

BENZIE COUNTY BOARD OF COMMISSIONERS

448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671

www.benzieco.net

MEETING AGENDA

July 27, 2021

Frank F. Walterhouse Meeting Room, Governmental Center, Beulah, Michigan

Join Zoom Meeting

<https://us02web.zoom.us/j/7493555921>

Meeting ID: 749 355 5921

One tap mobile

+13126266799,,7493555921# US (Chicago)

19292056099,,7493555921# US (New York)

PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE

9:00 a.m. CALL TO ORDER
 ROLL CALL
 INVOCATION AND PLEDGE OF ALLEGIANCE
 APPROVAL OF AGENDA
 APPROVAL OF MINUTES – 7/13/2021; 7/13/2021 – closed x 2
 PUBLIC INPUT
 FINANCE – Approval of Bills
 ELECTED OFFICIALS & DEPT HEAD COMMENTS
 ACTION ITEMS –
 2021-019 AAA 2022 Annual Implementation
 Central Dispatch Bylaw Amendment
 Merit Network Professional Service Contract
 Contract for Services with Gosling Czubak for Parks & Rec
 COMMISSIONER REPORTS –
 COUNTY ADMINISTRATOR'S REPORT –
 COMMITTEE OF THE WHOLE – 7/13/2021
 COMMITTEE APPOINTMENTS – BTA
 UNFINISHED BUSINESS –
 NEW BUSINESS –
9:45 Karen Felty, The Maples – general information
10:00 Matt McCauley – Networks Northwest Annual Report 2020
10:15 Cameron Clark – Child Care Fund Budget
10:30 Lise Hoppe – 44North – Health Insurance Renewal
 PRESENTATION OF CORRESPONDENCE
 PUBLIC COMMENT
 ADJOURNMENT

Times Subject to Change

The County of Benzie will provide necessary reasonable auxiliary aids and services for individuals with disabilities at the meeting upon five (5) working days' notice to the County. Individuals with disabilities requiring auxiliary aids or services should contact the County in writing or by calling the following:

BENZIE COUNTY CLERK

448 COURT PLACE

BEULAH MI 49617

(231) 882-9671

This notice was posted by Dawn Olney, Benzie County Clerk, on the bulletin board in the main entrance of the Benzie County Governmental Center, Beulah, Michigan, at least 18 hours prior to the start of the meeting. This notice is to comply with Sections 4 and 5 of the Michigan Open Meetings Act (PA 267 of 1976).

THE BENZIE COUNTY BOARD OF COMMISSIONERS
July 13, 2021

The Benzie County Board of Commissioners met in a regular session on Tuesday, July 13, 2021 in the Frank Waltherhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke

The invocation was given by Commissioner Roelofs and the Pledge of Allegiance was recited.

Agenda:

Motion by Warsecke, seconded by Miller, to approve the agenda as amended adding Parks & Rec Contract with Gosling Czubak to Action Items. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Minutes:

Motion by Jeannot, seconded by Miller, to approve the regular session minutes of June 22, 2021 as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer Warsecke Nays: None Motion carried.

Motion by Markey, seconded by Miller, to approve the special session minutes of June 25, 2021 as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer Warsecke Nays: None Motion carried.

Motion by Sauer, seconded by Nye, to approve the special session minutes of June 30, 2021 as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer Warsecke Nays: None Motion carried.

Motion by Nye, seconded by Sauer, to approve the special session minutes of July 1, 2021 as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer Warsecke Nays: None Motion carried.

Motion by Jeannot, seconded by Sauer, to approve the special session minutes of July 7, 2021 as corrected. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer Warsecke Nays: None Motion carried.

9:03 a.m. Public Input – None

FINANCE

Bills: Motion by Warsecke, seconded by Miller, to approve payment of the bills from June 22, 2021 thru July 12, 2021 in the amount of \$517,460.13, as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Michelle Thompson, County Treasurer, reported on the groundbreaking for the Home Stretch project in Honor; she spoke regarding the DTRF & Fund Balance Policy that you will be considering later today, and caution you to not make any determination until the court case is completed, as it is in the timeline for filing an appeal.

COMMISSIONERS

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July 13, 2021

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Kathy Dube, The Maples Administrator, provided a report to the board and those present – they have seen no resident COVID cases since February and one staff COVID case in early June; they still have a mask mandate; they are back to doing outings with the residents; 98% of the residents are vaccinated; the facility is at 85% capacity as of today; HVAC in the old building needs to be replaced; sink hole in the back parking lot needs repaired; roof on the old building needs to be replaced; want to build a new pavilion for the residents close to the new building.

ACTION ITEMS

2021 CDBG Program Income Program Guidelines: Motion by Jeannot, seconded by Sauer, to adopt the 2021 Benzie County CDBG Program Income Program Guidelines as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs and Warsecke Nays: Sauer Motion carried.

P/R Contract for Services: Reschedule for July 27, 2021 meeting; needs legal counsel review prior to coming back before the board.

COMMISSIONER REPORTS

Chair Roelofs attended and reported on Health Dept Board of Appeals; Rolling Thunder motorcycles that came through the county last weekend; 911; Culver's Restaurant holding a car show with proceeds going to the DAV.

Comm Jeannot provided a written report (attached); also joined Shelley at the groundbreaking in Honor.

Comm Miller attended and reported on Human Services Collaborative; Frankfort Elberta School Board meeting.

Comm Nye attended and reported on Centra Wellness; Budget meetings; County Administrator Interviews; Health Department; Village of Beulah; ~~Betsie Valley Trail~~; Village of Benzonia; Railroad Point Endowment Fund; new County Administrator negotiations. P/R

Comm Markey attended and reported on Local Planning Team; Centra Wellness; Homestead Township; Dispatch Advisory Board; Northern Michigan Regional Entity Substance Abuse Board; Village of Honor.

Comm Warsecke stated that the committees he attended have been spoken about, has nothing further to add.

Comm Sauer attended and reported on Road Commission; Maples; Court Security; Betsie Valley Trail; Blaine Township; Joyfield Township; Village of Thompsonville.

9:56 a.m. Break

10:02 a.m. Reconvene

Yarrow Brown, Executive Director of Housing North, gave a presentation to the board regarding their program.

COMMISSIONERS

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July 13, 2021

Jennifer Berkey, District 3 Director, MSU Extension, presented the 2020-2021 Annual Report.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Friday July 16 at 11:00 – Susan Weslick will provide a presentation on Brownfield related issues
- There has been some interest in other Benzie County Brownfield properties.
- July 26 will be a meeting with EDC/BRA Chair Kowalski regarding the old Bud's in Honor property.
- Contract negotiations next Wednesday for three unions.

Katie Zeits reported on the 2nd TV having been installed in this room; Thursday she, Rebecca, one other employee and IT Right will meet with the vendor for training on the new system; we are also doing a Zoom upgrade; MAC is meeting in person for their conference on Mackinac Island if anyone is interested, let her know.

COMMITTEE OF THE WHOLE

Motion by Warsecke, seconded by Sauer, to approve item 1 of the June 22, 2021 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMITTEE APPOINTMENTS

BVT: Letter received from Village of Elberta regarding Jen Kennedy to the BVT; this board reappointed her last month.

Benzie Bus: One applicant; this board has decided to wait for to see if additional applications come in to be able to hold one interview date.

Land Bank: Motion by Jeannot, seconded by Sauer, to acknowledge that Tom Longanbach is resigning from the Land Bank Authority effective upon replacement being identified. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

PRESENTATION OF CORRESPONDENCE

- Letter from State Tax Commission regarding Designated Assessor received.
- Little Platte Lake elevation report for June 2021 received.
- Crystal Lake elevation report for June 2021 received.

Motion by Roelofs, seconded by Warsecke, to enter into closed session pursuant to MCL 268(c) for the purpose of discussing contract negotiations with the FOPLC Deputies union. Requesting that County Administrator Mitch Deisch, HR/Finance Manager Katie Zeits and Sheriff Rosa be included in the closed session discussion. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

COMMISSIONERS

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July 13, 2021

Motion by Roelofs, seconded by Warsecke, to ratify the tentative agreement with the Deputies bargaining unit dated May 24, 2021 and authorize the board chair to sign the new collective bargaining agreement as approved as to form by legal counsel. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

11:19 am. Recess

11:42 a.m. Reconvene

Motion by Roelofs, seconded by Jeannot, to convene a closed session to consult with counsel to review and discuss the ballot for voting to accept or reject the 5th amended joint Chapter 11 Plan of Reorganization of Purdue Parma L.P. et al and its affiliated debtors in the case of In Re: Purdue Pharma L.P. et al Case No. 19-23649 pending in the U.S. Bankruptcy Court for the Southern District of New York and other pending legal issues related to Benzie County's involvement as a litigant in In Re: Municipal Opioid Litigation. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

12:20 p.m. Re-enter Open Session

Motion by Roelofs, seconded by Markey, to Accept the Fifth Amended Joint Chapter 11 Plan of Reorganization of Purdue Pharma L.P and its Affiliated Debtors. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Chairman Roelofs informed the board that the 10:30 scheduled presentation is 15 minutes away – was up at Leelanau County and it ran over. The board stated that her presentation for Broadband should go to the Subcommittee first.

12:23 p.m. Public Input

Annie Browning reported about 4th of July in Beulah.

12:24 p.m. Public Input Closed

Motion by Warsecke, seconded by Markey, to adjourn at 12:25 p.m. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Bob Roelofs, Chair

Dawn Olney, Benzie County Clerk

INDEX

1. Approved the agenda as amended adding Parks & Rec Contract with Gosling Czubak to Action Items.
2. Approved the regular session minutes of June 22, 2021 as presented.
3. Approved the special session minutes of June 25, 2021 as presented.
4. Approved the special session minutes of June 30, 2021 as presented.
5. Approved the special session minutes of July 1, 2021 as presented.
6. Approved the special session minutes of July 7, 2021 as corrected.
7. Approved payment of the bills in the amount of \$517,460.13, as presented.

COMMISSIONERS

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July 13, 2021

8. Adopted the 2021 Benzie County CDBG Program Income Program Guidelines as presented.
9. Approved item 1 of the June 22, 2021 Committee of the Whole Consent Calendar as presented.
10. Acknowledged that Tom Longanbach is resigning from the Land Bank Authority effective upon replacement being identified.
11. Entered into closed session pursuant to MCL 268(c) for the purpose of discussing contract negotiations with the FOPLC Deputies union.
12. Ratified the tentative agreement with the Deputies bargaining unit dated May 24, 2021 and authorize the board chair to sign the new collective bargaining agreement as approved as to form by legal counsel.
13. Convened a closed session to consult with counsel to review and discuss the ballot for voting to accept or reject the 5th amended joint Chapter 11 Plan of Reorganization of Purdue Pharma L.P. et al and its affiliated debtors in the case of In Re: Purdue Pharma L.P. et al Case No. 19-23649 pending in the U.S. Bankruptcy Court for the Southern District of New York and other pending legal issues related to Benzie County's involvement as a litigant in In Re: Municipal Opioid Litigation.
14. Accepted the Fifth Amended Joint Chapter 11 Plan of Reorganization of Purdue Pharma L.P. and its Affiliated Debtors.

Art Jeannot
Commissioner Report
July 13, 2021

- Participated in 8 meetings on behalf of the County since our June 22nd meeting.
- **6/24 Housing Committee** – Approved expenses and program guidelines. Program guidelines will be presented to the BOC for their approval at future meeting.
- **6/25 Administrator Interviews** – Attended by full BOC.
- **6/30 EDC** – Action was taken to recommend to the BOC to approve contracting for data collection regarding broadband and to fund the associated cost. This should be on the July 27th BOC agenda.
- **6/30 Administrator Interview** – Attended by full BOC.
- **7/1 Budget Meeting** – Attended by full BOC.
- **7/1 Lake Township** – Discussion about applying for ARPA funds and possible use. Also discussed blockage of water at mouth of Platte River due to rocks piling up.
- **7/6 Platte Township** – Approved Ironman resolution. Expressed concern about having the State of MI with final approval of gravel pits (SB 431) and short-term rentals (SB 446). Discussion about applying for ARPA funds and possible use.
- **7/12 Almira Township** – I will discuss any relevant information at our BOC meeting.
- **Other** –

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JUL 08 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

DAWN OLNEY
BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MICHIGAN 49617

Destroy Date: _____

Closed Session - July 13, 2021 #1
FOPLC Deputies Contract Negotiations
Matt Nordfjord via telephone

DAWN OLNEY
BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MICHIGAN 49617

Destroy Date: _____

#2
Closed Session
July 13, 2021
Opioid Litigation
Tim Smith via telephone

Finance Report

Finance Issues:

Approval of bills from July 13, 2021 through July 26, 2021 in the amount of \$503,329.75.

65-45

CASH SUMMARY BY FUND FOR BENZIE COUNTY
FROM 10/01/2020 TO 07/26/2021
FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2020	Total Debits	Total Credits	Ending Balance 07/26/2021
101	GENERAL FUND	1,891,594.48	7,629,719.69	10,558,513.64	(1,037,199.47)
201	BENZIE COUNTY ROAD COMMISSION	2,581,032.64	7,637,887.14	7,658,344.86	2,560,574.92
205	TNT OFFICER MILLAGE FUND	7,760.93	218,308.25	166,865.84	59,203.34
206	SHERIFF'S K-9 FUND	28,849.89	17,505.87	4,235.74	42,120.02
207	SHERIFF'S RESERVES FUND	11.64	0.00	0.00	11.64
208	SHERIFF'S DIVE TEAM FUND	1,236.48	28.50	57.00	1,207.98
209	SCHOOL RESOURCE OFFICER	65,813.82	192,779.58	142,821.25	115,772.15
211	D.A.R.E. FUND	0.00	0.00	0.00	0.00
212	BENZIE KIDS	4,040.96	1,306.30	730.60	4,616.66
213	JAIL OPERATIONS FUND	103,474.33	2,991,285.26	2,837,780.26	256,979.33
214	EMERGENCY MEDICAL SERVICES (EMS) FUN	784,294.51	3,281,659.28	2,768,014.00	1,297,939.79
215	FRIEND OF THE COURT FUND	82,410.33	3,514.27	0.00	85,924.60
216	SEASONAL ROAD PATROL FUND	28,389.19	26,083.38	21,495.14	32,977.43
217	SNOWMOBILE PATROL FUND	13,299.18	9,822.32	11,268.22	11,853.28
218	PARKS & REC - ICE RINK	16.69	2,775.00	0.00	2,791.69
219	AIRPORT AUTHORITY FUND	(11,437.63)	76,642.34	69,136.42	(3,931.71)
220	MARINE PATROL FUND	2,060.66	19,994.38	18,715.64	3,339.40
221	BENZIE-LEELANAU DIST HEALTH DEPT FUN	449,657.32	4,589,029.41	3,666,849.01	1,371,837.72
228	SOLID WASTE/RECYCLING FUND	219,201.12	593,327.47	487,457.55	325,071.04
230	BETSIE VALLEY TRAIL MANAGEMENT FUND	(817.68)	219,042.03	336,754.37	(118,530.02)
231	SOIL EROSION (SESSC) FUND	37,249.00	46,915.00	43,200.00	40,964.00
235	CDBG GRANTS	0.00	0.00	0.00	0.00
241	LAND BANK AUTHOITY FUND	139,282.36	20,546.89	10,617.80	149,211.45
243	BROWNFIELD REDEVELOPMENT AUTHORITY F	21,556.51	191.72	0.00	21,748.23
244	E.D.C. ENTERPRISE FUND	0.00	2,000.00	2,000.00	0.00
245	REMONUMENTATION/SURVEY GRANT FUND	23,223.67	51,926.10	53,789.00	21,360.77
246	GIS INFORMATION SYSTEM	8,911.28	0.00	0.00	8,911.28
247	ANIMAL CONTROL FUND	126,103.06	304,870.31	283,773.87	147,199.50
249	BUILDING DEPARTMENT FUND	126,195.58	544,520.65	547,886.99	122,829.24
256	REG OF DEEDS AUTOMATION FUND	126,076.19	66,795.10	71,501.00	121,370.29
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
259	INDIGENT DEFENSE COUNSEL	494.29	115,923.50	114,808.75	1,609.04
260	CPL CLERK TECHNOLOGY FUND	50,949.95	14,452.48	2,988.54	62,413.89
261	911 EMERGENCY SERVICE FUND	284,892.46	1,100,253.75	1,079,211.44	305,934.77
262	DISPATCHER TRAINING FUND	10,530.07	7,592.86	7,180.72	10,942.21
263	LOCAL CORRECTION OFFICER'S TRAINING	8,429.94	13,700.00	16,200.00	5,929.94
264	SHERIFF FORFEITURE FUND	4,024.47	7,144.26	11,168.00	0.73
265	JUSTICE TRAINING (302) FUND	1,766.31	4,454.38	5,006.34	1,214.35
269	LAW LIBRARY FUND	8.63	35,768.08	39,820.16	(4,043.45)
276	COMMISSION ON AGING MILLAGE FUND	327,447.04	2,022,558.53	1,743,853.55	606,152.02
282	CARES ACT	307,251.42	100,966.15	322.88	407,894.69
285	POINT BETSIE LIGHTHOUSE FUND	(5,452.85)	56,990.61	48,389.00	3,148.76
286	AMERICAN RESCUE PLAN ACT (ARPA) GRA	0.00	1,725,418.50	0.00	1,725,418.50
287	FAMILY COURT GRANTS	54,913.26	0.00	0.00	54,913.26
292	CHILD CARE FUND	95,030.98	124,802.20	194,092.94	25,740.24
293	VETERAN'S RELIEF FUND	69,646.70	198,873.59	186,823.27	81,697.02
295	VETERAN'S MEMORIAL FUND	22,483.73	2,914.09	3,334.18	22,063.64
296	JUVENILE JUSTICE FUND	(4,903.31)	23,750.00	23,750.00	(4,903.31)

CASH SUMMARY BY FUND FOR BENZIE COUNTY
FROM 10/01/2020 TO 07/26/2021
FUND: ALL FUNDS
CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2020	Total Debits	Total Credits	Ending Balance 07/26/2021
310	GOVERNMENT CENTER ADDITION DEBT FUND	117,707.86	22,359.80	0.00	140,067.66
312	MAPLES DEBT/MILLAGE FUND	256,488.70	873,991.85	211,937.33	918,543.22
371	JAIL RESERVE FUND	286.67	0.00	0.00	286.67
401	CAPITAL IMPROVEMENT FUND	94,861.52	652,457.39	714,054.94	33,263.97
412	MCF RENOVATIONS FUND	114,948.42	156,835.45	203,670.90	68,112.97
415	RAILROAD POINT	18,115.02	4,816.47	9,632.94	13,298.55
425	EQUIPMENT REPLACEMENT FUND	41,020.87	140,611.06	121,428.28	60,203.65
512	MEDICAL CARE FACILITY FUND	3,635,487.37	9,325,658.80	9,816,572.15	3,144,574.02
516	DELINQUENT TAX REVOLVING FUND	4,791,483.06	3,885,758.60	3,432,042.05	5,245,199.61
532	TAX FORECLOSURE FUND	659,322.30	1,226,546.15	1,038,497.42	847,371.03
535	CDBG HOUSING GRANT FUND	43,708.34	78,083.48	74,727.16	47,064.66
569	BUILDING AUTHORITY	5,667.95	523.49	1,046.98	5,144.46
595	COMMISSARY/CONCESSION FUND-JAIL	1,689.45	6,980.20	4,348.87	4,320.78
616	TREASURER'S TAX ADMINISTRATION FUND	52,160.25	0.00	0.00	52,160.25
701	GENERAL AGENCY FUND	5,251,761.45	6,670,221.10	10,905,270.85	1,016,711.70
704	PAYROLL CLEARING FUND	23,678.24	2,842,381.18	2,754,623.67	111,435.75
721	LIBRARY PENAL FINE FUND	25,382.52	51,937.90	0.00	77,320.42
764	SHERIFF'S INMATE TRUST FUND	20,367.01	141,243.94	129,929.61	31,681.34
	TOTAL - ALL FUNDS	23,242,766.59	60,184,446.08	62,656,541.12	20,770,671.55

GS-AJ

BILLS TO BE APPROVED JULY 27, 2021

Motion to approve Vouchers in the amount of:

\$	105,267.57	General Fund (101)
\$	20,286.47	Jail Fund (213)
\$	3,544.84	Ambulance Fund & ALS (214)
\$	28,084.81	Funds 105-238
\$	2,255.14	ACO Fund (247)
\$	31,894.97	Building (249)
\$	1,746.19	Dispatch 911 Fund (261)
\$	64,740.47	Funds 239-292
\$	35,778.13	Funds 293-640
\$	9,731.16	701 Fund
\$	-	Trust and Agency Funds & MSU Trust and Agency Fund (702-771)
<u>\$</u>	<u>303,329.75</u>	

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JUL 22 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

[illegible]

206-K-9 Fund	230-BVTMC	269-Law Library	310-Gov't Ctr Addition-Debt
207-Sheriff Reserve's	232-Planning/Zoning	270-Platte River Bridge	315-Benzie Leelanau Health
208-Dive Team	235-CBDG	271-Housing Grant	321-Jail Bond
209-Resource Officer	238-EDC	276-Council on Aging	371-Jail Bldg Debt Millage
210-Benzie Kids	245-Remonumentation	285-Pt. Betsie Lighthouse	425-Equipment Replace
211-D.A.R.E. Fund	256-Reg of Deeds	292-Child Care Fund	
215-FOC	262-911-Training	293-Soldiers Relief Fund	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-900.00	PRINTING & PUBLISHING	PIONEER GROUP	BOC , CLS SUMMER TAXES, SPECIAL MT	43100200	07/15/21	798.90	81281
			Total For Dept 101 BOARD OF COMMISSIONERS			798.90	
Dept 131 CIRCUIT COURT							
101-131-702.00	CIR CT JUDGE	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,524.13	81349
101-131-702.03	CIR CT ADMIN SAL	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	2,035.22	81349
101-131-704.00	WAGES-COURT REPORTER	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,835.68	81349
101-131-704.01	WAGES - ADR CLERK	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,430.00	81349
101-131-704.02	WAGES-CLERICAL ASSISTANT	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,063.40	81349
101-131-712.00	WAGES - RESEARCH ATTORNE	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,437.10	81349
101-131-725.00	COST OF FRINGE BENEFITS	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	5,665.88	81349
101-131-727.00	OFFICE SUPPLIES	MANISTEE COUNTY	REIMB MANISTEE CIRCUIT COURT MAY, J	MAY & JUNE '21	07/15/21	184.69	81264
101-131-730.00	POSTAGE	MANISTEE COUNTY	REIMB MANISTEE CIRCUIT COURT MAY, J	MAY & JUNE '21	07/15/21	576.80	81264
101-131-800.00	CONTRACTED SERV - THINKI	CATHOLIC HUMAN SERVIC	THINKING MATTERS GROUP 6-30-2021	JUNE 30, 2021	07/22/21	184.00	81323
101-131-802.00	TRANSCRIPTS	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	613.80	81349
101-131-810.00	LEGAL FEES	BROWN, NICHOLAS	CRT APTT ATTY NA JUNE '21	JUNE '21	07/15/21	593.75	81240
101-131-810.00	LEGAL FEES	SPILLAN, JOHN	CRT APTT ATTY - NA	JUNE '21	07/15/21	1,300.00	81289
101-131-810.00	LEGAL FEES	MCDONALD, PATRICK	CRT APTT ATTY - NA	JUNE 30, 2021	07/22/21	3,061.30	81353
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	MILEAGE & MEALS JUNE/JULY '21	JULY '21	07/15/21	182.32	81283
101-131-860.00	TRAVEL	HEINS, PATRICIA	MILEAGE REIMB MAY, JUNE & JULY '21	JULY 14, 2021	07/22/21	167.32	81338
101-131-967.00	PROJECT EXPENSES - DRUG	BENZIE COUNTY SHERIFF	DRUG TESTS JUNE 23,26,28 - AK	JUNE 30, 2021	07/15/21	12.00	81235
101-131-967.00	PROJECT EXPENSES - DRUG	BENZIE COUNTY SHERIFF	DRUG TEST JUNE - 12 DATES MM	JUNE 30, 2021	07/15/21	48.00	81235
101-131-967.00	PROJECT EXPENSES - DRUG	BENZIE COUNTY SHERIFF	DRUG TEST 10 - JUNE 2021 NV	JUNE 30, 2021	07/15/21	40.00	81235
101-131-967.00	PROJECT EXPENSES - DRUG	BENZIE COUNTY SHERIFF	DRUG TEST JUNE '21 10 - NB	JUNE 30, 2021	07/15/21	40.00	81235
101-131-967.00	PROJECT EXPENSES - DRUG	BENZIE COUNTY SHERIFF	DRUG TEST JUNE '21 SL 12	JUNE 30, 2021	07/15/21	48.00	81235
101-131-967.00	PROJECT EXPENSES - DRUG	JACKPINE BUSINESS CEN	OFFICE SUPPLIES - DRUG COURT	466639	07/15/21	62.40	81257
			Total For Dept 131 CIRCUIT COURT			22,105.79	
Dept 136 DISTRICT COURT							
101-136-727.00	OFFICE SUPPLIES	OFFICE DEPOT	#181358372001 & #181364374001	DP0443	07/15/21	288.26	81278
101-136-805.10	PROBATE CT APPOINTED AT	KISH DYKSTRA & SCOTT	M RINEER / B LAFFLEUR	30786 & 30830	07/15/21	237.50	81259
101-136-805.10	PROBATE CT APPOINTED AT	NICHOLAS BROWN LAW, P	J SCHRAM	21-0086-CA	07/22/21	70.84	81362
101-136-805.10	PROBATE CT APPOINTED AT	SMITH & JOHNSON	S KRUMM-WILLIAMS	135416	07/22/21	20.00	81371
101-136-860.00	TRAVEL	KENNER, LISA	MANISTEE TRAINING	DP0445	07/15/21	32.20	81258
101-136-956.20	EXAMINATIONS-DEV DISABLE	NORTHERN CLINICAL & D	EVALUATION: EVAN ANDERSON	DP0446	07/15/21	250.00	81276
101-136-963.00	COMPUTER SUPPORT	O'BRIEN, AMANDA	REIMBURSEMENT FOR MICROSOFT ON REC	DP0443	07/15/21	105.99	81277
101-136-963.00	COMPUTER SUPPORT	JUDICIAL MANAGEMENT SY	MODIFY FORMS	DP0460	07/22/21	50.00	81344
			Total For Dept 136 DISTRICT COURT			1,054.79	
Dept 142 JUVENILE DIVISION							
101-142-704.01	SALARY-DIRECTOR OF YOUTH	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	2,247.58	81349
101-142-727.00	OFFICE SUPPLIES	WELLS FARGO FINANCIAL	COPIER LEASE - SHARP JULY '21	5015780217	07/22/21	79.90	81381
101-142-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	6.49	81271
101-142-962.00	JIS RELATED COSTS	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	638.08	81349
			Total For Dept 142 JUVENILE DIVISION			2,972.05	
Dept 172 ADMINISTRATOR							
101-172-727.00	OFFICE SUPPLIES	NETLINK BUSINESS SOLU	ADMIN COPIER STAPLES JULY '21	142736	07/22/21	98.00	81361
101-172-727.00	OFFICE SUPPLIES	PIONEER GROUP	ADMIN ASSIST POSITION - WANT ADS	00894984	07/22/21	80.00	81366
			Total For Dept 172 ADMINISTRATOR			178.00	
Dept 215 COUNTY CLERK							
101-215-970.20	EQUIPMENT - CAPITAL	TEAM FINANCIAL GROUP,	CONTACT PAYMENT FOR COPIER - CLERK	40027957-1	07/15/21	120.97	81295

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Fund 101 GENERAL FUND							
Dept 215 COUNTY CLERK							
Total For Dept 215 COUNTY CLERK							120.97
Dept 253 COUNTY TREASURER							
101-253-727.00	OFFICE SUPPLIES	GOVERNMENTAL PRODUCTS	BINDER AND POST	4642	07/22/21	1,050.12	81336
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	466909-0	07/22/21	7.97	81340
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CEN	OFFICE SUPPLIES	466876-0	07/22/21	46.83	81340
101-253-860.00	TRAVEL	THOMPSON, MICHELLE	MILEAGE	06302021	07/15/21	23.52	81296
101-253-955.00	CONVENTIONS & MEETINGS	VISA=MICHELLE THOMPSON	MGFOA CONFERENCE	06242021	07/15/21	397.00	81302
Total For Dept 253 COUNTY TREASURER							1,525.44
Dept 257 EQUALIZATION DEPARTMENT							
101-257-970.00	EQUIPMENT	DA DESIGNS	SAFETY VESTS FOR FIELD WORK	5377	07/22/21	70.00	81329
Total For Dept 257 EQUALIZATION DEPARTMENT							70.00
Dept 261 MSU EXTENSION							
101-261-703.04	WAGES-PART TIME SECRETAR	MSUE BUSINESS OFFICE	LONGO PAY 5/22/21, 6/5/21, 6/19/21	623	07/22/21	1,385.45	81359
101-261-730.00	POSTAGE	BENZIE COUNTY CLERK	POSTAGE DUE MSUE 7/15/2021	624	07/22/21	0.51	81314
Total For Dept 261 MSU EXTENSION							1,385.96
Dept 265 BUILDING & GROUNDS							
101-265-750.00	MAINTENANCE SUPPLIES	KSS ENTERPRISES	PAPER PRODUCTS	1312494	07/22/21	292.12	81346
101-265-750.00	MAINTENANCE SUPPLIES	NAPA AUTO SUPPLY, INC	OIL	5366-470458	07/22/21	10.26	81360
101-265-800.00	CONTRACTED SERVICES	GOTTSCALK CLEANING S	JUNE '21 CLEANING SVCS	1050	07/15/21	3,200.00	81250
101-265-821.00	GARBAGE DISPOSAL	GFL ENVIRONMENTAL	WASTE MANAGEMENT	50604430	07/15/21	196.65	81248
101-265-850.00	TELEPHONE	CENTURYLINK	TELEPHONE 800# JULY '21	234304754	07/15/21	47.76	81243
101-265-850.00	TELEPHONE	TELNET WORLDWIDE	TELEPHONE JULY '21	225080	07/22/21	575.56	81372
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC GVT CTR JULY '21	10000514248	07/15/21	5,202.28	81246
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	POLE BARN ELECTRIC JULY '21	100005868649	07/22/21	30.02	81328
101-265-935.00	BUILDING REPAIRS	ALLEN SUPPLY	ELECT DOOR CLOSER - DHS	T161849	07/22/21	3,678.75	81306
Total For Dept 265 BUILDING & GROUNDS							13,233.40
Dept 266 LEGAL & CONTRACTED SERVICES							
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	CORPORATE COUNSEL JUNE '21	JUNE 30, 2021	07/22/21	2,500.00	81327
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	LABOR COSTS - ATTY JUNE '21	JUNE 30, 2021	07/22/21	1,833.34	81327
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY,	COPY FEES ATTY JUNE '21	JUNE 30, 2021	07/22/21	133.09	81327
101-266-815.20	ADMINISTRATION FEES - MA	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,166.67	81349
Total For Dept 266 LEGAL & CONTRACTED SERVICES							5,633.10
Dept 267 PROSECUTING ATTORNEY							
101-267-727.00	OFFICE SUPPLIES	VISA=SARA SWANSON	VISA PURCHASES JULY 2021	VISA JULY 2021	07/22/21	148.14	81379
101-267-808.00	WITNESS FEES	JAMES MARKWORD	WITNESS FEES FOR ELLIS HEARING 06-	ELLISWITNESS	07/22/21	234.80	81341
101-267-808.00	WITNESS FEES	VISA=SARA SWANSON	VISA PURCHASES JULY 2021	VISA JULY 2021	07/22/21	315.02	81379
101-267-808.00	WITNESS FEES	VISA=SARA SWANSON	MANOL EXHIBITS	MANOL EXHIBITS	07/22/21	53.27	81380
101-267-901.00	RESOURCE MATERIALS	VISA=SARA SWANSON	MANOL EXHIBITS	MANOL EXHIBITS	07/22/21	88.00	81380
101-267-967.02	PROJECT EXPENSES - DOJ G	VISA=SARA SWANSON	MANOL EXHIBITS	MANOL EXHIBITS	07/22/21	15.89	81380
Total For Dept 267 PROSECUTING ATTORNEY							855.12
Dept 268 REGISTER OF DEEDS							
101-268-800.00	CONTRACTED SERVICES - LA	FIDLAR TECHNOLOGIES I	LAREDO USAGE FEE JUNE 2021	07/21/2021	07/22/21	1,389.67	81332
101-268-955.10	DUES & REGISTRATIONS	MI ASSOC OF REGISTER	REGISTRATION FEE FOR 2021 ANNUAL C	07/15/2021	07/22/21	250.00	81356
Total For Dept 268 REGISTER OF DEEDS							1,639.67
Dept 275 DRAIN COMMISSION							
101-275-935.10	DAM REPAIRS	LAKE ANN HARDWOODS	LUMBER FOR DAM REPAIR	2533	07/15/21	130.00	81262

