



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

Central Dispatch/911 (7)

- Installation of the new Next Generation 911 telephone and logging recorder systems is complete. Training has been conducted and the decommission of the old system is underway.
- Peninsula Fiber Network is installing new fiber connections to the dispatch center which will provide the routing mechanism for the NG911 circuits to be deployed in the spring.
- Work continues toward the move to the MPSCS 800MHz radio system. We are conducting regular meetings with Motorola and the MPSCS to keep the project moving smoothly. Radio programming designs are still underway by individual public safety agencies, a new microwave radio link is scheduled to be installed soon, and preparations for the back room equipment continue.

GIS (4)

- Received formal agreement letters from 100% of 2016 ortho-imagery participating members.
- Continuing with overhaul of addressing procedures and digitalization. (see November)
- Resolved (most) anomalies with mapping software. Beginning production of Garfield tax map "proofs".
- Continuing to train Kyle in tax certification, address assignment, road naming and other routine GIS functions.
- Re-creating web based and dynamic mapping functions to allow real-time viewing of new address assignments This benefits Road Commission, Construction Codes, Soils and other Grand Traverse County Departments as well as several private agencies.

Health Department (7,8)

ADMINISTRATION and FINANCE DIVISION

- Finalizing FY 2016 budget and grants from MDHHS.

- Finalized intra-governmental agreement for sharing of Public Health Emergency Preparedness staff.
- Began the regional community health needs assessment planning and presentations to the Grand Traverse Community Collaborative.
- Managing another vaccine preventable community outbreak in schools- varicella.

MEDICAL EXAMINER DIVISION

- Cindy Geiser, has joined the medical examiner (ME) team as an on-call only forensic investigator. She will assist the ME office to cover vacation of the senior forensic investigator or if there is a mass casualty event.
- Met with ME, new Benzie County Administrator and EMS Director on ME related topics and to provide background for administrator.

ENVIRONMENTAL HEALTH and ANIMAL CONTROL DIVISION

- Northern Michigan Water Safety Network Meeting- This collaborative group of agencies met on November 12th to discuss future goals to promote water safety in our region. Discussion included winter water safety reminders for the proper use of the 45 beach rescue stations which were installed by our group this year. The stations are equipped with reversible signage for summer and winter water safety information. The group also discussed the promotion of a challenge to hotels and businesses along West and East Grand Traverse Bays to purchase additional beach rescue stations to place on their property. As orders are received, the additional beach rescue stations will be constructed over the winter months and will be available for spring installation. The cost per station is \$250. Questions can be directed to: eh@grandtraverse.org.
- Presentation to Davenport University Nursing Students- An Environmental Health staff member was a guest speaker for Davenport University Nursing Students on November 10th at the Boardman Lake Campus of the NMC University Center. Students were given a presentation on Environmental Health programs and our role in protecting the public through education and enforcement of local ordinances and state/federal laws.
- Bat Exposures Down in 2015- Animal Control data showed that bat exposures for 2015 were down almost 50% with 16 reported cases of exposures to bats as compared to 30 for 2014. The reduction may be attributed to our Environmental Health staff working with Interlochen Arts Academy officials to “bat-proof” many of their old cabins. In previous years, bat exposures to campers were more common because of construction deficiencies in the cabins allowing for easy access by bats.



EMERGENCY MANAGEMENT & PUBLIC HEALTH EMERGENCY PREPAREDNESS DIVISION

- Emergency Management -
 - o Completed a Threats & Risks Assessment of NMC campus as well as designed and will be moderating a table top exercise with their Board of Directors on December 4.

- o Completed an After Action Report process with MSP Emergency Management and Leelanau Co officials to close out the August 2 Wind Storm Disaster.
 - o Assisting local municipalities with adopting the county's Natural Hazard Mitigation Plan. To date, city of Traverse City, East Bay Twp, Acme Twp, and Blair Twp have officially adopted. Peninsula Twp is forthcoming in December.
- Emergency Preparedness
- o The Northern Michigan Public Health Emergency Preparedness Regional Team Intergovernmental Agreement was finalized and presented to the Grand Traverse County Board of Commissioners for final approval. Approval was received.
 - o Final planning and coordination meetings to the NM PHEP Regional Team were conducted to ready the launch of phase 1 of the operation which is set to begin December 1st, 2015.
 - o A Capability Assessment of all PHEP operations in the region was composed and ready to be completed and evaluated as well as additional PHEP administrative duties required for the Dec 1st launch.
 - o GTCHD Emergency Preparedness was present at the Benzie Leelanau Board of Health Meeting to provide representation to the NM PHEP Regional Team as the IGA went before their board for approval. Approval was received.

