



TUSCOLA COUNTY

Committee of the Whole

MEETING AGENDA

Monday, March 27, 2023 – 8:00 AM

H.H. Purdy Building Board Room, 125 W. Lincoln
St., Caro, MI 48723

Public may participate in the meeting electronically:
Join by phone: (US) +1 929-276-1248 PIN:112 203 398#
Join by Hangouts Meeting ID: meet.google.com/mih-jntr-ija

8:00 AM Call to Order - Chairperson Vaughan
Roll Call - Clerk Fetting

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County Updates

New Business

1. Introduction of the New Building Code Official Mr. Darryl Oliver - Tim Gardner, Building Official, SAFEbuilt
2. Tuscola County Housing Program - Use of Provision of Government Services Funds Presentation - Brian Neuville, Deputy Director, Human Development Commission (HDC) 4 - 12
[Tuscola County Home Repair Program Presentation 2023](#)
3. Drain Commissioner, Bob Mantey, 2022 Annual Report
4. Board of Public Works (BPW) Discussion on PA 185 Designation 13 - 14
[Proposed 2023-05 Resolution Drain Commissioner as BPW](#)
5. Medical Examiner 2022 Annual Report - Dr. William Morrone
6. Tuscola County Health Department (TCHD) 2022 Audit Presentation - Mike Murphy with Gardner, Provenzano, Thomas & Luplow P.C. 15 - 27
[TCHD 2022 Audit PPT](#)
7. Tuscola County Health Department (TCHD) 2022 Annual Report - Amanda Ertman, Health Officer 28 - 37
[TCHD 2022 Annual Report](#)

8.	Tuscola County Health Department (TCHD) Proposed Changes to the Personnel Policy - Amanda Ertman, Health Officer TCHD Personnel Policy Revisions	38 - 46
9.	Out-of-State Travel Request for K-9 Officer Training Out-of-State Request K9 Conference	47 - 56
10.	Jail Health Proposal - Lieutenant Brian Harris, Jail Administrator Advanced Correctional Healthcare, Inc. Proposal for Jail Jail Budget 3-23-23 General Fund Contingency 3-23-23	57 - 59
11.	Virtual Backlog Response Docket Grant Award Tuscola County Award Letter dtd 3.8.23 (1) Tuscola County C54 Grant Agreement.1 (2)	60 - 86
12.	Resolution Authorizing Entry of Participation Agreements in Partial Settlement of the National Prescription Opiate Litigation and Entry of State Local Government Intrastate Agreement Concerning Allocation of Settlement Proceeds Proposed 2023-04 Resolution Regarding Opioid Settlement (1)	87 - 89
13.	Request to Use Courthouse Lawn - National Day of Prayer Request to Use the Courthouse Lawn for National Day of Prayer - May 4, 2023	90
14.	Tuscola Behavioral Health System (TBHS) Board of Directors Re-Appointments Tuscola Behavioral Health 3-13-23 Board Appointments	91 - 92

Old Business

Finance/Technology

Committee Leader **Commissioner Young** and Commissioner Koch

Primary Finance/Technology

On-Going and Other Finance

On-Going and Other Technology

Building and Grounds

Committee Leader **Commissioner Koch** and Commissioner Lutz

Primary Building and Grounds

On-Going and Other Building and Grounds

Personnel

Committee Leader **Commissioner Bardwell** and Commissioner Vaughan

Primary Personnel

On-Going and Other Personnel

Other Business as Necessary

Public Comment Period

Adjournment



Tuscola County Housing Program

2022-M-156 Motion

Summary & Progress of Program

- Total allocation \$330,000 (10 Year Forgivable Lien)
- Home Repair program Eligible Activities

Repairs/replacement of a roof that is leaking.

Malfunctioning hot water equipment resulting in total lack of running hot water in the household.

Plumbing repairs in cases where the house is without running water.

Septic tank is overflowing, or the drain field has deteriorated. Normal pumping of the tank is not an eligible activity.

Electrical or gas repairs in electrical fire or gas hazard situations and or cases where the faulty electrical wiring has resulted in total lack of illumination in the household or inability to use such necessary major appliances as the refrigerator or range or furnace or water heater.

Structural damage that creates an emergency safety situation.

Emergency handicapped accessibility improvements, such as installation of a ramp can be approved with an emergency health, triggering event.

Other emergency items not listed above will need approval by HDC for items other than COVID Response Funds.

Applicant Requirements

- 80% of Area Median Income

Applicant must reside within Tuscola County.

Applicant must own the home or be purchasing it by means of a Mortgage or recorded Land Contract. Applicant must provide a recorded Warranty Deed and/or recorded Land Contract.

Applicant and all other joint owners of the property must agree to sign a Mortgage and Note for the total amount of the loan, including all related costs of the loan. If applicant has purchased the home on a Land Contract, the land contract holder must also sign the mortgage.

Home must be applicant's permanent, year-round residence.

Applicant must have occupied the home for one (1) year prior to applying for Program Income Emergency Repair Program funds.

Applicant must be current with mortgage or land contract payment.

All property taxes must be paid to date.

Property must have a valid homeowner's policy in place or a statement from an insurance company that a policy will be issued after the program repair is completed.

Applicant who has a reverse mortgage or property is in a trust are not eligible

Property Requirements

Home must be 20 years old or older.

All homes constructed prior to 1978 are required to have a Paint Inspection/Risk Assessment (for lead-based paint) at the applicant's expense **only if** repairs will disturb any potential lead painted surfaces.

All homes with lead-based paint must pass a final clearance test.

Not more than 15% of the residence may be used primarily for trade or business.

Single-wide mobile homes are not eligible for rehabilitation.

After rehabilitation, the property must meet UPCS or local housing codes, whichever is more stringent.

Manufactured housing must be part of the community's permanent housing stock, which is defined as follows:

Is on a permanent foundation;

Is taxed as real property; or

Is not subject to a chattel mortgage or severance agreement that treats the unit as personal property.

Current Results

- 14 Applications
- 3 Denials (single wide, no proof of ownership, roof replacement not needed –only missing a few shingles on a newer roof)
- 5 Completed projects totaling \$72,010.07
- 6 Jobs in progress at different stages

Before & After Photos



Before & After Photos



Before & After Photos



Before & After Photos



TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street
Suite 500
Caro, MI 48723

Telephone: 989-672-3700
Fax: 989-672-4011

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the ____ day of ____ 2023, with the meeting called to order at 8:00 a.m.

Commissioners Present:

Commissioners Absent:

The following resolution was offered by Commissioner _____,
seconded by Commissioner _____.

TUSCOLA COUNTY BOARD OF COMMISSIONERS RESOLUTION #2023-05 Resolution Designating the Drain Commissioner as the Tuscola County Board of Public Works

WHEREAS, Public Act 185 of 1957 authorizes the Tuscola County Board of Commissioners, by resolution adopted by a 2/3 vote of all its members, to designate the Drain Commissioner as the board of public works;

WHEREAS, Public Act 185 of 1957 further provides that after adoption of such a resolution, the Drain Commissioner shall be the board of public works for the County with all authority, powers, and duties conferred by law upon the board of public works; and

WHEREAS, Tuscola County desires to designate the Drain Commissioner as the Board of Public Works for Tuscola County with all authority, powers, and duties conferred by law upon the board of public works.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners, pursuant to MCL 123.732(3), does hereby designate the Drain Commissioner as the Tuscola County Board of Public Works with all authority, powers, and duties conferred by law upon the board of public works, effective immediately.

Roll Call Vote:

Ayes:

Nays:

Resolution 2023-05 declared adopted this ____ day of _____, 2023.

Kim Vaughan, Chairperson
Tuscola County Board of Commissioners

I, the undersigned, Clerk of Tuscola County, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Tuscola County Board of Commissioners, at its Regular Meeting held on _____, 2023.

Jodi Fetting
Tuscola County Clerk, COO

PROPOSED



Tuscola County Health Department Audit Presentation September 30, 2022

Gardner, Provenzano, Thomas & Luplow P.C.

What Is An Audit ?



- Expression of opinion
 - Unmodified
- Independent person
- Auditors responsibilities
 - Generally accepted auditing standards
 - Uniform Guidance
 - Department of Treasury
 - Reasonable assurance

Required Communications

A blue-tinted image of a stethoscope is positioned in the upper right corner of the slide, partially overlapping the dark blue header bar.

- **Compliance with Laws, Regulations, Contracts and Grants**
 - No instances of noncompliance found
- **Internal Control over Financial Reporting**
 - No issue to report
- **Single audit testing**
 - Immunization Cooperative Agreements were tested – no findings
- **Significant Accounting Policies**
 - None
- **Significant audit adjustments**
 - None
- **Accounting Estimates**
 - Example: Depreciation

Required Communications

A blue stethoscope is positioned in the top right corner of the slide, with its chest piece and earbuds visible. The background of the slide is a gradient of blue, with a white curved shape on the right side.

- **Disagreement with Management**
 - None
- **Consultation with Other Independent Accountants**
 - None noted
- **Issues Discussed Prior to Retention**
 - Normal course for preparation
- **Difficulties Encountered in Performing the Audit**
 - None
 - Staff was well prepared for audit

Tuscola County Health Dept. Highlights

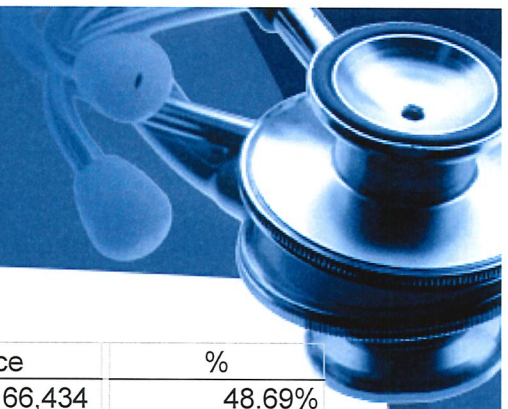
A blue stethoscope is positioned in the top right corner of the slide, partially overlapping the title area. The background of the slide features a dark blue gradient with a curved white line on the right side.

- TCHD finished the year better than budget by \$84,435.
- The TCHD received vaccine and treatment to redistribute to providers who wished to vaccinate eligible clients.
- Tuscola County saw a high COVID positivity rate with rates being greater than 20% throughout the first quarter due to the Omicron variant. TCHD administered COVID booster vaccines per the CDC recommendation.
- The MDHHS released funding adjustments to provide the Health Department resources to develop its' workforce to better prepare for public health emergencies.
- TCHD focused on return to normal plan as the demand for COVID vaccinations cooled.

GASB 68

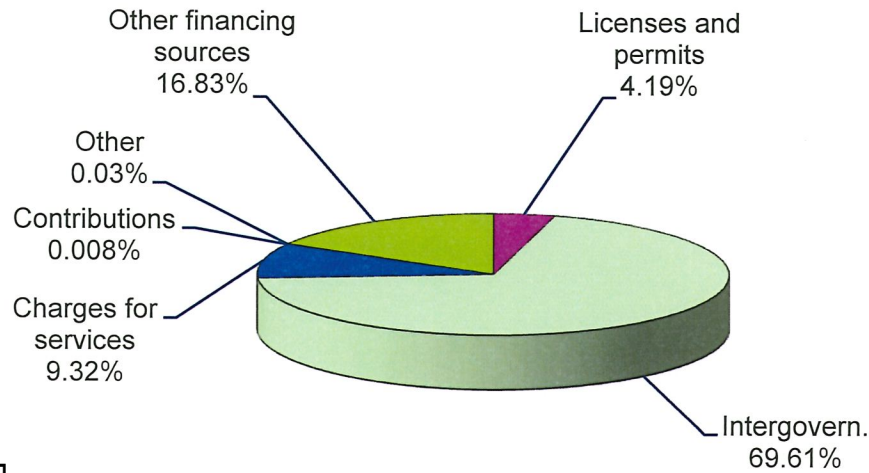
- To recognize Net Pension Liability.
- Is the difference between the total pension liability (amount owed to employees) and the fiduciary net position (also called market value assets or the asset held in the pension trust).
- Total net pension liability as determined by using the actuary report from 12/31/2021 was \$1,895,879 at 09/30/2022, which is a decrease of \$318,598 from the previous year.

Tuscola County Health Dept. Revenue and Other Financing Sources

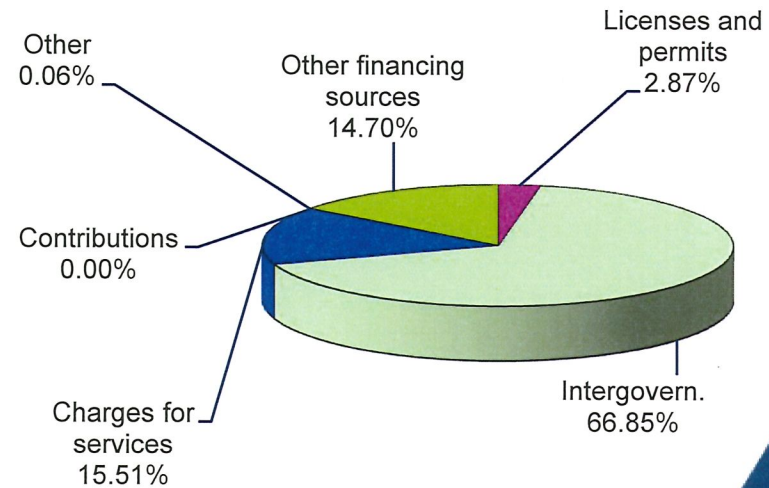


For the Year Ended September 30,	2022	2021	Variance	%
Licenses and permits	\$ 202,879	\$ 136,445	\$ 66,434	48.69%
Intergovernmental	3,368,178	3,180,638	187,540	5.90%
Charges for services	451,044	738,104	(287,060)	-38.89%
General contributions	411	99	312	315.15%
Other	1,654	2,955	(1,301)	-44.03%
Other financing sources	814,508	699,282	115,226	16.48%
Total revenues and other sources	\$ 4,838,674	\$ 4,757,523	\$ 81,151	1.71%

Intergovernmental increased largely because of ARPA funds awarded during 2021-2022.
 Charge for services decreased from the prior year mostly due to a decrease in demand for COVID vaccinations.
 OFS increased because of an increase in County appropriation.



September 30, 2022



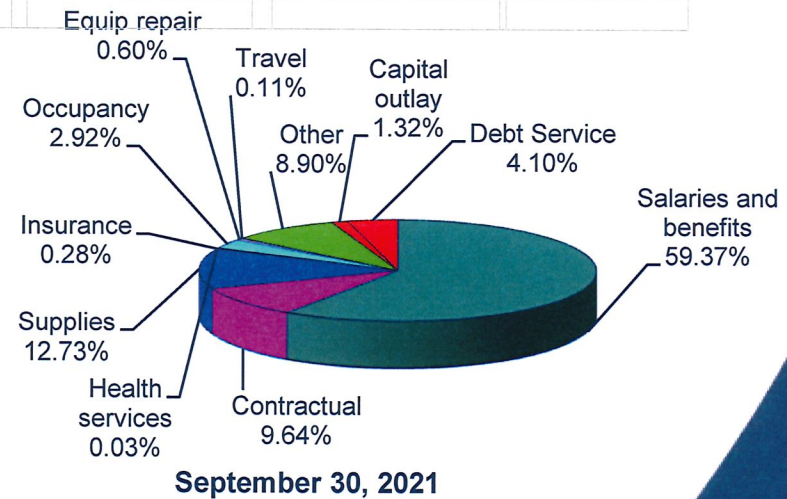
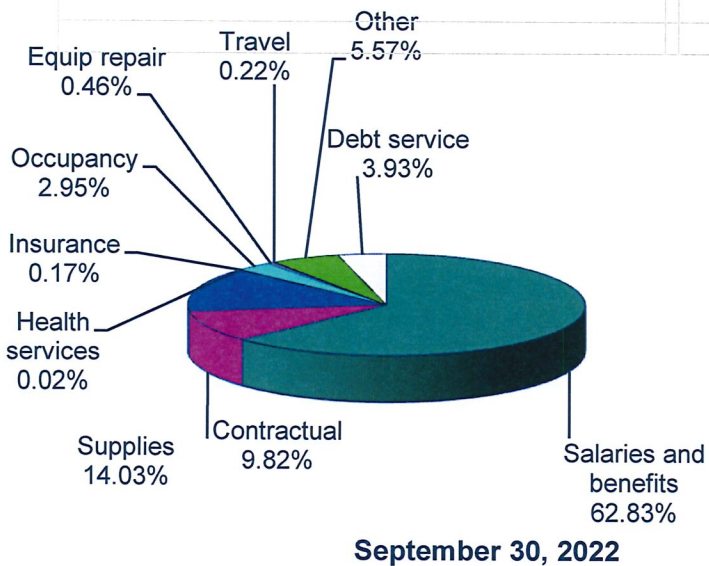
September 30, 2021

Tuscola County Health Dept. Expenditure Highlights



By Category	2022	2021	Variance	%
For the Year Ended September 30,				
Salaries and benefits	\$ 3,007,333	\$ 2,655,036	\$ 352,297	13.27%
Contractual	470,235	430,982	39,253	9.11%
Supplies	671,343	569,102	102,241	17.97%
Internal health services	944	1,161	(217)	-18.69%
Insurance	8,100	12,556	(4,456)	-35.49%
Occupancy	141,265	130,547	10,718	8.21%
Equipment repairs and maintenance	21,921	26,944	(5,023)	-18.64%
Travel	10,475	4,916	5,559	113.08%
Other	266,655	397,979	(131,324)	-33.00%
Capital outlay	-	59,214	(59,214)	100%
Debt service	187,900	183,255	4,645	2.53%
Total Expenditures	\$ 4,786,171	\$ 4,471,692	\$ 314,479	7.03%

The increase in salaries and benefits was mostly due to receiving ARPA funds to award TCHD employees with premium pay.
 Supplies will vary from year to year depending on programs/grants.
 The decrease in other is due to less return of revenue to the State for settlements of cost reimbursements in FY 2022



Tuscola County Health Department Recap

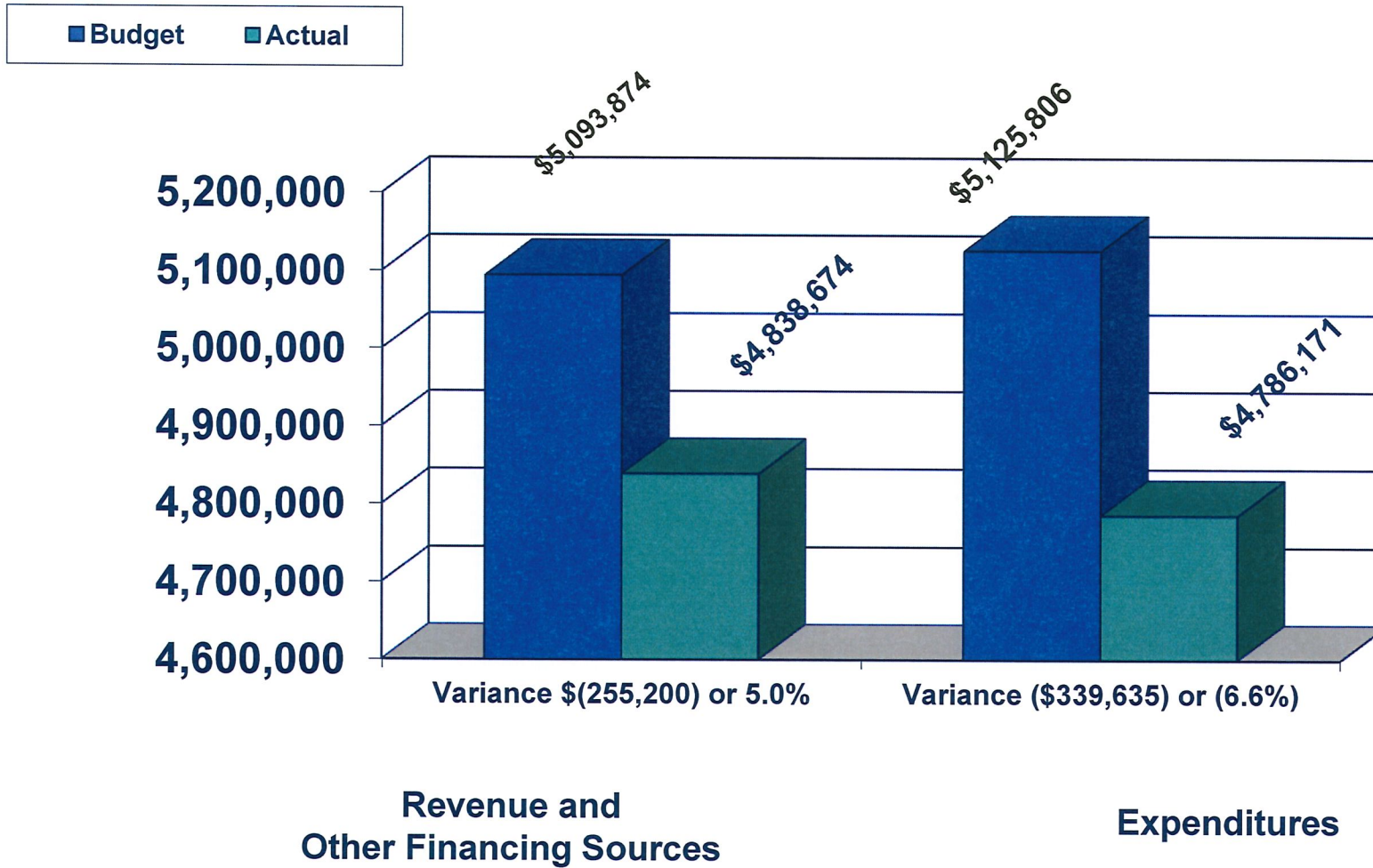
	2022	2021	Variance
Total revenues and other sources	\$ 4,838,674	\$ 4,757,523	\$ 81,151
Total expenditures	(4,786,171)	(4,471,692)	(314,479)
Excess of revenues and other financing sources over expenditures	52,503	285,831	(233,328)
Fund balance-beginning of year	2,608,173	2,322,342	285,831
Fund balance- end of the year	\$ 2,660,676	\$ 2,608,173	\$ 52,503

The amended budget plan was to decrease fund balance by \$31,932. Actual results were \$84,435 better than anticipated.