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Fund 101 GENERAL FUND							
Dept 275 DRAIN COMMISSION							
Total For Dept 275 DRAIN COMMISSION						130.00	
Dept 285 CENTRAL SERVICES							
101-285-930.00	EQUIPMENT REPAIR	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	2,353.43	81271
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	COPIER LEASE - PROSECUTOR	55085	07/15/21	122.00	81294
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	COPIER LEASE - EQUALIZATION '21	55060	07/15/21	279.35	81294
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP,	COPIER LEASE - ADMIN	55007	07/15/21	106.80	81294
101-285-940.20	EQUIPMENT LEASE	APPLIED IMAGING	SUM OF BASE EQUIP BASE CHARGES	1775783	07/22/21	114.40	81308
Total For Dept 285 CENTRAL SERVICES						2,975.98	
Dept 301 SHERIFF							
101-301-727.00	OFFICE SUPPLIES	VISA-SHERIFF DEPT	JOB POSTINGS	07142021 - 7476	07/15/21	200.55	81303
101-301-748.00	GAS, OIL & GREASE	WEX BANK	FUEL - BC SO 06162021 TO 07152021	72876189	07/22/21	493.56	81382
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	15-1 RADIATOR R&R	013915	07/15/21	651.98	81254
101-301-749.00	VEHICLE REPAIRS	HEIGES PERFORMANCE, I	18-1 BRAKES - FRONT ONLY	013937	07/22/21	541.88	81337
101-301-749.00	VEHICLE REPAIRS	PRECISION COLLISION O	15-1 WINDSHIELD R&R	1617 15-1 CHRGR	07/22/21	813.08	81367
101-301-751.00	UNIFORMS	VISA-CHUBERS 1098	SRO EQUIP/UNIFORMS	07142021	07/15/21	(63.35)	81300
101-301-751.00	UNIFORMS	VISA-SHERIFF DEPT	UNIFORM - BOOTS PACKARD	07142021	07/15/21	180.20	81304
101-301-751.00	UNIFORMS	NYE UNIFORM COMPANY	SHERIFF CLASS A UNIFORMS	783628	07/22/21	374.50	81364
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLEANING JUNE 2021	2725	07/15/21	36.00	81285
101-301-970.00	EQUIPMENT	AMAZON CAPITAL SERVIC	TRIGGER LOCKS	1JTK-H1WQ-D376	07/15/21	19.98	81229
101-301-970.00	EQUIPMENT	VISA-SHERIFF DEPT	JOB POSTINGS	07142021 - 7476	07/15/21	(21.28)	81303
101-301-980.00	VEHICLE EQUIPMENT	SUMMITT COMPANIES	ANN FIRE EXTING MAINT 2021	121005435	07/15/21	978.31	81293
Total For Dept 301 SHERIFF						4,205.41	
Dept 333 SECONDARY ROAD PATROL							
101-333-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	1,132.86	81316
101-333-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	19.99	81317
101-333-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	106.35	81317
Total For Dept 333 SECONDARY ROAD PATROL						1,259.20	
Dept 426 EMERGENCY MANAGEMENT							
101-426-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	453.14	81316
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	3.01	81317
101-426-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	15.19	81317
101-426-727.00	OFFICE SUPPLIES	VISA-RHUBERS	EMERGENCY MANAGEMENT VISA CHARGES	0975	07/22/21	367.68	81377
101-426-957.00	MISCELLANEOUS	CHARTER COMMUNICATION	EM CHARTER CABLE SERVICE 7/13/21 T	0010110071321	07/22/21	59.46	81324
101-426-970.00	EQUIPMENT	VISA-RHUBERS	EMERGENCY MANAGEMENT VISA CHARGES	0975	07/22/21	25.92	81377
Total For Dept 426 EMERGENCY MANAGEMENT						924.40	
Dept 648 MEDICAL EXAMINER							
101-648-800.00	CONTRACTED SERVICES	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	2,025.45	81349
101-648-835.00	LAB FEES	NMS LABS	BNZ 21-005 FORENSIC LABS	1147251	07/15/21	444.00	81275
101-648-970.00	EQUIPMENT- MEDICAL EXAMI	HEALTHCARE WASTE MANA	SCHEDULED MEDICAL WASTE SVC - 6/7/	MI-3820	07/15/21	840.00	81253
Total For Dept 648 MEDICAL EXAMINER						3,309.45	
Dept 852 MEDICAL INSURANCE							
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	31,795.54	81316
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	536.95	81317
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	2,807.55	81317
101-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	BCBS PPO AUGUST '21	7016437	07/22/21	2,996.57	81317
101-852-717.01	MEDICAL INSURANCE TO MAN	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	1,401.93	81349
101-852-717.02	HRA REIMBURSEMENT	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J	JUNE 2021	07/22/21	788.82	81349
101-852-874.00	MEDICAL INSURANCE - RET	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	36.12	81317

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Fund 101 GENERAL FUND							
Dept 852 MEDICAL INSURANCE							
101-852-874.00	MEDICAL INSURANCE - RET	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	121.52	81317
101-852-874.00	MEDICAL INSURANCE - RET	BLUE CROSS BLUE SHIEL	L LAUTENBACH COBRA-RETIREE AUGUST	70164337	07/22/21	404.94	81317
			Total For Dept 852 MEDICAL INSURANCE			40,889.94	
			Total For Fund 101 GENERAL FUND			105,267.57	
Fund 205 TNT OFFICER MILLAGE FUND							
Dept 000							
205-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	377.62	81316
205-000-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	6.02	81317
205-000-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	30.38	81317
205-000-748.00	GAS, OIL & GREASE	WEX BANK	FUEL - BCSS 06162021 TO 07152021	72876189	07/22/21	152.38	81382
			Total For Dept 000			566.40	
			Total For Fund 205 TNT OFFICER MILLAGE FUND			566.40	
Fund 209 SCHOOL RESOURCE OFFICER							
Dept 000							
209-000-725.00	FRINGE BENEFITS	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	377.62	81316
209-000-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	6.02	81317
209-000-725.00	FRINGE BENEFITS	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	30.38	81317
209-000-751.00	UNIFORMS	VISA=CHUBERS 1098	SRO EQUIP/UNIFORMS	07142021	07/15/21	98.95	81300
209-000-957.00	MISCELLANEOUS	VISA=CHUBERS 1098	SRO EQUIP/UNIFORMS	07142021	07/15/21	93.95	81300
209-000-957.00	MISCELLANEOUS	PRO COM INC	CARGO BOX - SRO	39699	07/22/21	1,289.15	81368
			Total For Dept 000			1,896.07	
			Total For Fund 209 SCHOOL RESOURCE OFFICER			1,896.07	
Fund 213 JAIL OPERATIONS FUND							
Dept 265 BUILDING & GROUNDS							
213-265-783.00	EQUIP. SERVICES & SUPPLI	KSS ENTERPRISES	DEEP BLUE, FLITE, LINERS	1306804-1	07/15/21	386.38	81261
213-265-784.00	GARBAGE PICK-UP	GFL ENVIRONMENTAL	ACCOUNT 002126461	0050606107	07/15/21	103.50	81249
213-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER & SEWER JAIL 04/01 TO 07/09/	S094 07092021	07/22/21	4,345.87	81376
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	JULY NAT GAS 061421 TO 07152021	9100 209 2920 4	07/22/21	409.75	81331
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVIC	JAIL REPAIRS	1GL3-QK13-9PCW	07/15/21	65.49	81229
213-265-935.00	JAIL REPAIRS	SUMMITT COMPANIES	ANN FIRE EXTING MAINT 2021	121005435	07/15/21	824.09	81293
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVIC	JAIL REPAIRS	117L-QHX3-LGPU	07/22/21	86.82	81307
213-265-935.00	JAIL REPAIRS	ROTO ROOTER OF NORTHE	DRAIN CLEAN OUT 07162021	18906192	07/22/21	478.00	81369
			Total For Dept 265 BUILDING & GROUNDS			6,699.90	
Dept 351 JAIL - CORRECTIONS							
213-351-727.00	OFFICE SUPPLIES	VISA-SHERIFF DEPT	JOB POSTINGS	07142021 - 7476	07/15/21	131.04	81303
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVIC	UNIFORMS/OFF SUPP	1QM9-HLJ7-R7QC	07/22/21	30.78	81307
213-351-740.00	FOOD SUPPLIES	CANTEN SERVICES	FOOD SUPPLIES 06/27 TO 07/03/2021	108372	07/15/21	1,803.60	81242
213-351-740.00	FOOD SUPPLIES	CANTEN SERVICES	FOOD SUPPLIES 07-04 TO 07-10-2021	108541	07/22/21	1,752.95	81322
213-351-748.00	GAS, OIL & GREASE	WEX BANK	FUEL - BCSS 06162021 TO 07152021	72876189	07/22/21	24.93	81382
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	UNIFORMS/OFF SUPP	1QM9-HLJ7-R7QC	07/22/21	568.96	81307
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	UNIFORMS - JAIL	1QM9-HLJ7-L76W	07/22/21	62.90	81307
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	JAIL UNIFORMS	1WTM-7CYT-GDNC	07/22/21	256.00	81307
213-351-751.00	UNIFORMS	AMAZON CAPITAL SERVIC	JAIL UNIFORMS	1CPY-MDJG-FNEP	07/22/21	426.72	81307
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS	DRY CLEANING JUNE 2021	2725	07/15/21	292.00	81285
213-351-963.00	COMPUTER EQUIPMENT	AMAZON CAPITAL SERVIC	UPS BATTERY BACKUP - JAIL COMPUTER	1WY4-GDKY-CTJV	07/15/21	138.51	81229
			Total For Dept 351 JAIL - CORRECTIONS			5,488.39	

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Fund 213 JAIL OPERATIONS FUND							
Dept 852 MEDICAL INSURANCE							
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	2119000016120	07/22/21	6,419.54	81316
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	113.27	81317
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	593.51	81317
213-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	BCBS PPO AUGUST '21	7016437	07/22/21	971.86	81317
			Total For Dept 852 MEDICAL INSURANCE			8,098.18	
Total For Fund 213 JAIL OPERATIONS FUND							20,286.47
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND							
Dept 265 BUILDING & GROUNDS							
214-265-750.00	MAINTENANCE SUPPLIES	GREEN FOR LIFE	ST 2 TRASH	0050604880	07/15/21	85.00	81252
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 7-8-21	25355	07/22/21	60.00	81357
214-265-850.01	INTERNET SERVICE	CHARTE COMMUNICATION	SPECTRUM FOR ST 3	0016011070121	07/15/21	270.69	81244
214-265-850.01	CELLULAR PHONES	DIRECT TV	ST 2 TV	005211534X21071	07/22/21	164.73	81330
214-265-853.00	WATER & SEWER	VERIZON WIRELESS	CELLPHONES EMERG EMS, 911	9883157696	07/15/21	141.70	81299
214-265-922.00	WATER & SEWER	MCCARDEL WATER CONDIT	ST 3 WATER	7-15-21	07/15/21	128.95	81265
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	FRANKFORT WATER-SEWER	7-27-21	07/22/21	56.86	81325
214-265-924.00	ELECTRIC	CHERRYLAND ELECTRIC	ST 2 ELECTRICITY	7-28-21	07/15/21	192.96	81245
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ST 3 ELECTRICITY	7-29-21	07/15/21	180.49	81246
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ST 3 GARAGE ELECTRICITY	7-29-21.1	07/15/21	60.30	81246
			Total For Dept 265 BUILDING & GROUNDS			1,341.68	
Dept 655 ADVANCED LIFE SUPPORT (ALS)							
214-655-721.00	PER DIEM	FRANKE, JIM	PER DIEM - EMS ADVISORY BRD 7-20-2	JULY 20, 2021	07/22/21	40.00	81333
214-655-721.00	PER DIEM	JOWETT, GAYLORD	PER DIEM EMS ADVISORY BOARD 7/20/2	JULY 20, 2021	07/22/21	40.00	81343
214-655-721.00	PER DIEM	MARKEY, TIM	PER DIEM - EMS ADVISORY BRD 7-20-2	JULY 20, 2021	07/22/21	40.00	81350
214-655-721.00	PER DIEM	MARTHA DAGNEAU-BATES	PER DIEM EMS ADVISORY BRD 7-20-21	JULY 20, 2021	07/22/21	40.00	81351
214-655-721.00	PER DIEM	MEAD, MICHAEL	PER DIEM - EMS ADVISORY BRD 7-20-2	JULY 20, 2021	07/22/21	40.00	81354
214-655-727.00	OFFICE SUPPLIES	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	84.30	81271
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	84120807	07/15/21	2.55	81238
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	84118246	07/15/21	7.29	81238
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	N95 MASKS	84122596	07/22/21	98.40	81318
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	LP15 PULSE OX	84132607	07/22/21	261.99	81319
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	84132606	07/22/21	114.48	81320
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	84132605	07/22/21	18.00	81321
214-655-735.10	MEDICAL SUPPLIES - GAS	PURITY CYLINDER GASSE	PURITY O2 CYLINDER TEST	01237233	07/15/21	25.00	81282
214-655-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL	1462	07/15/21	2,089.69	81234
214-655-749.00	VEHICLE REPAIRS	BENZIE TRANSPORTATION	A22 OXYGEN LEAK	2592	07/15/21	262.92	81237
214-655-751.00	UNIFORMS	BAY SUPPLY & MARKETIN	UNIFORM EMBROIDERY	62064	07/15/21	13.00	81232
214-655-800.01	CONTRACTED SERVICES - BI	MOBILE MEDICAL RESPON	JUNE BILLING	1669-IN	07/22/21	126.00	81358
214-655-860.00	TRAVEL	FRANKE, JIM	MILEAGE - EMS ADVISORY BRD 7-20-21	JULY 20, 2021	07/22/21	5.60	81333
214-655-860.00	TRAVEL	MARTHA DAGNEAU-BATES	MILEAGE - EMS ADVISORY BOARD 7-20-	JULY 20, 2021	07/22/21	19.43	81352
			Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)			3,328.65	
Dept 852 MEDICAL INSURANCE							
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	2119000016120	07/22/21	13,971.90	81316
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	226.22	81317
214-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	1,179.95	81317
			Total For Dept 852 MEDICAL INSURANCE			15,378.07	
Total For Fund 214 EMERGENCY MEDICAL SERVICES (E							20,048.40
Fund 220 MARINE PATROL FUND							

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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 07/15/2021 - 07/22/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 201

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Fund 220 MARINE PATROL FUND							
Dept 000							
220-000-748.00	GAS, OIL & GREASE	CITY OF FRANKFORT	MARINE FUEL	2902	07/22/21	115.21	81326
220-000-930.00	EQUIPMENT REPAIR	NAPA AUTO SUPPLY, INC	MARINE BATTERIES	5366-469610	07/15/21	252.68	81270
			Total For Dept 000			367.89	
			Total For Fund 220 MARINE PATROL FUND			367.89	
Fund 228 SOLID WASTE/RECYCLING FUND							
Dept 000							
228-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD CO	FUEL FOR JUNE 2021	1461	07/22/21	96.36	81315
228-000-821.50	HAZARDOUS WASTE	BATTERY SOLUTIONS	BATTERY RECYCLING	A652815	07/22/21	883.20	81312
228-000-821.50	HAZARDOUS WASTE	BAY AREA RECYCLING FO	ELECTRONICS RECYCLING	21-41238	07/22/21	3,304.00	81313
228-000-900.00	PUBLIC RELATIONS-PRINTG/	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	78.25	81271
228-000-957.00	MISCELLANEOUS	ULINE	COLLECTION SUPPLIES	134891737	07/22/21	993.29	81375
			Total For Dept 000			5,355.10	
Dept 852 MEDICAL INSURANCE							
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	377.62	81316
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	6.02	81317
228-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	30.38	81317
			Total For Dept 852 MEDICAL INSURANCE			414.02	
			Total For Fund 228 SOLID WASTE/RECYCLING FUND			5,769.12	
Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND							
Dept 000							
230-000-957.30	LANDSCAPE/TRAIL MAINTENA	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	(18.23)	81271
			Total For Dept 000			(18.23)	
			Total For Fund 230 BETSIE VALLEY TRAIL MANAGEMENT			(18.23)	
Fund 231 SOIL EROSION (SESSC) FUND							
Dept 723 SOIL EROSION CONTROL							
231-723-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMIT FEES FOR JUNE 2021	2334	07/22/21	3,000.00	81309
			Total For Dept 723 SOIL EROSION CONTROL			3,000.00	
			Total For Fund 231 SOIL EROSION (SESSC) FUND			3,000.00	
Fund 241 LAND BANK AUTHORITY FUND							
Dept 000							
241-000-967.00	PROJECT EXPENSES	BENZIE COUNTY TREASUR	LAND BANK 1250111900	07142021	07/15/21	4,060.04	81236
			Total For Dept 000			4,060.04	
			Total For Fund 241 LAND BANK AUTHORITY FUND			4,060.04	
Fund 247 ANIMAL CONTROL FUND							
Dept 430 ANIMAL CONTROL							
247-430-727.00	OFFICE SUPPLIES	VISA=KYLE MAURER	CAT MEDS/ADOBE MONTHLY PAYMENT/STA	4-10-2021	07/15/21	100.31	81301
247-430-835.20	VET & DRUG FEES	VISA=KYLE MAURER	CAT MEDS/ADOBE MONTHLY PAYMENT/STA	4-10-2021	07/15/21	84.94	81301
247-430-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	38.67	81271
247-430-961.00	TRAINING & SCHOOLS	VISA=KYLE MAURER	CAT MEDS/ADOBE MONTHLY PAYMENT/STA	4-10-2021	07/15/21	358.00	81301
			Total For Dept 430 ANIMAL CONTROL			581.92	
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	1,510.48	81316

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Fund 247 ANIMAL CONTROL FUND							
Dept 852 MEDICAL INSURANCE							
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	26.01	81317
247-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	136.73	81317
			Total For Dept 852 MEDICAL INSURANCE			1,673.22	
			Total For Fund 247 ANIMAL CONTROL FUND			2,255.14	
Fund 249 BUILDING DEPARTMENT FUND							
Dept 371 BUILDING INSPECTOR							
249-371-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMIT FEES FOR JUNE 2021	2334	07/22/21	14,958.00	81309
249-371-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21	142695	07/15/21	(17.03)	81271
			Total For Dept 371 BUILDING INSPECTOR			14,940.97	
Dept 372 PLUMBING INSPECTOR							
249-372-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMIT FEES FOR JUNE 2021	2334	07/22/21	3,705.00	81309
			Total For Dept 372 PLUMBING INSPECTOR			3,705.00	
Dept 373 MECHANICAL INSPECTOR							
249-373-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMIT FEES FOR JUNE 2021	2334	07/22/21	6,425.00	81309
			Total For Dept 373 MECHANICAL INSPECTOR			6,425.00	
Dept 375 ELECTRICAL INSPECTOR							
249-375-800.00	CONTRACTED SERVICES	ASSOCIATED GOVERNMENT	PERMIT FEES FOR JUNE 2021	2334	07/22/21	6,824.00	81309
			Total For Dept 375 ELECTRICAL INSPECTOR			6,824.00	
			Total For Fund 249 BUILDING DEPARTMENT FUND			31,894.97	
Fund 259 INDIGENT DEFENSE COUNSEL							
Dept 000							
259-000-720.00	COUNTY SHARE TO MANISTEE	MANISTEE COUNTY	MIDC QUARTERLY PAYMENT 3RD QTR	3RD QTR PMT	07/22/21	22,961.75	81348
			Total For Dept 000			22,961.75	
			Total For Fund 259 INDIGENT DEFENSE COUNSEL			22,961.75	
Fund 260 CPL CLERK TECHNOLOGY FUND							
Dept 000							
260-000-970.00	EQUIPMENT	IDENTISYS	ON SITE SERVICE CONTRACT - CPL PRI	P118259	07/15/21	820.00	81256
			Total For Dept 000			820.00	
			Total For Fund 260 CPL CLERK TECHNOLOGY FUND			820.00	
Fund 261 911 EMERGENCY SERVICE FUND							
Dept 325 DISPATCH/COMMUNICATION							
261-325-727.00	OFFICE SUPPLIES	VISA=RHUBERS	CENTRAL DISPATCH VISA CHARGES 7-16	0975	07/22/21	9.70	81378
261-325-830.00	911 MAINTENANCE CONTRACT	ID NETWORKS, INC.	ANNUAL SERVICE MAINTENANCE 2017 MO	277969	07/22/21	524.00	81339
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELLPHONES EMERG EMS, 911	9883157696	07/15/21	98.15	81299
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	MDT'S ACCESS JULY '21	9883074909	07/15/21	1,585.92	81299
261-325-853.00	CELLULAR PHONES	VERIZON WIRELESS	BACKUP PHONES 911-COM VAN JULY '21	9883082378	07/15/21	62.12	81299
261-325-961.00	TRAINING & SCHOOLS	VISA=RHUBERS	CENTRAL DISPATCH VISA CHARGES 7-16	0975	07/22/21	90.00	81378
			Total For Dept 325 DISPATCH/COMMUNICATION			2,369.89	
Dept 852 MEDICAL INSURANCE							
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CARE NETWORK	HEALTHCARE - BLUE CARE NETWORK	211900016120	07/22/21	6,419.52	81316
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	JULY/AUG '21 BCBS VISION	7016437	07/22/21	104.43	81317
261-852-717.00	MEDICAL/DENTAL/VISION IN	BLUE CROSS BLUE SHIEL	DENTAL FOR AUGUST '21	7016437710	07/22/21	544.90	81317

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Fund 261 911 EMERGENCY SERVICE FUND							
Dept 852 MEDICAL INSURANCE							
			Total For Dept 852 MEDICAL INSURANCE			7,068.85	
			Total For Fund 261 911 EMERGENCY SERVICE FUND			9,438.74	
Fund 269 LAW LIBRARY FUND							
Dept 000	RESOURCE MATERIALS	MANISTEE COUNTY	REIMB MANISTEE CIRCUIT COURT MAY, J MAY & JUNE '21		07/15/21	341.20	81264
269-000-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNE	LAW LIBRARY SUBSCRIPTION 3093321888		07/15/21	572.00	81284
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WES	JULY '21 LIBRARY SUB, TANG PERS PR 844696405		07/15/21	873.01	81297
			Total For Dept 000			1,786.21	
			Total For Fund 269 LAW LIBRARY FUND			1,786.21	
Fund 285 POINT BETSIE LIGHTHOUSE FUND							
Dept 806 2019 MCZM GRANT	CONTRACTED SERVICES	BAIRD	PT BETSIE LIGHTHOUSE - MARCH INVOI 71641		07/22/21	10,200.00	81310
285-806-800.00	CONTRACTED SERVICES	BAIRD	PT BETSIE LIGHTHOUSE JUNE '21 INVO 71726		07/22/21	3,600.00	81311
			Total For Dept 806 2019 MCZM GRANT			13,800.00	
			Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND			13,800.00	
Fund 292 CHILD CARE FUND							
Dept 000	SALARY - CASEWORKER	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J JUNE 2021		07/22/21	4,039.48	81349
292-000-704.02	FRINGE BENEFITS - JUVENI	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J JUNE 2021		07/22/21	736.46	81349
292-000-725.06	FRINGE BENEFITS - CASEWO	MANISTEE COUNTY - ADM	CIRCUIT COURT SHARED CRT COSTS - J JUNE 2021		07/22/21	2,288.98	81349
292-000-840.70	INSTITUTIONAL ROOM & BOA	OTTAWA COUNTY	30 DAYS SUBSTANCE ABUSE TREATMENT 106045		07/22/21	5,850.00	81365
292-000-862.00	MENTORING/TUTORING	KRISTIN PENSYL	TUTORING FOR IHC CLIENTS JULY		07/22/21	525.00	81345
292-000-862.03	SUBSTANCE ABUSE COUNSELI	CATHOLIC HUMAN SERVIC	SUB UBUSE COU8NSELING FOR K.P. & E JULY		07/22/21	180.00	81323
			Total For Dept 000			13,619.92	
			Total For Fund 292 CHILD CARE FUND			13,619.92	
Fund 293 VETERAN'S RELIEF FUND							
Dept 000	PER DIEM	BAILEY, LAWRENCE	PER DIEM FOR VETS 06302021V		07/15/21	40.00	81231
293-000-721.00	PER DIEM	BURCH, TYSON	PER DIEM FOR VETS 06302021		07/15/21	40.00	81241
293-000-721.00	PER DIEM	FENDER, GARY	PER DIEM FOR VETS 06302021V		07/15/21	40.00	81247
293-000-721.00	PER DIEM	KOWALSKI, ED	PER DIEM FOR VETS 293000721.00		07/15/21	40.00	81260
293-000-721.00	PER DIEM	ROELOFS, ROBERT	PER DIEM FOR VETS 06302021V		07/15/21	35.00	81286
293-000-721.00	PER DIEM	SCHAFER, DONALD E.	PER DIEM FOR VETS 06302021V		07/15/21	40.00	81287
293-000-860.00	TRAVEL	BAILEY, LAWRENCE	MILEAGE FOR JUNE 2021 06302021M		07/15/21	2.06	81231
293-000-860.00	TRAVEL	BURCH, TYSON	MILEAGE FOR JUNE 2021 063021M		07/15/21	18.93	81241
293-000-860.00	TRAVEL	FENDER, GARY	MILEAGE FOR JUNE 2021 06302021M		07/15/21	3.36	81247
293-000-860.00	TRAVEL	KOWALSKI, ED	MILEAGE FOR JUNE 2021 06302021M		07/15/21	3.36	81260
293-000-860.00	TRAVEL	ROELOFS, ROBERT	MILEAGE FOR JUNE 2021 06302021M		07/15/21	23.52	81286
293-000-860.00	TRAVEL	SCHAFER, DONALD E.	MILEAGE FOR JUNE 2021 06302021M		07/15/21	2.46	81287
293-000-900.00	PRINTING & PUBLISHING	NETLINK BUSINESS SOLU	QTRLY MAINT & COPIES JULY '21 142695		07/15/21	55.82	81271
			Total For Dept 000			344.51	
			Total For Fund 293 VETERAN'S RELIEF FUND			344.51	
Fund 296 JUVENILE JUSTICE FUND							
Dept 000	CONTRACTUAL SERVICES	LORI WADE	SOCIAL WORK SERVICES CONTRACT FOR JULY 20		07/22/21	1,250.00	81347
296-000-800.00	CONTRACTUAL SERVICES						

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Fund 296 JUVENILE JUSTICE FUND							
Dept 000							
			Total For Dept 000			1,250.00	
			Total For Fund 296 JUVENILE JUSTICE FUND			1,250.00	
Fund 312 MAPLES DEBT/MILLAGE FUND							
Dept 000							
312-000-831.00	BANK FEES	HUNTINGTON NATIONAL B	ADMIN FEE #3584258606	34456	07/15/21	500.00	81255
			Total For Dept 000			500.00	
			Total For Fund 312 MAPLES DEBT/MILLAGE FUND			500.00	
Fund 401 CAPITAL IMPROVEMENT FUND							
Dept 213 JAIL OPERATIONS							
401-213-967.00	PROJECT EXPENSES-JAIL	A&B EQUIPMENT & SONS	A & B EQUIPMENT & SONS, INC	21-0444	07/22/21	6,764.50	81305
			Total For Dept 213 JAIL OPERATIONS			6,764.50	
			Total For Fund 401 CAPITAL IMPROVEMENT FUND			6,764.50	
Fund 532 TAX FORECLOSURE FUND							
Dept 253 COUNTY TREASURER							
532-253-800.00	CONTRACTED SERVICES - RE	BENZIE COUNTY REGISTE	TO RECORD 20 REDEMPTION CERT.	07072021	07/15/21	600.00	81233
532-253-801.00	CONTRACTED SERVICES	TITLE CHECK LLC	PARCEL ADMINISTRATION FEES	2107-04	07/22/21	789.63	81373
532-253-801.00	CONTRACTED SERVICES	TITLE CHECK LLC	TITLE SEARCHES 2019 TAX	21TS-09	07/22/21	4,165.38	81374
			Total For Dept 253 COUNTY TREASURER			5,555.01	
			Total For Fund 532 TAX FORECLOSURE FUND			5,555.01	
Fund 535 CDBG HOUSING GRANT FUND							
Dept 000							
535-000-800.00	CONTRACTED SERVICES	NMCAA	JOB B19-04-FENDER	7/8/2021	07/15/21	2,500.00	81272
535-000-800.00	CONTRACTED SERVICES	NMCAA	JOB B19-01-STERZIK	7/8/2021	07/15/21	1,279.75	81273
535-000-800.00	CONTRACTED SERVICES	NMCAA	JOB B19-02-PIEST	7/8/2021	07/15/21	14,330.00	81274
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	JOB B19-04-FENDER	7/8/2021	07/15/21	450.00	81272
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	JOB B19-01-STERZIK	7/8/2021	07/15/21	230.36	81273
535-000-815.40	ADMINISTRATION FEES (NMH	NMCAA	JOB B19-02-PIEST	7/8/2021	07/15/21	2,574.00	81274
			Total For Dept 000			21,364.11	
			Total For Fund 535 CDBG HOUSING GRANT FUND			21,364.11	
Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	MATTHEW THOMAS SPARKS	21-203-FY	07/15/21	500.00	81225
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT -	BOND TRANSFER: TYLER MARSHALL BISH	21-212-FD	07/15/21	500.00	81226
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	DP0449	07/15/21	1,923.00	81227
701-136-265.00	CASH BONDS PAYABLE	MICHALAK, ALISON JEAN	BOND RETURNED	21-154-SD	07/15/21	42.00	81268
701-136-265.00	CASH BONDS PAYABLE	PELKY, MITCHELL ALLAN	BOND RETURN	21-771286-SM	07/15/21	35.00	81280
701-136-265.00	CASH BONDS PAYABLE	MERRILL, AUSTIN BRIAN	BOND RETURN	20-039-SM	07/22/21	200.00	81355
701-136-271.00	RESTITUTIONS PAYABLE	AUTO-OWNERS INSURANCE	RESTITUTION PYMT FROM STEVEN PELL	18-336-SM	07/15/21	50.00	81230
701-136-271.00	RESTITUTIONS PAYABLE	BROUILLET, CAROLOS &	RESTITUTION PYMT FROM DELMALENA BO	13-049-FY	07/15/21	107.50	81239
701-136-271.00	RESTITUTIONS PAYABLE	GRAND TRAVERSE RADIOL	RESTITUTION PYMT FROM JOSHUA REDMA	20-345-SM	07/15/21	25.00	81251
701-136-271.00	RESTITUTIONS PAYABLE	MUNSON MEDICAL CENTER	RESTITUTION PYMT FROM JOSHUA REDMA	20-345-SM	07/15/21	25.00	81269
701-136-271.00	RESTITUTIONS PAYABLE	SLAUGHTER, SUZANNE	RESTITUTION PYMT FROM ALICIA LOVEL	15-038-ST	07/15/21	12.50	81288
701-136-271.00	RESTITUTIONS PAYABLE	STOLTMAN, THOMAS	RESTITUTION PYMT FROM STEVEN PELL	18-336-SM	07/15/21	50.00	81292
701-136-271.00	RESTITUTIONS PAYABLE	GLEN LAKE ELECTRIC IN	RESTITUTION PYMT FROM SAMUAL W CIK	18-063-SD	07/22/21	200.00	81334

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Fund 701 GENERAL AGENCY FUND							
Dept 136 DISTRICT COURT							
701-136-271.00	RESTITUTIONS PAYABLE	NORTH CAROLINA FARM B	CLAIM #11101054722.0001.A	20-166-SM	07/22/21	300.00	81363
701-136-271.00	RESTITUTIONS PAYABLE	SLAUGHTER, SUZANNE	RESTITUTION PYMT FROM ALICIA LOVEL	15-038-ST	07/22/21	10.00	81370
701-136-275.00	REFUNDS	85TH DISTRICT COURT	MDOC MONEY: ERIC GENE GILLETTE #10	DP0451	07/15/21	633.00	81228
701-136-275.00	REFUNDS	MCDONALD, NICHOLAS	BOND OVERPAYMENT	19-675660-SM	07/15/21	35.00	81266
701-136-275.00	REFUNDS	GONZALEZ, ELIZABETH	REFUND: OVERPAYMENT ON TICKET	21-B229635-SI	07/22/21	15.00	81335
			Total For Dept 136 DISTRICT COURT			4,663.00	
Dept 215 COUNTY CLERK							
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2021	07/15/21	441.02	81290
701-215-228.37	DUE STATE - CRIME VICTIM	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MAY 2021	07/15/21	825.30	81291
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2021	07/15/21	140.00	81290
701-215-228.42	DUE STATE - STATE COURT	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MAY 2021	07/15/21	170.00	81291
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2021	07/15/21	175.00	81290
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MAY 2021	07/15/21	200.00	81291
701-215-228.57	DUE STATE - STATE JURY	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2021	07/15/21	25.00	81290
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2021	07/15/21	833.00	81290
701-215-228.58	DUE STATE - CIVIL FILING	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MAY 2021	07/15/21	1,071.00	81291
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	APRIL 2021	07/15/21	440.97	81290
701-215-228.59	DUE STATE - JUSTICE SYST	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	MAY 2021	07/15/21	469.62	81291
701-215-271.00	RESTITUTIONS PAYABLE	LISA SPADOFORE	RESTITUTION FROM LUCAS BRIGHT	11-2233-FH	07/15/21	10.00	81263
701-215-271.10	FAMILY DIVISION RESTITUT	TIMOTHY DROST	RESTITUTION FROM BRUCE RAMEY	19-3048-DL	07/15/21	100.00	81298
701-215-299.03	CIRCUIT COURT MISCELLANE	MDOC CFA JACKSON BUSI	OVERPAYMENT OF COURT ASSESSMENT JO	20-2699-FH	07/15/21	107.00	81267
701-215-299.03	CIRCUIT COURT MISCELLANE	OLSON, BZDOK & HOWARD	OVERPAYMENT OF MOTION FEE RAYMOND	20-11334-CH	07/15/21	20.00	81279
			Total For Dept 215 COUNTY CLERK			5,027.91	
Dept 253 COUNTY TREASURER							
701-253-274.19	APPEALS/CHARGEBACKS/REFU	BENZIE COUNTY TREASUR	REMOVE RECYC. FOR VA EXEMP.	07122021	07/15/21	25.25	81236
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	JEAN NOAH	OVERPAID ON DOG LICENSE	07202021	07/22/21	15.00	81342
			Total For Dept 253 COUNTY TREASURER			40.25	
			Total For Fund 701 GENERAL AGENCY FUND			9,731.16	

BUDGET AMENDMENT REQUEST

AJ-AM

This form is used when the below changes WILL increase or decrease the bottom line total of your budget.

