



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

January 14, 2025 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 5:08 p.m. by Commissioner Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 December 10, 2024

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary October 31, 2024 - Preliminary Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS25/01-01 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to enter into a 36-month agreement with Everstream for 500 Mb fiber optic point-to-point

service at 1161 W. Southern Ave., Muskegon, MI 49441 and authorize the HealthWest Executive Director to sign the agreement.

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

VOICE VOTE: **Passed**

HS25/01-02 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to enter into a 36-month agreement with Everstream for 250 Mb fiber optic point-to-point service for 1713 7th St., Muskegon, MI 49442 and authorize the HealthWest Executive Director to sign the contract.

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

VOICE VOTE: **Passed**

HS25/01-03 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to purchase Cisco Secure Endpoint antivirus including professional services and installation support from Sentinel Technologies, Inc, utilizing the Cisco MiDEAL purchasing cooperative contract, at an approximate cost of \$56,904.80 and authorize the HealthWest Executive Director to sign the contract.

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

VOICE VOTE: **Passed**

HS25/01-04 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to exercise the second contract renewal with Preferred Lawn Care & Snow Plowing, LLC, located at 2471 Whitehall Road, Suite B, Muskegon MI, 49445, for snow removal and salting services for calendar year 2025 at both the Mental Health Center and Club Interactions.

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

VOICE VOTE: **Passed**

HS25/01-05 **(HealthWest/Rich Francisco)** Move to reclassify the Recovery Coordinator, Position X11400 (Wage Grade HX 00210) to an Inclusion & Engagement Administrative Assistant (Wage Grade HO 00240, Funding 7106).

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

YES: Jessica Cook, Charles Nash, Chris McGuigan, Darrell Paige

NO: Kim Cyr, Michelle Hazekamp, J. Brett Herman

Passed 4:3

HS25/01-06 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to amend the current contract with Advanced Time Management to include additional active users as needed through the term of the contract.

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

VOICE VOTE: **Passed**

HS25/01-07 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to purchase one hundred (100) new Lenovo ThinkPad T16 laptops and forty-six (46) new Dell OptiPlex 7020 desktop computers from CDW-G, utilizing the MiDEAL cooperative agreement, at an approximate cost of \$154,782.72 and authorize the HealthWest Executive Director to sign the contract.

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

VOICE VOTE: **Passed**

HS25/01-08 **(HealthWest/Rich Francisco)** Move to eliminate positions N48901 and N48900, hourly Lobby Support Specialist, positions and create one (1) full-time Lobby Support Specialist position.

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

VOICE VOTE: **Passed**

HS25/01-09 **(Public Health/Kathy Moore)** Move to enter into a three (3) year contract agreement with Senior Resources of West Michigan for senior millage grants administration services effective January 1, 2025 through December 31, 2027; and authorize the Board Chair to sign the associated agreement.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Commissioner Kim Cyr inquired to Chair Charles Nash when the citizen appointment list will be distributed. Administrator Mark Eisenbarth stated that it can be e-mailed out tomorrow.

Vice-Chair Jessica Cook thanked the HealthWest staff. She stated she enjoys seeing all of the results of their hard work in advocacy in our community. The changing to a full-time staff person to help out in the lobby is difficult when it involves laying someone off, but it is understandable that it's the best way to serve our community in the long run. Vice-Chair Cook also stated there have been a lot of changes in HealthWest in the past couple of years, and she just wanted to say thank you to the HealthWest staff for their continued efforts in serving the community.

12. Adjourn to the call of the Chair

The meeting was adjourned at 5:33 p.m.



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

February 11, 2025 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 J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 January 14, 2025

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary November 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

HS25/02-10 **(HealthWest/Rich Francisco)** Move to implement the Healthwest Classification and Pay Grades to align with the final wage study compensation recommendations from Amy Cell Talent, effective January 1, 2025, by placing employees on the step associated with their current hourly wage or at the next higher step in the event they fall between two steps.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Chris McGuigan

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

A. American Heart Month Proclamation Submitted by Chair Nash
Chair Charles Nash read for the record the American Heart Month Proclamation.

10. Public Comment

None

11. Final Board Comments

In honor of February being Black History Month, Commissioner Kim Cyr gave tribute to Harriet Tubman, who was an American abolitionist and social activist.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:15 p.m.



