



REPORT TO THE COUNTY EXECUTIVE FIRST QUARTER, 2022

The following reports for the 1st quarter of 2022 are presented to the County Executive:

ADMINISTRATIVE SERVICES

- Attended the 1st Quarter MIPRIMA meeting over zoom.
- Promoted animals via PetFinder / FaceBook.
- Attended court for a case.
- Attended a planning meeting with the Bay City Lions Club for Pawpalooza 2022.
- Assisted the Veterans Office in coordinating financial processing expenditures and Veteran Transportation Services.
- Attended Bay County Commissioner and Veteran Affairs Committee meetings.
- Assisted with coordinating various events for the shelter that are to take place the first week in April.
- Resolved a number of constituent inquiries and communications made to the Administrative Services office.
- Met with architects and received a proposal to do a study on the Animal Services building.
- Met and discussed various Emergency Relief items with Veteran Affairs staff.
- Transported animals to VetMed that were to be spayed/neutered before adoptions.
- Observed monthly visits by a local veterinarian, Dr. Francke from Bay Animal in which various dogs and cats are evaluated and vaccinated.
- Answered questions and assisted in social media for Animal Services.
- Met with several students from various schools that participated in fundraising and donation drives for Bay County Animal Services.
- Hosted students from various schools that visited the shelter.
- Held volunteer orientations at Animal Services.
- Teamed up with HSBC to hand out pet food for those in need.
- Planned and held adoption events at Bay County Animal Services.
- Developed staffing adjustments to be implemented in 2022 for Bay County Animal Services.
- Transported cats to Huron Valley Humane Society for adoptions.
- Assisted with planning on fixing fencing in the dog run area and installing new fence to close off the parking lot afterhours.

Animal Control

The Shelter took in 123 cats and 151 dogs and 2 rabbits for a total of 276 animals.

- Owners claimed 0 cats and 34 dogs.
- We adopted out 62 cats, 15 dogs, and 2 rabbits.
- 16 cats and 28 dogs were euthanized per owner’s request.
- 5 cats and 6 dogs euthanized due to aggressive behavior or illness.
- 30 dogs and 50 cats were transferred to other shelters.

Field Activity: Officers went out on 659 calls, this quarter, which include the following:

- 35 Animal Bites
- 43 Investigations of Cruelty, Neglect, or Abandonment
- 63 Loose and Aggressive
- 53 Barking

- We are promoting our adoptable animals on the various websites, Facebook, Petfinder.com, Youtube, Instagram, Twitter, etc

- Municipal Animal Shelters are still seeing a high request for animal owners wanting to turn in their pets to shelters. We currently have a waiting a list for cats and dogs to be relinquished by owners. Currently we have been dealing with a higher amount of stray dogs that have not been claimed by their owners. We have posted found animals on all forms of social media.

- We are still involved in the Prison dog where six of the shelter dogs are at the Prison being socialized; learning basic commands, being crate trained, and help with housebreaking.

- BAISD is still involved with sending two interns from the veterinarian technician program, one for the am and one for pm to help with the feeding and caring of the shelter animals

- We have several events coming up this year which include Empty the Shelter (5 different dates that we will be involved in), SVSU students having fun raising events for the shelter, and for Easter Bay Animal Hospital is putting on an Easter Egg Hunt in the Fairgrounds. At last count there is expected to be up to five hundred people attending the event.

Veterans

During this quarter we saw 18 veterans. We turned away 2 veterans that did not meet the criteria of the program. We turned away 1 that returned too early for benefits. 8 of the 11 veteran who received food or gas cards returned their receipts, as requested.

Food and Gas Vouchers (10 Food Vouchers, 11 Fuel Vouchers)

Food	\$650.00
Gas	\$275.00

Utility Assistance (1 City of Bay City, 1 Consumers Energy)

Heat Furnace	Electric	Water Sewer	Bay City Utilities	Consumers Energy
\$0.00	\$0.00	\$0.00	\$122.83	\$751.80

Other Assistance (1 Mortgage assist)

Car Repair	Rent Mortgage	Bus Pass	Total Assistance
\$0.00	\$200.00	\$0.00	\$1999.63

Transportation

	Vets	Mileage	Vol Hours
Chrysler Van	0	0	0
FORD VAN	8	156	10
Silver Chrysler Van	29	930	29
Red Chrysler Van	19	725	38
TOTAL	56	1811	77

County Markers and/or Burial Benefits:

Veterans	Spouses	Markers	No Wartime
33	25	0	8

- **Additional Information - See Attached.**

CENTRAL DISPATCH 9-1-1

Personnel

- **CRITICAL TESTING AND INTERVIEWS** - Completed Critical testing and conducted interviews for open dispatch positions. Michael Brown will start April 11
- **TRAINING** - Training fund submissions have been submitted so that we can continue to receive State 911 monies for training.
- **PROMOTION** - Brent Rubis has been promoted to Assistant Director

Technology

- **CAD SHARING PROJECT**- Met with New World CAD project team in Sanilac to assist in their CAD build and to ensure that no changes are made to Bay processes. Sanilac is in the process of upgrading the PFN connection to 50M in order to share a data connection along the same route used by the phone. Bay is scheduled to upgrade our

connection June 14 which is 30 days prior to go-live on the shared CAD.

- **MOBILE DATA MANAGEMENT** - We replaced several fire department iPads and have installed on them a mobile data management application that allows us to track, manage, push apps and restrict usage on a granular level. The plan is to incrementally remove Air Watch from all devices and install this new data management application.
- **CREWFORCE/SHIELDFORCE** - The city is using CrewForce (mobile CAD application for fire personnel) on all engines currently. Several other agencies are purchasing and testing out ShieldForce (mobile CAD application for law enforcement personnel) licenses to help communication and efficiency allowing for better dispatch times
- **TEXT TO 9-1-1** - The upgrade is complete. We can now send and receive text messages from anyone who speaks a different language, and the software will automatically translate it as necessary.

Administrative

- Patriot Ambulance has submitted an application to the Medical Control Authority to operate in Bay County. The application will be reviewed in the April meeting.
- **STATE TRAINING** - Training fund submissions have been submitted so that we can continue to receive State 911 monies for training.
- **CYBER ASSESSMENT** - The Homeland Security Cyber Assessment has been completed by ISD and Emergency Management for the entire county and forwarded to Region 3 Homeland Security.

Operations

- **SCHOOL LOCKDOWNS** - Dispatch has been provided with a tablet from a vendor (Lockout USA) that has installed equipment in several Bay County schools that allows notification when one of their products has been used. The tablet has been updated with our requests to have alerts audible with no interaction required and is mounted on the dispatch floor.
- **CAD UPGRADE** - The CAD upgrade is complete and will now allow integration with Sanilac for the anticipated go-live date of the July 14 implementation.
- **CAD VIEW** - Moved all users to the new version of CAD View, allowing for better visibility and awareness of all call for service information.

CORPORATION COUNSEL

Reviewed contracts or provided legal opinions to:

- | | |
|--------------------------|------------------------------------|
| ○ Animal Services | ○ Information Systems Division |
| ○ Board of Commissioners | ○ Juvenile Home |
| ○ Buildings & Grounds | ○ Mosquito Control |
| ○ Central Dispatch 9-1-1 | ○ MSU Extension |
| ○ Criminal Defense | ○ Personnel and Employee Relations |
| ○ Community Corrections | ○ Prosecutor |
| ○ Department on Aging | ○ Purchasing |

- District Court
 - Emergency Management
 - Executive
 - Finance
 - Gypsy Moth Program
 - Health Department
 - Recreation and Facilities
 - Register of Deeds
 - Retirement Board
 - Sheriff
 - Treasurer
 - Veteran Affairs
- Attended Board of Commissioners meetings
 - Attended Retirement Board meetings
 - Attended VEBA Board meetings
 - Attended Veteran Affairs Committee meetings
 - Attended 401(k) and 457 Committee meetings
 - Multiple meetings/contacts with constituents regarding constituent concerns
 - Attended Incident Management Team meetings regarding COVID-19 Pandemic
 - Assisted the County Executive by drafting various correspondence and memos
 - Provided legal opinions and guidance on employee/personnel issues
 - Received, reviewed, and responded to various subpoenas (Health Department - 3, Sheriff's Office - 2)
 - Assisted with State of the County address preparation
 - Participated in multiple meetings with MHT representatives regarding Center Ridge Arms
 - Participated in a meeting with County staff regarding contract management workflow and OnBase software
 - Participated in meetings regarding Community Health Center presentation
 - Participated in meetings with Central Dispatch and Department on Aging to discuss 2022 millage ballot proposals
 - Participated in JustFOIA kick-off meeting
 - Attended meetings with outside counsel regarding updating the VEBA trust
 - Attended meetings with outside counsel Kilby regarding ARPA rules, regulations and contracts
 - Attended meetings with Bay Future regarding ARPA contracts