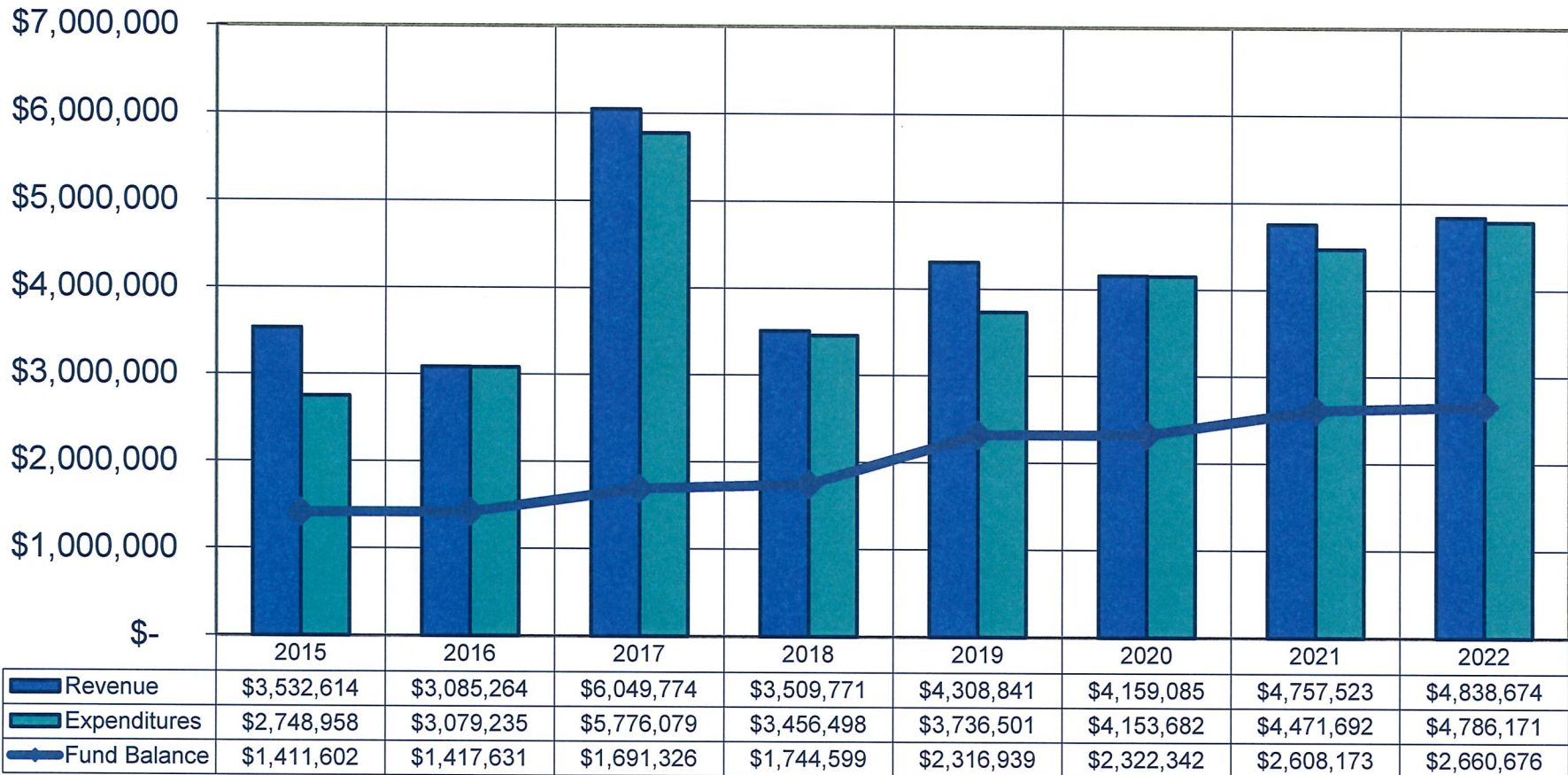
Fund Balance	Category	%
Nonspendable	\$ 71,227	2.7%
Restricted	1,167,752	43.9%
Committed	564,541	21.2%
Assigned	50,615	1.9%
Unassigned	806,541	30.3%
Total Fund Balance	\$ 2,660,676	100%

Tuscola County Health Dept. Budget to Actual-General Fund

For the Year Ended September 30, 2022



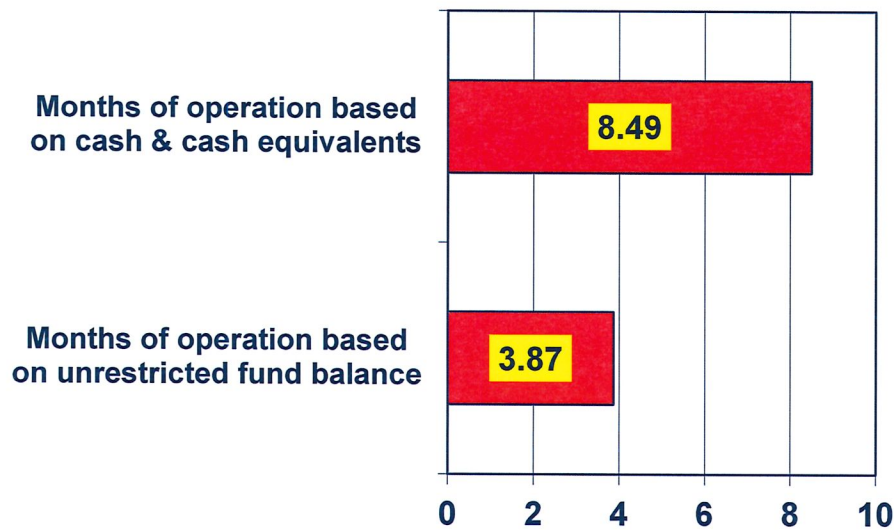
Tuscola County Health Dept. Comparative Revenues, Expenditures & Fund Balance



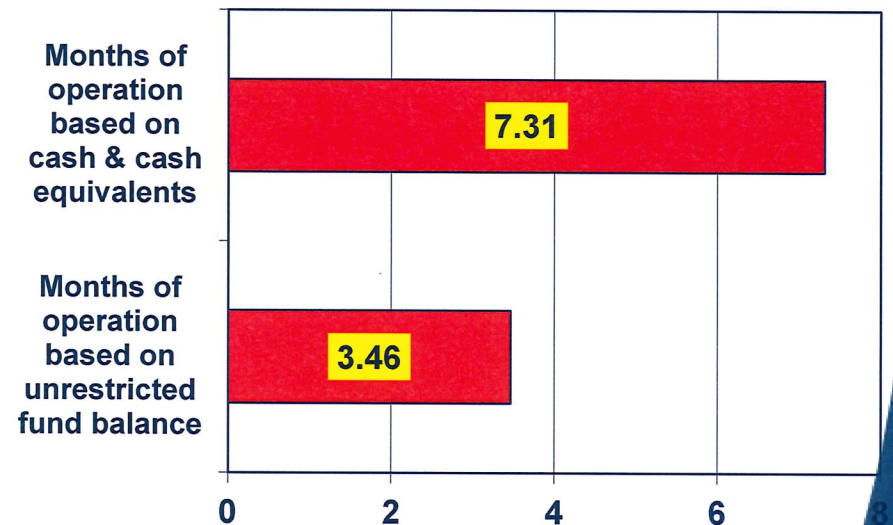
■ Revenue
 ■ Expenditures
 ◆ Fund Balance

2017 had \$2,475,000 in both revenue and expenditures due to pension bonding.

Tuscola County Health Department Days of Operation General Fund



2022



2021

GASB 54 gave guidance for the minimum amount of unrestricted (The total of committed, assigned and unassigned) fund balance as “no less than two months” of the next years budgeted expenditures or revenues which ever is less volatile.

Note: This calculation does not include restricted fund balance.

Questions?





Medical Director
Mustafa Mark Hamad, MD, MBA, MPH

Health Officer
Amanda Ertman, BS

Health Services
Nursing Administrator
Kristi Villalobos, RN, MSN

Environmental Health
EH Director
Jerry White, RS

Management Information Systems
MIS Manager
Jon Suber

Fiscal Division
Fiscal Manager
Deb Cook

Emergency Preparedness
EP Director
Don Derryberry, MS

Veterans Affairs
VA Director
Mark Zmierski

Personal Health

- Breastfeeding
- Children's Special Healthcare
- Communicable Disease
- Family Planning
- Geriatrics
- Hearing & Vision
- Immunizations
- Maternal Infant Health
- MI Bridges Navigation Partner
- Sexual Risk Avoidance
- STI/HIV
- WIC

Environmental Health

Emergency Preparedness

Veterans Affairs

The Tuscola County Health Department actively strives to enhance our community's quality of life by disease prevention, health protection, and healthy lifestyle promotion.



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2-5. Health Services

6. Financial Overview

7. Environmental Health

8. Veterans Affairs

Health Officer Clinical Report

I'm pleased to present the 2021 Annual Report for the Tuscola County Public Health Department. Within this report we outline the activities for the past year, although 2021 was not a typical year for us. A global pandemic had severe impacts on all aspects of health in our county and state.

Our department was tasked with the COVID-19 pandemic response beginning in 2021. As the year progressed, we adapted to meet the demands and challenges of the pandemic, while continuing to meet the mission of the department. The way that public health staff, health and human services staff and county government as a whole, rose up to meet this challenge and dedicated all available resources to the COVID-19 response was an amazing example of how the public health system can work in an emergency.

Tuscola County worked very closely with all key partners, including healthcare, first responders, long-term care facilities, schools, and community organizations to ensure that those who live, work and play in our county were informed to keep as safe as possible. We look forward to continuing to foster these relationships to better serve our county.

I would like to end this message by saying how proud I am to be part of an organization of dedicated professionals who go the extra mile to serve county residents; which I truly believe has taken on a significantly more important meaning this past year.



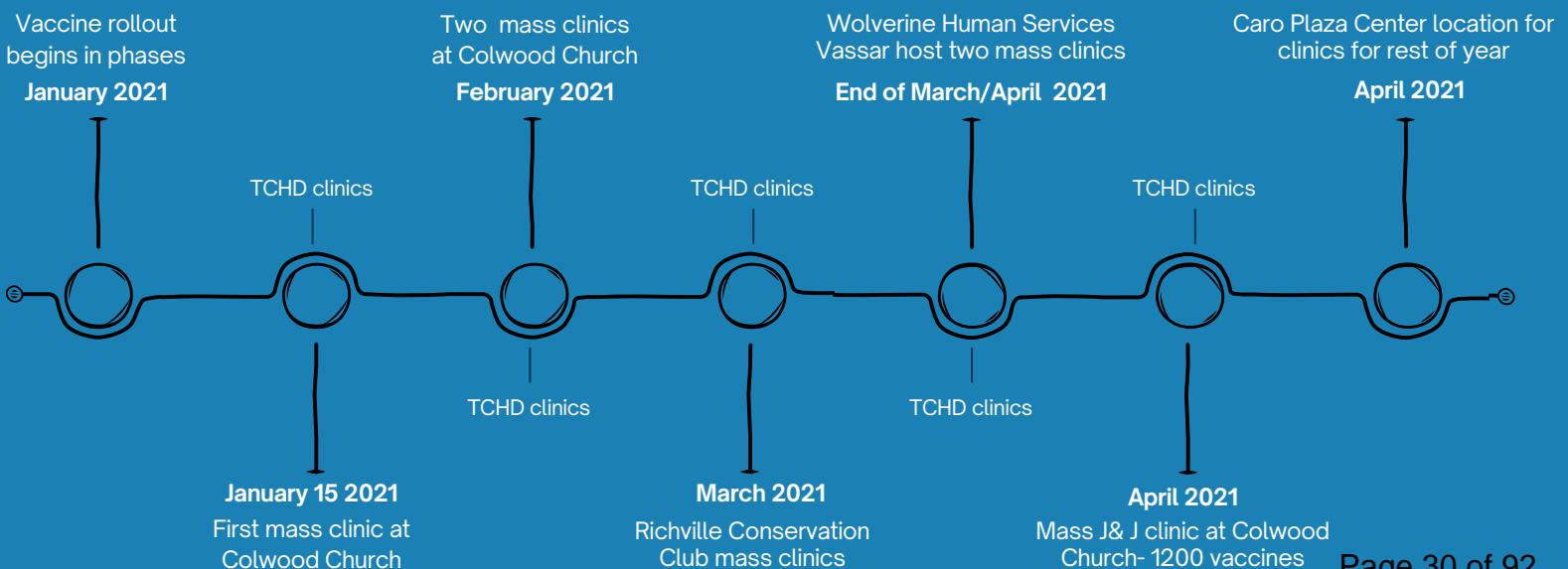
Vaccinations

COVID vaccine administration began primarily in January 2021 with rollout in phases. We arranged the health department to create a vaccination site that could accommodate large amounts of people efficiently and safely. We partnered with Colwood Church and held our first mass vaccine clinic on January 15 for those 65 years and older. We followed that with two additional Colwood mass clinics in February, mostly to educators; and in between mass clinics we vaccinated at the health department regularly. In March we partnered with Richville Conservation Club and were able to utilize their facility daily for the entire month, which saved travel and set-up time, and accommodated

large numbers of clients. Wolverine Human Services in Vassar hosted two mass clinics in their gymnasium at the end of both March and April. We returned to Colwood in April for a mass J & J specific clinic where we administered over 1200 vaccines. In April we moved from RCC to a new leased location at the Caro Center Plaza which remained our full-time vaccine location throughout the rest of the year.

Testing

In the Fall of 2020, we partnered with Tuscola County Mosquito Abatement to utilize their garage as a drive-through test site. We tested weekly through the end of March 2021; and there were few occasions that a state vendor, HONU, was utilized to provide testing to free up staff for other COVID priorities.



The Nursing Division of the Tuscola County Health Department was faced with an extreme challenge to maintain public health services, battle the COVID-19 pandemic, and keep ourselves safe. Our personal and preventative health programs routinely monitored data and determined how they could best provide services based on case counts, community spread, positivity rates, and the ability to use mitigation strategies. Surges came not only at certain times of the year, such as events and holidays, but also with each new variant. The first B.1.1.7 variant was detected in Tuscola County in March, and the Delta variant was first detected in Tuscola county in August 2021. All staff took on additional roles to assist in combating the pandemic such as providing preventative education, supporting the community, fielding calls, assisting with mass vaccination clinics, etc. We continued to provide COVID-19 testing; shifting from the health department parking lot to the Mosquito Abatement building in late October through April 2021. December 2020 brought the emergency use authorization of COVID-19 vaccine and with it the planning and implementation of mass vaccination clinics. We partnered with large community venues for mass clinics while simultaneously holding smaller scale clinics at the health department. In April 2021, we were able to lease the Caro Center Plaza to hold scheduled and walk-in clinics at that location throughout the rest of the fiscal year. We hired contractual staff to assist with contact tracing, case investigation and vaccinations. We also recruited several volunteers to help with the vaccination clinics for such roles as directing people, traffic, monitoring client's status post-vaccination, assisting in parking lots, disinfecting surfaces, and a variety of other tasks.

Challenges this year were numerous. Supply chain issues made it difficult to order and receive needed personal protective equipment such as masks and gloves, as well as needles for vaccinations. Products that we were able to procure often were of low quality. Staff turnover was yet another challenge. Although we hired contractual staff, they often left during COVID lulls and then we were left shorthanded when the next surge would hit. Fulltime staff also left either for retirement or new job opportunities. During FY 2020-2021, eighteen staff left our agency; 9 fulltime and 9 contractual. Security concerns became an issue at the health department as well. Some individuals were not in agreement with governmental mandates and recommendations concerning the pandemic regardless that TCHD did not issue any county orders but only followed recommendations provided by MDHHS. Staff endured verbal attacks via the telephone and social media.

Vaccine itself was a challenge. Vaccines that were manufactured by different companies, for different age groups and had different storage requirements (i.e. ultra-cold storage) complicated and slowed down the administration of vaccinations.

This was an unprecedented time for our **Immunization program**, which continued to provide vaccination services across the lifespan with multiple mitigation efforts in place. Appointment availability was increased over the course of the year in order to increase declining coverage levels due to the COVID-19 pandemic. An effort was made to resume off-site clinics, however, with the increase in COVID-19 cases and level of transmission, the clinics in Vassar and Cass City were again suspended. Numerous mass vaccination clinics were held at various locations to provide COVID-19 vaccinations, including Colwood Church, Richville Conservation Club and Wolverine Human Services; where thousands of residents were able to receive their vaccine. Clinics were also held at various locations for high-risk individuals including long-term care, assisted living facilities, adult foster care homes, senior housing complexes and county jail. We continued to work with our schools to ensure required coverage levels were met, and offered additional evening and Saturday clinic hours to do so.

Although redistribution of vaccines is a common practice at the health department, for our Vaccine for Children (VFC) providers it reached a level of burden during the Pandemic. The health department had to expand its role to redistribute COVID vaccines to pharmacies, facilities and providers. This included ancillary supplies, transport, storage, documentation, and ultimate responsibility and oversight.

