MUSKECON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

HUMAN SERVICES COMMITTEE
Hall of Justice
990 Terrace Street, Muskegon, MI
October 1, 2019 – 3:30 PM
Charles Nash, Chair
Marcia Hovey-Wright, Vice-Chair

1. Call to Order
2. Roll Call
3. Approval of the Minutes of September 3, 2019
4. Public Comment (on an agenda item)

5. Items for Consideration
   - HS19/10 – 26 (Administration) Authorize VFW Post 446 to Place the Proposed VFW 446 Monument Bench and Memorial Monument in Veterans Memorial Park on the Same Concrete Pad as the Monument Opposite of the Purple Heart Monument
   - HS19/10 – 27 (Administration) Authorize Muskegon County Department of Veterans Affairs Staff to Apply for the 2020 State of Michigan County Veteran Service Fund Grant
   - HS19/10 – 28 (Public Health) Authorize Public Health to Accept the “Agreement for Extension Services” Submitted by Michigan State University (MSU) Extension for FY2020 Programs and Services and Authorize the Board Chair to Sign
   - HS19/11 – 29 (Public Health) Authorize Public Health to Accept a $15,000 Grant from the Community Foundation for Muskegon County to Purchase Two Spot Vision Screeners with no Increase in General Fund Appropriation

6. Old Business

Public Comment
Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the commission and state their name for the record. Comments shall be limited to two (2) minutes for each participant, unless time is extended prior to the public comment period by a vote of a majority of the commission.
7. New Business
8. Public Comment
9. Adjournment

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon 24-hours' notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520
Muskegon County
Human Services Committee Meeting
September 3, 2019
4:00 p.m.
Hall of Justice, 4th Floor
Muskegon, MI

Charles Nash, Chair
Marcia Hovey-Wright, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Hovey-Wright at 3:43 p.m.

ROLL CALL

Present: Gary Foster, Marcia Hovey-Wright, Susie Hughes, Zach Lahrng, Kenneth Mahoney, Bob Scolnik, John Snider, II, Rillastine Wilkins

Excused: Charles Nash

Also Present: Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Foster, supported by Chairman Hughes, to approve the minutes of the August 6, 2019, meeting as written. Motion carried.

PUBLIC COMMENT (On an agenda item)

None.

ITEMS FOR CONSIDERATION

HS19/09 - 23  It was moved by Chairman Hughes, supported by Commissioner Mahoney, to approve 2 senior millage awards: $130,917 to AgeWell Services for medical transportation and $30,000 to YMCA for Veggie Van activities, totaling $160,917 for FY20 effective October 1, 2019 through September 30, 2020 as recommended by the Senior Activities Committee; and to authorize the designated Senior Millage Grants Administrator, Senior Resources to proceed with the administration of the programs. Motion carried.

HS19/09 - 24  It was moved by Commissioner Foster, supported by Chairman Hughes, to approve 59 senior millage continuation of funding awards totaling $2,091,015 for FY20 effective October 1, 2019 through September 30, 2020 as recommended by the Senior Activities Committee; and to
authorize the designated Senior Millage Grants Administrator, Senior Resources to proceed with the administration of the programs. Motion carried.

HS19/09 – 25 It was moved by Commissioner Foster, supported by Chairman Hughes, to authorize Public Health to amend its FY19 budget from $6,131,295 to $6,143,120 to reflect current projections and an additional $25,000 decrease in FY19 general fund appropriation from $1,715,689 to $1,690,689. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Hovey-Wright inquired about the current Title 10 provider. Ms. Kathy Moore, Public Health Director, noted the state of Michigan is asking public health agencies throughout the state to consider providing those services. Public Health Muskegon County will consider applying for funding dollars and providing those services if funds are received.

Ms. Lisa Tyler, Senior Resources, invited the Board and those present to the Senior Millage Open House being held on Friday, September 13th from 10 a.m. to noon at Forest Park Covenant Church. She asked Commissioners to please share the information with their constituents and on their social media pages.

