



Administrator/Controller Report April 2015

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 Website Committee is in the redesign process and is looking for new photos for the new county web site. Anyone interested in contributing their non-copyrighted photos may upload photo files on the Submit Your Photo link on www.grandtraverse.org or may email photos to admin@grandtraverse.org.

Boardman River Dams Project (8)

- The Road Commission voted on April 9 to amend the Cass Road Right of Way Agreement, in which it has agreed to pay for the local match and construction engineering for the project. The county is still responsible for making sure that the old bridge is removed and that Cass Road connects to the new bridge.
- The Army Corps of Engineers (USACE) is awaiting final approval of the Detailed Project Review/Environmental Assessment (DPR/EA) documents from the Regional Division office. Upon receipt of such approval, the signed Finding of No Significant Impact (FONSI) will be released to the public. The USACE is also continuing to work on the Integral Determination Report (IDR) in regard to in-kind services and match funding for the design phase, and USACE will be participating in the upcoming 30% design review for the Boardman Dam Removal.

USACE has indicated that Federal GLRI funds are essentially locked in for project implementation. It has a commitment from the EPA to this project and plan to use a combination of Great Lakes Restoration Initiative (GLRI) Year 6 and Year 7 funds to complete the Boardman project. The Corps will be receiving about half of the overall funds this summer (i.e. the "GLRI Year 6 funds") and will hold them for use until the balance is received the following summer (i.e. GLRI "Year 7" funds). This will position the Corps to award a construction contract in late summer 2016. The Corps obviously cannot "guarantee" the availability of future funds given the uncertainties with the Federal appropriations process, but unless the GLRI is eliminated or drastically under-appropriated next year, Federal funds for this project should be dedicated.

Commission on Aging (7)

- National Volunteer Week April 12-18, 2015 is designated as National Volunteer Week. The Commission on Aging would like to recognize all our wonderful volunteers and thank them for the many hours of service they donate to our organization each year.

In 2014, 178 volunteers donated 12,168 hours of service to the Commission on Aging. Valued at \$22.14 per hour, volunteer efforts allowed the GTCOA to realize a savings of \$269,400.

A resolution recognizing all our volunteers and National Volunteer Week will be presented at the County Board of Commissioners RM&A meeting April 8, 2015.

- Home Heating Donation The Commission on Aging was the recipient of a \$3,432 donation from the Traverse Bay United Methodist Church to help older adults with home heating costs. These funds will allow the GTCOA to assist an additional seven low income older adults in 2015. At a time when most other resources are depleted, more seniors contact us for help, so we are very appreciative of the Traverse Bay UMC donation.

Health Department & Emergency Management (7)

ADMINISTRATION & FINANCE DIVISION

- Received notification from the State we could receive supplemental funding for Ebola preparedness up to \$16,850. At this time, this funding is tentative. This funding would be for an 18-month period from April 1, 2015 to September 30, 2016.
- The Essential Local Public Health Service grants were cut by approximately 3.75% for a total of \$15,111. This cut rolls back the increase in the Essential Local Public Health Service grants to the same amounts as 2014 fiscal year grants.
- Completed a Medicaid Outreach program site review with no concerns from the reviewers.
- Preparing for upcoming accreditation and review.
- Finalizing 2014 annual report.
- Water Safety Network- held our first spring meeting to prioritize goals

MEDICAL EXAMINER DIVISION

- Continuing research and discussion with stakeholders on forensic autopsy service providers.
- Working to coordinate a three-county child death review group with Benzie, Grand Traverse and Leelanau Counties.

ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION

- Municipal and Private Water Line Freeze Ups- As a result of prolonged cold weather and lack of substantial snow cover this past winter, the environmental health staff was busy fielding calls from Grand Traverse County residents and municipalities regarding water lines freezing. We worked closely with the City of Traverse City Officials throughout the month of March in monitoring increased water flows into the Traverse City Regional Sewage Treatment Facility as a result of requests to “let runs” for those areas which were prone to previous water line freeze ups. Concerns related to the possibility of releasing partially treated sewage to the Boardman River due to the increased flow of water into the sewage plant have eased over the past few weeks with warmer temperatures returning.