Muskegon County
Human Services Committee

Chris McGuigan, Chair
Jessica Cook, Vice-Chair

March 11, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of February 11, 2025

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary December 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

HS25/03-11 **(HealthWest/Rich Francisco)** Move to approve the purchase of new office furniture for 1161 W. Southern, Muskegon through The Interlocal

Purchasing System (TIPS) and Omnia cooperative purchasing agreement with Grand River Office Furniture in the amount of \$31,629.67.

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

VOICE VOTE: **Passed**

HS25/03-12 **(HealthWest/Rich Francisco)** Move to approve the reclassification of the following positions, per the attachment; three (3) Clinical Manager positions (Wage Grade 10) to Clinical Manager II (Wage Grade 11), eleven (11) Clinical Supervisor positions (Wage Grade 9) to Clinical Services Supervisor II (Wage Grade 10), and sixteen (16) Master's Level Clinician positions (Wage Grade 8) to Master's Level Clinician II (Wage Grade 9) effective January 1, 2025, placing each employee on the step associated with their current hourly wage or at the next higher step in the event they fall between two steps, and not changing the employee's merit date; Further allow HealthWest to reclass Level I positions to Level II positions in these classifications without requiring board approval upon staff achieving full Licensure.

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 4:09 p.m.



Muskegon County
Human Services Committee

Chris McGuigan, Chair
Jessica Cook, Vice-Chair

April 15, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Commissioner Darrell Paige

Excused: Chairman Charles Nash

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Anne Seuryneck, 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 March 11, 2025

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary January 31, 2025, - Preliminary
Rich Francisco, HealthWest Executive Director, gave a brief overview regarding the HealthWest Financial Summary. Report placed on file.

6. Presentation

A. MSU Extension Annual Report (James Kelly, MSU Extension District Director)
James Kelly, MSU Extension District Director, presented the MSU Extension 2024 Annual Report.

7. Public Comment (on an agenda item)

None

8. Items for Consideration

HS25/04-13 **(Veterans/Michael Baauw)** Move to authorize the Muskegon County Department of Veterans Affairs personnel to apply for and accept the FY2026 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 Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

HS25/04-14 **(Public Health/Kathy Moore)** Move to approve a one-time \$15,181 increase to Living Word Church for its FY2025 Snow Removal award and authorize the designated Senior Millage Grants Administrator to proceed with the administration of the grant award.

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

VOICE VOTE: Passed

HS25/04-15 **(HealthWest/Rich Francisco)** Move to approve a budget amendment for \$341,652 establishing a budget for the grant funded Muskegon County Substance Abuse Disorder prevention services as part of the 1st Amendment to the Grant Agreement between Lakeshore Regional Entity and HealthWest.

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

VOICE VOTE: Passed

HS25/04-16 **(HealthWest/Rich Francisco)** Move to reclass the Substance Abuse Disorder (SUD) Treatment QA Manager, Position X90200 (Wage Grade HW11), to Director of SUD Prevention and Treatment Services (Wage Grade HW12), and adjust the budget accordingly.

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

VOICE VOTE: Passed

HS25/04-17 **(HealthWest/Rich Francisco)** Move to create two (2) Substance Abuse Disorder (SUD) Prevention & Outreach Specialist positions, Wage Grade HW8, and adjust the budget accordingly.

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

Commissioner Kim Cyr stated he attended the Senior Activities Committee meeting today and the 2024 Annual Report is out and available online and in hard copy. Commissioner Cyr indicated the report has a lot of good information about what is going on with the senior millage dollars and programs that are available.

