 (now at \$60,000)
 - Looking at possibly beginning to track productivity – Kent Co. Model being discussed
- **Hearing and Vision:**
 - Purchased some new equipment
 - Attended several local Kindergarten Roundups
 - Start of FY 25 received an increase in ELPHS funding from the State – looking at options for our program
 - Working on developing a “voucher” system to help families with cost of glasses and hearing aids
- **Communicable Disease (CD):**
 - We continue to work through cases of various illnesses. Pertussis is over 75+ cases, Influenza over 800+ (in 12 mo)
 - Another distribution of materials to 21 local healthcare providers and community partners in April
 - Began a new system (LHDCConnect) with people.health to help us monitor contacts of communicable diseases and decrease our workload in those situations
 - Getting some new furniture for the STI Clinic
 - Developed partnership w/MSU Extension to prepare for potential animal/people illnesses during Fair time
 - Began training a new nurse to replace Christine May when she retires in January 2026
 - Staff attended the Annual State CD Conference in May
- **Lead Testing & Nurse Case Management (NCM):**
 - NCM - Actively working to educate and promote this service.
 - Medicaid requirement to test the eBLL of all 1 & 2 yr olds on Medicaid for several years
 - We monitor all eBLL in Ionia County (regardless of where they tested) – Capillary & Venous samples- for elevated blood lead levels

- “Universal Testing” began April 30th - Potential to increase our caseload for testing and NCM
- We have added Lead to our LMCH grant funding for FY25 as well to help our efforts.

• **Immunization Clinic:**

- Brittni Brummette, RN, working with our now 7 County VFC providers for VFC Site visits to assure compliance.
 - Added 1 new provider, Dr Charles Barker – helped start their program as well as their monitoring
- We are continuing to increase our Children’s vaccination rates for regular, required vaccinations.
- Vaccine waivers remain higher than pre-COVID (required to provide education- no reimbursement).
 - Looking into a Virtual (Hybrid) Waiver option that may help decrease our time and cost spent providing the education for waivers while still meeting the requirement to provide.
- Tracking clients paying cash for our “Admin fees” to see if we can possibly increase our rate (currently \$10.00)
 - Also looking into possibly getting a credit/debit card machine to make taking payments easier
- Updating the furniture for the Imms clinic

• **Oral Health:**

- **Fluoride Varnish:** This service is available to any child aged 6 mo-6 yrs., for up to 4 treatments/year. There are 3 staff trained. Numbers remain down for this service. KOHA RDH may also assist during her 2 days in office this summer.
- **KOHA:** We began doing these assessments in the Fall of the 2024-25 school year. It is a mandated LHD service for the 2025-26 school year. Plan to implement this program like the Hearing & Vision programs.
 - We have roughly 600-700 Kindergarteners in Ionia County per year
 - We have started a partnership with MCDC
 - A Registered Hygienist was hired in July 2024 – resigned in Oct – New RDH hired in Mar 2025
 - We were unable to get into Kindergarten Roundups - working on educational activities for the summer, Headstart presentations, also meeting with all local libraries, prepping for start of 2025-26 School year.

• **Car Seat Technicians (CPST):**

- Partnership with U of M Health Sparrow Ionia for obtaining car seats
- We look to expand our services and possibly even do car seat safety events in the future.
- We are down to only 1 staff trained as a CPST- working on getting 2 new staff trained
 - Currently, visits by appt.

*****Please also see our attached Quarterly Activity Update & our Communicable Disease Quarterly Report to see more of what we are doing on an ongoing basis at ICHD.***

ENVIRONMENTAL HEALTH

- Licensed two septic installers
- Met with new Health Officer
- Fetch well and septic training
- EGLE onsite Downhole Camera to type 2 well with continued bacteria positives
- Attended Ionia Culinary Arts Advisory meeting
- Completed Food Service annual licensing
- Working on a 25-lot subdivision project in Boston township
- Commercial septic soil evaluation for new construction
- Participated in EGLE Webinar-costal flood zones in MI
- EGLE Webinar "Onsite Septic Systems and Septic Replacement loan program"
- State Accreditation with EGLE and MDARD
- Completed annual Septage pumper truck inspection and land applications site inspection
- Completed public pool inspections
- Continued work on annual campground inspections
- Licensed/inspected new body art facility
- Collected 57 water samples

PUBLIC HEALTH PREPAREDNESS (PHP) – Abigail Temple, BS

In April, I attended webinars hosted by the National Weather Service pertaining to tornadoes and other inclement weather affecting West Michigan and held an all-staff tornado drill as a result. I also hosted a regional integrated preparedness workshop with the other emergency preparedness coordinators in region 6. From April 28 through May 2, I attended NACCHO's Preparedness Summit in San Antonio where I attended sessions and plenaries related to various national public health preparedness, including the measles outbreaks. On May 5 and 6, I attended a statewide public health emergency preparedness (PHEP) conference held at the DeVos Center. On May 22, I took a mass fatalities planning course in Mt. Pleasant. I reviewed our Mass Vaccine Plan and worked with our immunizations staff to update it. In June, I finished out the PHEP budget period and submitted the remaining deliverables for BP1 to the state which included hosting a staff assembly and writing our multi-year integrated preparedness plan for 2025-2028 covering BP2-BP4.