Chairman Hughes requested additional information regarding the senior services being offered per the senior millage dollars. Ms. Tyler will provide a full report to the Board in November.

PUBLIC COMMENT

Ms. Kathy Moore, Public Health Director, addressed the Board and provided information regarding the STD clinic performance.

Jean Chang, PhD. Public Health Epidemiologist, reviewed statistics regarding sexually transmitted diseases.

ADJOURNMENT

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:34 p.m.
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE: Human Services

BUDGETED: x
NON-BUDGETED: 
PARTIALLY BUDGETED: 

REQUESTING DEPARTMENT: Administration / Veterans

COMMITTEE DATE: October 1, 2019
REQUESTOR SIGNATURE: Michael Baauw

SUMMARY OF REQUEST (PRIMARY DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

County Department of Veterans Affairs Staff is requesting approval from the Board of Commissioners to approve the placement of the VFW Post 446 Monument Bench and Memorial Monument at the Veterans Memorial Park – to be placed on the same concrete pad as the monument opposite of the Purple Heart Monument on the South end of the Park. The Memorial Monument and the Monument Bench will both be placed south of and perpendicular to the other monument on the concrete pad, with the Memorial Monument on the East side of the concrete pad and the Monument Bench on the West side of the concrete pad.

The Memorial Monument is being funded 100% by VFW Post 446. VFW Post 446 is the first VFW charted in Muskegon County. The Monument Bench and Memorial Monument will cost the VFW Post 446 $4,000, of which they have already paid in full. There will be no cost to Muskegon County to have the Monument Bench and Memorial Monument made or placed in Veterans Memorial Park.

The artwork and information regarding the Monument are attached for your review and consideration.

On 9/9/19, the Veterans Advisory Committee voted to recommend to the Board of Commissioners for the Approval of the Memorial Monument and the Monument Bench to be placed in Veterans Memorial Park at the location described above. A copy of the 9/9/19 Veterans Advisory Committee minutes is attached for your review.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Move to authorize VFW Post 446 to place the proposed VFW Post 446 Monument Bench and Memorial Monument in Veterans Memorial Park on the same concrete pad as the monument opposite of the Purple Heart Monument on the South end of the Park, with the understanding that the County of Muskegon will incur no costs in the design, manufacture, placement, and perpetual care of the Monument.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

HUMAN RESOURCES ANALYSIS: 
FINANCE & MANAGEMENT ANALYSIS: 

CORPORATE COUNSEL ANALYSIS: 
ADMINISTRATOR RECOMMENDATION: 

If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee

AGENDA DATE: 10-1-19
AGENDA NO.: H519 / 10-26
BOARD DATE: 10-8-19
PAGE NO.:

Revised 9/11/19
Purchaser: VFW Post 446  

Phone: 231 657 8492  

Street: 165 S. Getty St.  

City: Muskegon, MI 49442  

To Be Completed  

Cemetery: Setting TBD, place & time  

City:  

Material: Jet Black Granite  

Design:  

Dimensions: 24 x 12 x 6  

Base:  

Name on Back:  

Vase(s):  

Mount VA:  

Drill for VA:  

Date: 4/26/19  

Price:  

Memor.  

Vase:  

Misc.  

Cemetery Chg:  

Sales Tax:  

Total:  

Deposit:  

Balance Due:  

1% Interest Per Month on remaining balance 90 days after memorial is erected.  