13. Adjourn to the call of the Chair

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



Muskegon County
Human Services Committee

Chris McGuigan, Chair
Jessica Cook, Vice-Chair

May 13, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
Commissioner Darrell Paige

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

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of April 15, 2025

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary February, 2025 - 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

- HS25/05-18 **(Veterans/Michael Baauw)** Move to increase the DTE Energy Efficiency Assistance (EEA) program revenues budget by \$3,500,000 from 3,800,000 to \$7,300,000 and the expenditures budget from \$3,583,099 to \$7,083,099 for the remainder of FY2025.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS25/05-19 **(Human Resources/Kristen Wade)** Move to reclassify the Employee Engagement and Retention Coordinator, X33700, to an Engagement Analyst, 32hrs/week, Grade 17, and place the incumbent at Step 7. Further, adjust the budget accordingly.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS25/05-20 **(HealthWest/Rich Francisco)** Move to authorize an increase in the projected expenditures for Preferred Lawn Care & Snowplowing Services, LLC, totaling \$77,500.00 for FY2025.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- HS25/05-21 **(HealthWest/Rich Francisco)** Move to reclassify Clerical Support Specialist, Position N17222 (Wage Grade HW4) to a Human Resources Coordinator (Wage Grade HW5) .
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS25/05-22 **(HealthWest/Rich Francisco)** Move to reclass Human Resources Assistant positions N39100, N39103, and N39102 (Wage Grade HW3) to Human Resources Specialist/HW (Wage Grade HW4).
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- HS25/05-23 **(HealthWest/Rich Francisco)** Move to approve to amend the West Michigan Janitorial contract to cover the expanded scope of work at the Mental Health Center for an approximate increase of \$28,104 annually, and authorize the HealthWest Executive Director to sign the amendment.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- HS25/05-24 **(HealthWest/Rich Francisco)** Move to amend the current contract with Bertelsmann Learning LLC (Relias LLC) for the addition of one Course Creator license and authorize the HealthWest Executive Director to sign the amendment.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

HS25/05-25 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to initiate the procurement process for contracted security services.

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

VOICE VOTE: Passed

HS25/05-26 **(Public Health/Kathy Moore)** Move to approve a one-time increase in FY25 senior millage grant awards for 17 programs, for a total increase of \$252,304.

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

VOICE VOTE: Passed

HS25/05-27 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept Michigan Department of Health and Human Services funding and subcontract with Hackley Community Care Center for related oral health assessments in the amount of \$87,521; and authorize the Board Chair to sign the related agreements.

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

VOICE VOTE: Passed

HS25/05-28 **(Public Health/Kathy Moore)** Move to authorize Public Health to contract with Muskegon Area Intermediate School District (MAISD) for KOHA school coordination, not to exceed \$5,000 and authorize the Board Chair to sign the related agreement.

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

VOICE VOTE: Passed

HS25/05-29 **(Public Health/Kathy Moore)** Move to approve two opioid settlement funding grant awards, one to Fresh Coast Alliance and one to Life Align, Inc, not to exceed \$55,000 each, through September 30, 2025. Further, authorize the Public Health Director to sign the related agreements, and adjust the budget accordingly.

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

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

A. Proclamation - Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month May 2025 (Vice-Chair Cook)

Vice-Chair Jessica Cook introduced Gabrielle Jones and asked Ms. Jones, a senior at North Muskegon High School, to give an introduction of herself and state what her involvement is in the Ehlers-Danlos Teen Council. Ms. Jones stated she would like the Board to support the

Proclamation to support her cause for the awareness of Ehlers-Danlos Syndrome and Hypermobility Spectrum Disorders. Vice-Chair Cook read the proclamation for the record and asked the other commissioners for their support.

Motion to support the Proclamation - Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month May 2025

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

10. Public Comment

Brandy Carlson, HealthWest Chief Financial Officer, clarified that the motion summary amount stated in motion HS25/05-25 is correct. The \$2,063,626 amount references a projected budget increase for FY2025 and not the amount extra it will cost to add a contracted security service.

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
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

June 10, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
Commissioner Darrell Paige

Excused: Commissioner Michelle Hazekamp

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Laura Genovich, 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 May 13, 2025

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary March, 2025 - Preliminary

Brandy Carlson, HealthWest Chief Financial Officer, was not present to give an update on the financial summary. Susan Plotts, Human Resources Manager for Healthwest, indicated Brandy would give an update to the Board at the Full Board meeting.

6. Public Comment (on an agenda item)

None

7. Presentation

A. Local Public Health Accreditation Award Presentation to Kathy Moore, Public Health Director (Presented by Laura de la Rambelje from MDHHS)

Laura de la Remablje from the Michigan Department of Health & Human Services (MDHHS) presented Kathy Moore, Public Health Director, with the Local Public Health Accreditation Award. Ms. de la Remablje praised the Public Health Department for their wonderful health department in Muskegon County and congratulated Director Moore on obtaining this accreditation.