- Attended meetings with Bay Community Foundation regarding ARPA contracts

CURRENT LITIGATION

- Drafted pleadings and participated in Treasurer foreclosure hearings
- Dottis Lipsey v. Bay County 74th District Court et al
- Kim Kubczak v. Bay County Sheriff's Office
- Pro Fab Co., Inc. v. Pincanna-Real Estate Grow, LLC, et al
- Piotr Chrobak v. Bay County
- Heather Jo Payne v. Bay County
- Estate of Alice Green v. Bay County
- Tony Keller v. Bay County
- Thomas McDonald, Jr. (Mattison Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (Anticliff Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (Bauer Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (A&E Harris Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (Herber Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (Stahl Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (Debates Bankruptcy) v. Bay County
- Thomas McDonald, Jr. (Pero Bankruptcy) v. Bay County
- Purdue Pharma Bankruptcy claim
- Mallinckrodt Chapter 11 Bankruptcy claim
- Kolu Stevens v. Bay County
- Delores Proctor, et al v. Bay County (class action)
- Thomas McDonald, Jr. (Worden Bankruptcy) v. Bay County
- Estate of Cater Bankruptcy matter
- Thomas A. Fox v. Bay County (class action)

Risk Management

- Received & filed 2 incident report forms
- New MMRMA Claim Submissions:
 - Dottis Lipsey v. Bay County 74th District Court et al, Claim No. TBD
- Current Claim Processing:
 - Foreclosure Proceeds, Piotr Chrobak, Claim No. 2101176
 - Foreclosure Proceeds, Heather Jo Payne, Claim No. 2101175
 - Foreclosure Proceeds, Estate of Alice Green, Claim No. 2101339
 - Foreclosure Proceeds, Tony Keller, Claim No. 2101478
 - Kim Kubczak v. Bay County Sheriff's Office, Claim No. 2103167
 - Pinconning Park personal property damage, Claim No. 2104938
 - Juvenile Home damage, Claim No. 2105728

- Email security incident, Claim No. 2105965
- Sheriff's Office vehicle damage, Claim No. 2200036
- Coordinated and processed 6 Notary Bonds with MMRMA
- **Freedom of Information Act (FOIA)**
- Processed and responded to 252 FOIA requests.
- Coordinated with the following offices and departments to complete FOIA responses:
 - Animal Services & Adoption Facility
 - Clerk's Office
 - Central Dispatch 9-1-1
 - Environmental Health
 - Finance Department
 - Medical Examiner
 - Personnel & Employee Relation
 - Retirement Board
 - Sheriff's Office
 - Treasurer's Office
- Updated FOIA webpage
- Recommended JustFOIA records request management software license and agreement to Board of Commissioners
- Communicated with County departments regarding JustFOIA software implementation
- Participated in multiple meetings with JustFOIA staff regarding the implementation of request management software

CONFERENCES/SEMINARS/TRAININGS/SPECIAL EVENTS

- Participated in multiple JustFOIA training sessions - Jayson Hoppe, Nicole LaDouce
- Attended the State of the Community - Amber Davis-Johnson, Heather Brady Pitcher, Jayson Hoppe, Nicole LaDouce

CRIMINAL DEFENSE

- **No Report Submitted.**

ON AGING (DOA)

- **See Attached.**

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report

- **Linwood Scenic Access Site Project** - Laura followed up with the Consumers Energy Foundation on the Fall '21 submittal of a grant proposal for \$110,000 for the Linwood project. The Foundation was expected to make funding decision announcements on the Fall '21 submittals by late December '21 and we had not heard anything. With the cyber incident and our system down Laura followed up to explore the status of the grant proposal and learned the Foundation Board had several questions about the project and the proposal was still in the consideration stage for Spring '22 funding. Laura submitted additional information and learned the Foundation Board will meet in mid-April to make a final determination on funding awards.
- A permit for the seawall project was issued a permit the Michigan Department of EGLE. However, the permit from EGLE was conditional for toe stone along the waterfront of the seawall, which will increase costs. We are exploring what those additional costs may be to the project. The US Army Corps of Engineers is currently processing the federal permit required for the seawall construction. Construction is tentatively planned for fall of 2022. Laura provided an update on the Linwood Scenic Access Site Project at the March 2022 Fraser Township Board Meeting.
- **Issue Media Group/Route Bay City** - Attended the 1st quarter Advisory Team meeting and offered suggestions for articles to include the substantial economic impact ice fishing has on our local Bay County economy as ice shanties covered so much of the Saginaw River. Also suggested articles about informing people on where and how to access the Saginaw Bay. Both suggestions were developed into full articles and highlighted in the Route Bay City issues.
- **River Management Roundtable** - Laura attended the River Management Roundtable hosted by the River Management Society (RMS) to discuss water trail maps in Michigan. There were a lot of good water trail map examples provided at the meeting with a highlight on some of the must-have features for water trail maps. The focus of the meeting was a discussion on how we can take the existing water trail maps to the next level. This facilitated discussion with RMS members and non-members was a great way to share insights and ideas that can be utilized as we create and upgrade river and water trail maps in the future.
- **EGLE Michigan Materials Management Planning (MMP)** - Laura participated in the Michigan Materials Management Planning Workgroup discussions that EGLE established specifically for all Michigan County's in preparation for new solid waste management planning. These workgroup sessions offered an opportunity for stakeholders to provide input on the future of Materials Management Planning (MMP) in Michigan and the County grants to be offered by EGLE for county solid waste/materials management planning. The workgroup facilitated conversations on MMP current and future planning processes, engagement needs, and resource/guidance development. These workgroups took place February thru March of 2022.
- **Bay County - Dow Chemical Natural Resource Damage (NRD) Projects** - Laura was invited to attend a virtual meeting with Heather Gallegos, Director of GLBR Communications and Community Affairs USA North and Canada Communications and

the new consultant to discuss the Bay County Natural Resource Damage (NDR) Projects that Dow will be starting work on soon. Much of the work along the lower Saginaw River has a habitat improvement component to eradicate invasive species (Phragmites) and Dow wanted a better understanding of Bay County's previous invasive species work. On July 27, 2020, the settlement with the Dow Chemical Company to address restoration and financial compensation claims for natural resource damages was finalized with an estimated \$77 million identified for projects that will restore fish, wildlife, and habitats injured following releases dioxin and related chemicals in past decades from Dow's manufacturing facility in Midland, Michigan. The settlement describes restoration projects within Midland, Saginaw, and Bay counties. The ongoing Superfund clean-up efforts in the Tittabawassee and Saginaw Rivers will continue as part of a separate process. Clean up of impacted properties on the Bay City Middlegrounds Island is slated to begin in May '22.

- **Lake Huron Citizens Fish Advisory Committee** - Laura was asked to serve and appointed to the Lake Huron Citizens Fish Advisory Committee as she provides perspective on the economic and cultural importance of the Saginaw Bay fishery. She was recognized for her understanding of the significance of the fishery on the local economy, restaurants, socio-cultural connections to the fishery and restoration of fishery resources, including her work on Coreyon Reef. At the February meeting DNR provided an overview of the Saginaw Bay Walleye and Yellow Perch Management Plan by Dr. Jeff Jolley, Jason Gostiaux, DNR Fishery Biologist, and April Simmons DNR Fishery Biologist. An update on the Saginaw Bay late summer survey results and other new data was presented by Dr. Dave Fielder, DNR Research Biologist. An update on the Saginaw Bay late summer survey results and other new data was presented by Dr. Dave Fielder, DNR Research Biologist. A full recovery of the Yellow Perch is still being managed with proposed changes to the Walleye fishery slated in 2023 for greater fishing opportunities for shore side/stream bank anglers. The new season openings will be presented at the 2022 spring Sea Grant Workshops with special emphasis on the opening of the Lower Saginaw River year-around. The committee also discussed the issue of Chinook salmon possibly being available for stocking in the spring of 2022. The group discussed if the Chinook salmon should be considered for a test stocking in southern Lake Huron and how that would relate to the Lake Huron Salmon and Trout Management Plan.
- **Riverwalk/Railtrail (RW/RT) Meeting** - Laura attended RW/RT meeting and provided input on RW/RT funded projects and the endowment fund. There was discussion about the best ways to handle the updates to the Rail trail signs and maintenance which is funded through the RW/RT endowment at the Bay Area Community Foundation. Trail reports were provided throughout Bay County and the state of Michigan provided from Bay City, Bangor Township, Portsmouth Township, Hampton Township, Bay County, and the Great Lakes Bay Region Trail group. There was also a presentation on the status of the Iron Bell Trail provided by the Michigan Trail Alliance. Trail connectivity is being achieved using existing trails, networks, and new connections. The Iron Belle Trail comes into Bay County through the BayZil Railtrail connection in Frankenlust Township and continuing into the City of Bay City and on into Bangor Township, with a portion of trail leading to the Bay City State Park.
- **Saginaw River and Bay AOC/Public Advisory Council (PAC) Grant** - Laura is Chair of the Partnership for the Saginaw Bay Watershed, the Public Advisory Council (PAC) for

the Saginaw River and Bay Area of Concern (AOC). The organization is currently helping the Michigan Department of Environment, Great Lakes, and Energy (EGLE) develop a Management Action Plan (MAP) identifying the remaining management actions and restoration projects needed for the Saginaw River and Bay. The MAP is used by federal resources agencies to allocate Great Lakes Restoration Initiative (GLRI) funds and other federal funding specifically to restore AOC's. Laura had taken a pause on scheduling PAC meetings until the PAC had further direction from EGLE on what was needed to develop a MAP. This quarter EGLE announced they will provide \$25,000 grant funding to support the Partnership in this work.

