



Strategic Goals

1. Maintain financial strength and stability
2. Strengthen and expand the County's use of technology
3. Address infrastructure needs
4. Continue community engagement and access to information
5. Ensure that County is viewed as a fair and equitable employer
6. Expand the capabilities of the Board of Commissioners
7. Advance the health and quality of life of the region
8. Protect and preserve County's water resources, forests, natural areas and scenic beauty

Administration (1)

- The Administrator/Controller's last day was May 1. The position is vacant and staff is working with the Board of Commissioners to ensure appropriate authority is given to staff to take on key responsibilities and continue the County's work until the position is filled.

Boardman River Dams Project (8)

- The US Army Corp of Engineers expects to have final comments from the regional office on the DPR/EA and expects to have a signed Finding of No Significant Impact in May.
- We are in the process of working with property owners to request construction access to the west side of the river.

Central Dispatch/911 (7)

- Finalized the restructuring of the 911 Board of Directors and the revised by-laws were adopted by the board.
- 911 Board of Directors sent letters to Senator Schmidt and Representative Inman in favor of a reduction or elimination of subscriber fees associated with the Michigan Public Safety Communication System. Dispatch staff met with both legislators during the special Board of Commissioners meeting to further discuss these issues. Senator Schmidt responded with correspondence indicating he is actively working with his colleagues to find an alternative solution.
- Next Generation 911 Technical Consultant is working with staff to develop transition plan for new technologies being funded by the increase in the 911 surcharge. Will be bringing recommendations forward in the next few weeks.
- Technical subcommittee continues to meet regularly to discuss the future of our public safety radio communications system. Also working with engineers to conduct a preliminary design and cost analysis for a possible simulcast VHF paging system.
- Preparing for upcoming compliance review to be conducted by the State 911 Committee – date to be determined.

Commission on Aging (7)

- NMC BBQ Each year, the Commission on Aging (GTCOA) participates in the Northwestern Michigan College BBQ by packaging and delivering meals to older adults who may be homebound or unable to stand in long lines. All packaging and delivery is done by volunteers, including board members, staff and community members at large. This will be the GTCOA's 18th year to participate. In 2014, 359 meals were packaged and delivered to older adults throughout Grand Traverse County.
- Senior Odyssey Winners The Commission on Aging Odyssey Team (coordinated by our Senior Center Network) took first place at the Senior Odyssey championship held in April. This was the first year for the team to compete. Sally Burden, Joan Dasef, Bob Nice, Barbara White, and Tina Allen (also the coach) made up the team. This competition is similar to the Odyssey of the Mind competition for school-age children. The competition promotes cognitive health and vitality in adults through creative problem solving and activities.
- 40th Anniversary of the Commission on Aging The Commission on Aging will be celebrating our 40th anniversary in June 2015. The GTCOA was first organized at the request of the Area Agency on Aging of Northwest Michigan, with approval by the County Board of Commissioners. The Commissioners then appointed a board, whose members provide expertise and guidance. There will be a celebration on Tuesday, June 9 from 2:00 – 4:00 p.m. More information and invitations will be sent soon.
- Older Americans Month May is Older Americans Month. This year's theme is "Get into the Act". The purpose of Older Americans Month is to bring awareness to the many contributions provided by older adults. Also in 2015, is the 50th anniversary of the Older Americans Act, first signed into law by President Lyndon B. Johnson in 1965. This law provides for a myriad of services that assist older adults as they age.

Finance (1)

- Concluded audit fieldwork during the month.
- Assisted Acme Township and the Road Commission with the Acme Township Special Assessment Road Improvement Project resolutions and reviewed and presented the county resolutions to the Board of Commissioners for consideration and approval.

GIS (4)

- LiDAR Flight took place on April 14-15. Expect final product in September.
- Preparing strategy for financing 2016 aerial imagery flight.
- Preparing proposal for Union Township tax maps.
- Updated new Tax Parcel Viewer to include property image.
- 2015 spatial data / assessment roll reconcile in progress.
- Created and implemented new "CFZ" layer to aid Central Dispatch operations during National Cherry Festival.