Front:  

- In honor of  
- VFW Post 446  
- Muskegon, Michigan  
- William J. Bell Post  
- Est. 2019  

- Last man standing  

- Inculde setting, sandblast lettering + design + emblem  

Back:  

- VFW Logo  
- Honor-the-dead, by helping the living  
- List of off. Committee  
- Aux. + dad’s  

- Bench: VFW Post 446 - 6 metal - problems  

The said memorial is guaranteed by you against any defect in workmanship. The said memorial, with title thereto and right of possession thereof, shall remain your personal property until I have paid for it in full. In default of any payment hereunder I license you to repossess and remove the memorial, without guilt of trespass or other wrong, authorize and empower you, in my name and on my behalf, to apply to the management of said Cemetery or other premises for a permit for its removal and to take any other steps you may deem necessary or expedient and further agree to save you harmless from and under any entry, repossession and removal: you may then retain said memorial or dispose of it at your own discretion without being answerable to me for it or for any proceeds therefrom.  

This order is subject to any delay caused by and strike, lockout, fire or other condition beyond your control, and to the rules and regulations of the cemetery.  

I will inform you forthwith of any and all changes in my address prior to the final payment hereunder.  

After Memorial is erected, a charge will be made for final dates, additional lettering and carving.  

There is no agreement regarding this other than contained herein.  

This order is not subject to cancellation after 3 days from acceptance.  

And I further authorize the completion of my final date of death and any other inscription work required at the time of need at the then prevailing prices.  

Any work or processes performed by unauthorized person(s) or firms shall void any and all guarantees on said memorials.  

SUPERIOR MONUMENT CO.  

Signed:  

Memorial Contract  

by:  

[Signature]
IN HONOR OF

VFW POST 446
MUSKEGON MICHIGAN

WILLIAM J. BEAL POST
CHARTERED 1929

Approved by: [Signature]
Date 7-3-19

My signature or electronic approval verifies that the spelling, dates and layout are correct.
Memorial Bench "VFW Post 446"
with six metal emblems on bench, size:
48" x 12" x 18" All Polish straight top, straight leg bench,
Black Granite.
Approved by [Redacted], date 7-8-19.
"VFW POST 446"

Muskegon, MI

"Memorial Bench"

Six (6) metal emblems on the bench
Front side
VFW-Marines-Army-Air Force
Navy & Coast Guard

US Metalcraft 2 inch Military Emblems

Past Commandant Robert Haines
(Marine Corps League)
(PO Box 403 Muskeg, MT)

Elected VFW Chairman 2010

"VFW 446"

Memorial Bench

Date 6/26/2019

Approved by DATE

Signature
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

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<td>10/1/19</td>
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<td>Michael Baauw</td>
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SUMMARY OF REQUEST (PRIMARY DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

County Department of Veterans Affairs Staff is requesting approval from the Board of Commissioners to apply for the State of Michigan 2020 County Veteran Service Fund Grant (Public Act 210 of 2018). If approved by the state, the minimum amount we would receive is $25,000 and the maximum could be up to $95,000. There will be no matching dollars required for Muskegon County.

To be eligible to receive the grant, the County Department of Veterans’ Affairs must satisfy the following:

1. Maintain a minimum level of county funding for Veteran Service Operations equal to the level of county funding for Veterans Service Operations for the preceding fiscal year. (we meet this requirement annually)
2. Establish remote access to the United States Department of Veterans Affairs computing systems and require county veteran service officers to obtain a PIV card. (we have met this requirement)
3. Submit quarterly reports to the Michigan Veterans Affairs Agency in accordance with the reporting requirements detailed in this document. (we will gladly meet this requirement)
4. Provide no less than 20 hours per week toward veteran service operations. (we meet this requirement already)
5. Submit financial reports to the Michigan Veterans Affairs Agency on a quarterly basis, demonstrating that the County Department of Veterans’ Affairs expended the grant funds received directly and solely on Veteran Service operations during the period of the report. (we will gladly meet this requirement)

On 9/9/19, the Veterans Advisory Committee voted unanimously to recommend to the Board of Commissioners to apply for the grant. A copy of the 9/9/19 Veterans Advisory Committee minutes is attached for your review.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Move to authorize Muskegon County Department of Veterans Affairs staff to apply for the 2020 State of Michigan County Veteran Service Fund Grant.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

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<td>M. Eisenbarth</td>
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If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee.