- **22nd Annual State of the Community** - Laura attended the 22nd Annual State of the Community luncheon which is modeled after the State of the Union and State of the State addresses. Featured speakers included Jim Barcia, Bay County Executive, and Dana Muscott, Bay City Manager and they provided important updates on projects and insight into the progress of Bay County.
- **Bangor Township - Independence Boat Launch Grant** - Laura was asked to attend the special Bangor Township Board meeting regarding the proposed enhancement of public waterfront access at the Independence Boat Launch and provide guidance and her knowledge of the environmental conditions at the former Dow Chemical brownfield site as Bangor prepares a DNR grant proposal.
- **Dioxin Concerns** - Laura met with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to discuss the issue of Dioxin in Chickens and the impact this has for our community. The brochure was created by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Michigan Department of Agriculture and Rural Development (MDARD), and Michigan Department of Health and Human Services (MDHHS) in May of 2019 but only recently released to the public as a warning about ingesting dioxin from chickens, eggs, and livestock that is raised in the Saginaw River floodplain corridor. The brochure titled Chickens & Livestock: Know Before You Grow was produced as a warning for "Midland and the downstream river area" to not eat eggs or livestock from this area - which was not clear that is included all of Saginaw County and Bay County as well. Past waste handling practices at Dow Chemical Company released dioxins and furans which are still being found in the soil and river sediment downstream of the Midland plant along the Tittabawassee and Saginaw Rivers and into the bay. Although Dow is no longer releasing these chemicals, dioxins stay in the environment for a very long time. Dioxins are linked to health issues, including problems with fertility, thyroid function, brain development, and cancer.
- **2022 Department Treatment Request for Bid (RFB)** - Laura worked with program staff and the Finance Department to develop the final 2022 Request for Bid (RFB) for the Mosquito Control Program and the Gypsy Moth Suppression Program's Emerald Ash Borer (EAB) treatment. The Gypsy Moth Suppression Program had a multiple-year contract in place so the contract rolled into 2022. Department treatments for Gypsy Moth, EAB, and Mosquitos will all start spring 2022.
- **Environmental Affairs & Community Development Staff Meetings**
The monthly Environmental Affairs and Community Development staff meetings have resumed to in person meetings and masks are worn to help prevent the spread of Covid-19. Staff Meetings, headed up by Laura, are held the second Wednesday of each

month. These monthly meetings provide a chance for all the programs under the Environmental Affairs and Community Development Department to share current work projects as well as providing a heads up for upcoming work. It's also a chance to discuss any concerns or issues staff may have.

Staff Changes - Environmental Affairs & Community Development:

- Dominic Pavone has worked for Bay County since May 24, 2021 as the Transportation Planner/GIS Technician. With staff vacancies Dominic was moved into the position of acting Transportation Planner/GIS Manager where he proved himself to be quite capable of the work demands of the new position. Dominic was officially notified that he was the new Bay County Transportation Planner/GIS Manager in March 2022. Congratulations Dominic!
- The vacant Transportation Planner/GIS Technician position was posted and interviews were conducted. Out of the candidates interviewed, James "JD" Deweerdt was the most qualified person for the position. James joined the Environmental Affairs and Community Development Department staff as our new Transportation Planner/GIS Technician on February 28, 2022. Congratulations James!
- The vacant Gypsy Moth Suppression Program Assistant Coordinator position was posted and interviews were conducted. Out of the candidates interviewed, Carter Rogers was the most qualified person for the position. Carter has accepted the position as our new Gypsy Moth Suppression Program Assistant Coordinator and will join the Environmental Affairs and Community Development Department staff on April 11, 2022. Congratulations Carter!

On-going Representation at Community Meetings:

- Bay Area Community Foundation Environment Committee - The primary focus of the meetings is to focus efforts for the preservation and creation of increased access of our natural parks, waterways, and beaches. Bay County is home to the largest contiguous freshwater coastal wetland system in the United States. With donor support grants are provided to organizations that are doing projects that work towards protection, preservation, and improved access of our natural landscapes, focusing on projects that provide open access for everyone in the community to enjoy.
- Bay County Gateway Beautification - Laura attended the monthly Gateway Corridor Beautification Committee Meetings. The Bay Area Chamber of Commerce leads the Gateway Corridor Beautification Committee which is dedicated to the continued progress and beautification of Bay City. Current efforts are focused on the west side corridor of the M-25 eastbound one-way (Thomas St.) and M-25 westbound one-way (Jenny St.) that cross over the Veteran's Memorial Bridge. The Veterans Memorial Bridge opened in 1957, the same year as the Mackinac Bridge. It was Bay City's first four-lane bridge. This is still the main route taken as people enter and leave downtown Bay City. Work is also being done to the surrounding neighborhoods to help enhance the area as you enter into Bay City.
- Citizen's Advisory Workgroup - Laura attends the regularly scheduled meetings of the Citizen's Advisory Workgroup with the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The creation of the Citizen's Advisory Workgroup builds on the

Governor's Executive Order 2019-03 (EO), which formalized MPART's mission within the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and directed the agency to increase citizen engagement, transparency, and accountability in the ongoing state efforts to identify PFAS contamination and protect public health. In addition to representing the concerns of communities negatively impacted by PFAS and keeping the public informed, the Citizen's Advisory Workgroup provides input and advice to MPART as it continues its mission of identify and mitigating PFAS contamination and protecting the public from exposure risks.

- Materials Management Planning (MMP) Workgroup - Laura is part of the MMP workgroup and provides her professional input. The workgroup provided an opportunity for stakeholders to contribute input on the future of Materials Management Planning (MMP) in Michigan. Discussions included providing input on current and future planning processes, engagement needs, resource/guidance development and any other related topics.
- Partnership for the Saginaw Bay (PSBW) - Laura attends the monthly meetings and is the Chair for the Partnership for the Saginaw Bay Watershed group. The Partnership for the Saginaw Bay Watershed was formed to coordinate efforts and monitor progress toward restoration goals with an ultimate goal of removing the Saginaw River and Bay from the list of AOCs throughout the Great Lakes. The PSBW is the non-governmental oversight organization created to coordinate the information and activities regarding the Saginaw Bay Watershed Area of Concern. The group is planning for grant funding and future actions.
- Saginaw Bay CISMA - Laura attends the quarterly meetings of the Saginaw Bay Cooperative Invasive Species Management Area (CISMA) that covers Arenac, Bay, Huron, and Saginaw, Sanilac, and Tuscola counties. At the last meeting two new members were introduced as joining the steering committee: Kurt Wolf of the Gratiot Conservation District, and Trevor Edmonds from Saginaw Basin Land Conservancy. Kurt is representing the Saginaw Conservation District until a new administrator is hired.
- Saginaw Bay Reef Team - Laura is a member of the Saginaw Bay Reef Team. This collaborative team as created to assess the potential for developing fish spawning habitat (reefs) in the inner Saginaw Bay. This group is part of the rock reef restoration project working to restore historical fish spawning habitat within the inner Saginaw Bay. The goal is to create additional spawning habitat for native fish species and to help facilitate a resilient and diverse fish population.
- USEPA Dow Dioxin Citizens Advisory Group (CAG) - Laura is a part of the USEPA Dow Dioxin Citizen's Advisory Group (CAG) and attended the Annual CAG retreat on January 17, 2022. Highlights of the meeting included a review of the 2021 operations, accomplishments, and challenges that were faced in the last year. A membership committee was identified to create a CAG timeline for action. In 2022 the group is confirming the current members list and working to identify new member recruitment needs. A committee to head up the identification of new key members was created to focus on a list and to identify the new member needs. There was also discussion about the possible changes to the CAG process or structure, including the groups suggested changes to the charter.

