



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

January 10, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Hovey-Wright

2. Roll Call

Present: Commissioner Jessica Cook
 Commissioner Kim Cyr
 Commissioner Michelle Hazekamp
 Commissioner Marcia Hovey-Wright
 Commissioner Zach Lahring
 Commissioner Charles Nash
 Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
 Michael Homier, Corporate Counsel
 Sara Cooper, Administrative Assistant

3. Approval of Minutes

A. Move to approve the Minutes of October 11, 2022

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

HS23/01-01 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept funding in the amount of \$163,779 effective October 1, 2022 to September 30, 2023; and authorize the Public Health Director to sign the related contract agreement with the Michigan Department of Environment, Great Lakes, and Energy to perform routine environmental health inspections, activities and services.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

HS23/01-02 **(Public Health/Kathy Moore)** Authorize Public Health to accept funding from the Lakeshore Regional Entity in the amount of \$395,168 for substance abuse and gambling prevention services in Muskegon County effective October 1, 2022 to September 30, 2023; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreement.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

HS23/01-03 **(Public Health/Kathy Moore)** Authorize Public Health to amend the Senior Millage FY23 fund 1060 budgeted expenditures from \$2,963,854 to \$3,122,073 to reflect projected expenditures as previously recommended by the Senior Activities Committee and approved by the board.

ACTION: Moved by Commissioner None, supported by Commissioner None

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

7:0

HS23/01-04 **(Public Health/Kathy Moore)** Authorize Public Health to amend its FY23 budgeted fund 2210 revenues and expenditures from \$8,018,005 to \$7,970,237 to align with funding per the agreement with Michigan Department of Health and Human Services (MDHHS) including position funding transfers and other program line item adjustments with no change in the general fund appropriation.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

HS23/01-05 **(Public Health/Kathy Moore)** Move to approve Senior Millage Municipal allocation for FY23 in the amount of \$648,366 to the local municipalities to coordinate and provide services, programs and/or activities for seniors in their jurisdiction; and amend the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

7. Unfinished Business

None

8. New Business

None

9. Public Comment

Sheriff Poulin extended an invitation to the commissioners to visit the MCSO.

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:14 p.m.



**Board of
Commissioners**

Charles Nash
Chair, District 5

Marcia Hovey-Wright
Vice Chair, District 4

Kim Cyr
District 1

Zach Lahring
District 2

Michelle Hazekamp
District 3

Jessica Cook
District 6

Darrell L. Paige
District 7

MEETING CANCELLATION

Notice is hereby given that the Muskegon County Board of Commission Human Services Committee meeting of February 7, 2023, is cancelled due to no action items.

Posted: January 27, 2023



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

March 7, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00pm by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Jessica Cook

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Minutes

A. Move to approve the Minutes of January 10, 2023 (Human Services Standing Committee Meeting Scheduled for February 7, 2023 was cancelled)

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Zach Lahring

VOICE VOTE: Passed

4. Approval of Agenda

Motion to Amend the Agenda to remove HS23/03-07 and approve Amended Agenda.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

HS23/03-06 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the amended Memorandum of Understanding for the WIC Project FRESH Program and to enter into related agreements with the participating farmers;

further authorize the Public Health Director to sign Market Master and related Project Fresh agreements, with no change in the general fund appropriation.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

YES: Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 6:0

HS23/03-07 **(Public Health/Kathy Moore)** Move to authorize the proposed ballot language for the renewal of the senior millage for placement on the Tuesday, August 8, 2023 ballot.

Removed HS23/03-07 from Agenda during Item 4. Approval of Agenda

7. Unfinished Business

None

8. New Business

Commissioner Zach Lahring brought a concern to Administration and Corporate Counsel in regards to an individual violating the open meetings act. Commissioner Lahring, Administration and Corporate Counsel agreed to add the concern to the Full Board Agenda on Tuesday, March 14, 2023 in closed session.

9. Public Comment

Sandra Cross spoke in regards to acknowledging black history month and the African American men and women who serve.

10. Final Board Comments

Chair Nash thanked Mrs. Sandra Cross.

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:12p.m.



