



Muskegon County Human Services Committee

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

January 16, 2024 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
Michael Homier, Corporate Counsel (via Zoom)

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 December 12, 2023

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary October 31, 2023 - Preliminary
Placed on file

6. Public Comment (on an agenda item)

None

7. Items for Consideration

- HS24/01-01 **(HealthWest/Brandy Carlson)** Move to approve HealthWest to continue relationships with the vendors listed in the proposed schedule from October 1, 2023, through September 30, 2024.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS24/01-02 **(HealthWest/Rich Francisco)** Move a salary range adjustment for the Community Health Worker job class from pay table/grade HX-00210 to HO-00160.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS24/01-03 **(HealthWest/Rich Francisco)** Move to reclassify the Community Health Worker positions X19703 and X19706 at pay table/grade HX-00210 to Case Manager II positions at pay table/grade HX-00190.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- HS24/01-04 **(HealthWest/Brandy Carlson)** Move to authorize HealthWest to continue their relationship with Preferred Lawn Care and Snowplowing Services, LLC, for FY2024 for one (1) year with an optional three (3) year renewal after the first year, to provide snow removal and salt services at both the Mental Health Center and Club Interactions.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- HS24/01-05 **(Public Health/Kathy Moore)** Move to authorize Public Health to amend its FY2024 budgeted fund 2210 revenues and expenditures from \$7,913,651 to \$8,323,117 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 Jessica Cook, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS24/01-06 **(Public Health/Kathy Moore)** Move to authorize Public Health to amend its FY2024 budgeted Community Health Improvement fund (2217) revenues and expenditures from \$750,750 to \$1,000,750 to align with anticipated program activities and program line item adjustments with no change in the general fund appropriation.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**

HS24/01-07 **(Public Health/Kathy Moore)** Move to approve the appointment of Dr. Patrick Hansma as the Muskegon County Medical Examiner effective January 1, 2024 – December 31, 2024.

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

VOICE VOTE: **Passed**

HS24/01-08 **(HealthWest/Brandy Carlson)** Move to pay up to \$600,000 in services provided by HealthWest vendors for Fiscal Year 2023 above and beyond the approved Fiscal Year 2023 Expenditures of \$92,854,287.

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

VOICE VOTE: **Passed**

HS24/01-09 **(HealthWest/Rich Francisco)** Move to create a Chief Clinical Transition Officer at HealthWest at Pay Grade HX-00447 and appoint Cyndi Blair to the position at Step 6, effective on the start date of the new Chief Clinical Officer, and further authorize this new position to be eliminated on July 31, 2024.

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

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 4:18 p.m



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

February 13, 2024 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
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Michelle Hazekamp

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Anne Seuryncck, 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 January 16, 2024

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

VOICE VOTE: Passed

5. Informational Items

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

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/02-10 **(HealthWest/Rich Francisco)** Move to authorize the release of a solicitation for a salary study for HealthWest.

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

YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: Kim Cyr, Zach Lahring

Passed 4:2

HS24/02-11 **(HealthWest/Rich Francisco)** Move to reclassify Technology Analyst, Position X88707, Wage Grade HX-00300, to Help Desk Technician, Wage Grade HX-00160 (Cost Center 7124).

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

VOICE VOTE: **Passed**

HS24/02-12 **(HealthWest/Brandy Carlson)** Move to authorize HealthWest to contract with Enterprise Fleet Management to manage the HealthWest fleet of vehicles for Fiscal Year 2024 at a cost not to exceed \$300,000.

Move to amend the verbiage in the original motion from contract to master agreement.

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

VOICE VOTE: **Passed**

HS24/02-12 Move to authorize HealthWest to enter into a master agreement with Enterprise Fleet Management to manage the HealthWest fleet of vehicles for Fiscal Year 2024 at a cost not to exceed \$300,000.