18,175
Vaccines Administered

176
Tuberculin Skin Tests

218
Avg. Monthly
Enrollment in CSHCS

97
MIHP Enrollments

10
Pack & Plays distributed

60
Extended MIHP Visits w/
Safe Sleep Intervention

858
MIHP Professional
Visits Conducted

Our **Maternal Child Health** programs focus on reducing maternal and infant morbidity and mortality rates by addressing the issues that impact women and children. The guiding principles of understanding how to impact population health assists us in making decisions for programming and services that are relevant for Tuscola County moms, babies and families. COVID-19 presented significant challenges on how we were able to safely provide these services, but staff quickly adjusted to the changes and moms, babies, and families received programming and resources during the pandemic through telehealth services, and implementing mitigation efforts while providing in-person home visits.

Our Local Maternal Child Health Grant provided additional education, support and resources in the area of infant safe sleep and mood and anxiety disorders to those we serve. TCHD was able to provide tangible safe sleep resources including new pack & plays, fitted sheets, and sleep sacks to ensure that Tuscola County families with limited resources can have a safe sleep environment for their infant.

Tuscola County Health Department remains actively involved, and a leader in supporting the Child Advocacy Center and our local Child Abuse & Neglect prevention council by serving on the multi-agency workgroup, board, and providing safe sleep resources and community education.



Our **Maternal Infant Health Program (MIHP)** is the largest home visiting program in Tuscola County. MIHP uses a population health model providing evidence-based interventions to Medicaid eligible pregnant women and infants. By utilizing telehealth services, our MIHP continued to provide services without pause during COVID-19. When we were able to transition back to home visiting, we quickly did so by incorporating safety measures. In June 2021, our MIHP was rated 100% on our MDHHS MIHP certification review which occurs every 18 months.

TCHD remains a trusted advisor to Great Start Tuscola through the collaboration of distributing Welcome Baby Bags to parents of newborns in Tuscola County. Welcome Baby Bags provide gifts, resources, and educational information on home visiting services, parenting classes/resources, safe sleep, postpartum and newborn care.

Tuscola County Health Department remains the leadership team for the Region 6 Perinatal Quality Collaborative, focusing on the statewide effort of eliminating all preventable maternal & infant deaths through the Maternal Infant Health & Equity Improvement Plan. We continue to work with regional partners to offer universal substance use & emotional health screening to women entering into Family Planning or OB care to assist them in making positive choices that can impact their health and wellbeing.

Our Medicaid Outreach program assists the community with MI Bridges Navigation application assistance and needed referrals. Even though COVID-19 changed the types of outreach we were able to do, TCHD remained an available and accessible resource to the entire community through phone assistance and safe office appointments. Page 32 of 92

Communicable Disease staff worked tirelessly to meet the MDHHS case investigation requirements and metrics set for COVID-19 cases during the pandemic; and staff coverage continued to be required 7 days a week. As this was a novel virus, new information and guidelines were changing, and staff were required to pivot and adjust accordingly. Communicable Disease staff were also striving to provide timely case investigation to limit the spread of non-COVID-19 illness, and proactively pursue prevention of disease. The program worked closely with community organizations and entities including schools, long-term care facilities, and healthcare providers in efforts to prevent illness, protect the community, and promote health.

Although schools returned to in-person learning in the fall we only intermittently did **Hearing & Vision** screenings. We monitored COVID-19 community data to determine when it was safe to have Techs in the schools and when not to. We were able to offer appointments for screening at the health department where we could control the environment better. This allowed parents/guardians to choose to have their child screened without waiting for our presence back in the schools or for those that may have been experiencing an issue. When not providing Hearing and Vision services, the techs were utilized as COVID staff to schedule appointments, field calls, work vaccine clinics, etc.

7,702
CD Completed Cases

121
STI Cases

203
Unduplicated Family
Planning Visits

1,286 1,875
Hearing Vision
Screenings Screenings

1,222
Avg. Monthly WIC
Client Case Load

The TCHD **Empowering Youth Today** program was the only grantee in the state of Michigan to implement in-person learning, with 8 cohorts totaling 149 7th and 9th graders receiving the curriculum. Thirty-nine 7th graders participated in a Service Learning Project handing out resource/hygiene packs to the community. A successful Parent Program was held virtually with a keynote speaker and panel of local experts on the impact of easily accessible adult content on the adolescent brain. For outreach, 200 backpacks were purchased and stuffed with back to school supplies and other miscellaneous items to hand out at health fairs, schools, and local agencies.

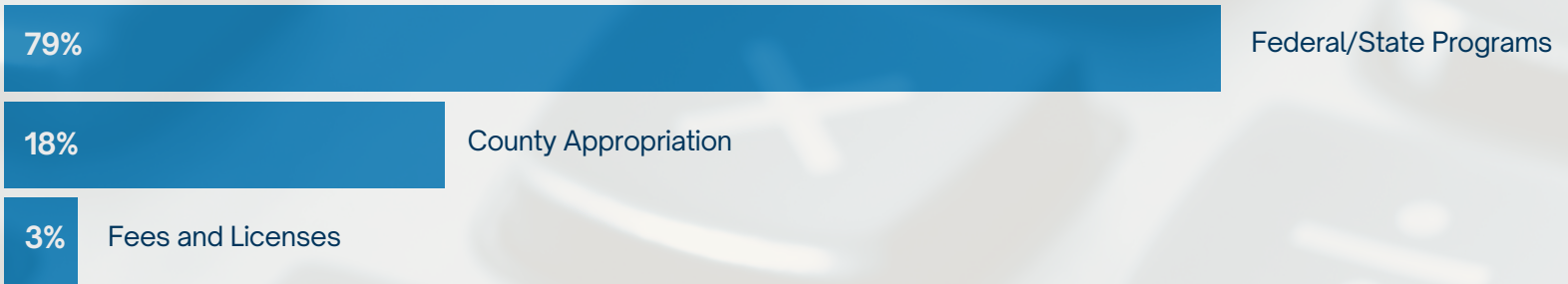
WIC did provide services via telephone per the approval of a waiver. We did on a few occasions, do in-person visits at TCHD and offsite clinics in Vassar based on safety and need. We were able to conduct drive-thru Project Fresh distribution; however Project Fresh redemption rates did drop again this year. Breast Feeding support services were offered via virtual options. Although we didn't see many in-person WIC clients, lead testing was provided when needed until approximately May 2021 when the Leadcare II point of care testing had a recall of kits that lasted the rest of the fiscal year. Nurse case management remained available for elevated lead levels.

TCHD provided a variety of **Family Planning** services including contraception, pregnancy testing, and STI testing. We did continue to provide telehealth services throughout the year due to the continued COVID-19 community spread, as well as continued our in-person visits utilizing mitigation strategies for safety. Our caseload decreased but we did continue to see new enrollments. Our **STI** program also saw a decrease in clients, but we continued to provide testing, education, and treatment services both in-person and via telehealth. New STI Treatment Guidelines were published; and we made area providers aware and provided resources to obtain copies of the new guidelines. We utilized Alere Rapid **HIV** tests for client testing with same day results; however there was a decline in individuals requesting testing.

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
HIV/AIDS	0	0	2	0	0
Food Borne Illness	24	41	29	15	20
Meningitis-Aseptic*	2	9	2	1	1
Meningitis-Bacterial/Other*	1	2	0	0	1
Pneumoniae Invasive	11	5	9	3	1
Cryptococcosis	2	0	0	0	0
Flu Like Illness	210	2,364	1,685	1,862	805
Guillain-Barre	0	0	0	2	2
Kawasaki	0	0	0	1	0
Legionellosis	2	1	5	1	0
Rabies-Animal	0	0	1	0	0
Chickenpox*	1	4	3	0	0
Tuberculosis	1	0	0	1	0
Hepatitis A	0	0	1	1	0
Hepatitis B Chronic	6	4	2	1	1
Hepatitis Perinatal	0	0	0	0	0
Hepatitis B Acute	0	0	0	0	0
Hepatitis C Acute	3	0	1	1	0
Hepatitis C Unknown	0	0	0	0	0
Hepatitis C Chronic*	20	35	13	14	5
Coccidioidomycosis	0	0	1	2	0
Encephalitis	0	0	0	0	0
Hemolytic Uremic Syndrome	0	0	0	0	0
Staphylococcus Aureus Infections	1	0	0	0	0
Mumps	0	0	0	0	0
Pertussis	3	0	4	0	0
Histoplasmosis*	3	1	0	2	0
Q Fever	0	0	0	1	0
Streptococcus, Group A	2	4	2	2	0
Influenza-Confirmed	135	194	69	185	2
Toxic Shock	0	0	0	0	0
Novel Coronavirus COVID 19	0	0	0	571	6,269
MIS-C	0	0	0	1	1

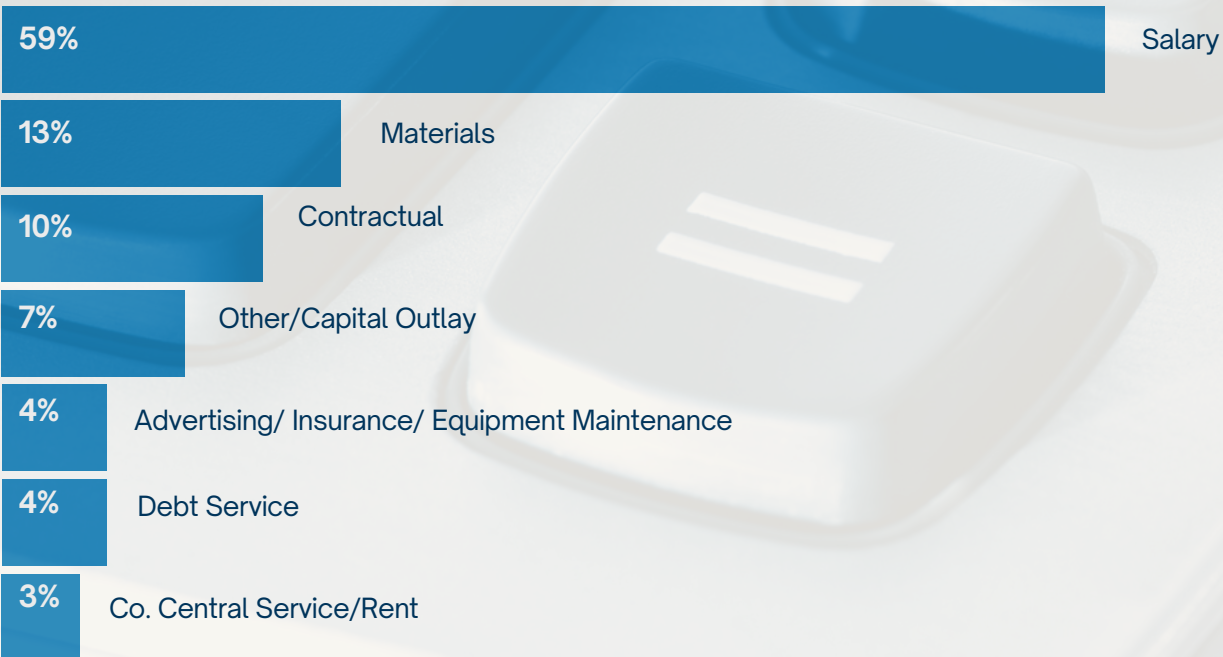
Note: * Indicates that total includes confirmed and probable.

Revenue by Source



- Contributions 0%
- County Bonds-Pension 0%
- Other 0%

Expenses



- Legal & Health Services 0%
- Communications 0%
- Travel 0%
- Pension Bonds 0%

Adverse environmental factors have a direct influence on humans. Impacts can be disease transmission through exposure to pathogenic organisms, or by exposure to toxins having a physiological effect on humans. Lesser environmental factors such as living conditions in a home can effect the overall well-being of the persons subjected to the given environment. As a member of the public health team, Environmental Health advocates and promotes disease prevention. Goals are met through enforcement of regulations and programs developed to not only protect public health, but to also control adverse environmental factors. Programs and regulations are grouped into categories of: Water, Shelter, Food, Waste and Community Health. The following statistics falling under these categories reflect the services provided in fiscal year 2020/2021.

FOOD:

Regular inspections are conducted in all food service establishments in Tuscola County. Efforts in this program are key elements in assuring that meals consumed outside of the home are safe.

146	Fixed Food Service Establishments
294	Fixed Food Service Inspections
72	Temporary Food Inspections
11	Transitory Food Inspections
5	Foodborne Illness Investigations

ENVIRONMENTAL QUALITY:

Additional activities important to health protection cover a range of programs such as: Shelter, Public Swimming Pools, Mobile Home Parks, Hazardous Waste, Solid Waste, Indoor and Outdoor Air, and Campgrounds.

16	Campground Inspections
7	Public Swimming Pool Inspections
1	Solid Waste
9	Indoor/Outdoor Air
0	Ground Water Quality
0	Mosquito/Insect Control
0	Surface Water
61	Adult/Child Care Facility Inspections
0	Hazardous Waste
0	Animal Control
6	Body Art
0	Residential Dwellings/Lead Paint
3	Septage Inspections
0	Radon

WASTEWATER:

Contact with raw or improperly treated sewage is the major method by which diseases are spread. Proper disposal and treatment of sewage is a critical aspect of protecting public health. Under State and Local Code Enforcement, this division evaluates and issues permits for the installation of all onsite sewage systems in Tuscola County.

122	Onsite Sewage Disposal Permits Issued
16	Onsite Sewage Permits (Commercial)
20	Operation/Maintenance Evaluations
262	Onsite Sewage Disposal Inspections
23	Onsite Sewage Inspections (Commercial)
12	Complaints Investigated

SURFACE/GROUNDWATER:

The basics to human life and public health philosophy is the provision that a safe and adequate water supply is available to the individual and public. To this end, all wells in Tuscola County are installed under permit with well locations being reviewed, proper isolations required, final inspections conducted and water sampling performed to determine water quality.

158	Well Permits Issued
108	Well Permit Final Inspections
5	Complaints investigated
22	Operation/Maintenance Evaluations

Veterans Affairs

The County Veterans Affairs handles federal, state, and county programs that are available to veterans, widows, and dependent children seeking assistance. Federal Programs from the Department of Veterans Affairs include: compensation, pension, survivors benefits, education benefits for veteran and dependents, medical coverage, home loans, life insurance, and burial benefits. State programs include: Michigan Veteran Trust Fund, employment, education benefits, nursing home care, as well as other benefits. County level programs include: Veterans Assistance Program/ Sailor Relief Fund (SSRF), burial benefits, Tuscola County Veterans Affairs Office, food banks, transition housing, and other agencies such as Department of Health and Human Services and Human Development Commission.

FY 20-21 Statistics

Assistance

MVTF Applications _____ 0
 MVTF Granted _____ \$0.00
 SSRF Applications _____ 22
 SSRF Granted _____ \$34,948.49
 Burial Applications _____ 84
 Burial Granted _____ \$6,900.00

Office

Office Visits _____ 1,072
 Home Visits _____ 2
 Claims Submitted _____ 775

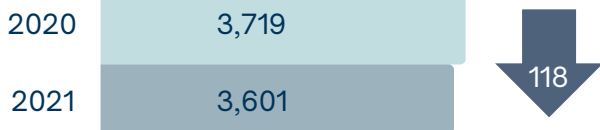
DAV Van

Vets Transported _____ 274
 Miles Logged (Volunteer) _____ 29,111
 Hours Logged (Volunteer) _____ 1,152.50

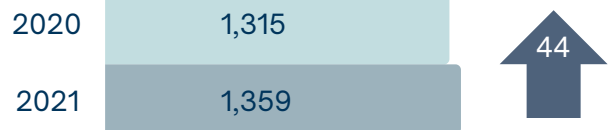


Department of Veterans Affairs County Statistics FY 19-20 vs FY 20-21

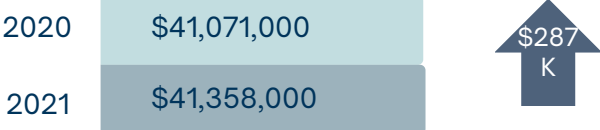
County Vet Population



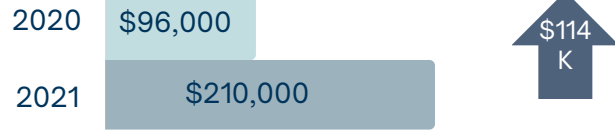
Vets Enrolled in VA Medical



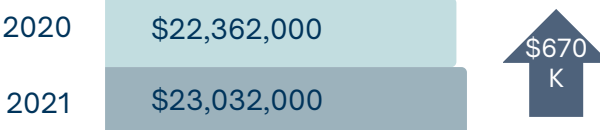
VA Total Expenditure



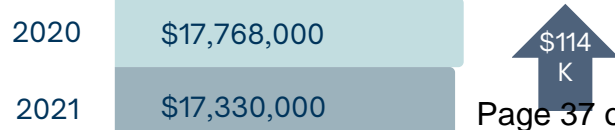
Insurance & Indemnities



VA Comp. & Pension



Medical Care



**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
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<p>Section 5 Compensation</p>	<p>5.7 Bonus and Incentive Awards: Bonus and Incentive awards shall be in compliance with the Fair Labor Standards Act.</p> <p>a. As recommended by a department director, the Health Officer may authorize a bonus or discretionary award to an employee for any of the following reasons:</p> <ul style="list-style-type: none"> • Outstanding or commendable job performance or for work performed on a temporary basis, in an acting capacity or otherwise beyond an employee’s regular job assignment; • Reducing costs in a measurable way while maintaining or improving service and/or quality; • Increasing productivity; • Simplifying procedures; • Improving program effectiveness; • Increasing customer satisfaction; • Other recognizable achievements that are beneficial to the County and its citizens; • Recruitment, retention, or other action necessary to achieve critical staffing needs. <p>b. Awards and incentives may be in the form of agency service awards, certificates of appreciation, memorable gifts for the employee, workplace improvements, and/or paid incentive leave.</p> <p>c. All recommendations for employee bonuses and awards must be approved by the Health Officer and may require board approval.</p> <p>d. Prior to making any request, the Department Director shall assure the program budget(s) can support the applicable expense and that such expense is allowable within the program grant funding.</p> <p>e. All monetary awards are taxable compensation and must be processed through the payroll system (as required by IRS Publication 15).</p> <p>Bonus Awards The justification used as the basis for granting a bonus award shall be specified as part of the recommendation and approval process.</p>	<p>New policy- To identify a process for bonus and incentive awards.</p>
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**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
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<p>Section 5 Compensation</p>	<p>Incentive Plans</p> <p>a. A Department Director or the Administrative Team may establish incentive plans that reward employees for exceptional performance that contributes to higher productivity or other recognizable achievements. Management should utilize the Incentive Plan Form when submitting a plan for approval. (Attachment 28)</p> <p>b. Eligibility for participation in an incentive plan:</p> <ul style="list-style-type: none"> • Incentive plans may be developed for any employee or class of employees and are normally submitted on a division or section-wide basis. • Written proposals for an incentive plan should be on an employee or group basis and any or all incumbents in the specified group within the division or work group covered under the incentive plan should be equally eligible. • Incentive plans may not be applied retroactively. • Incentive plans must be approved by the Health Officer <p>c. Incentive plans that require the use of funds not already available in the department’s budget must be approved by the Health Officer. Health Board approval may be required as well.</p> <p>Recruitment and Retention Bonuses</p> <p>a. A recruitment or retention bonus may be paid as an incentive to hire a new employee or to retain a current employee who possesses critical knowledge, skills, experience, or abilities for a position or to recognize tenure of department employees.</p> <p>b. New hires or employees who receive a recruitment or retention bonus may be required to enter into a minimum service agreement, which calls for payback of a pro-rated amount if the employee voluntarily leaves employment before a specified time period</p> <p>c. The justification used as the basis for granting a recruitment or retention bonus must be specified as part of the award/bonus.</p> <p>Awards for Commendable Performance</p> <p>a. A department may recognize an employee’s commendable work performance by awarding a Letter of Commendation, a Certificate of Appreciation, or a memorable gift. A department-authorized representative may provide an employee with a Letter of Commendation or Certificate of Appreciation. Such letter or certificate will be given to the employee and a copy placed in the employee’s official personnel file located in the human resources department.</p>	<p>New policy continued...</p>
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**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
<p>Section 5 Compensation</p>	<p>Paid Incentive Leave</p> <p>a. An employee may be granted paid incentive leave as an award for commendable job performance or other work-related accomplishments.</p> <p>b. Leave may be granted in hourly increments.</p> <p>c. Leave must be approved by the employee’s supervisor and used within six months of the date granted or it will be forfeited. Leave hours are excluded in the calculation of overtime, cannot be used to fulfill a notice of resignation, and unused incentive leave is not eligible for payment upon separation from employment.</p> <p>d. Leave can be taken when mutually agreed upon by the supervisor and employee.</p> <p>e. A copy of the letter documenting the leave granted will be placed in the employee’s official personnel file maintained by the human resources department.</p>	<p>New policy continued...</p>
<p>Section 13 Holidays</p>	<p>13.1 Paid Holidays: The Health Department shall implement a paid schedule in accordance with the policy of the Board of Commissioners. On the following holidays, full-time employees shall be allowed paid absence from work, except as hereafter provided:</p> <p>Annual Floating Holiday TBD by Administration in January</p> <p>New Year’s Day..... January 1</p> <p>Martin Luther King Jr. Day..... 3rd Monday in January</p> <p>President’s Day..... 3rd Monday in February (if Floating Holiday not used)</p> <p>Good Friday Friday before Easter Sunday</p> <p>Memorial Day Last Monday in May</p> <p>Juneteenth..... June 19</p> <p>Independence Day..... July 4</p> <p>Labor Day..... 1st Monday in September</p> <p>Veteran’s Day November 11</p> <p>Thanksgiving Day..... 4th Thursday in November</p> <p>Friday after Thanksgiving</p>	<p>Change to policy- To reflect the addition of the Juneteenth holiday.</p>

