



County Staff Report December 2017

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Administration/Board of Commissioners/Resource Recovery

- The Brush Drop Off Site has closed for the season. The site is scheduled to open in April.

Commission on Aging

- COAST (Commission on Aging Senior Transit) bus go-live pilot on November 13, 2017 is providing seniors in GTC with free door to door bus service on Mondays and Wednesdays. Initial surveys of bus riders have given praise to the great service and dependability.
- Personal Emergency Response Services (PERS) will include GPS units starting in January, 2018. These units will send signals for help anywhere nationwide that the person travels, with built in fall sensors and two way speaker pendants. Will be requesting County Board approval for an increase in the number of all units from 600 (currently at 587) to 800.
- Baskets of Bounty are currently being distributed to 105 low income clients who will be home alone for the Holidays.
- Electronic Client Record is in the process of being built to meet the requirements and specifications needed for documentation and scheduling for the COA.

Community Development & Codes

- Brownfield Redevelopment We have just completed a 20-year impact report outlining the significant public benefit to Grand Traverse County and the State of Michigan. Over the past 20 years, the Brownfield program in Grand Traverse County has resulted in over \$540 million total investment, 1,870 new full-time jobs, increased taxable value of \$127 million and clean and/or assessed 380 acres of land.

Currently, we are in the process of issuing an RFP for Brownfield services.

The “Envision Eighth Street” project has received City Commission and County Board approvals. We are in discussions with the State of Michigan for final approval for the redevelopment of the properties located at the corner of Eighth Street and Boardman Avenue.

- Economic Development Corporation The GTEDC continues their work on new webpage development.

The GTEDC recently completed its Strategic Planning Session held at Hagerty and facilitated by Eric Okerstrom.

- Construction Code and Soil Erosion Mathew Cooke, who worked in both the Construction Code and Soil Erosion offices recently left Grand Traverse County for a position as the Deputy Administrator at Antrim County. We are so happy for his new venture, and will miss him.

The Construction Code Division began utilizing the G2G credit/debit card processing system consistent with the balance of the County. Utilizing this consistent system will save time, money and assist in the updating of the Division. We thank Sarah Lutz for her invaluable assistance making this transition!

The Soil Erosion office will soon be moving back to the Public Services building and join the Environmental Health Department.

County Clerk

- MiFile is the statewide e-Filing system sponsored by the State Court Administrative Office (SCAO). The purpose of the system is to provide litigants the means to electronically file documents in any Michigan court, 24 hours a day, without traveling to a courthouse and waiting in line. It also provides litigants a means to serve on another with documents and to electronically receive notifications & documents from the court.

ImageSoft was chosen as the vendor to provide the e-filing system and a contract was signed between SCAO and Imagesoft on May 1, 2017. The five e-Filing Pilot Courts were then put on the fast track to be the first to implement with the new MiFile system. Of those Pilot Courts, 13th Circuit was tasked with being the first court to go-live with the program. The Go-Live date was set at November 6, 2017 and, through weekly status meetings, testing and feedback by the Clerk's office, that date was met.

SCAO is continuing to work with the remaining Pilot Courts to implement the system and then will begin rolling out to other courts state-wide over a multi-year timeline.

Equalization/GIS

- 2017 Equalization Studies for 2018 assessments are complete. The overall assessment level in 2018 is projected to be adjusted up 3%. This increase does not include any value from new construction, and is only the assessment level adjustment required by the local units to reflect market conditions.

Facilities Management

Completed remodel of Prosecuting Attorney's lower level restroom. Began work on classroom remodel in Hall of Justice lower level. Completed multiple repairs on HVAC equipment discovered during heating start up process. Interviewing for (1) Building Maintenance Worker Assistant while utilizing seasonal part-time labor for snow maintenance.

Health Department

ADMINISTRATION & FINANCE DIVISION

- Successfully completed a site program review and financial audit with the State of Michigan Division of Emergency Preparedness and Response program.

- The Northern Michigan Community Health Innovation Region's three clinical community linkages HUBs are operational and accepting referrals. In the August-October quarter, HUB staffed responded to over 500 referrals from citizen in need. Web-based screening tool is in final stages of development, with pilots underway at six patient-centered medical homes to identify clients with needs related to social determinants of health. A web-based resource database is also nearly complete. Designed for use by HUB staff and other professional service providers. It is easy to navigate with several different search features. It can produce customized resource lists for clients in print, by email or by text.

MEDICAL EXAMINER DIVISION

- The WMED medical examiner contract was renewed for 2018 and 4 year appointments were made for the Medical Examiner and deputy medical examiners.