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

VOICE VOTE: **Passed**

HS24/02-13 **(HealthWest/Brandy Carlson)** Move to authorize the HealthWest Executive Director to sign a contract with Vonage Business Inc. to upgrade the phone system to a cloud-based service provider, at a cost not to exceed \$39,000.00 per year, effective March 1, 2024, through February 28, 2027.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Commissioner Jessica Cook thanked Commissioner Marcia Hovey-Wright for her persistence and dedication to hybrid vehicles.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:45 p.m.



Muskegon County Human Services Committee

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

March 12, 2024 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 (Arrived at 4:05 p.m. during HS24/03-15)

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 February 13, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary December 31, 2023 - Preliminary
Placed on file

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/03-14 **(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 (EGLE) in the amount of \$14,000; and to contract with Grand Valley State University – Annis Water Resources Institute, not to exceed \$12,320 for related sampling and testing services, with no effect on county general fund; 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**

HS24/03-15 **(Public Health/Kathy Moore)** Move to enter into an agreement with the District Health Department #10 for the provision of services and participation in the Region 4 Perinatal Care System Quality Improvement Initiative in the amount of \$15,000 effective October 1, 2023, to September 30, 2024, and authorize the Public Health Director to sign the agreement.

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

VOICE VOTE: **Passed**

HS24/03-16 **(Public Health/Kathy Moore)** Move to authorize Public Health to apply for the Blue Cross Blue Shield grant, and if awarded, authorize the Public Health Director to sign the agreement, to expand the Mom Mentoring and Safe Sleep Program in the amount of \$20,000 for FY2024.

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

VOICE VOTE: **Passed**

HS24/03-17 **(Public Health/Kathy Moore)** Move to approve appointing Dr. Amanda Fisher-Hubbard, MD; Dr. Edmund Donoghue, MD; Dr. Jared Brooks, MD; Dr. Anna Tart, MD; and Dr. Christine James, DO as Deputy Medical Examiners for Muskegon County under the Medical Examiner contract.

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

VOICE VOTE: **Passed**

HS24/03-18 **(Public Health/Kathy Moore)** Move to promote employee #E93003943 to the vacant Deputy Health Officer position #X27502 at step 5 of wage grade 30, retroactive to February 12, 2024.

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

VOICE VOTE: **Passed**

HS24/03-19 **(HealthWest/Rich Francisco)** Move to reclassify Wraparound Team Lead (Position X96701, Funding 7337, Pay table/grade HX-00275) to a Case Manager II (Funding 7323, Pay table/grade HX-00190).

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

VOICE VOTE: **Passed**

HS24/03-20 **(HealthWest/Rich Francisco)** Move to reclassify Group Counseling Coordinator (Position X41401, Wage Grade HX 00210, Funding 7130) to a Groups Coordinator (Wage Grade HX 00160, Funding 7130).

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

VOICE VOTE: **Passed**

HS24/03-21 **(HealthWest/Rich Francisco)** Move to authorize an Assisted Outpatient Treatment (AOT) Coordinator position (Wage Grade HX 00290, Funding 7500) to be fully funded by the Justice System grant.

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

VOICE VOTE: **Passed**

HS24/03-22 **(HealthWest/Rich Francisco)** Move to reclass Clinical Services Supervisor, Position X23104 (Wage Grade HX 00320) to an Individual Placement & Support Worker position (Wage Grade HO 00208, Funding 7333).

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

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 4:23 p.m.



Muskegon County Human Services Committee

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

April 9, 2024 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 4:02 p.m. by Vice Chair Jessica Cook (Commissioner Marcia Hovey-Wright arrived at 4:05 p.m. and took over chairing the meeting at that time)

2. Roll Call

Present: Vice Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright (late - arrived at 4:05 p.m.)
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

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

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of March 12, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary January 31, 2024 - Preliminary

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. Presentation - MSU Extension Annual Report (James Kelly)

James Kelly, District Director for Michigan State University Extension, presented highlights from the MSU 2023 Annual Report.