Health Department & Emergency Management (7)

Administration & Finance Division

- Employee Recognition- Dan Thorell, Tom Buss, Wendy Trute, Mike Lahey and Gregg Bird were nominated by Acting Traverse City Manager Penny Hill for their work with the Traverse City staff during the municipal water line freezing issues this past winter. According to Ms. Hill, the Health Department staff were extremely professional, making it easier to manage and be better prepared in the event of future emergencies.
- Essential Local Public Health Services Grant- Funding was reduced by \$15,111 by the State of Michigan. This cut reduced the funding for 2015 back to the same amount as the 2014 fiscal year grant. This funding cut will not affect services at the Health Department. Specific budgeted expenses within these programs will be reduced to be in-line with the 2014 budgeted amounts to account for this funding cut.
- Northwest Michigan Water Safety Network- Wendy Trute presented the work of the water safety network at the state Child Death Review conference and at the Great Lakes Beach Hazards and Water Safety Conference. The network team is currently working on installation of the water rescue stations and media coverage of the installations.
- Academic Health Department- Finalized the Michigan State University College of Human Medicine agreement to become an academic health department. GTCHD has been exploring this opportunity for the past year, after being approached by MSU, as it would enhance our public health reach into the medical community. Health Department staff would give lectures to local medical students/residents on various aspects of public health, participate in joint research projects and provide an elective public health rotation (3-4 weeks) for 3rd and 4th year residents placed at Munson Medical Center. This rotation would expose physicians to the various programs in public health (environmental health, immunizations, communicable diseases, maternal and child health programs, adolescent clinics, medical examiner, emergency preparedness, etc.) and our hope would be they would have a better appreciation and understanding for the preventative and population based approach of public health.
- Accreditation Cycle 6- Staff in Community Health, Environmental Health and Administration are busy preparing for accreditation this summer. Certain documentation must be submitted in early June and will be followed by a site visit the first week in August.
- Immunization Task Force: Wendy Trute participated as one of 5 panelists in a community discussion on immunization and school waivers. There were about 80 community members present with the majority being anti-vaccine. This followed a live radio debate that the Health Officer and Public Information Officer participated in during the month of February.

Medical Examiner Division

- Autopsy Service Provider Change- The Medical Examiner, Dr. Fliss, and Health Officer, Wendy Trute, held two meetings this spring with law enforcement, prosecutors and administrators from Benzie, Leelanau and Grand Traverse Counties to talk about changing service providers for autopsies. The group had many questions, which were researched and presented back to the group at a follow-up meeting along with medical examiner data supporting the need for a change. The group came to a consensus and we have already referred 3 cases for autopsy at Western Michigan School of Medicine

(WMed) in Kalamazoo. The transition process was very quick and has gone smoothly with transporters, law enforcement, medical examiner staff and WMed.

- Child Death Review- Coordinating the first 3-county child death review team with Benzie, Grand Traverse and Leelanau County representatives. The child death review team meets regularly to review all of the circumstances surrounding the death of a child. The purpose of child death review is to use the findings from the reviews to improve agency systems and to take action to prevent other deaths. The team is comprised of many community members including at a minimum the prosecutor, state, county and/or local law enforcement, representatives from DHS, local public health, the county medical examiners, EMS, mental health, education, pediatricians, hospital staff and other health care providers.

Environmental Health & Animal Control Division

- Food Manager Certification Training- Environmental Health staff provided an 8 hour Food Manager Certification Training (ServSafe) to 33 area food service managers on April 29. All food service establishments are required by Michigan Law to have at least one certified food manager on staff who has received training in food safety. To become certified, food managers must receive a score of at least 75% on the certification examination. The certification is good for five (5) years.
- Pig Quarantine- Animal Control and Health Department staff worked on a quarantine involving a Vietnamese Pot Belly Pig which had bitten its owner. The animal had to be quarantined for a 30 day time period to ensure it did not have rabies.

Emergency Management & Public Health Preparedness Division

Emergency Management

- FEMA Exercise- Participated in a large scale 4 day training and exercise class that was sponsored, funded and put on by FEMA specifically for Grand Traverse County public safety agencies.
- Emergency Management Intern- Worked with HR to create, advertise and interview local college students for Emergency Management intern program. This is an unpaid program that will provide students the ability to obtain operational experience in emergency management and homeland security, while assisting the department with critical tasks. Two successful interns will start on/around June 1 for the summer semester.
- Summer Event Planning- Planning meetings are well under way for public safety agencies for the Bayshore Marathon and National Cherry Festival.