Director Training Laura attended the following educational and training programs:

- 01/03/2022 JobNet Overview/Refresher
- 01/11/2022 Webinar for Floodplains 101: What You Need to Know About Floodplains in Your Community
- 01/17/2022 USEPA CAG Annual Retreat
- 01/21/2022 Michigan Fish Producers' Educational Workshop 2022
- 02/08/2022 BCATS Technical Committee Meeting
- 02/15/2022 Michigan Transportation Planning Association (MTPA) Education Committee
- 02/16/2022 BCATS Policy Committee Meeting
- 02/17/2022 Saginaw Bay Cooperative Invasive Species management Area Steering Committee
- 03/14/2022 Fraser Township Board Presentation

Administrative Assistant

- 2021 First Quarter Department and EEOP Reports Obtained and assembled department quarterly program report and EEOP report information regarding the work activities, projects, and training done during the 2021 fourth quarter (October, November, and December 2021) for the Environmental Affairs and Community Development Department. Completed reports were sent to the director for review and approval.
- Department Interviews Coordinated and set up interview for vacant positions, calling eligible candidates personally and following up with a confirmation of interview date and time email.
- Department/Division Webpage Updates Updated the Environmental Affairs & Community Development Department's webpage to remove past events and include pertinent information.
- Finance Support Provide support for payroll, monthly credit card disbursement voucher, payment of invoices, purchase order requests, and travel requests were processed for the department and the divisions within the department.
- Monthly Staff Meetings Coordinated with the director on the monthly staff meetings, emailing staff, creating agendas, providing handouts, and providing staff reminders.
- Other Staff Support
 - Attended BCATS Technical and Policy meetings taking minutes, providing sign in sheets for roll call, and provide typed minutes of the meetings for committee approval.
 - Prepare draft notices, attain media quotes for legal and public notices with affidavits and pay media invoices for various programs.
 - Reviewed PA116 requests, checked tax records, and prepared a letter for the director's signature on one PA116 letter request for the clerk of Frankenlust Township.
 - Create draft agenda request memos for board meetings.

- Scheduled, entered, and administered daily appointments in the shared Outlook calendars for the Director and Program Managers.
- Coordinated with the director for department supply orders.
- Coordinate with Program Managers for their office supply needs.
- Coordinated office and printer supply orders with Office Depot
- Processed purchase orders for the department and the various programs within the department
- Updated staff business cards and facilitated their printing.
- Setting up phone in option for meetings.
- Set up new staff with Authorization Access and Vendor Set Up Forms.

Geographic Information Systems (GIS)

- Coordination with the Bay County 911/Fire Rescue to export feature class street and municipality data from EACD GIS systems to a friendly format that emergency services can ingest into their new systems.
- Produced reference maps for the Bay County Department on Aging to assist meal delivery drivers with an overview and closeups of streets and boundaries within Bay County (1x county overview map, 2x closeup maps of areas with high street density).
- Conducted spatial analysis for Bay City Public Schools. Project consisted of ingesting tabular data for private school children into EACD GIS systems and then geocoding the data to determine which school district the children would have attended if they were registered for public school.
- Met with BAISD and Midland County GIS to gather information on constructing a Childcare Analysis in Bay County map.
- Exported parcel data for all of Essexville and Hampton Township to deliver to Silversmith, a contracting company working on infrastructure for the City of Essexville and Hampton Township. Created data sharing agreements for the two parties.
- Began planning data requirements and map production for BAISD: BAISD is looking for a map which displays graduated symbology with color coding for the capacity of childcare providers and their rating codes within Bay County.
- Began planning for the addition of granular data to the Pine Grove Cemetery GIS project. Mr. Doran, the sexton of the cemetery is awaiting an updated survey of the land in the next 30-60 days. Bay County GIS will take the updated CAD information and import it into our GIS systems and add features that Mr. Doran has requested.
- Assisted Sanilac County & Tyler Technologies with GIS server RDP access to update address locators and municipality feature class data on the Bay County GIS SQL servers.
- Maintained data for the Bay Area Fetch Viewer.

- Worked on adjusting the zoning type for a parcel in Frankenlust Township.
- Continued GIS support to EACD personnel and setting up new employees.
- Assisted Equalization Department staff with GIS Parcel data.

Gypsy Moth Program

- Gypsy Moth populations continue to be stable and at low levels which are not likely to cause defoliation or damage to local trees.
- In January, notifications were sent to 186 landowners whose wooded tax parcels were included within the initial proposed treatment area. Property owners were given the option to “opt out” of the treatment program, and 1 property owner owning 1 property chose this option. The “opt out” properties made up 29.58 total acres, and the spray blocks were adjusted to no longer include this area. A digital map of the 19 spray blocks was then converted to a format usable by the spray aircraft, and delivered to our applicator so Bay County’s data could be included in his Conjected Air Permit Application.
- A contract renewal with Al’s Aerial Spraying, LLC, out of Ovid Michigan was finalized in accordance language in the 2020 Board of Commissioner’s resolution No. 2020-231 and Contract for Aerial Treatment to Control Gypsy Moths. Treatment cost will again be \$51.56 per acre treated. Staff is currently working on the public notifications, legal notices, and information pertaining to treatment which will be shared in the coming months.
- Emerald Ash Borer (EAB) Approximately 1,010 publicly owned ash trees will be treated in Bay County throughout the month of June in 2022. This equals 16,662 inches of ash tree DBH (Diameter at Breast Height) to be treated. Specific areas of ash trees included in the 2022 treatment project are located at the Bay County Golf Course, Bay County Medical Care Facility, Bay County Juvenile Home, James Clements Municipal Airport, Breaker Cove Condominiums, and all publicly owned Ash Trees along the streets of the southeast quarter of Bay City (east of the Saginaw River, south of Columbus Avenue). Other geographic areas within Bay County containing publicly owned Ash Trees will be treated in future years.
- In the first quarter of 2022, an IFB was released to seek a new contract for Emerald Ash Borer treatment in Bay County. Kinnucan Tree Experts and Landscape Company out of Lake Bluff, Illinois were the recommended bidder, and a new 3 year contract with the option to renew for an additional 2 years of work was established. Kinnucan was also awarded our previous contract for Emerald Ash Borer treatment, so we look forward to continuing a great working relationship with them in the years to come.
- Staff is currently working on public notifications, legal notices, and information pertaining to treatment which will be shared in the coming months.
- Assistant Coordinator Hiring In the first quarter of 2022, our previous Assistant Coordinator, Chris Haupt, resigned from his position due to finding another job and being accepted into graduate school. Chris was with us for a total of 8 months before

his departure and is now the new Program Coordinator for Gladwin County's Gypsy Moth Program.