8. Items for Consideration

- HS24/04-23 **(HealthWest/Rich Francisco)** Move to reclassify the Director of Community Relations, Position X30301 (Wage Grade HX 00432) to Compliance Manager (Wage Grade HX 00390, Funding 7120).
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS24/04-24 **(HealthWest/Rich Francisco)** Move to status change the Child Psychiatrist position X14301 from full-time to part-time, 25-hour/week.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- HS24/04-25 **(Public Health/Kathy Moore)** Authorize Public Health to accept additional funding from the Lakeshore Regional Entity (LRE) in the amount of \$16,750, for a total of \$416,906, for substance abuse and gambling prevention services in Muskegon County effective October 1, 2023, to September 30, 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**
- HS24/04-26 **(Public Health/Kathy Moore)** Move to authorize Public Health to work with the Purchasing Department to seek requests for qualifications for the Medical Examiner and related services for the period of January 1, 2025, through December 31, 2028.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS24/04-27 **(Public Health/Kathy Moore)** Move to authorize Public Health to work with the Purchasing Department to seek requests for quotes for body removal and transport services of deceased individuals for the County of Muskegon Medical Examiner cases.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS24/04-28 **(Public Health/Kathy Moore)** Move to approve the allocation of twenty-five percent (25%) of the FY2024 allotment of the Opioid Settlement funds to the designated internal Muskegon County departments, allowing each of the four (4) designated departments to receive up to \$40,981 based upon an approved submission of a County of Muskegon Opioid Settlement Fund Program and Project Summary.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**

HS24/04-29 **(Public Health/Kathy Moore)** Move to approve seven (7) opioid settlement funding distribution grant awards totaling \$233,710 effective April 1, 2024, through September 30, 2024, as recommended by the Muskegon Opioid Task Force; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreements.

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

VOICE VOTE: Passed

9. Unfinished Business

None

10. New Business

None

11. Public Comment

Amanda Heys, District Court Administrator, commented on Motion HS24/04-28 and discussed some of the treatment programs District Court will be spending the funding on and the costs associated with that.

James Kelly, District Director for Michigan State University Extension, recognized several individuals, including the Board of Commissioners, for their support.

Chair Nash clarified he is all for services and treatment, but the question asked was more from a legal standpoint. Chair Nash asked if the services for treatment would be free. Amanda Heys responded there may be some costs involved in the programs/treatments District Court is looking at in spending the funding.

Stephen Thiele indicated he is a recovery coach, and he is super proud of Muskegon County for their efforts overall in working together in providing treatment options for individuals in Muskegon County. Mr. Thiele also stated that treatment is listed as an option for opioid funding.

12. Final Board Comments

None

13. Adjourn to the call of the Chair

The meeting was adjourned at 4:47 p.m.



Muskegon County Human Services Committee

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

May 14, 2024 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 4:02 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige (Arrived at 4:05 p.m.)

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 April 9, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary February 29, 2024 - Preliminary
Brandy Carlson, HealthWest Chief Financial Officer, answered questions in regards to the HealthWest Financial Summary. The report was placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/05-30 **(HealthWest/Brandy Carlson)** Move to authorize the HealthWest director to continue the aggregate threshold master agreement with Applied Imaging and Great American Financial and sign the contract authorizing the additional services by Papercut, through October 31, 2026, for an amount not to exceed \$140,000 annually. Further authorize HealthWest to solicit for the new fiscal year.

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

VOICE VOTE: Passed

HS24/05-31 **(HealthWest/Rich Francisco)** Move to add a Comprehensive Jail Assessment Specialist position, Wage Grade HX 00190, Funding Account 7500.

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

VOICE VOTE: Passed

HS24/05-32 **(HealthWest/Rich Francisco)** Move to reclassify the Substance Use Disorder (SUD) Assessor, Position X88901, Wage Grade HX 00210, to a Comprehensive Assessment Specialist, Wage Grade HX 00190, and freeze Employee E93028659 at the current pay rate.