**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
	Christmas EveDecember 24	
Section 18 Other Leaves	<p>18.1 Bereavement Leave: Bereavement leave is paid leave to deal with the death of a family member as outlined below:</p> <p>a. In the event of a death of the employee’s spouse, or child parent, sibling, or child- including spontaneous loss of pregnancy at any gestational age- the employee may be excused without loss of pay on the days which they have been scheduled to work, for a period not to exceed five (5) days. Child is defined as biological, adopted, foster, and stepchild.</p> <p>b. In the event of a death in the employee’s extended family, the employee may be excused without loss of pay on the days which s/he has been scheduled to work, for a period not to exceed three days. The extended family is defined as parent, grandchildren, brothers, or , sisters, grandparents, mother/father in law, brother/sister in law, grandparents-in-law, daughter-in-law and son-in-law.</p>	<p>Change to policy- Added parent, sibling & loss of pregnancy to 5 day allowance. Defined “child”.</p>
Section 20 Expense Reimbursement	<p>20.1 Mileage:</p> <p>b) During Weekend, Holiday, or Unplanned Event: If the employee is required to work on a weekend, holiday or unplanned event, mileage begins at the employee’s home first job site and ends at the last job site. -This does not apply if this is for an entire day which is to be flexed. No travel or additional time will be paid. This does not apply to a “planned event” for which flex time was given, unless it requires more than one round trip to the work location in the same day. For off-site events the employee will not be taxed for mileage if they use their own vehicle and drive directly to and from home to the temporary work site. Or they may choose to take an agency vehicle home for the weekend.</p> <p>The employee’s supervisor may require the employee to use the county vehicle on the weekend, holiday or unplanned event, at which point the employee is paid mileage from their home to office and from the office to their home at the end of the day.</p>	<p>Change to policy- Mileage reimbursement begins when the employee reaches the first job site location, not at the employee’s home. Employee mileage is reimbursed between job sites and ends upon arrival at the last job site. Reference IRS guidelines.</p>

**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
<p>Section 24 Work Rules</p>	<p>24.7 Dress Code: Employees are expected to present a clean and neat appearance <u>and to dress according to the requirements of their positions. Employees are expected to dress appropriately in casual clothing while still maintaining a semi-professional appearance. You may dress comfortably but must avoid revealing, torn, dirty, obscene, offensive, or political graphics/sayings, athletic clothing, sweatpants and shorts. Flipflops and excessively casual footwear will not be tolerated.</u> and to dress according to the requirements of their positions. Employees working in clinical settings may choose to wear scrubs and athletic shoes during the clinic. <u>Closed toed shoes are required in clinical settings.</u> Scrubs and athletic shoes are not to be worn if the employee is attending a meeting or working outside of the clinic. <u>Employees attending a meeting, training, or working offsite are expected to dress in business casual attire or according to the requirements of their position.</u> Employees who appear for work inappropriately dressed will be sent home and directed to return to work in proper attire. Under such circumstances, employees will not be compensated for the time away from work. <u>Variation from the Dress Code may be designated by the Health Officer.</u> Fridays have been designated as casual days, during which casual clothing such as blue jeans, shirts without offensive graphics or sayings and tennis shoes may be worn. Attire must be neat, clean and not tattered. Other days may be designated by the Health Officer as casual days. Participation in casual day is optional.</p>	<p>Change to policy- To adapt a more casual dress code to increase and maintain employee moral.</p>
<p>Section 27 Flexible Work Policy</p>	<p>PURPOSE: To define flexible work arrangements, and the appropriate circumstances for their use; and to establish that these arrangements are not intended as an entitlement nor company-wide benefit and in no way changes the terms and conditions of employment with TCHD. Based on past performance, the needs of the agency, and work responsibilities, employees may be allowed to enter into a flexible work arrangement with supervisor approval.</p> <p>27.1 Flexible Work Policy: A flexible work schedule and/or telecommuting is a voluntary work alternative that may be appropriate for some employees and some positions. It is not an entitlement and</p>	<p>New Policy- To identify a process to allow for a flexible work schedule that deviates from the standard work schedule of TCHD.</p>

**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
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<p>Section 27 Flexible Work Policy</p>	<p>it is not a company-wide benefit. Nothing in this policy changes the at will nature of your employment. A flexible working arrangement may be initially approved by a Supervisor or Director, with final approval/denial authority by the Health Officer. Options include:</p> <p>A. Part Time Remote/Hybrid Schedule: Hybrid schedules allows employees to flex their workweek between being remote and working in the office part time. Staff working hybrid schedules will generally be required to work a minimum of three (3) days per week in the office and may be expected to share assigned office space.</p> <p>B. Compressed Workweek: This work schedule condenses one or more standard workweeks into fewer, longer days.</p> <p>C. Flextime: This work schedule has variable starting and ending times outside of core agency hours. Employees still work the same number of scheduled hours.</p> <p>27.2 Overview of Flexible Work Arrangements</p> <p>A. Both employees and/or supervisors can suggest a flexible work arrangement as a possible work option.</p> <p>B. Short term or informal flexible work or telecommuting arrangements (such as during an emergency closure of the agency or other unique circumstance) may be made on a case by case basis, focusing first on the business needs of the organization. Informal short-term arrangements may also be made for employees on a leave of absence, to the extent practical for the employees and the organization and with the consent of the supervisor and the employee’s health care provider, if appropriate.</p> <p>C. New employees may be required on a case by case basis to work in the office on a standard schedule for a period of time prior to approval of request for a flexible work arrangement.</p> <p>D. Successful employees have the support of their supervisors. Employees will be selected based on the suitability of their jobs, and evaluation of the likelihood of being a successful flexible/teleworker, and an evaluation of their supervisor’s ability to manage remote workers.</p> <p>E. Each division will make its own selections in collaboration with the Health Officer.</p> <p>F. Any flexible work arrangement made will be on a trial basis three (3) months, and may be discontinued, at will, at any time at the request of either the employee or the Agency.</p> <p>G. All flexible work arrangement requests must be documented and approved via the <u>Flexible Work Schedule Agreement Form</u> (Attachment 27)</p> <p>H. Employees remain obligated to comply with all company rules, practices, instructions, and Personnel Policies.</p> <p>I. Employees are responsible for any tax, zoning and/or other legal implications for the business use of their home based on Internal Revenue Service (IRS) and state and local government restrictions.</p>	<p>New policy continued...</p>
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**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
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<p>Section 27 Flexible Work Policy</p>	<p>J. Before entering any flexible work schedule and/or telecommuting agreement, employees and supervisors will evaluate the suitability of such an arrangement in the following areas:</p> <ul style="list-style-type: none"> • Employee suitability. The employee and supervisor will assess the needs and work habits of the employee • Job responsibilities. The employee and supervisor will discuss the job responsibilities and determine if the job is appropriate for this arrangement. • Equipment needs – see subsection 27.6 <p>K. Employees entering a flexible work agreement that involves hybrid remote work may be required to forfeit use of a personal office or workstation in favor of a shared arrangement to maximize agency office space needs.</p> <p>27.3 Work schedule and accessibility: Employees and Supervisors will agree on the alternate work schedule the employees will customarily maintain, and the manner and frequency of communication. Employees agree to be accessible during the agreed upon work schedule.</p> <p>A. Employees must be accessible by phone and email during established core hours. Maintaining accessibility includes being signed into Outlook accounts, instant messaging applications, and responding to contacts made to the employee’s cell phone.</p> <p>B. Employees who have a flexible work arrangement must be available for virtual or in-person staff meetings, and other meetings deemed necessary by their supervisor and are required to come into the office as requested by the supervisor.</p> <p>C. All employees will be available to report to work if requested to do so by Supervisor.</p> <p>27.4 Evaluation and Discontinuation of Flexible Work Arrangements: Evaluation of employee performance during telecommuting or a flexible work schedule may include weekly interaction between the employee and the supervisor, and/or monthly face to face meetings to discuss work progress and problems.</p> <p>A. Employees and supervisors will each complete an evaluation of the arrangement and make recommendations for continuance or modifications.</p> <p>B. Evaluation of employee performance will be consistent with that received by employees working at the office and working normal schedules in both content and frequency.</p> <p>C. The availability of flexible work arrangements for employees of TCHD can be discontinued at any time at the discretion of the employer. Every effort will be made to provide 30 days’ notice of such a change to</p>	<p>New policy continued...</p>
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**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
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<p>Section 27 Flexible Work Policy</p>	<p>accommodate commuting, childcare and other problems that may arise from such a change although there may be instances, however, when no notice is possible.</p> <p>27.5 Flexible Work/Telecommuting: A Flexible Work Arrangement/Telecommuting is not designed to be a replacement for appropriate childcare or other family care. Although an individual employee’s schedule may be modified to accommodate child-care needs, the focus of the arrangement must remain on job performance and meeting business demands. Employees considering prospective telework arrangements are encouraged to discuss expectations of telecommuting with family members prior to entering a trial period. Employees must arrange for dependent care if necessary and may not conduct personal business during working hours.</p> <p>27.6 Equipment needs: For any level of telework arrangement, TCHD will determine the appropriate equipment needs for each employee on a case by case basis. Office furniture and internet will be supplied by employees. In order to be considered for remote work, employees must have fully functional internet access with a minimum speed that is adequate to allow for typical work activities.</p> <p>A. Equipment supplied by TCHD will be maintained by the agency. Equipment supplied by employees, if deemed appropriate by the agency, will be maintained by the employees.</p> <p>B. TCHD accepts no responsibility for damage or repairs to employee owned equipment.</p> <p>C. TCHD reserves the right to make determinations as to appropriate equipment, subject to change at any time.</p> <p>D. Equipment supplied by the agency is to be used for business purposes only.</p> <p>E. Employees agrees to take appropriate action to protect the items from damage or theft.</p> <p>F. Upon termination of employment, employees will return all agency property, unless other arrangements have been made.</p> <p>27.7 Confidentiality: Consistent with the agency’s expectations of information security for employees working in the office, telecommuting employees will be expected to ensure the protection of proprietary agency and customer/client information accessible from their telecommuting office. All agency policies and program requirements for protection and storage of information must be maintained at all office and remote work sites. Compliance to all HIPAA/HITECH will be followed.</p> <p>27.8 Work Status and Benefits: Employees’ compensation, benefits, work status and work responsibilities will not change due to telecommuting arrangements. The amount of time the employee is expected to work per day or pay period will not change because of telecommuting. Employees’</p>	<p>New policy continued...</p>
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**TUSCOLA COUNTY HEALTH DEPARTMENT
CHANGES IN PERSONNEL POLICIES**

SECTION	LANGUAGE CHANGE OR ADDITION	REASON FOR CHANGE
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<p>Section 27 Flexible Work Policy</p>	<p>telecommuting work hours will conform to a schedule agreed upon by both employees and supervisors. Non-exempt employees must record all hours worked, and any overtime must have supervisor pre-approval.</p> <p>27.9 Telecommuting Environment and Office Supplies: Employees will establish an appropriate work environment within their homes for work purposes. TCHD will supply employees with appropriate office supplies (pens, paper, etc.) for successful completion of job responsibilities. These supplies are available for use at the employees' home offices. Out of pocket expenses for other supplies will not be reimbursed without prior supervisor approval. TCHD will not be responsible for costs associated with initial setup of employees' home offices.</p> <p>A. Employees will maintain their workspace in a safe condition, free from hazards and other dangers to them and the equipment.</p> <p>B. Any agency materials taken home should be kept in the designated work area at home and not made accessible for non-agency use.</p> <p>C.TCHD has the right to make on site visits to any remote work sites.</p> <p>27.10 Injuries While Teleworking: Injuries sustained by telecommuting employees while at the remote work location and in conjunction with regular work duties are normally covered by the agency's workers' compensation policy. TCHD is not liable for loss, destruction, or injury that may occur in or to employees' telecommuting office. This includes family members, visitors, or others who may become injured within or around the employees' telecommuting office.</p> <p>A. Employees are responsible for notifying the employer of such injuries in accordance with agency's workers' compensation procedures.</p> <p>B. Employees are liable for any injuries sustained by visitors to their worksite.</p> <p>C. TCHD assumes no liability for injuries occurring in employees' home workspace outside the agreed upon hours.</p>	<p>New policy continued...</p>
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Tuscola County

Clayette Zechmeister <zclay@tuscolacounty.org>

BOC Agenda


Robert Baxter <rbaxter@tuscolacounty.org>
To: Clayette Zechmeister <zclay@tuscolacounty.org>
Cc: Glen Skrent <ggs@tuscolacounty.org>

Fri, Mar 17, 2023 at 1:52 PM

Good afternoon Clayette,

I am requesting that the BOC allow Sgt. Ryan Robinson out-of-state travel so that he may attend the 2023 Hold The Line Conference May 2-4 in Pittsburgh, PA. The conference, for K-9 officers, offers training opportunities that haven't been available in Michigan. I have attached some of the training classes offered if needed. All costs associated with the conference will be paid from the road patrol fund.

Undersheriff Robert E. Baxter
Tuscola County Sheriff Administration
420 Court St
Caro, MI 48723
989-673-8161 ext 2225
Fax: 989-673-8164

 [Like Us on Facebook](#)

 **k9 conference.pdf**
3553K

2023 HOLD THE LINE K9 CONFERENCE FOR HANDLERS - BY HANDLERS

FOR LAW ENFORCEMENT & MILITARY ONLY



HOLD THE LINE FOR HANDLERS - BY HANDLERS CONFERENCE



HOLD THE LINE K9 CONFERENCE MISSION

The mission of the Hold The Line K9 Conference is to not only protect and serve the public but to do so, along with our brothers and sisters in blue, with honesty and integrity. Our Conference is the ONLY conference in the United States hosted by ONLY active police K9 handlers.

We started this conference to be different, and have been from the start. From an exclusive instructor lineup, classes, and doing the very best we can to take care of those who believed in us from the start - this is what it's all about. Looking forward to seeing you in Pittsburgh!

ATTENDEE SCHEDULE

TUESDAY, MAY 2, 2023

Check-in: 2:00pm-8:00pm
Exclusive Class*: 3:00pm-5:00pm
Vendor Experience: 5:00pm-8:00pm

WEDNESDAY, MAY 3, 2023

Check-in: 7:00am-7:00pm
Classes: 8:00am-6:00pm
Morning Break: 10:00am-10:15am
Lunch Break: 12:15pm-1:45pm
Afternoon Break: 3:45pm-4:00pm
Vendor Experience: 5:30pm-8:30pm

THURSDAY, MAY 4, 2023

Check-in: 7:00am-8:00am
Classes: 8:00am-6:00pm
Morning Break: 10:00am-10:15am
Lunch Break: 12:15pm-1:45pm
Afternoon Break: 3:45pm-4:00pm
Vendor Experience: 5:30pm-8:30pm

ATTENDANCE OPTIONS

FULL CONFERENCE: \$315*

Conference Attendees will receive a certificate for 16 hours of Continuing Law Enforcement K9 Education, Admission to all Classes, Social Hours and Vendor Experience

LATE REGISTRATION/PAYMENT - AFTER 3/31 \$340

SINGLE DAY PASS: \$195*

Single Day Attendees will receive a certificate for 8 hours of Continuing Law Enforcement K9 Education, Admission to Wednesday OR Thursday Classes (not valid for Tuesday Class), Social Hours and Vendor Experience

LATE REGISTRATION/PAYMENT - AFTER 3/31 \$250

**For Groups of 6 or more from the same agency/
department, contact us for a group rate!**

For more information:
call 570.543.2538,
visit HTLK9.com,
or email us at Events@HTLK9.com

*Tuesday Class is limited to those with Full Conference Passes.

*Attendance is restricted to Law Enforcement and Military personnel. Hold The Line K9 has the right to refuse entry to anyone without proper credentials.

PITTSBURGH

PENNSYLVANIA

May 2-5, 2023

CONFERENCE REGISTRATION

DATE: _____

DEPARTMENT/AGENCY NAME: _____

CONTACT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

ATTENDEE NAME	ATTENDEE EMAIL (REQUIRED)	T-SHIRT SIZE	AMOUNT
TOTAL			

Full Conference - \$315.00 per person when registered and paid prior to March 31, 2023. \$340.00 per person beginning April 1, 2023.

Single Day Pass - \$195.00 per person when registered and paid prior to March 31, 2023. \$250.00 per person beginning April 1, 2023.

Method of Payment

Check - Payable to: **Hold The Line K9 Conference**

Credit Card

Credit Card #: _____ Exp Date: _____ CWV: _____

Billing Address (if different from above)

Discounted rooms available at the **Wyndham Grand Pittsburgh** | Call **412.391.4600** | Group Code: **Hold The Line**

The Hold The Line K9 Conference is a Law Enforcement Training event. It is exclusively for Law Enforcement and Government Personnel. Hold The Line K9 Conference reserves the right to refuse or deny any person access to our training courses, at any time.

