



County Staff Report September 2017

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2017-2018 Strategic Priorities

PRIORITY 1: BE A MODEL EMPLOYER

PRIORITY 2: BE FISCALLY SUSTAINABLE, DEMONSTRATE ACCOUNTABILITY AND TRANSPARENCY

PRIORITY 3: MAINTAIN AND INVEST IN THE COUNTY'S INFRASTRUCTURE

PRIORITY 4: PROTECT VULNERABLE POPULATIONS

PRIORITY 5: ADVANCE THE QUALITY OF THE REGION

PRIORITY 6: ESTABLISH NEW COLLABORATIVE PARTNERSHIPS AND ENHANCE EXISTING PARTNERSHIPS

PRIORITY 7: MAINTAIN PUBLIC SAFETY

PRIORITY 8: ENGAGE INTERNAL AND EXTERNAL STAKEHOLDERS TO SUPPORT A STRONG BRAND

Administrative Services/Resource Recovery (2, 6, 8)

- Please welcome the new County Administrator, Vicki Uppal! Ms. Uppal was the County Administrator of Washington County located in Greenville, MS. Prior to joining Washington County, her career was in the automotive industry focused on administrative, financial management, and human resource management in a variety of leadership positions. Previous companies include TI Automotive, Delphi Corporation, AlliedSignal Automotive and Sandy Corporation. She earned a MBA from the University of Michigan and a Bachelor of Science in Business Administration from Central Michigan University. Administrator Uppal started with the County on September 5, 2017.
- The next Household Hazardous Waste Event will be held Saturday, October 14, 2017 from 9am-2pm. Registration is required to make an appointment. You may call the RecycleSmart Hotline at 231-941-5555 or online at www.recyclesmart.info
- The Boardman Dam Removal is well underway with the draw-down complete and deconstruction of the impoundment in progress. The river has been returned to its natural path and flows underneath the Cass Road bridge. Cass Road remains closed due to bridge construction.
- The Grand Traverse County Board of Affairs has appointed an ad-hoc committee to review the structure of the Veterans Affairs Committee. Legislative changes in 2016, specifically Public Act 420 of 2016, changed the structure of the Board to eliminate the war-era requirements and to offer an opportunity to expand the membership of the Board. The Board of Commissioners will be reviewing this issue in the near future with participation from the Chairman of the Veterans Affairs Committee.

Central Dispatch/911

- No report provided.

Circuit Court

- No report provided.

Circuit Court - Family Division

- No report provided.

Commission on Aging (4)

- No report provided.

Community Development & Codes (5)

- No report provided.

County Clerk

- Stats for month of August
 - New Circuit and Family Court Cases filed: 37 civil, 71 domestic, 32 felony, and 30 juvenile.
 - Five (5) jury pools sent out for Circuit Court trials. All trials settled prior to trial date.
 - Clerked zero trials.
 - Clerked three (3) County Commission meetings.
 - Vital Records filed: 190 births, 108 deaths, and 130 marriage licenses.
 - DBAs filed: 67
 - Concealed Pistol applications filed: 90
 - Concealed Pistol fingerprints done: 25
 - Concealed Pistol Licenses issued: 87
 - Notary Bonds/Applications: 17
 - Passport Photos taken: 132
 - Certified Copies: 658 customers (this could be 1 or many copies per customer)
 - Wedding Ceremonies: 9
 - Voter Registrations: 235

District Court

- No report provided.

Drain Commissioner (5)

- Responded to calls regarding the level of Duck Lake being low.
- Investigated and found that someone had removed all the top boards from the dam.
- Replaced with temporary boards until new oak boards could be sawed at Lake Ann Hardwoods.
- Met with and assisted Deputy Civil Counsel Chris Forsyth in the development of an affidavit regarding a contested case against the Boardman Dam MDEQ permit to remove the dam.
- Prepared & submitted 2018 draft budget.
- Conducted periodic inspections of the Duck Lake Dam and water level.
- Responded to several phone calls regarding flooding after heavy storm that dropped nearly 5" of rain in the region.