Action items for April, May & June 2025 Board of Commissioners' meeting:

- 1) Request approval of agency Payroll and Accounts Payable for the month of April 2025 in the amount of \$140,597.19
- 2) Request approval of agency Payroll and Accounts Payable for the month of May 2025 in the amount of \$156,598.48
- 3) Request approval of agency Payroll and Accounts Payable for the month of June 2025 in the amount of \$135,969.29
- 4) Request approval of amendment # 1 to the Agreement between Michigan Department of Health and Human Services FY 24/25 and Ionia County Board of Commissioners on behalf of Ionia County Health Department and authorize the signature of Chad Shaw, Health Officer (April 8, 2025)
- 5) Request approval for Charlean Hemminge & Matthew VanCamp to travel to the CADCA Mid-Year Training Institute in Nashville, TN and use carryover funds from the Drug Free Communities grant to take twelve Ionia County Hope and Recovery coalition members including 6 youth. (May 13, 2025)
- 6) Request approval to increase cost center 429 budget to cover travel expenses (May 27, 2025)
- 7) Request renewal of the Medical Director Sharing Agreement between Barry-Eaton District Health Department and Ionia County Health Department and authorize the signature of Haleigh Leslie, Health Officer. (June 24, 2025)

- 8) Request approval of the Agreement between Michigan Department of Health and Human Services FY 25/26 and Ionia County Board of Commissioners on behalf of Ionia County Health Department and authorize the signature of Haleigh Leslie, Health Officer.(June 24, 2025)

Attachments:

- 1) Synopsis Agency Financials YTD
- 2) Agency Trending Payable and Payroll
- 3) Community Health Quarterly Activity Update
- 4) Communicable Disease Quarterly Report
- 5) 2025 Environmental Health Activities
- 6) WIC Advertisement from Daily News "Are you having a hard time making ends meet?" (June 30, 2025)

FINANCIAL STATUS REPORT
Ionia County Health Department

June 2025

Period

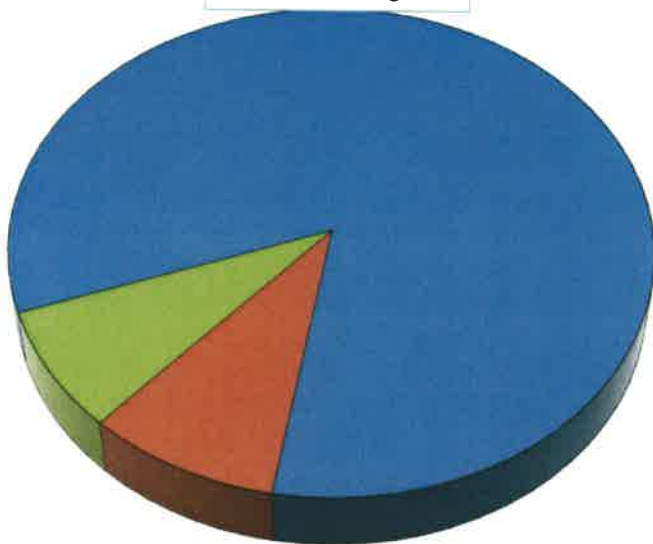
1/1/2025 to 12/31/2025

REVENUE CATEGORY	Budget	REVENUES YEAR-TO-DATE	PERCENT OF BUDGET
Federal/State	2,542,392	1,156,626	45.5%
Fees & Collections	273,974	174,719	63.8%
Other Revenue	239,845	38,454	16.0%
TOTAL FUNDING	3,056,211	1,369,799	44.8%

EXPENDITURE CATEGORY	Budget	EXPENDITURES YEAR-TO-DATE	PERCENT OF BUDGET
Wages & Fringes	2,064,176	964,340	46.7%
Supplies	358,645	96,661	27.0%
Travel	76,735	23,873	31.1%
Other Expenses	556,655	168,697	30.3%
TOTAL EXPENDITURES	3,056,211	1,253,571	41.0%

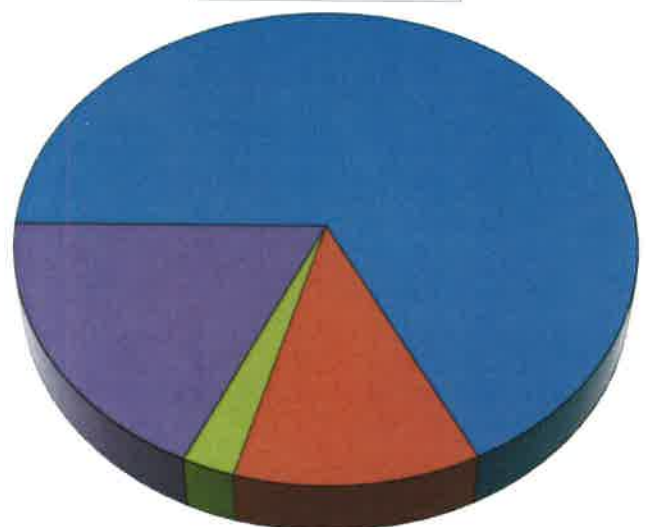
Management	2.00		0.0%
Support	9.00		0.0%
Professional	15.00		0.0%
Total FTE's	26.00	0.00	0.0%

Revenue Budget



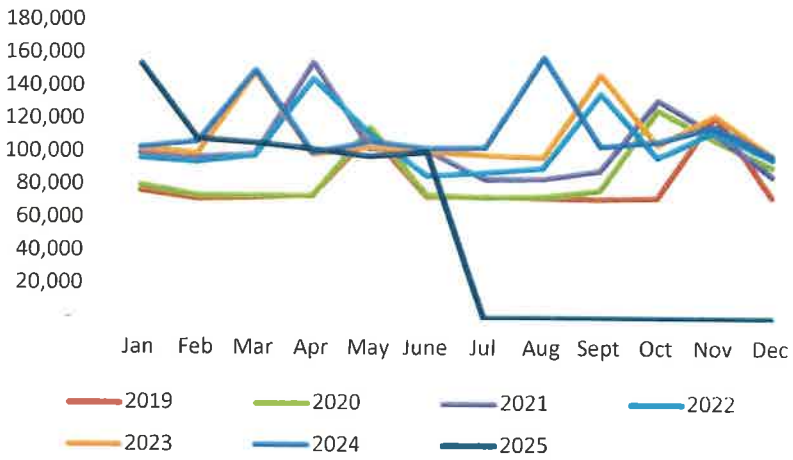
■ Federal/State ■ Fees & Collections ■ Other Revenue