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

VOICE VOTE: Passed

HS24/05-33 **(HealthWest/Rich Francisco)** Move to place Employee E93032517 at Step 2 of Wage Grade HX 00447.

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 4:20 p.m.



Muskegon County Human Services Committee

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

June 11, 2024 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 4:37 p.m. by Vice Chair Jessica Cook.

2. Roll Call

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

Excused: Commissioner 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 May 14, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary March 30, 2024 - Preliminary
Brandy Carlson, HealthWest Chief Financial Officer, gave a brief overview, via Zoom, regarding the HealthWest Financial Summary. The report was placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/06-34 **(Veterans/Michael Baauw)** Move to authorize the Muskegon County Department of Veterans Affairs personnel to apply for and accept the 2025

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 Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: **Passed**

HS24/06-35 **(HealthWest/Brandy Carlson)** Move to award the contract for custodial and cleaning services at the HealthWest Mental Health Center and Clubhouse to West Michigan Janitorial for a five (5) year period pursuant to RFP 24-2522 and authorize the HealthWest Executive Director to execute the agreement.

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

VOICE VOTE: **Passed**

HS24/06-36 **(HealthWest/Brandy Carlson)** Move to approve HealthWest to extend their agreement with CISCO for DUO Advantage, effective May 7, 2024, through May 6, 2025, at a cost not to exceed \$29,700.

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

VOICE VOTE: **Passed**

HS24/06-37 **(HealthWest/Rich Francisco)** Move to reclassify Master's Level Behavior Specialist, Position X51408 (Wage Grade HX 00300) to Board Certified Behavior Analyst (Wage Grade HX 00360).

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

VOICE VOTE: **Passed**

HS24/06-38 **(HealthWest/Rich Francisco)** Move to reclassify Accounting Specialist/HW, Position N02903 (Wage Grade HO 00240) to Mental Health Certified Biller/Coder (Wage Grade HX 00210).

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

VOICE VOTE: **Passed**

HS24/06-39 **(HealthWest/Rich Francisco)** Move to reclassify Administrative Assistant, Position N03604 (Wage Grade HO-00240) to Data Analytics Technician (Wage grade HX 00210); reclassify Senior Data Analyst, Position X89401(Wage Grade HX-00320) to Manager of Data Analytics (Wage Grade HX-00390); and eliminate Data Analyst, Position X79803 (Wage Grade HX-00300) and Data Analyst Specialist, Position X80105 (Wage Grade HX-00300).

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

VOICE VOTE: **Passed**

HS24/06-40 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the **Inland** Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$19,880; and to contract with Grand Valley State University – Annis Water Resources

Institute, not to exceed \$18,200, for related sampling and testing services, with no effect on county general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

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

VOICE VOTE: Passed

HS24/06-41 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the amended **Great Lakes** Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$16,000; and to contract with Grand Valley State University – Annis Water Resources Institute not to exceed \$14,320 for related sampling and testing services, with no effect on county general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

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

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 4:50 p.m.



Muskegon County Human Services Committee

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

July 23, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, 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 11, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary April 30, 2024 - Preliminary

Brandy Carlson, HealthWest Chief Financial Officer, gave a brief overview regarding the HealthWest Financial Summary. The report was placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/07-42 **(HealthWest/Rich Francisco)** Move to change Access Clinician II, Position X01112, from full-time to 25 hours per week, and Access Clinician II,

Position X01116, from 25 hours to 32 hours per week, Funding Account 7326.

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

VOICE VOTE: **Passed**

HS24/07-43 **(HealthWest/Rich Francisco)** Move to reclassify vacant Senior Technology Analyst, Position X85304 (Wage Grade HX 00320), to a Help Desk Technician (Wage Grade HX 00160), Funding Account 7124.

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

VOICE VOTE: **Passed**

HS24/07-44 **(HealthWest/Rich Francisco)** Move to Reclassify the Property Specialist, Position X73502 (Wage Grade HX 00250), to Property Supervisor (Wage Grade HX 00280), Funding Account 7900.