This requires approval from the Board of Commissioners. Please fill out this form and present it to the County Administrator, with appropriate documentation supporting the amendment request.

DATE: 7/21/2021

Request to Amend the 2020/21 Budget for the following:

Account to be Increased:

Line Number	Account Name	Amount
285 806 585.00	Local Match	18,150.00

Total \$ 18,150.00

Account to be Increased:

Line Number	Account Name	Amount
2585 806 800.00	contracted services	18,150.00

Total \$ 18,150.00

SIGNED: _____

M. Thompson

pass through expenses for road end project

RECEIVED

JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Elected Officials And Department Heads

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING**

JULY 21, 2021

4:30 P.M.

Zoom Virtual Meeting

Agenda

Douglas Durand is inviting you to a scheduled Zoom meeting.

Topic: Benzie Senior Resources Board of Directors Meeting

Time: Jul 21, 2021 04:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/98864171000?pwd=SOU2bWk1UXZGUmxKWjRUY0lzbmZCUT09>

Meeting ID: 988 6417 1000

Passcode: 932701

Dial by your location

1 929 205 6099 US (New York)

Meeting ID: 988 6417 1000

Passcode: 932701

Call to Order

Prayer of Invocation

Pledge of Allegiance

Roll Call

Approval of the July 21, 2021 Agenda

Approval of Minutes from the previous meeting – June 16, 2021

Public Input – **In Person and By Telephone or Zoom Meeting** (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)

Information Items

- A. Executive Committee Report
- B. Fund Development Report
- C. Program & Personnel Report
- D. Directors Report – June 2021/July 2021
- E. Program/Services Report – June 2021
- F. Board of Commissioners Update

RECEIVED

JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Action Items

- 1. Finance Committee Report on the June 2021 and Year-to-Date Quarterly Financials and Approval of the June 2021 and Quarterly Financials
- 2. Approve the purchase of a 2021 Ram Promaster City Cargo/Delivery Van from Watson Benzie

New Business

- 1. WAT Sign Up List for Help on Saturday, 8/7
- 2. Board Members to make follow up calls to area businesses regarding sponsoring the WAT (Refer to list)
- 3. Returning to In-Person Meetings & Committees

Old Business

Board Round Table Discussion/Evaluation of Meeting

Adjournment – Board Approval

Benzie Senior Resources Mission Statement – To provide exceptional services, resources and trusted care to support Benzie seniors.

NEXT MEETING – August 18, 2021 @ 4:30 pm Location: TGP Senior Center, 10579 Main Street, Honor and via Zoom

Benzie Senior Resources
Board of Directors Meeting
June 16, 2021 Meeting Minutes
Zoom Virtual Meeting

Call to Order: Chair Nancy Mullen Call called the meeting to order at 4:34 p.m.

Prayer of Invocation: None

Pledge of Allegiance: Said by all while on mute.

Roll Call:

Present: Nancy Mullen Call; Pam Howe-Perry; Leo Hughes; Linda Ringleka; Deb Rogers; Rosemary Russell; Ingrid Turner; Paul Turner; Excused: Ron Dykstra;

Also Present: Doug Durand, Sabra Boyle, Dawn Bousamra and Tim Markey, Benzie County Commissioner

Approval of the 6/16/2021 Agenda: Doug Durand requested the addition of one action item to the agenda regarding a bad debt write off. Motion by Ingrid Turner to accept the Agenda as modified and presented. Seconded by Paul Turner.

Roll Call – Mullen Call-Yes; Howe-Perry-Yes; Hughes Yes; Ringleka-Yes; Rogers-Yes; Russell-Yes; I. Turner-Yes; P. Turner-Yes. Motion approved.

Approval of the 5/19/2021 Meeting Minutes – Motion by Deb Rogers to accept the minutes as presented. Seconded by Linda Ringleka.

Roll Call – Mullen Call-Yes; Howe-Perry-Yes; Hughes Yes; Ringleka-Yes; Rogers-Yes; Russell-Yes; I. Turner-Yes; P. Turner-Yes. Motion approved.

Public Input: None

Information Items

A. Executive Committee Report

Nancy Mullen-Call summarized the items discussed during the June 9th Executive Committee Meeting. Doug Durand will cover some of the items during his Directors Report. BSR continues to experience hiring issues, reopening TGP and Administrative office on July 6th, 2021, Foot Care clinic will be conducted by Comfort Keepers beginning June 23. All items for the Walk-a-thon have been sent to the printer. First half of CARES Act monies have been received. Briefly mentioned discussion regarding Crystal Lake Elementary School as a potential future site for BSR. Brief discussion on the upcoming BSR Board meeting agenda items.

B. Fund Development Report

June meeting was cancelled. However, Doug Durand/Dawn Bousamra provided the following update: Walk-a-thon materials for printing are at Bayside Printing, we are waiting for the walker cards and but are otherwise on track. Dawn Bousamra stated that WAT signs will be available for distribution after July 4th. She also is looking for volunteers for the 3 WAT milestone stations, WAT being held on Aug 7th, 2021. Nancy Mullen Call suggested Dawn Bousamra put out a note to the board members looking for

volunteers. Paul asked about WAT sign location distribution and Dawn advised that if you do not see one in a prominent area, get permission from the property owner and put one up.

C. Program & Personnel Report

Paul Turner advised the meeting was cancelled for June

D. Directors Report – May 2021/June 2021

Doug Durand reported that fresh produce bags have been utilized for the last two weeks and the supply chain has had minor hiccups with shortage of some items. Doug continues to substitute with available produce. Senior Project Fresh had a misunderstanding on the need for booklets 150, looking to get another 100 booklets. There has been a small increase in dining voucher requests as folks get more comfortable dining out and more restaurants open. The new furnace (with A/C) has been installed and is fully operational. The Foot Care clinic starts next week. The first four Wednesdays are already booked. Comfort Keepers will be handling the first two weeks. Staffing continues to be a challenge. Doug is utilizing Indeed.com and has received numerous applications. Those applicants have been requested to download a BSR application and submit it as soon as possible. Ads continue running in the Record Patriot with little response. Several Senior Centers in the surrounding counties are closing due to lack of staffing.

E. Program/Services Report – May 2021

Doug Durand advised that BSR Staff is busy keeping up offerings. Lawn care program has record interest. Home cleaning and health care have up to 20 clients on the wait lists. Nancy Mullen Call asked what their reaction is when they are put on a wait list. Doug advised that they are not mad, just frustrated as they understand staffing shortages. Doug has been able to rebalance some services to help with coverage to assist as many clients as possible. Doug advised the State is increasing the background check process, but BSR already had a more robust process. President Biden released his budget that includes some increases for the aging population, but it would still need to be passed by the legislature. Ads for volunteers have generated interest for at least 3 additional individuals. Nancy asked that with congregate meals restarting will it change the demand for Home Delivered Meals? Doug advised that he is waiting for State guidance before taking specific actions since for example 35-40 HDM clients would not qualify under the old (pre COVID) rules. Doug reminded Board Members that there are many options available for non-qualified clients to get meals by means other than Home Delivered Meals.

F. Board of Commissioners Update

Tim Markey provided that following update: Last Friday they interviewed 4 people for the county administrator position opening and narrowed the candidates to 2 (Joel Johnson and Katelyn Zeits). They both come back on June 25th for further interviews, though the county is still accepting applications. Identifying a replacement county administrator has been a primary focus in an effort to have the new administrator in place prior to the current administrator leaving. The county has been working on and completed their strategic plan that will now need to go to the full board of commissioners for approval.

Action Items

1. Finance Committee Report on the May 2021 Financials and Approval of the May 2021 Financials
Deb Rogers stated Finance Committee met and went through the financials for May 2021 with Doug. Deb advised that while both revenue and expenses are down through the first two thirds of the year (primarily COVID related) there are no real concerns at this time.
Motion to approve financials as presented made by Paul Turner and supported by Rosemary Russell.
Roll Call – Mullen Call-Yes; Howe-Perry-Yes; Hughes Yes; Ringleka-Yes; Rogers-Yes; Russell-Yes; I. Turner-Yes; P. Turner-Yes. Motion approved.
2. Request approval of bad debt write-off of \$118.50. Doug Durand briefly explained that a new client was brought on in November of 2020 based on their financial qualifications. \$118.50 was billed prior to her

official approval for the waiver program and the family has not been responsive to pay the bill after several requests. Motion to approve this \$118.50 bad debt write-off was made by Deb Rogers and supported by Linda Ringleka.

Roll Call – Mullen Call-Yes; Howe-Perry-Yes; Hughes Yes; Ringleka-Yes; Rogers-Yes; Russell-Yes; I. Turner-Yes; P. Turner-Yes. Motion approved.

New Business

1. Re-opening plans for The Gathering Place Senior Center and Administrative Office – July 6th
The reopening has been announced on Facebook and it will be announced in the Record Patriot as well. There will be one morning activity, lunch, and then one afternoon activity with time allowed for proper disinfecting between each activity.
2. Returning to In-Person Meetings
July 21st is the next BOD meeting and Doug suggested we all consider meeting in person. All were supportive of the idea and anyone unable to participate in person will be able to participate via Zoom. Committee meetings can continue as Zoom meetings at this time and Doug will leave it up to each of the committees to decide how they want to meet.
3. Additional CARES Act Nutritional Funds \$90,406
BSR was awarded \$90,406 and received the first half in June. The balance will come in July and will have to be used by Sept 30th of this year. The plan is to use the money for many of the upgrades required to support the new dining set up as well as some needed kitchen equipment.
4. Introducing Senior Space-A Member & Center Management Solution
This software solution allows extremely efficient tracking of substitution meals management, meals management overall, and activity tracking utilizing a key fob type system to scan each activity. The system will be managed by the senior center staff and this new tool qualifies for CARES Act funding.

Old Business – None

Board Round Table Discussion/Evaluation of Meeting – None

Meeting Adjournment

There being no further business to discuss, a motion to adjourn was made by Ingrid Turner, supported by Deb Rogers.

Roll Call – Mullen Call-Yes; Howe-Perry-Yes; Hughes Yes; Ringleka-Yes; Rogers-Yes; Russell-Yes; I. Turner-Yes; P. Turner-Yes. Motion carried and meeting adjourned at 5:41 p.m.

Respectfully submitted:

Leo Hughes,

Secretary, Benzie Senior Resources Board.

NEXT MEETING: July 21, 2021 at 4:30 p.m. at The Gathering Place and by Zoom Virtual Meeting as necessary

Benzie Senior Resources
Executive Directors Report
June 2021 – July 2021

- Senior Companion Program will be actively recruiting in Benzie County for volunteers to provide weekly 4-hour visits to clients that have been referred from BSR to the Senior Companion Program.
- Estate Planning Program will now be taking appointments for face-to-face visits starting in July.
- CPR refresher training course for BSR staff is scheduled for July 28th at Paul Oliver.
- We have received our second allocation of Senior Project Fresh Coupons and to date, we have given out 170 \$20 coupon booklets.
- We are down to less than 30 days before the Walk-a-Thon and all walker packets, sponsorship letters and paper shoe campaign have been sent out. Staff, Board Members and volunteers are putting up the yard signs throughout the County.
- The 2022 Fiscal Year Budget is being worked on and a presentation was given to the Benzie County Board of Commissioners on July 7th.
- With the additional CARES Act Funding for the Nutrition Programs, Dave and I have worked on upgrading some kitchen appliances and other kitchen needs related to the nutritional program.

Volunteer Report

One new volunteer has been approved and has started orientation.

Legislative News

Federal – The House Appropriations Committee passed the Labor, Health and Human Services, and Education (Labor-HHS-Ed) spending bill and corresponding committee report for Fiscal Year (FY) 2022 on 7/15/2021. After hours of debate and numerous amendments, this appropriations bill was approved by a vote of 33-25 and includes a 46% – or \$436 million – increase in funding for the Older Americans Act Nutrition Program, for a total of nearly \$1.4 billion in FY 2022. This proposed appropriations increase is the largest in years and is one to be celebrated as an acknowledgment of the impact your programs make in the lives of older adults every day! The Labor-HHS-Ed funding bill is now set to move to the full House floor for consideration, expected later this month.

State – Still in the discussion stage for the FY 2022 Budget.

Program Report for June 2021

Nutritional Programs

In June 2021 we distributed 212 produce bags that includes 30+ vegetables, fruit and dairy products in each bag.

Home Delivered Meals

Home Delivered Meals – **7,079** meals were provided to 238 clients in June 2021. **This was a record month for the HDM Program in the number of meals delivered.**

Curbside Meals

The Gathering Place Senior Center is closed. However, we are offering curbside pickup of meals and 731 meals were served in June 2021. **This is an increase of 10% over May 2021.**

Other Programs/Services

Dining Out Program – 8 individuals purchased 26 dining out vouchers during June 2021.

Homemaker Program – 394 service units were provided to 108 clients in June 2021. **This is an increase of 23% over June 2020 even with a waiting list 18 waiting for services.**

Guardian Medical Monitoring – Thirty-six clients receive this service at no cost to them. Nineteen clients have requested to add the new fall detection pendent at no cost to the clients. Currently we have no one on the waiting list.

Benzie Bus Rides and Package Deliveries – In June 2021, we purchased 1,191 senior rides.

Information & Assistance - The agency handled 1,317 calls in June 2021 regarding Information and Assistance for services and questions related to older adults. **Year to date we are up 14.6% over the 2020.**

Senior Companion Program – The Senior Companion Program has recently started to resume their services and will be out in Benzie County recruiting for older adults to join the program.

Dental Program – One individual received dental services in June 2021. Additionally, 3 new vouchers were provide for future appointments.

Estate Planning – There were no services provided in June 2021.

Medicare/MMAP's – Nine clients received services in June 2021.

Foot Care – 5 clients received in-home foot care and 12 clients were welcomed back to the foot care clinic at the administration office in June 2021.

Emergency Senior Essential Needs Fund – Three individuals received financial assistance for care repairs, exterior house painting and we partnered with other agencies to assist with mold removal in June 2021.

The Gathering Place Senior Center – The center was closed to activities in June 2021. Re-opening on July 6th.

In-Home Services for June 2021 – We are now back to pre-COVID numbers for in-home service number of clients, but service hours are lower as we try and see has many clients as possible and there has been some adjustments to the number of hours per client during the week.

Number of Home Health Care Clients

Month	Medicaid Waiver Care Management PaceNorth	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Total Clients
October 2020	20	52	1	73
November 2020	21	52	1	74
December 2020	21	57	2	80
January 2021	21	62	2	85
February 2021	20	67	2	89
March 2021	24	69	2	95
April 2021	23	68	2	94
May 2021	22	67	1	90
June 2021	22	66	2	90
July 2021				
August 2021				
September 2021				

Client Total Hours

Month	Medicaid Waiver and Care Management	Sliding Scale Fee	Private Pay & Long-Term Care Insurance	Assessments	Total Hours
October 2020	386.25	501.5	3	23	913.75
November 2020	359	441.5	3.25	22	825.75
December 2020	393	480.5	3	9	885.5
January 2021	373.25	435.5	3.5	20	832.25
February 2021	337	459	16	22	834
March 2021	404	537.25	24	12	977.25
April 2021	432.25	491.5	34.25	9	967
May 2021	365.25	480.25	21.5	23	890
June 2021	365.5	494	24.5	29	913
July 2021					
August 2021					
September 2021					
TOTALS	3444.75	4321	133	169	8067.75

Client Total Visits

	RN Assessments	RN Med Management	Personal Care	Respite	Homemaking	Foot Care-in home	Totals
October 2020	23	51	411	50	23	3	561
November 2020	22	36	339	39	22	10	468
December 2020	9	62	373	49	22	9	524
January 2021	20	52	316	45	28	13	474
February 2021	22	60	302	63	12	5	464
March 2021	12	52	384	89	15	16	568
April 2021	9	49	368	91	13	16	546
May 2021	23	45	333	88	8	7	504
June 2021	29	48	339	88	7	5	516
July 2021							
August 2021							
September 2021							
Totals	169	407	3165	602	150	84	4625

May 2021

Service/Program	Amount saved to clients from the Senior Millage, Grants, Fundraising and Donations to supplement their costs
In-Home Services (Respite, Personal Care, Medication Management & In-Home Footcare)	\$7,367
Snow Removal – Purchase of vouchers	\$0
Homemaker Program – Purchase of vouchers	\$7,407
Lawn Chore/Spring Clean-up	\$5,212
Footcare Clinic	\$415
Home Delivered Meals	\$31,855
Congregate Meals	\$8,630
Benzie Bus Senior Rides and Package Deliveries	\$1,612
Senior Dental Program	\$146
Essential Needs Fund	\$1,242
Dining Out	\$88
Grand Total	\$63,974

BENZIE SENIOR RESOURCES
Statement of Financial Position
As of June 30, 2021

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · STATE SAVINGS BANK CHECKING	240,438.75
003 · STATE SAVINGS BANK HRA	1,456.70
011 · AMERICAN DEPOSIT MANAGEMENT	600,000.00
Total Checking/Savings	<u>841,895.45</u>
Accounts Receivable	
1200 · Accounts Receivable	12,998.90
Total Accounts Receivable	<u>12,998.90</u>
Other Current Assets	
109 · INVENTORY	8,887.96
Total Other Current Assets	<u>8,887.96</u>
Total Current Assets	<u>863,782.31</u>
Fixed Assets	
150 · BUILDING	480,375.70
151 · VEHICLES	169,052.00
152 · EQUIPMENT	138,492.17
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(413,108.65)
Total Fixed Assets	<u>376,611.22</u>
TOTAL ASSETS	<u><u>1,240,393.53</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	19,287.23
Total Accounts Payable	<u>19,287.23</u>
Other Current Liabilities	
2100 · Payroll Liabilities	3,563.78
Total Other Current Liabilities	<u>3,563.78</u>
Total Current Liabilities	<u>22,851.01</u>
Long Term Liabilities	
250 · MORTGAGE PAYABLE	112,100.95
253 · LEASE PAYABLE	7,892.73
260 · NET PENSION LIABILITY	454,923.00
Total Long Term Liabilities	<u>574,916.68</u>
Total Liabilities	<u>597,767.69</u>
Equity	
3900 · FUND BALANCE	403,044.94
Net Income	239,580.90
Total Equity	<u>642,625.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,240,393.53</u></u>

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
June 2021

	June 2021	Budget	\$ Change
ORDINARY INCOME/EXPENSE			
INCOME			
519.03 · TITLE III C2 INCOME	8,528.56	8,528.00	0.56
519.04 · FEDERAL USDA	17,079.84	0.00	17,079.84
519.05 MIPPA (MMAP)	300.00	250.00	50.00
519.07 CARES ACT FUNDING	45,203.00	0.00	45,203.00
540 · GRANTS	25,000.00	9,166.00	15,834.00
561 - HDM WAIVER	853.50	750.00	103.50
642 · CHARGES FOR SERVICES/CONT	585.66	1,500.00	(914.34)
642.01 · FEE FOR SERVICE/CHORE	1,908.00	1,800.00	108.00
642.02 · FEE FOR SERVICE/HOMEMAKER	2,755.00	2,600.00	155.00
642.03 - FEE FOR SERV/SNOW REMOVAL	(554.00)	0.00	(554.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	5,978.25	5,835.00	143.25
642.05 - FEE FOR PRIVATE PAY & INS	537.50	300.00	237.50
670 - CLIENT INCOME	6,543.51	11,500.00	(4,956.49)
673 · NEWSLETTER SUB	30.00	25.00	5.00
675 · DONATIONS	14,742.90	10,000.00	4,742.90
676 · MILLAGE	96,453.33	96,454.00	(0.67)
680 · VOLUNTEER WAGES (IN-KIND).	7,378.80	6,600.00	778.80
677 - FUNDRAISING	0.00	5,000.00	(5,000.00)
681 - IN-KIND (non-volunteer)	0.00	375.00	(375.00)
690 - TRIP INCOME	0.00	250.00	(250.00)
PACE North	484.00	625.00	(141.00)
SPONSORSHIP INCOME	0.00	500.00	(500.00)
Other	0.00	125.00	(125.00)
TOTAL INCOME	233,807.85	162,183.00	71,624.85
GROSS PROFIT	233,807.85	162,183.00	71,624.85
EXPENSE			
700 - ACCOUNTING FEES	325.00	325.00	0.00
705 · SALARY AND WAGES	66,440.30	68,116.00	(1,675.70)
708 · PAYROLL TAX EXPENSE	5,119.44	6,385.00	(1,265.56)
709 · EDUCATION/TRAINING	75.00	565.00	(490.00)
710 · EVENTS	310.20	200.00	110.20
711 · TGPSC ACTIVITIES	0.00	200.00	(200.00)
715 · CLOTHING ALLOWANCE	253.08	0.00	253.08
717 · DUES/SUBSCRIPTIONS	43.01	175.00	(131.99)
720 - BAD DEBT	118.50	0.00	118.50
721 · COMPUTER EXPENSES	3,227.89	2,044.00	1,183.89
725 · FRINGE BENEFITS	14,062.62	12,070.00	1,992.62
726 - FUNDRAISING/MARKETING EXP	419.99	150.00	269.99
727 · SUPPLIES	3,448.92	2,586.00	862.92
727.2 · OFFICE EXP	1,933.27	1,064.00	869.27
727.3 - POSTAGE	71.32	750.00	(678.68)
727.4 - ADVERTISING	374.25	420.00	(45.75)

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
June 2021

	June 2021	Budget	\$ Change
740 · FOOD	21,086.09	16,500.00	4,586.09
819 · CONTRACTUAL	17,902.00	18,910.00	(1,008.00)
820 · VOLUNTEER WAGES (IN-KIND)	7,378.80	6,600.00	778.80
825 · VOLUNTEER EXPENSES	0.00	720.00	(720.00)
850 · TELEPHONE	283.01	326.00	(42.99)
861 · TRAVEL/MILEAGE/GAS	2,240.50	3,335.00	(1,094.50)
900 · INTEREST EXPENSE	290.83	280.00	10.83
910 · INSURANCE	3,967.00	3,450.00	517.00
915 · PROJECTS	1,242.20	800.00	442.20
920 · UTILITIES	1,678.22	1,835.00	(156.78)
940 · DEPRECIATION EXPENSE	2,594.05	3,300.00	(705.95)
980 · EQUIPMENT/REPAIRS	6,904.74	1,625.00	5,279.74
980.1 - OUTDOOR MAINTENANCE	248.88	290.00	(41.12)
981 · HDM VEHICLE MAINT/GAS	654.96	1,250.00	(595.04)
980.2 - INDOOR MAINTENANCE	49.30	170.00	(120.70)
TOTAL EXPENSE	162,743.37	154,441.00	8,302.37
NET ORDINARY INCOME	71,064.48	7,742.00	63,322.48
OTHER INCOME/EXPENSES			
OTHER INCOME			
990 · INTEREST/DIVIDEND INCOME	88.24	70.00	18.24
999 - OTHER INCOME	1,905.79	0.00	1,905.79
TOTAL OTHER INCOME	1,994.03	70.00	1,924.03
OTHER EXPENSE			
999.1 · OTHER EXPENSE	0.00	83.00	(83.00)
99999 - LEGAL EXPENSE	0.00	125.00	(125.00)
TOTAL OTHER EXPENSE	0.00	208.00	(208.00)
NET OTHER INCOME	1,994.03	(138.00)	2,132.03
NET INCOME	73,058.51	7,604.00	65,454.51

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
Oct 2020 - June 2021

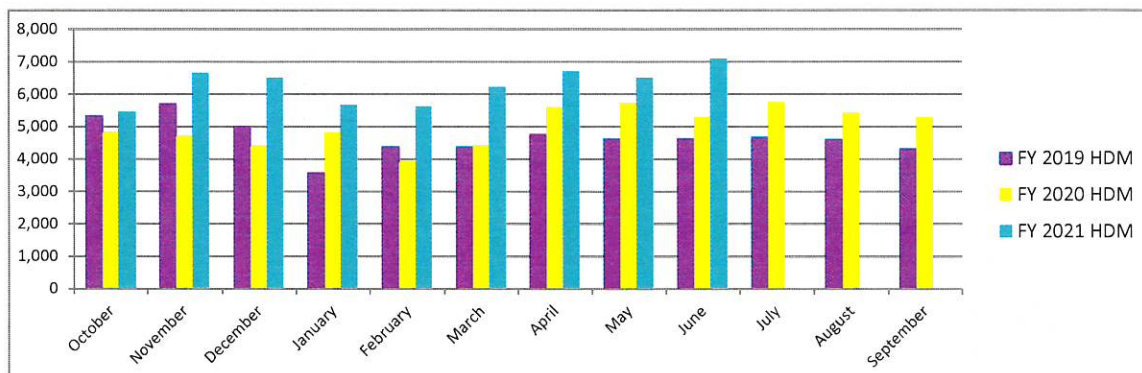
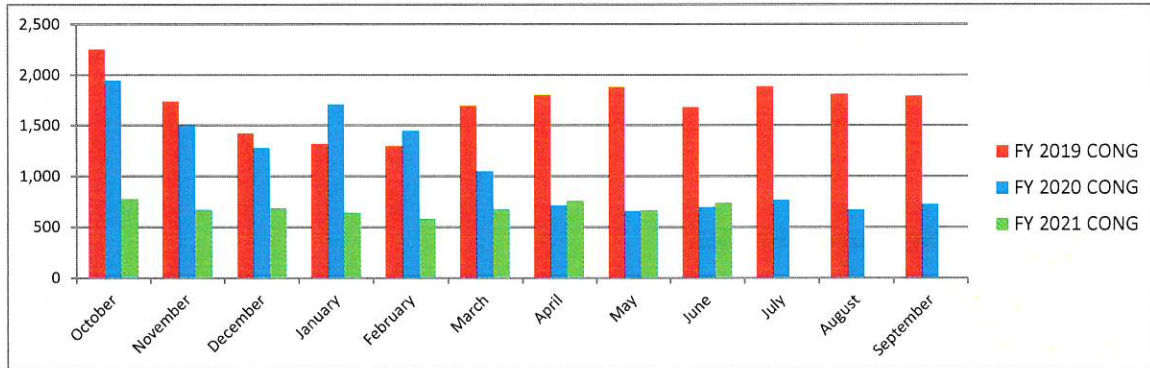
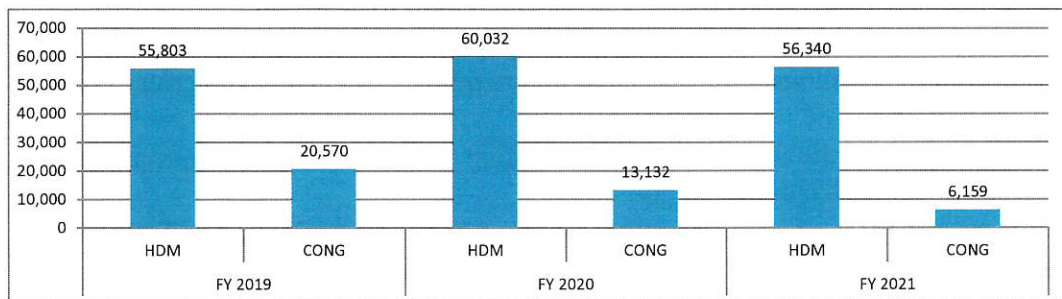
	<u>Oct-June 2021</u>	<u>Budget</u>	<u>\$ Change</u>	Percent Received or Expended
ORDINARY INCOME/EXPENSE				
INCOME				
519.03 - TITLE III C2 INCOME	76,756.53	76,756.00	0.53	75.0%
519.04 - FEDERAL USDA	34,365.56	35,098.00	(732.44)	61.0%
519.05 MIPPA (MMAF)	3,250.00	2,250.00	1,000.00	144.0%
519.07 CARES ACT FUNDING	62,514.85	0.00	62,514.85	
519.06 WAIVER-SNOW REMOVAL	1,080.00	0.00	1,080.00	
540 - GRANTS	72,000.00	82,498.00	(10,498.00)	65.5%
561 - HDM WAIVER	7,656.50	6,750.00	906.50	85.0%
642 - CHARGES FOR SERVICES/CONT	1,623.13	4,410.00	(2,786.87)	16.5%
642.01 - FEE FOR SERVICE/CHORE	12,718.00	9,100.00	3,618.00	115.0%
642.02 - FEE FOR SERVICE/HOMEMAKER	21,634.00	23,400.00	(1,766.00)	69.3%
642.03 - FEE FOR SERV/SNOW REMOVAL	10,009.00	18,850.00	(8,841.00)	53.0%
642.1 - FEE FOR SLIDING SCALE CLIENTS	44,690.75	52,490.00	(7,799.25)	63.8%
642.05 - FEE FOR PRIVATE PAY & INS	2,735.00	1,100.00	1,635.00	139.0%
670 - CLIENT INCOME	63,766.87	103,500.00	(39,733.13)	46.2%
673 - NEWSLETTER SUB	260.00	225.00	35.00	86.7%
675 - DONATIONS	130,018.15	90,000.00	40,018.15	108.3%
676 - MILLAGE	868,079.97	868,080.00	(0.03)	75.0%
680 - VOLUNTEER WAGES (IN-KIND).	55,714.10	59,400.00	(3,685.90)	70.4%
677 - FUNDRAISING	51,590.48	45,000.00	6,590.48	74.0%
681 - IN-KIND (non-volunteer)	5,234.75	3,375.00	1,859.75	116.3%
690 - TRIP INCOME	0.00	250.00	(250.00)	
691 - MISC INCOME	0.00	1,125.00	(1,125.00)	
SPONSORSHIP INCOME	0.00	1,000.00	(1,000.00)	
PACE NORTH	4,334.00	5,625.00	(1,291.00)	57.8%
TOTAL INCOME	<u>1,530,031.64</u>	<u>1,490,282.00</u>	<u>39,749.64</u>	76.2%
GROSS PROFIT	1,530,031.64	1,490,282.00	39,749.64	
EXPENSE				
700 - ACCOUNTING FEES	8,700.00	8,225.00	475.00	106.0%
701 - FFCRA-EXPENSES (COVID-19)	2,537.70	0.00	2,537.70	
705 - SALARY AND WAGES	568,000.40	647,098.00	(79,097.60)	64.0%
708 - PAYROLL TAX EXPENSE	45,002.20	60,654.00	(15,651.80)	54.2%
709 - EDUCATION/TRAINING	1,443.73	5,090.00	(3,646.27)	21.2%
710 - EVENTS	871.92	1,800.00	(928.08)	36.3%
711 - TGPSC ACTIVITIES	6.98	1,800.00	(1,793.02)	0.3%
715 - CLOTHING ALLOWANCE	754.10	500.00	254.10	151.0%
717 - DUES/SUBSCRIPTIONS	4,370.45	3,425.00	945.45	111.3%
720 - BAD DEBT	521.50	0.00	521.50	
721 - COMPUTER EXPENSES	19,709.18	18,372.00	1,337.18	80.0%
725 - FRINGE BENEFITS	80,397.57	87,594.00	(7,196.43)	48.0%
726 - FUNDRAISING/MARKETING EXP	3,066.48	3,400.00	(333.52)	50.0%

BENZIE SENIOR RESOURCES
Statement of Financial Income & Expense
Oct 2020 - June 2021

	Oct-June 2021	Budget	\$ Change	Percent Received or Expended
727 · SUPPLIES	29,687.63	23,250.00	6,437.63	95.8%
727.2 · OFFICE EXP	9,362.67	9,564.00	(201.33)	73.0%
727.3 - POSTAGE	2,735.12	3,454.00	(718.88)	63.6%
727.4 - ADVERTISING	6,816.35	3,750.00	3,066.35	136.3%
740 · FOOD	143,297.38	130,500.00	12,797.38	79.6%
819 · CONTRACTUAL	132,391.50	179,120.00	(46,728.50)	54.0%
820 · VOLUNTEER WAGES (IN-KIND)	55,714.10	59,400.00	(3,685.90)	70.3%
825 · VOLUNTEER EXPENSES	2,771.05	11,530.00	(8,758.95)	20.3%
850 · TELEPHONE	2,596.32	3,128.00	(531.68)	60.4%
861 · TRAVEL/MILEAGE/GAS	21,985.45	30,001.00	(8,015.55)	55.0%
900 · INTEREST EXPENSE	2,628.83	2,670.00	(41.17)	75.0%
910 · INSURANCE	35,788.56	31,100.00	4,688.56	77.9%
915 · PROJECTS	17,329.00	8,250.00	9,079.00	165.0%
920 · UTILITIES	19,625.26	20,420.00	(794.74)	72.7%
940 · DEPRECIATION EXPENSE	31,750.21	29,700.00	2,050.21	80.0%
980 · EQUIPMENT/REPAIRS	28,458.53	14,625.00	13,833.53	72.0%
980.1 - OUTDOOR MAINTENANCE	3,955.32	7,170.00	(3,214.68)	49.4%
981 · HDM VEHICLE MAINT/GAS	11,399.68	11,250.00	149.68	76.0%
980.2 - INDOOR MAINTENANCE	962.32	1,498.00	(535.68)	48.1%
991 - TRIP EXPENSE	0.00	0.00	0.00	
CAPITAL IMPROVEMENT EXPENSE	0.00	0.00	0.00	
TOTAL EXPENSE	1,294,637.49	1,418,338.00	(123,700.51)	64.7%
NET ORDINARY INCOME	235,394.15	71,944.00	163,450.15	
OTHER INCOME/EXPENSES				
OTHER INCOME				
990 · INTEREST/DIVIDEND INCOME	987.06	630.00	357.06	
999 - OTHER INCOME	3,677.68	0.00	3,677.68	
999.8 - GAIN ON ASSET	200.00	0.00	200.00	
TOTAL OTHER INCOME	4,864.74	630.00	4,234.74	
OTHER EXPENSE				
999.1 · OTHER EXPENSE	150.00	668.00	(518.00)	
99999 - LEGAL EXPENSE	528.00	1,000.00	(472.00)	
TOTAL OTHER EXPENSE	678.00	1,668.00	(990.00)	
NET OTHER INCOME	4,186.74	(1,038.00)	5,224.74	
NET INCOME	239,580.89	70,906.00	168,674.89	

Benzie Senior Resources
HDM/Cong comparison
Units Served 2019-2020-2021

	FY 2019		FY 2020		FY 2021	
	HDM	CONG	HDM	CONG	HDM	CONG
October	5,320	2,252	4,814	1,942	5,451	774
November	5,690	1,736	4,711	1,500	6,644	666
December	4,985	1,424	4,404	1,275	6,490	682
January	3,555	1,318	4,812	1,706	5,658	638
February	4,369	1,296	3,903	1,445	5,616	579
March	4,359	1,694	4,416	1,044	6,212	671
April	4,748	1,802	5,582	710	6,695	754
May	4,609	1,879	5,711	657	6,495	664
June	4,622	1,682	5,281	696	7,079	731
July	4,662	1,885	5,735	765		
August	4,594	1,811	5,403	670		
September	4,290	1,791	5,260	722		
total meals	55,803	20,570	60,032	13,132	56,340	6,159





June 2021 Journal Entry Summary

- 880. Write off bad debt – board approved
- 881. JE to record monthly depreciation expense (non-cash transaction) *
- 882. JE to adjust monthly inventory to actual after physical inventory done at TGP *
- 883. JE to record payroll wages/taxes across all programs – original payroll entry posts to one class *
- 884. reclass payroll health insurance deductions from “uncategorized” to appropriate class, i.e. Home Health and Admin *
- 885. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class *
- 886. JE to record volunteer hours in-kind wages *
- 887. reclass reimbursement to employee for TGP supplies (tomato plants)
- 888. reclass payroll mileage reimbursements from “uncategorized” to appropriate class, i.e. Home Health and Admin *

* **Monthly recurring Journal Entries.**



BENZIE SENIOR RESOURCES
Monthly Journal Entries
June 2021

[illegible]

BENZIE SENIOR RESOURCES
Monthly Journal Entries
June 2021

Trans #	Type	Date	Num	Memo	Debit	Credit
116642	General Journal	06/30/2021	886	TO RECORD INKIND WAGES TO RECORD INKIND WAGES TO RECORD INKIND WAGES TO RECORD INKIND WAGES	7,313.00 65.80 7,378.80	 7,313.00 65.80 7,378.80
116643	General Journal	06/30/2021	887	reclass payroll reimbursements reclass payroll reimbursements - tomatoe plants	2.99 2.99	 2.99 2.99
116644	General Journal	06/30/2021	888	reclass mileage - ADMIN reclass mileage - HH reclass mileage	45.00 2,195.50 2,240.50	 2,240.50 2,240.50
TOTAL					46,174.05	46,174.05

Monthly Stats

June 2021

Total EMS Runs:	184
Total 911 calls:	146
Transfers	28
Intercepts	6
Total BCEMS Transport	130
Total Non-Transport/cancels	48
Destination:	
Assisted living in TC	1
Maples	1
Manistee	1
Munson	117
POH	13
Chest Pain/cardiac:	21
Cardiac Arrest/DOA:	1
Peds:	7
Stroke:	3
Psych:	4
Alcohol/Drug/ Poisoning/Overdose:	9
Calls per County	
Benzie:	173
Grand Traverse:	9
Leelanau:	1
Manistee:	1
Calls Per Day of Week	
Sunday	25
Monday	20
Tuesday	29
Wednesday	29
Thursday	27
Friday	25
Saturday	29

May 2021

Total EMS Runs:	156
Total 911 calls:	117
Transfers	29
Intercepts	4
Total BCEMS Transport	113
Total Non-Transport	43
Destination:	
POH	10
spectrum	1
Munson	98
Manistee	3
Not applicable?	1
Chest Pain:	20
Cardiac Arrest/DOA:	1
Peds:	3
Stroke:	2
Psych:	5
Alcohol/Drug/ Poisoning/Overdose:	4
Calls per County	
Benzie:	148
Grand Traverse:	7
Manistee:	1
Calls Per Day of Week	
Sunday	17
Monday	33
Tuesday	28
Wednesday	24
Thursday	14
Friday	23
Saturday	17

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JUL 19 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**Benzie County EMS
Board of Commissioners Meeting
July 27, 2021**

Fleet Report

A21, Honor unit: Tires, plugs and general tune-up, front end alignment

A22, Backup: Running well

A31, Frankfort: getting tires and oil change this week

A32, Backup: running well.