Expense Budget

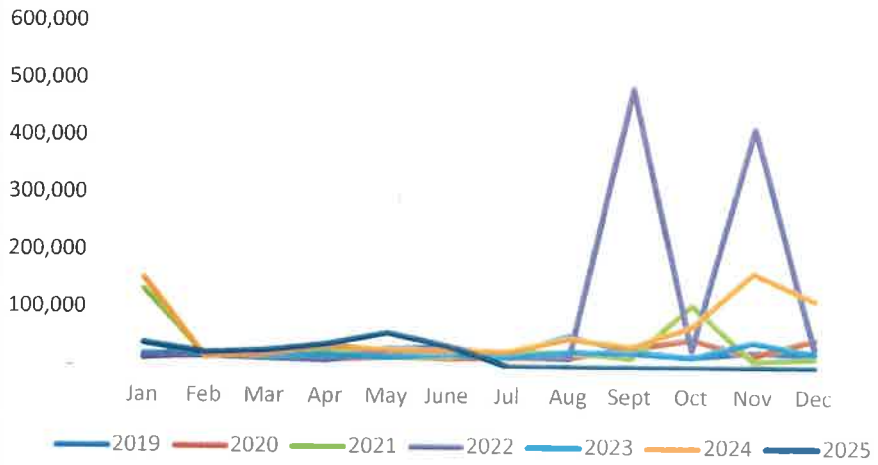


■ Wages & Fringes ■ Supplies ■ Travel ■ Other Expenses

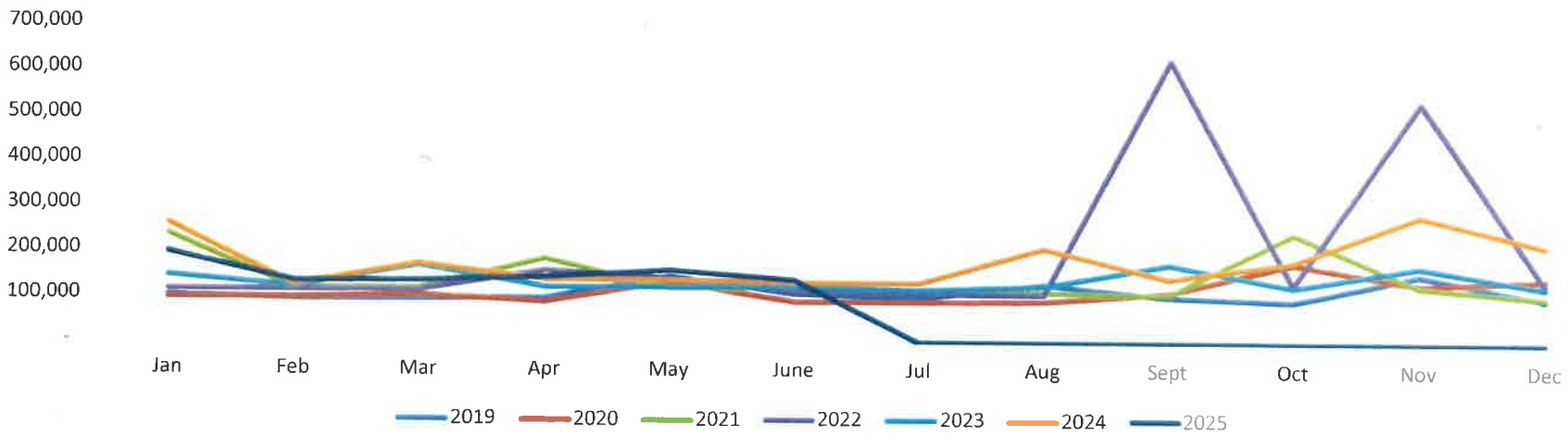
Payroll



Payables



Payroll and Payables



ICHD Personal Health Quarterly Activity Report						
WIC Appointments	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Certification (New Pregnant & Newborns)	149	104	102	96		302
Women Evaluation	16	16	22	17		55
Infant Evaluation (6 mo - 1 yr)	63	50	60	53		163
Children Evaluation (1 -5 yr)	142	129	118	102		349
Breastfeeding Education with Peer or IBCLC	46	21	20	24		65
Nutrition Education with Registered Dietician	19	14	15	18		47
Recertification (Wm after del, turning 1 yr, or lapse	249	245	274	272		791
TOTAL VISITS	684	579	611	582	0	1772
Total Caseload	1256	1234	1238	1192		1192-1238
Maternal Infant Health Program Visits	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
In Home, Community, or Office	85	69	59	52		180
Telehealth	5	9	7	4		20
Complex visits (>60 min) Home/Office	0	15	13	12		40
Complex visits (>60 min) Telehealth	0	2	1	0		3
Open new clients	30	10	14	11		35
Open new clients Telehealth	0	1	0	0		1
Discharge Visit	0	1	9	5		15
TOTAL VISITS	120	107	103	84	0	294
Care Coordination billed	0	2	4	0		6
Discharge clients (DC Summary Complete)	14	22	23	14		59
Total Caseload	57	61	45	52		45-61
Children's Special Healthcare Services Visits	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Level I Plan of Care in Home	0	0	1	0		1
Level I Plan of Care Telehealth	57	24	25	4		53
Level II Care Coordination billed	22	38	31	29		98
Case Management visits	2	0	0	0		0
Transition visits	0	0	0	0		0
TOTAL VISITS	59	24	26	4	0	54
Total Caseload	386	385	400	395		385-400
Oral Health - Fluoride Varnish/KOHA	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Fluoride Varnish visits at ICHD	10	7	12	18		37
KOHA assessments done	93	306	0	35		341
Lead Testing & NCM	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Active eBLL cases (All Ionia Co.)	15	18	11	26		11-18
New this quarter	6	19	14	8		41
Closed this quarter	22	21	20	12		53
NCM initial visits/Follow-up visits	2/0	4/2	0/2	3/1		7/5
Lead tests done at ICHD • WIC/Medicaid	121	97	117	113		327
Lead tests done at ICHD • Non-WIC/Private	0	0	0	5		5