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

VOICE VOTE: **Passed**

HS24/07-45 **(HealthWest/Rich Francisco)** Move to add a County of Financial Responsibility (COFR) Case Manager (Wage Grade HX 00160), Funding Account 7130.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

Yvonne Morrissey addressed her concerns in regard to her dissatisfaction with the senior millage lawn service and its management.

Christopher Cross, Administrator for Living Word Church who oversees the senior millage lawn service, responded to Ms. Morrissey's concerns.

Chair Charles Nash suggested instituting better communication between Mr. Cross and the senior lawn care recipients. Chair Nash suggested sending out a letter with detailed information on what lawn care/snow removal is provided and what lawn care/snow care is not provided with the service. It was also suggested to have a meeting with the workers so they have a clear understanding of the work scope they are expected to do with this lawn care/snow removal program.

Commissioner Marcia Hovey-Wright suggested sending a letter specifically to the people that have issues as their expectations need to be in line with what the program can provide.

Commissioner Darrell Paige inquired about why the grass was being cut when it was wet. Mr.

Cross indicated he prefers that the grass not be cut when it's wet because it's also hard on the equipment as well. Mr. Cross indicated he does, and will continue to, followup with his work crew to be sure the workers understand what is expected of them when providing lawn care and snow removal service.

11. Final Board Comments

None

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:24 p.m.



Muskegon County Human Services Committee

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

August 13, 2024 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 5:05 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner 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 (via Zoom)

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of July 23, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary May 31, 2024 - Preliminary
The report was placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/08-46 **(HealthWest/Susan Plotts)** Move to reclassify the vacant Secretary,
Position N71103 (Wage Grade HO 00137), and the vacant Clerical Support

Specialist, Position N17215 (Wage Grade HO 00137) to one (1) Administrative Assistant (Wage Grade HO 00240), Funding Account 7120.

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

VOICE VOTE: **Passed**

HS24/08-47 **(HealthWest/Brandy Carlson)** Move to approve the selection of Amy Cell Talent, LLC to perform a HealthWest salary and compensation study, pursuant to the specification of the RFP 24-2544 for the not to exceed price of \$46,975 to be paid from Medicaid and State General Funds, and to authorize the HealthWest Director to sign the contract.

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

VOICE VOTE: **Passed**

HS24/08-48 **(HealthWest/Brandy Carlson)** Move to waive the procurement policy and authorize the HealthWest Executive Director to renew and sign a contract with Zoom Video Communications Inc. (Zoom) at a cost not to exceed \$37,666.00 for the period September 28, 2024, through September 27, 2025.

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

VOICE VOTE: **Passed**

HS24/08-49 **(HealthWest/Brandy Carlson)** Move to authorize HealthWest to award the purchase of forty-eight (48) laptops to the MiDeal vendor, CDW Government, at an amount not to exceed \$67,795.20.

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

VOICE VOTE: **Passed**

HS24/08-50 **(HealthWest/Brandy Carlson)** Move to increase the MidWest Fiber agreement with HealthWest by \$15,000 from \$45,000 to \$60,000 through September 30, 2024.

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

VOICE VOTE: **Passed**

HS24/08-51 **(Public Health/Kathy Moore)** Move to authorize Public Health to amend its FY2024 budgeted fund 2210 revenues and expenditures from \$9,323,117 to \$9,103,257 to align with current projections, program line item adjustments, position funding transfers and reduce the general fund allocation from \$1,774,392 to \$1,574,392.

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

VOICE VOTE: **Passed**

HS24/08-52 **(Public Health/Kathy Moore)** Move to authorize Public Health to replace the aging departmental fleet (12 vehicles), using the State of Michigan's MiDEAL Extended Purchasing Program for approved vehicle vendors, for a total not to exceed \$362,000 with financing of a four (4) year period through

the County's Equipment Revolving Fund. The purchase will include three (3) 4x4 light duty trucks, two (2) compact vans, and seven (7) sedans. Further authorize a transfer of \$337,642 from the Public Health surplus funds to the Equipment Revolving Fund to partially offset the impact of these expenses.