A33, Day Car: rear thermostat was not working, turned out to be a loose wire.

E61, Director: Running well- windshield crack from stones in road construction on 31. Will replace when road work is complete.

Education

Upcoming ITLS course was completed.

Covid-19

Status quo, no changes for healthcare

Ambulance purchase

Ordered, waiting on purchasing agreement. There may be a delay due to chassis shortages/computer chip.

EMS Billing

Fire Recovery started June 1.

Fire/EMS Association status

EMS Advisory Board By-laws

Creating a sub-committee for review and modification

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BENZIE COUNTY CLERK
BEULAH, MI 49617

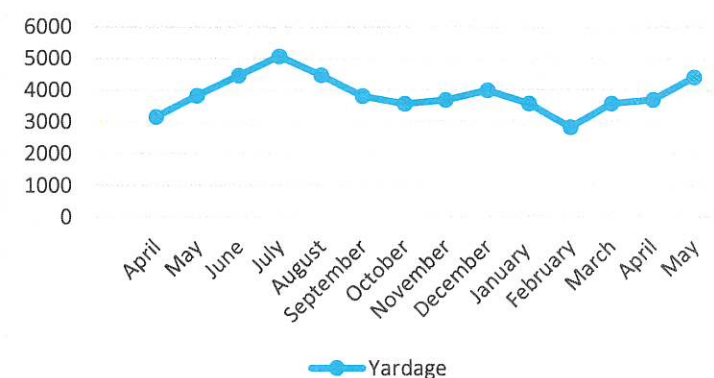


Memo To: Board of Commissioners
From: Jesse Zylstra, Solid Waste and Recycling Coordinator
Date: July 21st, 2021
Subject: Recycling Coordinator's Activities

- Recent Recycling Numbers:

April	:	Tonnage: 100.94 tons	6000
		Yardage: 3,670 yards	5000
May:		Tonnage: 120.74 tons	4000
		Yardage: 4,390 yards	3000
			2000
			1000
			0

Recycling Volumes



- HHW/Electronics/Scrap Tire Collections –

- *June 19th - Frankfort High School – 261 Vehicles

- HHW – 13,355.73 pounds
 - Electronics – 11,600 pounds
 - Mattress – 16 units
 - Tires – Not yet reported

- * July 24th – Scrap Tire ONLY – Thompsonville

- * August 14th – FINAL HHW/Electronics/Tire Event – Honor Road Commission

- *Scrap tires will be accepted at NO COST at all three events.

- Funding provided by EGLE Scrap Tire Cleanup Grant

- Ongoing Activities:

- Cardboard Trailers – Monitoring and Scheduling as needed.
 - County-wide Battery Bucket pickups and sorting. (4,030 lbs)
 - Website and Brochures updated for 2021

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JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Jesse Zylstra Solid Waste and Recycling Coordinator

ACTION ITEMS



Blake Brooks
CEO

703 Main Street
Frankfort, MI 49635
(231) 352-9691
ssbankmi.com

To: Benzie County Board of Commissioners

I am writing on behalf of State Savings Bank to express our strong support for the Benzie County Economic Development Corporation's recommendation that the Board enlist Merit Network to complete a broadband data collection survey for the County.

Broadband access is critical to our county's future economic growth. Currently, access is extremely limited in many parts of the county, particularly in rural areas. The Merit survey would gather data that formally supports the fact that Benzie County is vastly underserved with respect to broadband access. This report will replace the outdated and incorrect information the FCC currently has for the County. When applying for grants to increase access to broadband or build out broadband infrastructure, the county must document a need, which this survey will do. Armed with this information, the County will be able to more efficiently and effectively apply and compete for grants from private sources, the State of Michigan and the Federal Government.

The benefits of improved broadband access in Benzie County include:

- Expanded reach for rural businesses currently restricted to local markets (at-home businesses, mom-and-pop shops, etc.) -- across the nation and even worldwide.
- More opportunities for direct access to education and health care.
- Enhanced ability to attract historically urban businesses such as graphic design, website design and other creative industries to our area, allowing them to compete on the same level as city-based companies.
- Increased work-from-home opportunities.
- Greater efficiencies for established businesses.

As a community bank that has served the Benzie area for more than 120 years, we fully support your efforts to provide greater broadband access in our county. Our young people, families, and organizations will all benefit.

Sincerely,

A handwritten signature in blue ink that reads 'Blake Brooks'.

Blake Brooks
Executive Vice President & CEO



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator *m Deisch*
Date: July 20, 2021
Subject: Professional Service Contract with Merit Network for completing broadband data collection survey

Attached is the professional service contract between Merit Network and Benzie County for the completion of the broadband data collection survey with Benzie County. The contract is for a not to exceed amount of \$40,800.

The EDC Broadband Subcommittee (EDCBS) made a recommendation to the EDC/BRA to approve the only RFP that was received by Merit Network for completing the broadband data collection survey. This EDCBS recommendation was addressed by the EDC/BRA at their June 30, 2021 special meeting where they made a motion to accept the EDCBS recommendation and forward this recommendation to the full BOC.

The contract was prepared by County general legal counsel Cohl, Stoker & Toskey and also approved by Merit Network.

Development of the project timeline will be worked out and incorporated at a later date with Merit Network.

Funding Options

Funding options for the broadband data collection survey are as follows:

1. Use of general fund balance.
2. Use ARPA funds. Broadband infrastructure is specifically listed as an eligible expense.
3. Work with other Benzie County municipalities to partner with them on this project. Crystal Lake Township has indicated that they want to use ARPA funds for broadband expansion, however recently informed Commissioner Miller that they were not interested in assisting with funding the broadband data collection survey.

Recommendation

Motion to approve the professional service contract with Merit Network for completion of the broadband data collection survey for a not to exceed amount of \$40,000 and authorize the County Chairperson to sign the contract.

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JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

**CONTRACT FOR PROFESSIONAL SERVICES
BETWEEN THE COUNTY OF BENZIE
AND
MERIT NETWORK, INC.**

THIS CONTRACT is made and entered into this 27th day of July 2021, between the **COUNTY OF BENZIE**, a municipal corporation and political subdivision of the State of Michigan ("County"), and **MERIT NETWORK, INC.** ("Merit"), 880 Technology Drive, Suite B, Ann Arbor, Michigan 48108.

WHEREAS, the County desires to contract with Merit to provide data collection services; and

WHEREAS, the Merit possesses the experience, expertise and training to accomplish the duties outlined in this Contract.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED**, as follows:

SECTION I. SERVICES TO BE PERFORMED BY MERIT. Merit agrees to perform the following services:

1. **Pre-Survey Consulting Services** including:
 - Standardized survey design and deployment;
 - Set up and maintain speed test infrastructure;
 - Customize website design and deployment;
 - Turn-key community partner engagement strategy and execution support;
 - Customized community marketing plan and asset development which includes a marketing plan, press release, consumer communications, community partner communications, web and social media assets and local ad buys; and
 - 3-5 planning/work session meetings needed with local project leaders.
2. **Data Collection.**
 - Following launch, provide consistent evaluation of participation, deploying additional assets as needed to promote maximum participation;
 - Weekly community response dashboard updates; and
 - Data collection which typically runs for 6 weeks.
3. **Post-Survey Consulting Scope of Work.**
 - Prepare Executive Findings report;
 - Additional outputs and analysis: visualizations via graphs, maps, charts (15-20);
 - GIS files that can also support any integration to local instance or merger of local data into Merit analysis;
 - Fully merged and cleaned database; and

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JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

- Community presentation.

Either party, by written notice to the other party, may request changes to the scope of services it deems necessary. The receiving party shall review such requests and respond to them within 10 days from receipt of the request. If mutually agreed upon by the parties, the parties shall agree upon an equitable and reasonable increase in fees payable under this Contract, within the not to exceed amount set forth in Section II below. All agreed upon changes to the scope of work must be in writing and signed by both parties.

The parties agree that all property developed during the broadband data collection survey project shall be owned by the County. This includes, but is not limited to, all surveys, outputs, progress reports, data, findings reports, presentations, and databases.

SECTION II: COMPENSATION. The County shall compensate Merit for its services under this Contract based upon the pricing sheet attached as Attachment 1. In any event, the total amount billed by Merit shall not exceed FORTY THOUSAND EIGHT HUNDRED AND NO/100 DOLLARS (\$40,800.00) for the total project. Services rendered will be invoiced by Merit to the County upon completion of the work set forth in Section I above, and will be paid within 45 days of receipt by the County.

SECTION III: DATA CONTENT. Merit is not liable for the content of any data transferred either to or from the County via the services provided by Merit, nor for any loss or damage, whether personal, material, or financial, suffered by the County as a direct or indirect consequence of the services provided by Merit.

1. Purpose. This data use agreement is designed to ensure that any confidential or non-public data collected or analyzed during the scope of work of this Agreement is treated with due care, ensuring the appropriate privacy of the County's residents and minimizing risks to either party surrounding data loss.
2. Data Protection. Any non-public data collected by Merit in the course of this agreement will be treated as confidential. Such data will be stored, handled, processed, and transmitted with the same amount of care and protections which Merit applies to its own internal confidential data. Merit operates an internal information security program to continually review risks and threats to information and applies appropriate security controls to address those risks.
3. Handling. Any non-public datasets or information used will be handled by the minimum number of individuals necessary, and it will be stored on the minimum number of computer systems necessary to complete the work under the scope of this contract. Any locations in which data will be stored or processed must be authorized by Merit.
4. Access. Access to non-public datasets, information, and resulting report output will only be viewable by approved and authorized County representatives, Quello Center, and Merit contacts. Any work output or reports generated as a result of the

analysis of this data may not be shared with any organization outside of Merit or the Quello Center without the express written permission of the County. Any unique keys or identifiers which may be used to link results to specific persons will be stored in an encrypted format and will remain under the direct control of Merit.

5. **Destruction.** Any directly collected non-public data under possession by Merit will be permanently destroyed via reasonable means twelve (12) months after the termination or conclusion of this Agreement. This term can be altered on the approval by all parties via written request. Reports and aggregate work output may be kept indefinitely unless destruction is requested by the County.

SECTION III: GENERAL TERMS AND CONDITIONS APPLICABLE TO BOTH PARTIES. The following duties and responsibilities apply equally to the Merit and the County unless the language of the provision clearly indicates that it applies only to the Merit or the County.

1. **INSURANCE.** Merit shall procure and maintain and shall require that all consultants and subcontractors procure and maintain during the term of this Agreement, the insurance coverages outlined below. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the County and who have a minimum A.M. Best Company's Insurance Reports Rating of A or A- (Excellent).
 - A. **Worker's Compensation Insurance.** Workers' Compensation Insurance, including Employers Liability Coverage in accordance with all applicable statutes of the State of Michigan. In the event the Merit uses subcontractors and sub-subcontractors for the performance of services required under this Agreement, the Merit shall ensure that said subcontractors and sub-subcontractors carry Workers' Compensation Insurance and Employer's Liability Coverage, as required by law.
 - B. **Commercial General Liability Insurance.** Commercial General Liability Insurance on an "occurrence basis" with limits of liability of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage. Coverage shall include the following: (1) Broad Form General Liability Endorsement or equivalent if not in policy proper and (2) Contractual Liability; (3) Products and Completed Operations Coverage; (4) Independent Contractors Coverage, and (5) Deletion of all Explosion, Collapse, and Underground (XCU) exclusion, if applicable.
 - C. **Motor Vehicle Liability.** Merit shall procure and maintain, during the life of this Agreement, Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per occurrence and annual aggregate,

combined single limit, bodily injury and property damage. Coverage shall include all owned, non-owned and hired vehicles.

- D. Deductibles. Merit shall be responsible for paying any deductibles in its insurance coverages.
 - E. Additional Insured. The Commercial General Liability Insurance Policy and Motor Vehicle Liability Insurance as described above shall include an endorsement stating that the following shall be "Additional Insured"; the County of Benzie, and all the County's elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. Said insurances shall be considered to be primary to the Additional Insureds regardless of whether said other available coverage be primary, contributing or excess.
 - F. Cancellation Notice. Merit shall give the County thirty (30) days (ten (10) days for non-payment of premium) advance written notice of cancellation, non-renewal, reduction and/or significant change to Workers' Compensation Insurance, Commercial General Liability Insurance Policy and Motor Vehicle Liability Insurance as described above. Such notice shall be sent to: Benzie County, 448 Court Place, Beulah, Michigan 49617.
 - G. Proof of Insurance. Merit shall provide to the County at the time the Agreement is returned by it for execution, with certificates of insurance showing Merit's possession of the insurances required by this Section.
 - H. Continuation of Coverage. If any of the above coverages expire during the term of this Agreement, Merit shall deliver renewal certificates and/or policies to the Benzie County, 448 Court Place, Beulah, Michigan 49617 at least thirty (30) days prior to the expiration date.
2. INDEMNITY. The County, to the extent permitted by law and without waiving governmental immunity, and Merit will indemnify, save harmless and defend each other from and against any claims, damages, losses, liabilities, suits, actions, demands, proceedings (whether legal or administrative) and expenses (including, but not limited to reasonable attorney's fees incurred with or without suit, in arbitration or mediation, on appeal or in a bankruptcy or similar proceeding) (collectively "Claims") threatened, asserted, or filed by a third party against either of the Indemnified Parties to the extent that such third party Claims arise out of or relate to any actual or alleged (i) breach of this Agreement by the Indemnifying Party; or (ii) negligent or tortious act omission to act of the Indemnifying Party.
3. LIMITATION OF LIABILITY. Except for the Limited Warranty set forth below, the services provided by Merit are provided on an "as is" and "as available" basis. Merit does not warrant that the services will be uninterrupted or free of harmful

components. Merit and its employees are not liable for any costs or damages arising directly or indirectly from the County's use of the services including any direct, indirect, incidental, exemplary, multiple, special, punitive or consequential damages. The County assumes full responsibility and risk for the use of the services, and is solely responsible for evaluating the accuracy, completeness, and usefulness of all services, products and other information. Merit's cumulative liability to the County or any third party for any and all claims relating to the use of the services provided by Merit shall in no event exceed the pro-rated amount of the service. Merit shall not be liable for failure or delay in performing its obligations hereunder if such failure or delay is due to circumstances beyond its reasonable control, including, without limitation, acts of any governmental body, war, insurrection, sabotage, embargo, fire, flood, strike or other labor disturbance, interruption of or delay in transportation, or inability to obtain raw materials, supplies, or power used in or equipment needed for provision of the services.

4. LIMITED WARRANTY. Merit warrants that the services will be as described in this Agreement. MERIT SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY. EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IS LIMITED IN DURATION TO THE DURATION OF THIS LIMITED WARRANTY.

5. ASSURANCES AGAINST DISCRIMINATION. The parties, as required by law shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, gender identity, sexual orientation, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. The parties shall adhere to all applicable Federal, State and local Laws, ordinances, rules, regulations and policies prohibiting discrimination, including, but not limited to the following:
 - A. The Elliott-Larsen Civil Rights Act, 1976 PA 53, as amended.
 - B. The persons with Disabilities Civil Rights Act, 1976 PA 220, as amended
 - C. Section 504 of the Federal Rehabilitation Act of 1973, P.O. 93-112, 87 Stat 355, and regulations promulgated thereunder.
 - D. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 §USC12101 et seq), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Contract. In the event the parties are found not to be in compliance with this section, the non-breaching party may terminate this Contract effective as of the date of delivery of written notification to the breaching party.

6. DISPUTE RESOLUTION. In the event a dispute arises between the County and Merit concerning the performance of this Contract, the parties agree to meet, and negotiate in good faith, in order to attempt to resolve the dispute. Said meeting shall take place within thirty (30) days after one party sends the other party written notice identifying the cause or reason for the dispute and requesting a meeting.

Any legal disputes shall be governed by the laws of the State of Michigan. In the event any actions arising under this Contract are brought by or against the County, such actions shall be in Michigan Courts whose jurisdiction and venue shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules.

7. RELATIONSHIP BETWEEN THE PARTIES. It is expressly understood and agreed that Merit is an independent Contractor. The County is interested only in the results to be achieved by the work to be performed by Merit under this Contract, the conduct and control of the work shall rest solely with Merit. Merit, its subcontractors, and any employees of Merit or subcontractor shall in no way be deemed to be, and shall not hold themselves out as, an employee, servant or agent of the County and shall not be entitled to any fringe benefits of the County, such as, but not limited to, health and accident insurance, life insurance, paid vacation or sick leave, or longevity. Merit shall be responsible for paying for and providing supplies which the Merit utilizes in the performance of services under this Contract. Merit shall also be responsible for paying any compensation due any persons in its employ or subcontractors and for withholding and payment of all applicable taxes, including, but not limited to, income and social security taxes to the proper Federal, State and Local governments. Merit certifies that it has no interests which would conflict with the performance of services required by this Contract. Merit also assures that, in the performance of this Contract, no officer, agents, employee of the County, or member of its governing bodies, may participate in any decision relating to this Contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply where specifically exempt under Michigan Law.

8. NOTICES. Any Notice/Communication required, or permitted, under this Contract from one party to another, including Merit's request for assistance from County personnel in carrying out Merit's duties under this Contract, shall be deemed effective if the party sending the Notice/Communication hand delivers the Notice or communication to the other Party or if the Party sends the

Notice/Communication through e-mail or first-class mail to the other Party. The Parties agree that Notices and Communications should be sent to the Parties at the following addresses:

MERIT:

Merit Network Inc.
Charlotte Bewersdorff
880 Technology Drive Suite B
Ann Arbor, MI 48108

COUNTY:

Benzie County
Katelyn Zeits, Administrator
448 Court Place
Beulah, MI 49617

9. WAIVERS. No failure or delay on the part of either of the parties to this Contract in exercising any right, power or privilege thereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege, preclude any other or further exercise of any other right, power or privilege.
10. AMENDMENTS. Modifications, amendments or waivers of any provision of this Contract may be made only by the written mutual consent of the authorized representatives of both the County and Merit.
11. SUBCONTRACTING AND ASSIGNMENT. Merit may not subcontract portions of the work to be performed under this Contract without prior written approval from the County. In the event of such subcontracting, Merit shall be responsible for paying all compensation owed to the subcontractor(s) for services performed and ensuring that the subcontractor(s) complies with the requirements of this Contract.
12. CONTRACT PERIOD TERMINATION. This Contract shall commence on July 27, 2021 and, unless prematurely terminated as authorized in this Contract, shall continue as set forth in the timeline attached as Attachment 2 to this Contract. Notwithstanding any other provision in this Contract to the contrary, the County may terminate this Contract, with or without cause, with 30 days prior written notice to Merit. Termination of this Contract shall not be construed as a waiver by either party of any rights or remedies they may have in law or in equity arising from a breach of the terms of this Contract. Termination shall not relieve the County of the responsibility to pay any and all outstanding invoices for services rendered prior to termination of this Contract.
13. SECTION TITLES. The titles of the sections set forth in this Contract are for reference only and shall be disregarded when construing or interpreting any of the provisions of this Contract.
14. COMPLETE CONTRACT. This Contract and other documents incorporated herein by reference contain all the terms and conditions agreed upon by the parties, and no other Contracts, oral or otherwise, regarding the subject matter of this Contract or any part thereof shall have any validity or bind any of the parties.

15. SEVERABILITY OF INVALID PROVISIONS. If any part of this Contract is declared by any Court having jurisdiction to be invalid, unconstitutional, or beyond the authority of either party to enter into or carry out, such part shall be deemed deleted and shall not affect the validity of the remainder of this Contract, which shall continue in full force and effect. If the removal of such provision would result in the illegality and/or unenforceability of this Contract, this Contract shall terminate as of the date in which the provision was found invalid, unconstitutional or beyond the authority of the parties and the County shall receive all commissions to which it is entitled under this Contract, up to the date of termination.
16. CERTIFICATION OF AUTHORITY TO SIGN CONTRACT. The people signing on behalf of the parties to this Contract hereby certify by their signatures that they are duly authorized to sign this Contract on behalf of said parties and that this Contract has been authorized by said parties.

(Signatures on Next Page)

THE AUTHORIZED REPRESENTATIVES OF THE PARTIES HERETO HAVE FULLY SIGNED THIS CONTRACT ON THE DAY AND YEAR FIRST ABOVE WRITTEN.

MERIT NETWORK, INC.

By: _____
(Signature)

Name: Charlotte Bewersdorff

Its: V.P. for Community Engagement

Date: _____

COUNTY OF BENZIE

By: _____
(Signature)

Name: Bob Roelofs

Its: County Chairperson

Date: July 27, 2021

APPROVED AS TO FORM FOR COUNTY OF KALAMAZOO: COHL, STOKER & TOSKEY, P.C. By: SARAH K. OSBURN On: July 9, 2021
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ATTACHMENT 1

PRICING SHEET

ATTACHMENT 2

TIMELINE

10:00



Networks Northwest

Talent / Business / Community

2020
ANNUAL REPORT
—
NETWORKSNORTHWEST.ORG

RECEIVED

JUL 16 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

To Partners, Stakeholders,
and to all of **Northwest Michigan,**

The Board and Staff of Networks Northwest is pleased to present our 2020 Annual Report. Like in years past, you'll find information and highlights about our many program accomplishments throughout 2020 and our continued positive momentum. However, we all know 2020 was unlike any other year. As such, we have made every effort to also include in this report some of the specific COVID-19 response activities we led, including:

\$874,600

*Total in EIDL loans
received by 10
SBDC businesses*

\$1,549,866

*Total in PPP loans
received by 23
SBDC businesses*

\$4,300,000

*Total in Restart
Grants received by
304 businesses*

\$520,000

*Total in Relief Fund
Grants received by
74 businesses*

\$500,000

*Total in Relief Fund
Loans received by
10 businesses*

Additionally, we received a U.S. Department of Commerce, Economic Development Administration Grant of \$200,000 to assist in economic recovery and development planning for the region, received U.S. Department of Commerce, Small Business Administration Grants totaling \$260,000 dedicated to increasing programming to meet the needs of SBDC clients, including an additional 3,222 business counseling hours across the region, & assisted the State of Michigan, Unemployment Insurance Agency with 32,547 unemployment claims receiving direct assistance from Northwest Michigan Works.

\$7,744,466

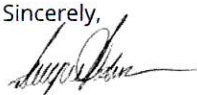
*Total in direct
dollars received by
area businesses &
non-profits*

While we remain very proud of our ability to quickly adapt to the landscape of 2020 and help facilitate the above, we know that it was still not enough. The economic and social disruptions caused by COVID-19 has hastened and placed a spotlight on some of the underlying challenges to our region, impacting businesses, workers, households, and communities alike. More must be done to improve our shared economy, but thus far, 2021 is showing promise.

Networks Northwest will continue to be a champion for Talent, Business, and Community focused prosperity throughout Northwest Lower Michigan. The Board and Staff of Networks Northwest is proud to partner with you as we continue to prove the resiliency and adaptability of Northwest Michigan. And, like you, we know our shared path to success must be earned—that is the way of this agency, our communities, and its people.

Thank you for your continued support and partnership.

Sincerely,



Gary W. Fedus, Board Chair
Owner, Mitchell Graphics



Chris Christensen, Chief Elected Official
Charlevoix County Commissioner



Matt McCauley,
Chief Executive Officer



TALENT DEVELOPMENT

The dedicated, experienced staff at Networks Northwest helps connect job seekers and workers to the employers who need talent. Northwest Michigan Works! is the signature program in an array of services that help people be job-ready in the areas that employers need most. Our unique services help our clients reach their goals, but the hard work is ultimately all theirs. In the following pages you will be inspired by people from all over Northern Michigan who have put in the effort to take the next big step in their careers.



- ➔ Job Seekers
- ➔ Jobs for Michigan's Graduates
- ➔ Employee Retention
- ➔ Apprenticeships
- ➔ Adult Education
- ➔ Offender Success
- ➔ Skilled Trades
- ➔ Business Services

In March 2020, Northwest Michigan Works! followed State of Michigan and local Health Department recommendations and guidelines to quickly transition to a remote and virtual work environment. While the majority of staff worked remotely, essential frontline personnel remained onsite at our American Job Centers (AJC) assisting with an onslaught of incoming calls from customers who found themselves unemployed during the early stages of the pandemic.

While the public no longer had physical walk-in access to our AJCs, we quickly evaluated service delivery options and began developing methods to deliver much needed demand driven services to our customers. The use of virtual meeting platforms became the norm for one-on-one customer meetings, workshops, and networking groups.

Throughout the remainder of 2020, a significant number of Michigan workers continued to experience layoffs and struggled to obtain unemployment insurance benefits. With the State of Michigan Unemployment Insurance Agency unable to meet the increased demands placed on their systems and staff, Northwest Michigan Works! volunteered to partner with the State of Michigan to train additional staff in resolving complex unemployment insurance claims. As a direct result, Northwest Michigan Works! staff provided direct assistance to 32,547 unemployment claimants.

Additionally, early in the pandemic, Northwest Michigan Works! launched a COVID-19 resource page on the Northwest Michigan Works! website that served as a one-stop location for information and resources related to COVID-19. Visitors to the page could find information regarding assistance in meeting their basic needs such as food, housing, and healthcare; up-to-date data-driven information pertaining to virus transmission and safety protocols; assistance with unemployment benefits, and many more COVID-19 related subjects.

As 2020 drew to a close, our Northwest Michigan Works! AJC teams began to see an increase in the number of customers requesting reemployment services. With requests for unemployment insurance assistance decreasing during the same time frame, staff could once again begin to focus on connecting job seekers to employers; while ensuring all customers received compassionate, world-class service.

Major Theme Throughout the Pandemic: Flexible & Adaptable

Our teams exemplify this notion and continue to pivot during a time when there are so many unknowns.

Talent Development



American Job Center
Customer Visits

19,917

Total Center Visitors in 2020
January 1-March 15

VS

41,221

Total Center Visits in 2019
January 1-December 31

American Job Center
Unemployment Assistance

32,547

Staff Assisted
Unemployment Claims
March 15-December 31

Talent Development Veteran Services



NORTHWEST
MICHIGAN
WORKS!

Service Type	Services Provided
Appointment	133
Career Connection	12
Interviewing Assistance	6
Job Fair	3
Job Search	169
Learning Lab	50
PATH	1
Résumé Assistance	65
Unemployment	338
Veterans Workshop	13
Total	790



"Their patience, understanding and commitment to their clients is a testament to the quality of the company they represent."
—Jay Hudson (& Family)

"Michigan Works is amazing—they were a huge help in assisting me to move forward in a career."
—Tina Day, Pinnacle Truck Driver



Talent Development Partnership. Accountability. Training. Hope. (PATH) & Workforce Innovation and Opportunity Act (WIOA) — Community Impact

34%¹

Average percentage of PATH program participants who met or exceeded their program participation requirements

4,938

Number of Wagner Peyser participants employed 6 months after completion of services

Average percentage of WIOA participants who were employed 6 months after completion of services

88%

Average percentage of WIOA Adults and Dislocated Workers who received a credential

81%

84%

Average percentage of WIOA participants who were employed a year after completion of services

\$14.83/hr

Average reported wage earned 6 months after completion of services by Wagner Peyser, WIOA Adult, and WIOA Dislocated Worker participants

1. Due to the pandemic, PATH participants were exempt from the requirement to meet their program participation requirements, which significantly impacted this result.

Talent Development

Meet John Mistura

Boyne Resorts, North Central Michigan College, the American Culinary Federation (ACF) and Northwest Michigan Works! partnered to develop a culinary apprenticeship program offering a unique interactive learning experience with executive chef mentors. The apprentices will achieve their Sous Chef certification along with a DOL National Credential and a Hospitality Certificate.

One of the current apprentices is John Mistura. His career at Boyne started in 2015 as a line cook. When Boyne initiated the Sous Chef Apprenticeship recruitment process, John saw it as an opportunity to upskill and launch his career pathway in the culinary field. He had never really considered this type of career yet was drawn to the education and mentoring the apprenticeship offered.

As John progressed through the program, he realized the many benefits of the apprenticeship including his new network of contacts and friends while learning about food. "Learning about the nutritional value of food was life-changing," said John. "How to cook it appropriately while maintaining the flavor and nutritional value is interesting."

John's Mentor, Executive Chef Dean Grill, says John will play an ongoing roll in the Apprenticeship program.

"This program is very dear to me personally and identifying the right apprentices is essential to the success of the apprenticeship," said Dean. "Johnny is a great fit and has been selected to be the liaison for the upcoming cohort of students."

As John continues his success, he is enthusiastic to mentor the new cohort of apprentices and is Boyne's most influential spokesperson for the benefits of the training. "Seeing my progress from where I started to where I am now is my favorite part of the program!" said John.

"Seeing my progress from where I started to where I am now is my favorite part of the program!" — John Mistura



**BOYNE
HIGHLANDS**



Executive Chef
Dean Grill

John's Mentor, Executive Chef Dean Grill, says John will play an ongoing role in the Apprenticeship program.



John Mistura

Talent Development

Apprenticeships — Skills for In-Demand Jobs

Northwest Michigan Works! Sponsored Apprenticeships:

- Medical Assistant
- HVAC Installer
- HVAC Servicer
- Plumber
- Mechatronics Technician
- Culinary
- Accounting Technician
- Fiber Optic Lineworker

In the region, there are currently 364 registered apprentices along with 49 active programs. NMW presently sponsors 49 apprentices for businesses of every size and various industry sectors.