- On-site Sewage Disposal System Freeze Ups- In addition to the issues regarding water line freeze ups this past winter, our staff received numerous calls from Grand Traverse County residents and business owners regarding septic system freeze ups. We are looking forward to warmer temperatures and spring rains to help remove the frost from the ground.
- Beach Monitoring Stakeholders Meeting- The Beach Monitoring Stakeholders group met in February and again in late March to discuss the 2015 beach monitoring plans for public beaches on East and West Grand Traverse Bays as well as Lake Michigan. A total of 12 public beaches in Grand Traverse, Leelanau and Benzie Counties will be monitored for E.coli bacteria starting June 24, 2015 and ending on September 2, 2015. In addition, nine (9) inland lakes in the three (3) county area will be monitored as a result of special grant from the Michigan Department of Environmental Quality (MDEQ).
- Rabies Animal Bite Document- We have been updating our Animal Bite document over the past month. Animal bites are reportable to local health departments so follow up can be done to assure the prevention of human rabies. The Grand Traverse County Health Department works with area physicians, in particular Munson Medical Center and the Urgent Care/Walk-in clinics to assure a thorough understanding of Michigan Department of Community Health (MDCH) Rabies Protocol and accurate and timely reporting of animal bites.

EMERGENCY MANAGEMENT & PREPAREDNESS DIVISION

- Emergency Management - March was busy working with Traverse City leaders with frozen pipe emergency. 17 local elected officials attended a Local Officials Emergency Management workshop. Final planning stages of a large, FEMA sponsored exercise April 21-24. All phases of public safety and emergency services in Grand Traverse County and some surrounding jurisdictions will take part in this exercise.
- Emergency Preparedness - Appointed to the National Association of County and City Health Officials Workgroup on Medical Counter Measure Distribution. Fit tested Grand Traverse County Health Department emergency response and communicable disease staff with N95 Particulate Filtering Respirators. Participated in Michigan Department of Community Health Office of Public Health Preparedness MISNS Request SharePoint Functional Exercise on March 12th. Exercised Grand Traverse County Health Department's ability to request state and federal assets during emergency response operations. Completed and submitted the BP3 Gap Analysis Tool to the Office of Public Health Preparedness as a requirement through the Centers for Disease Control.

COMMUNITY HEALTH DIVISION

DISEASE CONTROL AND PREVENTION PROGRAMS:

- Communicable Disease Program- GTCHD provided a three page health care provider guidance for measles due to the current measles outbreak in the United States. We have been asked to speak at the Annual Michigan Department of Community Health Communicable Disease Conference in May about the November 2014 pertussis and measles outbreaks in GT County. We continue to work with Munson on Ebola preparedness.

MATERNAL AND CHILD HEALTH PROGRAMS:

- Maternal Infant Health Program- After 4 months of decreased maternal and infant visits, GTCHD is seeing an increase in visits as our staffing model returns to stability following

the Pertussis Outbreak and orientation for new nurses. Supervisor and Director attended Coordinator Training in Holland, Michigan. Implemented new infant screener per program requirements.

- Immunizations- Participated in a successful Rural Health Fair in Grawn. Due to a long and late flu season, we are continuing to see clients walk-in for flu vaccinations. The Regional Immunization Task Force met in March; areas of focus are advocacy, education, and media campaign.

Human Resources (5)

- Currently recruiting for 16 positions County-wide with a total 33 requisitions posted County-wide for the year.
- We are saddened to have our HR Director, Jen Seman, leave the County for a new job. We wish her well and thank her for her great work here in the County for the 5 years and 3 months that she was here. We can only hope our next HR Director connects as well with the employees and staff as Jen did!
- Wellness Presents “Lunch and Learn” with Kathy Engstrom Jones on Allergy Treatments, Pneumonia Shots, and Diabetes information on April 7th.
- The Employee Recognition Team is seeking nominations for Volunteer of the Year. The team is seeking nominations by April 6th. Please nominate your co-worker before the deadline!
- ❖ Thank you to Sally Dreves for keeping the Human Resources office working smoothly while seeking a new HR Director.