COMMUNITY HEALTH DIVISION

DISEASE CONTROL AND PREVENTION PROGRAMS:

- Communicable Disease Program- We are currently responding to a community chicken pox outbreak, which started in November. In addition, we followed up on 65 reportable communicable diseases in November.
- Reproductive Health – We provided Reproductive Health Services to 133 men and women in November.
- Adolescent Clinics- We welcomed a new On Call Nurse Practitioner - Annelle Kaspor to the Adolescent Health Clinics. Annelle has a background in Family Practice, Public Health, and Hospice. Currently she is orienting with other NP staff to assist us with covering both planned and unplanned medical leaves.

MATERNAL AND CHILD HEALTH PROGRAMS:

- Maternal Infant Health Program (MIHP)-We are awaiting results from our Cycle 5 review which was conducted October 22-23, 2015. The MIHP clinician consultation pilot program with the Michigan Child Collaborative Care Program (MC3) is due to start in December. This professional collaboration is aimed at providing maternal, child, and adolescent psychiatry support to primary care physicians in Michigan who are managing patients with mild to moderate behavioral health problems. The University of Michigan program offers guidance on diagnosis and psychopharmacology as well as suggestions on psychotherapy

interventions. Our MIHP clinicians will benefit from monthly phone consultation with Dr. Maria Muzik to best address the unmet needs in our population served.

- Healthy Futures/Maternal Child Health- We finalized an improved referral process with a new form implemented for community mental health referrals to Northern Lakes CMH to assure access for eligible clients. We met with Northern Michigan Diabetes Initiative Steering Committee members, our Northern Michigan Regional Perinatal Initiative team, our regional maternal infant health program quality improvement committee, and our regional Maternal Smoking Cessation workgroup to continue ongoing collaborative efforts for the improvement in health and access for vulnerable infants, pregnant women and families. Grand Traverse County Health Department submitted our annual plan for the local maternal child grant which supports our Healthy Futures phone contact and home visiting program offered to every mom and baby delivered at Munson Medical Center.
- Children's Special Health Care Services-Completed and submitted fiscal year end report to the State, highlighted successes include serving over 290 children and families, strengthening positive working relationships and collaboration with Michigan Health Plans in our region, and continuing to provide social work services to several of our case management clients; highlighted challenges include the travel assistance process for our clients traveling downstate for medical appointments, the loss of families due to an increasing cost sharing for CSHCS participation, access to affordable durable medical equipment, and access to private duty nursing services in our region.
- Immunizations- Immunization clinic staff have been gradually shifting gears as demand for walk-in flu vaccinations begins to decrease, and we remain prepared for any requests for varicella vaccination as the chicken pox outbreak evolves. Over this past month we are welcoming Courtney Guy, office specialist who is training to work the immunization reception desk and Rebecca Russell, RN BSN who will also be orienting to immunization clinic as well as WIC.
- Women, Infants, and Children (WIC)- We welcomed two new employees this past month to the WIC team, Sarah Vanderkleed, part-time Breast Feeding Peer Counselor, and Rebecca Russell, RN BSN as a WIC Competent Professional Authority (CPA). Both are attending the Breastfeeding Basics course in Lansing on December 1-2, 2015. Staff have been working through the new challenges to assure clients receive timely benefits as a result of the State WIC program implementing a MI-WIC software update over this past month. Project Fresh 2015 issued 100% of coupon books worth \$3250 of which clients spent over 65% in local markets on fresh fruits and vegetables.
- Hearing & Vision-School schedules for hearing and vision continue to be busy, completing over 1400 hearing screenings in the month of October. Thus far this year, we have screened over 1000 preschoolers for hearing and over 1300 preschoolers for vision. Over 600 children have been referred for follow-up with physicians based on our screening results this year.

Human Resources (5)

- Currently recruiting for 8 positions County-wide with a total 108 requisitions posted County-wide for the year. Last year this month we were at 89 requisitions.