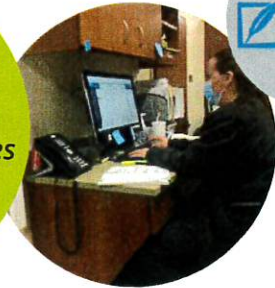
Northwest Michigan Works! partnered with Kalkaska Memorial Health Center and Penn Foster online education to develop a

unique Medical Assistant registered apprenticeship program. The program includes approximately 2000 hours of on-the-job competencies along with approximately 200 hours of online related instruction. Once the apprentices complete the requirements, they will receive a Medical Assistant Career Diploma, Department of Labor National Credential and State of Michigan Certification.



364

Registered Apprentices
Across the Region



Talent Development

Business Resource Network Employee Retention Program

In partnership with Char-Em United Way, and TCF Bank, the Business Resource Network (BRN) is an innovative employer retention program which includes an on-location Success Coach. In 2020, 227 new individuals participated in success coach services and 62 received ongoing case management. The BRN remains strong with all 8 of the initial employers renewing the program for another year.

In 2020, 607 referrals for services were provided. Ninety percent were in the following categories:

Unemployment Assistance	275	Employment Assistance	19
Transportation Assistance	100	Daycare	15
Housing	48	Finance & Budgeting	13
Mental Health Counseling	21	Educational Support	11
Car Repair	20	Utilities	10

"The BRN is a solid business decision. Our company's participation and investment have provided a positive return whether you measure that in dollars or in associate "wellness". Our associates and company rely on the BRN to identify and utilize resources that otherwise would be unknown. From housing to transportation to domestic or childcare issues, the BRN addresses the barriers that prevent our associates from being fully engaged in their work." —Pat Gammon, SHRM-SCP, SPHR, Human Resource Generalist, Petoskey Plastics



"Our BRN success coach is instrumental in helping bring a productive work-life balance to our organization."

Talent Development

Jobs for Michigan's Graduates (JMG)

The success of our region's K-12 students and young adults remains a top priority of Northwest Michigan Works! and our JMG team. With the significant skill gap and a talent pipeline shortage, Michigan's future workforce needs well-prepared and work-ready young adults. Each moment is critical; every action matters. As the host for Northwest Lower Michigan's Jobs for Michigan's Graduates program, in 2020 we were able to equip 341 young people with the skills to overcome barriers and win in education, employment, and in life.

As with most workforce development programming, we have transitioned our services to be provided on a virtual basis. Even though many youth became disconnected from in-person school and programming, they did not become disconnected from their JMG specialist. In fact, contact between our JMG team and the youth they serve increased as students reached out on a more frequent basis for advice, support, and mentoring. The specialists became focused on being a support role in the youth's lives and were often able to still provide the needed, socially distanced and protocol safe, in-person connection students sought. Specialists work closely with their cooperating teacher to provide enrichment activities and virtual classroom instruction. These partnerships ensured students received the same pre-pandemic level of support, mentorship and guidance throughout 2020.



Youth listening to a speaker during Up North Virtual Leadership Day.

341
Students
Enrolled



57 students participated in leadership development events at the regional, state, or national level.

Northwest Michigan Works! is proud to have partnered with the following schools to achieve a record JMG enrollment of 341 students in 2020:

- ✦ Traverse Bay Area ISD
- ✦ Char-Em ISD
- ✦ Wexford-Missaukee ISD
- ✦ Cadillac High School
- ✦ Cadillac Innovation High School
- ✦ CASMAN Academy

Highlights of the year:

- ✦ 29 out-of-school young adults are enrolled in JMG receiving high school completion and career preparation services.
- ✦ 13 JMG students participated in paid work experience and internship opportunities with 9 area employers.
- ✦ Networks Northwest hosted the first ever Up North Virtual Leadership Day in collaboration with UP Michigan Works and Northeast Michigan Works Consortium. This event drew 63 youth who participated in career awareness, budgeting, and leadership activities.

For the fifth consecutive year, our program received the National Jobs for America's Graduates "5 of 5 Award" for meeting or exceeding national standards in five categories measuring student success.

JOBS *for* MICHIGAN'S GRADUATES

All JMG students receive:

- ✦ Barrier removal, drop-out prevention, career preparation
- ✦ One-on-one guidance counseling
- ✦ Student-led leadership development
- ✦ Community service projects
- ✦ Adult mentoring
- ✦ Work-based learning
- ✦ College preparation and transition
- ✦ 12 months of follow-up services



Students meet with Senator Curt Vanderwall during Legislative Day 2020 in February.

99% *High School
Graduation Rate*

78% *Employment
Rate*

67% *Full-Time
Job Rates*

91% *JMG students
pursuing
employment,
military, or college
after high school*

Talent Development

NMC Collaboration



In partnership with Northwestern Michigan College, a Northwest Michigan Works! Employment Readiness Specialist serves NMC students and area employers by offering employment services at NMC's Traverse City campus. These services include résumé assistance, mock interview sessions, job search assistance, classroom presentations, and connections to local employers. This partnership is successfully preparing students as they take those critical next steps towards obtaining employment and careers in regionally in demand industries.

Employment Readiness 2020 Accomplishments

- Met with 260 individual students and presented to 9 classes
- Delivered Résumé Assistance to 448 students, both individually and through workshops
- Held 54 Mock Interviews
- Assisted 28 students with one-on-one Job Search Assistance

Special Events

- 4 Pop-up résumé workshops throughout campus
- 2 Student Success Pop-up Events
- Mid-February 5-day drop-in résumé and cover letter review at Lobdell's teaching restaurant

Resources Developed

- How to Prepare Your Résumé—PowerPoint Presentation
- Employment Readiness—Web Resource
- How-To Guide for Virtual Job Fairs—Web Resource



Talent Development

MiSTEM Career Advisor Collaboration



Northwest Michigan Works! and the Northwestern Lower Michigan MiSTEM Network have collaborated to connect our local students to STEM careers. STEM related career exploration, STEM informed curriculums, and on the job experiences are the key factors to this successful partnership.

The Northwest Michigan Works! Career Advisor is in a unique position to connect students of all ages to regional businesses offering Science, Technology, Engineering and Math (STEM) related careers. The Career Advisor incorporates a variety of different resources and services such as career exploration events, talent tours, educator professional development, and employer engagement activities.

In response to the COVID-19 pandemic, this unique partnership quickly pivoted towards supporting educators in a remote environment. All projects and deliverables that could be moved to the virtual world were moved without an interruption to service. Additionally, adapting classroom lessons for teachers to use during the crisis was integral in continuing the program's work in 2020. The Northwest Michigan Works! Career Advisor worked collaboratively with the regional MiSTEM Network director to provide resources and professional learning that enable educators to reach unexpected levels of success.

2020 Highlights

- Developed platforms and procedures to have students and business interact safely across the region.
- Presented at TC Wired and the Michigan Works! Association Annual Conference on the Intersection of STEM Education and Careers.
- Worked with 53 different local educators to provide online professional learning that included; Elementary and Secondary STEM Career Exploration Webinars, Career Exploration Software lessons, and other professional development opportunities.

2300

Students participated in 4 career exploration events before COVID lockdowns

65+

Businesses engaged with local educators and students

Over 20

School districts recruited to create & foster a STEM culture

50+

Career profile cards developed for use across the region

Talent Development

Adult Education

Total Number of Students: **279**

Total Number of Attendance Hours: **19,200**

Class of 2020: **64 Graduates** (21 HSD; 43 HSE/GED)

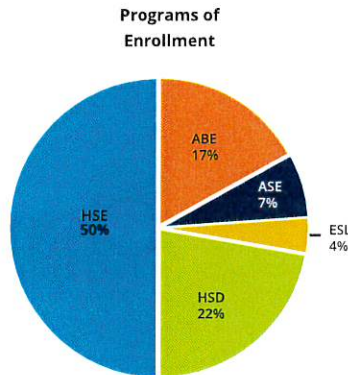
ABE: Adult Basic Ed

ASE: Adult Secondary Ed

ESL: English as a Second Language

HSD: High School Diploma

HSE: High School Equivalency (GED)



Adult Education services delivered through the Northwest Michigan Works! Learning Labs have an Education for Employment focus. Labs operate year round with an open registration schedule. Participants aged 18 and older can learn for free at their own pace.

Instructional Delivery Changes to the Learning Labs Impacted by the COVID-19 Pandemic:

The month of March 2020 marked the closure of on-site instruction for adults in the Northwest Michigan Works! Learning Labs. Because the distance learning instructional option has been embedded in our delivery model of services for over 12 years, instruction continued without significant interruption. Enrollment processes required revamping to allow for a remote option. Group registrations were suspended and moved to individual appointments and the mandatory assessments moved to online administration. Registration packets were mailed to students for completion prior to the individual appointments. During registration, students are now required to learn how to virtually connect with teachers through Zoom or Google Meet. Teachers delivered individualized instruction via these online tools. Graduation day featured the first ever remote program. John Barron, pictured, was the featured speaker.



Literacy Services

A fuller range of literacy services was developed in the learning labs during the 2019-20 school year. Literacy can be defined as the ability to functionally read, write and speak in the English Language. This year saw the addition of texts and software to aid this instruction. Tutor recruitment and training began utilizing the newly developed online training modules. The pandemic forced tutoring services to a remote delivery system via Google Meet.

Adult Education CTC Special Programs

The pandemic significantly impacted the Adult Education CTC Special Programs at the Wexford Missaukee ISD (WMISD) Career Tech Center and the Traverse Bay Area ISD (TBAISD) Career Tech Center. These programs offer adult education students a direct link and opportunity to participate in career technical training. When on-site, in-person classroom instruction was paused in March 2020, this innovative education model met immediate challenges. When many of the State's 14 programs struggled to overcome the void created, Northwest Michigan Works! Adult Education and WMISD rose to the occasion to overcome the obstacle. The Adult Career Training program's 2020 Spring Cohort returned to training in July and resulted in the certification and immediate employment of seven Certified Nursing Assistant students.

46% *Of all attendance hours came from Distance Learning*

75% *Of all students are between the ages of 16-44*

ADULT EDUCATION STUDENT FOCUS

Chris Rowland worked in both the Learning Lab and with a Michigan Works! Career Advisor to help him pass his GED and obtain training and employment as a CNA. Chris states: "Michigan Works is very flexible and works with your work schedule while making sure you get through your GED on time."



Talent Development

Offender Success Program

The vision of the Offender Success program is that every offender released from prison will have the tools needed to succeed in the community and the opportunity to use those tools to be productive, self-sufficient citizens. Targeted services, such as job placement, housing navigation, and more are provided for formerly incarcerated individuals by Offender Success staff, and in partnership with other community agencies.

With the onset of COVID-19 in early spring, the Michigan Department of Corrections and the Northwest Offender Success program quickly pivoted to address the needs of participants. The MDOC began to institute mass COVID testing for inmates and for those parolees coming home. Offender Success staff was charged with identifying placements for newly released parolees considered close contacts that were required to quarantine. In addition, meeting the basic needs of those quarantined participants presented a unique challenge at a time when stay at home orders and social distancing requirements were prevalent.

The region's Offender Success staff rose to the occasion and established 15 new relationships with area pantries, non-profits, and thrift stores to provide food, basic hygiene items, and clothing for participants in quarantine. Key partnerships were developed with the Northwest Michigan Coalition to End Homelessness, Northwest Michigan Community Action Agency and the Community Connections program. In doing so, the OS program leveraged over \$2,600 in community-based resources for participants.



Despite the barriers the pandemic posed, during 2020, the Offender Success program served 210 individuals and achieved a 71.6% job placement rate.

Residential Stability

- 119 individuals that would otherwise be homeless received assistance with finding and securing a place to stay
- 32% of the program budget was spent on providing residential stability services.

Job Placement

- 72 new participants were enrolled in Job Placement services and received employability skills training, job counseling, temporary work experience, On-the-Job Training, help with purchasing necessary work supplies, and more from dedicated Offender Success Job Placement staff.

33,000 *MDOC Prison Population—lowest level in 30 years*

26% *Recidivism rate, dropped for the second year in a row; lowest rate in state history and one of the best in the nation*

210 *Individuals served*

71.6% *Job placement rate*
State average: 49%*
*Second highest in the state

72 *New participants in job placement services*

59.3% *Job retention rate*
State average: 49.1%*

*Participants had to maintain employment for 12 consecutive months or until successfully completing parole term.

Talent Development

Business Services at a Glance

The COVID-19 pandemic drastically changed the way we conducted business in Northwest Michigan. From a thriving economy with near record low unemployment rates our region experienced an overnight transformation to elevated unemployment rates and the near complete halt of many businesses and industries. The Northwest Michigan Works! Business Services Team met these new challenges head on by providing employers with up-to-date labor market information, employee retention services, access to the latest COVID related resources and information, and a connection to available grant and financial relief programs.

- A COVID-19 Employer Resources page was developed on the Northwest Michigan Works! website with 24/7 access to up-to-date information and links to resources.
- Assisted 5 business and 150 dislocated workers with Rapid Response Services during unexpected and permanent pandemic related layoffs.
- Partnered with the Leelanau Peninsula Economic Foundation to provide information and resources to help Leelanau County businesses remain open through the pandemic.



"When the COVID crisis took off, I was not ready for the challenges before me. Normally, I learn through trial and error, but surfing through web pages and making dead end phone calls for information was a waste of time. I was dealing with people's livelihood and needed answers! I reached out to Northwest Michigan Works! Business Services for advice and was provided with an abundant amount of resources to get our employees the help they needed to survive and make positive strides in helping them get their unemployment/underemployment issues straightened out. On behalf of our employees and myself—Thank you Northwest Michigan Works! for your assistance!"



—Russ Paull, Human Resources Manager, Kalkaska Screw Products

Mr. Chain has experienced a significant, pandemic-related, increase in the demand for its safety products that support social distancing protocols. Many of their products are utilized in directing foot traffic and assisting with crowd control. With pre-pandemic production being at approximately 30% manufacturing capacity, the company is now operating 24 hours a day, seven days a week to meet demand.

"We are in constant contact with Northwest Michigan Works! when looking to fill positions and attend all of their events because we believe they have the resources to find us the best candidates for our openings. With all of the chaos in 2020, they were able to put on several virtual hiring events allowing us to spread the message about our full-time positions. We look forward to continuing our growth as a company, and Northwest Michigan Works! will be a massive part of that push for years to come."

—Ryan Schultz, Chief Operating Officer, M R Products, Inc.



Talent Development Business Services at a Glance

215 & 86
job seekers employers

*attended the pre-pandemic
March 2020 Career &
Employment Job Fair*

*Northwest Michigan Works!
Collaborated with the Michigan
Economic Development Corporation
and the region's Economic
Development Organizations to
conduct*

86 *business retention and
growth visits.*

34 *Employer of the Day
hiring events were held,
with nearly 300 job
seekers attending*

97 *Career Connection
events were held,
serving 316 participants*

*Northwest Michigan Works!, in
partnership with the State of
Michigan Workforce Development
Department, hosted its first online
hiring event.*

*This 3-hour virtual job fair
achieved a 62% attendance rate by
connecting 51 jobseekers with 27
employers across the region.*

84
online campaigns included over

100,000
*emails to job seekers promoting
employment workshops,
networking, and hiring events.*

Nearly
\$31,000
*provided to employers to offset
the cost of on-the-job training for
new employees entering in demand
industries with an average hourly
wage of \$17.00.*

Talent Development

Company Testimonials

"Through all the turmoil of the year 2020, there has been a bright spot that has helped our company grow and has helped set the foundation of our future success. Northwest Michigan Works! is that bright spot! ... The OJT program combined with the apprentice programs have provided our company with a candidate pool that is pre-screened and coached through the hiring process so that when they enter our doors, they are ready to hit the ground running. We have a great partnership that has resulted in opportunities for all involved. I highly encourage any small business in Northwest Michigan to reach out to them to learn more about the programs that have helped us acquire and train quality people!"

—Ethan Smith, General Manager, Precise Door Company



"The entire staff at Northwest Michigan Works! is incredibly dedicated to the community and the work they do. Brake & Alignment Plus+ has been working with the Veterans Services to help employ veterans. The staff made the entire process easy by providing me with all the forms and information to facilitate hiring. I was fortunate to hire a young man who relocated to our area for an Automotive Technician position. They have an awesome recruitment process, standing by the young man as we did on-boarding. They didn't stop until he was hired! The staff continues to check on his progress and wellbeing. I highly recommend that employers tap into Northwest Michigan Works! as a resource for new or experienced candidates."

—Mike Taylor, Service Manager, Brake & Alignment Plus +

"Northwest Michigan Works! has been an excellent recruitment partner providing Great Wolf Lodge with multiple top talent referrals to help us fill difficult positions. Last spring, we hired a well-qualified referral as our Security Manager and were able to qualify for the On-the-Job Training program as well. Other valuable benefits of our partnership included assistance during COVID-19 with WARN notices and Rapid Response, participation in hiring events and being the featured Employer of the Day."

—Laura Neubauer, Human Resources Manager,
Great Wolf Lodge



Talent Development

Company Testimonials

"Northwest Michigan Works! continues to be an invaluable resource for our organization by providing creative responses to our hiring needs. We have a huge influx of staffing needs during the holiday season and with COVID-19, we were trying to figure out how to hire folks quickly. The Business Services team at Northwest Michigan Works! put their heads together and created a Virtual Employer of the Day for our company. We also participated in the Virtual Job Fair in October which was also a success. The Business Services team not only answers all of my questions but backs them up with real world examples from their wealth of experience. I appreciate having them as part of my recruiting team!"

— Merry Hawley, HR Manager, eFulfillment Service, Inc.



"Thank you, Northwest Michigan Works! for all you have done in our search for new employees. Our Business Services Representative has always been dedicated to finding the right fit for our workplace family, which is something we feel is very important to our success. Northwest Michigan Works! has assisted us with recruitment of workers, job postings, candidate referrals, business growth and employer incentive programs. Keep up the great work you do for our business and our community!"

— Scott Mosher and Jerry Pierce, Co-Owners, Active Brace and Limb

Talent Development

Business Services

Michigan Works! Business Services: Unique Companies Served by County, By Industry												
Industry	Antrim	Benzie	Charlevoix	Emmet	Grand Traverse	Kalkaska	Leelanau	Manistee	Missaukee	Wexford	Out of Region	Total
Agriculture, Forestry, Fishing	1	1	1	3	5	1	15	2	5		6	40
Mining, Oil and Gas Extraction					2					1		3
Utilities	1		2		5	1		1			4	14
Construction	1	1	5	9	28	7	4	6	1	1	4	67
Manufacturing	12	4	22	17	70	8	11	8	3	10	22	187
Wholesale Trade	1			1	13	1	1	1	1		3	22
Retail Trade	5	11	10	27	67	9	9	15	7	1	72	233
Transportation and Warehousing		1	1	1	7	1	1			2	7	21
Information				4	11		2	1			5	23
Finance and Insurance		2	2	5	23	1	5	2			11	51
Real Estate and Rental and Leasing				1	1	2	2				2	8
Professional, Tech Services		2	3	5	37	2	2		1	1	19	72
Management of Companies					2							2
Admin, Support, Waste Management	1	1		5	5	1	1	2		1	6	23
Educational Services			2	2	14		5			4	8	35
Health Care and Social Assistance		4	5	9	51	2	7	6	5	4	32	125
Arts, Entertainment, and Recreation			2	6	8	1	5	4			5	31
Accommodation and Food Services	1	7	3	13	39	4	17	9	2	3	27	125
Other Services	1	7	5	11	40		5	4	2	11	9	95
Public Administration	2	2		4	11	3	4	4	1	4	9	44
Total	26	43	63	123	439	44	96	65	28	43	251	1,221

Northwest Michigan Works! partnered with **Wolf Line Construction and the Northwest Lineman School** to develop an innovative Fiber Optic Lineworker program. Wolf Line has locations throughout the US including Michigan, Colorado, Illinois, North and South Carolina. There are currently 18 participating apprentices with 15 more on the program waiting list. Apprentices have been recruited from across the nation and travel to rural locations for the installation of Fiber Optic internet service in underserved rural areas. The apprentices receive on the job training with highly qualified mentors and attend the Northwest Lineman School at one of their three locations.



BUSINESS DEVELOPMENT

Networks Northwest has a broad sweep of unique services focused on helping businesses succeed. Ultimately, we help improve business results — sales growth, reduced costs, and higher profitability. Maybe that's why our business clients continue to work with us over many years. These clients impress us every day with their hard work and creativity as business leaders. As you read through the following client success stories, we hope you, too, are impressed.



➔ *Small Business Development Center*

➔ *Northwest Michigan Procurement Technical Assistance Center*

➔ *Global Trade Alliance*

Business Development

Small Business Development Center (SBDC) 2020 Regional Program Impact

In response to the COVID-19 health crisis, the SBA released additional CARES Act funds to the MI-SBDC. \$260,000 was committed specifically to the Northwest region. These funds were to be used in a variety of ways including hiring contract business consultants to add capacity to the Networks Northwest counseling team, developing new and appropriate training opportunities, and forging collaborative partnerships with other community organizations to expand services.

Notable business-focused partnerships forged during the COVID-19 pandemic:

- Northwestern Michigan College Extended Educational Services (EES)—relaunch *Business Development Certificate Program*, providing ongoing training opportunities and a micro-credential to early-stage entrepreneurs
- Taste the Local Difference—Marketing and online sales support to small agricultural producers and processors at no cost
- Addition of 3 contract business consultants—Increasing the number of consulting hours available to regional business, and one additional service provider specializing in design services



MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION



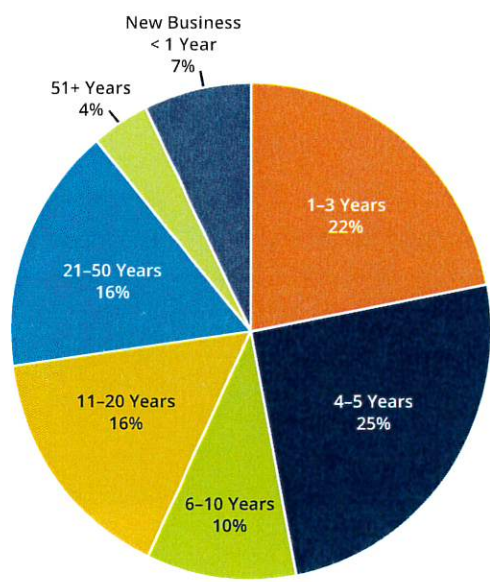
U.S. Small Business
Administration

The Northwest MI-SBDC Regional Team collaborated with the statewide SBDC Growth and Technology teams to serve 439 clients in 2020.

- 58% were considered already "in business"
- 21% consisted of online clients
- 5.8% minority-owned small businesses
- 1,793 full and part-time employees positively impacted in 2020

Business Development

SBDC 2020 Regional Program Impact



- 42% (181 clients) consider themselves 'Not Yet in Business.' 13.2% (24 clients) successfully opened their doors for business.
- Assisted 58 clients by accessing \$5,379,700 in various forms of capital to include loans, private investment, personal investment while also securing an additional \$3,506,326 in specialty COVID response grants.
- Assisted 32 clients to increase sales totaling \$5,160,017.
- Provided 2,377 consulting hours to 439 total clients.
- 212 Jobs Retained (for those 'in business' clients) and 128 Jobs Created (for both 'in business' and 'start up' clients).

It remains a priority for the Northwest region to equitably service our 10-county Northwest footprint. This is a demonstration of how we were able to service clients region-wide in 2020:

Northwest Clients by County		
County (MI)	Customer Count	% Total of Companies Served
Antrim	27	6%
Benzie	29	7%
Charlevoix	42	10%
Emmet	33	8%
Grand Traverse	159	36%
Kalkaska	12	3%
Leelanau	42	10%
Manistee	45	10%
Missaukee	16	4%
Wexford	24	5%
Other	10	2%
GRAND TOTAL	439	100%

2020 Featured Small Business

Lakeshore Dry Goods is the producer of Sunrise Bliss organic cotton hair towels and they sell their products direct to consumer via their website and Etsy, as well as wholesale through retailers and salons across the county. Owner, Pam Colby, first began working with the Northwest MI-SBDC at the onset of her business in 2016. The SBDC provided a range of services over the past few years that included business planning, financial projections and development, pitch deck preparatory support for various local pitch events (earning them a second place and people's choice awards), and ongoing general support and encouragement as Lakeshore Dry Goods evolved beyond its startup phase.



Business Development Global Trade Alliance

Networks Northwest completed their third year of a five-year contract as the Regional Export Network (REN) host for all of Northern Lower and the Upper Peninsula.

In 2019, GTA helped organize six trainings and workshops throughout the region geared toward helping companies that are new to exporting and preparing businesses for international trade shows.

In 2020, GTA was met with severe COVID-19 restrictions, these restrictions caused us to pivot and adapt the way we did business. We participated in one in-person event that showcased a new relevant resource and partner, World Trade Press. All other events were moved to the virtual space.

Given the world moved online, we followed and made countless connections to virtual trade missions, export webinars and other professional development opportunities

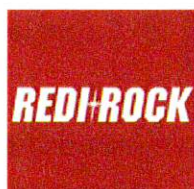
for our clients in the Upper Peninsula and northern Lower Michigan.

The Global Trade Alliance continues collaborations with the Michigan Economic Development Corporation, Grand Traverse Area Manufacturing Council, International Affairs Forum, Northern Initiatives, Northern Michigan Chamber Alliance, Networks Northwest Procurement and Technical Assistance Center, Networks Northwest Small Business Development Center, and the Northwest Michigan Works! Business Services team.

Our partnership with our regional MEDC International Trade Manager has grown and we have been able to connect businesses with export resources to expand their international reach.



Business Development Global Trade Alliance Clients



**MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION**

Businesses served

59

*State Trade Export Program
grants totaling*

\$226,400

Export sales

\$42,391,484

Business Development

Northwest Michigan PTAC

The onset of widespread COVID-19 brought with it a new set of challenges for northern Michigan's businesses. The Northwest Michigan PTAC responded by immediately moving all training, networking events, and one-on-one counseling to an online format and expanding the range of services offered to clients.

Northwest Michigan PTAC counselors assisted businesses in their effort to pivot toward production of personal protective equipment (PPE) and other COVID-19 related products.

Business Support and Technical Assistance

- ✦ Understanding emergency acquisition regulations.
- ✦ Registering on new COVID Response Government Supplier Portals.
- ✦ Matchmaking with government agencies and large prime contractors in need of emergency supplies.
- ✦ Updating bid-match services that included disaster response and COVID related capabilities.
- ✦ Responding to contracting opportunities aimed at ensuring long-term domestic production of hospital-grade PPE.
- ✦ Making referrals to resources partners offering funding and assistance for staffing, supplies or new equipment.

2020 Impact

- ✦ Over 1,620 counseling hours helped the region's businesses understand, compete, bid, receive and perform on local, state and federal opportunities.
- ✦ 26 events brought together industry, government, and subject matter experts and gave participants a competitive edge in the government marketplace.
- ✦ PTAC clients received over \$122.2m in government contracts making a significant impact on the local economy in the form for 578 jobs created or retained (\$200k in contract awards equates to one job).

Special Events

- ✦ COVID 19 and the Federal Contractor
- ✦ Time to Cyber Up—Preparing for the Cyber-Security Maturity Model Certification (CMMC)
- ✦ Buy American Act, Berry Amendment and Trade Agreement Acts
- ✦ Defense Contract Audit Agency (DCAA) Training Series
- ✦ Changes to the Women-Owned Small Business (WOSB) Program
- ✦ A Conversation with the U.S. Army Corp of Engineers



**2 Offices
Serving
25 Counties**

\$122.2m
in Client Contract
Awards

"I have found the Northwest MI PTAC group to be FABULOUS. The help I have received from PTAC has helped my company with getting its first PRIME contract (\$293.4k) as a WOSB (Woman Owned Small Business), usually I was a sub to big companies. Thank you for all you do for me and my company!" —SHRR Consulting, Inc.



Business Development

Meet TentCraft

TentCraft in Traverse City manufactures outdoor marketing elements such as pop-up tents, custom structures, flags, signage, and event solutions for businesses, popular brands, and agencies across North America. In 2017, TentCraft decided to look at opportunities for sales to the government and the Northwest Michigan Procurement Technical Assistance Center (PTAC) helped them do that.

"The PTAC provided invaluable information on registering in the various systems (and kept us from making mistakes), gave us examples of capability statements, helped us format our government page on the TentCraft website, as well as create our own capability statement," said Matt Bulloch, TentCraft President.

When the COVID-19 crisis hit in 2020, and demand for its custom-printed tents disappeared, TentCraft had to pivot to keep its employees working. The company recognized a critical need for portable, quick-deploy tents and shelters to support medical testing and containment, and emergency response activities. TentCraft quickly realized that selling to the government is rife with government-specific rules and regulations and complicated steps and procedures. Because of the existing relationship, TentCraft turned to the PTAC for assistance.

The PTAC collaborated with TentCraft's supply chain manager and sales team and provided support and technical assistance including information on regulations and guidelines; contact information for agencies (and large prime contractors) in need of emergency supplies; assistance responding to solicitations from the Veterans Administration and FEMA; bid-match services focused on COVID response supplies; information on GSA Schedules; market research and procurement history; help with government-specific marketing material; and assistance with government registrations. In 2020, the PTAC recorded nearly 100 hours of counseling hours time assisting TentCraft, Inc.

"The PTAC has been helpful researching new opportunities," said Bulloch. "These efforts, with the PTAC's guidance, gave us an enormous amount of credibility with the VA when we worked with their individual hospitals and regions on COVID-19 screening products and mobile infirmaries."

"TentCraft took advantage of our many services and the expertise of the PTAC staff to switch gears mid-stream and without warning," said Cathy Fairbanks, Northwest Michigan PTAC Regional Director. "I am glad we already had a relationship with them and they reached out to us. It was rewarding to play a small part in responding to the pandemic."

With the assistance from the PTAC and TentCraft's successful pivot to government sales, the company weathered the pandemic and jobs were retained. Since March 2020, TentCraft has been awarded over \$2 million in federal government contracts (Source: USASpending.gov.)

For more information about TentCraft, go to [Tentcraft.com](https://tentcraft.com).

"Our work with the PTAC has shown us that there is a world of opportunity for us to seize. We look forward to continuing to work with the PTAC to bid on government contracts as they become available."
— Matt Bulloch, TentCraft President



COMMUNITY DEVELOPMENT

Community Development in Northwest Lower Michigan seeks to convene partners for collaboration, generation of ideas and achieving consensus on both clear and onerous subjects, while also providing educational opportunities, and assisting with development of plans, policy and land use ordinance language. Staff with Community Development oversee and are involved with State and Federal programs, such as asset management in assistance of the Michigan Department of Transportation, planning for solid waste management in conjunction with the Department of Environment, Great Lakes and Energy or Hazard Mitigation Planning in conjunction with the Federal Emergency Management Agency. The Department also provides planning services for local level development of Master/Comprehensive Plan Documents, Recreation Plans, Capital Improvement Plans or Zoning Ordinances. The Community Development Department is eager and qualified to convene groups, perform research, write plans and advise residents, elected and appointed officials on important issues to our region.



➔ *Covid Response*

➔ *Freight Plan*

➔ *Benchmarks Northwest*

➔ *Bear Creek Recreational Trail*

Community Resilience

Networks Northwest was a recipient of the Economic Development Administration's Coronavirus Aid, Relief and Economic Security Act (CARES Act) Recovery Assistance Grant in the amount of \$400,000. This grant, which spans a two-year period, allotted the organization \$200,000 in 2020 for projects and processes which will assist with pandemic related economic recovery and resiliency measures in our Northwest Michigan region.

The funding from this grant will strengthen economic and community partnerships throughout the region. Specifically, local communities are provided direct support, guidance and assistance in regard to updating key economic related data and information, identification of marketable growth and

investment areas, and direct participation and coordination with their regional Economic Development Organizations.

Data and information have been established and updated, preparing for a critical update to the region's Comprehensive Economic Development Strategy (CEDS). This strategy, built upon the input of information from incubated County-Level Economic Development Task Force Groups, will drive the establishment of a strategic direction and accompanying action plan for economic development activities. Together, these initiatives have set the stage for a resilience plan which will identify regional strengths and proactive measures better capable of averting future economic disruptions.

Community Development Benchmarks Northwest

Regional population
302,983

Regional poverty rate
13.22%

*Percentage of population 25 and older with
Associate's Degree or higher across region*

39%

Median home value
\$210,267

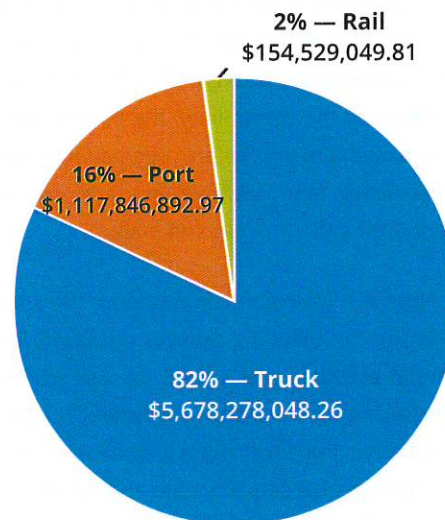
Community Development Freight Plan

In anticipation of 2020 census data confirming the establishment of our region's first Metropolitan Planning Organization (MPO), the Traverse Transportation Coordinating Initiative (TTCI) completed the "Northwest Michigan Freight Plan".