MSUE (7, 8)

- Educators invited to serve on national team: Two of our educators housed in the Grand Traverse office working in the MSUE Health and Nutrition Institute were recently honored with the invitation to join national teams, led by the Extension and Experiment Station committees on organization and policy. These committees act as the representative leadership and governing body of Cooperative Extension, and they provide guidance to issues affecting it. Linda Cronk has been invited to serve on the national Health Literacy Action Team, and Sarah Eichberger has been invited to serve on the Health Policy Issues Education Action Team.
- Smarter Lunchrooms: Five Grand Traverse County area schools are currently participating in the Smarter Lunchrooms Movement pilot. This pilot is a part of a Team Nutrition Training Grant that partners with the Michigan Department of Education and Michigan State University Extension. This award, funded by the USDA, will support participating schools in Michigan with funds of \$350 to work with a designated MSUE Educator to apply evidence-based tools to guide healthier food choices in the lunchroom and ultimately improve the health of children. Each school agrees to implement at least 10 Smarter Lunchroom changes from the Smarter Lunchroom Scorecard. The \$350 will go toward signage and other allowable costs that assist in creating a Smarter Lunchroom. More information on the Smarter Lunchroom Movement can be found on their website: smarterlunchrooms.org.

- **4-H Capitol Experience:** Our United Youth Leadership 4-H program sent seven youth from Grand Traverse County down to Lansing for 4-H Capitol Experience. During the four days in Lansing, youth toured the Capitol building, Michigan Supreme Court, and different governmental agencies. They also spoke with Lobbyists and Legislative aides as well as their Senators and House of Representative leaders. Youth picked an issue group and tried to pass a mock bill into law. This was a wonderful time for youth to see how government works; see that they do have a voice and how they can get involved at the local, state and national level. One youth said, *“I had the opportunity to go to 4-H Capitol Experience this year and I'm so glad I did! I learned so much and had a blast!! I just want to thank everyone who helped make this amazing experience possible! I highly recommend this program to anyone who wants to learn more about Michigan's government.”*



- **4-H Exploration Days:** Registration is currently underway for this wonderful opportunity for youth ages 11-19 to sample college life – a potentially life-changing experience. During 4-H Exploration Days, youth travel to Michigan State University for three days and two nights this summer from June 24-26. Grand Traverse County 4-H plans to bring 40+ youth and adults to campus to take fun classes, live in the dorm, eat dorm food and participate in other amazing on-campus activities. From crafts to biology, sports to science, classes are offered that suits the interests of everybody. During free time, youth and adults have the opportunity to participate in behind-the-scenes tours, entertainment, recreational activities, and much more. As one previous youth participant noted, *“I would definitely recommend Exploration Days to a friend. There is a session to fit everyone's interests and time left over to explore the campus.”* If you have a student that would be interested in participating, please contact Karin Stevens, steve552@msu.edu or 231-922-4825.



Parks and Recreation (7)

- **Easling Pool** – Registration for the Spring Session of American Red Cross lessons in Easling Pool began March 30. Registration remains open through the first day of each class. The session begins the weekend of April 17 and runs through June 7. Forty-four openings were available as of April 1.
- **Kids Kove** – Following many discussions, deliberations research, professional assessments, and two rounds of soil testing, on March 19, 2015, the Parks and Recreation Commission voted to remove the nearly 18-year-old Kids Kove playground structure ultimately because of the many safety issues that were identified that are too costly for the County to repair. Refurbishing the playground also would leave wood treated with Chromated Copper Arsenate (CCA) remaining in the playground, which the Commission considered to be another significant safety issue. Removal currently is scheduled to take place during the week of May 4. A plan will be made to preserve all of the markers and any signage with community members' and donors' names. The plan will be shared with the community as soon as it is finalized by the Parks and Recreation

Department. The Commission and the County Parks and Recreation Department acknowledges and truly appreciates the tremendous community efforts that went into fundraising for and building Kids Kove. Although Kids Kove is irreplaceable, Commissioners have expressed a desire to see a playground of some sort located again at the Civic Center in the future. There currently are no plans for replacing the playground. The Business Development Team, a subcommittee of the Parks and Recreation Commission, is charged with writing a business plan for the Civic Center this year. The team will examine all options for best serving our community at the Civic Center, and will make recommendations to the full Commission.