ENVIRONMENTAL HEALTH DIVISION

- The Board of Commissioners(BOC) took several steps to move the Soil Erosion and Sedimentation Control(SESC) Program under the Health Department's Environmental Health Division. At their November 1st meeting, commissioners approved moving the program and also approved moving forward with adopting the draft SESC Ordinance. The Department of Environmental Quality must review and approve the draft ordinance and then send it to the Grand Traverse Conservation District for comments prior to final approval. Ordinance approval and formal adoption by the BOC are necessary steps to change the County Enforcing Agency to the Health Department prior to SESC formally moving.
- A new Inspection Priority Matrix for Soil Erosion (SESC) permits was developed and correlated with a new fee schedule. The Priority Matrix will determine the inspection frequency for individual sites with SESC permits. Fees for permits are directly proportional to the number of inspections required. High priority sites require bi-monthly inspections and have higher fees than low priority sites which require inspections every other month during construction.
- With winter on the horizon and temperatures dropping, Animal Control has had many calls from concerned citizens regarding dogs without proper shelter. Animal Control takes these calls very seriously and investigates to determine the validity of the complaint. Many times, issues are resolved through education. However, If abuse and neglect are suspected, then the case is forwarded to the Sheriff's Department for further investigation.

EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION

- Emergency Manager Bird assisted Grand Traverse Sheriff's Office with the multiple agency, multiple jurisdiction search & rescue incident on Lake Skegemog.
- The Emergency Preparedness Office has developed a new procedure for working with private and public partners during a large scale public health emergency. The program, which will officially launch in December will work one-on-one with partners to ensure their staff and families are protected during the next emergency.

COMMUNITY HEALTH DIVISION

DISEASE CONTROL AND PREVENTION PROGRAMS:

- Reproductive Health staff provided services for 85 men and women, of which 42 were new clients to the program. A high number of sexually transmitted disease (STD) screenings were completed this month (51), thanks to staffs' excellent skills at identifying behavior risks and providing comprehensive education and counseling.
- Communicable Disease staff investigated 51 communicable diseases/animal bites and bat exposures for the month.
- Immunization nurses provided special outreach vaccination clinic to Safe Harbors population on November 16th, promoting and providing Hepatitis A vaccinations.

MATERNAL AND CHILD HEALTH PROGRAMS:

- On Saturday November 4, public health nurse Catherine Stauber attended a workshop at the TBAISD Career Tech Center entitled *Moving Ahead... a Journey into Adulthood*. This workshop had the sole objective to support youth with disabilities. Over 35 local community resource agencies were in attendance providing information on: housing, benefits planning, guardianship and alternatives, self-determination, transition planning, work-based learning, healthy social and recreation activities, and post-secondary pursuits. Cathy represented Children's Special Health Care Services as well as the Grand Traverse County Health Department and had 50 face to face, one on one interactions and discussions with the workshop attendees. Health Department brochure packets, which included all the services that the Health Department provides were available for families. Feedback from families included great appreciation. Families stated that they were not aware of all the services available at the Health Department, nor were they knowledgeable about how to access the services.
- KTown Youth Health Center saw 79 clients in November (94% show rate). Of the 79 visits, 31 of the visits were form mental health services. The remainder of the clients had appointments with the physician assistant.
- The clinic coordinator held an after-school session at the Rock in Kinsley. Approximately 25 students turned out to discuss Peer Pressure and ways to avoid risky situations.
- The Youth health and Wellness Center had saw 110 clients with an 87% show rate. Twenty five percent of the visits were for clients seeking mental health services. The remainder of the clients were seen by nurse practitioners.

Human Resources

- Open enrollment for insurance benefits was completed December 1st using a much improved communication, distribution and tracking process.

Information Technology

- The IT department is very excited for the upcoming year, which will include major improvements to the GTC network infrastructure. RFPs for projects within the IT Action Plan will be ready very soon.

MSU Extension

- **School Health and Youth Leadership Initiatives:** Fuel Up to Play 60 is an in-school nutrition and physical activity program launched by the National Dairy Council and NFL, in collaboration with the USDA, to help encourage today's youth to lead healthier lives. At the state level, Fuel Up to Play 60 is sponsored by the Detroit Lions and the United Dairy Industry of Michigan (UDIM). MSU Extension has a fantastic partnership with UDIM and has been working closely with them to help promote nutrition and physical activity education in our schools. This partnership is best exemplified through the funding of 2 full-time MSU Extension staff by UDIM to assist schools with Fuel Up to Play 60. One of the 2 full-time staff members, Caitlin Lorenc, serves northern Michigan and is currently working with 2 Grand Traverse County schools.