ICHD Personal Health Quarterly Activity Report						
Immunization Clinic Visits	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
# of clients seen & given Imms	243	331	168	174		673
# of Vaccines given	585	666	358	359		1383
•VFC & MI-AVP Stock (Public)/Private Stock	431/154	325/341	234/124	251/108		810/573
Immunization Waivers (Non-billable)	76	48	23	33		104
VFC Site Visits/IQIP Visits to VFC sites	1/0	0/0	4/0	1/0		5/0
Hearing & Vision Screening	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
HEARING • Early Childhood (under 3)	1	0	5	0		5
HEARING • Preschool	145	338	182	128		648
HEARING • School-Age	296	1092	731	1		1824
VISION • Early Childhood (under 3)	1	0	9	0		9
VISION • Preschool	150	357	185	136		678
VISION • School-Age	800	1513	965	1		2479
Hearing/Vision Screens done at ICHD	8/4	3/1	2/0	7/5		12/6
CD & STI Clinic	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
CD Cases Worked (See CD Report for Diseases)	272	295	950	112		1357
TB DOT Visits Home/Video & Text	0/0	0/0	0/0	43/80		43/80
Rabies: Potential Exposure & PEP	10	7	1	8		16
Bats	17	1	5	3		9
Dog or Cat Bites	59	39	40	30		109
STI Cases Worked						
• Chlamydia	23	39	33	19		91
• Gonorrhea	6	3	11	4		18
• HIV/AIDS	0	0	0	1		1
• Syphilis	11	9	13	10		32
Clients seen at ICHD STI Clinic	19	16	19	16		51
HIV/Syphilis Testing done at ICHD STI Clinic	18/6	13/10	17/13	15/10		45/33
Car Seat Checks	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Car Seat Checks done at ICHD	4	5	2	0		7

ICHD Communicable Disease Quarterly Report

Enteric (Foodborne) Disease	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Campylobacter	1	0	0	1		1
Cryptosporidiosis	0	0	1	0		1
Salmonellosis	5	2	1	1		4
Shiga toxin-producing Escherichia coli --(STEC)	1	0	1	1		2
Shigellosis	0	0	0	0		0
Yersinia enteritis	1	0	1	0		1
Hepatitis	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Hepatitis B, Acute	0	0	1	0		1
Hepatitis C, Acute	1	1	0	0		1
Hepatitis C, Chronic	5	3	1	3		7
Hepatitis E	0	0	0	0		0
Vaccine Preventable Diseases	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Chickenpox (Varicella)	2	0	2	0		2
H. influenzae Disease - Inv.	0	0	1	0		1
Pertussis	13	28	16	4		48
Shingles	5	6	3	4		13
Varicella Zoster Infection, Unspecified	1	0	1	1		2
Meningitis	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Meningitis - Aseptic	2	0	0	0		0
Meningitis - Bacterial Other	2	0	0	0		0
Streptococcus pneumoniae, Inv	1	1	4	1		6
Vector Borne Disease	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Dengue Fever	1	0	0	0		0
Lyme Disease	1	0	0	2		2
Other	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Carbapenemase-Producing Organism (CPO)	1	0	0	0		0
Candida auris	0	1	1	1		3
Cyclosporiasis	0	1	0	0		1
Histoplasmosis	1	0	0	0		0
Legionellosis	2	1	0	0		1
Streptococcal Dis, Inv, Grp A	0	0	1	1		2
Other Respiratory	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Totals FY25
Novel Coronavirus COVID-19	215	224	162	25		411
Carbon Monoxide Poisoning	0	1	0	0		1
Influenza	7	26	746	61		833
Respiratory Syncytial Virus	0	0	4	0		4
Latent Tuberculosis Infection	3	0	1	2		3
Nontuberculous Mycobacterium	1	0	2	1		3
Tuberculosis	0	0	0	3		3
Totals:	272	295	950	112	0	1357

2025 Environmental Health Activities

All numbers are based on count as of date this report is completed. Some numbers may change.				April-25	May-25	June-25	Total 2023	YTD 2025	Total 2024
ENVIRONMENTAL HEALTH									
Complaints Received (ALL)				2	4	9	65	41	63
Complaints Closed (ALL)				7	0	7	51	26	42
Food Complaint Investigations				0	0	0	11	5	7
Routine Food Inspections				31	37	24	246	161	319
Plans Received				2	0	1	7	5	11
Temporary Food Inspections				2	4	8	71	23	44
DHS Inspections				1	0	6	26	12	22
Campgrounds-Temporary				0	0	1	6	1	4
Swimming Pool Inspections				0	5	6	13	14	12
Loan Evaluations				0	2	0	5	3	1
Radon Test Kits				1	1	2	64	46	60
Septic Permits Issued				12	12	17	138	70	155
Septic Permits Finals				10	11	11	123	40	143
Land Evaluations				15	8	11	135	65	117
Septage Inspections (Site/Truck)				0	0	0	2	0	1
Water Samples Taken				18	23	15	220	135	236
Well Permits Issued				11	15	20	184	84	170
Well Permits Final				14	7	13	84	53	92
Sanitary Survey				1	2	3	19	19	25
Campground Inspection (All)				0	4	1	17	5	13
Methamphetamine Investigations				0	0	0	0	2	3

N/A data not available at time of report

**Active Lead YTD includes duplicated client

Daily News June 30, 2025

ARE YOU HAVING A HARD TIME MAKING ENDS MEET?