Kathy Moore, Health Department Director, stated that it was an honor to receive this award. Director Moore stated that the core of success is the leadership team and their vision and commitment. Director Moore went on to thank the Public Health Department employees, along with the Muskegon County departments, and community partners who helped support their efforts.

8. **Items for Consideration**

HS25/06-30 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the Great Lakes Beach Monitoring Grant from the Environment, Great Lakes, and Energy (EGLE) in the amount of \$16,500; and subcontract with Grand Valley State University – Annis Water Resources Institute not to exceed \$15,383 for related services, and authorize the Board Chair to sign the related agreements.

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

VOICE VOTE: **Passed**

HS25/06-31 **(HealthWest/Rich Francisco)** Move to reclassify Clinical Services Manager I, Position X17403, Wage Grade HW10, to Director of Integrated Health, Wage Grade HW13; eliminate Medical Assistant, Position N51544.

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

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 4:18 p.m.



Muskegon County
Human Services Committee

Chris McGuigan, Chair
Jessica Cook, Vice-Chair

July 22, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 June 10, 2025

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary April 30, 2025 - Preliminary
Brandy Carlson, HealthWest Chief Financial Officer, gave an update on the financial summary.

6. Public Comment (on an agenda item)

None

7. Presentation:

A. Randy Lindquist, Superintendent at the Muskegon Area Intermediate School District

Randy Lindquist, Superintendent of the Muskegon Area Intermediate School District (MAIDS), and Rachele Zaragoza, Special Populations Coordinator, gave a presentation on homeless youth in Muskegon County. Mr. Lindquist indicated that youths are considered 18 years old and under. Mr. Lindquist also emphasized that in 2026, Muskegon County will be the only county in Michigan without homeless youth programming or housing.

Rachele Zaragoza explained that the Bridge at Arbor Circle in Kent County receives 7–10 youths from Muskegon County each year. Ms. Zaragoza explained that McKinney-Vento is a federal law that affords rights to students who are homeless. She also stated that McKinney-Vento identifies students as homeless where students do not have a consistent place to stay and that some youths are living in cars. She further stated that it can be a complex situation not having anything in Muskegon County for students under 18 years of age.

Randy Lindquist stated he would like assistance in three ways: 1) collaboration in identifying and securing a suitable site for the facility; 2) assistance in recruiting youth-serving nonprofit partners to Muskegon County, with a focus on drawing engagement from Arbor Circle; and 3) securing or designating funding to advance this initiative. Mr. Lindquist stated they need help in identifying space needs and would like to look at non-profits or Arbor Circle to replicate them in Muskegon County.

Chair Charles Nash indicated Muskegon County used to have some strong agencies and good strong leaders in the positions that stay there. He further stated that Muskegon County used to have a consortium and not having one anymore has negatively affected Muskegon County.

Commissioner Darrell Paige stressed the importance of having space needs that separate 17, 18, and 19 year-olds from the younger youths. Commissioner Paige also stressed the need for adequate housing in Muskegon County.

8. Items for Consideration

HS25/07-32 **(Public Health/Kathy Moore)** Move to authorize Public Health to amend its FY2025 budget revenues and expenditures from \$9,227,582 to \$8,468,008 to adjust for changes in grant funds, 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 Michelle Hazekamp

VOICE VOTE: **Passed**

HS25/07-33 **(Administration/Matt Farrar)** Move to approve the lease between the County of Muskegon and Catholic Charities West Michigan 360 Division Avenue S., Suite 3A Grand Rapids, Michigan 49503, for space at 1713 7th Street, Muskegon, Michigan 49441 effective August 1, 2025, through August 1, 2028, and authorize the Executive Director of HealthWest to sign the lease agreement, *with a friendly amendment to add "subject to corporate counsel final approval"*.

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

VOICE VOTE: Passed

HS25/07-34 **(Administration/Matt Farrar)** Move to approve the lease between the County of Muskegon and 1161 West Southern, LLC, for space at 1161 West Southern Avenue, Muskegon, MI, 49441 effective October 1, 2025, through September 30, 2030, and authorize the Executive Director of HealthWest to sign the lease agreement, *with a friendly amendment to add "subject to corporate counsel final approval"*.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

HS25/07-35 **(HealthWest/Rich Francisco)** Move to adopt the Resolution initiating Public Act 423 for the 2022 fiscal year until terminated and authorize the Board Chair to sign the Resolution.