Blair Elementary School started Fuel Up to Play 60 in spring of 2017 when they became interested in making small cafeteria changes that encourage students to make healthy food choices. With the assistance and guidance of MSU Extension, they applied for a grant and were fully funded (\$3,964) to help implement more cafeteria changes and provide more options for students during recess. This past October, the Blair Fuel Up to Play 60 team (consisting of six students, two teachers, and one of the TCAPS PE-Nut Educators) was one of 35 schools chosen to attend the Rally for School Health event held at Ford Field in Detroit and their trip was completely covered by the United Dairy Industry of Michigan. The Rally is a day-long, energy-packed event which gets students excited about Fuel Up to Play 60, pumped to try new foods, listen to motivational speakers, and have the chance to play for 60 minutes on Ford Field with current and former Detroit Lions players. Since attending the Rally, Blair's FUTP60 team has hosted a Kick Off event – a school wide celebration and encouragement of students, by students, to be healthy and to get everyone excited about the program. The team continues to work on making cafeteria and playground changes and looks forward to sharing before/after photos of their fantastic work!

Westwoods Elementary School approached MSU Extension in summer of 2017 to help their school start and maintain Fuel Up to Play 60. With the help of MSUE, they have completed and submitted their grant application and are awaiting approval. This money will go towards helping to make cafeteria adjustments such as adding beautiful photos, installing a new cafeteria menu board, purchasing and using kid-focused serving bowls, bright colored serving utensils for the salad bar, participating in 4 school-wide taste tests, and painting a faux awning over the serving line using the school colors. The grant will also be used to help bring in more options for students to be active during recess, such as adding a permanent volleyball system, introducing small equipment such as badminton, variety of basketballs and footballs, new soccer goals, and repairing the tetherball posts. If approved, schools will be awarded in January and changes will take place throughout the spring! Currently, we are working on assembling our student team, creating and conducting student surveys in the cafeteria, and having student team members visit lower elementary classrooms to teach younger students what it means to be healthy!

If you have any questions about Fuel Up to Play 60 and/or MSU Extension efforts to support school health, please contact Sarah Eichberger at eichber2@anr.msu.edu or Caitlin Lorenc at lorencca@anr.msu.edu.

Parks and Recreation

- Rotary Charities has awarded a \$70,000 capital challenge grant to the Easling Pool Community Campaign to support the \$625,000 campaign to remodel the 47-year-old swimming pool.
- Michigan Natural Resources Trust Fund Board approved \$600,000 for the Boardman Lake Loop trail. Grand Traverse County submitted two \$300,000 grants for construction of the trail, \$50,000 of which is allocated toward designating Medalie Roadside Park as a trailhead for the Loop. Rotary Charities also has awarded the project \$75,000. With its connection to businesses, institutions, residential and commercial areas, and BATA, the finished Loop will provide important opportunities for people to connect in new and improved ways.
- Parks and Recreation-Senior Center Network newsletter has a new look. Name changed from *Front and Center* to *People, Parks, and Programs* to better reflect newsletter content and to create a stronger brand for combined Parks and Recreation-Senior Center Network departments.

Parks and Recreation/Senior Center Network

- Annual “Mitten Tree” is up at Senior Center. Donations of new hats, gloves, and scarves are placed on the tree and distributed through Goodwill Inn to local homeless individuals in January 2018.
- December special events: Glimmers of Hope grief support meetings; Shop, Wrap, and Roll event at Grand Traverse Mall; cross-country skiing and snowshoe groups; Singles Mingle; Holly Jolly holiday parties at all locations.
- Senior Center is seeking a yoga instructor for its Interlochen location.
- BATA obtained permission from MDOT for the Senior Center to use its service to transport seniors to various destinations throughout the county. This will lead to day trips to local attractions for seniors, particularly from outreach locations.

Planning

- Preparations for the 2020 U.S. Census have started with County registration in the Local Update of Census Addresses Operation (LUCA). LUCA is the only opportunity offered to local government to review and comment on the Census Bureau's residential address list prior to the 2020 Census. Accuracy is important to get a better response from the community. This program will help us to ensure greater accuracy.
- Staff is finalizing an impact report of the Brownfield Redevelopment Authority. In celebrating its 20 years, the report focuses on the economic, environmental, and community benefits of the program. The program is key in implementing the County Master Plan goal of making investments in areas of existing infrastructure and higher density of land uses.

Prosecuting Attorney

- Authorized 188 misdemeanor complaints
 - Authorized 34 felony complaints
 - Authorized 22 juvenile petitions
 - Opened 4 new Neglect/Abuse cases
 - Alleged Mentally Ill cases referred by Probate Court = 14

- Referrals from Office of Child Support = 21
- Cases filed in Family Court = 12
- Defendants served with Summons & Complaint = 9
- Judgments = 10

Treasurer

- Staff met with all township treasurers to review millage updates and database changes for December 2017 tax bill. Balanced all 14 databases to Equalization for proper winter collection and streamlined settlement in March.

- Had our second auction online sold last foreclosed property.

- Processed 127 regular service, and 13 expedited and 2 hand carry passports in October, and 164 regular service, 13 expedited and 1 hand carry passports in November.