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

- The County Land Bank Authority is assisting Blair Township to develop a tax-foreclosed parcel at the corner of US-31 and Rennie School Road. As part of an agreement between the Township and the Land Bank, a realtor is being retained to market the parcel to potential developers. The site is approximately 70 acres and has water and sewer service. The goal is to have the parcel developed and placed back on the tax rolls.
- A brownfield redevelopment project is being developed for improvement of the Park Place hotel in downtown Traverse City. For the first step, both the Grand Traverse County Commission and the Traverse City Commission will be holding a joint meeting on April 13 to learn about details of the new proposal.
- A new long range capital improvement plan (CIP) has been prepared by the County's Capital Review Committee. The plan was reviewed and recommended for approval by the County Planning Commission. The plan will be presented at the County's Resource Management & Administration Committee on April 8. For information on the plan, visit: www.grandtraverse.org/planning and click on "Capital Improvement Plan" on the left.

Prosecuting Attorney (7)

- Authorized 281 misdemeanor complaints
- Authorized 41 felony complaints
- Authorized 30 juvenile petitions
- Initiated 7 new Neglect/Abuse cases
- Handled 5 alleged Mentally Ill cases
- Referrals from Office of Child Support = 26
- Cases filed in Family Court = 10
- Defendants served with Summons & Complaint = 15
- Judgments = 16

Resource Recovery (8)

- The Keystone Brush Site opens to the public for the 2015 season on Tuesday, April 7, 2015. The site is open each week on Tuesday, noon-7pm, and Thursday and Saturday 9am to 3pm through to Saturday, November 21.
- Earth Day Events - The following annual events are scheduled to be held at the location of the Sara Hardy Farmer's Market (Grandview Parkway and Union St.) in downtown Traverse City:
 - Saturday, April 18 - Seedling Giveaway Free pine seedlings will be distributed by Traverse City Light & Power (TCL&P) beginning at 8am until supplies run out.

- Saturday, April 18 - Earth for Earth Day Compost Giveaway Courtesy of the City of Traverse City & Grand Traverse County Resource Recovery Department, free compost will be distributed on a self-service, self-haul basis beginning at 8am (or until all compost is gone).
- Friday, April 17 thru Friday, April 24 - Clean Out Your Files Week American Waste is donating the use of a recycling container to help downtown businesses recycle unwanted paper material.
- The Michigan Green Consortium will hold their Spring 2015 Clean Up Green Up event at the American Waste Material Recycling Facility located at 280 Hughes Drive in Traverse City on Sunday, April 26, 2015 from 9am until 3pm. A complete list of materials accepted can be viewed at cleanupgreenup.com.
- Governor's Recycling Summit - May 5, 2015 - Kalamazoo Fueled by Governor Snyder's initiative to double Michigan's recycling rate by May 2016, the first-ever Michigan Recycling Summit will be held on May 5, 2015 from 10am to 4pm in Kalamazoo, Michigan. The Summit will launch the 2015 Michigan Recycling Coalition Annual Conference in Kalamazoo.

Treasurer (1)

- County Treasurer Heidi Scheppe settled with all the townships and the City. She was able to make it to 8 township meetings to present settlement numbers to their boards and will deliver the remaining 5 in April.
- Personal service was completed on all homes that were scheduled to be foreclosed on that have a Primary Residence Exemption. All parcels the Treasurer visited ended up being paid or a hardship extension was granted and the homeowner was put on a payment plan to avoid foreclosure and eviction from their home.
- Worked with bank and software programmers to enable the ability to set taxpayers up on an ACH payment plan for direct monthly payment of their property taxes if they choose.
- Successfully created profile/account and transmitted our payroll tax payment through the new State reporting website.

Veterans Affairs (7)

- State Grant The Department was successful in securing a service enhancement grant totaling \$15,000 from the State of Michigan, Michigan Veterans Affairs Agency. With the grant we are able to replace a clerical support position with a direct service provider position. This grant represents the first time our county has received any direct monetary assistance to provide service from the State of Michigan. We will continue to work with the new State Veterans Agency to improve service in the State and work towards a continuous stream of funding for county operations.
- Veterans Hiring Fair A veterans hiring fair sponsored by NMC and several other local businesses was held in March at the Hagerty Center. The event was well organized and was a tremendous success. 55 local employers (including 4 Grand Traverse County departments) with jobs to offer were in attendance and over 200 veterans seeking employment had direct access to the companies as well as VA benefit, health care, and employment assistance services through our office, the VA clinic and Michigan Works.