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

VOICE VOTE: **Passed**

HS24/08-53 **(Public Health/Kathy Moore)** Move to authorize Public Health to create and fill a Public Health Informatics Analyst III position at Grade 22.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Commissioner Kim Cyr inquired of Angela Gasiewski, Finance Director, if Healthwest was included in the salary study that was previously done for Muskegon County employees. Ms. Gasiewski stated that Healthwest was not part of the salary study that was conducted for Muskegon County employees.

12. Adjourn to the call of the Chair

The meeting was adjourned at 5:23 p.m.



Muskegon County Human Services Committee

Marcia Hovey-Wright, Chair

Jessica Cook, Vice-Chair

September 3, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige (arrived at 4:03 p.m. after approval of agenda and minutes)

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 August 13, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary June 30, 2024 - Preliminary

Brandy Carlson, HealthWest Chief Financial Officer, gave a brief overview regarding the HealthWest Financial Summary. Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

- HS24/09-54 **(HealthWest/Brandy Carlson)** Move to eliminate Position X20705, Contract Specialist, and layoff the current employee in this position, effective September 30, 2024.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr
- VOICE VOTE:** **Passed**
- HS24/09-55 **(HealthWest/Brandy Carlson)** Move to adjust the agreement to the terms for the annual Covenant Academies - MCA & Hall lease.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp
- VOICE VOTE:** **Passed**
- HS24/09-56 **(HealthWest/Brandy Carlson)** Move to authorize HealthWest to enter into lease agreements with Enterprise Fleet Management for 38 vehicles for an amount not to exceed \$300,000 per year for a 5-year (60 months) term for each lease effective 3/06/2024 and authorize administration signature of the lease.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- HS24/09-57 **(HealthWest/Brandy Carlson)** Move to reclassify the Executive Assistant, Position X34504 (Wage Grade HX-00210) to a Senior Executive Assistant (Wage Grade HX-00250), Funding Account 7120.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS24/09-58 **(HealthWest/Kristi Chittenden)** Move to authorize HealthWest to award the purchase of security products DUO, Umbrella, Cloud Email Secure, Firepower, AnyConnect and Meraki to Sentinel Technologies through their Mideal cooperative agreement, at a cost not to exceed \$244,860.33 for a 36 month period October 31,2024 through October 30, 2027 and to authorize the HealthWest Executive Director to sign the contract.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS24/09-59 **(Public Health/Kathy Moore)** Move to authorize Public Health to extend the agreement with Trace Analytical Laboratories, Inc. (TRACE) for related sampling and testing services for the Private Well Testing Lab Analysis for state-wide testing from August 31, 2024 to August 31, 2025 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**
- HS24/09-60 **(Public Health/Kathy Moore)** Move to approve 34 senior millage grants awards totaling \$1,291,000 for FY25, effective October 1, 2024 through September 30, 2025 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 Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

HS24/09-61 **(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, 2024 through September 30, 2025, at a cost not to exceed \$346,350.

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

VOICE VOTE: **Passed**

HS24/09-62 **(Administration/Matt Farrar)** Move to approve the First Addendum to Tenant Lease Agreement effective October 1, 2024, between Muskegon County d/b/a HealthWest, and Trinity Health – Michigan d/b/a Mercy Health Saint Mary’s. Further, authorize the Administrator to sign the agreement.

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

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 4:18 p.m.



Muskegon County Human Services Committee

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

October 8, 2024 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 Jessica Cook.