- Open enrollment ended. Meetings for the active employees and retirees were held. Deadline was December 1, 2015.

Information Technology (2)

- IT upgraded the City utilities software provided by Sunguard HTE on the iSeries and Naviline (graphical interface) servers over the weekend of November 14th.
- Randy Filkins, IT Telecommunications, configured the County phone system to integrate with the new 911 phone system for internal and non-emergency calls. IT also assisted with the installation of a Firewall to allow remote vendor support of the 911 phone system and is working with a 911 contractor to install additional fiber into the Governmental Center to support the Next Generation 911 system.
- Software modifications are being implemented within the payroll system that is shared with the City to support Affordable Care Act reporting requirements and W2 changes.
- The dynamic IP addressing (DHCP) service has been successfully migrated from the iSeries system to two virtual Windows servers that provide failover protection if one server is down. DHCP provides IP addresses to most computers on the County/City network. There was no disruption in service during the transition.

MSUE (7, 8)

- MSU Extension Grand Traverse County is proud to serve as an organization host and planning partner for the Farms, Food and Health Conference on January 29 at the Grand Traverse Resort. Farms, Food & Health brings together health practitioners, employers, hospital and school foodservice directors, educators, farmers, and others interested in connecting the dots between health care, wellness, and locally grown food. Additional details on this learning and networking opportunity are available at <http://www.groundworkcenter.org/events/farms-food-health/farms-food-health.html>
- MSU Extension Grand Traverse County serves a local service site for FoodCorps. FoodCorps is a nationwide team of AmeriCorps leaders who collaborate with communities to make schools a healthier place for kids to eat, learn and grow. Extension Educator, Sarah Eichberger provides leadership and supervision to MSU Extension service member Mikaela Taylor. Mikaela, who along with Stephanie Cumper, hosted by the Groundwork Center for Resilient Communities, have been busy building partnerships with food service workers, farmers, school administrators, teachers, parents and community members. They are using a team approach to support farm-to-school programming in Grand Traverse and Benzie counties. Since their arrival in September, service members have provided classroom education to over 200 youth in Traverse Heights and Interlochen elementary schools. Over 300 students in both Traverse Heights and Interlochen have participated in local food taste tests. Learn more about FoodCorps Traverse City at <http://traversecity.blog.foodcorps.org/>.
- Safe Kids North Shore Coordinator Jennifer Ritter serves as co-chair of the Northwest Michigan Water Safety Network, which met on Nov. 12 to discuss water safety goals for

winter and beyond. Signs on rescue stations that were installed on area beaches earlier this year will be reversed to display winter water safety information. Rescue stations are being offered to area beachfront hotels for purchase to increase water safety awareness throughout the region.

- The MSU Extension and AgBioResearch online survey is still open to Michigan residents to provide input on their needs and priorities. The survey is part of a statewide process to determine where to focus research and outreach in the future. To participate, access the survey from the front page of msue.msu.edu or by visiting msue.msu.edu/focus.

Parks and Recreation (7)

- An increase in use has been noted at several county parks this fall. Facilities reservations and general public traffic are up at Twin Lakes and Civic Center parks. Civic Center Park already has received numerous inquiries regarding 2016 availability of its facilities, and several organizations have made reservations to use the grounds and facilities for the coming year. To make a facilities or grounds reservation at the Civic Center, call 231-922-4818. Most weekends between now and the end of 2015 are booked at Gilbert Lodge at Twin Lakes Park for holiday parties and meetings. Several weekdays are available, so book soon for your holiday celebration or end-of-year meeting. Facilities at Twin Lakes Park also are booking fast for 2016, and very few full weekends are available. Twin Lakes Park is a popular destination for weddings, camps, and special events. To make a reservation for the dormitory, lodge, or pavilion at Twin Lakes Park, call 231-922-4817.
- Following nearly eight months of meetings and negotiations between Grand Traverse Bay YMCA and Grand Traverse County Parks and Recreation, on Tuesday, November 24, County Commissioners gave their final approval of Parks and Recreation's request to enter into an agreement with the Y to take over Easling Pool operations at the county's Civic Center Park in early January 2016, following a vote of approval by the Y's Board of Directors on November 20. It is expected that the pool will reopen under the Y's management by mid-January 2016.