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

April 11, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00pm by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
 Commissioner Kim Cyr
 Commissioner Michelle Hazekamp
 Commissioner Marcia Hovey-Wright
 Commissioner Charles Nash
 Commissioner Darrell Paige

Excused: Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator
 Matthew Farrar, Deputy County Administrator
 Sara Cooper, Community Relations Coordinator/Executive Assistant
 Matt Kelliher, IT Director
 Michael Homier, Corporate Counsel

3. Approval of Minutes

A. Move to approve the Minutes of March 7, 2023

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

4. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

HS23/04-08 **(Veterans/Michael Baauw)** Move to authorize the Muskegon County Department of Veterans Affairs personnel to apply for and accept the 2024 State of Michigan County Veteran Service Fund Grant and further authorize the Board Chair to sign the Grant Agreement if awarded.

ACTION: Moved by Commissioner Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/04-09 **(Veterans/Michael Baauw)** Move to authorize the Department of Veterans Affairs to create the position of Energy Efficiency Specialist at pay table/grade NX-00140 and to appoint Sonja White to the position effective May 1, 2023 provided she passes a pre-employment physical and adjust the budget accordingly.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: None
Passed 6:0

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

Commissioner Hovey-Wright toured the Muskegon County Department of Veterans Affairs new location at the Muskegon County Marquette Campus and loved the facility as well as the programming offered.

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:08pm.



**Board of
Commissioners**

Charles Nash
Chair, District 5

Marcia Hovey-Wright
Vice Chair, District 4

Kim Cyr
District 1

Zach Lahring
District 2

Michelle Hazekamp
District 3

Jessica Cook
District 6

Darrell L. Paige
District 7

MEETING CANCELLATION

Notice is hereby given that the Muskegon County Board of Commission Human Services Committee meeting of May 9, 2023, is cancelled due to no action items.

Posted: May 4, 2023



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

June 15, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. **Call to Order**

The meeting was called to order at 5:20 p.m. by Vice-Chair Marcia Hovey-Wright.

2. **Roll Call**

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. **Approval of Minutes**

A. Move to approve the Minutes of April 11, 2023 (Human Services Committee scheduled for Tuesday, May 9, 2023 was cancelled)

ACTION: Moved by Commissioner Darrell Paige, supported by Chairman Charles Nash

VOICE VOTE: Passed

4. **Approval of Agenda**

ACTION: Moved by Chairman Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

None

6. **Items for Consideration**

HS23/06-10 **(HealthWest/Angela Gasiewski)** Move to authorize HealthWest to contract with Judith E. Cohen, MA, LLP to assist in renewing all HealthWest contracts through the procurement process and updating all procurement and provider policies and procedures, at the rate of \$125.00 per hour,

effective June 26, 2023 through September 30, 2023 for a projected expenditure not to exceed \$35,000.00 upon review of Corporate Counsel.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: None

Passed 6:0

HS23/06-11 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the Great Lakes Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$12,738.00; and to contract with Grand Valley State University – Annis Water Resources Institute not to exceed \$11,058.00 for related sampling and testing services, with no effect on the County general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

ACTION: Moved by Chairman Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/06-12 **(HealthWest/Kristen Wade)** Move to approve the reclassification of vacant position X09904, Board Certified Assistant Behavior Analyst (BCaBA), pay table/grade HX-00210, to a Board Certified Behavior Analyst (BCBA), pay table/grade HX-00360 and adjust the budget accordingly.

ACTION: Moved by Commissioner Jessica Cook, supported by Chairman Charles Nash

VOICE VOTE: **Passed**

HS23/06-13 **(HealthWest/Kristen Wade)** Move to create two new full-time Mid-Level Practitioner positions at pay table/grade HX-00450 and adjust the budget accordingly.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/06-14 **(Administration/Mark Eisenbarth)** Move to ratify the Employment Contract between the HealthWest Board of Muskegon County and HealthWest Executive Director, Rich Francisco, effective June 5, 2023 to June 5, 2026.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

Stephen Thiele, Executive Director, Life Align Inc. addressed the Board in regards to the Michigan Opioid Settlement.

10. Final Board Comments

Chairman Charles Nash thanked Brandy Carlson, HealthWest, for her work at HealthWest. Commissioners discussed the dedication of the Rowan Park Splash Pad in the City of Muskegon Heights. Vice Chair Marcia Hovey-Wright stated there will be a Special Board Meeting immediately following this committee meeting regarding the Juneteenth holiday.

11. Adjourn to the call of the Chair

The meeting was adjourned at 5:40 p.m.