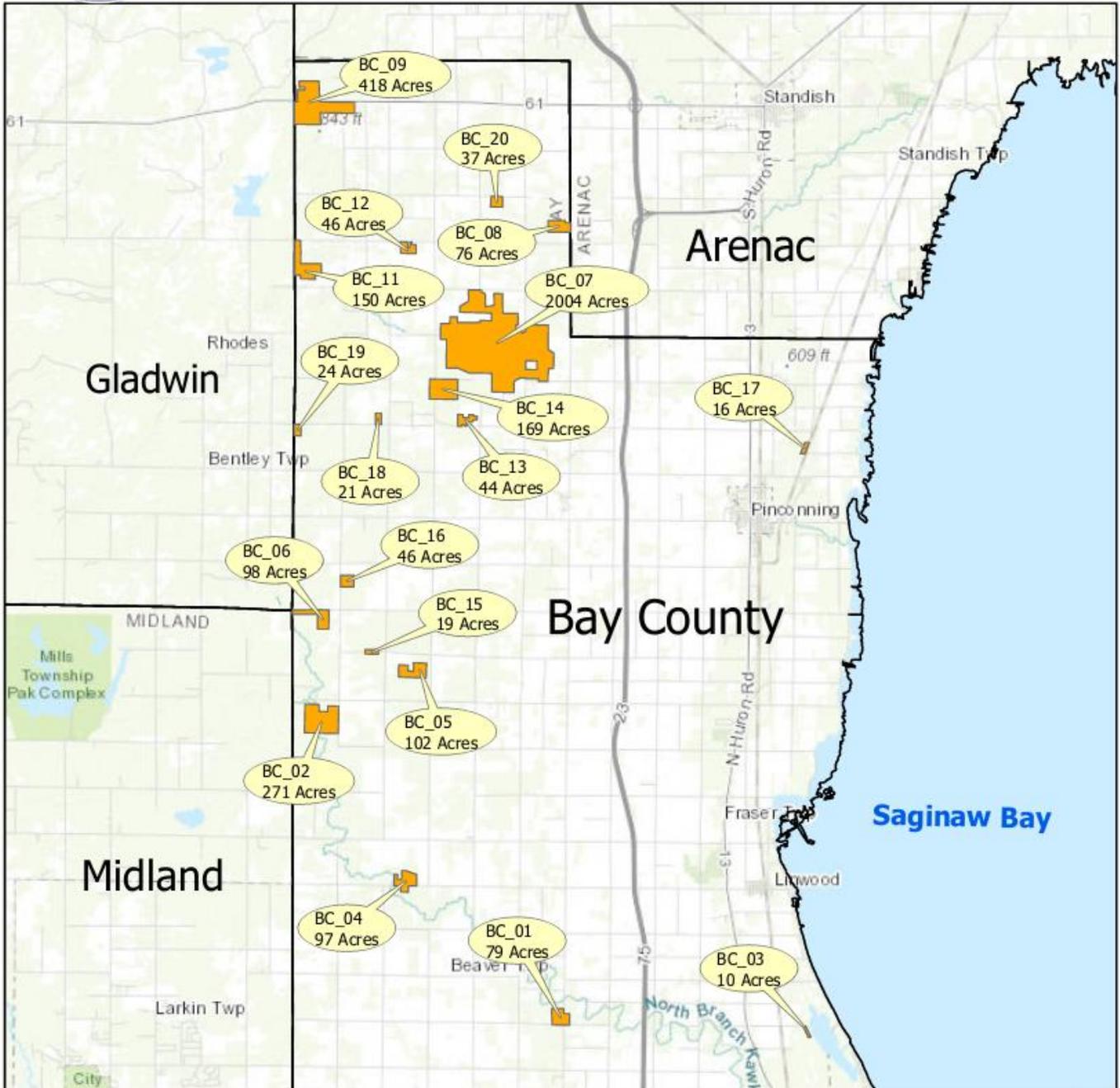
- Program Coordinator, Jeremy Lowell recently worked with Department Director, Laura Ogar to update the job description Coordinator position to better reflect the direction and evolution the Program is currently working towards. These changes reflect the increased technological capabilities of the Program, the increase in use of mobile mapping systems such as using ArcGIS Collector in the field, and the increased capabilities the Program is utilizing in terms of public outreach.
- In the month of February, the Assistant Coordinator position was posted, and we received 8 overall applicants. Of these 8 applicants, 3 of them were deemed qualified enough to be interviewed. In the month of March, 3 interviews were held for the applicants interested in the Assistant Coordinator position. Carter Rogers showed he is highly skilled at data management and mapping and that he has direct experience working with Gypsy Moth monitoring and management. Carter is a graduate of Spring Arbor University, where he earned his bachelor's degree in Environmental Biology, and he has demonstrated that he is the most qualified for the position. Carter is originally from Standish but has spent extensive time in Bay County through both his previous jobs at Pinconning Park, and with the Saginaw Bay CISMA. Carter will be starting in the Assistant Coordinator position on Monday, April 11, 2022.
- Trainings/Events Staff has stayed involved with the Saginaw Bay CISMA by attending meetings/webinars whenever possible, and by also providing information on Gypsy Moth and Emerald Ash Borer to their coordinator. These meetings have been a great place to keep others up to date on invasive species management in Bay County, as well as a place to share ideas among other professionals in this field. Program staff will continue to make both the Full CISMA Partner Meetings as well as the CISMA Steering Team meetings whenever possible in the coming months.
- Program staff recently traveled to Al's Aerial Spraying in Ovid Michigan to help during the 2022 spray plane calibration and characterization event (March 30, 2022). Not only did staff get to participate in aiding to calibrate the plane's spray equipment that will be used in treating Gypsy Moth throughout the state of Michigan this year, but this event is also a great place for networking with other Gypsy Moth/Invasive Species professionals. This year's event was a great experience for all those who attended, and staff looks forward to helping in future years.
- 2022 Gypsy Moth Treatment Spray Block Maps A spray block map of the upcoming 2022 aerial treatment sites to control Gypsy Moth populations is provided on the next page.
- 2022 Emerald Ash Borer (EAB) Treatment Location Maps A map of the upcoming 2022 Emerald Ash Borer (EAB) ash tree locations for injection treatments is provided on the next page.



Bay County Environmental Affairs and Community Development:
Gypsy Moth Suppression Program



2022 Finalized Gypsy Moth Aerial Spray Blocks



Spray Block Map Legend

- Aerial Spray Blocks
- County Boundaries



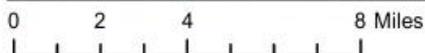
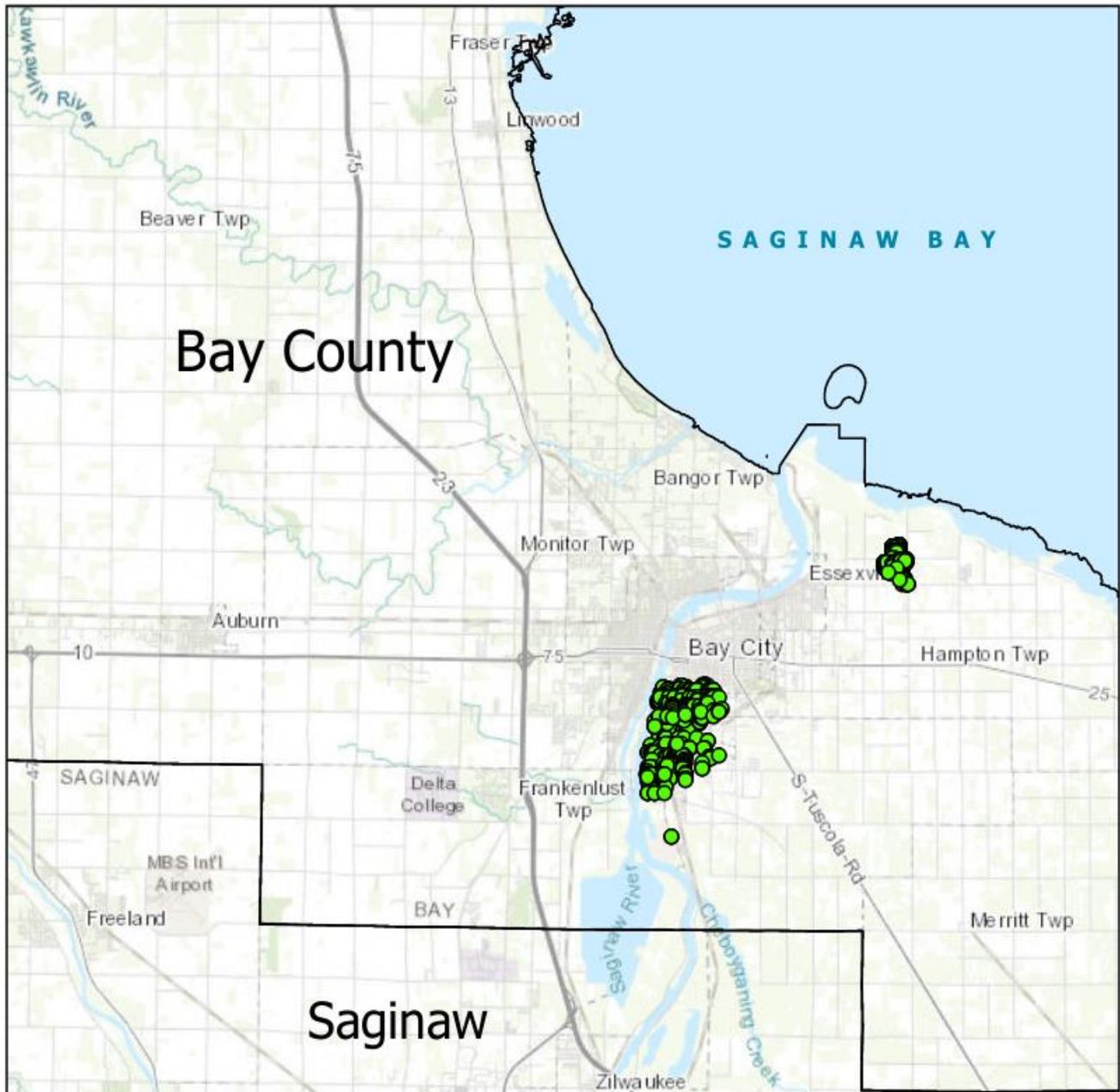
Total Number of Proposed Spray Blocks: 19 Blocks
 Total Number of Acres to be Treated: 3,727 Acres
 Largest Spray Block: 2,004 Acres
 Smallest Spray Block: 10 Acres



Environmental Affairs and Community Development:
Gypsy Moth Suppression Program



2022 Ash Tree Treatment Operations (Trees to be Treated)



Ash Tree Map Legend	
	Ash Tree Locations
	County Boundaries

Total Number of Ash Trees to be Treated: 1,010 Trees
Cumulative DBH of Trees to be Treated: 16,662 Inches
Minimum DBH of Ash Tree: 6 Inches
Maximum DBH of Ash Tree: 52 Inches