- Met with GT County Road Commission Engineer Jim Johnson to inspect the Old Mission Drain and flooding that occurs near the Post Office. Also spoke with some neighbors regarding flooding issues.
- Met with owners of the Old Mission Store regarding flooding issues after the heavy rain event.
- Met with Cass Road business property owner liaison regarding the Cass Road Drain Project.
- Coordinated and conducted a Cass Road Drain Project planning meeting at Garfield Township.
- Reviewed plans then prepared an Approval letter to Acme Township for the proposed Greek Orthodox Church which is also in the Deep Water Point drainage district.
- Prepared & sent out draft Cass Road meeting notes.
- Attended a meeting at Peninsula Township Hall regarding the Old Mission Drain and other drain issues in the Township.
- Prepared and sent out a letter to all Duck Lake residents regarding the September 25th Duck Lake hearing to have Court establish the legal summer and winter levels of Duck Lake and to advise residents of a special assessment to conduct repairs to the dam.
- Met with Peninsula Township planning staff and Watershed Center Bay Keeper regarding issues with a small feeder stream that runs back into the Bay after heavy rain events. An option is to establish a drainage district but not until more time is allocated to the office.

Equalization / GIS ()

- No report provided.

Friend of the Court

- No report provided.

Health Department (1,2,4,5,6,7)

ADMINISTRATION & FINANCE DIVISION

- Grant Reporting - Preparing health department program reports by projecting their expenditures for their fiscal year state grant budgets for September 30, 2017.
- Northern Michigan Public Health Alliance Annual Stakeholder Meeting: Approximately 50 people attended the Alliance's Annual Meeting, convened on August 29 in Gaylord. They included Board of Health members, as well as leaders from seven local health departments, two hospitals, two county health plans, and Michigan Department of Health and Human Services. The Health Officers who compose the Alliance Steering Committee provided presentations on the Alliance's background, history, and accomplishments, public health sustainability and Public Health 3.0. A highlight of the day was a remote presentation by

John Auerbach, PhD, who discussed the role of public health as Chief Health Strategist, a concept he developed with other public health experts. In the afternoon, participants created a “Practical Vision”, the first step for the Alliance’s Strategic Plan for 2018-2020. “What do we want to see in the Alliance by 2020 as a result of our collective action?” as follows:

- Purposefully created opportunities to share expertise, knowledge, leadership
- Seamlessly linked services
- Intentionally developed prevention programs
- Strategically developed marketing
- Enthusiastically expanded scope of public health
- Strategically integrated behavioral health and substance use disorder services
- Expertly trained workforce
- Strategically maximized resources
- Continually evaluated health outcomes
- Regionally collaborated Public Health Emergency Preparedness efforts
- Strategically engaged partners
- Consistently focused advocacy efforts

➤ Northern Michigan Community Health Innovation Region

- Planning for evaluation studies is underway for the Michigan State Innovation Model, including each of the five community health innovation regions (CHIRs). The Michigan CHIRs are charged with planning, implementing and evaluating three interconnected components: a clinical community linkages model, coordinated community health needs assessment, and comprehensive community health improvement plan. This approach is innovative: no other communities in the country have created systems connecting these pieces, although many have developed clinical community linkages models or community health assessment and improvement plans. If we are successful, the Northern Michigan Community Health Innovation Region design will be replicated in rural regions across Michigan and US. The focus is on measuring mid-term and short-term outcomes. Experts from Michigan State University and Michigan Public Health Institute (MPHI) are working with the NMCHIR to collaboratively design three types of evaluation: 1) Cross-CHIR study of a common set of (emerging) metrics , 2) Overall CHIR effectiveness, including governance, decision-making, community engagement, and backbone organization, 3) Interventions to reduce preventable or avoidable use of Emergency Department (current year) and to increase the proportion of the population at a healthy weight (next year).
- Community Connections Clinical Community Linkages Model: The NMCHIR has achieved a major milestone! On August 1, 2017, the number of Community Connections HUBs in increased from one to three and the number of counties served in the region expanded from three to 10. Community Connections HUBs utilizes evidence-based clinical community linkages models implemented for three years by the Health Department of Northwest Michigan. Pat Fralick, HUB Lead and former Director of Family Health Services, worked with the new HUBs to achieve efficiencies through common policies and procedures, electronic medical record, staffing model, and orientation and training for HUB staff.