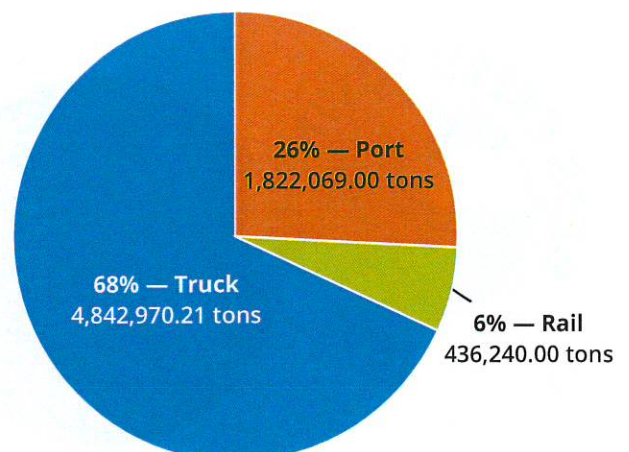
TTCI has been the coordinating body for regional transportation issues in the greater Traverse area. This body has taken the lead and initiative to move forward with projects and plans that lay a foundation for an MPO to build upon. With \$7 billion dollars worth of freight shipped in our region, according to 2018 data, movement of freight has a direct impact on our region's economic growth. The freight plan provides a base of data which identifies commodity types and amounts, and by what means those commodities are shipped throughout our region.

A survey conducted of businesses that utilize freight and direct shipping companies provided insight into the challenges facing the region, and also the opportunities that are available. The large geographic region with abundant lakes and lack of interstate freeways present challenges, but the ability to add travel lanes, adjust roundabouts, realign intersections and provide additional connections are a few of the opportunities noted from the survey. The plan concludes with future suggested projects that could include a Freight and Economic Analysis, and the creation of a freight committee to the MPO.

Commodity by Value



Commodity by Tonnage



Community Development

Bear Creek Township Recreation Plan

Outdoor recreation was an avenue for maintaining activity and peace of mind for much of the population during the COVID pandemic of 2020. The recommendations for social distancing and stay at home orders provided an opportunity for the population to pursue increased outdoor activities while enjoying the many natural wonders of our region. Timing for administering a planning process certainly presented some challenges, but the development of a recreation plan is a project that can bring about the support of a community during this time.

Bear Creek Township in Emmet County had undertaken a Recreation Planning Process under the guidance of the Township Park & Recreation Committee and facilitated and developed by Networks Northwest. This successful process sought to identify the needs of the community. Background information for the existing demographics of the community, the process with which the community approves and implements recreational assets, the inventorying of recreation sites and features, and the setting of goals for recreation frame the process and plan.

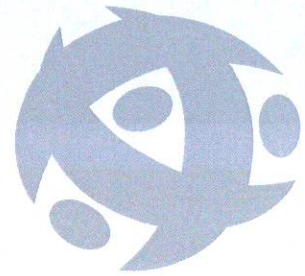
Similar to many Northern Michigan communities, the survey that was conducted during the planning process displayed favoritism towards recreational activities that center on trail use (walking/running, biking and hiking) as well as those activities that necessitate access to water, whether it is lakefront sandy beaches or stream corridors. The completed plan sets the stage through goals, which when implemented, will seek to maintain clean and safe recreation sites, provide for a broad range of age of recreational users and abilities, as well as continue and expand upon planning activities for trails and non-motorized users.

"I would like to thank you for guiding us through our recreation plan update. The project was done on time and within budget and we look forward to working with you in the future."

***—Dennis Keiser, Supervisor,
Bear Creek Township***



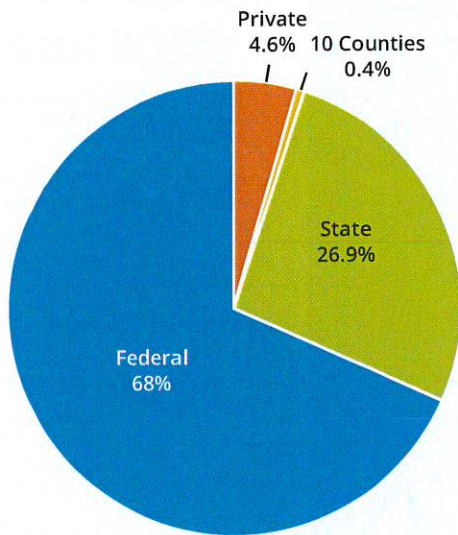
Financial Summary 2020



Both of our legal entities, Networks Northwest and Northwest Michigan Works! Inc., received FY20 audits that contained no significant deficiencies of any kind.

Revenue by Source

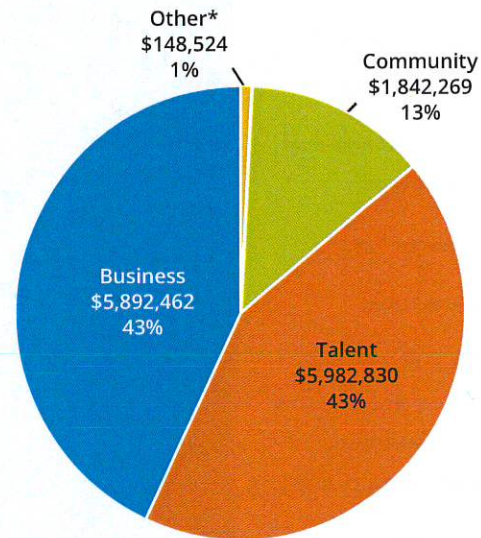
Fiscal Year 2020, Ending 9/30/2020



Expenditures by Service Category

Fiscal Year 2020, Ending 9/30/2020

Total: \$13,866,085

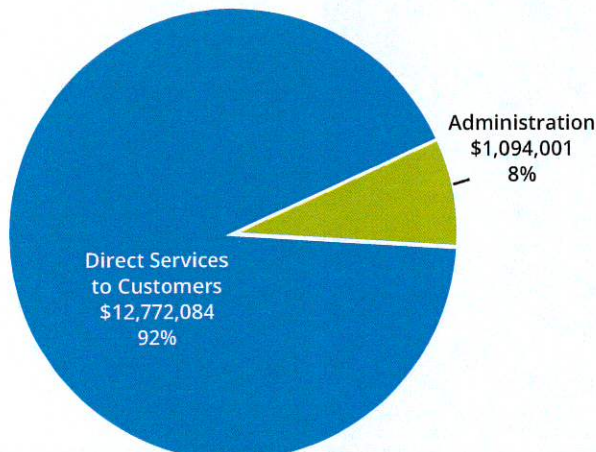


*Reserve Fund; Leave Fund; Pass-through funds

Expenditures by Function

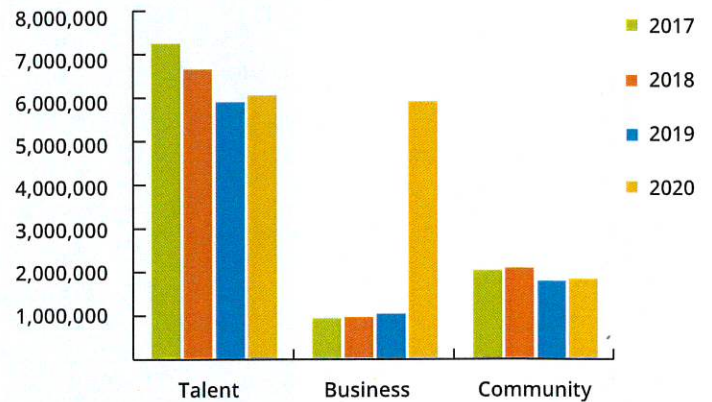
Fiscal Year 2020, Ending 9/30/2020

Total: \$13,866,085



Budget

2017 - 2020



Networks Northwest

Regional Prosperity Board Members in 2020

PUBLIC SECTOR	PRIVATE SECTOR	OTHER SECTORS
Ed Boettcher, Antrim County Commissioner	Jim Barnard, Owner, Barnard Engineering, Bellaire	Andy Hayes, President, Northern Lakes Economic Alliance (economic development)
Evan Warsecke, Benzie County Commissioner	Betty Workman, Owner, Vacation Trailer Park & Sales, Benzonia	Eric Bachmann, Regional Manager, Michigan Rehabilitation Services (rehabilitation)
Chris Christensen, Charlevoix County Commissioner	Gary Fedus, President & CEO, Mitchell Graphics, Petoskey & Traverse City	Bob Scheele, Vice President, Central Labor Council (labor)
Charlie MacInnis, Emmet County Commissioner	Sue Peters, VP for HR, Munson Healthcare System, Traverse City	Clint Steele, Pipefitter, UAW Local 85 (labor)
Kohn Fisher, Kalkaska County Commissioner	Kelli Stepka, Human Resource Manager, Cherry Republic	Kristine Lagios, Director, Manistee-Benzie Dept. of Human Services (human services)
Bryce Hundley, Gr. Traverse County Commissioner	Kim Weckesser, Director Human Resources, West Shore Medical Center	Jane Korthase, HR Director, Grandview Medical Care (community based organizations)
Ty Wessell, Leelanau County Commissioner	Tom Vine, Plant Manager, Viking Energy, McBain	Steve Perdue, President & CEO, Grand Traverse Industries (community based organizations)
Richard Schmidt, Manistee County Commissioner	Ken Bollman, President, Sabre Tool, Cadillac	Jim Smith, Controls Designer, Tool North, Inc. (apprenticeships)
Dean Smallegan, Missaukee County Commissioner	Leslie Nowlin, HR Manager, 9&10 News	Charles Welch, Parole Supervisor, MDOC (corrections)
Ben Townsend, Wexford County Commissioner	Chris Warren, General Manager, Midwestern Broadcasting Co., regional	Scott LaDeur, Professor, North Central Michigan College
Michael Cain, Manager, City of Boyne City	Nicole Sulak, Director of Accounting, Munson Medical Center	
Josh Mills, Manager, City of Frankfort	Mike Ascione, CEO, American Waste, regional	
Doug Mansfield, Mi. Township Assoc.	Jamie Al-Shama, Bay Construction, regional	
Alan Cooper, Manager, Wexford Co. Road Commission	Lisa Leedy, Owner, Sky Telecom	
Chip Johnston, Executive Director, Centra Wellness	Kent Wood, Director of Gov. Relations & Community Development, TC Chamber	
Pat Lamb, Principal, TBAISD CTC	Stacie Bytwork, Executive Director, Manistee Area of Chamber of Commerce	
Bill Kennis, Executive Director, Benzie Transportation Authority	Mike Groleau, Co-owner/Project Manager, RJG, Inc.	
	Doug Rath, Graceland Fruit, Inc.	
	Diane Allington, Owner, Master Craft Extrusion Tools, Inc	
	Elizabeth Dewey, Human Resources Manager, Kalkaska Screw Products, Inc.	
	Sean Adams, President, Bear Lake Hardware	

10:15

County Child Care Budget Summary (DHS-2091)

Organization: Benzie County

Fiscal Year: October 1, 2021
through September 30, 2022

Status: In Progress

County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)
Children's Services Agency
Benzie County for October 1, 2021 through September 30, 2022

Organization	Court Contact Person	Telephone Number	Email Address
Benzie County	Cameron Clark - CCF Organizat ▼	(616) 540-5465	cclark@mnstco.net
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2021 through September 30, 2022	Lori M. Strong - CCF Organizat ▼	(248) 858-1317	strongl@oakgov.com

Cost Sharing Ratios	County 50% / State 50%		Anticipated Expenditures		
			MDHHS	Court	Combined
A. Out of Home Care - Court or Tribal Supervised					
Add Details			\$0.00	\$111,500.00	\$111,500.00
B. In-Home Care			\$0.00	\$274,910.00	\$274,910.00
C. County/Court-Operated Facilities			\$0.00	\$0.00	\$0.00
D. Subtotals (A+B+C)			\$0.00	\$386,410.00	\$386,410.00
E. Revenue			\$0.00	\$20,000.00	\$20,000.00
F. Net Expenditure			\$0.00	\$366,410.00	\$366,410.00

Cost Sharing Ratios	County 50% / State 50%		Anticipated Expenditures		
			MDHHS	Court	Combined
A. Out of Home Care - Neglect Abuse					
Add Details			\$0.00	\$29,500.00	\$29,500.00
Please Note: The <i>Neglect/Abuse Out-of-Home Care</i> amount reflects ONLY the county court's share of these expenditures. Effective October 2019 the State of Michigan pays 100% of Neglect/Abuse Out-of-Home placements and the county then reimburses the state 50%.					

Cost Sharing Ratios	County 0% / State 100%				
			MDHHS	Court	Combined
	\$15,000.00 Maximum				
Basic Grant			\$0.00	\$15,000.00	\$15,000.00

Total Expenditure				\$381,410.00
--------------------------	--	--	--	--------------

County Child Care Budget Summary (DHS-2091)

Organization: Benzie County

Fiscal Year: October 1, 2021
through September 30, 2022

Status: In Progress

the fiscal year: October 1, 2021 through September 30, 2022; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.

Presiding Judge



Date

1/19/21

County Director of MDHHS Signature



Date

Chairperson, Board of Commissioner's Signature



Date

And/Or County Executive Signature



Date

Michigan Department of Health and Human Services (MDHHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your area.

AUTHORITY: Act 87, Publication of 1978, as amended.
COMPLETION: Required
PENALTY: State reimbursement will be withheld from local government.

Approval

Apply

Save

Cancel

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2021-019

RESOLUTION

At the _____ meeting of the _____
Date County Name

County Board of Commissioners, the Board of Commissioners gave consent to the following action:

“Be it resolved that the _____ Board of
County Name

Commissioners have reviewed the Fiscal Year 2022 Annual Implementation Plan of the Area Agency on Aging of Northwest Michigan and believe that the plan addresses the needs of the aging population in Region 10.

Be it further resolved that the _____
County Name

County Board of Commissioners approves the Fiscal Year 2022 Annual Implementation Plan of the Area Agency on Aging of Northwest Michigan.”

Signature: Chairperson, County Commission or County Clerk

Date

Typed Name and Title: Chairperson, County Commission or County Clerk

Area Agency on Aging of Northwest Michigan
2022 ANNUAL IMPLEMENTATION PLAN (AIP) UPDATES TO
FY 2020-2022 MULTI-YEAR PLAN (MYP)
(October 1, 2021 – September 30, 2022)

Who We Are

Part of an Aging Network:

- **Federal:** The Administration on Aging (AoA) awards funds for nutrition and supportive home and community-based services to 56 State Units on Aging based primarily on the number of persons 60 years of age and over in the state.
- **State:** The State Units on Aging (SUAs) award funds to 629 Area Agencies on Aging.
- **Local:** The Area Agencies on Aging (AAAs) determine the needs of older persons locally and work to address those needs through the funding of local services and through advocacy. AAAs are required to prioritize funding for those with greatest social and/or economic need with particular attention to low-income minority individuals.

The Area Agency on Aging of Northwest Michigan (AAANM):

- A private, nonprofit agency
- Designated as an Area Agency on Aging in 1974 by the SUA, Michigan Office of Services to the Aging (OSA), now known as the Aging and Adults Services Agency (AASA)
- One of 16 AAAs in Michigan
- Serves ten counties located in northwest lower Michigan: Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford counties (Region 10).
- Operates under the framework of the federal Older Americans Act and the state Older Michiganians Act.

The mission of AAANM is to serve and advocate for older persons, adults with disabilities and caregivers by supporting their independence, dignity and quality of life.

What We Do

Provide Services Directly: AAANM has a staff of approximately 40, consisting of an Executive Director and a Leadership Team, Community Resource Navigation Specialists, Registered Nurses and Social Workers who provide a variety of care coordination services, Transition Navigator, Housing Specialist, Registered Dietician, Long-Term Care Ombudsman, Medicare/Medicaid Assistance Program Coordinator and other administrative/program support staff. AAANM provides the following services directly with its staff:

Navigation of unbiased information and referral to community programs/services

- Community Resource Navigation (Information & Assistance)
- Options Counseling
- Medicare/Medicaid Assistance Program
- Disaster Advocacy and Outreach

RECEIVED

JUN 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Area Agency on Aging of Northwest Michigan
2022 ANNUAL IMPLEMENTATION PLAN (AIP) UPDATES TO
FY 2020-2022 MULTI-YEAR PLAN (MYP)

(October 1, 2021 – September 30, 2022)

Community support

- Nursing Home Long-Term Care Ombudsman
- Elder abuse awareness and prevention
- Healthy aging classes/programs
- Friendly Reassurance
- Critical and emergent unmet needs (RSD)¹
- Community Gap Filling (RSD)¹

Nursing Home Diversion and Long-Term Supports and Services Care Management

- Transition Navigation
- Care Management
- Self-Determination option for Care Management (RSD)¹
- MI Choice Waiver
- Veteran's Directed Home and Community-Based Services
- Private Duty Nursing (RSD)¹

Approved direct services (but not currently implemented or in process of being implemented)

- Counseling
- Case Coordination and Support
- Caregiver Education, Support and Training

Fund Local Agencies: AAANM also develops contracts and/or purchase of service agreements with local agencies (County Commissions/Councils on Aging, in-home health care providers, and more) that provide home and community-based services such as:

Access Services

- Transportation

In-Home Services

- Assistive Devices and Technologies
- Chore
- Friendly Reassurance
- Homemaking
- In-Home Respite Care
- Medication Management
- Personal Care
- Private Duty Nursing (RSD)¹

Community Services

- Adult Day Care
- Caregiver Education, Support and Training
- Counseling
- Legal Assistance
- Kinship Caregiver Support

Nutrition Services

- Congregate Meals
- Home Delivered Meals

¹RSD = Regional Service Definition approved by AASA

All ten counties in the Region have approved senior millages. These resources help stretch state and federal funding to meet the service needs identified in the Multi-Year Plan (MYP), as well as

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sustain additional services that are not funded under the MYP (senior centers, information and assistance, Medicare/Medicaid assistance, tax preparation, Senior Project FRESH, transportation, home chore/repair and more).

Services and Priorities Proposed for the FY 2022 AIP

1. ***Maintain existing programs and services provided directly by AAANM, and those funded by AAANM through contracts and/or purchase of service agreements with local agencies***
2. **Continue program development objectives approved in FY 2021 AIP:**

Goal 1: Conduct review of all programs and services in light of COVID-19 pandemic and emerging/changing community needs. Develop plan to maximize all AASA funding streams for greatest community benefit which may result in proposal of changes in existing services and contracting and/or proposal of new regional service definitions by the conclusion of the MYP period.

- a) Continued identification of on-going community needs resulting from COVID-19 that AAANM may help address
- b) Review and develop Access and in-home services to better identify, assess and support the needs of older adults and long-term care needs.
- c) Develop plan for use of IIID funding that maximizes impact for older adults and caregivers to maintain health and wellbeing in an environment of social distancing.
- d) Optimize adoption of telehealth technology to provide AAA services during pandemic conditions.

Next steps / actions in the FY2022 AIP

Add/Modify service definitions

Review and develop access and in-home services to better identify, assess and support older adults

1. Request Regional Service Definition for Advanced Information and Assistance/Community Service Navigation
2. Request Regional Service Definition for Community Living Support Services to simplify/expand provider contracting options
3. Formally add Disaster Advocacy and Outreach (as a direct and contracted service)

Develop plan for use of IIID funding that maximizes impact for older adults and caregivers

1. Expand the types of EBP available in NWMI by participating in statewide evidence-based program collaboratives
2. Implement Care Transitions Institute approved evidence-based program (initiating as direct service mid-FY2021 AIP) to reduce unnecessary hospital readmissions among older adults

Area Agency on Aging of Northwest Michigan
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Expand nutrition services to support the health and well-being of older adults and caregivers

1. Add Nutrition Counseling (as a direct service)
2. Add Nutrition Education (as a direct and contracted service)

Goal 2: Maintain and strengthen regional capacity to support paid and unpaid caregivers of older adults and persons with disabilities, particularly in light of pandemic conditions.

- a) Implement Self-Determination worker option in AASA Care Management to help alleviate workforce shortage to provide in-home care (completed – FY2021)
- b) Continue to support work of CSN and the Impart Alliance as requested to support educating and training efforts for paid and unpaid caregivers (on-going).
- c) Continue to build out caregiver consultation and support begun under previous MYP with Michigan Health Endowment Funding and Developing Dementia Dexterity grants.
 - FY2022 – Implement Caregiver Education, Support and Training standard

Goal 3: Improve the accessibility of services to Michigan's communities and people of color, immigrants, and LGBTQ+ individuals

Tactics to be developed that will address these requirements:

1. Ensure that AAA staff and subcontractors are trained in diversity, equity, and inclusion.
2. Ensure that programming and outreach is culturally sensitive and welcoming to all.
3. Ensure that culturally and linguistically appropriate outreach is directed to non-English speaking persons and that providers are trained to adapt to diverse cultural needs.

Key Relationships and Strategic Partnerships

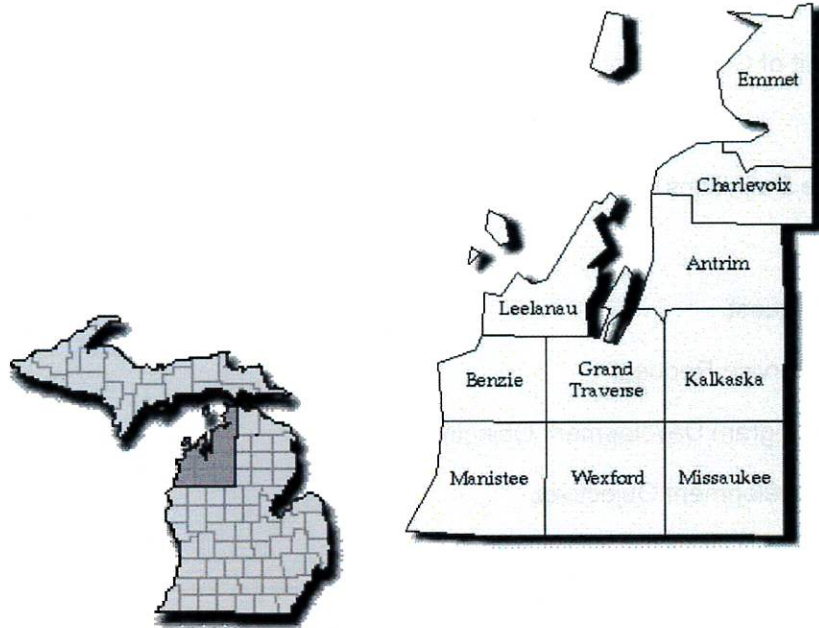
- Commissions and Councils on Aging serve as visible focal points for aging services in their county, deliver a variety of home and community-based services to older adults, and advocate on aging issues and funding for senior services.
- Disability Network Northern Michigan (DNNM) works closely with AAANM to share information and resources to support older adults and persons with disabilities.
- Goodwill Inn and Food Rescue have become critical partners during the pandemic as we work together to address food insecurity / implement emergency food programs
- AAANM supports local transportation initiatives including Wexford New Freedom Advisory and the Grand Traverse/Leelanau Bay Area Transportation Authority senior transportation advisory committee. These efforts are working diligently to address transportation needs of older adults in these communities.

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- The Northwest Michigan Community Action Agency (NMCAA) is currently the largest meal provider/contractor of AAANM and has performed in that role for many years. In addition, a close client referral relationship exists between AAANM and NMCAA, utilizing the other organization's programs to effectively serve respective clients. NMCAA has been a critical partner in organizing and distributing new food programs to address the COVID-19 pandemic and food insecurity.
- United Way of Northwest Michigan (UWNM) "connects and mobilizes the caring power of our local communities to advance the common good." With AAANM has partnered to distribute KN-95 masks, promote, schedule and address barriers to receiving covid-19 vaccinations and other projects where our missions intersect to promote community problem solving and well-being.

FY 2022 ANNUAL IMPLEMENTATION PLAN
AREA AGENCY ON AGING OF NORTHWEST MICHIGAN, INC. 10



Planning and Service Area

Antrim, Benzie, Charlevoix, Emmet,
Grand Traverse, Kalkaska, Leelanau,
Manistee, Missaukee, Wexford

**Area Agency on Aging of Northwest
Michigan, Inc.**

1609 Park Drive, P.O. Box 5946

Traverse City, MI 49696-5946

231-947-8920 (phone)

800-442-1713 (toll-free)

231-947-6401 (fax)

Heidi Gustine, Executive Director

www.aaanm.org

Field Representative Cindy Albrecht

albrechtc@michigan.gov

517-284-0162

RECEIVED

JUL 09 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

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Michigan Department of Health & Human Services
AGING AND ADULT SERVICES AGENCY

FY2020-2022 Multi Year Plan

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Executive Summary

Include a brief description of the planning and service area and any significant changes to the current area plan: (A) Any significant new priorities, plans or objectives set by the area agency for the use of Older Americans Act (OAA) and state funding during FY 2022. If there are no new activities or changes, note that in your response. (B) Include changes, if any, to the access, in-home and community-based services and supports provided within the plan. (C) Address the agency's response to the COVID-19 pandemic emergency, including a description of the challenges and continuing needs brought on by this emergency. (D) Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources). (E) A description of progress made through advocacy efforts to date and focus of advocacy efforts in FY 2022.

The Area Agency on Aging of Northwest Michigan (AAANM) / Region 10 is located in northwest Michigan serving ten rural counties with a population of approximately 100,000 individuals 60 years or older. The mission of AAANM is to serve and advocate for older persons, adults with disabilities and caregivers by supporting their independence, dignity, and quality of life. The organization employs approximately 40 individuals consisting of an Executive Director and a Leadership Team, Community Resource Navigation Specialists, Registered Nurses and Social Workers who provide a variety of care coordination services, Transition Navigator, Housing Specialist, Registered Dietitian, Long-Term Care Ombudsman, Medicare/Medicaid Assistance Program Coordinator and other administrative/program support staff.

The COVID-19 pandemic has changed just about every aspect of our society, and of course an organization like AAANM. When the FY2020-2022 MYP was submitted, AAANM had just begun a significant change in organizational leadership and structure. With the overlay of the pandemic in March 2020, many other changes swiftly occurred, and changes continue. This 2022 AIP requests formal approval of additional services as part of AAANM's COVID-19 response. The original MYP 2020-2021 program development goals and objectives were altered in the FY2021 AIP process and continue into FY2022.

Observations of COVID-19 Impact on northwest Michigan

AAANM has observed the following challenges, changes and needs associated thus with the pandemic. Below are detailed some of the most significant. These are societal issues that challenge the basic fabric of who we are as a collective. Programs and services can help to diminish the impacts felt by some, but there are no easy solutions.

1. Most concerning is an overall decrease in community connectivity, social support systems and feelings of being a valued part of our collective society due to "Stay at Home" orders and continued mandates for social distancing to prevent the spread of COVID-19, and now as society re-emerges. This has multiple impacts on health and well-being and anecdotally it is known, has contributed to rapid declines in physical and mental health for older adults (and other segments in our society).
2. Basic needs, such as food, housing and transportation, are increasingly tenable for many, including older adults, persons with disabilities, caregivers, working families and the healthcare and long-term care workforce (all workforces). While pandemic restrictions have been lifted, these challenges are still observed and require

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responses from AAANM.

3. During social distancing, many organizations and providers made a pivotal shift to service delivery via video, telehealth or telephone. This includes AAANM. There is tremendous value in this transformative consequence of the pandemic. However, it has widened the equity divide between those who can afford or live in a geography that supports internet and cell phone capacity, and those who cannot or do not. Those who are unable to access technology, for whatever reason, continue to struggle with decreased access to community supports and resources.

4. Services and systems that were once the go-to safety net for the most vulnerable have been reduced, eliminated or confined by the continued need to mitigate the spread of COVID-19. Some examples include in-home services like homemaking and personal care, senior centers, congregate meal sites, community events and activities, Adult Protective Services and other victims' services, congregate living facilities and healthcare. While we are now seeing services re-open, routines and an overall sense of community well-being continue to be elusive for many.

5. Family structures, informal support systems and formal community infrastructures like churches and schools have all been impacted. This has resulted in a myriad of ramifications from insufficient and/or burned out caregivers to increases in child and elder abuse, substance abuse, depression and suicide or early death by other cause. In FY2021 AAANM and other providers are observing an unprecedented frequency of deaths among older adults, individuals who have just given up on the will to live, as a result of the many societal changes from the pandemic.

6. AAANM continues to experience significant shortages of direct care workers in the Region 10 service area. Most providers have limited capacity to accept new referrals given the extreme staffing issues. Maintaining optimal levels of service presents a challenge, with most agencies reporting considerable difficulty in recruiting and retaining employees. While AAANM has currently only lost one residential provider due to staffing-related closure, several other residential facilities have closed due to this reason, placing additional stress on the provider system. Many owners/managers have stepped into hands-on care roles, to cover open shifts and emergency staffing situations, increasing the stresses of continued operation. In the past year, AAANM has lost three in-home (non-residential) service providers due to the staffing crisis, with several others either having sold their businesses, or currently in the process of attempting a sale. As primary factors influencing the shortage, providers report: a) Increased competition for workers as other fields are now paying higher introductory wages (For example, fast food restaurants and convenience stores offering minimum of \$15.00/hour starting wages with significant sign-on bonuses). b) Minimal incentives for prospective employees to work rather than receive unemployment benefits, given the ability for individuals to receive up to \$662/week, with the current federal unemployment benefit add-on.

AAANM's pandemic responses FY2021

1. **VACCINATION SUPPORT:** During early CY2021 AAANM had a tremendous focus on supporting regional efforts to vaccinate older adults. When the State of Michigan began promoting vaccination availability for adults 65+, AAANM immediately partnered with the United Way of Northwest Michigan and the area health departments to launch a centralized number for people who were unable to schedule vaccination appointments over the internet. This line was heavily promoted across the region and covered by statewide media outlets. In addition, over 200 hours of staff time supported efforts to call or schedule older adults to receive vaccination

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appointments.

2. FOOD INSECURITY: During FY 2021, AAANM, Food Rescue of Northern Michigan, and Manna continued to secure USDA farmers to families food boxes for northwest Michigan food pantries and older adults. Aging Network agencies – Antrim County COA, Benzie Senior Resources, Catholic Human Resources, Charlevoix County COA, Friendship Centers of Emmet County, Grand Traverse County Senior Center Network, Kalkaska County COA, Leelanau County Senior Services, Manistee County COA, Missaukee County COA, Northwest Michigan Community Action Agency meals on wheels, and Wexford County COA – were instrumental in distribution and delivery of the food boxes in each county using a variety of unique systems and partnering with others in the community – senior housing, public transportation, volunteers, etc. Older adults were especially appreciative of the fresh produce. Additionally AAANM has participated in regional conversations to improve the assessment of need and distribution of food resources to vulnerable populations in the region.

3. OTHER BASIC NEEDS: Using regional service definitions, AAANM funded emergency needs of individuals who had exhausted all other community resources. The use of these funds allowed individuals to remain at home independently.

4. PPE DISTRIBUTION: AAANM is grateful to AASA for their coordination of PPE supplies for the aging provider network and the community at large. In addition to distributing PPE or subsidizing some PPE costs to the provider network, AAANM partnered with the United Way of Northwest Michigan to promote availability of and distribute KN-95 masks to vulnerable individuals across the 10 county region.

5. PROVIDER SHORTAGE: At the request of some members of the provider network, AAANM subsidized a media campaign, "Careers of Caring" to help promote the availability of direct care worker employment opportunities in the region. Additionally, AAANM has participated in many conversations to advocate for direct care workforce wage increases and reduced administrative burden associated with funding that has been available to date. Additionally, Self-Determination services were implemented for Care Management participants in July 2020. Since implementation, 23 participants have utilized at least one service through the self-determination program. Currently the services provided are personal care and homemaking, in addition to the Fiscal Intermediary fee and worker's compensation fees. AAANM has purchased a total of \$58,345 worth of self-determination services for Care Management participants. Although the number of participants that have utilized this service is smaller than anticipated, these are clients that otherwise would not have had access to care due to the direct care worker shortage. The participants live in rural communities where finding services through an agency has been difficult. The current participant's enrolled in the self-determination program had access to an informal support willing and able to be a paid caregiver. For participants without an informal support system, self-determination continues to not be an option.

6. TELEHEALTH IMPLEMENTATION: To reduce social isolation and to be able to keep "eyes" on older adults and participants, AAANM implemented telehealth early on with the pandemic. Since December 2020, 147 intakes, assessments, reassessments and person-centered service plan meetings occurred using this technology. AAANM has also participated in regional advocacy efforts to expand access to broadband internet.

Requested changes to the 2022 AIP

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As part of AAANM's efforts to respond to the changing landscape and complete program develop goals related to reviewing programs and services to maximized AASA's funding streams for the greatest community benefit, the following changes are requested with this AIP:

Addition/modification of the following programs or service definitions:

1. Within the scope of health promotion and disease prevention, AAANM requests to modify the use of IIID funding to incorporate the evidence based approved program Care Transitions Intervention (CTI). In May/June 2021, AAANM received three year NCQA accreditation for Long Term Supports and Services case management. AAANM has a strong quality improvement momentum (including statistical increases in staff perceptions of a culture of quality improvement). Adding CTI strengthens AAANM's capacity to improve overall care management quality by using CTI's evidence based program to reduce inappropriate healthcare utilization among AASA care management and MI Choice Waiver participants.
2. As AAAs pivoted to a virtual world, the aging network began to recognize economies of scale by combining resources to create a statewide schedule of evidence-based programs that may be offered online. AAANM will use IIID funding to participate in this programming network. Instead of relying exclusively on regional staff to be trained and available to offer some evidence based disease management classes like PATH, Creating Confident Caregivers and Powerful Tools for Caregivers, AAANM can now promote a wider variety of courses that are offered by AAAs. Using virtual platform eliminates geographic barriers. Region 10 older adults may participate in courses offered by AAAs across the State of Michigan.
3. As part of program development goals, add service definitions to provide Nutrition Education (direct and contract) and Nutrition Counseling (direct service). Adding these definitions will allow AAANM to continue program development efforts to address food insecurity and malnutrition that has become so evident among older adults in northwest Michigan during the pandemic.