Muskegon County Human Services Committee

Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

July 11, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Vice-Chair Marcia Hovey-Wright

Also Present: Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of June 15, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

HS23/07-15 **(HealthWest/Brandy Carlson)** Move to authorize HealthWest to increase a contract with Dave McElfish, a contracted employee, by \$37,500, not to exceed \$200,000 for the contracted period through September 30, 2023.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

HS23/07-16 **(HealthWest/Kristen Wade)** Move to approve a Registered Behavior Technician classification at Pay Table/Grade HO-00170 to allow Behavior

Analysis Technicians to move into upon successful completion of the Registered Behavior Technician exam.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/07-17 **(Public Health/Kathy Moore)** Authorize Public Health to amend the Senior Millage FY2023 fund 1060 budgeted expenditures from \$3,122,073 to \$3,124,773 to reflect projected expenditures as previously recommended by the Senior Activities Committee and approved by the board.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS23/07-18 **(Public Health/Kathy Moore)** Authorize Public Health to amend its FY2023 budgeted fund 2210 revenues and expenditures from \$7,970,237 to \$7,898,417 to align with funding per the agreement with Michigan Department of Health and Human Services (MDHHS) including position funding transfers and other program line item adjustments with no change in the general fund appropriation.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

HS23/07-19 **(Public Health/Kathy Moore)** Move to approve the Public Health – Muskegon County's 2023 Plan of Organization as presented.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS23/07-20 **(HealthWest/Kristen Wade)** Move to approve the reclassification of Lead Individual Placement & Support Worker (IPS), Position N47100, Pay Table/Grade HO-00240 to a Supported Employment Supervisor, Pay Table/Grade HX-00320.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

Commissioner Cyr spoke about the negative use of marijuana and the long-term affects of using marijuana. Commissioner Cyr stated he felt the Board should not be promoting the use of marijuana and promoting such events.

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:18 p.m.



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

August 8, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Vice-Chair Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige (Appeared at 4:03 p.m. during Motion # HS23/08-22)

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of July 11, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

HS23/08-21 **(HealthWest/Rich Francisco)** Move to approve reclassification of Healthwest Case Manager I, X11218, (pay table/grade HX-00160) to a Case Manager II (pay table/grade HX-00190).

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

HS23/08-22 **(HealthWest/Rich Francisco)** Move to approve a status change for the Healthwest Access Clinician II position X01100 from thirty-two (32) hours per week to twenty-five (25) hours per week.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

HS23/08-23 **(Public Health/Kathy Moore)** Move to approve thirty-five (35) senior millage grants awards totaling \$1,326,000 for FY2024, effective October 1, 2023 through September 30, 2024 as recommended by the Senior Activities Committee; and to authorize the designated Senior Millage Grants Administrator to proceed with the administration of the programs.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

HS23/08-24 **(Public Health/Kathy Moore)** Move to approve senior millage funds as an allocation to Senior Resources of West Michigan for the provision of Medicare Medicaid Assistance (\$22,400), Purchased In-Home Services (\$237,950) and Case Coordination & Support (\$86,000) as recommended by the Senior Activities Committee; effective October 1, 2023 through September 30, 2024, at a cost not to exceed \$346,350.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:10 p.m.



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

September 5, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. **Call to Order**

The meeting was called to order at 4:01 p.m. by Commissioner Marcia Hovey-Wright.

2. **Roll Call**

Present: Commissioner Jessica Cook
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Kim Cyr

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of August 8, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

None

6. **Items for Consideration**

HS23/09-25 **(Veterans/Michael Baauw)** Move to approve the reclassification of position N85801 from a Veterans Resource Assistant pay table/grade NO-00180 to a Veterans Resource Analyst pay table/grade NO-00290, effective October 1, 2023.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

HS23/09-26 **(HealthWest/Rich Francisco)** Move to add a new hourly Access Clinician II at pay table/grade HX-00360.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

HS23/09-27 **(HealthWest/Rich Francisco)** Move to add five (5) Comprehensive Assessment Specialists, Wage Grade HX 00190.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

HS23/09-28 **(Public Health/Kathy Moore)** Move to approve the following ballot language and to submit it to the County Clerk for placement on the Tuesday, August 6, 2024 ballot:

"Shall Muskegon County, State of Michigan, be authorized to levy annually an amount not to exceed 0.4921 mill (\$0.4921 on each \$1,000 of taxable value), which is a renewal of the previously authorized millage rate that expires in 2023, against all taxable property in the County for a period of eight (8) years, 2024 to 2031, inclusive for the purpose of planning, coordinating, evaluating, and providing services to older persons in Muskegon County, as provided by Public Act 39 of 1976 (Activities or Services for Older Persons Act)? The estimate of the revenue the County will collect in the first year (2024) if the millage is approved and levied by the County is approximately \$2,600,000. By law, a portion of the revenue from the millage may be subject to capture by the downtown development authorities, tax increment authorities, local development finance authorities, and the brownfield redevelopment authorities of the City of Montague, City of Muskegon Heights, City of Roosevelt Park, City of Muskegon, Fruitport Township, Village of Ravenna, City of Norton Shores, City of Whitehall, and Whitehall Township."