Public Health Preparedness

- 2015 National Preparedness Summit- Emergency Preparedness Coordinator Mike Lahey attended the national preparedness summit in Atlanta Georgia where he gave a short presentation over the development of POD GoKits, a project that was completed by GTCHD in 2014. Additionally over 15 presentations were attended to gather ideas on how to improve health preparedness in Grand Traverse County.
- Community Outreach Campaign- In September, GTCHD office of Emergency Preparedness will launch a Community Outreach campaign that will cover a broad range of preparedness topics and concepts for residents.

- State Advisory Group Appointments- Both Mike Lahey and Wendy Trute are appointed to two state advisory groups to work directly with state preparedness staff to assist setting preparedness standards for next grant work plan.
- Distribution Coordination- Mike Lahey is leading a small group of state and local Emergency Preparedness Coordinators on developing templates for the Medical Counter Measures and distribution of prophylaxis operations in local health departments across the state.
- CDC- The Centers for Disease Control will be teaching a Mass Antibiotic Dispensing: Streamlining POD Design and Operations course to regional & public health emergency responders and the GTCHD will be playing host to this event. Mike Lahey will serve as the project planner of this work.

Community Health Division

Disease Control And Prevention Programs:

- Communicable Disease Program- Monitored and provided guidance to an extended care facility experiencing an influenza outbreak. Assisted TCAPS with multiple communicable diseases throughout their schools, including Norovirus and chicken pox.
- Reproductive Health – Updated clinical staff training on sexually transmitted diseases and partner services, human trafficking, counseling on reproductive life planning and counseling adolescents about sexual coercion and abuse.
- Adolescent Clinics- Patient satisfaction surveys done last quarter show over 95% patient satisfaction at both clinics.

Human Resources (5)

- Currently recruiting for 15 positions County-wide with a total 40 requisitions posted County-wide for the year. The HR department is involved in all the stages of the hiring process for several departments.
- Diana Harris, our new Human Resources Technician, started in April! We are excited to have her on board.
- A panel conducted Skype interviews on Thursday, April 30th for the new HR Director.
- Wellness Team is currently working on the Wellness luncheon. The date is set on August 7, 2015.
- The Employee Recognition Team held its Quarterly Making a Difference Reception in April with several great nominees. Those nominated were: Sharon Neumann/COA, Gary Robillard/Facilities Management, Vonnie Seidel, Gregg Bird, Dan Thorell, Mike Lahey, Tom Buss and Wendy Trute/Health Department, Warren Parrish and Linda Priest/Equalization, Cindy Green/Finance and Sally Dreves/Human Resources. The Employee Recognition Team selected Sally Dreves the winner of the four (4) hours of time off with pay for going above and beyond! Congrats to Sally and all our County employees who do this each and every day.

MSUE (7, 8)

- 4-H Children's China Art Exchange Thousands of Michigan kindergarten through sixth grade children participated in the 2015 Michigan 4-H Art Exchange with China. Of those thousands, one hundred pieces were selected to send to China. Artwork entitled "Winter Wonderland" by nine year old Paige Bell from Traverse City was part of that select group.



As part of the art exchange, Michigan children are asked to paint or draw "visual letters" for Chinese children their own ages. "A visual letter is like a written letter in that both tell stories, share important ideas and feelings, and connect children regardless of where they live. However, the medium is different in that visual letters use images, written letters use words" said Sarah Stevens, 4-H China Art volunteer for Grand Traverse County.



The Michigan children's artwork sent to China will be exhibited in schools in Shandong Province. The artwork will also be featured on the Michigan 4-H China Art website http://4h.msue.msu.edu/programs/arts/china_project.

In addition to the artwork sent to China, only a certain number were allowed to be sent to MSU for the selection process. Twenty six counties participated this year and sent area children's artwork selected to represent their schools and afterschool groups as part of the 2015 Michigan 4-H Art Exchange.

- 4-H Explore Educational Expo More than 150 4-H youth, leaders and families from our area and around the state attended this past weekend's 4-H Explore Educational Expo at the NW Michigan Fairgrounds. This event was organized by our Northwest Michigan 4-H Livestock Council and sponsored by Walmart and other area businesses.



4-H Explore was an opportunity for 4-H'ers and their families to learn from a wide range of speakers on nutrition, fitting and showing of livestock animals such as swine, cattle, goats, horses, etc. Traverse City State Bank offered two classes on marketing, Ebels General Store taught classes on processing, and others learned from MSU leaders on parliamentary procedure, zoonotics, youth/adult partnerships and storyboard/website development. It was a great weekend of 4-H experiential learning for everyone!