LIABILITY WAIVER & CANCELLATION POLICY

In consideration for the opportunity to participate in and/or observe instruction and/or training, intending to be held: 1. I will be fully and solely responsible for the actions of myself and my dog(s) while engaged in any activity on the Conference property or any other location; 2. I will maintain control of and be responsible for the welfare of my dog(s); 3. I hereby waive, release and hold harmless Blueline K9 Training, LLC, dba Hold The Line K9 Conference (HTLK9), its officers, directors, event coordinators, members, guests, and their successors and assigns from any and all claims of loss, injury or disease arising directly or indirectly to myself, my family or my dog(s) in, or attendance at, any activities of the Conference whether on or off Conference site; 4. To the fullest extent permitted by law, I shall indemnify and defend HTLK9, its officers, directors, member's educators, judges, agents, property owners and their successors and assign from any and all claims of loss, injury or related to, the participation of myself, my family or my dog(s) in, or attendance at, any activities of the Blueline Conference; 5. In case of emergency, HTLK9 may, in its sole discretion, authorize medical treatment for myself, my family or my dog(s); 6. HTLK9 and their agents have my permission to take and use photographs, video and other recordings of Conference activities involving me and my dog(s), without compensation. HTLK9 and its event coordinators hereby disclaims any undertaking to protect personal property, including vehicles and contents, or vandalism and disavows any responsibility for any and all such losses that may occur at any time during the Conference. **Refund/Substitutions/Transfers: 100% refund with a \$40 processing fee. Refunds may be issued via check regardless of payment method. Substitutions are permitted within the same agency. Transfers to the following year are permitted, no refunds if canceled the second year.**

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

570.543.2538 | PO Box 949 Pocono Pines, PA 18350 | Events@HTLK9.com

HTLK9.com

LODGING

HOST HOTEL:
Wyndham Grand Downtown Pittsburgh
600 Commonwealth Place
Pittsburgh, PA 15222

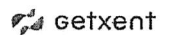
Cut-off date: April 21, 2023
Book Directly with the hotel at: 412.391.4600 - Ask for
the Hold The Line K9 Conference

BOOK YOUR ROOM ONLINE NOW

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EVENT SCHEDULE

ATTENDEE SCHEDULE:

UPDATES WILL BE POSTED AS NEEDED.

TUESDAY, MAY 2

Check-in: 2:00pm-8:00pm

Exclusive Class: 3:00pm-5:00pm (available only with Full Conference pass, not valid for one-day passes)

Vendor Experience: 5:00pm-8:00pm

WEDNESDAY, MAY 3

CHECK-IN: 7:00am-7:00pm

Classes: 8:00am-6:00pm

Morning Break: 10:00am-10:15am

Lunch Break: 12:15pm-1:45pm

Afternoon Break: 3:45pm-4:00

Vendor Experience: 5:30pm-8:30pm

THURSDAY, MAY 4

CHECK-IN: 7:00am-8:00am

Classes: 8:00am-6:00pm

Morning Break: 10:00am-10:15am

Lunch Break: 12:15pm-1:45pm

Afternoon Break: 3:45pm-4:00

Vendor Experience: 5:30pm-8:30pm

Tuesday, May 2, 2023	
King's Garden 4 & 5	
3:00 - 5:00	Carlos Ramirez & Mike Nezbeth LIVE DEMO
	Decoy Class <i>(Only available with Full Conference Pass)</i>
Vendor Social - 5:00pm - 8:00pm	

Wednesday, May 3, 2023						
	King's Garden 1	King's Garden 2	King's Garden 3	King's Garden 4	King's Garden 5	Brigade
8:00 - 10:00	Drew Dubnyk	Mike McHenry	Mike Goosby	Cameron Ford	Jim O'Brien LIVE DEMO	Paul Fedyniak & Evan Nolte
	The Gap: Trun Equipment to Live Engagement	K9 Supervisor	SWAT K9	Bullet Proof Your Detection	BRE Table	K9 First Aid Lecture
BREAK - 10:00AM - 10:15AM						
10:15 - 12:15	Mike Knieclck	Michelle Maughan & Jenna Gadberrry	Mike Lilley	Eric Stanbro	Kenny Williams	Todd Wilbur
	Canine Legal Updates: Patrol Dogs	Review of the Market: Debunking Detection Pseudoscience	Tracking	Removing the Conflict From Your Training	Interdiction Mastermind	Primary Explosives, IIM, Explosive Compounds & Safety
LUNCH - 12:15PM - 1:45PM						
1:45 - 3:45	Howard Young & Rich Hardin	Matt Lunsford	Vohne Liche	Scott Clark	Carlos Ramirez LIVE DEMO	James Ljunggren
	On Your Mark 2.0	Combined Arms Manhunting	Obedience to a dog	Building Street Sweats: Failure is not an option	Understanding Overt and Covert Conditioning with Bitework Development	Post-Blast Search Operations: Surviving a Terrorist Attack
BREAK - 3:45PM - 4:00PM						
4:00 - 6:00	Dan Vitarino	Brian Burdette	Steve White	Justin Rigney	Mike Nezbeth	K9 Medic
	Increasing success of K9 tracking teams	Advanced Building Techniques & Tactics	Solid Scenework	Powerlifting	Problem Solving	K9 Medic Class
Vendor Social - 5:30pm - 8:30pm						

Thursday, May 4, 2023						
	King's Garden 1	King's Garden 2	King's Garden 3	King's Garden 4	King's Garden 5	Brigade
8:00 - 10:00	Ricky Farley	Mike Goosby	Howard Young & Rich Hardin	Mike Nezbeth	Carlos Ramirez LIVE DEMO	Paul Fedyniak & Evan Nolte
		SWAT K9	On Your Mark 2.0	Problem Solving	Understanding Overt and Covert Conditioning with Bitework Development	K9 First Aid Hands-On
BREAK - 10:00AM - 10:15AM						
10:15 - 12:15	Mike McHenry	Matt Lunsford	Steve White	Mike Pennington	Jim O'Brien	JC Richardson
	Communicating with your K9: Does your dog Talk?	Combined Arms Manhunting	Thousand-Hour Eyes (Academy Dogs)	Advanced Patrol Dog School	Benefits Of the Bite Table	
LUNCH - 12:15PM - 1:45PM						
1:45 - 3:45	Drew Dubnyk	Mike Knieclck	Michelle Maughan & Jenna Gadberrry	Mike Lilley	Cameron Ford	
	The Gap: Trun Equipment to Live Engagement	Canine Legal Updates: Patrol Dogs	Review of the Market: Debunking Detection Pseudoscience	Tracking	Bullet Proof Your Detection	
BREAK - 3:45PM - 4:00PM						
4:00 - 6:00	Will Myers	Paul Shaughnessy	Scott Clark	Mike Pennington	Ted Summers	
	Overview of Starting & Finishing a Detection K9	Building Street Sweats: Failure is not an option	Advanced Patrol Dog School	Scenarios Based Training		
Vendor Social - 5:30pm - 8:30pm						

2023 CLASS DESCRIPTIONS

Matt Lunsford

Combined Arms manhunting

The course goes over manhunting with different tactics and technology. Introduces students to manhunting using a combination of K9 units in leapfrog tracking, use of drones for aerial security and clearance of areas, using a drone to give announcements, hand-held thermals, and how to use them. Helicopters when needed and boat insertions. It also covers a basic tracking team setup and how to re-discover a track if missing clues. The classroom must be able to use a power point which has a lot of photographs and videos. Some basic tracking information is included but just so they understand the terms I use.

MIKE KMIECIK

Canine Legal Update: PATROL DOGS

This block of instruction will focus on criminal and civil litigation related to police service patrol apprehension dogs. Specific attention will be placed on the use of force and current trends throughout the United States Court of Appeals.

JUSTIN RIGNEY

Power biting lecture

"Power Biting" is a combination of training techniques that have been systematically designed to enhance your K-9 partner's bite, while greatly reducing the risk of injury during intense training for the dog as well as the decoy. There are many benefits to employing this system such as; increased depth and bite pressure, reduction/elimination of handler conflict, stop transfer bites, greater speed of entry, reflex response to pressure, improved targeting, and tremendous cardiovascular conditioning.

Drew Dubnyk

Class Name: The Gap: from Equipment to Live Engagement

This class will speak to a variety of training methods used to bridge the gap from green dogs on bite equipment to their first live engagements on the street. The primary focus will be on muzzle training while talking about a variety of methods and tools to create a street-worthy K9. It is our duty as trainers to create operationally reliable canines. We do our best to bridge this gap prior to new dogs hitting the street because lives could depend on a dog's first engagement.

Kenny Williams

Interdiction Mastermind

This course is intended to give police officers a clear understanding of what it means to be an effective criminal interdiction officer. The instructor, Sergeant Kenny Williams, will break down piece by piece the tactics and mindset utilized by proactive police officers. The course covers the importance of vehicle selection for a pre-textual stop and will go through how and why he chooses specific vehicles. Having this knowledge will save countless hours of trial and error. "Interdiction Mastermind," will also cover why criminals join criminal enterprises, common drug routes, body language, deceptive behavior, and common-sense approaches to understanding reasonable suspicion. Moreover, Williams will discuss effective demeanor and language to be utilized by officers during their interaction with potential offenders.

The course includes several video clips from Williams' actual stops, in order to show and explain exactly what he found suspicious. Williams will also be answering any questions that are posed, offering his successful perspective on the topic. The amount of understanding and confidence officers will take away after the completion of the course will serve to be invaluable. Police officers nationwide have gained knowledge from watching Kenny Williams' motor vehicle stops on video, and now have the opportunity to learn from him firsthand. This really is a rare opportunity to be a part of training that is unlike any other.

Cameron Ford

Bullet Proof Your Detection:

This Class is a discussion on methods and trends that we see in the detection dog world today. We will cover all kinds of topics from training to deployment, K9 certifications, science vs experience, myth-busting, handler education, and record-keeping tips. Cameron covers what we are seeing in the detection world and how to navigate all the information that is commonly discussed in today's detection dog industry. This class is for handlers and trainers and is designed to create open discussion and to help them become better and more prepared as a detection dog team and the many challenges K9 teams face today.

Mike Lilley

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Article indications or evidence search reality based scenarios in tracking and article indication Deployments Perimeters E-collar education

Steve White**Class 1 - Solid Scentwork**

A back-chained approach to scent training that uses scientifically-validated techniques.

Class 2 - Thousand-Hour Eyes (Scenting Dogs)

A systematic approach to reading scenting dog behavior that cuts the time it takes to learn the skill by two-thirds by building a scent indicator database

Dan Villarino**Increasing success of K9 tracking teams.**

This class is designed to assist handlers with ways to improve their tracking program. An in-depth look into skill building, problem-solving, environmental influences, and deployment/training techniques. Emphasis on novice K9 teams to build upon their current abilities and avoid creating/continuing bad habits.

James Ljunggren**Class 1 - Post-blast Search Operations During a Terrorist Attack**

This training program is designed to provide participants with the knowledge of explosive odor imprinting of detection canines with the correct energetic materials to enhance the effectiveness and capabilities of their canine teams. The training allows the handlers to understand the science involved and the ability to locate target odors during a canine search operation. This program also enhances the canine handler's knowledge of how to search for and locate secondary devices in the post-blast area. During this class, there will be an in-depth review of working detection canines in a deadly terrorist attack and lessons learned from the canine deployments in the post-blast environment.

Class 2 - Vapor Signatures of Double-Base Smokeless Powders and Gunshot Residues for Supporting Canine Odor Imprinting

This class will focus on utilizing detection canines to detect concealed firearms provided that they are imprinted on the correct materials related to gunshot residue and smokeless powders. Imprinting vapor(s) will assist detection canines to generalize across a variety of smokeless powders and gunshot residues. During the study of these vapors in the lab, measurements were taken to track changes over time on the spent casings and gun barrels of four types of ammunition. The observed vapor concentration residues were in the part-per-billion to part-per-trillion range, which would be challenging to detect for many field-deployed explosive vapor detectors and indicate the continued importance of canines for forensic investigation and crime prevention. Understanding the correct vapors found in the headspace of gunshot residue can be utilized for imprinting detection canines as they age. The study presented in this class tracked the vapor signatures up to 7 weeks after discharge.

This class will also cover the correct storage of canine training aids, vapor availability, and imprinting strategies.

Scott Clark - High Drive K-9**Class - Building Street Beasts: Failure is not an option**

High Drive K-9 will be presenting an honest, explosive, disciplined class dealing solely with K-9 engagement issues, relating to K-9 Bite Building and Problem-Solving strategies. Providing the essential techniques and strategies to properly prepare K-9 teams for the road is what this is all about. Failure is not an option and this course will help each handler gain a better understanding of how to build, strengthen, and prepare K-9 Teams for real-life combat. During this class, you will be provided with advanced training techniques, exercises, and strategies to succeed under the extreme stress you will face during a K-9 engagement. You will be instructed with a positive, open-minded approach, providing you with many of the necessary tools for success. This class dives into topics such as: Canine Aggression, Muzzles, Hidden Sleeves, Ground Fighting, Combat Training, True Scenario Training, and much more. This course will build and strengthen K-9 teams, preparing and providing them with the awareness and skills to deploy with skilled and dependable "Street Beasts".

Jim O'Brien - NC K9 LLC**Class: Benefits Of the Bite Table**

The Bite Table has been a tool that has been getting more use in the last few years. This class will explain and demonstrate the multiple uses of the Bite Table from obedience to bite work. Different table designs will be shown and demonstrated. You will have a thorough knowledge of the table and be able to apply the techniques after the class!

Eric Stanbro**Class - Removing The Conflict From Your Training:**

Eric will discuss all the things you and your training program have been doing over the years that lead to conflict between the handler and K9. Eric will show you how to clean up the conflict in your obedience, bite work, verbal out, recall, and how you're living with your dog.

TED SUMMERS**Class - Scenario-based training**

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Paul Shaughnessy - Excel K9 Services**Class: K-9 Selection, Imprinting, Search Patterns, Communications & Full Overview of Starting & Finishing a Detection K-9**

This class will include teaching the dog to conduct a productive search pattern during each deployment through the use of training aid placement. We cover the use of different leashes, equipment, distractor odors / negative training aids. This is set up as an interactive PowerPoint with videos, a question/answer time, and a seven-page handout.

EVAN NOLTE AND PAUL FEDYNYIAK**Class: Basic K9 exam and vital signs**

Canine Individual First Aid Kit Contents - when and how to apply these contents in the field. Canine CPR and when to use Narcan.

Day 1 - Lecture**Day 2 - Hands-On****MICHAEL NEZBETH****Class: Problem-Solving**

Our problem-solving course utilizes learning theories and other practical approaches to dealing with common issues that arise with working dogs. In this course, we will discuss the framework we use to delve into finding solutions for these problems. Following this system will help with bite work, detection, tracking, and obedience issues. This is a step-by-step process that is applicable across disciplines.

Howard Young and Rich Hardin**Class: On Your Mark 2.0**

Howard and Rich go into depth about the benefits of using conditioned reinforcers in the training of police dogs. Handlers are not always aware that they are reinforcing behaviors. They may in fact be reinforcing the unwanted behaviors. The purpose of the class is to help handlers understand the power of conditioned reinforcers and how to incorporate them into their training regimen.

Mike Goosby**Class: Perimeters, Search Team Tactics, and Command Post Operations**

The perimeter portion of the class will provide the student with instruction from the boots-on-the-ground perspective on how to contain and capture suspects who have fled to evade arrest by effectively establishing a perimeter, communicating tactical broadcasts during foot pursuits, the responsibilities of responding units, what the suspect is thinking, his tricks to evading arrest, perimeter management, as well as command and control. The goal is to increase your dog's chances of getting out of the car and being utilized to search for outstanding suspects and increase your dog's find ratio.

The K-9 search team tactics portion will cover K-9 search team configurations (patrol, all K-9, SWAT), the individual K-9 search team member responsibilities, effective REAL WORLD K-9 search team tactics, and K-9 search tactics for yard-to-yard and building environments.

Michele Maughan & Jenna Gadberry**Class: Revenge of the Nerds: Debunking Detection Pseudoscience**

As quoted in the movie Revenge of the Nerds, "Those nerds are a threat to our way of life!"

We'll hold onto your leashes and pocket protectors because this quote is absofreakinlutely true and these instructors (aka science geeks) are going to take you on a wild ride through:

- basics of K9 training aids,
- odor detection,
- how science can inform your K9 operations.

A "lessons from the lab" smattering of past and present DOD R&D projects will also be covered. Grab a beer, sit down, and get comfy, "No one is really going to be free until nerd persecution ends!"

Robin Van Metre, VMD, K9 MEDIC Lead Instructor/Advisor**Class: The (Non-Trauma) Top Topics to Support and Protect Your K9... for Dog's Sake!**

1) Airway Hazards: When play rewards become perilous. How to prevent and how to respond.

Your K9 performs perfectly and turns towards for their reward. Tragically, in some cases, that same ball reward has been deadly. We'll review the risks of ball rewards and how to choose a #PlayitSSSafer reward. Then we will teach you the now viral K9 MEDIC XXT™ procedure to save your K9s life for airway hazards include ball toys.

2) Beating the Heat: Performance, Prevention, and Saving Lives

Did you know that the leading cause of preventable deaths, across all types of Working K9s, is Heat Emergencies? We'll cover actual cases specifically highlighting explosives detection K9s and you'll learn new ways to assess and support your K9 through cooling, hydration and work-cycle strategies.

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4) Narcan for K9: Right-sizing the conversation

Learn to recognize the environmental risks, assess your K9, and Narcan (Naloxone) administration tips for K9s. Plus combatting some of the myths from the field and the classroom surrounding Narcan for K9s

Mike Pennington**Class: Advanced Patrol Dog School**

This course was designed for those handlers wanting to work their K9 in Advanced Patrol Operations. Understanding the proper use of the dog in this environment is paramount for the safety of all involved and necessary to assist with a tactical resolution decreasing liability.

Here is a brief list of K9 topics covered; Advanced Patrol K9 Gear, K9 Gun Fire, Flashbangs, Distraction Devices, Less than Lethal munitions, Lethal Force Cover, K9's working with Shields, Advanced Patrol K9 Team Formations and Movements, Tracking and Air Scent Operations, Fatal Funnels, Immediate Structure Entries, Barricaded Subjects, Advanced Building Search Techniques on and off leash, Short vs Long Duration Events, Urban and Rural Deployment concerns, and Increasing deployment to apprehension ratio while decreasing bite apprehension ratio and more...

Each student will learn the best training methods, specific to their dog, for continued improvement and sustainment after this class. All students found that everything learned in this course directly applied to their daily calls for service their very next day back to work. Our Advanced Patrol Dog School has been rated one of the most efficient, safe, and operational Advanced Patrol Dog Programs in the United States by Tier 1 Military K9 Operators.

Kenneth Licklider**Class: Obedience to Odor**

This class will take handlers deeper into why detection dogs do what they do. Ken will delve into what "drives" are and how they are utilized. The term obedient to odor refers to the dog understanding that odor drives the reward, not the handler. This fast pace class will cover everything from odor imprintation, to reward, to search patterns and the why's behind each of these components of detection dog training. Not only is this class highly entertaining, but most of all, it is highly informative.

Danny Parker**Class: Patrol Dog Street Utilization**

This class will focus on the do's and don'ts of using your patrol dogs on the streets these days and it will cover what's happening to K9 teams, what handlers are facing in court, law suits and best practices for patrol canines. With many anti-police organizations focusing on us, K9 use of force has become a hot topic these days. Law enforcement agencies now more than ever should institute strong policies and procedures for all.

Ricky Farley**Class: Basic Muzzle training.**

This class will help participants learn how to teach canines to fight in the muzzle from the beginning.

Topics covered: Type of muzzles to use, Care of the muzzle, How to condition a dog to the muzzle, Muzzle pull offs, Half muzzle, Soccer playing with the muzzle

Advantages of Muzzle training:

- A. Re create any street scenario
- B. Combat equipment fixations
- C. Enhance genetic fight

Teach Agitators how to fight a dog in muzzle training:

Safety for agitator while fighting

Stop and go's

Fighting while on the ground

Class: Picture training your partner for real street scenarios:

This class has been taught to some of the elite units around the world any many departments through out America.