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

Commissioner Hovey-Wright addressed her support for the millage.

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:14 p.m.



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

October 10, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Kim Cyr

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of September 5, 2023

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Finance Reports

A. July 2023 HealthWest Financial Summary
Placed on file

6. Public Comment (on an agenda item)

None

7. Presentation - Medical Examiner and Forensic Services (Dr. Joyce deJong)

A. 2022 Annual Report

Dr. Joyce deJong, Medical Examiner, presented an overview of the Medical Examiner and Forensic Services 2022 Annual Report.

8. Items for Consideration

HS23/10-29 **(Public Health/Kathy Moore)** Move to accept the “Agreement for Extension Services” submitted by Michigan State University (MSU) Extension for FY2024 programs and services, with no change in general fund allocation; and authorize the Board Chair to sign.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/10-30 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept funding in the amount of \$171,105 effective October 1, 2023 to September 30, 2024; and authorize the Public Health Director to sign the related contract agreement with the Michigan Department of Environment, Great Lakes, and Energy to perform routine environmental health inspections, activities and services.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

YES: Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 6:0

HS23/10-31 **(HealthWest/Rich Francisco)** Move to reclass COFR (County of Financial Responsibility) Coordinator, Position X23401, pay table/grade HX 00210 to a COFR Specialist, pay table/grade HX 00275.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS23/10-32 **(HealthWest/Rich Francisco)** Move to reclass SIS Assessor I, Position X84102, at pay table/grade HX-00210 to a Comprehensive Assessment Specialist at pay table/grade HX-00190.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS23/10-33 **(HealthWest/Rich Francisco)** Move to reclass SIS Assessor II, position X84202, pay table/grade HX-00290 to a Comprehensive Assessment Specialist at pay table/grade HX-00190.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

HS23/10-34 **(HealthWest/Rich Francisco)** Move to status change Masters Level Clinician Position X533116 from 25 hours/week to 32 hours/week.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

HS23/10-35 **(HealthWest/Rich Francisco)** Move to status change two (2) vacant Masters Level Clinician positions, X533107 and X533108, from full-time 40 hours/week to 32 hours/week.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

HS23/10-36 **(HealthWest/Brandy Carlson)** Move to approve a three (3) year contract with Contraxt Logix, LLC, effective October 25, 2023 at a cost not to exceed \$19,100.00 annually and authorize the HealthWest Executive Director to sign the contract.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/10-37 **(HealthWest/Brandy Carlson)** Move to authorize HealthWest relationships with the vendors listed in the proposed schedule to continue from October 1, 2023 through September 30, 2024.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

9. Unfinished Business

None

10. New Business

None

11. Public Comment

None

12. Final Board Comments

None

13. Adjourn to the call of the Chair

The meeting was adjourned at 4:33 p.m.



Muskegon County
Human Services Committee
Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

November 7, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. **Call to Order**

The meeting was called to order at 4:03 p.m. by Commissioner Marcia Hovey-Wright.

2. **Roll Call**

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of October 10, 2023

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. **Informational Items**

A. HealthWest Financial Update Memorandum

Brandy Carlson, HealthWest Chief Financial Officer, presented an overview of the HealthWest Financial Update Memorandum. The report was placed on file.

B. HealthWest Financial Summary August 31, 2023

Brandy Carlson, HealthWest Chief Financial Officer, presented an overview of the HealthWest Financial Summary. The report was placed on file.