Your family may be eligible for WIC food benefits.

If you have children under the age of 5, are pregnant **AND** your income is below the following guidelines.

Income Guidelines Effective June 1, 2025



Size of Unit	Yearly
1	\$28,953
2	\$39,128
3	\$49,303
4	\$59,478
5	\$69,653
6	\$79,828
7	\$90,003



Please contact the Ionia County WIC Program at (616) 527-5337

This institution is an equal opportunity provider and employer.

IONIA COUNTY PUBLIC DEFENDER OFFICE

Walt Downes, Chief Public Defender

Larry Lewis, Assistant Public Defender; Matthew Peterson, Assistant Public Defender; Cindy Pham, Assistant Public Defender; Alison Stoken, Paralegal; Melony Bigger, Paralegal; and Alyssa Nurenberg, Social Worker.

Since our last written report, we have hired Assistant Public Defender Cindy Pham. Cindy is a graduate of Ferris State University and Thomas Cooley Law School. She had a full year of experience in the Eaton County Public Defender office with her own full caseload. We feel very fortunate to have Cindy as part of our office.

We had our annual MIDC review by our Regional Manager on July 10, 2025, and we had no issues. We were found in full compliance with the MIDC Standards. We also learned that MIDC had only approved 29 of the submitted grants for next year, and we were one of the lucky ones approved already. The other grants are in limbo pending a review of their 3rd quarter spending, and outcome of federal and state budgets and funding. Depending on MIDC funding from the state budget, it may require some cuts in the grants for the other funding units in the state providing indigent defense services. But we are approved as presented for this coming year, and that is great news.

Our social worker Alyssa Nurenberg is an active participant with the Ionia County Hope and Recovery (ICHAR) Coalition, and she is currently attending their national conference at the Gaylord Opryland in Nashville, Tennessee from July 20-24. Grant funding covered the local Ionia County coalition members to attend. It is an excellent conference focused on learning about substance use prevention, harm reduction and treatment strategies to use in our communities – and with about 4,500 people in attendance from all over the country, it is also a great networking opportunity to learn what approaches to substance use prevention and treatment other organizations across the states are finding success.

We have several cases headed to jury trial in the Circuit and District Courts in the coming months, so it continues to be a very busy time for us in the office. Jury Selections in Circuit Court were held on July 9 and 16, with those trials dates in the subsequent three months after selections. It is that time of year where we are extremely thankful for the air conditioning added to the Circuit Courtroom!



IONIA COUNTY CENTRAL DISPATCH

545 Apple Tree Dr
Ionia Michigan 48846
Admin: (616) 522-0911

Director: Lance Langdon

To: Ionia County Board of Commissioners
Date: July 17, 2025
From: Lance Langdon
Reference: Dispatch Departmental Staffing Report

Attached are the monthly newsletters from the past quarter, distributed to our public safety agencies. These provide detailed insights into the volume and nature of calls for service addressed by Dispatch.

This quarter has presented significant staffing challenges. In May, one of our six-year team members opted to transition to a Monday–Friday schedule to better support her home life. Fortunately, she remains committed to assisting and has transitioned into an "as-needed" part-time dispatcher role, helping cover shifts that would otherwise require overtime.

This brings our current part-time pool to three experienced team members who assist as needed—filling in during vacations, sick days, or other staffing gaps. Each of these dispatchers has served in our department for several years and continues to be a valuable asset.

We welcomed a new dispatcher at the beginning of March. However, he decided to leave last month after concluding the role wasn't the right fit. We hired another new dispatcher in June who is progressing well in her training. Unfortunately, we also lost another team member this month who accepted a position with MDOC.

Additionally, a conditional job offer extended last month was withdrawn prior to the start date due to personal reasons.

As a result of these transitions, we currently have three vacancies. This week, we are actively testing and screening applicants in hopes of finding qualified candidates to join our team. While we've had to make staffing adjustments to cover the open positions, the overall impact on operations has been manageable.

Monthly Report

April Activity

911 Calls— **1949**

Administrative Calls— **4576**

Text to 911— **18**

911 Hang up Calls— **185**

Calls for Service Initiated — **3420**

Total Mental Health Calls — **33**

Suicidal Calls — **15**

988 Calls Received — **1**

988 Calls Transferred — **0**

CPR Performed — **8**

Stroke Related Calls — **7**

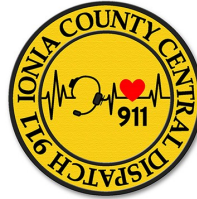
Child birth calls — **0**

Unit Responses / Activities

Law Enforcement— **2376**

Fire— **439**

EMS— **605**



Special Programs Available

Share Medical Information with your 911 call.



www.emergencyprofile.org



What 3 Words— App that provides location information to a 10 meter square.

What3words.com



Available at:



Statistics—Calls for Service.