- Comprehensive Community Health Improvement Plan: The NMCHIR is utilizing the ABL e Change framework to develop a comprehensive Community Health Improvement Plan to increase the proportion of the population at a healthy weight. After compiling and analyzing available data, we developed a Shared Vision based on a two-day meeting in June facilitated by ABL e's creators.
- Outreach and Education
 - Attended the annual Michigan Home Visiting Conference in Grand Rapids August 1-3.
 - Participated in the following community partnership collaborative teams:
 - Infant Mortality Advisory Council hosted at Munson August 11th.
 - Northern Michigan Perinatal Regional Collaborative Network in Kalkaska August 22nd.
 - Northern Michigan Vaccine Preventable Disease Task Force meeting hosted by Munson on 8/17.

MEDICAL EXAMINER DIVISION

- MDILog Data Conversion- Medical examiner case data prior to 2017 is being migrated to our current web-based database system, MDILog. Cost of the conversion is covered by the Health Innovation Grant for 2017 awarded to the medical examiner program.
- Munson Morgue Agreement- Drafted a morgue facility use agreement, which is currently being reviewed by Munson. This agreement will allow for continued use of the morgue facility by the medical examiner staff for telemedicine examinations and investigations. It formalizes what has been in place for years and will allow for the telemedicine equipment installation, also due to the Health Innovation Grant, will be completed once this agreement is in place.

ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION

- Environmental Health
 - Beach monitoring continued throughout the month. Sunset Beach was upgraded to Level 1 (Full Body Contact) on August 17th and has remained at Level 1.
 - Septic and well permits for new construction and existing homes continue to be busy as the area is experiencing robust construction activity.
 - Several temporary food licenses were issued as part of the TC Film Festival and other summer events.
 - Food Service inspection program continues to be busy with routine inspections and plan reviews for new restaurants and food trucks.
- Animal Control
 - Continues to be extremely busy with responding to calls regarding a variety of issues such as dogs at large, hot dogs in cars, and potential abuse and neglect cases.

- o Attended Board of Commissioners Animal Control Ad Hoc Committee meeting and gave an update on Animal Control activities.

EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION

➤ Emergency Management

- o Prepared and published National Cherry Festival After Action Report and Vulnerability/Threat assessment
- o Set up and published 2017-18 School Drill Schedule Survey to all 48 schools and 5 school districts in the county
- o Presented Emergency Management Preparedness to Kingsley Senior Center luncheon
- o Completed Threats/Hazards Assessments at all Hagerty Insurance locations and Greenspire School
- o Presented to multiple disability networks/organizations for assistance creating vulnerable citizen database to be used during disasters/emergencies

➤ Emergency Preparedness

- o Public Health Emergency Preparedness has begun a 12 month process with the State of Michigan Department of Emergency Preparedness and Response to completely revitalize the Distribution and Dispensing of pharmaceuticals during a large scale public health emergency.
- o New partnerships with Closed Point of Dispensing Partners have begun to be formalized across the jurisdiction to assist in the distribution of public health aid and support during large scale public health emergencies.
- o Closed Points of Dispensing Partners are private industry, public and governmental agencies, and non-for profit entities that will work alongside public health during an emergency to lighten the burden on the public.

COMMUNITY HEALTH DIVISION

DISEASE CONTROL AND PREVENTION PROGRAMS:

➤ Communicable Disease Program

- o Communicable Disease staff investigated 85 communicable diseases/animal bites and bat exposures for the month of August.
- o Four public health clinic staff attended the annual Michigan HIV & STD Conference held 8/8-8/9 in Ypsilanti to learn more about the current testing, trends, treatment and prevention of these communicable diseases.
- o Staff began distribution of packets to daycares and schools within Grand Traverse County; these packets gave detailed instructions on the mandatory "Weekly Communicable Disease Reporting" requirement and gave the communicable disease nurses an opportunity to introduce themselves to school staff, as well as provide

information about all the services offered through the Health Department, such as assistance with Medicaid applications, WIC and Immunizations.

- o Staff participated in the Pediatric and Adult Influenza Webinar 2017-2018 season to prepare for the upcoming flu season.