6. **Public Comment (on an agenda item)**

None

7. Items for Consideration

HS23/11-38 **(HealthWest/Rich Francisco)** Move to reclassify Recipient Rights Officer, Position X81501, pay table/grade HX-00330, to an Administrative Assistant/HealthWest, pay table/grade HO-00240.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

HS23/11-39 **(HealthWest/Rich Francisco)** Move to add a full-time Community Health Worker Position, Funding Account 7000, Wage Grade HX-00210.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/11-40 **(HealthWest/Rich Francisco)** Move to add a Case Manager II position, Funding Account 7000, Wage Grade HX-00190

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

HS23/11-41 **(HealthWest/Rich Francisco)** Move to solicit bids for applicant sourcing/recruitment assistance for HealthWest, specifically for Master's Level Clinicians, but may be used for other hard to fill positions.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/11-42 **(HealthWest/Brandy Carlson)** Move to pay up to \$4,200,000 in services provided for HealthWest vendors for Fiscal Year 2023, inclusive of required purchase order increases, above and beyond the approved Fiscal Year 2023 Budget of \$88,654,287.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: Zach Lahring

Passed 6:1

HS23/11-43 **(Administration/Matt Farrar)** Move to extend the lease with MOKA Corporation for space located at 715 Terrace Street, Suite 202, by three (3) months and authorize the HealthWest Executive Director to sign the lease extension contingent on Corporate Counsel's final approval.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/11-44 **(HealthWest/Brandy Carlson)** Move to amend the Fiscal Year 2024 HealthWest Budget to \$99,403,280 inclusive of all staff stipends and incentives, effective November 12, 2023.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Commissioner Cook addressed the Master's Level Clinician position and the national shortage of employees and she hopes this issue is not only addressed locally, but at the national level. Commissioner Hovey-Wright also indicated the shortage is an issue state wide.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:37 p.m



Muskegon County Human Services Committee

Marcia Hovey-Wright, Chair
Jessica Cook, Vice-Chair

December 12, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Laura J. Genovich, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of November 7, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

5. Informational Item

A. HealthWest Financial Summary September 30, 2023 - Preliminary
Placed on file

6. Public Comment (on an agenda item)

None

7. Items for Consideration

- HS23/12-45 **(Administration/Matt Farrar)** Move to approve the lease agreement with Hackly Community Care and authorize the HealthWest Executive Director to sign the lease, further adjust the budget accordingly.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS23/12-46 **(HealthWest/Rich Francisco)** Move to reclassify the vacant Accounting Technician, Position N03107, pay table/grade HO-00170, to a Claims Supervisor, Funding Org 7122, pay table/grade HX-00320.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS23/12-47 **(HealthWest/Rich Francisco)** Move to status change Behavior Analysis Technician positions N11725, N11724, N11721 and N11745 from part-time (32-hour/week) to full-time.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS23/12-48 **(HealthWest/Rich Francisco)** Move to approve a salary range adjustment for Position X93201, Waiver Coordinator, from Pay Table/Grade HX-00160 to HX-00190.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS23/12-49 **(HealthWest/Rich Francisco)** Move to add two (2) full-time Direct Service Professionals at Pay Table/Grade HO-00160, Funding Org 7363, and appoint Carolyn Taylor and Juanita Westerbeek to fill the positions.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS23/12-50 **(Public Health/Kathy Moore)** Move to authorize Public Health to amend the agreement with the Michigan Department of Environment, Great Lakes, and Energy regarding the Inland Beach Monitoring activities to extend the end date from December 31, 2023 to December 31, 2024 and to authorize the Public Health Director to sign the amendment.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS23/12-51 **(Public Health/Kathy Moore)** Move to approve utilizing Senior Resources of West Michigan for Senior Millage Grants Administration Services through September 30, 2024, for the not to exceed cost of \$213,885.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**

HS23/12-52 **(Public Health/Kathy Moore)** Move to authorize Public Health to renew its Medical Director agreement with Douglas Hoch, M.D., for an amount not to exceed \$60,000 per year through September 30, 2026, with no further impact on Public Health's FY2024-2026 General Fund appropriation. Further, authorize the Board Chair and Public Health Director to sign the associated agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

HS23/12-53 **(Public Health/Kathy Moore)** Move to authorize Public Health to proceed with implementation and oversight of the County of Muskegon Opioid Settlement Funding Distribution Plan as presented on September 21, 2023 and amend the budget accordingly.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS23/12-54 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the Private Well Testing Lab Analysis Grant from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for state-wide testing in the amount of \$1,000,000; and to subcontract with Trace Analytical Laboratories, Inc. (TRACE) for related sampling and testing services, not to exceed \$1,000,000; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS23/12-55 **(Public Health/Kathy Moore)** Authorize Public Health to apply for and accept funding from the Department of Licensing and Regulatory Affairs in the amount of \$28,055 for substance abuse services in Muskegon County effective January 1, 2024, to September 15, 2024; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

None

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:28 p.m