Topics covered:

Advance agitation skills for fighting a dog in a muzzle

Why do we need to show our dog different pictures in training

Answer to the Question. Why is it so hard to get a dog to engage a passive person on the street

Ways to pre pair your dog for the street if he want muzzle fight

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Tuscola County, Michigan 1/23/2023

Price(s) good for 60 days.	Proposal	
Annual Price	\$268,499	\$270,499
Average Daily Population	85	
Per Diem Rate (med/mal & civil rights insurance)	\$0.43	
Prescriber	Weekly + unlimited 24/7/365 on-call by phone	
Nursing	40 hr/wk <i>*This is bid at the current nurse's wage. If a new nurse is needed, the county agrees to pay for increased wages.</i>	
Qualified Mental Health Professional (QMHP) (minimum Master's level)	4 hr/wk	5 hr/wk
On-call QMHP	\$150 per hour (minimum 1 hour) In-person or via telehealth (as mutually agreed upon) <i>Responsiveness depends upon amount of notice given</i>	
Officer Training Spark Training, LLC	Included <i>On-site and online LMS (learning management system)</i>	
Officer Wellness	Included <i>CIERR Program (Critical Incident Employee Rapid Response)</i>	
Medical Claims Re-pricing (bill scrubbing)	Included upon request for a % of savings	
Telehealth (upon request)	Included	
DO YOU NEED ANY TRAINING?	<i>Spark Training provides training on a variety of topics, including but not limited to medical, behavioral health, officer wellness, and Mental Health First Aid (MHFA) certification. Training is upon your request and on the topic(s) you choose. Sign up for Spark Training's blog list by sending an email here: Training@sparktraining.us</i>	
DetainEMR Advanced Inmate Medical Management, LLC	Not Included <i>Software updates/upgrades are automatic and free, online training is free and unlimited, troubleshooting is free and unlimited</i>	
Medication-Assisted Treatment (MAT)	Interested in MAT? We have solutions <i>MAT is the use of medications, in combination with counseling and behavioral therapies, to provide a "whole-patient" approach to the treatment of substance use disorders</i>	
Addiction Professional (Substance Abuse Counselor/Substance Use Disorder Evaluator)	Not Included <i>This professional evaluates the presence of substance abuse and addiction; creates individualized treatment plans; coordinates with community treatment resources; and provides stabilization, treatment, and support for those struggling with an addiction to drugs or alcohol.</i>	
Discharge Planner	Not Included <i>This professional assists patients with re-entry and release planning. Components include patient education and connection to needed community resources.</i>	

Proposal agreed to by: Sign: _____ Print: _____ Date: _____

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023		ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		12/31/2022	ORIGINAL BUDGET	2023 AMENDED BUDGET	MONTH 03/31/23 INCR (DECR)	03/31/2023	BALANCE	
		NORM (ABNORM)				NORM (ABNORM)	NORM (ABNORM)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 304 - SHERIFF - JAIL								
101-304-703.000	SALARIES SUPERVISION	41,295.09	43,318.00	43,318.00	3,332.15	9,163.38	34,154.62	21.15
101-304-704.000	SALARIES PERMANENT	941,450.21	1,038,949.00	1,038,949.00	83,369.08	222,513.69	816,435.31	21.42
101-304-704.010	SHERIFF JAIL/SHIFT PREMIUM	6,567.41	6,500.00	6,500.00	509.63	1,401.37	5,098.63	21.56
101-304-704.020	HEALTH INSURANCE INCENTIVE	5,230.56	0.00	6,000.00	423.06	1,230.67	4,769.33	20.51
101-304-704.030	DISABILITY PLAN	7,048.97	8,106.00	8,106.00	618.12	1,846.90	6,259.10	22.78
101-304-704.040	UNUSED SICK TIME PAYOUT	2,560.71	4,000.00	4,000.00	(2,560.71)	0.00	4,000.00	0.00
101-304-705.000	SALARIES - PT/TEMP.	29,334.66	24,000.00	24,000.00	5,705.26	8,296.69	15,703.31	34.57
101-304-706.000	SALARIES OVERTIME	260,146.65	182,000.00	182,000.00	24,553.13	48,069.96	133,930.04	26.41
101-304-710.000	WORKERS COMPENSATION	14,186.45	21,135.00	21,135.00	2,335.67	6,372.42	14,762.58	30.15
101-304-711.000	HEALTH & DENTAL INSURANCE	252,007.48	302,600.00	312,600.00	0.00	81,140.08	231,459.92	25.96
101-304-715.000	F.I.C.A.	96,766.67	82,091.00	82,091.00	8,682.50	21,864.99	60,226.01	26.64
101-304-717.000	LIFE INSURANCE	710.08	771.00	771.00	60.07	179.67	591.33	23.30
101-304-718.000	RETIREMENT	159,675.17	122,685.00	122,685.00	11,036.80	32,197.12	90,487.88	26.24
101-304-718.100	POB IN LIEU OF RETIREMENT	58,410.39	78,375.00	78,375.00	5,160.96	15,461.38	62,913.62	19.73
101-304-719.000	UNEMPLOYMENT INSURANCE	1,662.00	0.00	0.00	0.00	0.00	0.00	0.00
101-304-727.000	SUPPLIES, PRINTING & POSTAGE	6,476.70	6,500.00	6,500.00	559.31	1,670.23	4,829.77	25.70
101-304-741.000	FOOD/SNACKS INMATES	17,245.10	17,000.00	17,000.00	2,493.05	6,461.65	10,538.35	38.01
101-304-742.000	TIRES/REGISTRATION	26.00	700.00	700.00	0.00	0.00	700.00	0.00
101-304-743.000	KITCHEN SUPPLIES	300.86	500.00	500.00	0.00	0.00	500.00	0.00
101-304-745.000	CLOTHING & BEDDING	8,683.86	12,000.00	12,000.00	153.02	179.98	11,820.02	1.50
101-304-746.000	UNIFORMS & ACCESSORIES	16,640.52	10,000.00	10,000.00	581.65	2,058.26	7,941.74	20.58
101-304-747.000	GAS, OIL, GREASE & ETC	6,913.77	7,000.00	7,000.00	767.91	1,327.49	5,672.51	18.96
101-304-748.000	DRUGS & PRESCRIPTIONS	13,917.59	20,000.00	20,000.00	175.86	617.02	19,382.98	3.09
101-304-776.000	JANITORIAL SUPPLIES	11,865.19	12,000.00	12,000.00	901.04	4,162.32	7,837.68	34.69
101-304-801.010	CONTRACTUAL INMATE MEDICAL SE	158,655.12	163,155.00	163,155.00	13,221.26	52,885.04	110,269.96	32.41
101-304-801.020	CANTEEN SERVICES	166,603.62	187,000.00	187,000.00	9,335.70	29,563.14	157,436.86	15.81
101-304-802.000	INMATE HOUSING/OTHER CO.	0.00	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00
101-304-809.000	MEMBERSHIP & SUBSCRIPTIONS	654.87	1,000.00	1,000.00	0.00	30.00	970.00	3.00
101-304-814.000	LAUNDRY - EMPLOYEE	3,159.43	2,600.00	2,600.00	47.90	433.01	2,166.99	16.65
101-304-835.000	JAIL INMATE HEALTH SERVICES	164,208.48	167,000.00	167,000.00	6,347.70	13,794.23	153,205.77	8.26
101-304-836.000	DRUG TESTING	190.00	1,200.00	1,200.00	0.00	125.00	1,075.00	10.42
101-304-837.000	MENTAL HEALTH SERVICES	3,840.00	3,500.00	3,500.00	420.00	600.00	2,900.00	17.14
101-304-851.000	TELEPHONE	3,597.79	3,500.00	3,500.00	301.33	904.88	2,595.12	25.85
101-304-851.010	CELLULAR PHONE	2,529.00	2,672.00	2,672.00	204.68	614.04	2,057.96	22.98
101-304-861.000	TRAVEL	406.39	1,000.00	1,000.00	0.00	49.83	950.17	4.98
101-304-863.000	INVESTIGATIONS	916.88	1,000.00	1,000.00	89.75	164.75	835.25	16.48
101-304-902.000	ADVERTISING (HELP BIDS)	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-304-910.000	INSURANCE & BONDS	3,640.05	9,576.00	9,576.00	0.00	0.00	9,576.00	0.00
101-304-931.000	EQUIPMENT	9,891.16	16,500.00	16,500.00	469.58	1,901.28	14,598.72	11.52
101-304-931.100	ICS EQUIPMENT	11,224.68	12,150.00	12,150.00	2,655.00	2,655.00	9,495.00	21.85
101-304-932.000	EQUIPMENT REPAIR & MAINTANCE	9,824.92	12,000.00	12,000.00	404.84	569.75	11,430.25	4.75
101-304-933.000	VEHICLE REPAIR & MAINTENANCE	650.82	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-304-934.000	OFFICE EQUIP REPAIRS & MAINT.	634.54	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-304-935.000	EQUIPMENT/TETHERS	3,900.00	12,000.00	12,000.00	0.00	124.00	11,876.00	1.03
101-304-942.000	EQUIPMENT RENTAL	6,722.32	6,500.00	6,500.00	556.13	1,668.39	4,831.61	25.67
101-304-957.000	EMPLOYEE TRAINING	560.30	1,200.00	1,200.00	0.00	550.00	650.00	45.83
101-304-975.000	FIREARMS AND AMMO	8,945.12	10,000.00	10,000.00	1,194.00	1,194.00	8,806.00	11.94
Total Dept 304 - SHERIFF - JAIL		2,519,877.58	2,625,583.00	2,641,583.00	184,105.43	574,041.61	2,067,541.39	21.73
TOTAL EXPENDITURES		2,519,877.58	2,625,583.00	2,641,583.00	184,105.43	574,041.61	2,067,541.39	21.73

REVENUE AND EXPENDITURE REPORT FOR TUSCOLA COUNTY

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023		ACTIVITY FOR	YTD BALANCE		AVAILABLE		% BDGT USED
		12/31/2022 NORM (ABNORM)	ORIGINAL BUDGET	AMENDED BUDGET	MONTH 03/31/23 INCR (DECR)	03/31/2023 NORM (ABNORM)		BALANCE NORM (ABNORM)		
Fund 101 - GENERAL FUND										
Expenditures										
Dept 890 - CONTINGENCY FUND										
101-890-965.000	CONTINGENCY	0.00	135,418.00	98,222.00	0.00	0.00	98,222.00	0.00		
Total Dept 890 - CONTINGENCY FUND		0.00	135,418.00	98,222.00	0.00	0.00	98,222.00	0.00		
TOTAL EXPENDITURES		0.00	135,418.00	98,222.00	0.00	0.00	98,222.00	0.00		
Fund 101 - GENERAL FUND:										
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		0.00	135,418.00	98,222.00	0.00	0.00	98,222.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	(135,418.00)	(98,222.00)	0.00	0.00	(98,222.00)	0.00		



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
517-373-0128

Thomas P. Boyd
State Court Administrator

March 8, 2023

Honorable Amy Geirhart, Chief Judge
54th Circuit Court of Tuscola County
440 N. State Street
Caro, MI 48723

Re: Virtual Backlog Response Docket Award Notification

Dear Chief Judge Geirhart:

Congratulations! I am pleased to inform you that your court has been awarded a grant in the total amount of \$132,838.00 for the Virtual Backlog Response Docket program administered by the State Court Administrative Office (SCAO). Of this amount, your court will have financial responsibility to administer **\$125,590.00**. The SCAO reserves the balance of your award (\$7,248.00) to pay the Michigan Department of Corrections (MDOC) for pretrial investigations associated with reducing your criminal backlog. The MDOC will invoice the SCAO directly for these costs.

To accept this award, please sign the attached Grant Agreement and email to Diane Perry at PerryD@courts.mi.gov by March 31, 2023. The Grant Agreement becomes effective when fully executed and terminates on March 31, 2024, with final reporting due by no later than June 30, 2024. The Grant Agreement contains additional details on reporting requirements, budget amendments, disallowable expenditures, and most other commonly asked questions. If you find that you are unable to spend your entire grant award, please let us know as soon as possible so that we may consider options to extend the deadline or reallocate the funds to other applicants.

I, the Justices, and the staff at the Michigan Supreme Court appreciate your effort towards reducing your criminal case backlog due to the COVID-19 pandemic. If you have any questions about the grant or need assistance, please contact Diane Perry at 517-373-7444 or PerryD@courts.mi.gov.

Sincerely,

Thomas P. Boyd
State Court Administrator

cc: Court Administrator, Sheila Long
Regional Administrator/RMA, Nicholas Wood
Diane Perry, Court Analyst

**STATE COURT ADMINISTRATIVE OFFICE
VIRTUAL BACKLOG RESPONSE DOCKET GRANT**

Subcontract Agreement

Between

SCAO

Federal I.D. Number: 38-6000134

and

GRANTEE

Federal I.D. Number:

Contract Number:

Grant Amount:

SCAO Unique Identifier: VDSYNPTW91M7

Project Title: Virtual Backlog Response Docket

Unique Entity Identifier (UEI):

Federal Agency Name: U.S. Treasury

Federal Award Identification Number: SLFRP0127

CFDA #: 21.027

1. DEFINITIONS GOVERNING AGREEMENT

The definitions below govern the terms used in this Agreement.

1.01 The term “Agreement” as used in this document means the Agreement between the State Court Administrative Office (the “SCAO”) and Grantee, and includes any subsequent amendments thereto.

1.02 The term “VBRD” refers to the Virtual Backlog Response Docket Grant which is the subject of this Agreement.

1.03 The term “Authorizing Official” means the individual, named by the application organization, who is authorized to act for the Grantee and to assume the Grantee’s obligation imposed by laws, regulations, requirements, and conditions that apply to grant awards.

1.04 The term “Confidential Information” means confidential and/or Proprietary Information belonging to the SCAO which is disclosed to the Grantee or which the Grantee otherwise learns of during the course of or as the direct or indirect result of rendering its Services for the SCAO. Confidential or Proprietary Information is information not generally known to third parties or to others who could obtain economic value from their disclosure or use of the information. This includes all proprietary technical, financial, or other information owned by SCAO or any of its vendors, including by way of illustration, but not limitation, computerized data, codes, programs and software, written material, inventions, whether or not patented or

patentable, designs, works of authorship, works subject to or under copyright protection, trade secrets or trademark, protected material, performance standards concepts, formulae, charts, statistics, financial records and reports of the SCAO or any entity otherwise affiliated with the SCAO. Confidential or Proprietary Information also includes all confidential and proprietary material that the Grantee may design, author, create, distribute or produce during the term of this Agreement when rendering Services thereunder. "Confidential Information" also includes all individualized, nonaggregated data relating to individuals, including, but not limited to, personally identifiable information ("PII") and information protected by the Health Insurance Portability and Accountability Act. All information gained during the course of Grantee's retention should be presumed confidential unless the information is clearly identified otherwise or the circumstances of disclosure demonstrate it not to be confidential.

1.05 The term "Effective Date" means the date upon which this Agreement becomes effective, which is the date the Agreement is signed by both Parties. If the Parties do not sign the Agreement on the same date, the latest specified date will become the Agreement's effective date.

1.06 The term "Employee Benefits" means any and all employee benefits the SCAO provides to its employees, including, but not limited to, workers' compensation, retirement, pension, insurance, fringe, educational training, holiday/sick/vacation pay benefits, or any other similar benefits.

1.07 The term "Grant Amount" is the amount specified as "Grant Amount" on the first page of this Agreement.

1.08 The term "Grantee" as used in this Agreement includes the Grantee(s)/party(ies) with which the SCAO is contracting and the employees with which the SCAO is contracting. The Grantee is a subrecipient of the VBRD.

1.09 The term "Inventions, Patented and/or Copyrighted Materials" means such writings, inventions, improvements, or discoveries whether or not under an existing copyright, patent or copyright/patent application or any other third party intellectual property right that were written, invented, made, or discovered by the Grantee, including its employees and/or agents jointly with the SCAO while engaged in Services under this Agreement.

1.10 The term "Liabilities" means any and all liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses, including, but not limited to, fees and expenses of attorneys and litigation related to the Services provided.

1.11 The term "Parties" includes the SCAO, Grantee, and all of their employees.

1.12 The term "Program Expenses" means all expenses including, but not limited to, license fees and all other types of fees, memberships and dues, automobile and fuel expenses, insurance premiums, copying costs, telephone costs and all other types of costs, and all salary and expenses incurred by the Grantee, and all other compensation paid to the Grantee's employees or subcontractors that the Grantee hires, retains or utilizes for the Grantee's performance under this Agreement. This term also includes Travel Expenses as defined below.

1.13 The term “Services” refers to the goods, services, program activities, projects and initiatives that the Grantee agrees to provide to the SCAO under this Agreement, as described in the Scope of Services, Scope of Work, and all descriptions of services in any attachments and amendments to the Agreement.

1.14 The term “Taxes” refers to any and all federal, state, and local taxes, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees for which Grantee is responsible.

1.15 The term “Travel Expenses” means expenses Grantee incurs for travel including lodging, mileage, and meals that the Grantee incurs in the reasonable fulfillment of the terms of this Agreement. Reimbursable Travel Expenses must be approved by SCAO before they are incurred. Travel expenses may not exceed the state rate or your local rate, whichever is the lesser expense.

1.16 The term “Work Product” refers to reports, programs, manuals, tapes and videos prepared under this Agreement and amendments thereto. It also includes computer data such as programs and software in various stages of development and source codes and object codes, and any other work product prepared by the Grantee under this Agreement and amendments thereto.

1.17 The term “Subaward” is defined in 2 CFR § 200.92 as an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program.

2. PERIOD OF AGREEMENT

2.01 This Agreement shall commence upon the Effective Date, and terminate on March 31, 2024, unless an exception is explicitly granted by the SCAO.

3. AGREEMENT AMOUNT AND BUDGET

3.01 This Agreement incorporates the Grantee’s approved grant application request and most recently approved budget. Budget deviations that exceed the Grant Amount are not permitted. The SCAO agrees to provide funding in an amount not to exceed the Grant Amount, conditioned entirely upon the SCAO’s actual receipt of the award. To the extent that Grant Amount is reduced or eliminated, the SCAO has no obligation to the Grantee to fulfill the terms of this Agreement, and the Grantee has no recourse therefrom. In no event does this Agreement create for the Grantee’s benefit a lien against or entitlement to any other funds of the SCAO or the Michigan Supreme Court.

4. RISK EVALUATION REQUIREMENT

4.01 The SCAO is responsible to evaluate risk of Grantee’s noncompliance with federal statutes, regulations, and terms, 2 CFR 200.332. Additional reporting requirements to mitigate noncompliance may be required by Grantee based on the court’s risk level, and the SCAO will notify the Grantee if additional reporting requirements are needed.

5. RELATIONSHIP

5.01 No employer/employee relationship exists between the Parties. Further, no employee or agent of the Grantee is an employee of the SCAO.

5.02 The SCAO is not obligated either under this Agreement or by implication to provide and is not liable to the Grantee for failure to provide the Grantee with Employee Benefits. The Grantee is not eligible for and will not receive any Employee Benefits from the SCAO.

5.03 The Grantee is responsible for payment of all Taxes arising out of the Grantee's Services in accordance with this Agreement.

5.04 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

6. SYSTEM FOR AWARD MANAGEMENT

6.01 The Grantee (and all agents and contractors) must register or update in the System for Award Management (SAM) annually to be eligible for federal and state grants administered by the SCAO. The SAM website is <https://sam.gov/content/home>. The direct hyperlink for SAM.gov registration is <https://sam.gov/content/entity-registration>.

7. CHANGE IN GRANTEE CONTACT

7.01 The Grantee must submit a contract amendment to the SCAO, notifying the SCAO of any changes in project directors, program judges, agency contacts, financial officers, or authorizing officials, including changes in names, mailing addresses, e-mail addresses, and telephone numbers.