Mosquito Control

- **Coordinated capital purchases for 2022** - Budgeted purchases for 2022 include 3 new Chevy Silverados and a new vehicle air conditioning maintenance system to service trucks made after 2016; staff worked with the Buildings and Grounds Department to define a scope of work to request bids to install fencing around the Mosquito Control facility for security purposes.
- **Bid Openings** - Bids for control materials were opened January 12 in conjunction with Midland and Tuscola Counties. Insecticides were ordered in February and deliveries are underway for the treatment season.
- **Board of Commissioners Approvals** - The following items were approved in February by the Board: approval to contract with residents to provide adult mosquito surveillance using New Jersey Light Traps; approval to contract with Environmental Rubber Recycling for scrap tire clean-up events; approval to purchase bid insecticides; approval to hire up to 32 seasonal employees.
- **EGLE Scrap Tire Clean Up Grant** - Mosquito Control was awarded up to \$8,000 to assist in funding scrap tire collection events to be held June 4 and August 6. The grant was made available in January and awarded in March.
- **Hiring** - Four full-time positions became vacant this year as a result of the retirement of Biologist Mary McCarry. Kristy Brandt (former Operations Supervisor) was hired as the new Biologist in January, Kendall Misiak (former Supervisor 12-month) was hired as Operations Supervisor in March, and Bradley Bender (former Supervisor 8-month) was hired as Supervisor (12-month) in late March. The Supervisor (8-month) position is currently posted to be filled. We received Board of Commissioners approval to hire 32 seasonal employees in February at an increased rate of \$14.25-\$15.25/hour with interviews beginning in March.
- **Virtual Meetings** - Staff presented a summary on surveillance of the mosquito species *Coquillettidia perturbans* at the Michigan Mosquito Control Association 36th Annual Conference; staff also regularly participated in industry-related webinars including the decline of monarch butterflies, ticks, mosquito biology, and pesticide resistance; staff is also regularly involved with Michigan Mosquito Control Association Board of Directors meetings.
- **Regulatory Compliance** - Submitted the MDARD Comprehensive Community Outreach Plan and received approval for 2022; received approval of NPDES General Permit (5 year)/Certificate of Coverage; received acknowledgement of submitted NPDES Annual Self-Certification; received required permitting from Bay City State Park to continue surveillance and control activities through the campground and day-use properties.
- **Spring Treatment Preparation** - Monitoring for mosquito larvae in woodlots began in mid-March; cool temperatures this spring have delayed larval development compared to typical seasons, while water levels are at desired levels; coordinated logistics with James Clements Airport staff for use of the airport as the loading site for aerial treatment in April; published a legal notice in The Bay City Times to announce treatment season details and residents' ability to opt-out of the program; a new 3-

year aerial service contract was signed in March with Earl's Spray Service, with the option to renew for 2025 and 2026; coordination with the contracted aerial applicator was ongoing throughout March to discuss planned aerial treatment activities and timelines; digitized aerial treatment maps were updated by staff,

- **Other Preparation Prior to the Season** - Prepared public postings for outdoor recreation areas; updated route maps for nighttime fogging; updated fleet insurance and registration papers; updated insecticide labels in all required locations; updated training materials for seasonal staff including training manuals, application guides, and PowerPoint presentations; ensured application equipment and surveillance traps are ready for the season.
- **Biology Department** - Staff is making arrangements with MDHHS for the second year to conduct laboratory testing of adult mosquitoes for disease presence; verification that all insecticides are registered in Michigan took place prior to the start of the season.
- **Fleet** - Three new 2022 model year trucks were delivered in February to add to the fleet, these were ordered early in the 2021 budget year; enhanced lighting was installed on a ditch truck as an additional safety feature to increase visibility while treating; a forklift underwent significant repair; conversions, repairs, and warranty work on fleet vehicles was undertaken in preparation for the start of the treatment season.

Transportation Planning Division

- D. Pavone was hired as the full-time BCATS Director.
- Held interviews to fill vacated Transportation Planner and GIS Technician position. J. Deweerdt was hired and began work on February 28th.
- Held one BCATS Technical Committee meeting and one BCATS Policy Committee meetings.
- Held multiple JobNet Training Sessions with MDOT.
- Continued progress on the 2023-2026 Transportation Improvement Project (TIP) in preparation for public comment.
- Attended numerous meetings with MDOT to review and inquire about 2023-2026 Transportation Improvement Project (TIP) additions and changes.
- Attended a BCATS FY23 pre-UWP meeting with MDOT, FHWA, and others to discuss recommended changes to our 2023 UWP and what's expected for MPO approval. Begun process on drafting 2023 UWP.
- Continued development and collaboration of transportation and GIS with new virtual public engagement apps, dashboards, surveys, and web-maps, showcasing BCATS activities and information.
- Met with regional MPOs regarding our respective LRP's and TIP's.
- Attended HPMS (Highway Performance Monitoring System) training. Completed HPMS documentation.
- Continued work on the 2045 Metropolitan Transportation Plan Update
- Attended one Riverwalk Railtrail meeting.
- Attended two MTPA meetings and two MPO Subcommittee Meetings
- Attended one EACD Staff Meeting

EQUALIZATION

- Finalized Sales Studies and Appraisal Studies and published the tentative equalization ratios in the newspaper.
- Met with State Tax Commission District Representative as to our yearly sales/appraisal studies. Her recommendation is to use ours versus their limited studies.
- Reviewed Register of Deeds recordings, checking for full or partial coverage of parcels and e-mail pertinent documents to Assessors.
- Assigned new parcel numbers on split or combined properties, write those descriptions and update the Equalization Maps, as well as the GIS parcel layer.
- Assisted local assessors in developing their state required land value maps.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Worked with Township/City Assessors after the Board of Review to finalize their Assessed and Taxable Values.
- Added new reports & removed old reports from the Equalization web pages on the internet.
- Prepared the Equalization Reports for the Bay County Board of Commissioners.
- After approval from the Board of Commissioners, the final values will be submitted to the State Tax Commission.
- Reviewed older sales in our database and update them to show corrected information. Currently have 142,248 document references for public and Department use.

FINANCE

- **No Report Submitted.**

HEALTH

Administration

Major items to note during this period include:

1. While the Bay County Health Department continues to mobilize its staff, and resources to respond to the current COVID-19 pandemic, a significant surge due to recent variants occurred before substantially decreasing in the first quarter. The number of confirmed COVID cases increased to 24,415 from 18,030 (at the start of the New Year) from 12,300 at the end of September. The increase is directly attributed to the BA/Omicron variants (BA.1 and BA.2). The increase occurred mainly in January and began to sharply reverse in February. Because of the overwhelming number of cases,

the Health Department sharply cut back on issuing quarantines. The emphasis is now on identifying cases and getting residents who are in need of treatment via antiviral medications and monoclonal antibody are participating local providers. By the end of March, the Health Department was averaging 7-10 cases per day.

2. The Health Department and its partner providers have administered nearly 145,000 vaccines for COVID-19 since mid-December 2020, when they were first made available. 90% of all seniors have been fully vaccinated, and as of the end of June, over 57% of the entire population is fully vaccinated. Nearly 80% of the vaccination activity during this time period was the provision of third doses and boosters. By the end of the quarter, nearly 63% of eligible population (5+) has at least one dose, however, these rates are highest at the oldest age groups 50-59, 60-69, 70+ and they account for the majority of the vaccines provided.

Environmental Health

- The Environmental Health Division has wrapped up the mapping project of all septic and wells in Bay County. The grant project assisting homeowners with replacement of problematic septic systems in the Kawkawlin river watershed was implemented to full capacity of the anticipated projects. With increases in economic activity locally, the number of septic and well permits have increased substantially. Restaurant and temporary food inspections have resumed pre-pandemic frequency as all restrictions have been eased, with 386 food service establishments being operational and receiving full inspections. In January, the Board of Commissioners voted to suspend the licensing fees for all food service establishments this year.

Children's Special Health (CSHCS)

- CSHCS provides supplemental insurance benefits and services of a registered nurse to children who have a qualifying medical diagnosis. A child is invited to enroll whether they have private insurance or a Medicaid Health Plan. Staff assists families to navigate the medical, health insurance and educational world of the child with medical special needs. These services promote optimal functioning for the child and family. Staff also completed 30+ case management activities during this time period. During this time period, the Michigan Department of Health and Human Services has lowered the threshold for blood lead levels in Michigan children from 5mg/dl to 3.5 mg/dl. It is anticipated that the number of toddlers with elevated blood lead levels will increase substantially as a result of those that reside in homes older than 45 years of age.

Public Health Service Communicable Disease (CD) Division

- As indicated earlier, substantial increases due to COVID-19 have dominated CD investigation response. Additional cases of Tuberculosis, with outbreaks of other sexually transmitted diseases (Chlamydia and gonorrhea), and norovirus have occurred as well. In total, the CD department investigated and completed 1000+ reportable disease cases this quarter, outside of COVID 19.

Immunizations

- Immunization clinics have begun in earnest with integration of the current COVID-19 vaccine program. In total, nearly vaccinations 1251 were administered, 624 were COVID vaccines.

Personal Health/Family Planning

- The Personal Health Family Planning (PHFP) Clinic is a Title X Clinic that provides health and contraceptive services to woman, men and teens. Client receives both contraceptives and STD services. Staff currently includes 1 FTE nurse, clerk and a FP Coordinator, and 1 contracted Nurse Practitioners who each work one day a week in the Clinic. Personal Health/Family Planning Clinic has resumed operations and have services nearly 120 individuals during the quarter.