Planning and Development (1, 3, 4, 7, 8)

- The County Land Bank Authority approved a purchase option agreement with a developer interested in the 70-acre tax-foreclosed parcel at the corner of US-31 and Rennie School Road. The Land Bank and Blair Township are working to have the parcel developed and placed back on the tax rolls. With the agreement, the developer can conduct due diligence activities and create a development plan for the site.
- With the recent announcement of a proposed Costco store at the Cherry Capital Airport, staff convened a meeting of planners from Traverse City, Garfield Township, East Bay Township, County Road Commission and Airport staff to coordinate planning and development efforts along the South Airport Road corridor from Garfield Road to Three Mile Road.
- The 30th Annual Awards were presented by the County Planning Commission and the Grand Traverse County Chapter of the Michigan Townships Association on Thursday, November 5. This time-honored celebration recognizes individuals, plans, and

developments that enhance the communities in the County. The 2015 Frank Purvis Stewardship Award recipient is Sarna Salzman, Executive Director, SEEDS, Traverse City. The 2015 Roger Williams Planner Award recipient is Brian VanDenBrand, Deputy Planner, Garfield Charter Township. Placemaking Awards were given to the Fife Lake Loop Trail, Fife Lake Township and Village; the Bayfront Trail Extension, City of Traverse City; and, the Perry Hannah Plaza, City of Traverse City. Outstanding Development Awards were bestowed to Cordia at Grand Traverse Commons, City of Traverse City and US-31 N Reconstruction by Team Elmer's, East Bay Township.

Prosecuting Attorney (7)

- 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 November, we engaged in the following:
 - o Authorized 199 misdemeanor warrants
 - o Authorized 28 felony warrants
 - o Authorized 22 juvenile petitions
 - o Initiated 4 neglect/abuse case
 - o Handled the following matters in Family/Probate Court:
 - o 15 paternity/child support cases filed
 - o 5 allegedly mentally ill cases
 - o Obtained 12 judgments of child support

- 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 November, we reviewed seven contracts for the following departments:
 - o Health Department: six
 - o Parks and Recreation: 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 November, we reviewed eleven requests, and provided advice and consultation to the following departments:
 - o Construction Codes: five
 - o Clerk: one
 - o Human Resources: one
 - o Sheriff: one
 - o Prosecutor: two
 - o Central Dispatch: 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 November, we answered questions/prepared memos for the Board of Commissioners and various departments including:
 - o Health
 - o Clerk
 - o Parks and Recreation
 - o Administration

- 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 November, 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 November, we represented the County in the following cases:
 - o *Grand Traverse County v. Eric Abramczyk et al.* In November, we filed 9 separate inmate reimbursement lawsuits seeking \$15,768.99 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.

 - o *In re Duck Lake.* We filed the petition to determine the lake level for Duck Lake with the Circuit Court on October 6th. By filing the petition on behalf of the Board of Commissioners, we are requesting the Court hold a hearing to reaffirm the normal lake level of Duck Lake at 837.3 feet, the lake level set by the Circuit Court at a hearing held in 1959, and to set a winter lake level at 836.8 feet so as to prevent erosion damage, minimize potential flooding, and control certain aquatic weeds. Finally, the petition requests that the Circuit Court confirm the special assessment district boundaries within 60 days following the hearing. The hearing is scheduled for December 14, 2015 at 2:30 p.m.

- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of November, Chris Forsyth attended the public health and safety committee meeting and the ways and means committee meeting. Bob Cooney attended the resource management and administration committee meeting, and the regular board meeting. Chris also attended the November Regular Parks and Recreation Commission meeting.

Resource Recovery (8)

- Resource Recovery staff are currently processing 2016 hauler license applications for all local waste, recycling and yard waste haulers. In order to be in compliance with Grand Traverse County Ordinance #17, anyone collecting, transporting, delivering, or disposing of solid waste,

yard waste or recyclable materials generated by another person within Grand Traverse County must obtain a hauler license.

- In November, RecycleSmart staff participated in a guided brainstorming session to generate ideas for doubling the state's recycling rate and move towards the launch of a statewide competition aimed at boosting waste diversion. The event was organized by the Michigan Recycling Coalition (MRC) and Consumers Energy and included 75 recycling stakeholders from private businesses, municipalities, haulers and other industry professionals.