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

VOICE VOTE: Passed

HS25/07-36 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to adopt a standard On-Call model for all Clinical classifications, listed in the Summary of Request, August 1, 2025, *with a friendly amendment to add "effective" before "August"*.

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

VOICE VOTE: Passed

HS25/07-37 **(HealthWest/Rich Francisco)** Move to authorize the HealthWest Chief Financial Officer and Director of Finance to execute the engagement letters with Roslund, Prestage & Co. for financial audit services for fiscal years 2025, 2026, and 2027, at a total cost of \$115,200 for the three audit cycles.

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

VOICE VOTE: Passed

HS25/07-38 **(HealthWest/Rich Francisco)** Move to reclassify Patient Financial Services Representative, Position N54102, Wage Grade HW5, to an Accountant I/HW, Wage Grade HW6.

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

VOICE VOTE: Passed

HS25/07-39 **(HealthWest/Rich Francisco)** Move to create a full-time Grants Coordinator position, Wage Grade HW9.

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

VOICE VOTE: Passed

HS25/07-40 **(HealthWest/Rich Francisco)** Move to layoff Employee E93032397, currently in position X17708, Clinical Services Supervisor I, Wage Grade HW 9, and reclassify the position to a Clinical Services Supervisor II, Wage

Grade HW10, effective July 31, 2025, *with a friendly amendment to replace the effective date of July 31, 2025, to August 11, 2025*".

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

None

12. Final Board Comments

None

13. Adjourn to the call of the Chair

The meeting was adjourned at 5:15 p.m.



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

August 12, 2025 at 4:00 PM
via Zoom and in-person at: The Meeting Place - 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook (arrived at 4:02 p.m. during Information Items)
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
Commissioner Darrell Paige (arrived at 4:06 p.m. prior to motion HS25/08-42)

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 Michelle Hazekamp

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of July 22, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary May 31, 2025 - Preliminary
Brandy Carlson, HealthWest Chief Financial Officer, gave an update on the financial summary.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS25/08-41 **(HealthWest/Rich Francisco)** Move to create a Recipient Rights Officer, Wage Grade HW12, and appoint employee E93033587 at Step 2, effective November 1, 2025, and authorize this position to be eliminated on February 3, 2026.

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

VOICE VOTE: **Passed**

HS25/08-42 **(HealthWest/Rich Francisco)** Move to award the Healthwest restroom remodel solicitation to Tridonn Construction Company for the bid amount \$199,960.00 and authorize the HealthWest Executive Director to sign the contract agreements, and further authorize the HealthWest Executive Director to execute any necessary change orders for a total amount not to exceed ten percent (10%) of the original contract cost.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

HS25/08-43 **(HealthWest/Rich Francisco)** Move to approve the renewal of the Zoom license subscription for 09/28/2025 through 09/28/2026 at an approximate cost of \$47,464.00 and authorize the HealthWest Executive Director to sign the agreement.

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

VOICE VOTE: **Passed**

HS25/08-44 **(HealthWest/Rich Francisco)** Move to authorize the Procurement Department to solicit snow removal and salt services for two (2) HealthWest locations (Mental Health Center 276 E. Apple and Clubhouse 1470 Peck) for a three (3) year period, beginning with the 2025-2026 season.

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

VOICE VOTE: **Passed**

HS25/08-45 **(HealthWest/Rich Francisco)** Move to approve the HealthWest Executive Director to accept and sign the Professional Liability Insurance policy for the policy period of August 7, 2025, through August 7, 2026, as proposed by Jencap Insurance Services Inc and brokered through Hub International, not to exceed \$55,000.00.

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

VOICE VOTE: **Passed**

HS25/08-46 **(Public Health/Kathy Moore)** Move to appoint Dr. Nicolas Kostelecky, MD as an additional Deputy Medical Examiner for Muskegon County under the Medical Examiner contract.