2. Roll Call

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

Excused: Commissioner Marcia Hovey-Wright

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 Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of September 3, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary July 31, 2024 - Preliminary
Brandy Carlson, HealthWest Chief Financial Officer, gave a brief overview regarding the HealthWest Financial Summary. Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

- HS24/10-63 **(Board Member/Kim Cyr)** Move to approve the Local Food Access and Production Resolution
- ACTION:** Moved by Commissioner Kim Cyr, supported by Commissioner Michelle Hazekamp
- VOICE VOTE:** **Passed**
- HS24/10-64 **(HealthWest/Brandy Carlson)** Move to approve a status change for Position X533100, Master Level Clinician, from full-time to hourly.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS24/10-65 **(Veterans/Michael Baauw)** Move to add Great Lakes Weatherization Corporation as a vendor for the remainder of the 2024 and 2025 DTE Energy Efficiency Assistance (EEA) Program at the recommendation of ICF and Solutions for Energy Efficient Logistics (SEEL), who are the partners in the DTE EEA program.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS24/10-66 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to award the purchase of two (2) new Cisco Firepower 1150 firewalls including professional services and maintenance to Sentinel Technologies, Inc, an approved reseller for Cisco Products as part of the MiDeal cooperative agreement, at an approximate cost of \$39,091.00 and to authorize the HealthWest Executive Director to sign the contract.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr
- VOICE VOTE:** **Passed**
- HS24/10-67 **(Public Health/Kathy Moore)** Move to accept the “Agreement for Extension Services” submitted by Michigan State University (MSU) Extension for FY2025 programs and services, with no change in general fund allocation; and authorize the Board Chair to sign the Agreement.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS24/10-68 **(Public Health/Kathy Moore)** Move to authorize Public Health to contract with Muskegon Family Care Center to continue expanding community outreach and referrals for the Women, Infants and Children (WIC) program in an off-site location, not to exceed \$26,400 year one, and \$28,800 year two, and authorize the Public Health Director to sign the related agreement.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS24/10-69 **(Public Health/Kathy Moore)** Move to award the human remains removal services contract to Great Lakes Removal of West Michigan for the period of January 1, 2025 – December 31, 2025, with a one (1) year option to

renew; further authorize the Board Chair and Public Health Director to sign the associated agreement.

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

VOICE VOTE: **Passed**

HS24/10-70 **(Public Health/Kathy Moore)** Move to appoint Patrick Hansma, DO, to the Chief Medical Examiner post for Muskegon County from January 1, 2025 through December 31, 2028, and to contract with the Homer Stryker MD School of Medicine at Western Michigan University for medical examiner services for the same period, less body transport services; further authorize the Board Chair and Public Health Director to sign the associated agreement.

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

VOICE VOTE: **Passed**

HS24/10-71 **(Public Health/Kathy Moore)** Move to approve fourteen (14) opioid settlement funding distribution grant awards totaling \$489,046 effective October 1, 2024, through September 30, 2025; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreements.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

Kathy Moore, Public Health Director, informed the Commissioners that the City of Muskegon will be voting today on the opioid-settlement funds pass-through from the City of Muskegon to the County of Muskegon for administration and distribution.

10. Public Comment

None

11. Final Board Comments

Commissioner Kim Cyr thanked the Commissioners for their votes for the approval of the Local Food Access and Production Resolution.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:29 p.m.



Muskegon County Human Services Committee

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

November 12, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner 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 Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 8, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary August 30, 2024 - Preliminary
Brandy Carlson, HealthWest Chief Financial Officer, gave a brief overview regarding the HealthWest Financial Summary. Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/11-72 **(Veterans/Michael Baauw)** Enter into a ten (10) year Memorandum of Understanding (MOU) with Mission Ambition allowing them to use Veterans Department Space for Female Veteran Outreach.

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

VOICE VOTE: **Passed**

HS24/11-73 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to enter into lease agreements with Enterprise Fleet Management for forty-seven (47) vehicles for an amount not to exceed \$384,574.22 per year for a five (5) year (60 months) term for each lease effective no later than September 30, 2025, and authorize the Board Chair signature of the lease, *with a friendly amendment to include gas vehicles, electric vehicles (EV), or hybrid vehicles.*

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

HS24/11-74 **(HealthWest/Rich Francisco)** Move to approve wage increases for all HealthWest employees, of three percent (3.0%) effective the first full pay period following October 1, 2024 (FY2025).