April CFS TYPES 2025			
CALL FOR SERVICE TYPE	TOTAL	CALL FOR SERVICE TYPE	TOTAL
911 Hang up Call	185	Lost Property / Found	15
988 Calls	1	MDOP	17
Abandoned Vehicle	20	MED 1	220
Active Violence Incident	0	MED 2	86
Alarm	41	MED 3	108
Ambulance Transport	99	Medical Call / Amb Dispatch	11
Assault	22	Mental Health	33
Assist Jail	0	Missing Person	20
Assist Medical	0	Motor Vehicle Theft / UDAA	9
Assist Other Agency	0	Non Criminal	55
Assist Outside Agency	19	OWI / OUID	11
Bomb Threat	0	PDA Traffic	98
Burglary	17	Phone / Internet Harassment	27
Burn Permit	105	PIA Traffic	34
Civil Dispute	82	PPO Violation	3
Conservation / Wildlife	35	Property Check	13
CSC - Criminal Sexual Conduct	14	Repossession	8
Disorderly Conduct	79	Request - Wrecker	4
Domestic Assault	31	Road Closure	19
DPW Request	16	Robbery / Hold up	0
Drugs	8	Spam to Center	0
Duplicate Call	1	Structure Fire	14
Family Abuse / Neglect	16	Suspicious Situations	189
Fire All Other	51	Test Call / System Test	45
Fireworks	1	Thunder Storm/Tornado Warning	0
Follow Up	286	Traffic / Officer Stop	196
Fraud	31	Traffic Offense All Other	564
General Assist	228	Tree Down	20
Grass / Wildland Fire	22	Trespassing	16
Health & Safety / Animal	92	Vehicle Fire	3
Hit and Run	13	Verbal Domestic	11
Homicide	0	Vin Inspections / All Inspections	6
Juvenile Problems & Runaways	51	Warrant Arrest / Fugitive	67
Kidnapping	0	Weapons Offenses All	17
Larceny	42	Wires Down / Arching	28
Liquor / MIP	2	Unclassified	368
Tornado Siren Tests	4	Fire Pager Tests	4
Emergency Alert Tests		Total This Month	3953

Central Dispatch Activities

- April 2nd, Emergency Medical Dispatch Training completed, 1 Dispatcher
- April 2nd, 9-1-1 Advisory Board and Tac Committees meetings.
- April 3rd, Career Center Students attended center training.
- April 4th, MCDA meeting attended.
- April 10th & 24th NENA VRS-IP Relay meetings attended.
- April 13th, 19th was Emergency Telecommunicator Week.
- April 13th, Dispatcher Amanda is celebrated for 25 years of service, Congrats!
- April 14th, Townships meeting attended.
- April 21-25, Communications Training Officer Class attended, 1 Dispatcher
- April 22-24, 9-1-1 Mental Health class attended, 2 Supervisors.

Information received from callers is often incorrect. This often results in the 911 Dispatcher providing incorrect location or other information to First Responders.

Central Dispatch—Telecommunicator Week.

In 1991, President William J. Clinton officially designated the second full week of April as National Public Safety Telecommunicators Week. This week is a time to honor and celebrate the important work of public safety telecommunicators, who serve as the vital link between the public and emergency responders.

We again this year, celebrate the work done by the Ionia County Central Dispatch Telecommunicators each and every day. The calls they receive can vary from life and death emergencies to simple information requests and everything in between. They are a dedicated wonderful group of people that work in the background but are truly the first, first responder that are called when assistance is needed. We took this national week to recognize and thank them for the work they do.

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Send or Email to: CentralDispatch@ioniacounty.org

Agency Individual Responses / Activity

Belding Fire—85

Berlin-Orange Fire— 43

Clarksville Fire— 22

Hubbardston Fire— 4

Ioniacounty.org Public Safety Fire— 96

Lake Odessa Fire— 27

Lyons-Muir Fire— 29

Orleans Fire—26

Pewamo Fire— 13

Portland Fire— 19

Ronald Fire— 9

Roxand Fire— 2

Saranac Fire— 63

Sunfield Fire— 1

Life EMS— 489

Portland EMS— 116

Animal Control— 57

Belding Police— 321

Department of Natural Resources Law— 1

Ioniacounty.org Sheriff's Office— 885

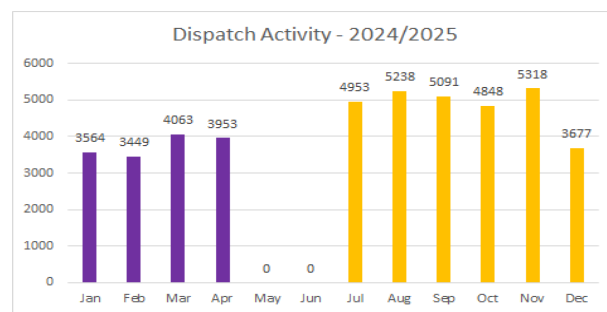
Ioniacounty.org Public Safety Law— 390

Lake Odessa Police— 98

Michigan State Police— 526

Portland Police— 155

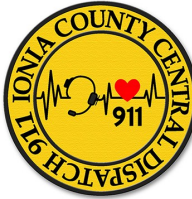
Central Dispatch Activity



Monthly Report

April Activity

911 Calls— **2352**
Administrative Calls— **5090**
Text to 911— **15**
911 Hang up Calls— **215**
Calls for Service Initiated — **3790**



Total Mental Health Calls — **45**
Suicidal Calls — **28**
988 Calls Received — **0**
988 Calls Transferred — **0**
CPR Performed — **3**
Stroke Related Calls — **12**
Child birth calls — **0**

Unit Responses / Activities

Law Enforcement— **2752**

Fire— **453**

EMS— **585**



Special Programs Available

Share Medical Information with your 911 call.



www.emergencyprofile.org

What 3 Words— App that provides location information to a 10 meter square.



What3words.com

Available at:



Statistics—Calls for Service.