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

VOICE VOTE: **Passed**

HS25/08-47 **(Public Health/Kathy Moore)** Move to approve 33 senior millage grants awards totaling \$1,286,563 for FY26, effective October 1, 2025 through September 30, 2026 as recommended by the Senior Activities Committee; to authorize the designated Senior Millage Grants Administrator to proceed with the administration of the programs, and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

HS25/08-48 **(Public Health/Kathy Moore)** Move to approve senior millage allocation to Senior Resources of West Michigan for the provision of State Health Insurance Assistance Program (SHIP) (\$22,400), Purchased In-Home Services (\$237,950) and Case Coordination & Support (\$86,000) as recommended by the Senior Activities Committee; effective October 1, 2025, through September 30, 2026, at a cost not to exceed \$346,350 and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

HS25/08-49 **(Public Health/Kathy Moore)** Move to authorize Public Health to increase the purchase order with Grand River Office by \$45,000, not to exceed \$145,776, with no increase in general fund.

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 4:25 p.m.



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

September 2, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, The Meeting Place,
1903 Marquette Avenue, Muskegon, MI 49442

MINUTES

1. Call to Order

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

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of August 12, 2025

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary June, 2025 - Preliminary

Brandy Carlson, HealthWest Chief Financial Officer, gave an update on the financial summary.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS25/09-50 **(HealthWest/Rich Francisco)** Move to create a Lead Customer Service Specialist, Wage Grade HW 8, and appoint Employee E93033129, at Step 5 of the wage grade, effective September 9, 2025, and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

HS25/09-51 **(HealthWest/Rich Francisco)** Move to approve the award of the Security Services to DK Security and authorize the HealthWest Executive Director to sign the contract contingent on corporate Counsel's final approval.

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

VOICE VOTE: **Passed**

HS25/09-52 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept the amendment to Private Well Testing Lab Analysis Grant from EGLE for state-wide testing in the amount of \$1,510,000 and extend the agreement through 8/31/26. Further, amend the related subcontract with TRACE not to exceed \$1,434,500 and extend the agreement through 8/31/26, and authorize the Board Chair to sign the agreements.

ACTION: Moved by Commissioner Darrell Paige, 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 4:17 p.m.



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

October 14, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 September 2, 2025

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

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary July, 2025 - Preliminary Report placed on file.

6. Public Comment (on an agenda item)

James Kelly, District Director for MSU Extension, briefly discussed the 3rd quarter MSU Extension quarterly report. Director Kelly specifically touched upon the federal budget elimination of the SNAP-Ed Program, which resulted in the elimination of 94 positions and sunsetting the SNAP-Ed program.

7. Items for Consideration

HS25/10-53 **(Veterans/Michael Baauw)** Move to authorize the staff to continue administering the DTE Test and Tune-Up and Consumers Energy Neighbors Helping Neighbors Programs through December 31, 2027, utilizing the approved contractors as listed on the 9/5/25 Letter to the County Administrator.

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

VOICE VOTE: **Passed**

HS25/10-54 **(Public Health/Kathy Moore)** Move to accept the "Agreement for Extension Services" submitted by Michigan State University (MSU) Extension for FY2026 programs and services, with no change in general fund allocation; and authorize the Board Chair to sign the Agreement.

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

VOICE VOTE: **Passed**

HS25/10-55 **(Public Health/Kathy Moore)** Move to approve ten (10) opioid settlement funding distribution grant awards totaling \$354,000 effective October 1, 2025, through September 30, 2026; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreements.

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

VOICE VOTE: **Passed**

HS25/10-56 **(Public Health/Kathy Moore)** Move to authorize Public Health to work with the Purchasing Department to seek requests for qualifications for body removal and transport services of deceased individuals that are for the County of Muskegon Medical Examiner cases pending Corporate Council review.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Vice-Chair Jessica Cook wished Kristin Drexler, Executive Assistant to the County Administrator, a happy birthday.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:17 p.m.



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

November 13, 2025 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 5:04 p.m. by Commissioner Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan
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 Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 14, 2025

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary August 2025 - Preliminary Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS25/11-57 **(HealthWest/Rich Francisco)** Move to eliminate the Clinical Services Supervisor I, Position X17711, Wrap Around Coordinator, X96802 and

X96808, and layoff the employees in those positions, effective January 1, 2026.