8. USE OF FUNDING

8.01 The funds being used for this project are the State and Local Fiscal Recovery Funds (SLFRF), established under section 602 and 603 of the Social Security Act of section 9901 of Public Law No. 117-2, known as the American Rescue Plan of 2021 ("ARPA"). The State of Michigan was awarded \$6.54 billion dollars under the Fiscal Recovery Fund on May 13, 2021. The Grantee must review and abide by all requirements of the Federal Fiscal Relief Fund, including the U.S. Treasury's [SLFRF Final Rule](#), the [U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions](#) (Attachment 1), and 2 CFR 200. Payments from the SLFRF may only be used to cover expenditures that are responding to the public health and negative economic impacts of the pandemic. Expenses for the VBRD grant may only cover expenditures directly associated with reducing or eliminating a trial courts criminal case backlog that resulted from the COVID-19 pandemic. Attachment 3 provides a complete list of allowable and disallowable expenses.

8.02 The purpose of the VBRD funding is to assist district, circuit, and municipal courts to reduce or eliminate their criminal case backlog that resulted from the COVID-19 pandemic. SLFRF can fund eligible expenses and services accrued during the pandemic; however, in order to be eligible to use SLFRF, the costs must have been incurred after March 3,

2021. Funds must be obligated by March 31, 2024 with final reports due to SCAO by June 30, 2024.

8.03 SLFRF funds cannot be used to pay expenses that will be or have been reimbursed by another federal program.

8.04 The Grantee must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds and the Grantee must document these determinations, as required by 2 CFR 200.303. In addition to internal controls, the Grantee must establish and maintain effective financial management as required by 2 CFR 200.302(b)(6) and (7), which includes written procedures.

9. SCOPE OF SERVICES

9.01 The Grantee shall use reasonable best efforts and devote such time, attention, skill, knowledge, and professional ability as necessary to most effectively and efficiently carry out and perform the Services. Commitment of the state resources for the acquisition of goods and services, and execution of purchase orders, contracts, and similar agreements shall remain the sole responsibility of the SCAO.

10. STATEMENT OF WORK

10.01 The Grantee agrees to undertake, perform, and complete the Services described in their approved grant application. This includes significantly reducing or eliminating the backlog of pending criminal cases that resulted from the COVID-19 pandemic. The Grantee should fully achieve these objectives by the end of this Agreement's term, and be compliant with the criminal case processing time guidelines established in AO 2013-12. The Grantee may not assign the performance of Services under this Agreement to any other entity or person who is not an employee of the Grantee except with prior written approval of the SCAO. If performance is so assigned, all requirements in this Agreement shall apply to such performance and the Grantee shall be responsible for the performance of such Services.

11. RIGHTS TO WORK PRODUCT

11.01 All written or visual Work Product created solely by the SCAO is exclusively owned by SCAO and is subject to copyright or patent only by the SCAO.

11.02 All written or visual Work Product created solely by the Grantee is exclusively owned by the Grantee and is subject to copyright or patent only by the Grantee.

11.03 All written or visual work product produced under this Agreement with funds provided by the grant from SCAO shall be owned by SCAO and SCAO shall have the right to obtain from the Grantee original materials produced under this Agreement and shall have the right to distribute those materials.

11.04 The SCAO grants the Grantee a royalty-free, nonexclusive license to use any Work Product developed in the course of this Agreement that is not Confidential or Proprietary as defined in Section 19 of this Agreement if the Work Product enters the public domain. However, the Grantee shall not publish or distribute any Work Product relating to the Services provided under this Agreement without the prior written permission of the SCAO.

11.05 The Grantee shall safeguard the Grantee's property, materials and Work Product. The SCAO is not responsible and will not be subject to any Liabilities for any claims related to the loss, damage, or impairment of Grantee's property, materials and/or Work Product.

12. WRITTEN DISCLOSURE

12.01 The Grantee shall promptly disclose in writing to the SCAO all Inventions, Patented and/or Copyrighted Materials jointly with the SCAO or singly by the Grantee or the Grantee's employees or agents while engaged in Services under this Agreement. As to each such disclosure, the Grantee shall specifically point out the features or concepts related to the Inventions, Patented and/or Copyrighted Materials that are new, unique, or different such that they may qualify for copyright, patent, or other intellectual property protection. Further, upon the SCAO's request, the Grantee shall assist the SCAO in determining and acquiring copyrights, patents, or other such intellectual property protection for any Inventions, Patented and/or Copyrighted Materials for which the SCAO desires to obtain such protection.

12.02 The Grantee warrants that as of the Effective Date of this Agreement, there are no such Inventions, Patented and/or Copyrighted Materials for which the Grantee seeks protection or which the Grantee desires to remove from this Agreement. Further, the Grantee warrants that its performance under this Agreement will not infringe upon or misappropriate any third party's Inventions, Patented and/or Copyrighted Materials.

13. INSURANCE

13.01 The Grantee is self-insured/has procured insurance in an amount sufficient to cover all claims related to the Grantee's Service and as required by law.

14. PERFORMANCE MEASUREMENT DATA AND REPORTING REQUIREMENTS

14.01 The Grantee agrees to timely provide all applicable performance measurement data, including complete and accurate reports as identified in Attachment 2 related to this Agreement so that the SCAO can meet its reporting requirements with federal grantors.

14.02 When any required report is 30 calendar days past due, a delinquency notice will be sent notifying the Grantee that it has 15 calendar days to comply with the reporting requirement. When any required report is 45 calendar days past due, the Grantee's funding award will be rescinded and the SCAO will send a forfeiture notice to the Grantee. Notices will be sent as provided in Section 38 of this Agreement.

15. PAYMENT PROCESSING

15.01 The Grantee must submit all payment requests along with all required reports, records, and source documentation. Payment requests must be timely submitted to ensure that the SCAO can request reimbursement from within the required reimbursement period. If required support for payment is provided, the Grantee will be paid within 30 calendar days after submission. The Grantee must sign up through the online vendor system to receive

reimbursement payments via electronic funds transfer or direct deposit. To register, go to the Department of Technology, Management, and Budget's [website](#).

15.03 The Grantee agrees to lawfully use the grant funds for the purposes and under the conditions specified in this Agreement.

15.04 Only program Services and Program Expenses detailed in the approved budget incurred during the grant period are eligible for reimbursement. Program Expenses incurred that are not detailed in the approved budget or are incurred outside the grant period will not be reimbursed. Costs cannot exceed the approved grant award.

15.05 Reimbursement for Travel Expenses cannot exceed the lesser of the Grantee's published travel rates or allowable State of Michigan travel rates and must be approved by the SCAO prior to incurring the expense.

15.06 Failure to submit cost statements with adequate supporting documentation prior to the fiscal year close out deadline will also result in nonreimbursement of those costs.

15.07 Any unobligated balance of funds held by the Grantee at the end of the Agreement period will be returned to the SCAO or treated in accordance with instructions provided by the U.S. Treasury.

15.08 To assure that expenditures are proper and in accordance with the terms and conditions of the federal award and approved project budgets, the Grantee's annual and final fiscal reports or vouchers requesting payment under this Agreement must include a certification, signed by an official who is authorized to legally bind the Grantee. The Grantee must certify that to the best of its knowledge reports are true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes set forth in the federal award's terms and conditions, and have been incurred by the Grantee's program or court. The Grantee is aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject the Grantee to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Section 3729-3730 and 3801-3812).

15.09 The Grantee is aware that this is a reimbursement-based grant. The Grantee's Expenses are eligible for reimbursement only after the Grantee has paid the Expenses.

15.10 The Grantee's Expenses are eligible for reimbursement only if the Grantee incurred the Expenses during the time period that this Agreement is effective. Consumable expenses are eligible for reimbursement only if the item can reasonably be consumed (and the Grantee incurred the expense) during the time period that this Agreement is effective.

16. EMPLOYEE TIME CERTIFICATION

16.01 All Agreement-funded employees will timely complete and submit to the SCAO an executed Employee Time Certification form as supporting documentation in adherence with 2 CFR 200.302(b)(3).

16.02 The Grantee shall notify the SCAO immediately as set forth in Section 7 of this Agreement when a grant-funded employee:

- becomes disabled or deceased while assigned to a grant-funded position,

- is removed or reassigned from a grant-funded position; and/or,
- is unable to report to work due to injury or illness not related to job performance (and is not replaced within 30 calendar days by another employee)

17. RECORD MAINTENANCE/RETENTION

17.01 The Grantee agrees to maintain adequate program and fiscal records and files, including source documentation to support program activities and all expenditures made under the terms of this Agreement, as required. The Grantee must assure that all terms of this Agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this Agreement will be maintained (may be off site) until December 31, 2031 or until any pending litigation and/or audit findings have been resolved, whichever occurs later. All record retention guidelines set by the SCAO and/or the Grantee must be adhered to if they require additional years beyond retention guidelines stated herein. The Grantee's accounting system must maintain a separate fund or account that segregates grant contract receipts and expenditures from other receipts and expenditures of the Grantee.

17.02 The U.S. Treasury may request a transfer of records of long-term value. Where practicable, the Grantee should maintain, transmit, and store records in open and machine-readable formats. The Grantee agrees to provide or make available such records to the U.S. Treasury upon request, and to any authorized oversight body, including but not limited to the Government Accountability Office ("GAO"), the U.S. Treasury's Office of Inspector General ("OIG"), and the Pandemic Relief Accountability Committee ("PRAC").

17.03 The Grantee agrees to maintain records to support compliance with subsection 601(d) of the Social Security Act and 2 CFR 200.302(b)(3). These records may include, but are not limited to, copies of the following:

1. general ledger and subsidiary ledgers used to account for (a) the receipt of SLFRF payments and (b) the disbursements from such payments to meet eligible expenditures related to the public health emergency due to COVID-19;
2. budget records;
3. payroll records, time records, and human resource records to support costs incurred for payroll expenditures related to addressing the public health emergency due to COVID-19;
4. receipts of purchases made related to addressing the public health emergency due to COVID-19;
5. contracts and subcontracts entered into using SLFRF payments and all documents related to such contracts;
6. grant agreements entered into using SLFRF payments and all documents related to such awards;
7. all documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipients and agents;
8. all documentation supporting the performance outcomes of contracts, subcontracts, and grant awards;

9. all internal and external email/electronic communications related to use of SLFRF payments; and
10. all investigative files and inquiry reports involving SLFRF payments.

17.04 Office of Management and Budget's (OMB) Uniform Guidance for Non-federal Agencies Receiving These Funds. The U.S. Department of Treasury has indicated in the Coronavirus State and Local Fiscal Recovery Fund Frequently Asked Questions that are accessible at U.S. Department of Treasury State and Local Fiscal Recovery Funds, located at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>, that the SLFRF awards are generally subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (the "Uniform Guidance"). All reimbursements requested under this program should be accounted for with supporting documentation. Eligible applicants should maintain documentation evidencing that the funds were expended in accordance with federal, state, and local regulations. In accordance with federal Uniform Guidance, funds received under this program shall be included on the eligible applicant's Schedule of Expenditures of Federal Awards (SEFA) and included within the scope of the eligible applicant's Single Audit.

Applicants must review the eCFR Uniform Guidance at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1> for complete requirements.

18. AUTHORIZED ACCESS

18.01 The Grantee must permit, upon reasonable notification and at reasonable times, access by authorized representatives of the SCAO, Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records and documentation related to this Agreement, as authorized and required by law, including 2 CFR 200.334 through 2 CFR 200.338. The SCAO and/or an outside team may conduct on-site monitoring visit(s), evaluations and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, if requested. The Grantee shall work cooperatively with the monitoring, audit and/or evaluation team to permit full review of the program.

19. CONFIDENTIAL INFORMATION

19.01 To ensure the Grantee effectively performs the Services, the SCAO may disclose Confidential Information to the Grantee. The Grantee shall not disclose Confidential Information to any third party without prior approval from the SCAO. If disclosure of Confidential Information is required by law or court order, the Grantee must notify the SCAO within five (5) business days as provided in Section 38 of this Agreement before disclosure and shall reasonably cooperate with the SCAO to narrowly tailor disclosure and obtain protective orders or other relief as appropriate.

19.02 The Grantee agrees to return all Confidential Information to the SCAO immediately upon the termination of this Agreement and permanently delete any electronic

copies of the data stored by the Grantee within 30 calendar days after the conclusion of this Agreement. If requested by the SCAO, the Grantee will provide written confirmation that deletion has been completed.

19.03 In accordance with the Uniform Guidance (including but not limited to, sections §200.303 and §200.338) and the Privacy Act of 1974 (5 U.S.C. § 552a), the recipient is required to take reasonable measures to safeguard protected personally identifiable information and other information the US Department of Treasury or State of Michigan designates as sensitive or the recipient considers sensitive consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

20. MEDICAL INFORMATION

20.01 Both the SCAO and the Grantee shall assure that medical services to, and information contained in the medical records of, persons served under this Agreement or other such recorded information required to be kept confidential by law, in connection with the Services provided under this Agreement, shall be held confidential, and shall not be divulged without the written consent of either the patient or a person responsible for the patient, except as may otherwise be required by law. Such information may be disclosed in summary, statistical, or other form if the disclosure does not directly or indirectly identify particular individuals. This section survives termination or expiration of this Agreement.

21. AUDITS

21.01 The Grantee must comply with the following requirements:

A. Single Audit

The Grantee that expends \$750,000 or more in federal awards during their fiscal year must submit a Single Audit prepared in accordance with the Single Audit Act as amended, 31 USC Section 7501 *et seq.*, the audit requirements found in 2 CFR 200.501, and the Uniform Administrative Requirements in 2 CFR Part 200. The Grantee must also timely submit a Corrective Action Plan for any audit findings that impact SCAO-funded programs and a management letter with a response if applicable.

B. Audited Financial Statements

Grantees that expend less than \$750,000 in federal awards during their fiscal year must submit audited financial statements to the SCAO within nine months after the end of the Grantee's fiscal year.

C. Due Date and Submission Information

The required audit and any other required submissions must be timely submitted to the required federal and state agencies. The submissions must also be submitted to the SCAO within nine months after the end of the Grantee's fiscal year to:

Michigan Supreme Court Finance Department
925 W. Ottawa Street.
Lansing, Michigan 48909-0634

D. Penalty

i. Delinquent Single Audit or Financial Statement Audit

If the Grantee does not submit the required Single Audit reporting package, management letter (if issued) with a response, and Corrective Action Plan; or the audited financial statement and management letter (if issued) with a response within nine months after the end of the Grantee's fiscal year and an extension has not been approved by the cognizant or oversight agency for audit, the SCAO may withhold from the current funding an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the SCAO. The SCAO may retain the amount withheld if the Grantee is more than 120 calendar days delinquent in meeting the filing requirements, and may terminate this Agreement if the Grantee is more than 20 calendar days delinquent, if an extension has not been approved by the cognizant or oversight agency for audit.

ii. Delinquent Audit Status Notification Letter

Failure to submit the Audit Status Notification Letter when required may result in withholding from the current funding an amount equal to one percent of the audit year's grant funding until the Audit Status Notification Letter is received.

E. Other Audits

The SCAO or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.

F. Other Requirements

To the extent that additional requirements are adopted by law during the terms of this Agreement that impact the Agreement's terms, the Grantee agrees to abide by them.

21.02 The auditee must procure or otherwise arrange for the audit, if required; prepare appropriate financial statements, including the schedule of expenditures of Federal awards; promptly follow up and take corrective action on the audit findings; provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit.

22. SUBRECIPIENTS

22.01 The Grantee may not use the VBRD to make subawards to subrecipients.

solely responsible for monitoring its subrecipients and will submit copies of all executed subcontracts from subrecipients within 60 calendar days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by

the Grantee and an employee of the subrecipient agency that is authorized to enter into legally binding contracts for the entity receiving funds. Failure to submit these documents to the SCAO within 60 calendar days may result in withholding future payment or other penalties, as determined by the SCAO.

Before any Services are rendered by subrecipients, the Grantee must obtain a written subcontract executed by all affected Parties.

The Grantee's subcontracts with subrecipients shall require the subrecipients to comply with all applicable terms of this Agreement, including the U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions (Attachment 1) incorporated into this Agreement.. The Grantee shall provide all subrecipients with a copy of this Agreement.

In the event of a conflict between provisions in this Agreement and subrecipient's subcontract provisions, this Agreement shall prevail, and this term shall be included by the Grantee in all subrecipient subcontracts. A conflict between this Agreement and the subrecipient's subcontract, however, shall not be deemed to exist where the subcontract requires the subrecipient to perform Services in less time than this Agreement affords the Grantee. The Grantee is solely responsible to the SCAO for any and all subcontracted Services and for any breaches caused by subrecipients.

Expenses must be reasonable and necessary. If detailed Expense information is not included as part of the application process, the Grantee must submit a request seeking approval once sufficient detail is supplied.

23. SOFTWARE COMPLIANCE

23.01 The Grantee must ensure software compliance and compatibility with the SCAO's data system for Services provided including, but not limited to: stored data, databases and interfaces for the production of work products and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure or errors due to the inaccuracy of the Grantee's business operations for processing date/time data.

24. NOTIFICATION OF CRIMINAL OR ADMINISTRATIVE INVESTIGATIONS

24.01 If the Grantee becomes aware of a criminal or administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Grantee shall immediately notify the SCAO that of the investigation or charge as provided in Section 38 of this Agreement.

25. AGREEMENT/REDUCTION/SUSPENSION/TERMINATION

25.01 The SCAO and/or the Grantee may reduce the project budget, suspend, or terminate this Agreement without further liability or penalty to the SCAO under any of the following circumstances:

- A. If any of the terms of this Agreement are not adhered to by the Grantee.

- B. If the Grantee fails to make progress satisfactory to SCAO toward the project goals, objectives, or strategies set forth in this Agreement, including but not limited to a determination by the SCAO after second quarter claims are submitted, in its sole discretion, that project funds are not reasonably likely to be fully expended by the termination date.
- C. If the Grantee proposes or implements substantial changes to the Scope of Services/Work such that, if originally submitted, the application would not have been selected for funding.
- D. If the Grantee submits false certification or falsifies any other report or document required hereunder.
- E. If the Grantee is convicted of any activity referenced in Section 24 of this Agreement during the term of this Agreement or any extension thereof.
- F. If the SCAO terminates this Agreement under Section 25, the Grantee is not eligible for SCAO grant funding for two years. After the two-year period, the Grantee must verify in writing with SCAO that the Grantee has corrected the issues.
- G. If funding for this Agreement becomes unavailable to the SCAO due to appropriation or budget shortfalls.

25.02 Each Party has the right to terminate this Agreement without cause, including termination by the Grantee if the Grantee has indicated that they do not plan to spend all or some of the grant funds. If the Grantee is the terminating party, the Chief Judge of the Grantee must notify the SCAO in writing of such termination. The Grantee will still be required to fulfill the grant reporting requirements under Attachment 2 as required by the terms of the grant and as otherwise directed by the SCAO. The termination date of this Agreement will be the date that the Grantee has met all grant reporting requirements as determined by the SCAO.

25.03 The SCAO may reduce the Grantee's grant amount at any time if the SCAO determines that the Grantee is not reasonably likely to fully expend the grant funds by the time this Agreement ends.

25.04 Any funds received by the Grantee that are expended in a manner that does not comply with applicable federal and state laws, guidelines, rules, and regulations shall be returned to the State of Michigan. Any amounts subject to recovery must be repaid within 120 calendar days of receipt of any notice of recoupment.

26. FINAL REPORTING UPON TERMINATION

26.01 Except as provided in Section 26.02, should this Agreement be terminated by either party, within 30 calendar days after the termination, the Grantee shall provide the SCAO with all financial, performance, and other reports required as a condition of this Agreement. The SCAO will make payments to the Grantee for allowable reimbursable expenses not covered by previous payments or other state or federal programs if the costs are adequately documented and appropriately authorized. The Grantee shall immediately refund to the SCAO any funds not

authorized for use and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenditures.

26.02 If this Agreement is terminated by the SCAO for the Grantee's failure to meet the grant management requirements, the Grantee shall not be eligible to seek future grant funding from the SCAO.