AGENDA DATE: 10-1-19  AGENDA NO: 19/10-21  BOARD DATE: 10-8-19  PAGE NO.

Revised 9/26/19
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Minutes
6. Approval of Veterans Claims and Burials
7. Old Business
   a. Post 446 Monument
   b. Summary of Costs and Votes from the August 6, 2019 Vote
8. New Business
   a. Request to apply for the FY2020 State of Michigan County Veterans Service Fund Grant
9. Committee Reports
   A. Veterans Park
   B. Veterans Court (Mike Baauw)
   C. WINC (Jill Matthews)
   D. Committee Members Report (any Committee member)
10. Directors Report
11. Adjourn

MINUTES

1. Meeting called to order by Gary Foster at 4:02pm
2. Jill Mathews lead the Committee in the Pledge of Allegiance
3. Mike Baauw conducted roll call. 6 members present, 2 excused. The Committee has a Quarum.
4. Bob Carter motioned to approve the Agenda. Billy Stancroff seconded the motion. Motion passed unopposed.

5. Joe Kemp motioned to approve the Minutes. Bob Carter seconded the motion. Motion passed unopposed.

6. Bob Carter motioned to approve the Veterans Claims and Burials. Jill Mathews seconded the motion. Motion passed unopposed.

7. Old Business:
   a. Post 446 Monument. A discussion was had by the Committee regarding the placement of a proposed monument recognizing VFW Post 446. One point made was that if we allow a monument for Post 446, we will need to be prepared for a monument for each of the Veterans of Foreign Wars, American Legions, Vietnam Veterans Association, Marine Corps League, and Disabled Veterans of America (12 associations in total). Another point made was that the monument should possibly recognize the original chartering members, not the current monument committee members. One suggestion was that we research that there is enough room in the Veterans Memorial Park to accommodate potentially 12 monuments. Another suggestion was that we should allow any of our Veterans Service Organizations a place in the park for a monument. Bob Carter motioned to recommend to the Board of Commissioners to allow Post 446 to place the proposed two piece monument at Veterans Memorial Park at the location proposed by Post 446. Jill Mathews seconded the motion. All Committee members with the exception of Darrell VanFossan voted in favor of the motion. The motion passed with one opposition.
   b. Summary of Costs and Votes from the August 6, 2019 Vote. Mike Baauw presented the overall costs to the Department for the August 6, 2019 election. The total costs to the Department were $87,678.26.

8. New Business – Mike Baauw requested approval from the Veterans Advisory Committee to apply for the 2020 State of Michigan Veterans Service Fund Grant. Mike Baauw provided the Committee with a breakdown of how he would like to spend the grant money:
   a. $8,000 for Training to include travel to NACVSO and MACVC training for both Dee Hatcher and Mike Baauw, and the balance of funds to be used to send Veteran Mentors to Mentor Training in Washington, DC.
   b. $7,000 for Outreach to include Community events, printed literature, and County Veterans Affairs logo attire (as recommended by the State).
   c. $25,000 for a temporary staff member through Good-Temps to assist with the front desk operations and to assist with filling out Trust Fund Applications (as recommended by the State).
   d. $10,000 - $30,000 to be used for Peace-Era Veterans Emergency Relief and All-Era Veteran Dental assistance with a Not To Exceed amount of $300 per instance and $1,000 per Veteran for Emergency Relief and a Not to Exceed amount of $1,000 per instance and $1,000 per Veteran for Dental Care.
   e. $5,000 to be spent on a new copier / printer from the front office, allowing the older copier / printer to be used in the WINC office spaces.
   f. Mike Baauw asked the Committee members to review the cost allocation ideas and provide feedback between this meeting and October, 2019.
   g. Jill Mathews motioned to allow the Muskegon County Veterans Affairs apply for the 2020 State of Michigan County Veterans Service Fund Grant. Billy Stancroff seconded the motion. Motion passed unopposed.
   h. Mike Baauw asked the Committee if we could contribute $250.00 per Veteran whos homes are being worked on during the United Way Day of Caring. The funds would go to the United Way, but in specific, the funds will need to be used to offset the materials costs for each of the homes. There are a total of Seven Veterans who are being assisted in the 2019 United Way Day of Caring. Joe Kemp motioned to allow the Department to contribute up to $2,000 for the United Way Day of Caring Veterans Homes Projects. Darrell Vanfossan seconded the motion. Bob Carter abstained from voting as he sits on the United Way Board. Motion passed unopposed.
9. Committee Reports
   a. Mike Baauw reported that WMSRDC has been notified by NOAA that a removable dam will be
      allowed to be placed where the river meets the North side of the South side of the Veterans
      Memorial Park.
   b. The Committee has requested that we ask the Parks Committee to have an engineering study
      performed in order to gather potential costs to raise the banks of the North side of the park
      where it meets the river, and to place a temporary removable dam and pump on the North side
      of the park. If the costs are reasonable, the Committee suggested it could go to the
      community to raise the funds to do the work.