➤ Reproductive Health

- o Reproductive Health staff provided services for 93 men and women, of which 54 were new clients to the program. A high number of sexually transmitted disease (STD) screenings were completed this month (43), thanks to staff's excellent skills at identifying behavior risks and providing comprehensive education and counseling.
- o Continued participation in the Health Systems Change for Tobacco Dependence Grant through phone conference; supervisor was selected to participate in a "Getting to the Heart of the Matter" interview through the Michigan Department of Health and Human Services related to this grant.
- o Supervisor participated in two webinars from the Office of Population Affairs - "Impact of Health Systems Change on the Title X Network" and "Title X Database Updates".
- o An additional Grand Traverse location received "Wear One" condom packs as part of our continued collaboration/mini-grant with the Health Department of Northwest Michigan; the "Wear One" campaign focuses on widespread condom distribution across northern Michigan and the development of sexual health outreach materials in order to increase access to sexual health services and decrease sexually transmitted infections and unintended pregnancies. The five "Wear One" locations where free condoms are distributed include Kilkenny's Irish Pub, Tilley's Party Store and Disc Golf, The Laughing Buddha, Side Traxx, and Francisco's Market and Deli.
- o Informed over 700 students and staff at Northwestern Michigan College about the services available at the Reproductive Health Clinic and Adolescent Health Clinics during the "Pine Palooza" student fair held on August 29th. Over 1200 condoms were also distributed at this event.

➤ Immunizations

- o Grand Traverse County Health Department hosted a Tuberculin Skin Testing class on August 24th for internal and external area providers.
- o Our clinic staff administered nearly 600 vaccinations in August, a 7% increase from the same time last year.
- o Immunization Coordinator Sheila Corner participated in the Northern MI Regional Immunization Workgroup in Grayling August 15th.

MATERNAL AND CHILD HEALTH PROGRAMS:

➤ Maternal Infant Health Program

- o New MIHP staff have completed orientation and now are able to take on a caseload of pregnant women and infants.

- o Current caseload resulted in a rise of births in the month of August as we also saw a 35% upward swing in our mom and baby visits.
- o Admissions to the MIHP program hit 30 new clients for the month.
- Healthy Futures- Healthy Futures provided 29 lactation visits to new mothers and babies in August. The number of visits has almost doubled in the last year thanks to a concentrated effort by both registered nurses, International Board of Lactation Consultant Examiners, Deb Deering and Pat Drake.
- Children's Special Health Care Services- Once again this year staff attended Kids Day at the fair to promote outreach for Children's Special Health Care and other health department programs. Over 100 kids and family members stopped by the booth to play games and learn about services.
- Pediatric Cardiac Clinic- Status quo
- Adolescent Health
 - o Stacy Zachman-Dobreff began as the new physician assistant at K-Town Youth Health Center.
 - o Marjie Rich, Adolescent Health Coordinator, and Anne Hughes, Adolescent Health NP, attended Moving Toward Solutions conference on teen pregnancy prevention.
 - o K-Town Youth Health Center had 107 office visits with a 96% show rate. One-third of those visits were with the Social Worker; two thirds of the visits were with the clinical provider.
 - o August was a busy month with a total of 13 outreach venues: Friday Night Live, Youth Connect fair (for homeless youth population), 2 dates at the Traverse City High School Orientations, Kingsley High School staff presentation, Kingsley Middle school staff presentation, Pine Palooza (Northwestern Michigan College), Kingsley High School Open House, Kinsley Middle School Open House, 2 dates at the Career Tech Center Orientations, Career Tech Center Staff Presentation on clinic services, Career Tech Center Presentation on mental health and depression. A grand total of 2,660 participated in total at the 13 outreach events.
- Head Start
 - o This is the fourth year that GTCHD has hosted Head Start orientation clinics. Participating children are offered onsite services including: vision and hearing screenings, physical assessments, immunizations, immunization waivers, blood lead screenings, and hemoglobin screenings. This is also an excellent time to provide families with referrals to GTCHD services: WIC, Reproductive Health, Immunizations, and to Dental Clinics North. The Head Start orientation clinics have been well received by Head Start staff and families.
 - o Head Start orientation clinic took place on August 29th; 25 children were seen.