Hearing and Vision Program

- The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools. Children who do not pass the screening are referred for medical care. Technicians follow up on referrals to assure children receive medical care. Hearing and Vision technicians Fern Liversedge and Heather Taylor have begun to resume screenings in day cares and other facilities. Full implementation of the H&V program will begin in June of this year.

Childhood Lead Program

- Healthy Homes and Lead Poisoning Surveillance System (HHL PSS) is the MDHHS system to report on blood lead levels for all children in Michigan. In December, MDHHS notified local health departments that the new elevated blood lead level (EBLL) has been modified to ≥ 3.5 mcg/dl from the past level of ≥ 5 mcg/dl which may precipitate further medical care. In Bay County overall lead testing remains down due to COVID restrictions and shortages of testing supplies. Eleven children remain under case management for elevated lead levels.

Maternal Infant Health Department (MIHP)

- The MIHP program received 150+ maternal and infant referrals this quarter which maternal and infants that were newly enrolled. MIHP is a voluntary program to promote healthy pregnancies and good birth outcomes for pregnant women and infants with Medicaid Health insurance by a LMSW and RN. It is a home based service that blends telehealth and in person visits throughout the COVID pandemic.

WIC ~ Women, Infants and Children Program

- WIC continues to adapt to by tailoring processes to support the needs of WIC families. USDA extended waivers through 2022 enabling the WIC clinic to carry on with services to all eligible families via remote services. Those services are via telehealth or Zoom which allow families to complete appointments from the safety of their homes during the COVID-19 pandemic. The program is now nearly fully staffed after being plagued by staffing shortages in 2021.

JUVENILE DETENTION & CHILD CARE SERVICES

- No Report Submitted.

MSU EXTENSION

Sea Grant Extension Educator

- As an Extension Educator with Michigan Sea Grant, Meaghan Gass provides programming and resources to enhance sustainable development and Great Lakes literacy in Saginaw Bay (www.michiganseagrant.org).
- Gass provided leadership for the Center for Great Lakes Literacy - working with youth, educators, and partners to increase Great Lakes literacy while contributing to the environmental, economic and social sustainability of the Great Lakes (www.cgll.org).
- Gass helped launch and develop [Great Lakes Literacy Education Exploration \(GLLee\)](#) opportunities, which offer introductory professional learning (with educator contact hours) for formal and informal educators hoping to get their feet wet with Great Lakes Literacy while engaging youth in Great Lakes learning experiences and stewardship opportunities.

These GLLee topics are currently available to educators during the 2021-2022 school year (through June 30, 2022), including:

- [Coastal Erosion](#) (Best suited for students in grades 6-12)
 - **What?** Coastal erosion is the process by which strong wave action and coastal flooding wear down or carry away rocks, soils, and sands along the coast.
 - **Driving Question?** How does coastal erosion shape the shorelines of the Great Lakes and impact our ecosystems and communities?
- [Marine Debris](#) (Best suited for students in grades 4-12)
 - **What?** Marine debris is any human-made material that can end up - on purpose or by accident - in our rivers, ocean, and Great Lakes.
 - **Driving Question?** How does marine debris impact our Great Lakes and animals (including humans) and plants that depend on this freshwater resource?
- [Vernal Pools](#) (Best suited for students in grades 6-12)
 - **What?** Vernal pools are "wicked big puddles" and ecologically serve as the "coral reefs of our northern forest ecosystems."
 - **Driving Question?** How do vernal pools (seasonal woodland wetlands) benefit the Great Lakes region?
- Gass continues to work with Michigan Department of Natural Resources to support the development of future Saginaw Bay fisheries management efforts -

by supporting analysis and angler engagement through the Saginaw Bay Walleye and Yellow Perch Workgroup and broader angler survey (implemented in 2020-21 - with continued engagement in 2022)

- Gass also provided virtual meeting and facilitation assistance for the Lake Huron Citizens Fishery Advisory Committee Meeting. *The charge of the Lake Huron Citizens Fishery Advisory Committee is to review and provide recommendations and direction into the fishery goals, objectives and management plans for Lake Huron.* In addition to meeting facilitation, Gass developed [a Google Site to share information](#) including presentations/articles to watch/read prior to the meeting.
- Gass also serves as a board member for the Partnership for the Saginaw Bay Watershed. Serving as the public advisory group, the PSBW helps address the Saginaw Bay and River Area of Concern.

Children and Youth Program (4-H)

- Jodi continues to provide support to staff in volunteer screening and management state-wide. She continues to write instructional fact sheets for volunteers and staff, as well as edit and provide content to learning modules that are posted in Volunteer Central. The most recent is the protocols for volunteers to report suspected child abuse.
- She also continues as the PI on the AmeriCorps grant- 4-H STEAM Corps. There are several new AmeriCorps members that have started and will be starting as we approach summer. Their role is to provide leadership to 4-H SPIN (SPecial INTERest) Clubs as they focus on a variety of STEAM topics.
- Jodi will be presenting at conferences this spring on topics related to volunteer screening and management. The conferences include the Children and Youth Institute Spring Conference in East Lansing and the National Extension Conference on Volunteerism in Tulsa, Oklahoma.

4-H Program Coordinator

- January started a new 4-H year for us. Mueller worked with two certified Archery instructors, prior to January, to start the Bay County Shooting Stars Archery Club. She worked with their partnership at the Bay City Bowman's Club where the 4-H youth practice their archery skills. This year 4-H had 25 youth participating in the program. The club ends with an amazing banquet to round the year out where the 4-H youth receive a certificate, medals, and a t-shirt. This year our banquet was catered by Jolene's in Linwood. After the banquet the 4-H youth got to participate in a "fun" shoot. They shoot at balloons, cards going around on a conveyor belt, and ping-pong balls.

- The 4-H Tech Wizards mentoring program has started back up at Washington Elementary. We have 4 mentors and 10 mentees. So far this year our mentors and mentees have learned about buoyancy. They created their own boats made from tinfoil then put pennies in to see how long it will float. They also learned about force and levers. They created their own catapults from one plastic spoon, some rubber bands and popsicle sticks.
- Mueller created a new partnership with the Boys & Girls Club of Pinconning. She will provide STEM programming, every other Wednesday, to the youth who attend the Boys and Girls Club. The workers and teens have all been vested in our Volunteer Central system. Mueller will be working with 20-25 youth per session.
- Mueller has also been blessed with providing a new traditional 4-H club in Bay County. The new club leader is a past 4-H member from Bay County, who wants to keep the spirit of 4-H going where she lives. The new club leader is having a wonderful response and has approximately 10-15 new 4-H members in her club.
- Mueller has been working, more, with parochial schools. She presented at their conference, held at Valley Lutheran High School. She shared the following 4-H programs that are offered; STEM programming, Embryology, 4-H membership, and in/after school programming. She explained that each school should work with your county program coordinator to find what program would best meet their school needs. Mueller had a great turn out of 10 participants with one reaching out during their conference to set-up meetings to discuss programming.
- Mueller hosted a Mad City Money event. This event is geared towards 8th graders - 12th graders. It took place at the Bay Arenac Community High School. Teens get a taste of the adult world with this fun, hands-on budget simulation, complete with jobs, income, family, and debt. During this activity, youth visit merchants to select housing, transportation, food, household necessities, clothing, daycare, and other wants and needs while building a budget for their simulated family. Mad City Money allows participants to make mistakes and suffer the consequences of their decisions, in a realistic, but safe, environment. We partnered with the Bay Area Chamber of Commerce to provide real local merchants for our merchant tables. This gives an elevated aspect to our program by providing real life people who work in those fields. Simulated interviews were also offered with an opportunity to talk with potential employers.
- Mueller is partnered with Faith Lutheran to provide a new program; “Mindful Me”. Mueller is working in a Kindergarten classroom with 23 students. The program promotes mindful practices that lead to improvements in managing one’s own goals, developing a sense of self, time management, stress management, emotional regulation, and mindful eating practices. Specific outcomes from youth participation in the curriculum include short-term (skill development and knowledge gain), mid-term (increased stress management, mindful eating, etc.), and long-term (improved physical, emotional, and social health) benefits.
- Mueller has also joined the Bay City Noon Optimist Club to help stay connected to the community. She has become a Farm Bureau member and is working closely with the

Bay County Farm Bureau's office to help work on Project Red and other out-reach events for the Bay County community.