10. Veterans Court
    a. Mike Baauw informed the Committee that the court dates from January through June, 2020 will
       be the 2nd and 4th Monday of each month at 1:30pm in Courtroom 4 on the 2nd floor of the Hall
       of Justice.

11. Jill Mathews informed the Committee that:
    a. WINC is hosting WOW Wednesdays
    b. WINC has a free fishing trip for Veterans on September 12
    c. WINC has a West Michigan Veterans Coalition meeting on September 15
    d. WINC has a Cruise for Veterans on September 21
    e. WINC is involved with a Freedom Honor Ride on September 22
    f. WINC is sponsoring Camp Reclalm on September 23-29

12. Directors Report – Mike Baauw provided all of the financial reports to the Committee members for
    their review.

13. Bob Carter motioned to adjourn the meeting at 5:05pm. Billy Stancroff seconded the motion.
    Motion passed unopposed.

- Next Veterans Advisory Committee meeting is October 7, 2019 at 4pm, in the Conference room on
  the first floor of the Veterans Service Center.
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

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<td>Kathy Moore</td>
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SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

Public Health is requesting authorization to accept the proposed "Agreement for Extension Services" submitted by Michigan State University (MSU) Extension in the amount of $148,594 to help fund services and programs provided to Muskegon County residents. The continuation of this partnership will bring vast educational knowledge and MSU resources directly to individuals, agencies and businesses in our community. MSU Extension will provide educational programs and technical assistance in the following subject matter areas: Agriculture and Agribusiness, Children and Youth Development (including 4-H), Health and Nutrition, and Community, Food and Environment. The financial component of the agreement includes 1.0 FTE 4-H program coordinator and 0.8 FTE clerical support staff employed by Michigan State University.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Move to accept the "Agreement for Extension Services" submitted by Michigan State University (MSU) Extension for FY2020 programs and services; and authorize the Board Chair to sign

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

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AGENDA DATE: 10-1-19 | AGENDA NO. 15910-28 | BOARD DATE: 10-8-19 | PAGE NO. 19

Revised 9/26/19
AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on ________________________
by and between Muskegon County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN
STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative
Extension System and directed the nation’s land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to
individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan’s economy by equipping Michigan residents
with the information needed to do their jobs better, raise healthy and safe families, build their
communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies
knowledge to critical issues, needs and opportunities; and,

MSUE meets this mission by providing Extension educational programs in the following subject matter
areas:

• Agriculture & Agribusiness
• Children & Youth Development, including 4-H
• Health & Nutrition
• Community, Food & Environment

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and
valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes
access to educators and program instructors appointed to the Institutes and MSU faculty
affiliated with each Institute to deliver core programs.