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

VOICE VOTE: **Passed**

HS25/11-58 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to purchase Snare Central, from CDW-G, an approved reseller for the MiDEAL cooperative agreement, at an approximate cost of \$34,146.08 and authorize the HealthWest Executive Director to sign the contract.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

HS25/11-59 **(HealthWest/Rich Francisco)** Move to award RFP 25-2607, HealthWest Snow Removal, to Procure Landscape for three (3) years covering the 2025-2026, 2026-2027, and 2027-2028 winter seasons and authorize the HealthWest Director to sign the agreement contingent on Corporate Counsel's approval of the agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

HS25/11-60 **(Public Health/Kathy Moore)** Move to approve four (4) housing assistance senior millage grant awards totaling \$89,640 for FY2026, effective October 1, 2025 through September 30, 2026 as recommended by the Senior Activities Committee, authorize the designated Senior Millage Grants Administrator to proceed with the administration of the programs, and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

HS25/11-61 **(Public Health/Kathy Moore)** Move to process additional payments for the FY2025 Opioid Settlement program in the amount of \$21,102, bringing total FY2025 expenses to \$702,882.

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

None

12. Adjourn to the call of the Chair

The meeting was adjourned at 5:15 p.m.



Muskegon County
Human Services Committee
Chris McGuigan, Chair
Jessica Cook, Vice-Chair

December 9, 2025 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 Chris McGuigan.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Chairman Charles Nash
Commissioner Chris McGuigan

Excused: 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 Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of November 13, 2025.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

5. Informational Items

A. HealthWest Financial Summary September, 2025 - Preliminary Report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

HS25/12-50 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to purchase 129 new laptops from CDW-G, an approved reseller for the Sourcewell

cooperative agreement, at a not-to- exceed cost of \$154,592.00, and authorize the HealthWest Executive Director to sign the contract.

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

VOICE VOTE: **Passed**

HS25/12-51 **(HealthWest/Rich Francisco)** Move to authorize HealthWest to enter into a three (3) year agreement with Nutanix solutions from CDW-G under the MiDeal cooperative procurement, at a cost not-to-exceed \$135,246.00, and to authorize the HealthWest Executive Director to execute the agreement.

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

VOICE VOTE: **Passed**

HS25/12-52 **(Public Health/Kathy Moore)** Move to authorize Public Health to expand the existing agreement with Western Michigan University Homer Stryker MD School of Medicine to include body removal and transport services effective January 1, 2026, authorize the Board Chair to sign the associated amendment and amend the budget accordingly.

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

VOICE VOTE: **Passed**

HS25/12-53 **(Public Health/Kathy Moore)** Move to authorize Public Health to accept Michigan Department of Health and Human Services funding for Lead Education and Faucet Replacement program up to \$200,000, authorize the Board Chair to sign the related agreement, and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

HS25/12-54 **(Public Health/Kathy Moore)** Move to authorize Public Health to reinstate and fill the Maternal Child Health Supervisor position at Grade 22, and amend the budget accordingly.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

Brandy Carlson, Chief Financial Officer for Healthwest, addressed the Commissioners about a possible upcoming Housing and Urban Grant. Ms. Carlson explained that the notice of financial of opportunity was released in November requiring HealthWest to be the leaseholder on property leased to clients. Ms. Carlson indicated she may need to present a motion at the next Full Board meeting in order to meet the grant deadline. Commissioner Kim Cyr asked her how she felt about Healthwest taking on the leaseholder role. Ms. Carlson indicated her only concern would be about houses that become vacant as they would be required to pay on the vacant lease. Ms. Carlson further explained that the leases are grant funded. Vice-Chair

Jessica Cook inquired how much the grant would be. Ms. Carson stated the grant is \$200,000/yr, of which the grant supports 16 households. Because there is a pending lawsuit for this issue, Chair Charles Nash asked about how the lawsuit is affecting this. Ms. Carlson stated the one main concern is having a gap as the grant starts in January typically, although Ms. Carlson stated that they are working with HUD to obtain funding. Administrator Mark Eisenbarth stated the motion would more than likely be put on next week's Full Board agenda in order to ensure that once the grant does become available, HealthWest is able to apply for it without any delay.

10. Public Comment

None

11. Final Board Comments

None

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:25 p.m.