May CFS TYPES 2025			
CALL FOR SERVICE TYPE	TOTAL	CALL FOR SERVICE TYPE	TOTAL
911 Hang up Call	215	Lost Property / Found	17
988 Calls	0	MDOP	23
Abandoned Vehicle	16	MED 1	215
Active Violence Incident	0	MED 2	92
Alarm	45	MED 3	84
Ambulance Transport	99	Medical Call / Amb Dispatch	7
Assault	24	Mental Health	45
Assist Jail	0	Missing Person	12
Assist Medical	0	Motor Vehicle Theft / UDAA	11
Assist Other Agency	0	Non Criminal	77
Assist Outside Agency	19	OWI / OUID	14
Bomb Threat	0	PDA Traffic	155
Burglary	9	Phone / Internet Harassment	40
Burn Permit	69	PIA Traffic	24
Civil Dispute	92	PPO Violation	4
Conservation / Wildlife	41	Property Check	9
CSC - Criminal Sexual Conduct	27	Repossession	7
Disorderly Conduct	90	Request - Wrecker	1
Domestic Assault	28	Road Closure	17
DPW Request	12	Robbery / Hold up	0
Drugs	10	Spam to Center	2
Duplicate Call	5	Structure Fire	11
Family Abuse / Neglect	22	Suspicious Situations	187
Fire All Other	61	Test Call / System Test	39
Fireworks	1	Thunder Storm/Tornado Warning	2
Follow Up	293	Traffic / Officer Stop	268
Fraud	31	Traffic Offense All Other	686
General Assist	308	Tree Down	78
Grass / Wildland Fire	6	Trespassing	6
Health & Safety / Animal	116	Vehicle Fire	6
Hit and Run	24	Verbal Domestic	24
Homicide	0	Vin Inspections / All Inspections	9
Juvenile Problems & Runaways	96	Warrant Arrest / Fugitive	70
Kidnapping	2	Weapons Offenses All	11
Larceny	35	Wires Down / Arching	46
Liquor / MIP	3	Unclassified	319
Tornado Siren Tests	4	Fire Pager Tests	5
Emergency Alert Tests	0	Total This Month	4426

Central Dispatch Activities

- May 1st, Dispatcher Becky anniversary 31 years of service.
 - May 1st, Career Center Student Interviews.
 - May 5th, Dispatcher Jenny anniversary 15 years of service.
 - May 5th, 911/988 State workgroup meeting attended.
 - May 5th-7th CISM Training attended, 5 staff members.
 - May 5th-9th, Dispatch Basic 40 hour training, 1 staff member attended.
 - May 6th Medical Control and Law Enforcement Collaborative meetings attended.
 - May 7th, Nena Accessibility Committee Meeting Attended.
 - May 8th, NENA VRS-IP Relay meetings attended.
 - May 13th, Dispatch Union Meeting.
 - May 24th, Office Manager Cathi anniversary 9 years of county service.
-

Information received from callers is often incorrect. This often results in the 911 Dispatcher providing incorrect location or other information to First Responders.

Michigan Crisis and Access Line for First Responders, MiCAL

Their mission is to support the first responder community as they have been ignored for far too long. The first responder community continues to deal with the stigma of reaching out for help with mental health concerns. Frontline Strong plans to break that stigma! Frontline Strong operates 24 hours a day, 7 days a week, 365 days a year. It is staffed with First Responders that have been trained as Crisis Specialists specializing in First Responder competencies.

Crisis Specialists can provide resources for mental health therapy, peer support groups, and substance use rehabilitations that have been vetted to be first responder focused. This is in addition to many other resources. Callers are welcome to remain anonymous, and know their anonymity is protected. Frontline Strong is also open to the family of first responders.

Call 1-833-34-STRONG



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Send or Email to: CentralDispatch@ioniancounty.org

Agency Individual Responses / Activity

Belding Fire—90

Berlin-Orange Fire— 54

Clarksville Fire— 25

Hubbardston Fire— 6

Ionian Department Public Safety Fire— 91

Lake Odessa Fire— 39

Lyons-Muir Fire— 17

Orleans Fire—17

Pewamo Fire— 5

Portland Fire— 22

Ronald Fire— 9

Roxand Fire— 3

Saranac Fire— 68

Sunfield Fire— 7

Life EMS— 492

Portland EMS— 93

Animal Control— 73

Belding Police— 336

Department of Natural Resources Law— 1

Ionian County Sheriff's Office— 969

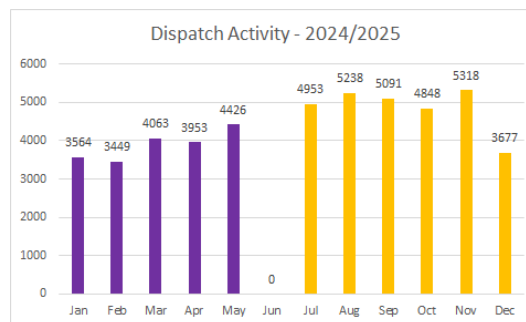
Ionian Department Public Safety Law— 450

Lake Odessa Police— 86

Michigan State Police— 711

Portland Police— 199

Central Dispatch Activity



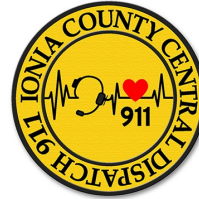
2024

2025

Monthly Report

June Activity

911 Calls— **2288**
Administrative Calls— **5532**
Text to 911— **16**
911 Hang up Calls— **261**
Calls for Service Initiated — **3549**



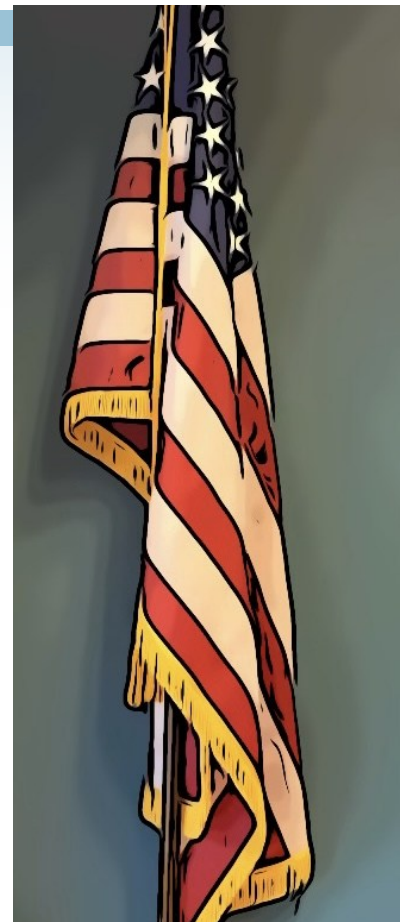
Total Mental Health Calls — **41**
Suicidal Calls — **29**
988 Calls Received — **2**
988 Calls Transferred — **0**
CPR Performed — **7**
Stroke Related Calls — **10**
Child birth calls — **0**

Unit Responses / Activities

Law Enforcement— **2492**

Fire— **443**

EMS— **614**



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Share Medical Information with your 911 call.



www.emergencyprofile.org



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Available at:



Statistics—Calls for Service.