2. Extension Educators and program staff as needed to implement programs within the
County, housed at the county office.

3. A county 4-H program. 1 FTE 4-H Program Coordination.

4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of
Personnel.

5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").
6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.

7. Administrative oversight of MSUE office operations.

8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will Provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.

2. Office and meeting space meeting the following requirements:
   a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Director.
   b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
   c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
   d. Access to space for delivering Extension programs.
   e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible

3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Director that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

**0.8 FTE MSU employed Clerical Support Staff Funding**

Optional:

4. Funding for additional Extension educators at 0 FTE

5. Funding for additional 4-H program capacity 0 FTE

6. Funding for additional paraprofessional(s) at 0 FTE
7. Total Annual Assessment in the amount of $148,594.

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

**Quarterly**
Payment mailing address: MSU Extension Business Office, Justin S Morrill Hall of Agriculture, 446 W Circle Drive, Room 160, East Lansing, MI 48824

C. **Staffing and Financial Summary**

A. Base Assessment (includes 1 FTE 4-H Program Coordination)$96,300.

**ADDITIONAL PERSONNEL**

B. 0.8 FTE Clerical Support Staff to be employed by MSU $52,294.

C. 0 FTE Educator (Program Area: ) $0.

D. 0 FTE Additional 4-H Program Coordination $0.

E. 0 FTE Additional paraprofessional staff $0.

**TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2020:** $148,594.

I. **Term and Termination**

The obligations of the parties under this Agreement will commence on October 1, 2019 the first day of the County budget year 2020 and shall terminate on the last day of such County budget year 2020. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Muskegon County Administrator, 990 Terrace Street, Muskegon, MI 49442, if to the County.

II. **General Terms**

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County’s employee benefits.

2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vancalism, or civil riots.

3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.

5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.

6. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF**  
**MICHIGAN STATE UNIVERSITY**

By: ____________________________

Evonne Pedawi  
Contract & Grant Administration  
Its: ____________________________

Date: ____________________________

**Muskegon COUNTY**

By: ____________________________

Print name: ______________________

Its: ____________________________  
(title)

Date: ____________________________

Muskegon County
Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) https://tech.msu.edu/about/guidelines-policies/aup/.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSUE will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Director. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:
NetRange 35.8.0.0 - 35.9.255.255
CIDR 35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)
35.9.160.36 (1935,443) (authentication)
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.81.150 (zoom.msu.edu)
35.9.121.189 and 190 (443) (SharePoint)
35.8.200.57 (80 and 443) (SharePoint)
35.8.200.221, 223, and 225 (443) (Exchange)
35.8.200.56 (80 and 443) (Exchange)
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)
35.8.201.200 (443 TCP) (Lync)
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP – 135, 137-139, 2701-2704, 49152-65535)
35.8.200.58 (80 and 443) (Lync)
35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:
CANR.msu.edu – 35.8.201.199
MSUE.anr.msu.edu – 35.8.201.199
Events.anr.msu.edu – 35.8.200.220
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
Expression Engine – 35.8.201.215
Web Hosting environment (other ANR websites) – 35.8.201.217
Master Gardener (External) – 128.120.155.54
Extension.org (External) – 152.46.27.147
Msu.zoom.us (External) – 54.165.201.102
Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.
The Value of County Investment in MSU Extension

As counties prepare for the annual renewal of the single, comprehensive Memorandum of Agreement (MOA) to confirm local Michigan State University Extension programming, it is important to note the following:

The historic Extension three-way partnership with federal, state and county investments allows county officials to provide their constituents with local access to the knowledge resources and assets of the nation's 35th ranked public university and 85th ranked global research university.

By providing 16% of the total annual funding for MSU Extension programming, county residents receive a return value of 84%, which is the investment made by federal, state and private funders.

County investment allows MSU to leverage an increase in private investment in annual MSU Extension programming, making private gifts and grants the largest contributor to annual program funding at 35%. It is important to note that this increase would not be possible without MSU Extension's ability to document strong, local investment in programs.