Current information about contingency planning for potential reduced federal funding and identify specific funding sources if plans include the pursuit of alternative funding

AAANM has established a policy that provides guidance in carefully evaluating existing programs and services in the event of federal funding cuts. AAANM would prioritize those who are most frail, socially, or economically in need or of low-income minority status. If service reductions were made, AAANM would convene partners within the aging network to explore what other resources might exist or might help to compensate for reductions in AAANM services.

Progress made through MYP advocacy efforts to date and the AAA's specific planned advocacy focus for FY 2022

The AAANM Board of Advisors (BOA) actively drives advocacy both locally and at the State level. Two to three BOA members serve as delegates on the Michigan Senior Advocates Council (MSAC). The delegates regularly share State advocacy issues with both the BOA and the AAANM Board of Directors (BOD). Over the last year, the BOA has convened to clarify its advisory and advocacy roles and to discuss strategies to strengthen advocacy activities. The BOA recently participated in virtual advocacy efforts to engage legislators in aging issues and the importance of maintaining existing funding levels for in-home and community-based services that support older adults.

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County/Local Unit of Government Review

The Area Agency on Aging must send a request to the chairperson of each County Board of Commissioners within the Planning and Service Area (PSA), for approval of the final AIP by August 2, 2021. Notification can be sent via US mail or by electronic means, with delivery and signature confirmation, by no later than June 28, 2021. Describe the efforts made to distribute the AIP to, and gain support from, the appropriate county and/or local units of government.

On July 9, 2021, following the AAANM Board of Directors approval at their July 8th meeting, the FY2022 Annual Implementation Plan was sent electronically to each County Board of Commissioners in the 10-county PSA with delivery and receipt verification. Responses of approval from each county was requested by August 2, 2021. All 10 counties sent confirmation that they reviewed and approve the AAANM 2022 AIP.

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Public Hearings

Complete the chart below regarding your public hearing(s). Include the date, time, number of attendees and the location and accessibility of each public hearing. Please scan any written testimony (including emails received) as a PDF and upload on this tab. A narrative description of the public input strategy and hearing(s) is also required. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and the resultant impact on the AIP. Indicate whether the meeting complied with the Michigan Open Meetings Act. (See Transmittal Letter 2021-448.)

Date	Location	Time	Barrier Free?	No. of Attendees
05/20/2021	Zoom virtual meeting	10:30 AM	Yes	15

AAANM promoted the opportunity to participate in a virtual public hearing on the FY2022 AIP draft via local newspapers, agency website and Facebook, service provider network, and aging network agencies. The public notice was given 30 days prior to the public hearing, a summary of the draft AIP was available 15 days prior to the public hearing, and the opportunity to provide written input lasted 30 days after the summary AIP was made available. No written input was received, however, there was discussion by the attendees of the public hearing. A presentation of the progress of 2021 plan initiatives was presented, followed by presentation of 2022 plans. The public hearing complied with AASA waiver of Open Meetings Act requirement to hold virtual meeting.

Key discussion at the public hearing included:

1. Direct care worker shortages - Hospitality industry suffering from staff shortages creates greater challenge finding staff with competing industries looking to hire. Suggestion of schools offering education days in HS/job opportunities, encouraging direct care worker career path; change perception of being a DCW as a remedial job by sharing the value of the career path with younger generations.
2. Healthy food needs of seniors - They tend to give up healthy foods as the first line to fend with limited finances. During pandemic additional opportunities available to get fresh food to seniors.
3. Virtual evidence-based programs - Pros and cons exist to offering workshops virtually - opportunity for broader reach; yet virtual takes away an aspect only available in person – connectedness; opportunity for visual and interactive methods of processing information.
4. Caregiver Education, Support & Training – allows more options than limits of evidence-based program offerings
5. Consistent message regarding vaccinations and masks and restrictions – need tools? Multi-modality is a new aspect that we've learned to juggle

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Regional Service Definitions

If the area agency is proposing to fund a new (not previously approved in this multi-year planning cycle) service category that is not included in the Operating Standards for Service Programs, then information about the proposed service category must be included in this section. Enter new regional service name, identify the service category and fund source, include unit or service, minimum standards and why activities cannot be funded under an existing service definition.

Service Name/Definition

Rationale (Explain why activities cannot be funded under an existing service definition.)

Service Category	Fund Source			Unit of Service
Access	Title III PartB	Title III PartD	Title III PartE	
In-Home	Title VII	State Alternative Care	State Access	
Community	State In-home	State Respite		
	Other _____			

Minimum Standards

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FY 2022

Access Services

Select from the list of access services those services the area agency plans to provide directly during FY 2022, and provide the information requested. Specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

The Area Plan Grant Budget that is uploaded and saved in AMPS must include each access service to be provided directly in the Direct Service Budget details tab. The funding identified in this tab should correspond to the funding (federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget's Support Services Detail tab. The method of provision must be specified in the Service Summary tab.

Care Management

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$268,000.00	Total of State Dollars	\$501,692.00

Geographic area to be served

Region 10

Specify the planned goals and activities that will be undertaken to provide the service.

Care Management (including Self-Determination option)

Goal 1: Provide supports coordination and home and community-based services to adults over the age of 60 who are at high risk of institutionalization.

Activities:

1. Maintain strong partnerships with county aging units in order to provide a continuum of care as well as effective pairing of AASA and millage funded service monies.
2. Outreach to and actively participate in community collaboratives that include American Indian tribes and organizations that serve minorities, low income and vulnerable adults.

Goal 2: Operate under a robust quality management plan, overseen by the Quality Management committee.

Activities:

1. Program and service monitoring includes chart reviews, peer reviews, participant satisfaction surveys, staff training and monitoring of quality indicators such as hospitalizations and re-institutionalization rates, social isolation and access to transportation.
2. Support a Consumer Quality Collaborative that provides feedback and has input into program operations and initiatives.

Number of client pre-screenings:	Current Year:	159	Planned Next Year:	159
Number of initial client assessments:	Current Year:	29	Planned Next Year:	29

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Number of initial client care plans:	Current Year:	29	Planned Next Year:	29
Total number of clients (carry over plus new):	Current Year:	262	Planned Next Year:	262
Staff to client ratio (Active and maintenance per Full time care)	Current Year:	1:40	Planned Next Year:	1:40

Case Coordination and Support

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$25,750.00	Total of State Dollars	\$2,841.00
Geographic area to be served			
Region 10			

Specify the planned goals and activities that will be undertaken to provide the service.

Goal 1: Implement Case Coordination and Support as part of a multi-step effort to tier care management services provided by AAANM to serve more people at the most appropriate level of care.

Activities:

- 1) Hire staff to begin offering CCS
- 2) Transition existing Care Management clients who are more appropriate for care under CCS
- 3) Open individuals on the Care Management wait list to CCS if more appropriate for CCS level of care
- 4) Monitor and adjust as needed

Projected number to serve in 2022 approx. 40

Number that convert from CM to CCS approx. 30

Disaster Advocacy & Outreach

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$1.00	Total of State Dollars	
Geographic area to be served			
Region 10			

Specify the planned goals and activities that will be undertaken to provide the service.

Goal 1: Placeholder service definition in case needed with changes in the pandemic or other emerging crisis.

Information and Assistance

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$74,755.00	Total of State Dollars	\$0.00
Geographic area to be served			
Region 10			

Specify the planned goals and activities that will be undertaken to provide the service.

Information & Assistance

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Goal 1: Provide high quality Information and Assistance to support older adults , family members, caregivers and healthcare or social service professionals seeking information about community resources for older adults, caregivers and persons with disabilities.

Activities:

1. Ensure that staff receive on-going information and education about community resources and aging issues.
2. Outreach to referral sources and the community through brochures, marketing, social media, public speaking, and expos that Information and Assistance for aging needs is available through AAANM.
3. Continue to serve as the "local contact agency" for those in nursing homes who are interested in exploring other options for long term care.

Goal 2: Examine current reporting methodologies and technology to determine needed changes.

Activities:

1. Review alternative data systems for effectiveness.
2. Review current reported data to facilitate improved, lean processes for information gathering.

Options Counseling

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$49,758.00	Total of State Dollars	
Geographic area to be served			
Region 10			

Specify the planned goals and activities that will be undertaken to provide the service.

Options Counseling

Goal 1: Provide unbiased, person-centered options counseling to older adults and caregivers who need assistance understanding and planning for their long-term care options.

Activities:

1. Ensure that staff receive on-going information and education about community resources and aging issues.
2. Outreach to referral sources and the community through brochures, marketing, social media, public speaking, and expos that Options Counseling is available through AAANM.

Goal 2: Maintain strong referral relationships with county aging units, nursing facilities, PACE and other long-term care options in Region 10.

Activities:

1. Regularly share information and updates between AAANM and other long-term care providers and entities in the region.

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Direct Service Request

Select the service from the list and enter the information requested pertaining to basis, justification and public hearing discussion for any new Direct Service Request for FY 2022. Specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service. Include any COVID-19 policy waiver-approved direct provision of service that is continuing into FY 2022. Direct service budget details for FY 2022 are to be included under the Direct Service Budget tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and State funds) identified on the Support Services Detail page. Please skip this section if the area agency is not submitting a new request to provide an in-home, community, or nutrition service directly during FY 2022.

Nutrition Counselling

Total of Federal Dollars \$1.00

Total of State Dollars \$0.00

Geographic Area Served Region 10

Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Goal 1: Development of self-sustaining Nutrition Counseling program.

Activities:

1. Evaluate community need and program components to develop a nutrition counseling program.
2. Develop and pilot a nutrition risk screening process for current clients and home delivered meals participants.
2. Plan to implement a Nutrition Counseling program late FY22 or into the MYP 2023-2025 cycle.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services .

(B) Such services are directly related to the Area Agency's administrative functions .

(C) Such services can be provided more economically and with comparable quality by the Area Agency .

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Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Older adults rarely access insurance benefits that may support their nutritional well-being. AAAs have a unique opportunity to provide nutrition counseling to older adults in the community, including Care Management participants and Senior Nutrition Program participants. Developing a nutrition risk screening process for current Care Management participants and establishing protocols for making referrals to the AAANM registered dietitian will support quality of life for participants, helping reduce hospital readmissions and increasing access to interventions to promote nutrition.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

At the May 20, 2021 public hearing for the draft 2022 AIP, no comments or discussion was raised about this service.

Nutrition Education

Total of Federal Dollars \$1.00

Total of State Dollars

Geographic Area Served Region 10

Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Goal

1. Evaluate needs and opportunities in region for a nutrition education program coordinated by AAANM.
2. Develop nutrition education program to pilot late FY22 or into MYP 2023-2025.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.
- (B) Such services are directly related to the Area Agency's administrative functions.
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.
- (B) Such services are directly related to the Area Agency's administrative functions.
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.

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Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Monitoring of pandemic conditions revealed that nutrition education is strongly needed among older adults in northwest Michigan to support quality of life and to promote consumption of healthy foods. A need assessment and inventory of regional assets will be completed as part of the initial steps for developing this program.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services .
- (B) Such services are directly related to the Area Agency's administrative functions .
- (C) Such services can be provided more economically and with comparable quality by the Area Agency .

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Regional Direct Service Request

Area agencies that have a new request to provide a regional service directly must complete this tab for each service category. Enter the regional service name in the box and click "Add." The regional service name will appear in the dialog box on left after screen refresh. Select the link for the newly added regional direct service and enter the information requested pertaining to basis, justification and public hearing discussion for any new regional direct service request for FY 2022. Also specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service. Include any COVID-19 policy waiver-approved regional direct provision of service that is continuing into FY 2022. Address any discussion at the public hearing related to each new regional direct service provision request. Regional Direct Service Budget details for FY 2022 are to be included under the appropriate tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget, Support Services Detail page.

Total of Federal Dollars

Total of State Dollars

Geographic Area Served

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

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Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

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Approved MYP Program Development Objectives

Program development goals and objectives previously set by the area agency and approved by the CSA in this multi-year planning cycle are included as read-only. For each of these established program development objectives, a text box is included for the area agency to provide information on progress toward the objectives to date. This text box is editable. Please provide information on progress to date for each established objective under the section tab entitled "Progress."

For the Diversity, Equity and Inclusion (DEI) objective, include progress on trainings for staff and subcontractors in DEI and unconscious bias. Discuss efforts to ensure that programming and outreach is culturally sensitive and welcoming to all participants, including non-English speaking persons. Discuss efforts to ensure that providers are trained to adapt to diverse cultural needs.

Area Agency on Aging Goal

- A. At least one community in the PSA will complete an aging-friendly community assessment and receive recognition as a CFL by 9/30/2022.**

Objectives

1. One new community in the PSA will receive recognition as a CFL by 9/30/2022.
Timeline: 10/01/2020 to 09/30/2022

Progress

THIS GOAL WILL BE DISCONTINUED WITH THE 2021 AIP APPROVAL.

- B. Maintain and strengthen regional capacity to identify, assess and support individuals with cognitive impairments and their caregivers.**

Objectives

1. Ensure a well trained workforce at AAANM to support persons with cognitive impairments and their caregivers.
Timeline: 10/01/2019 to 09/30/2022

Progress

THIS GOAL WILL BE DISCONTINUED WITH THE 2021 AIP APPROVAL.

2. Ensure that older adults are appropriately screened for possible cognitive impairments using the AD 8 screening tool. Encourage older adults who are not connected with a physician, and/or their primary caregivers, to seek physician evaluation.
Timeline: 10/01/2019 to 09/30/2022

Progress

- C. Maximize opportunities (using IIID funding) for older adults and caregivers to maintain health and**

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well being.

Objectives

1. Develop and implement a plan for allocation of IIID money to have the maximum community impact possible.
Timeline: 10/01/2019 to 09/30/2022

Progress

THIS GOAL WILL BE DISCONTINUED WITH THE 2021 AIP APPROVAL.

- D. Improve the accessibility of services to Michigan's communities and people of color, persons with disabilities, recent immigrants and LGBTQ+ individuals**

Objectives

1. Ensure that AAA staff and subcontractors are trained in diversity , equity and inclusion.
Timeline: 10/01/2020 to 09/30/2022

Progress

All AAANM employees have completed implicit bias training.

AAANM is evaluating tools to measure baseline attitudes and pricing on SAGE/LGTBQ+ training.

2. Ensure that AAANM programming and outreach is culturally sensitive and welcoming to all , including linguistically appropriate for non-English speaking individuals.
Timeline: 10/01/2020 to 09/30/2022

Progress

Region 10 has a predominately white, English speaking population. As such, AAANM is focusing on understanding the prevalence of ageism in our community and in our services. AAANM's Quality Club has begun course work in the bias our society attributes to older adults. They will be discussing our programs and services to identify opportunities to reduce ageism in our services.

- E. Conduct review of all programs and services in light of COVID-19 pandemic and emerging/changing community needs. Develop plan to maximize all AASA funding streams for greatest community benefit which may result in proposal of changes in existing services and contracting and/or proposal of new regional service definitions by the conclusion of the MYP period.**

Objectives

1. Conduct review and assessment of all AASA funded programs using a lens of equity , strengthening of LTSS safety net services, and existing and emerging community needs.
Timeline: 10/01/2020 to 09/30/2022

Progress

AAANM has been extensively studying calls to the agency that enter through I&A and through MMAP to watch

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changing trends related to the pandemic, some of which include:

- 1) A need for general case management, independent of income or level of care need; more and more older adults need support identifying options for their situation (broader than AASA Care Management or MI Choice Waiver) including how to think about long term needs, complex healthcare navigation and advance care planning, coupled with social isolation and growing behavioral health needs.
- 2) A need for tiered case management - level of care need is not a good indicator of care management need. Individuals with lesser level of care need are requiring greater intensity of care management need that we are unable to meet with the design of our current programming.
- 3) Several functions or services that AAANM provides under AASA funding could be redesigned into billable services, particularly those supporting persons with dementia and their caregivers.
- 4) Social determinate of health needs are presenting more frequently. Standardized screening tools and data capture abilities (with an appropriate IT system) would help to better navigate individuals to basic needs like access to food, housing, transportation, emergency funding assistance, etc.

Using these observations, AAANM is working to prioritize changes that can have the greatest impact.

2. Develop plan for Access and Healthy Aging (IIID funding) funding to be used to better identify, assess and support the needs of older adults that may include focused efforts on Social Determinates of Health (i.e. food, housing, transportation, social isolation, caregiver challenges) and long-term care needs. Concurrently optimize the use of telehealth and other technology to expand access to AAANM services.
Timeline: 10/01/2020 to 09/30/2021

Progress

AAANM has conducted a review of opportunities for use of IIID funding. Use of IIID funding will be expanded to include Care Transition Intervention (CTI) to reduce inappropriate healthcare utilization using a coaching model to activate engagement in health improvement behaviors. This will take place in FY22.

F. Maintain and strengthen regional capacity to support paid and unpaid caregivers of older adults and persons with disabilities, particularly in light of pandemic conditions.

Objectives

1. Support and strengthen the paid caregiver network.
Timeline: 10/01/2020 to 09/30/2022

Progress

- a. Implemented Self-Determination worker option in AASA Care Management to help alleviate workforce shortage to provide in-home care. (completed – FY2021)
- b. Advocated for increased in direct care wages through the annual state budgeting process and opportunities to reduce administrative burden.
- c. Launched regional media campaign (Careers of Caring) to promote awareness of direct care positions across settings (in-home, facility based)

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2. Support unpaid caregivers.

Timeline: 10/01/2020 to 09/30/2022

Progress

1. Joined AAA network of virtual classes available to caregivers to expand offerings available through AAANM for caregivers.
2. Implemented Active Daily Living, a web-based plug in to standardize education materials used by AAANM with callers, participants and caregivers on aging issues. This includes how-to videos, ability to receive customized newsletters via email and other resources that can be provided to any caregiver regardless of how they access staff or programming at AAANM.
3. Ensure that all AAANM staff who are public facing are trained in Crisis Prevention Institute foundations and behaviors of dementia to recognize signs, symptoms and interventions, and to coach caregivers appropriately.

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2022 Program Development Objectives

The area agency must enter each new program development goal in the appropriate text box. It is acceptable, though not required, if some of the area agency's program development goals correspond to AASA's State Plan Goals. There is an entry box to identify which, if any, State Plan Goals correlate with the entered goal. A narrative for each program development goal should be entered in the appropriate text box. Enter objectives related to each program development goal in the appropriate text box. Complete the information in the text boxes for the timeline, planned activities and expected outcomes for each objective. (See Document Library for additional instructions on completing the Program Development section.)

Area Agency on Aging Goal

A.

State Goal Match:

Narrative

Objectives

1.

Timeline: to

Activities

Expected Outcome

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Supplemental Documents

This year, the completion of the Quality Outcome Measures Reporting Form (six-month report) and the Emergency Management and Preparedness document are required and may be found in the Document Library.

Supplemental Documents A through F are presented in the list below. Select the applicable supplemental document(s) from the list on the left. Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

- A. Policy Board Membership - Required
- B. Advisory Council Membership - Required
- C. Proposal Selection Criteria - *should only be completed if there are new or changed criteria*
- D. Cash-In-Lieu-Of-Commodity Agreement - *should only be completed if there are new or changed criteria*
- E. Waiver of Minimum Percentage of a Priority Service Category - *should only be completed if there are new or changed criteria*
- F. Request to Transfer Funds - *should only be completed if there are new or changed criteria*

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SUPPLEMENTAL DOCUMENT A

Board of Directors Membership

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	0	0	0	0	6	11
Aged 60 and Over	0	0	0	0	0	5	8

Board Member Name	Geographic Area	Affiliation	Membership Status
Laura Foerster	Antrim County		Appointed
Bob Roelofs	Benzie County		Elected Official
Robert Jess	Charlevoix County		Elected Official
David White	Emmet County		Elected Official
Kory Hansen	Grand Traverse County		Community Representative
Katina Banko	Kalkaska County		Elected Official
Rebecca Barr	Kalkaska County		Community Representative
Elizabeth Wagner	Leelanau County		Appointed
Eric Gustad	Manistee County		Elected Official
Pam Niebrzydowski	Missaukee County		Elected Official
Judy Nichols	Wexford County		Elected Official

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SUPPLEMENTAL DOCUMENT B

Advisory Board Membership

	Asian/ Pacific Islander	African American	Native American/A laskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	0	0	0	0	10	12
Aged 60 and Over	0	0	0	0	0	6	7

Board Member Name	Geographic Area	Affiliation
Gary Muller	Antrim County	
Douglas Durand	Benzie County	
Shirlene Tripp	Charlevoix County	
Sue Fantini	Emmet County	
Debra Allen	Grand Traverse County	
Lisa Robitshek	Grand Traverse County	
Jodi Magee	Kalkaska County	
Meredith Goodrick	Leelanau County	
Pam Niebrzydowsk	Missaukee County	
Kathy Kimmel	Wexford County	
Carrol Cort	Kalkaska County	
Jean Swaffer	Missaukee County	

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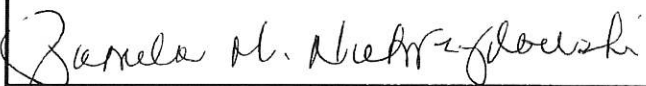
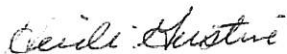
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SIGNATURES

This document covers Fiscal Year 2022. This document becomes valid upon approval by the Michigan Commission on Services to the Aging. It may be conditionally approved subject to all general and/or special conditions established by the Commission on Services to the Aging. This signature page may substitute for required signatures on documents within the documents if those documents are specifically referenced on this signature page.

The signatories below acknowledge that they have reviewed the entire document including all budgets, assurances, and appendices and they commit to all provisions and requirements of this Annual Implementation Plan.

Signature of Chairperson, Board of Directors	Date
	7/8/21
Print Name	
Pamela M. Niebrzydowski	
Signature of Area Agency on Aging Director	Date
	7/8/21
Print Name	
HEIDI GUSTINE	
Area Agency on Aging	
Area Agency on Aging of Northwest Michigan	
Documents referenced by the signature page: <ul style="list-style-type: none">▪ FY 2022 Area Plan Grant Budget▪ FY 2022 Direct Service Budgets▪ Request to Transfer Funds▪ Waiver for Direct Service Provision▪ Assurances and Certifications▪ Assurance of Compliance with Title VI of Civil Rights Act of 1964▪ Regional Service Definitions▪ Agreement for Receipt of Supplemental Cash-in-Lieu of Commodity Payments for the Nutrition Program for the Elderly▪ Waiver of Minimum Percentage for a Priority Service Category	

9-1-1
Police
Fire / EMS

Benzie County Central Dispatch

505 S. Michigan Ave Beulah MI 49617
Non-emergency 231-882-4487 / Fax 231-882-5894



To: Benzie County Board of Commissioners
From: Rebecca Hubers - Director
Re: Action to adopt revised BCCDAB Bylaws

The Benzie County Central Dispatch Advisory Board is recommending the amendment of the Benzie Central Dispatch Advisory Board Bylaws from their last meeting on July 8, 2021. The Bylaws were originally adopted October 13, 2015, and previously revised March 28, 2019.

The new and only amendment is the addition of 3.2.5 under **Responsibilities 3.2**.
“3.2.5 Maintain and oversee the Benzie County Public Safety Radio Communications Plan”.

The Public Safety Radio Communications Plan (previously approved in 2017) states that the Benzie County Central Dispatch Advisory Board will have oversight over county emergency radio use and the plan, but the bylaws did not address the plan.

Per the Bylaws **6.3 Amendment**, The Advisory Board “Bylaws may be amended by the BOC upon the recommendation of the Advisory Board provided no amendment shall be adopted which is inconsistent with the E9-1-1 Service Plan or without amendment of the E9-1-1 Service Plan in accordance with the requirements of the Emergency Telephone Enabling Act.” – **this amendment is has no impact and is consistent with the E9-1-1 Service Plan.**

I am looking for Benzie County Board of Commissioners’ approval of the revision and adoption of the amended Benzie County Central Dispatch Advisory Board Bylaws (revision date July 8, 2021).

Attachments: BCCDAB Bylaws – previous revision March 28, 2019
BCCDAB Bylaws – new revision July 8, 2021
BCCDAB meeting minutes dated July 8, 2021
Benzie County Public Safety Radio Communications Plan

RECEIVED

JUL 19 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Minutes of
Benzie County Central Dispatch Advisory Board
Thursday July 8, 2021 3:00pm – Benzie Host /Zoom #858 2065 2205

Member attendance:

K. Rosa – BCSO	Lozowski – FPD (online)	Markey – HTFD/ BOC
Roelofs – BOC	Keck – MSP 7th (online)	McCaul – MSP 7th (online)
R.Hubers – OEM/BCCD	Dekkers – NPS	Pfost - ITFD

Public: Michael Draeger – BCCD

- A. Meeting called to order at 3:00pm by Tim Markey. Transferred meeting operations to Rebecca Hubers.
- B. Approval of Agenda. The wrong Agenda day was posted in the first distribution. Current meeting date is July 8, 2021.
Motion by Roelofs to approve agenda as amended, second by Rosa – motion carried.
- C. Approval of the Minutes from May 13, 2021
No Subcommittee minutes – report listed under E3
Motion to approve the minutes by Lozowski, second by Markey – motion carried.
- D. Public Comment: - no public comment
- E. New Business:

E1. Updates and changes made to the Benzie County Public Safety Radio Communications Plan as shown on Revised 2021 version by Michael Draeger.
Motion to approve all edits to the Benzie County Public Safety Radio Communications Plan (Revised 2021) by Lozowski, second by Markey – motion carried.

Discussion by Pfost: Who would be enforcing the radio plan as there are regular violations? Hubers stated that a copy of the new plan will be distributed to all agencies who may have never seen or discussed it before. Accountability for following the plan would be asked of Department Heads of agencies who were provided the updated plan.

Discussion by Markey: Common ICS training for all departments (including law enforcement) would be a good time to bring up the Communications Plan.

E2. A recommendation was made to amend the BCCDAB bylaws to include 3.2.5 “Maintain and oversee the Benzie County Public Safety Radio Communications Plan” under 3.2 Responsibilities.
Motion to move the recommendation forward to the Benzie County Board of Commissioners for amendment by Markey, second by Lozowski – motion carried.

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E3. Rebecca reported the subcommittee for space needs did meet on June 7, 2021.

Sheriff Rosa assumed the task of speaking with Benzonia Township regarding zoning for the 734 Beulah Hwy (Honor Loan Center) location. Sheriff Rosa reported that Benzonia Township Supervisor Jason Bernard advised the R2 zoning would not allow for alterations to the building that would be needed to accommodate a tower and garage space. After that conversation, a separate conversation with Attorney Matt Nordfjord brought to light Pittsfield Charter twp. V Washtenaw County, 468 Mich 702; 664 NW2d 193 (2003) in which the Supreme Court held that a County was exempt from Township zoning ordinances when it came to siting county buildings. Further, this standard also applies to necessary ancillary uses (parking, lighting, fencing) or a communications tower. Ideally the County would like to work with the Township on this project, but Benzonia Township also has a counteroffer, that they would be more willing to work on.

The subcommittee meeting also included County Treasurer Michelle Thompson who clarified that American Relief Funds are not the only option source of funding for this project. If including EMS (both departments have their own revenue sources). Options for funding could be 1) cash, in the form of a combination of 911 or EMS funds and borrow from the DTRF (delinquent tax revolving fund). The project is too costly for only DTRF, so a contribution of department funds would be necessary. 2) bond (which causes debt and includes costs and interest rates) 3) rescue funds and grants.

Rebecca was approached and met with Benzonia Township on June 21 regarding their intentions to build a Public Safety/Township Center near 2717 Benzie Hwy. The Township was soliciting Benzie County Central Dispatch to be a potential tenant in the building at \$1.14 a square foot (monthly) projected at 2000 square feet. The space would be built to request and allow for the erection of a communications tower. The tenant space solicitation is to help off set the cost to Benzonia Township taxpayers. The presentation to voters will be on the November 2021 ballot. Benzonia Township is to provide BCCD with better drawings to include necessities required for BCCD to occupy the space (separate bathroom). This option would not include combining assets with BEMS. BEMS was given a similar solicitation earlier.

Rebecca expressed a bit of frustration with the “new” options being brought to her to consider during her updates to the Board of Commissioners, to include regionalizing the PSAP with Manistee. She is not frustrated at the thought, but the abrupt way she is told to take her project into different directions. This makes a two-decision project, now a four-decision project and everyone’s input only add for more work (only being assigned to Rebecca to follow up on) and more setbacks that slow the project rather than move the project forward. Probably why this project has never gained any traction before. Regionalizing is a separate project from building a new PSAP and Rebecca feels unclear which direction the County Board is asking her to go in.

Discussion by Pfof: There are benefits to consolidation of 911 even though it would be loss of jobs. With current technology the excuse of “them not knowing the roads and locations” is no longer a valid argument.

Discussion by Markey: Regionalizing with Manistee would require upgrades on the Manistee side and previous discussions with Grand Traverse and Leelanau did not include consolidating. Regionalizing and Outsourcing are two completely different topics.

- E4.** The entire 911 Act sunsets on 12/31/2021. There are proposals and rewrites being submitted to Legislature. Rebecca feels like too much discussion on the “sunset” makes it sound like the sky is falling, which will most likely not be the case that Michigan would fail to provide for 911. Rebecca asks that board members remember the 911 Act will sunset and to please support 911 in conversations with Legislators.

F. Old Business:

F1. FCC NPRM Doc. 20-291. The FCC released a Report and Order in the fee diversion proceeding. The FCC viewed several the Michigan statements favorably. Specifically, the Commission adopted the proposal to include “other emergency communication services” within the scope of 911 fees that are reasonably ancillary. Stated “acceptable radio expenditures are not necessarily limited to technology inside the PSAP and could extend to development of integrated communications systems that support 911-related functions”. There will be a final report to Congress to include “the extent to which radio expenditures should be considered acceptable for the purpose of 902 because they provide for the interoperability of 911 systems with one another and with public safety/first responder radio systems.”

G. Board Members roundtable:

Dekkers – Another saturation patrol scheduled for July 17 (1430-2000) focused on traffic. There will be no volunteers and the DNR may be on the river.

Rosa – Thank you for all the support during July 4.

Roelofs – Just want to say thank you, proud of this community and the work done in it.

No other roundtable board comments.

H. Public comment:

Rebecca Hubers: One new ECS in Training Herbert Sudemann is in Phase One. There are still ECS openings and there are postings on most social media job sites and the Benzie County website. Rebecca’s main goal right now is the physical and mental needs of the dispatchers and quality of the output from BCCD.

Michael Draeger provided a snapshot of data from the July 4 weekend starting Friday at 12:00 noon to Monday at 4:00am. A copy of his “by the numbers” snapshot is attached to the minutes.

- I.** Next Meeting – September 9, 2021, at 3pm. Hybrid in-person and zoom.

- J.** Adjournment – 3:43pm *Motion Roelofs, second by Markey* – motion carried.

BENZIE COUNTY CENTRAL DISPATCH ADVISORY BOARD BYLAWS

Adopted October 13, 2015 – Revised July 8, 2021

Section I: Purpose – Location – Authority

1.1 Purpose:

The intent is to create a Central Dispatch Advisory Board to make recommendations to the Director and the Board of Commissioners “as it relates to the operation of Benzie County Central Dispatch and to comply with the Law Enforcement Information Network (L.E.I.N.) requirements and policies, recommend operational policy and procedures, recommend a Director, and to meet the requirements under the Emergency Telephone Enabling Act, PA 32, and the County E9-1-1 Service Plan”.

Benzie County Central Dispatch is a public safety answering point for wire line, wireless and VOIP (Voice over Internet Protocol) emergency and non-emergency telephone calls requesting public safety services.

1.2 Location:

The location of operations within the Benzie County Sheriff’s Office or other such location as recommended by the Advisory Board and approved by the Board of Commissioners.

1.3 Authority:

The Benzie County Central Dispatch Advisory Board is established pursuant to the E9-1-1 Service Plan for the County.

Section II: Definitions

As used in this agreement, the following terms shall have the following meanings:

- 2.1 **Board** refers to the Benzie County Central Dispatch Advisory Board as described in this agreement.
- 2.2 **BCCD** refers to Benzie County Central Dispatch.
- 2.3 **Budget** refers to the annual fiscal plan regarding anticipated expenditures and revenue adopted by the County.
- 2.4 **BOC** refers to the Benzie County Board of Commissioners.
- 2.5 **Direct Dispatch Method** refers to a method of responding to a request for service whereby a PSAP, in accordance with established operating standards and policies, decides on the proper action to be taken and dispatches the appropriate available emergency service unit(s).
- 2.6 **E9-1-1 Service District members** refers to the public safety agencies and private public safety agencies within the jurisdictional boundaries of Benzie County that participate in the E9-1-1 Service Plan.

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- 2.7 **E9-1-1 Service Plan** refers to the Plan adopted by the BOC pursuant to the Emergency Telephone Service Enabling Act.
- 2.8 **Emergency Telephone Service Enabling Act** refers to 1986 P.A. No. 32, as amended, MCLA 484.1101 et seq.
- 2.9 **Executive Committee** refers to the Chairperson, Vice-Chairperson and Secretary of the Advisory Board.
- 2.10 **Fiscal year** shall be the same as the County of Benzie.
- 2.11 **Private Safety Agency** refers to a private entity which provides emergency medical services.
- 2.12 **Properly convened meeting** refers to a Board or Committee meeting where a majority of the appointed members are present, and which was the subject of five (5) days prior written notice to each member or prior attempts to reach each member telephonically if the meeting was called with less than five (5) days' notice.
- 2.13 **Proper vote** refers to a vote which results in an affirmative majority of those members present and voting.
- 2.14 **Public Safety Agency** refers to a public safety agency that provides firefighting, law enforcement, emergency medical or other emergency service that participates in the Benzie County E9-1-1 Service Plan.
- 2.15 **Public Safety Answering Point (PSAP)** refers to a communications facility operated on a 24-hr basis, assigned responsibility to receive both emergency and non-emergency requests for service and as appropriate, process the service requests by means of the direct dispatch method, the relay method or the transfer method.
- 2.16 **Relay Method** refers to a method of responding to a request for service whereby a PSAP notes pertinent information and relays it by telephone, radio or private line to the appropriate public safety agency or other provider of emergency services that has an available emergency service unit located closest to the request for emergency service for dispatch of an emergency service unit.
- 2.17 **Transfer Method** refers to a method of responding to a request for service whereby a PSAP transfers the call directly to the appropriate public safety agency or other provider of emergency service that has an available emergency service unit located closest to the request for emergency service for dispatch of an emergency service unit.
- 2.18 **Voice over Internet Protocol or VoIP** is a system for providing telephone service over the Internet.