JUNE CFS TYPES 2025			
CALL FOR SERVICE TYPE	TOTAL	CALL FOR SERVICE TYPE	TOTAL
911 Hang up Call	261	Lost Property / Found	18
988 Calls	2	MDOP	23
Abandoned Vehicle	21	MED 1	231
Active Violence Incident	0	MED 2	81
Alarm	37	MED 3	124
Ambulance Transport	79	Medical Call / Amb Dispatch	14
Assault	34	Mental Health	41
Assist Jail	0	Missing Person	9
Assist Medical	0	Motor Vehicle Theft / UDAA	8
Assist Other Agency	0	Non Criminal	88
Assist Outside Agency	28	OWI / OUID	11
Bomb Threat	0	PDA Traffic	113
Burglary	8	Phone / Internet Harassment	28
Burn Permit	61	PIA Traffic	45
Civil Dispute	94	PPO Violation	3
Conservation / Wildlife	28	Property Check	8
CSC - Criminal Sexual Conduct	26	Repossession	12
Disorderly Conduct	72	Request - Wrecker	38
Domestic Assault	33	Road Closure	10
DPW Request	11	Robbery / Hold up	0
Drugs	5	Spam to Center	2
Duplicate Call	6	Structure Fire	11
Family Abuse / Neglect	14	Suspicious Situations	184
Fire All Other	36	Test Call / System Test	88
Fireworks	4	Thunder Storm/Tornado Warning	0
Follow Up	249	Traffic / Officer Stop	230
Fraud	32	Traffic Offense All Other	552
General Assist	295	Tree Down	69
Grass / Wildland Fire	8	Trespassing	21
Health & Safety / Animal	92	Vehicle Fire	2
Hit and Run	17	Verbal Domestic	24
Homicide	0	Vin Inspections / All Inspections	11
Juvenile Problems & Runaways	63	Warrant Arrest / Fugitive	85
Kidnapping	0	Weapons Offenses All	7
Larceny	39	Wires Down / Arching	25
Liquor / MIP	2	Unclassified	373
Tornado Siren Tests	4	Fire Pager Tests	5
Emergency Alert Tests	0	Total This Month	4255

Central Dispatch Activities

- June 2nd, 911/988 State workgroup meeting attended.
- June 2nd, New Dispatcher Tamisha joined ICCD.
- June 4th, Nena Accessibility Committee Meeting attended.
- June 8th-13th, CTO Training attended (1)
- June 9th, Vendor Meeting on CPE Update
- June 10th, LPT Meeting Hosted/attended.
- June 12th, Applicant Interview– Withdrew
- June 12th, CDR Meeting attended
- June 18th, State of NG911 online seminar attended.
- June 24th, Trainee Resigned while in training program.
- June 26th, NENA VRS-IP Relay meetings attended.

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Ionia County Central Dispatch Hiring Process

- ◇ What is the process to become a Emergency Dispatcher at Ionia Central.
- ◇ Applicants must have at least a high school diploma or GED
- ◇ Pass a keyboarding test with a minimum of 30 wpm.
- ◇ Pass a written general education test to include; Spelling, Math, Alphabetizing, Map Reading, County Knowledge, Problem Solving.
- ◇ Participate with an Oral Board interview with Supervisors and/or Training Officers (CTO)
- ◇ Complete a personal history questionnaire—(Must be complete and truthful)
- ◇ Pass a Law Enforcement level background investigation
- ◇ Participate in a Directors Interview
- ◇ If Successful pass all the above, Conditional offer of employment (Prints, Physical Exam)
- ◇ Enter training program– Consists of 4 phases on both day and night shifts.
- ◇ When determined ready by CTO Supervisor, pass the shadow phase (No CTO assistance)
- ◇ Assigned to training schedule as a third staff member to shift (noon to midnight)
- ◇ Cleared from training working with partner on shift.
- ◇ Process takes approximately 9 months to 1 year.

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Saranac Fire— 59

Sunfield Fire— 9

Life EMS— 521

Portland EMS— 93

Animal Control— 72

Belding Police— 300

Department of Natural Resources Law— 2

Ioniacounty Sheriff's Office— 1050

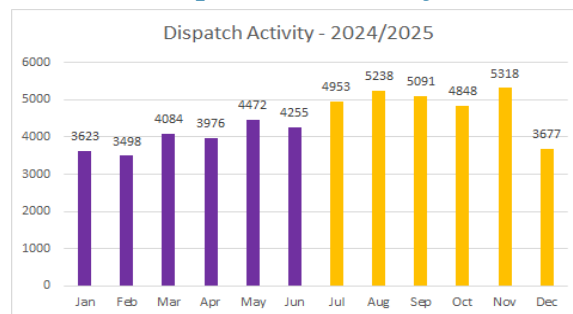
Ioniacounty Department Public Safety Law— 411

Lake Odessa Police— 63

Michigan State Police— 481

Portland Police— 185

Central Dispatch Activity



2024

2025