- o Two additional orientation clinics are scheduled in September, including the K-Town Youth Care Clinic located in downtown Kingsley. We anticipate screening an additional 50 children during these clinics.
- o Two clean-up dates are scheduled at the end of September and in October for children who miss earlier orientation dates.
- WIC (Women, Infant and Children)
 - o WIC continues to increase lead screenings with 34 performed in August, up from 26 in July, and 10 screenings in June.
 - o WIC continuing with fluoride varnishes with 18 varnishes applied in August with only one nurse available to apply the treatments. WIC plans to add two additional nurses to the clinic this fall to increase capacity for fluoride varnish applications.
 - o Breastfeeding Peer Counselor, Heather Pineda, researched and applied for donations for our clients to celebrate National Breastfeeding Week (August 1 - 7) and Breastfeeding Awareness month (August) through the company Leading Lady. Heather secured donations of 50 nursing bras, nursing tank tops, 10 nursing covers, 11 maternity leggings, and 1 maternity belt that our Breastfeeding Peer Counselors were able to distribute to WIC clients to promote breastfeeding! Heather also used this donation as an opportunity to promote WIC outreach via advertising on the Grand Traverse Breastfeeding Support Facebook Page. In the week following her post, Facebook pageviews, reach and post engagements were up 200%.
- Hearing & Vision- See Head Start report
- Blood Lead
 - o Michele Felber and Amy Leiva, both registered nurses at GTCHD, recently attended a lead case management training for children with confirmed elevated lead levels.
 - o Michigan Department of Health and Human Services provides weekly lead reports which are reviewed and tracked by GTCHD. In the event of a confirmed elevated lead exposure case, the child's family would be contacted by Amy Leiva and offered a health assessment and visual assessment of the child's home environment for possible sources of lead exposure. Currently, there are no confirmed cases of childhood lead poisoning in Grand Traverse County.

MSU Extension (4,5,6)

- Registration is now open for [Get Engaged: A Guide to Getting Involved in Your Community](#). This 7 session course begins October 2 and is designed for anyone interested in learning more about local government, your rights and responsibilities as a citizen, and how to get involved in the community. More information can be found on the registration site <https://events.anr.msu.edu/GetEngagedGTCounty/> or by contacting Eric Walcott, MSU Extension Government & Public Policy Specialist, at walcott3@msu.edu.

- Northwest Lower Michigan has a new Viticulture Extension Educator, Thomas Todaro. Thomas was born and raised in Wooster Ohio, and is a recent graduate of The Ohio State University in the department of Horticulture and Crop Science specializing in Viticulture. His experience in viticulture research began in 2012 and includes employment at The Ohio State University Viticulture Program as a Research Aide, Graduate Research Associate (GRA), and currently, Research Assistant. During this time, he conducted and presented projects focused on cultural practices to improve fruit and wine quality, increase freezing tolerance of bud and cane tissues, and improve efficiency in vine recovery following winter damage.

Thomas' experience in viticulture extension includes assistance in the planning and organization of viticulture workshops, field days, and presenting projects to growers in the form of newsletters, posters, educational videos, and conference presentations. In 2014 and 2015, Ohio vineyards sustained severe winter damage. It was at this time, Thomas and his advisor, Imed Dami, addressed the region's industry's need for research based information on vine recovery following severe winter injury through his thesis project titled: "Evaluating Cultural Practices for Recovery from Cold Damage in Grapevines." This project investigated various training and pruning methods on multiple cultivars to determine optimum vine recovery practices.

Thomas' research and extension experience in cool climate viticulture will be put to good use as the Viticulture Extension Educator, where he is proud to lead the MSU Extension efforts, and eager to learn the industry's specific needs, with the goal to achieve efficient, profitable and sustainable viticulture, and contribute to the overall advancement for the Michigan viticulture industry.

Parks and Recreation (4, 5, 6, 8)

- Parks and Recreation Partner Norte! just received a three-year, \$50,000-per-year grant from the Grand Traverse Regional Community Foundation, which will allow the organization's director, Ty Schmidt, to work full-time to help fulfill wellness initiatives aimed at a healthier region. The grant was funded by a small group of donors through the foundation and will help the nonprofit organization become sustainable.
- Easling Pool: The Friends of Easling Pool and Parks and Recreation-sponsored Community Day at Civic Center Park, which marked the official kick-off of the Easling Pool Community Campaign and a ribbon-cutting ceremony for the new Campbell Community Playground, was a huge success. Over 50 volunteers helped! Statistics: Jimmy John's fed over 250 people; over 300 snow cones were passed out; the dunk tank received constant "business"; 120 Bill Marsh test drives took place, totaling a \$1,200 donation to the campaign; the ribbon-cutting was attended by nearly 100. The bands, bingo, bounce house, carnival games, and AquaGlide in the pool drew many participants. Thank you, community and volunteers, for your generosity that made this event so very special!
- Howe Arena: Ice down the week of September 4, with programming underway September 6.