SNAP-Ed Nutrition Education

- SNAP-Ed nutrition education classes and series are being offered face to face again since October 2021. Show Me Nutrition is the curriculum used in the Pre-K and Great Start Readiness Program classrooms. This is a series of 6 classroom visits, centered around handwashing, eating more fruits and vegetables and physical activity. These series took place in Pinconning Head Start and GSRP classrooms, Bay City Head Start and Washington GSRP.
- Adult series in Bay County are currently at Maplewood Manor. Bi-monthly presentations are ongoing at Good Samaritan Rescue Mission. These include Food Demos and Cooking Techniques, Hydration, Budgeting and Meal Planning, as well as Cooking Matters at the Store. This is a virtual tour of the grocery store, providing individuals with hands-on education, and giving them skills to compare cost and nutrition while applying practical skills to make the most of their food resources.
- Cooking For One classes are upcoming for Bay-Arenac Behavioral Health clients, as well as partnering with Food Bank of Eastern Michigan for Project FRESH and Senior Market FRESH.

PERSONNEL & EMPLOYEE RELATIONS

Personnel

- Personnel staff continued posting jobs for multiple vacancies throughout the county as well as upcoming seasonal summer positions
- The Personnel Director has continued to participate with Legislative updates and Covid updates
- The Personnel Director has participated in the Cybersecurity meetings
- The Personnel Director attended State of the Community Luncheon
- The Personnel Director has been involved in responding to an EEOC claim
- The Personnel Director has been preparing for upcoming negotiations with all bargaining units
- Personnel staff conducted pre-employment testing for the Treasurer's office and District Court
- Personnel Director addressed grievances
- The Personnel Director held numerous meetings and spent a great deal of time working with Juvenile Home Director and the union on the process of converting part-time staff to full-time staff at the Juvenile home to meet staffing needs
- The Personnel Director has participated in many meetings for ARPA funds
- The Personnel Director has participated in meetings regarding the Board Legislative/Financial Analyst position as well as facilitating the application process.
- Personnel staff has been working onboarding for spring hiring including scheduling all pre-employment health screenings
- The Personnel Director participated in interviews for the Civic Arena Manager position

Payroll/Benefits/Retirement

- Filed and paid all monthly and Q4 2021 payroll taxes including MESC, 941 and Michigan state withholding
- Significant amount of time spent by the payroll clerk on accruals, vacation and contract payouts for payroll as well as setting up new wage tables for 2022
- Processed and distributed payroll EFT/checks
- Processed and distributed W2s
- Filed W2 information with federal and state governments
- Updated wage tables to reflect new minimum wage
- Educated employees/retirees on benefits
- There were 20 retirements processed in the first quarter
- The Retirement Administrator attended the one-day MAPERS conference
- The Retirement Administrator attended audit meetings
- The Retirement Administrator has been working with Corporation Counsel and outside counsel updating the VEBA Trust Agreement

Wellness

- Fun Fact Friday and Wellness Wednesday emails have continued
- There was a Winter step challenge with 16 participants
- The spring Win by Losing challenge currently has 11 participants
- The Saint Patrick's Day races put on by the Bay Area Runners Club had 15 Bay County employees participate with two of the employees completing the Irish Double (both the 8k and 5k)
- The Benefits Administrator spent time coordinating participation with the YMCA for a grant funded Diabetes Prevention Program that Bay County employees can participate in at no cost to Bay County.

PUBLIC DEFENDER

- **No Report Submitted.**

RECREATION & FACILITIES

The Recreation and Facilities Department submits the following report for the 1st quarter of 2022:

During the 1st quarter of 2022, the Recreation and Facilities Department provided day-to-day supervision to the Buildings & Grounds Department and the Recreation Department. Additionally, the department worked on various tasks including but not limited to:

- Continued lead PIO role for County during Coronavirus pandemic.
- Attended ARPA presentations and meetings continued to chair the ideas committee.
- Facilitated two blood drives during this quarter.

- Worked with Buildings & Grounds and Finance regarding 2022 capital improvement projects, got the ball rolling on many RFPs.
- Discussed equipment replacement at the Bay County Civic Arena.
- Met with Softball association to discuss upcoming contract renewal.
- Assisted with a couple of hockey tournaments at the Civic Arena due to staff shortage.
- Met with Spicer on Pinconning Park bath house & restroom improvements.
- Held interviews for Manager position at Civic Arena.
- Made plans for summer programming at the Community Center.

Buildings and Grounds

County Building

- Rebuilt fan housing on 8th floor.
- Ran lines and changed out cameras.
- Replaced 6+ radiator thermostats.
- Installed new faucet in 7th floor restroom.
- Installed new boiler water feed float.
- Replaced corroded boiler pipes.
- Assembled rolling filing cabinets on 4th floor and in 2nd floor store room.

Law Enforcement Center/911

- Removed ceiling in S block cell at LEC.
- Maintained ongoing shower lead for N block cell at LEC.
- Removed intake ceiling and started putting new metal back up at LEC.
- Swapped boiler over for CSD-1 testing at LEC.
- Painted office in old print room at LEC.
- Swapped kitchen steamer to refurbished steamer after issues with the old one at LEC.
- Installed new circuits and wires for new offices at LEC.

Health Department

- Installed new sink and faucet in laboratory.
- Cleaned out storage room.
- Changed filters.

Juvenile Home/Mental Health Homes

- Installed new exhaust fan motor at Juvenile Home.

- Replaced zone valves at Juvenile Home.
- Cleaned and rewired boiler at Juvenile Home.

Courts

- Installed and wired three new monitors in Court Room 1.
- Continued LED upgrade to courts emergency lighting and lobby lighting.
- Painted and reworked two offices at FOC.
- Installed 4 VAV control system.
- Changed filters.
- Changed mixing valves in restrooms.

Community Center/Civic Arena/Golf Course

- LED lighting was completed in the Community Center work out room.

Fairgrounds/Animal Services/Mosquito control

- Completed sign installation for Fair Board.
- Installed new flag lighting at Mosquito Control and Animal Services.

County Grounds and Other

- Plowed snow and salted county parking lots and walkways.
- Staff maintained buildings and grounds at Wenona and McKinley schools.
- Staff continues to collect unused materials to be taken to 1Bid.US for auction.
- Staff continues to maintain and repair vehicles for Health Department, Parks & Rec., Veteran Affairs, Juvenile Home, and Buildings & Grounds.
- Staff continues to service and repair county equipment.
- Staff continues to respond to miscellaneous service calls.
- Staff continues to collect and deliver mail.

Civic Arena

- Hours of ice rental - January 245.5, February 230.25, March 72.50
- Hosted 4 Tournaments totaling 87 teams - January Freeze, 2 Puck of the Irish and Copper Cup
- Held Districts - 38 teams
- 25 participants in Adult Skate
- Adult League: 15 Teams, 235 Sub Fees collected
- Bay County Hockey Association had 9 teams. 3 teams skated here from other areas.
- SK8 Bay had 24 members and 87 Skaters for learn to skate
- 15 birthday parties
- 144 Drop in Hockey

- 2917 Public Skate, 1903 Skate Rental - 65% of public skaters rent skates
- Various other renters including K-Stars girls' hockey, Mid-Michigan Alliance girl's high school hockey, MAHL, Belle Tire
- 694 Skate Sharpening
- 129 Skills and Drills

Community Center

Fitness Classes:

Fitness Classes	64 classes	
Fit Fun	Mon. & Weds.	25 participants per class
YogaFit	Tue. & Fri.	15 participants
Chair Fitness		25 participants
Chair yoga		20 participants

Open Volleyball (Tue. & Thurs.) 12-18 per session

Badminton (Tuesday) 12-15 participants

Membership activity 3345 scans

Pickleball - 401 total players for this quarter.

Community Center Rentals:

- Rentals every Saturday and Sunday this quarter
- Men's Basketball Winter League had 12 teams
- Volleyball League had 15 teams

Fairgrounds

- Canteen is open for DOA meals Monday through Friday.

Pinconning Park

- New Sr. Park Ranger hire Logan Lightfoot is off to a good start training and learning the operations and maintenance of the park.
- January and February brought record day and year pass sales as well as record revenue due to excellent ice conditions for ice fishers. We were very busy keeping up with vehicle pass collection and non-payment violations. Excellent cabin rental sales also kept us busy with detailed cleaning in between renters.
- A fair amount of lake effect snow falls kept the plow and shovels going to keep the park and campground clean and safe for our visitors and campers.
- The garage and ranger station both have had total clean outs and re organizations.
- The bathhouse restoration project is "full steam ahead". This includes total recaulking, removing and reconditioning all hardware, proper preparation, priming, repainting (with cool new colors) and new modern energy efficient lighting that

includes dimmer sensors. The project will be completed soon, just in time to impress our upcoming flood of campers.

- The lookout tower at the end of the campground has had all the soft, rotting steps and handrails replaced with new treated lumber. This will improve the sturdiness and safety for visitor usage.
- The snow has melted, so we are starting to work on cleaning exposed litter and debris in the day use and parking lot areas.
- Plans are being made to make repairs on the dock and replace the boat bumpers.
- Last, but not least, applications are being reviewed and the interviewing process has started for 2022 seasonal employees.