Section III: Governance

3.1 Benzie County Central Dispatch Advisory Board

- The Advisory Board serves in an advisory capacity only with actual management of the Dispatch Center by the BOC.

- The Board shall meet at least quarterly with a mandatory meeting in January.
- At the January meeting, the Board shall elect the Executive Committee, Section III Governance (B).
- The Board may meet more frequently at its discretion.
- Notifications of meetings shall be posted in the public entrance of the Benzie County Government Center.
- Meetings will be conducted in accordance with the Open Meetings Act.
- A quorum of five is necessary to conduct an official meeting.
- Powers shall be exercised upon proper vote at a properly convened meeting. Each member shall be entitled to one vote.

(A) Composition

The Advisory Board includes a representative from the following agencies:

1. Benzie County Sheriff's Office (*required by public act*)
2. Michigan State Police (*required by public act*)
3. Benzie County Board of Commissioners
4. Benzie County Fire Services
5. Benzie County EMS
6. Frankfort Police Department
7. National Park Service – Sleeping Bear Dunes National Lakeshore

(B) The Executive Committee consists of the following (3) officers from its members:

Chairperson – The Chairperson shall preside over the meeting.

Vice Chairperson – The Vice Chairperson will act as the Chairperson in the Chairperson's absence.

Secretary – The secretary shall perform duties assigned by the Advisory Board

3.2 Responsibilities:

The Advisory Board shall have the authority to do and perform all acts and functions permitted by the E9-1-1 Service Plan, the Emergency Telephone Enabling Act, or these Bylaws.

Specific functions of the Advisory Board shall include:

- 3.2.1 Recommendations of policies, procedures and general operating guidelines for the operation of the BCCD.
- 3.2.2 Recommendations of policies governing the operation and access to computers interfaced directly or indirectly with the Law Enforcement Information Network (L.E.I.N.) or the National Crime Information Center (N.C.I.C) computer systems, including those which are used for the interstate exchange of criminal history record information.
- 3.2.3. Interview and recommend for approval to the County Administrator a Director, who shall be responsible for the day to day operations of BCCD, following Benzie County hiring guidelines. The BOC will have final approval.

- 3.2.4 Advising the Director with respect to the operation of BCCD including the interface between BCCD operations and the E9-1-1 Service District members.
- 3.2.5 Maintain and oversee the Benzie County Public Safety Radio Communication Plan.

3.3 Appointments – Alternates

Appointments to the Advisory Board shall be made by the respective agency identified in Section III, 3.1.A. Any member may select an alternate to attend an Advisory Board Meeting, and that member shall have full voting rights. Alternate designations shall be made in writing the Chairperson prior to the meeting.

Section IV: Operations

4.1 Personnel:

The Director may recommend the employment of personnel according to the current County policy. The Director and all such personnel shall be County employees whose terms and conditions of employment shall be determined by the BOC. Notwithstanding the above, all personnel decisions made by the Director shall comply with such personnel policies and procedures as established by the BOC and any labor contract.

4.2 Director:

The Director reports to the County Administrator.

The Director's responsibilities include but not limited to the following:

- 4.2.1 Manage all personnel issues within established County policy and procedures and the labor contract.
- 4.2.2 Develop a budget and manage budgetary issues within established County policies and procedures.
- 4.2.3 Develop, revise and enforce policy and procedures.
- 4.2.4 Adopt or develop a disciplinary policy and practice.
- 4.2.5 Liaison with any committee of the Advisory Board
- 4.2.6 Maintain the E9-1-1 Plan as required by law.
- 4.2.7 Any and all other duties deemed necessary by the County Administrator.

4.3 Central Dispatch:

Benzie County Central Dispatch is charged with the responsibility of operating an E9-1-1 Public Safety Answering Point (PSAP) and central dispatch system for the E9-1-1 Service District members in Benzie County in compliance with the Emergency Telephone Service Enabling Act. No. 32 as amended, MCLA 484.1101 et seq.

Section V: Fiscal Administration

5.1 Budget:

For each fiscal year the BOC shall approve a BCCD budget prepared by the Director. The budget shall segregate anticipated revenues into accounts designed to cover expected expenditures. The budget shall balance anticipated revenues with expected expenditures and contingency accounts. No expenditure may be authorized if it will result in an actual budgetary account deficit prior to the end of the fiscal year. The Director shall recommend to the BOC the budget be amended if necessary, to meet deviations in expected revenues or authorized expenditures. The Director shall comply with such fiscal policies and procedures as established by the BOC.

5.2 Audit:

All Benzie County Central Dispatch finances and expenditures shall be subject of a complete annual audit, which will include an unqualified audit opinion to be preformed by a certified public accountant. Such an audit may be incorporated with, and constitute part of, an established public agency or public safety agency annual audit process. Each sponsoring and/or contributing public agency may review the documentation of each annual audit.

The County Administrator shall establish procedures in conjunction with the auditor that will preserve the confidentiality of Benzie County Central Dispatch's operations and notwithstanding anything contrary in this agreement, the audit may be qualified to the extent necessary to confidentiality.

Section VI: Miscellaneous

6.1 Merger:

This agreement constitutes the complete expression of the agreement between the sponsoring public agencies and there are no other oral or written agreements or understanding between the sponsoring public agencies concerning Benzie County Central Dispatch. The agreement may only be modified or amended by subsequent written agreement approved by the sponsoring public agencies.

6.2 Severability:

This agreement shall be interpreted in a manner consistent with applicable law. If any portion is held to be illegal, invalid, or unenforceable, the remained of the agreement shall be deemed severable and shall remain in full force and effect.

6.3 Amendment:

These Bylaws may be amended by the BOC upon recommendation of the Advisory Board provided no amendment shall be adopted which is inconsistent with the E9-1-1 Service Plan or without amendment of the E9-1-1 Service Plan in accordance with the requirements of the Emergency Telephone Enabling Act.

Section VII: Committees

7.1 Committees:

The Advisory Board may establish such standing or special committee as it shall deem necessary or appropriate to fully implement the E9-1-1 Service Plan and to operate BCCD. All committee and subcommittees shall serve in an advisory capacity to the Advisory Board and consist of no less than three persons and no committee or subcommittee shall have the authority to take final action with respect to any manner.

7.2 Committee Procedures:

Each committee or subcommittee shall record minutes and deliver a copy of such minutes to the Chairperson of the Advisory Board at the next Advisory Board meeting. Reasonable notice of the meetings of any committee or subcommittee shall be given to the members thereof and to the Chairperson of the Advisory Board who shall have the right to attend and participate in any committee or subcommittee meeting. A majority of the members of each committee or subcommittee shall constitute a quorum for the transaction of business, and act of a majority of the committee or subcommittee members present shall be the action of the committee or subcommittee.

BENZIE COUNTY CENTRAL DISPATCH ADVISORY BOARD BYLAWS

Adopted October 13, 2015 – Revised March 28, 2019

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Benzie County Public Safety Radio Communications Plan

Revised 2021

Scope:

The Benzie County Public Safety Radio Communications Plan shall apply to all radio users operating within the Benzie County Central Dispatch radio communications system. The Benzie County Central Dispatch Advisory Board or "BCCDAB" will exercise administrative control over all radio use, template approval and radio communications operations. The BCCDAB shall create policy and procedures to ensure proper radio discipline, courtesy and professionalism are upheld and the radio users adhere to proper radio communications guidelines. Any serious or repeated violations of these radio communications guidelines shall be reported to the appropriate level of supervision for corrective action.

For this Plan: MPSCS refers to the Michigan Public Safety Communications Systems

BCCD refers to Benzie County Central Dispatch

BCCDAB refers to Benzie County Central Dispatch Advisory Board

ECS refers to Emergency Communications Specialist

Dispatching of Public Safety Agencies:

All primary public safety agency dispatching duties are managed by BCCD. Secondary dispatching duties of public safety agencies falls upon the backup dispatch position located in the Benzie County Office of Emergency Management Emergency Operations Center in accordance with the communications policies set forth within this Plan.

Radio Transmission Guidelines:

Radio transmissions include all radio communications between stations, units and/or personnel operating on the Benzie County 800 MHz MPSCS or VHF systems.

1. All radio transmissions shall be courteous, professional and as brief as possible. The use of common public safety language is important for a clear understanding and concise radio communications. 10-Codes are not an authorized form of radio communication.
2. Radio transmissions on all primary dispatching talk-groups/channels shall involve official public safety communications business only.
3. All non-emergency or prolonged radio transmissions shall be conducted on proprietary talk-groups, designated talk-groups or tactical channels as determined by BCCD, the User Agency or the BCCD Advisory Board. These radio transmissions may continue for a period of time so long as the aforementioned talk-groups or channels are not being used as a tactical or operational communications link during an actual emergency.
4. Any unnecessary, prolonged, unidentified radio communications or any use of profane, derogatory, sarcastic, degrading or disparaging language during radio operations is strictly prohibited.

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5. A “communications handshake” is conducted on each radio communications to avoid confusion, missed acknowledgements or requests for resources and repeated radio communications. There are numerous ways to perform the “handshake”.

Example: 612 to Central or Central from 612
 612 Central or Central 612

6. Radio users may only use their assigned call sign, unit name identifier or Incident Command name. It is not acceptable to modify or shorten a call sign or use personal names.
7. Radio users should not interrupt ongoing radio communications unless she/he has an emergency communication. Users should listen before transmitting and wait until a message transaction has been completed before initiating radio communications.
8. Radio users should prepare and prioritize their messages. It is not acceptable to use valuable airtime with an unimportant message and/or insignificant details. It is essential for the safety of all responders to allow critical communication to happen first. It is important that radio users maintain an awareness of the overall situation and their role in it.
9. Radio users should say “break” to pause (stop transmitting) between consecutive messages so other units understand that she/he is planning to continue the message. This will make it clear when one message is complete, and another has started. It will also give other units a chance to get on air with emergent or important messages as needed.
10. During radio communications, any user that sends out a message with an EMERGENCY or PRIORITY emphasis shall be granted use of that talk-group or channel for communications until it is clear the situation has stabilized. All other radio traffic shall yield unless they can directly assist in a positive way.
11. A duress alert code allows a unit to alert Central Dispatch personnel and other units they are in imminent danger, and they are unable to effectively communicate the nature of the danger without alerting the person or persons they are confronting. The duress alert code is an “X” after the unit’s call sign.

Example: Dispatch – “603 from Central, status check”
 Unit – “Central from 603 X, I’m secure”
 Dispatch – Clear 603 X, secure status, (time)

12. It is important that all radio communications plans are coordinated and clearly defined within the Incident Command System used by all agencies operating at an emergency incident.

Radio Programming and Template Design:

1. Shared Channels and Talk-groups

- Shared channels refer to common operating frequencies and talk-groups that have been established and are programmed into radios to provide interoperable

communications among agencies. Specific shared interoperable communications channels and talk- groups available within Benzie County are outlined in the 800MHz, VHF, Tactical Communications Section of this plan. (Appendix I).

- Appendix I may be edited to reflect the current standing of available radio talk groups or channels in Benzie County without requiring the whole Benzie County Public Safety Radio Communication Plan be “revised” by the BCCDAB.

2. VHF System

- All operating towers within the Benzie County VHF system shall be programmed and maintained to follow all applicable FCC Licensing rules and guidelines set forth by the Benzie County Central Dispatch Advisory Board as managers of the system.
- All current Users of the Benzie County VHF system under agreement can program their VHF radio equipment per their agency policy, so long as it does not violate any FCC Licensing rules or current standing shared programming authorizations between user agencies.
- Any unauthorized radio users shall not program their VHF radios with FCC licensed frequencies from the Benzie County VHF System until an agreement has been made between them and the BCCD Advisory Board accordingly. Failure to comply with the radio programming rules could possibly result in criminal prosecution as punishable by law.
- Assistance and questions regarding the proper programming of radio equipment for use on the Benzie County VHF system shall be provided by the BCCD Director as directed by the BCCD Advisory Board.

3. 800 MHz MPSCS

- All users of the 800MHz MPSCS within Benzie County shall abide by the rules set forth for radio programming and template design within the signed agreement between each User Agency and the BCCD Advisory Board.
- Under the agreement, all initialization of new radios into the system and radio template programming orders will be coordinated through a cooperative effort between the User Agency, the BCCDAB and the State Radio Programming Unit (RPU) of the MPSCS.
- The sharing of proprietary 800MHz talk-groups between agencies cannot be given to other agencies without the written consent of the BCCDAB.
- Assistance and questions regarding the proper programming of radio equipment for use on the 800MHz MPSCS shall be provided by the BCCD Director as directed by the BCCD Advisory Board.

Appendix I

Benzie County 800MHz, VHF and Tactical Communications Talk-groups Usage and Guidelines

Local Interoperability Talk-groups:

- 10COM Talk-group for non-emergent public safety communications among all agency users. *The talk-group is not recorded but is monitored by BCCD.*
- 10ICS Talk-group for all agencies within Benzie County for the implementation of the Incident Command System for an incident involving multiple local public safety agencies. *This talk-group is not recorded or routinely monitored by BCCD. The portables for the Sheriff's Office are programmed to have the option of turning on an encryption feature.*
- 10OPS1 Benzie County area repeated talk-groups utilized for handling multi-disciplinary
10OPS2 responses to any incident. Automatically assigned for certain types of events
10OPS3 and responsibility is generally held by the responding Fire Department's Incident Command. They may also be requested to be assigned to any incident by that Incident Command. 10OPS1, 10SPEV1, and 7TAC51D are all part of the OPS1 Communications Package assigned by BCCD, in accordance with BCCD policy #0057: Fire and EMS 800MHz Radio Operations. *These talk-groups are not recorded or routinely monitored by BCCD.*
- 10SPEV1 Auxiliary talk-groups assigned with the OPS1, OPS2, and OPS3 Communications
10SPEV2 Packages. Used to further divide Incident Command as needed based on the event. An
10SPEV3 example of this division is for water tender shuttle operations for a structure fire incident. *These talk-groups are not recorded or routinely monitored by BCCD.*
- 7TAC51D Auxiliary talk-groups assigned with the OPS1, OPS2, and OPS3 Communications
7TAC52D Packages. Short range, non-repeated National Mutual Aid frequencies used for on scene
7TAC53D communications. Programmed in the Fire Department Radio Templates for Commander/Responder mode. *These channels are not recorded or routinely monitored by BCCD.*

Regional / Statewide Interoperability Talk-groups:

- R7MC911 The Region 7 Mass Casualty talk-group. This talk-group is for management and coordination with other Region 7 Dispatch Centers during a mass casualty call for service. This talk-group is located on the BCCD radio consoles only. This talk-group is not recorded and only monitored during an event.

- PRBINT Interlochen State Park talk-group. This talk-group is located on the BCCD radio consoles only. This is for interoperable communications with State Park personnel when necessary.
- STATW7 Statewide talk-group assigned to Michigan Homeland Security Region 7. Benzie County is part of Region 7. Used for long range communications between BCCD and EMS or Law Enforcement completing transports to other areas of the State of Michigan.
- EMMD7 Statewide talk-group for Michigan Homeland Security Region 7. Emergency Management and Emergency Operations Center.
- AIRLZ1 Michigan Air to Ground "Landing Zone" Operations 1
AIRLZ2 Michigan Air to Ground "Landing Zone" Operations 2

**Statewide
Event
Talk-Group**

Zone G EVENT01 through G EVENT15 and DNYGRP

Zone H EVENT16 through H EVENT30

Zone I EVENT31 through I EVENT46

Zone J EVENT47 through J EVENT62

Statewide interoperability talk-groups assigned by the MPSCS Network Communications Center (NCC). May be requested by any subscribing public safety agency for emergency use. May also be scheduled in advance for planned events. All 800MHz radios are required to be programmed with at least a subset of these talk-groups. Some talk-groups have the ability to be encrypted.

Local Discipline Specific Talk-groups:

- 10P911 Primary talk-group for law enforcement agencies in Benzie County. *The talk-group is recorded and retention is 90 days. The talk-group is monitored by BCCD 24/7.*
- 10P911R A conventional repeated talk-group for 10P911. The repeated site is for portable coverage in the City of Frankfort / Village of Elberta area ONLY. *Users do not receive a tone grant for this repeated radio traffic.*
- 10JAIL Primary talkgroup for jail operations. *Not recorded or monitored by BCCD.*
- 10FE911 Primary talk-group for Fire Departments and EMS providers in Benzie County. *The talk-group is recorded and retention is 90 days. The talk-group is monitored by BCCD 24/7.*
- 10FE911R A conventional repeated talk-group for 10FE911. The repeated site is for portable coverage in the City of Frankfort / Village of Elberta area ONLY. *Users*

may not receive a tone grant for this repeated radio traffic.

- SLBE LE Secondary talk-group of the Sleeping Bear Dunes National Lakeshore within Benzie County by the Law Enforcement Rangers of the National Park Service. *The talk-group is shared with the law enforcement agencies within Benzie and Leelanau Counties. This talk-group is recorded but not routinely monitored by BCCD.*
- 10STA4 Fire/EMS department specific proprietary talk-groups. Used for internal
10STA5 purposes of each department for which they are assigned. *Not routinely monitored
10STA6 or recorded by BCCD.*
10STA7
10STA8
10STA9
10EMS
- 10EVRS Used by the Fire/EMS departments in areas where portable radio coverage is not sufficient. Short-range vehicle repeated channel. Used to repeat the talk-group selected in the vehicle to the area personnel, and vice-versa. *Not routinely monitored or recorded by BCCD.*

VHF Channels

- B-3 Fire main

BCCD may maintain Memorandums of Understanding (MOU's) with neighboring or other agencies which permit access to talk-groups outside the scope of this documentation.

Commissioner Reports

Art Jeannot
Commissioner Report
July 27, 2021

- Participated in 3 meetings on behalf of the County since our July 13th meeting.
- **7/16 EDC/BRA** – A training session was provided to members on what Brownfield Authority responsibilities are and how to use this as a tool for economic development. Only 2 members have had training on this subject prior to this meeting.
- **7/19 Northern MI Counties Association** – Met in Roscommon. This was the first on site meeting in several months. Discussed legislation regrading 4-year BOC terms, proposal to change Michigan primary from August to June and discontinue May primary. Re-districting committees are expected to have their county decision by November 1st. There was discussion on allowing counties to impose a 3% bed tax (SB 5172). The group continues to discuss use of ARPA funds. Several approaches are being considered. There seems to be consensus to hire professional assistance.
- **7/20 Housing Committee** – Met to approve a subordination agreement on an existing borrower.
- **Other** –

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JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617



YOU'RE INVITED!

Join the
**Friends of the Betsie Valley Trail &
the Betsie Valley Trailway
Management Council**
in Saluting the Michigan DNR.



When: August 13th @ 2 PM

Where: Betsie Valley Trailhead in Beulah

Trail Resurfacing Project Completion



We're expressing appreciation and giving recognition for the awarding of a DNR Recreation Passport Grant of \$150,000 along with \$50,000 in matching funds from Friends donors which allowed for the resurfacing of the Betsie Valley Trail from Beulah to County Farm Road this past spring.

Resurfacing of the Trail was performed by local contractor AJ's Excavating



Light snacks will be served. No need to RSVP. See You There!

© The Friends of the Betsie Valley Trail is a 501(c)(3) nonprofit organization whose mission is the successful operation of the Betsie Valley Trail in partnership with the Betsie Valley Trailway Council. Financial donations are tax deductible as allowed by law.

County Administrator Report



448 Court Place • Beulah, MI 49617

Memo To: Board of Commission
From: Mitchell D. Deisch, Administrator *m Deisch*
Date: July 21, 2021
Subject: Health Insurance Increase 21/22 Fiscal Year

Lisa Hoppe, 44 North will be making a presentation to the BOC regarding Health Insurance rate increases for FY 21/22. Currently the rate increase to maintain the current health insurance plan for county employees is 4.87% or approximately \$63,000 increase. The total cost for the health insurance over the past three fiscal years is as follows:

Fiscal Year	Health Insurance \$
19/20	\$1,018,295
20/21	\$1,058,774
21/22	\$1,121,811 (requested)

There are very few options for containing or reducing total health insurance costs. Either you reduce coverage, employees pay more or a combination of the two.

If the BOC wanted to reduce the overall health insurance liability, the following options might be explored.

1. Eliminating retirees from the current county health insurance plan. Several union contracts allow for retired employees to stay on the retiree plan until eligible for Medicare. Removing retirees from the county plan will minimize the experience/usage rating that is one of the factors impacting future increases.
2. Reduce health insurance benefit levels.
3. Eliminate Commissioners receiving Health Insurance benefits or reduce the benefits that are available to Commissioners (single plan, opt out fee, etc.).
4. Implement greater employee cost sharing which could include monthly premium contribution or increased deductibles.
5. Reduce Health Reimbursement Account (HRA) annual payouts to eligible employees. Benzie County HRA reimbursements over the past 3 years is as follows:

Fiscal Year	HRA Reimbursement \$
19/20	\$112,664
20/21	\$96,461
21/22	\$84,100 (as of 7/20/21)

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DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

Conclusion

There are options for reducing health insurance costs in the budget, however each cost shift will ultimately negatively impact county employees cost sharing.

Committee Of The Whole

**THE BENZIE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
July 13, 2021**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, July 13, 2021, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Rhonda Nye at 1:30 p.m.

Present were: Commissioners Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke

The Pledge of Allegiance was recited.

Agenda:

Motion by Roelofs, seconded by Miller, to approve the agenda as amended, adding Finance 7G. ACO Vehicle. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Minutes:

Motion by Miller, seconded by Roelofs, to approve the Committee of the Whole minutes of June 22, 2021 as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

1:31 p.m. Public Input – None

Human Resources:

- a. Connie Krusniak and Sara Swanson – Move Child Support Establishment to FOC: Sara Swanson presents information to the board and stated that this will pretty much be a wash with the transfer of duties from the Prosecutor to the Friend of the Court. **Motion by Roelofs, seconded by Warsecke, to recommend to the Board of Commissioners to authorize the Prosecuting Attorney and Friend of the Court to switch the duties of Child Support Establishment as requested and work out the details. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.**

Technology: Board room technology upgrade will be completed before the next board meeting.

Buildings & Grounds: None

Finance:

- a. Dan Smith: Budget Amendment – Jail Medical: **Motion by Jeannot, seconded by Markey, to recommend to the Board of Commissioners to amend the 2020-2021 Jail Budget in the amount of \$2,000 for jail medical expenses as follows:**

Increase:

213-351-687.00	Refunds & Rebates – Jail	\$2,000.00
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Increase:

231-351-834.00	Jail Medical	\$2,000.00
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Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

- b. U/S Hubers: Budget Amendment – K-9: **Motion by Warsecke, seconded by Miller, to recommend to the Board of Commissioners to amend the 2020-2021 K-9 Budget in the amount of \$2,388 as follows:**
Increase:

206-000-674.00	K-9 Contributions & Donations	\$2,388.00
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Increase:

206-000-967.00	K-9 Project Expenses	\$2,388.00
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Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None
Motion carried.
- c. Katelyn Zeits: Budget Amendment – MAC Dues: **Motion by Sauer, seconded by Miller, to recommend to the Board of Commissioners to amend the 2020-2021 General Fund Budget in the amount of \$10,700.00 to cover MAC dues as follows:**
Increase:

101-000-955.10	Dues & Registrations-Commissioner	\$10,700.00
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Increase:

101-000-691.00	Budgeted Use of Fund Balance	\$10,700.00
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Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None
Motion carried.
- d. Katelyn Zeits: Budget Amendment – Soil Erosion: **Motion by Warsecke, seconded by Jeannot, to recommend to the Board of Commissioners to amend the 2020-2021 Soil Erosion budget in the amount of \$1,500.00 to recognize additional revenue as follows:**
Increase:

231-723-479.00	Soil Erosion Permit Fees	\$1,500.00
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Increase:

231-723-800.00	Soil Erosion Permit Fees	\$1,500.00
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Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None
Motion carried.
- e. Katelyn Zeits: Budget Amendment – EMS: **Motion by Markey, seconded by Jeannot, to recommend to the Board of Commissioners to amend the 2020-2021 EMS Budget in the amount of \$16,200.00 to cover a worker's comp issue, as follows:**
Increase:

214-000-390.00	Fund Balance EMS	\$16,200.00
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Increase:

214-000-691.00	Budgeted Use of Fund Balance EMS	\$16,200.00
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Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None
Motion carried.
- f. Katelyn Zeits: Budget Amendment – Worker's Comp: **Motion by Sauer, seconded by Miller, to recommend to the Board of Commissioners to amend the 2020-2021 Jail Budget in the amount \$5,600.00 to cover worker's comp issue, as follows:**
Increase:

213-871-828.00	Worker's Comp Ins	\$5,600.00
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Increase:

213-000-691.00	Budgeted Use of Fund Balance	\$5,600.00
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Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None
Motion carried.
- g. ACO Vehicle: Request to purchase new vehicle – transmission gone on 2012 truck: **Motion by Sauer, seconded by Jeannot, to recommend to the Board of Commissioners to**

Committee of the Whole

Page 4 of 4

July 13, 2021

Motion by AS, seconded by GS, to approve the Committee of the Whole Consent Calendar as follows:

1. To authorize the Prosecuting Attorney and Friend of the Court to switch the duties of Child Support Establishment as requested and work out the details.
2. To amend the 2020-2021 Jail Budget in the amount of \$2,000 for jail medical expenses as presented.
3. To amend the 2020-2021 K-9 Budget in the amount of \$2,388 as presented.
4. To amend the 2020-2021 General Fund Budget in the amount of \$10,700.00 to cover MAC dues as presented.
5. To amend the 2020-2021 Soil Erosion budget in the amount of \$1,500.00 to recognize additional revenue as presented.
6. To amend the 2020-2021 EMS Budget in the amount of \$16,200.00 to cover a worker's comp issue, as presented.
7. To amend the 2020-2021 Jail Budget in the amount \$5,600.00 to cover worker's comp issue, as presented.
8. To authorize Animal Control to purchase a Durango Pursuit and trade in the existing vehicle, contingent on the proper Budget Amendment being presented to the board.

authorize Animal Control to purchase a Durango Pursuit and trade in the existing vehicle, contingent on the proper Budget Amendment being presented to the board. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Mitch Deisch:

- a. DTRF Surplus Draft Policy: Mitch stated that this information is just to get the conversation started; Shelley needs to be here for the entire conversation; your attorney says the Board of Commissioners have the responsibility to determine the surplus. Katie and Shelley will work together on this.
- b. ARPA Discussions: Katie will forward the email link to the commissioners to share with their townships/villages. Perhaps you want to take a look at the requests, then the buckets may form themselves.
The mission statement is just a starting point.

3:25 p.m. Public Input -- None

Motion by Roelofs, seconded by Miller, to adjourn at 3:25 p.m. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Rhonda Nye, Vice Chair (BOC)

Dawn Olney, Benzie County Clerk

Committee Appointments

Correspondence

①

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the seventh day of July, 2021, at 4:00 p.m.

PRESENT: Hurlburt, Musta, Townsend, Bengelink, Bush, Nichols, Potter & Taylor

ABSENT: Theobald

The following preamble and resolution were offered by Commissioner Bengelink and supported by Commissioner Bush.

RESOLUTION 21-22

RESOLUTION OPPOSING MICHIGAN SECRETARY OF STATE "BY APPOINTMENT ONLY"

WHEREAS, Michigan Secretary of State Jocelyn Benson, recently stated Michigan residents will always need an appointment to conduct business at a Secretary of State branch office and suggested making this permanent change, is an improvement in service; and

WHEREAS, the Secretary of State called walk in service at the branches an "antiquated, inefficient, take-a-number system that nobody liked"; the reality is that most people do want the option to walk in to a branch office for service at *their* convenience; and

WHEREAS, not only Wexford County residents but all residents of the State of Michigan should have the ability to renew and make changes to all necessary documentation timely and locally through services provided by the Michigan Secretary of State; that these changes defy common sense in serving the public and is a significant reduction in convenient service; and

WHEREAS, some industry changes were positive during the coronavirus and made sense; this change does not as constituents need to be able to transfer vehicles, renew and update driver's licenses expediently, so that they can prove and provide legal ownership and residency; and

WHEREAS, these changes have been established without input from constituents, who are directly affected by this sweeping change and web-based services do not completely replace the need for walk in service at the branch offices. Many older residents and those without computers or internet will simply be turned away at the Secretary of State door; and

WHEREAS, these changes will only continue to frustrate citizens who just would like their license renewed or to be able to sell a vehicle, without having to wait weeks or even months or drive to a different service area to accomplish these simple tasks.

THEREFORE BE IT RESOLVED, that the Wexford County Board of Commissioners hereby STRONGLY opposes "By Appointment Only" services for the residents not only in Wexford County but for the entire State of Michigan.

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JUL 14 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617

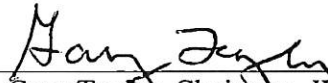
BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to Governor Gretchen Whitmer, Secretary of State Jocelyn Benson, Senate and House leaders of Wexford County, and Michigan Association of Counties.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

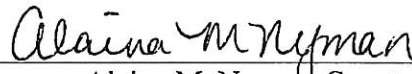
AYES: Musta, Townsend, Bengelink, Bush, Nichols, Potter, Hurlburt, and Taylor.

NAYS: None.

RESOLUTION DECLARED ADOPTED.



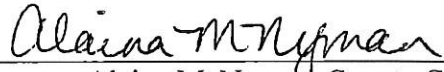
Gary Taylor, Chairman, Wexford County Board of Commissioners



Alaina M. Nyma, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

I hereby certify that the foregoing is a true and complete copy of Resolution 21-22 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on July 7, 2021, and I further certify that public notice of such meeting was given as provided by law.



Alaina M. Nyma, County Clerk



2

Muskegon County Resolution Supporting Little River Band of Ottawa Indians
Casino in Muskegon County

Resolution #2021-292

WHEREAS, the County of Muskegon has developed a lengthy and positive relationship with the Little River Band of Ottawa Indians (LRBOI), whose ancestral territory included the Muskegon County area; and

WHEREAS, the LRBOI has been working for more than a decade to bring a tribal casino to the Muskegon metro area; and

WHEREAS, in 2020, the United States Department of the Interior granted the LRBOI approval to construct a casino on off-reservation land in Muskegon County at the intersection of Interstate 96 and Harvey Street in Fruitport Township, MI; and

WHEREAS, the proposed casino project by the LRBOI will provide much-needed jobs for residents in Muskegon County and other West Michigan lakeshore communities, with an estimated 1,500 construction jobs and 2,200 casino jobs, including additional employment opportunities for companies providing food, beverages, supplies and services to the casino; and

WHEREAS, as Muskegon County recovers from the pandemic, the addition of the LRBOI casino will aid in bringing back small business as well as attracting new business; and

WHEREAS, Muskegon County is a growing tourism destination, and this casino will bring increased tourism to Michigan from Indiana, Illinois, and Wisconsin; and

WHEREAS, the proposed casino will make Muskegon County a more competitive meeting and convention destination to in-state and out-of-state events with the addition of new hotel room inventory, a casino attraction as well as meeting and entertainment space to compliment Muskegon County's new convention center; and

WHEREAS, in addition to the jobs created by the casino construction and operations, specific revenues derived from the LRBOI casino will provide supplemental funding for area schools, social service organizations, and local governments, and

WHEREAS, residents of West Michigan hold out hope that residents of the Detroit area will support the growth of our Muskegon lakeshore as we provide opportunities for southeast Michigan residents to vacation, fish, boat, camp, and enjoy the beaches and to provide fun in the LRBOI casino without ever leaving the great state of Michigan; and

WHEREAS, efforts to derail this long-awaited economic development project that will provide substantial benefit to the Muskegon area are detrimental to the forward economic progress the Muskegon metro area is currently experiencing; and

THEREFORE, BE IT RESOLVED that the Muskegon County Board Chair urges Governor Gretchen Whitmer and both Houses of the Michigan Legislature thoroughly consider the substantial benefits and opportunities offered to Muskegon County and West Michigan residents and businesses from the proposed Little River Band of Ottawa Indians' Muskegon Casino and approve the tribe's request to build their casino in Muskegon County.

BE IT FURTHER RESOLVED: That a copy of this Resolution be sent to Governor Whitmer, Senator Jon Burnstead, Representative Terry Sabo, Representative Greg VanWoerkom, the Michigan Senate, the Michigan House of Representatives, Michigan Association of Counties and to the Clerk of each County in the State of Michigan.

The Muskegon County Board of Commissioners, at its July 15, 2021, meeting recommended approval by Commissioner Cyr, support by Commissioner Hughes, the aforementioned resolution.

Ayes: Doug Brown, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Robert Scolnik

Nays: Kim Cyr, Zach Lahring

Recused: Malinda Pego (due to conflict of interest)

Excused: Rillastine Wilkins

I, Nancy A. Waters, Clerk of the Muskegon County Board of Commissioners and Clerk of the County of Muskegon, do hereby certify that the above Resolution was duly adopted by said Board on July 15, 2021.

Nancy A. Waters
Nancy A. Waters, Clerk
County of Muskegon

7-19-2021
Date



RECEIVED

JUL 21 2021

DAWN OLNEY
BENZIE COUNTY CLERK
BEULAH, MI 49617