- Medalie Roadside Park: Director met with Tom Vitale, Parkland Steward for Conservation District, to discuss removing invasive species from Medalie Park and cutting away vegetation to restore view of Boardman Lake and river. Will work on a plan to start this fall, and continue annually. Medalie Park's recreational use has increased exponentially this summer, indicating there might be a need to staff the park with a ranger in 2018 to monitor the park and stave off vandalism and illegal camping. In the meantime, Department will contact Sheriff's Department to request increased patrolling.
- Maple Bay Park and Natural Area Farmhouse and Barn: Director researched whether house and barn on east side of Highway 131 could be renovated and leased. According to the Michigan Natural Resources Trust Fund Land Acquisition Project Agreement, dated January 1, 2002: "The project area and any facilities located thereon shall not be wholly or partially conveyed, either in fee or otherwise leased for a term of years or for any other period, nor shall there be any whole or partial transfer of title, ownership, or right of ownership or control without the written approval and consent of the Department [MDNR]." The language quoted above indicates that the house and farmhouse may not be leased, long-term. Acceptance of a proposal to refurbish the house and the barn in return for a long-term residential lease would not be authorized under this agreement. It appears the agreement does permit using the structures for recreational purposes, such as education, meetings, events, etc., similar to Twin Lakes Park and Civic Center Park. Director is working with MDNR Grants Management to clarify options for these facilities.
- Power Island: Between May 26 and September 7 (108 days), campsites have been used 84 days, with 88 reservations, and revenue totaling \$10,000 as of September 7. In 2016, campsites were used 111 out of 144 days (beginning to end of season), with 87 total reservations, and \$12,000 total revenue.
- United Way VISTA Assignment: Peter Forton started serving the Parks and Recreation Department the week of August 28th. He will provide research and survey support for the new five-year Parks and Recreation Master Plan; support Senior Center and Parks and Recreation marketing and branding efforts; and support the fundraising efforts for the Easling Pool and Senior Center refurbishment projects.

Parks and Recreation/Senior Center Network (4)

- 1,606 seniors participated in 7,639 units of service; 63 new members.
- August Special Programs: Kayaking rescue, "Living in a Lighthouse," "Our National Parks", foot pain, singles' night, DNR presentation on deer herds, emergency preparedness presented by Grand Traverse County Emergency Management team, scam prevention seminar with AARP, including free shredding on site (over 100 people participants!). 23rd Annual Celebrity Art Baur Shuffleboard Tournament: Sponsored by Reynolds-Jonkhoff Funeral Home, over 40 local business leaders and elected officials competed for the travel trophy. Parks and Recreation Commissioner Rod Kivell, and his partner Grand Traverse Bay YMCA CEO Jay Buckmaster, took first place. This event is an opportunity to educate leaders about Senior Center services and programs, and to showcase the oldest shuffleboard courts in the state. Summer sports: Hiking, cycling, golf, pickleball, tennis, shuffleboard, and yoga on the beach, continued. Trips: Little River Casino (day trip)