27. SEVERABILITY

27.01 If any provision of this Agreement or of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this Agreement.

28. LIABILITY AND INDEMNIFICATION

28.01 The Grantee is responsible for Liabilities and Program Expenses that result from the Grantee's performance or nonperformance under this Agreement. This subsection does not waive governmental immunity as provided by law.

28.02 The Grantee warrants that, before entering into this Agreement, it is not subject to any Liabilities or Expenses that could interfere with performance under this Agreement.

28.03 The SCAO is not responsible for Liabilities and Expenses that result from the Grantee's or Grantees' agents' performance, nonperformance, or property.

28.04 If Grantee contracts with a private third party to carry out the Grantee's responsibilities under this Agreement, then in that contract Grantee will require the private third parties to indemnify SCAO and the Michigan Supreme Court ("MSC"), including their officers, and employees (the "SCAO, MSC and related entities") from any Liabilities that may be imposed upon, incurred by, or asserted against the SCAO, MSC and related entities arising from the acts or omissions of the private third-party under such contact. Any private third party who will not agree to such provisions may not be utilized by Grantee to perform services under this Agreement. This subsection does not waive governmental immunity as provided by law.

29. MICHIGAN LAW

29.01 This Agreement shall be subject to, and shall be enforced and construed under, the laws of Michigan.

30. DEBT TO STATE OF MICHIGAN

30.01 The Grantee covenants that it is not, and will not become, in arrears to the State of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the State of Michigan or its subdivisions, including real property, personal property, and income taxes.

31. DISPUTES

31.01 The Grantee shall notify the SCAO in writing of the Grantee's intent to pursue a claim against the SCAO for breach of any term of this Agreement within 10 business days of discovery of the alleged breach as provided in Section 38 of this Agreement.

32. CONFLICT OF INTEREST

32.01 Because this Agreement involves federal grant funds and contracts with governmental entities, the SCAO and the Grantee are subject to the provisions of the federal Freedom of Information Act, found in 5 U.S.C. 552 *et seq.*, the Contracts of Public Servants with Public Entities Act, found in MCL 15.321 *et seq.*, and the Standards of Conduct for Public Officers and Employees Act, found in MCL 15.341 *et seq.* Further, the Grantee certifies that the Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this Agreement.

33. COMPLIANCE WITH APPLICABLE LAWS AND AGREEMENTS

33.01 The Grantee will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this Agreement. The Grantee will also comply with all applicable general administrative requirements such as Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 CFR Part 200 covering cost principles, grant/Agreement principles, and audits in carrying out the terms of this Agreement.

34. CIVIL RIGHTS COMPLIANCE

34.01 Recipients of Federal financial assistance from the U.S. Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the U.S. Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 *et seq.*, and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 *et seq.*, and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 *et seq.*, and the Department implementing regulations at 31 CFR part 23.

34.02 In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, the U.S. Treasury will collect and review information from recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. The U.S. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). The U.S. Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status.

35. AMENDMENT TO AGREEMENT

35.01 This Agreement, including but not limited to the scope of work and project budget changes, may only be amended by a writing signed by all Parties.

36. ENTIRE AGREEMENT

36.01 This Agreement contains the entire agreement between the parties. It does not include any other written or oral agreements, except the following:

- A. U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions (Attachment 1)
- B. Reporting Requirements (Attachment 2),
- C. Allowable & Disallowable Expenses (Attachment 3),
- D. Virtual Backlog Reduction Docket Quarterly Program Report (Attachment 4)
- E. Approved grant budget in grant application

37. PROGRAM REVIEW OR CERTIFICATION SITE VISIT

37.01 The SCAO may review the Grantee’s performance onsite. As part of the review, the SCAO may interview team members, observe staff meetings, review case files, review data, and review financial records.

38. DELIVERY OF NOTICE

38.01 Written notices and communications required under this Agreement shall be delivered in one of two forms to all of the individuals listed below: (1) by electronic mail; or (2) by overnight delivery sent by a nationally recognized overnight delivery service to the following:

38.02 The Grantee’s contact person is:

Name:

Title:

Address:

Email Address:

Phone:

38.03 The SCAO’s contacts are:

Diane Perry
 State Court Administrative Office
 Michigan Hall of Justice
 P.O. Box 30048
 Lansing, MI 48909
PerryD@courts.mi.gov

Ryan Gamby
 State Court Administrative Office
 Michigan Hall of Justice
 P.O. Box 30048
 Lansing, MI 48909
Gambyr@courts.mi.gov

39. GRANTEE'S AUTHORIZING OFFICIAL

39.01 The Grantee's "Authorizing Official" is the individual who signs this Agreement. The Authorizing Official must be a person who is authorized to enter into a binding contract for the Grantee. The Authorizing Official may not be a judge or other state employee. The Authorizing Official might be from the Executive or Legislative Branch of the Grantee — for example, the Authorizing Official might be the County Administrator, Chair of the Board of Commissioners, Court Administrator, City Manager, Legal Counsel, Finance Director, or Mayor.

39.02 Only one person may sign this Agreement as the Grantee's Authorizing Official. The Grantee might have more than one individual who is authorized to enter into binding contracts for the Grantee that is receiving funds, or the Grantee's local rules might provide that multiple people must sign contracts. In either case, the Authorizing Official's signature on this Agreement represents the mutual agreement and acceptance of this Agreement by all persons who are authorized to enter into binding contracts for the Grantee.

SIGNATURES OF PARTIES
Virtual Response Backlog Docket Grant
CONTRACT NUMBER:

40. SIGNATURE OF PARTIES

40.01 This Agreement is not effective unless signed by all Parties.

State Court Administrative Office

Authorizing Official's Signature

Authorizing Official's Signature

Authorizing Official's Name

Authorizing Official's Name

Authorizing Official's Title

Authorizing Official's Title

Date Signed by Authorizing Official

Date Signed by Authorizing Official

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
AWARD TERMS AND CONDITIONS

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.
- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
- i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury’s implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
- i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury’s implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;
 - ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;

- iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury’s implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
- v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

10. Remedial Actions. In the event of Recipient’s noncompliance with section 603 of the Act, other applicable laws, Treasury’s implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.

11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

13. Publications. Any publications produced with funds from this award must display the following language: “This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury.”

14. Debts Owed the Federal Government.

- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
- b. Any debts determined to be owed the federal government must be paid promptly by Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury’s initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as

defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

**VIRTUAL BACKLOG RESPONSE DOCKET GRANT
FY 2023 REPORTING REQUIREMENTS
April 1, 2023 through March 31, 2024**

PROGRAM REPORT DUE DATES	
July 10, 2023	Courts will be reporting on progress made during April 1, 2023, through June 30, 2023.
October 10, 2023	Courts will be reporting on progress made during July 1, 2023, through September 30, 2023.
January 10, 2024	Courts will be reporting on progress made during October 1, 2023, through December 31, 2023.
April 10, 2024	Courts will be reporting on progress made during January 1, 2024 through March 31, 2024.

FINANCIAL CLAIM REPORTS DUE DATES	
July 10, 2023	Courts will be reporting on expenditures from April 1, 2023, through June 30, 2023.
October 10, 2023	Courts will be reporting on expenditures from July 1, 2023, through September 30, 2023.
January 10, 2024	Courts will be reporting on expenditures from October 1, 2023, through December 31, 2023.
April 10, 2024	Courts will be reporting on progress made during January 1, 2024 through March 31, 2024.

The court must email an itemized invoice and supporting documentation to Diane Perry (PerryD@courts.mi.gov) by the due dates listed above. The supporting documentation must include (if applicable):

Personnel and Fringe: Signed timesheets and official reports from the Court's accounting or payroll software. Examples include, but are not limited to, general ledger, revenue and expenditure reports, payroll reports, and pay stubs.

Contractual and Supplies: Dated and itemized invoices or receipts with proof of payment. Proof of payment must include name of vendor, date, amount, and check or ETF number. Examples include, but are not limited to, copies of checks or official reports from the Court's accounting software.

Travel: Employee travel should be documented with the same requirements as Personnel and Fringe. Contractor travel should be documented with the same requirements as Contractual and Supplies. Copies of the Traveler's receipts are required for all travel.

ALLOWED EXPENSES		
	Personnel and Fringe	
<ul style="list-style-type: none"> • Hourly wages • Fringe benefits 		
	Contractual	
<ul style="list-style-type: none"> • Defense attorney, prosecuting attorney, visiting judges, and Michigan Department of Corrections fees associated with reducing a backlog of criminal cases. 		
	Supplies	
<ul style="list-style-type: none"> • Office supplies and equipment not to exceed \$5,000 per unit. • Software subscriptions (must be prorated monthly for fiscal year) 		
	Travel	
<ul style="list-style-type: none"> • Travel expenses <p>*Travel expenses may not exceed the state rate, or your local rate, whichever is the lesser expense. The state mileage rate includes premium rate for roundtrip less than 100 miles and standard rate for roundtrip more than 100 miles.</p>		
DISALLOWED EXPENSES		
Recipients may not use SLFRF funds for any of the following		
<ul style="list-style-type: none"> • Contributions to rainy day funds, financial reserves, or similar funds. • Payment of interest or principal on outstanding debt instruments and fees or issuance costs associated with the issuance of new debt. • Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring plan in a judicial, administrative, or regulatory proceeding, except to the extent the judgment or settlement requires the provision of services that would respond to the COVID-19 public health emergency. • Payment of expenses that will be or have been reimbursed by another federal program • A program, service, or capital expenditure that includes a term or condition that undermines efforts to stop the spread of COVID-19. A program or service that imposes conditions on participation or acceptance of the service that would undermine efforts to stop the spread of COVID-19 or discourage compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19 is not a permissible use of SLFRF funds. • A violation of the conflict of interest requirements contained in the Award Terms and Conditions or the Office of Management and Budget’s Uniform Guidance, including any self-dealing or violation of ethics rules. Recipients are required to establish policies and procedures to manage potential conflicts of interest. • To supplant state or other funding sources. • Indirect costs, defined by 2 CFR § 200.1 as those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. • Cost associated with Research and Development • Any other expense not identified as an “allowable expense” listed above. 		

DISTRICT & MUNICIPAL COURT

Using SCAO’s caseload reporting instructions, provide the number of cases disposed during the quarter or pending at the end of the quarter in the tables below. Leave this section blank if not applicable to your court.

		EX	FY	FD	FT
<u>Disposed During the Quarter</u>	Disposed 0-14 Days				
	Disposed 15-28 Days				
	Disposed +28 Days				
Pending at the End of the Quarter	Pending 0-14 Days				
	Pending 15-28 Days				
	Pending +28 Days				

		Reduced to Misdemeanor		
		FY	FD	FT
<u>Disposed During the Quarter</u>	Disposed 0-63 Days			
	Disposed 64-126 Days			
	Disposed +126 Days			
Pending at the End of the Quarter	Pending 0-63 Days			
	Pending 64-126 Days			
	Pending +126 Days			

		OM	SM	OD	SD	OT	ST
<u>Disposed During the Quarter</u>	Disposed 0-63 Days						
	Disposed 64-126 Days						
	Disposed +126 Days						
Pending at the End of the Quarter	Pending 0-63 Days						
	Pending 64-126 Days						
	Pending +126 Days						

 Authorizing Official’s Signature

 Authorizing Official’s Name

 Authorizing Official’s Title

 Date Signed by Authorizing Official

Please email your completed Quarterly Program Report by the deadline to Diane Perry at PerryD@courts.mi.gov

TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street
Suite 500
Caro, MI 48723

Telephone: 989-672-3700
Fax: 989-672-4011

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the 30th day of March 2023, with the meeting called to order at 8:00 a.m.

Commissioners Present:

Commissioners Absent:

The following resolution was offered by Commissioner _____,
seconded by Commissioner _____,

TUSCOLA COUNTY BOARD OF COMMISSIONERS RESOLUTION #2023-04

Resolution Authorizing Entry of Participation Agreements in Partial Settlement of the National Prescription Opiate Litigation and Entry of State Local Government Intrastate Agreement Concerning Allocation of Settlement Proceeds

WHEREAS, Tuscola County filed a lawsuit to address the public nuisance that is the Opioid Epidemic, which named, among other companies, the following four Defendants (“Settling Defendants”):

1. Teva Pharmaceuticals Industries Ltd. (a prescription opioids manufacturer);
2. Allergan Finance, LLC (a prescription opioids manufacturer);
3. CVS Health Corp. and CVS Pharmacy, Inc. (a prescription opioids distributor); and
4. Walmart, Inc. (a prescription opioids distributor);

AND WHEREAS the Settling Defendants have negotiated proposed national settlement agreements (“Proposed Settlements”) with the State Attorneys General, and a Plaintiff Executive Committee-designated negotiating committee that represents approximately 4,000 local governments that have brought lawsuits similar to Tuscola County’s lawsuit;

AND WHEREAS the Proposed Settlements contain significant equitable and monetary relief, including:

1. An agreement to pay (a) up to \$3.34 billion over the next 13 years by Teva; (b) up to \$2.02 billion over 7 years by Allergan; (c) \$4.9 billion over the next ten years by CVS; and (d) \$2.74 billion within six years by Walmart. The bulk of each of these payments will be dedicated to funding abatement and prevention strategies associated with the opioids public nuisance;
2. An agreement by Teva and Allergan to abide by strict limitations on their marketing, promotion, sale, and distribution of opioids, including a ban on (a) promotion and lobbying; (b) rewarding or disciplining employees based on volume of opioid sales; and (c) funding or grants to third parties; and

3. An agreement by CVS and Walmart to implement changes in how they handle opioids, including requirements addressing: their compliance structures; pharmacist judgment; diversion prevention; suspicious order monitoring; and reporting on red-flag processes, as well as blocked and potentially problematic prescribers.

AND WHEREAS Tuscola County previously executed Participation Agreements for the Distributor and Janssen Settlements, which have conferred and continue to confer valuable benefits;

AND WHEREAS the Proposed Settlements each contain a “default” allocation method where settlement funds that are allocated to a particular state to resolve the claims asserted by state and local governments within that state are allocated as follows:

- 15% of settlement proceeds paid under the Proposed Settlements are allocable to the State;
- 15% of the settlement proceeds are allocable to local governments; and
- 70% of the settlement proceeds are allocable to an opioid abatement fund;

AND WHEREAS the Proposed Settlements enable the state and local governments within a State to negotiate alternative allocation methods to the “default” allocation method referenced above;

AND WHEREAS Tuscola County desires to enter into an alternative allocation method which allocates settlement funds on a 50/50 basis to:

1. Participating Local Governments who have elected to participate in the Proposed Settlements; and
2. the State of Michigan.

AND WHEREAS Tuscola County previously executed the Michigan State-Subdivision Agreement for Allocation of Distributor Settlement Agreement and Janssen Settlement Agreement, which allocated funds attributed to the State of Michigan in a streamlined and equitable manner;

NOW THEREFORE, Tuscola County authorizes the execution of Participation Agreements for: (1) the Master Settlement Agreement with Teva Pharmaceuticals Industries Ltd.; (2) the Master Settlement Agreement with Allergan Finance, LLC; (3) the Master Settlement Agreement with CVS Health Corp. and CVS Pharmacy, Inc.; and (4) the Master Settlement Agreement with Walmart, Inc., each of which are listed and available to the public at <https://nationalopioidsettlement.com/>. Specimen copies of the material terms of the participation agreements are attached as Exhibit A to this resolution.

Tuscola County also authorizes the execution of a new Michigan State-Subdivision Agreement For Allocation of Allergan, Teva, CVS, and Walmart Settlement Agreements substantially similar to the proposed agreement attached as Exhibit B to this resolution. Tuscola County also authorizes execution of a similar state-subdivision agreement to the extent that it provides a substantially similar allocation of settlement or bankruptcy proceeds obtained from opioids litigation with any other entity.

For the avoidance of doubt, Tuscola County also authorizes its continued participation in the Distributor Settlement Agreement, the Janssen Settlement Agreement, and the Michigan State-Subdivision Agreement for the Allocation of Distributor Settlement Agreement and Janssen Settlement Agreement, all previously executed.

Ayes:

Nays:

Absent:

Resolution 2023-04 declared approved dated this 30th day of March, 2023.

Date _____

*Kim Vaughan, Chairperson
Tuscola County Board of Commissioners*

I, Jodi Fetting, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of an agreement approved by the Board of Commissioners at a regular meeting on March 30, 2023.

Date _____

*Jodi Fetting
Tuscola County Clerk, CCO*

PROPOSED



Tuscola County

Clayette Zechmeister <zclay@tuscolacounty.org>

Fwd: [EXTERNAL] Request to use the Courthouse Lawn for Nat'l Day of Prayer -- May 4, 2023

1 message

Renee Francisco <renee@tuscolacounty.org>
To: Clayette Zechmeister <zclay@tuscolacounty.org>

Tue, Mar 14, 2023 at 8:18 AM

I received this email from Nancy with the National Day of Prayer. They'd like to use the Courthouse Lawn for their service on May 4th...maybe the 3rd too.

Thanks,
Renee

----- Forwarded message -----

From: **Nancy Matuszak** <NMatuszak@lighthouse rehab.com>
Date: Mon, Mar 13, 2023 at 4:44 PM
Subject: [EXTERNAL] Request to use the Courthouse Lawn for Nat'l Day of Prayer -- May 4, 2023
To: renee@tuscolacounty.org <renee@tuscolacounty.org>
Cc: Brant L. Wilson <BLWilson@lighthouse rehab.com>

Dear Board of Commissioners:

We cordially **request the use of the Tuscola County Courthouse Lawn** for the National Day of Prayer on May 4, 2023. The public is invited and encouraged to join in this Prayer and Praise Rally from Noon until 1:00 pm.

We will be setting up a large tent and 100 chairs that morning OR perhaps Caro Rental will set the tent up May 3rd --the day before depending on the weather.

The tent and chairs will be taken down by the evening of May 4th.

We also request access to the electrical box for our sound system; and approval to set up a banner on the front lawn to announce the NDP a few days before the event on Thursday.

As always, we will make sure the grounds are left in neat order.

Thank you for your consideration and approval of this request during the past many, many years. We appreciate it so very much.

National Day of Prayer

Committee Members and Local churches



March 13, 2023

Tuscola County Board of Commissioners
125 West Lincoln, Suite 500
Caro, MI 48723

Dear Commissioners,

As you are aware, the current terms of several members of the Tuscola Behavioral Health Systems Board of Directors will be expiring as of March 31, 2023. Current contact information is enclosed.

At its regularly scheduled Board Meeting of February 23, 2023, the Tuscola Behavioral Health Systems Board of Directors resolved to recommend to the Tuscola County Board of Commissioners, the re-appointments of Mr. Daniel Grimshaw, Ms. Joann Helmbold, Mr. Kenneth Partridge, and Ms. Karen Snider to our Board of Directors for a three-year term ending March 31, 2026.

As always, we appreciate your strong support of our efforts and thank you in advance for your consideration of these recommendations.

Sincerely,

Sharon Beals
Chief Executive Officer

SB/clm

Enclosure

cc: Jody Fetting, Tuscola County Clerk



TUSCOLA

Behavioral Health Systems

**RECOMMENDED RE-APPOINTMENTS FOR
TUSCOLA BEHAVIORAL HEALTH SYSTEMS
BOARD OF DIRECTORS**

Daniel Grimshaw
3112 Waltan Road
Vassar, MI 48768

989.823.2653 (Home)
989.823.3391 (Work)
dan@mstsinc.com

Joann Helmbold
8006 Bray Road
Vassar, MI 48768

989.871.2236 (Home)
JLHelmbold@tds.net

Kenneth Partridge
6272 Maple Road
Vassar, MI 48768

810.240.5751 (Cell)
989-823-7609 (Home)
kw.partridge@yahoo.com

Karen Snider
478 Meadow Drive
Caro, MI 48723

989.672.2627 Home
sniderk490@gmail.com