THE IMPACT OF THIS COMBINED FUNDING PARTNERSHIP FOR LOCAL COMMUNITIES CAN BE SEEN IN SUCH HALLMARKS AS:

- **Empowering 128,000 people** to live healthier lives as a result of health, food and nutrition education.

- **Providing education on research-based practices and technology to more than 13,000 farmers** resulting in increased yields, improved quality or decreased inputs on nearly 580,000 acres statewide.

- **Training more than 1,000 people** to recognize and communicate with farmers experiencing stress and how to direct them to local resources.

- **Inspiring youth to enroll in college since 2009, with 61% of youth** who participated in Michigan 4-H enrolling in college the fall after high school. This exceeds the average 56% rate for Michigan students.

- **Partnering with the Michigan Association of Counties for over 50 years to prepare new and experienced commissioners for the demands of their county leadership roles. Over the past 25 years, this training has prepared more than 75% of new commissioners** for their work as newly elected county officials.

- **Providing opportunities for military veterans to gain access to high-impact programs available to supplement their Department of Veterans Affairs benefits.**
To continue to make this level of difference in counties, the FY2020 agreement includes a 3% increase in the annual county assessment.

MSU Extension conservatively manages the resources invested in our programming, which has allowed us to keep the rate of increase to the county assessment to an average of 1.7% over the past nine years. This increase does not account for the cost of inflation and increases in cost of living. MSU Extension continues to assume these increases to keep counties' investment affordable. In return for your investment, counties have access to qualified and talented staff members providing your constituents with education and experiences they can use to improve their personal lives and communities.

MSU Extension leadership continues to be open to working with counties who choose to increase funding beyond the base assessment to address emerging or continuing critical issues facing the communities you serve. We seek to be your partner of choice where education and service will help counties manage and address local priorities.

**Take Action for Your Community**

Review your local MSU Extension MOA to confirm it will meet the current and future needs of your county.

Envision what you would like to see for your constituents and ask if MSU Extension can help.

Explore whether MSU Extension can help county government address emerging critical needs and priorities and discuss these needs with your MSU Extension district director who can assist in identifying potential supports and solutions.

Refine and finalize the MOA with your district director.

MSU Extension’s ability to annually improve the lives of Michigan residents is only possible because of our county partners. We look forward to continuing the work we do together to bring the vast knowledge resources of MSU Extension to the people, businesses and communities you serve.

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.

Updated May 2019
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

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SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

Public Health is requesting authorization to accept a $15,000 grant from the Community Foundation for Muskegon County to purchase two Spot Vision Screeners to provide increased ability to screen children for vision deficiencies.

Spot Vision Screening equipment is known for accurately screening for amblyopia (lazy eye) risk factors where use of more traditional tools are less adaptable, such as in special needs or very young populations. Screening in very young populations is especially important because conditions can often be corrected before they cause long-term vision problems. State protocol for screening 3 to 5 year olds includes assessment of visual acuity, possible amblyopia, stereo acuity, and depth perception. A brief history and any observable symptoms are recorded during a vision screen. Any failed screen results in a referral to an optometrist or ophthalmologist for diagnosis and/or treatment.

The purchase of this equipment will increase the accuracy and efficiency of current vision screening services and allow time to screen more children annually.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Authorize Public Health to accept a $15,000 grant from the Community Foundation for Muskegon County to purchase two Spot Vision Screeners with no increase in the general fund appropriation.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

HUMAN RESOURCES ANALYSIS:  

FINANCE & MANAGEMENT ANALYSIS:

CORPORATE COUNSEL ANALYSIS:  

ADMINISTRATOR RECOMMENDATION:

If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee.

AGENDA DATE: 10-1-19  
AGENDA NO: 191129  
BOARD DATE: 10-8-19  
PAGE NO.

Revised 9/24/19