- MSU Extension Diagnostic Clinics MSU Extension will hold a series of diagnostic clinics for landscape and garden plant problems on Wednesdays, 10 am to 2 pm, from May 13 through September 2, 2015. MSU staff and volunteers will be on-hand to assist with the identification of plants, weeds, insects and diseases and to give advice on solving home landscape problems.

Except for the last Wednesdays of the month, the diagnostic clinics will be held at the Grand Traverse MSU Extension office, 520 W. Front Street, in Traverse City. On the last

Wednesday of each month, the clinic will be held at the Leelanau County MSU Extension office located at 8527 E. Governmental Center Drive off of M-206 west of Suttons Bay.

For assistance outside of clinic hours, feel free to contact MSU Extension's Lawn & Garden Hotline at 1-888-678-3464 (available Monday-Friday, 9am-noon / 1pm-4pm) or see the resources available at the migarden.msu.edu website.

Parks and Recreation (7)

- Easling Pool Easling Pool, which has been closed between 2 and 4 p.m. on weekdays since last fall due to a staffing shortage, will be open again during that time period beginning the week of June 15, 2015, when pool summer hours begin. Additional time changes related to summer hours for Easling Pool will be posted on line at www.grandtraverse.org/parks the week of June 1, 2015.

The first of three summer sessions of American Red Cross Learn-to-Swim Lessons at Easling Pool kicks off the week of June 15. For more information, visit www.grandtraverse.org/parks.

- Kids Kove Removal of Kids Kove playground began Monday, May 4. County Facilities Management staff, along with volunteers from SEEDS, Home Depot, and the Conservation District, dismantled the structure. Kids Kove Friends Committee flagged items from the playground, such as the pickets with donors' names, the Kids Kove sign, and more, to be salvaged and stored by the County for future use. The Business Development Team, a subcommittee of the County Parks and Recreation Commission, is developing a business plan for the Civic Center this year. In doing so, the team will make recommendations about ways to incorporate the salvaged items from Kids Kove into a memorial to honor the playground and the community members who built it. The team also will assess and make recommendations for improving the Civic Center property, including the possibility of developing a new playground in the future.
- Civic Center The "Center Building," located just west of the Skate Park and near the ball fields, is being lightly remodeled to accommodate a concession stand to be operated by the Pizza Wagon. It is anticipated that the building will be open for concessions sometime in June.

The use of e-cigarettes and related devices has been banned from the Civic Center, as a result of a Parks and Recreation Commission motion that passed during its regular meeting held in April 2015. The Parks and Recreation Park Rules have been amended, and now state that it is unlawful:

(5) To use tobacco or cause smoke from cigarettes or any form of tobacco smoke at the Grand Traverse County Civic Center. The Grand Traverse County Board of Commissioners has designated the Grand Traverse County Civic Center as a Smoke Free and Tobacco Free Facility as adopted in resolution 136-2010. As used in this rule, the word "smoke" means any of the following:

(a) using a cigarette, e-cigarette, cigar, pipe or vapors-tanks-mods or related product that contains tobacco, nicotine or any other related product that is lighted, burning or heated;

(b) lighting a cigarette, e-cigarette, cigar, pipe or vapors-tanks-mods or related product that contains tobacco, nicotine or any other related product;

(c) exhaling smoke or vapor from burning or heating tobacco, nicotine, or any other related product that is contained in a cigarette, e-cigarette, cigar, pipe or vapors-tanks-mods or related product.

A sign to help enforce the new rule has been posted at the Skate Park. As a reminder, all County Park Rules are enforceable as misdemeanors.

Planning/Brownfield/Economic Development/Housing (1, 3, 4, 7, 8)

- At a joint meeting of the County Board of Commissioners and the Traverse City Commission on April 13, the Park Place brownfield redevelopment project was introduced. The initial plan has four phases that includes redevelopment of the Park Place convention space, a new parking deck and housing at the Park Place, new development at the corner of Eighth Street and Boardman Avenue, and redevelopment of an office building on State Street. The project would be a multi-partner venture. At this time, an application is being prepared for the Brownfield Redevelopment Authority.
- A new long range capital improvement plan (CIP) was adopted by the Board of Commissioners on April 29. The plan provides priorities for improvement of County facilities with a primary focus to concentrate County operations on two primary campuses: the Boardman Avenue campus and the LaFranier Road campus. For information on the plan, visit: www.grandtraverse.org/planning and click on “Capital Improvement Plan” on the left.
- An amendment to the Traverse City Place Brownfield Plan was approved by the Brownfield Redevelopment Authority on April 29. Originally started in 2001, the plan comprises 23 parcels between Grandview Parkway and West Front Street. The key environmental components in the amended plan cover a mixed-use (commercial and housing) development along Grandview Parkway next to the Indigo Hotel and for mixed-use development at 124 West Front Street and at 145 West Front Street.