- September 2017: Trips to Colorado, Detroit Tigers and the Grand Rapids Art Prize; National Senior Center Month, celebrated across the nation; National Fall Prevention Month with a panel of experts from Fit for You, FYZICAL Therapy and Balance Centers, and Dr. Mary Beth Hardwicke, a retired physician, discussing fall prevention at the Munson Community Health Clinic, September 22.
- September Special Programs: Walking tour of Old Indian Trail Markers; "Hospice 101;" Reiki, weaving, "Home Improvement Scams;" flea market; "Age Matters Support Group," Medicare updates, knitting and crocheting class, hearing screening; canning class; exotic bird rescue; MahJongg tournament; health fairs in Fife Lake, Grawn, and Kingsley; beneficiary designation; "Parade of Senior Homes;" fish fry with local Steelheaders group; "BATA Ride Day;" tailgate parties; Air Force One presentation; "Brain Health;" "Preparing for Retirement;" estate planning; "Color Cruise;" and "Aging in Place Home Modifications."
- Ongoing Support Groups: Job support provided by Kelly Services; "Options for Senior Living" assists seniors with questions about housing; Parkinson's; healthy eating; free legal advice, tech support for smart devices, and various grief support groups in cooperation with Munson Medical Center.
- Regular Programming: Lunch served daily at noon; daily exercise classes; monthly blood pressure and glucose monitoring, massages, reflexology, and foot care; art classes; knitting clubs; quilting group; basket weaving; fisherman's club; games of all kinds; monthly casino trip to Manistee; daily information and referral service provided, as needed.
- United Way VISTA Assignment: Julie Kerr started the week of August 28 and is being oriented to programs and services provided by the Senior Center. Her position will provide administrative and clerical support to staff, and focus on fundraising and community development.
- AARP Senior Employment Program Assignment: Employee will begin in September. Position will provide maintenance and janitorial support at no cost. Senior Center has been a host site for many years, and has greatly benefitted from this collaboration.

Planning (3,5,6)

- Registration is now open for the Capital Improvement Planning Workshop on Thursday, October 19 from 6pm to 9pm at the Governmental Center. The workshop will provide training for local officials and organizations on energy efficiency and cost savings approaches to capital projects. Only \$15 per person for local officials and planning commissioners. Discounted rate for others too.
- Staff continues to work with East Bay Township in efforts to improve US-31, one of the County's busiest corridors. Initial branding calls for the area to be known as the Beach District. The next public meeting is scheduled for Monday, September 25 at 5:30 pm at the East Bay Township office.

- Staff is devising a new approach to linking community land use planning with transportation improvements. Utilizing part of the Michigan Planning Enabling Act, a Master Street Plan would outline how appropriate motorized and non-motorized transportation improvements could be made to respond to residential and commercial development. Staff is working with staff at Traverse Transportation Coordinating Initiative (TTCI) on a draft concept.

Probate Court

- No report provided.

Prosecuting Attorney

➤ Prosecution

As the County's Chief Law Enforcement Officer, the Prosecuting Attorney is responsible for the prosecution of crimes including juvenile, misdemeanor and felony offenses, protection of abused and neglected children, and establishment of child support for needy children. For the month of August, we engaged in the following:

- Authorized 176 misdemeanor warrants
- Authorized 59 felony warrants
- Authorized 26 juvenile petitions
- Handled the following matters in Family Court:
 - 15 allegedly mentally ill cases
 - 3 Neglect/Abuse cases

➤ Civil Counsel

Contract Drafting and Review - As the County's civil counsel, we assist various County departments in reviewing and drafting contracts and other agreements. Our involvement ranges from reviewing a contract and approving it "as to form," to negotiating the terms and conditions of the contract with the other party. For the month of August, we reviewed four contracts for the following departments:

- Parks and Recreation: two
- Clerk: one
- Health: one

FOIA Coordination - In 1997, the County Board of Commissioners designated the Prosecuting Attorney as the FOIA coordinator for Grand Traverse County. As the coordinator, we ensure that the various county departments are complying with Michigan's FOIA law including determining whether the requested information should be exempt from disclosure. For the month of August, we reviewed ten requests, and provided advice and consultation to the following departments:

- Administration: three
- Parks and Recreation: one
- Sheriff: two
- Clerk: one
- Human Resources: one
- Prosecutor: one

- Finance: one

Board of Commissioners/Staff Questions - Part of our duties as Civil Counsel involves answering questions and/or preparing opinion memoranda for the Board of Commissioners and County staff related to a wide variety of issues, ranging from compliance with state and federal statutes to advising on exposure to liability. For the month of August, we answered questions/prepared memos for the Board of Commissioners and various departments including:

- Animal Control

Ordinance Drafting - As you know, under MCL 46.11, a county board of commissioners has the authority to adopt ordinances related to county affairs. One of our responsibilities is to prepare, amend or repeal ordinances when requested by the Board of Commissioners. For August, we did not prepare any ordinances.