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

VOICE VOTE: **Passed**

HS24/11-75 **(HealthWest/Rich Francisco)** Move to amend the Fiscal Year 2025 HealthWest Budget to \$107,278,335 inclusive of all staff stipends and incentives, effective October 1, 2024.

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

VOICE VOTE: **Passed**

HS24/11-76 **(Public Health/Kathy Moore)** Move to revise the approval of the August 20, 2024, Board Motion 2024-232 and authorize Public Health to purchase up to twelve (12) gas, EV, or hybrid vehicles not to exceed \$362,000 at MiDeal pricing or better and to award the solicitation administratively to the highest rated proposer.

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

VOICE VOTE: **Passed**

HS24/11-77 **(Public Health/Kathy Moore)** Move to continue with Senior Resources of West Michigan as the senior millage grants administration through December 31, 2024 and further authorize the County Purchasing Department to request proposals from qualified individuals, businesses and organizations for senior millage grants administration services for the period effective January 1, 2025 through December 31, 2027.

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

VOICE VOTE: **Passed**

HS24/11-78 **(Public Health/Kathy Moore)** Move to authorize Public Health to enter into a Funding and Management Agreement with the City of Muskegon to allocate the City's Opioid Settlement Funds to help fund the county's existing opioid grant program.

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

VOICE VOTE: **Passed**

HS24/11-79 **(Public Health/Kathy Moore)** Move to approve carrying over senior millage grant funds from FY2024 to FY2025 for; AgeWell Services - Home Delivered (\$13,059.96) and Congregate Meals (\$5,070.27), YMCA - Veggie Van (\$7,525), Living Word Church - Lawn Care (\$4,490) and Snow Plowing Services (\$563), Pioneer Resources – Senior Dynamic Transportation (\$3,172) and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

HS24/11-80 **(Administration/Matt Farrar)** Move to approve the fifth amendment to the lease agreement between No More Sidelines and Muskegon County HealthWest until December 31, 2026.

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 4:32 p.m.



Muskegon County Human Services Committee

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

December 10, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring (arrived at 4:02 p.m., after roll call)
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 Kim Cyr, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of November 12, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary September 30, 2024 - Preliminary

Brandy Carlson, HealthWest Chief Financial Officer, gave a brief overview regarding the HealthWest Financial Summary. Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS24/12-81 **(Public Health/Kathy Moore)** Move to authorize Public Health to simplify Temporary Food Service License fees and process all applications at the current single rate of \$150, or \$37.50 for a non-profit organization, regardless of when application is submitted, effective January 1, 2025.

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

VOICE VOTE: Passed

HS24/12-82 **(Administration/Matt Farrar)** Move to terminate the four (4) leases with Covenant Academies and authorize Corporate Counsel to take all necessary actions to complete this termination.

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

VOICE VOTE: Passed

HS24/12-83 **(Administration/Matt Farrar)** Move to approve the lease agreement between WheelFish Group, LLC and Muskegon County HealthWest effective January 1, 2025 through December 31, 2029 and authorize the Chair to sign the lease.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook *with a friendly amendment to remove "authorize the Chair to sign the lease" and replace it with "authorize the Director of HealthWest to sign the lease"*.

VOICE VOTE: Passed

HS24/12-84 **(Administration/Matt Farrar)** Move to approve the lease agreement between Catholic Charities West Michigan and Muskegon County HealthWest effective January 1, 2025 through December 31, 2027 and authorize the Chair to sign the lease contingent on Corporate Counsel's final approval.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash *with a friendly amendment to remove "authorize the Chair to sign the lease" and replace it with "authorize the Director of HealthWest to sign the lease"*.

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 4:21 p.m.