Prosecuting Attorney (7)

- 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 April, we engaged in the following:
 - Authorized 251 misdemeanor warrants
 - Authorized 51 felony warrants
 - Authorized 18 juvenile petitions
 - Initiated 8 neglect/abuse case
 - Handled the following matters in Family Court:
 - 19 paternity cases
 - Obtained 13 judgments of child support
 - 3 mentally ill commitment hearings

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 April, we reviewed seven contracts for the following departments:
 - Administration: two

- Central Dispatch: one
 - Commission on Aging: one
 - Health: one
 - Parks and Recreation: one
 - Resource Recovery: 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 April, we reviewed seven FOIA requests, and provided advice and consultation to the following departments:
- Central Dispatch: one
 - Finance: one
 - Sheriff: one
 - Prosecuting Attorney: four
- 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 April, we answered questions/prepared memos for the Board of Commissioners and various departments including:
- Clerk
 - Sheriff
 - Parks and Recreation
- 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 April, 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 April, we represented the County in the following cases:
- *David C. Baumann, et al v. Mary C. Kirby, et al.* Plaintiffs filed this action pursuant to Michigan's Land Division Act, in the Grand Traverse County Circuit Court seeking to vacate a portion of Grand Street and amend the Plat of Old Mission Harbor, located in Peninsula Township. Plaintiff has named over thirty individuals, businesses and other entities who may have an ownership interest located in the area of the plat to be amended. As required by state law, the County Drain Commissioner is named as a party. We represent the Drain Commissioner, and at this point we will be working with Plaintiffs to resolve this case whereby the plat would be amended but the existing drain would not be affected. On April 7th, we filed a second answer to Plaintiff's amended complaint.
 - *Grand Traverse County v. Jake Leatherman, et al.* In April, we filed 10 separate inmate reimbursement lawsuits seeking \$15,742.51 in total. As with the other lawsuits, we will seek to obtain multiple default judgments against those

defendants who fail to answer the complaints, and consent judgments for those defendants who are willing to pay the outstanding debt.

- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of April, Chris Forsyth attended the ways and means committee meeting, and the special joint meeting with the Traverse City Commission. Bob Cooney attended the resource management and administration committee meeting, and the regular board meeting.
- Miscellaneous - We are continuing to work with the Drain Commissioner in expanding the special assessment district for Duck Lake. We are also working with various county staff in drafting FOIA procedures and guidelines that are required to be implemented by July 1st, due to a recent and extensive amendment to the FOIA statutes.

Resource Recovery (8)

- RecycleSmart and TVC - Cherry Capital Airport launched an airport-wide recycling project in April. Residents and visitors traveling through the airport are now able to recycle all of the same materials they can at home through curbside or drop-off recycling in Grand Traverse County.
- The next Household Hazardous Waste Collection is scheduled for Thursday, May 28th. Residents and small businesses can make an appointment by calling the RecycleSmart hotline at 231-941-5555 or by making an online appointment at www.recyclesmart.info.
- Working with RecycleSmart, Garfield, Long Lake and East Bay Townships are offering residents a no-charge yard waste pass. Passes good for one trip and load of up to three yards of material and are valid for specific dates in May and June. Residents should contact their township to request a pass.

Treasurer (1)

- Foreclosed on 21 parcels in 9 of the townships and the City. Prepared individual parcel summary sheets including pictures from the fall posting for Land Bank. Worked with the Prosecutor to determine liability of functioning automotive business that was foreclosed.
- Processed and paid out delinquent tax purchase of \$5,504,078.62 to all taxing jurisdictions.
- Took over pick up of daily Civic Center deposits similar to Public Service Building.
- Made it to 4 remaining townships board meetings to present settlement numbers.
- Sent 2014 delinquent tax notices out early to allow more notice to taxpayers to pay before May interest is added to their bill.