Litigation - We represent the County in civil actions filed in the Grand Traverse County District and Circuit Courts as well as the Federal District Courts. For the month of August, we represented the County in the following:

- ○ *In the Matter of Duck Lake*. On May 8th, we appeared before Judge Power who held a hearing to reaffirm the normal lake level and confirm the special assessment district boundaries. Several property owners owning land abutting the lake appeared and made comments on the record. Judge Power will schedule a second public hearing to allow additional public comments. In August, we received notice that a second hearing will be held on September 25, 2017 at 2:30 p.m.
- ○ *In the Matter of Edwin Martel et al, on the permit issued to Grand Traverse County*. On September 10, 2016, Edwin Martel, William Lane, and Bruce Campbell filed a petition with the Department of Environmental Quality (“DEQ”) challenging DEQ’s issuance of a permit to Grand Traverse County permitting the removal of the Boardman Dam. Mr. Martel and the other petitioners are claiming that the issuance of the permit and the removal of the dam will result in the destruction of the Education Reserve, which is a public trust. DEQ is represented by the Attorney General who has filed an appearance in this matter. In January, Administrative Law Judge Daniel Pulter granted our motion to intervene in the case. On April 25th, Judge Pulter held a pre hearing conference by telephone. At this hearing, Mr. Martel accused Judge Pulter of being biased against him and the other petitioners. Mr. Martel filed his motion requesting recusal which was denied. Thereafter, we received notice of the hearing on the petition, which will be heard on September 12th through the 14th. We have filed a motion for summary disposition requesting that the petition be dismissed. Judge Pulter has given the petitioners until November 15th to file a response to our motion. In the meantime, two individuals, David Grebner and Elisabeth Barrett, have requested to intervene as petitioners in the case. We have filed objections to their requests to intervene.
- ○ *Camelback IX, LLC v Grand Traverse County Treasurer et al*. Plaintiff has filed this lawsuit on April 13, 2017 seeking to foreclose a mortgage on a parcel of property located in Grant Township and owned by Douglas Prause. Plaintiff obtained this mortgage

through an assignment from another financial institution. This assignment was recorded on February 17, 2017. Prior to the assignment being recorded, the Treasurer obtained a judgment of foreclosure for the parcel because the property owner failed to pay property taxes. By obtaining the judgment prior to Plaintiff recording the assignment, the County Treasurer has valid ownership of the property, which takes priority and extinguishes whatever lien Plaintiff has on the real estate. We filed our answer to Plaintiff's complaint. We will next file a motion for summary disposition and request that Plaintiff's complaint be dismissed. On August 30, 2017, we filed a motion for summary disposition requesting the Court to dismiss Plaintiff's complaint. Judge Power will hear our motion on September 25, 2017 at 10:30 a.m.

Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of August, Chris Forsyth attended the regular board meetings and the animal control ad hoc committee meeting held on August 23rd.

Public Works ()

- No report provided.

Register of Deeds ()

- No report provided.

Sheriff (7)

- No report provided.

Treasurer ()

- Had successful auction, sold all parcels at first auction so second auction is not necessary.
- Preparing for personal service on forfeited properties next month, working on tablet software for reporting eliminating the paper record and utilizing GPS for finding the parcel. Updated software will allow access to our posting images through our title lookup account for easier retrieval in the future.
- Working with Cherryland Humane Society to allow them to accept credit cards payments for Grand Traverse County Processing and Boarding fees collected by CHS.
- Worked with bond counsel to refund Blair Township Bonds generating significant savings for the citizens of Blair Township. Had meeting with Standard & Poor's; they reaffirmed the County's AA bond rating for the refunding bonds.
- Successfully processed and billed 128 July Board of Review adjustments on time.
- Processed 123 regular service, and 16 expedited passports for a total of 139 in August compared to 183 August 2016. East Bay Township has been approved to accept passport applications also so hopefully this reduction trend will continue. We had a successful 2017 Passport Facility Audit by the U. S. Department of State.

Veterans Affairs (4)

- The Veteran's Affairs Committee is in the process of interviewing candidates for the position of Director. Seven candidates have been selected for on-site interviews during the month of September.