



REPORT TO THE COUNTY EXECUTIVE FIRST QUARTER, 2016

The following reports for the 1st quarter of 2016 are presented to the County Executive:

ADMINISTRATIVE SERVICES

Providing timely and effective communication with departments, divisions, elected officials and the citizens of Bay County is the goal of Administrative Services. With that as a focus, key areas include responding to and facilitating requests for information (FOIA Coordination), research and resolution of complaints, risk management coordination and written correspondence from the County Executive.

- Assisted the Veterans Offices in their financial expenditures and resolving any issues that arose including vehicle repair & maintenance and future planning issues.
- Attended Bay Veterans Foundation meeting.
- Learned of Michigan Veterans Trust Fund (MVTF) closing Bay County's office after retirement of Karen Miller which resulted in many discussions with staff on reorganization of veteran services.
- Worked cooperatively with various County offices in processing numerous Freedom of Information Act responses for the first quarter including multiple responses that required extensive hours and records from various Bay County offices and departments.
- Continued to work with Corporation Counsel on pending and potential litigation, distribution of agreements and electronic storage of agreements on CherryLan and departments involved.
- Worked cooperatively with other departments in resolving constituent concerns on various departmental issues and drafting correspondence in response to complaints and inquiries.
- Worked with the Sheriff's Office in requesting Board approval and preparing a Risk Avoidance Grant Application for the Bay County Court Facility x-ray scanner. The application resulted in a successful grant award from Michigan Municipal Risk Management Authority for half of the cost of the replacement.
- Regular discussions and coordination with Animal Control Manager and staff on current issues.

- Participated in interviews for Retirement Coordinator position.
- Attended multiple meetings and an on-site visit to Midland (MCTV) regarding Bay 3 TV.
- Assisted staff in preparation of monthly County Executive newsletter.
- Finalized updates to Veteran Reference Manual.
- Attended Michigan Public Risk Management Association (MIPRIMA) Board of Directors planning meeting in Brighton and assisted in Membership Committee planning session.
- Attended MIPRIMA Educational Meeting in E. Lansing
- Attended Michigan Municipal Risk Management Authority (MMRMA) Educational Meeting in Lansing.
- Attended State of the Community Luncheon with County Executive Tom Hickner presenting the State of the County segment.

Animal Control

- The Shelter took in 215 cats and 220 dogs and 3 other animals for a total of 438 animals.
 - 2 cats and 66 dogs were claimed by their owners.
 - 56 cats, 79 dogs, and 2 others were adopted.
 - 11 cats and 20 dogs were euthanized per owner's request.
 - 66 cats and 18 dogs euthanized due to aggressive behavior, lack of interest, and illness.
- Field Activity: Officers went out on 895 calls, this quarter, which include the following:
 - 47 Animal bites
 - 74 Cruelty calls
 - 123 Loose and Aggressive
 - 27 Barking
- We are still promoting our adoptable animals on the various websites, Facebook, Petfinder.com, Bay3 TV, etc. and working with other shelters and rescues willing to pull animals when the shelter is filling up. Several special interest groups such as the Friends of Bay County Animal Shelter and Shelter Angels help promote the shelter through internet media and special events.
- Shelter Angels is continuing the free rabies certificate with a shelter animal that is already sterilized but needs to still receive a rabies vaccination in order to be adopted. And promoting their sponsorship program for shelter animals in need of a permanent home. When a shelter animal is being "sponsored" for adoption that means that the new owner will receive a certificate at the time of adoption, that they will take to the veterinarian listed on the certificate and the veterinarian will sterilize and rabies vaccinate their new pet for free. After the animal is sterilized and vaccinated,

the new pet owner brings us the paperwork showing that it has been done and then they receive their license for the year. This program has been such a success in 2015 at the shelter, that the shelter was able to receive a grant from the Department of Agriculture for \$5100.00 to help with the sponsorship program, with this grant we are hoping to sterilize at least 46 cats and 10 dogs. We are focusing on the cats due to the fact we receive more cats in the shelter than we do dogs. The ratio is usually 2.5 cats per 1 dog. This will help with people to consider an unsterilized cat, that would normally not to be considered for adoption.

- Friends of the Bay County Animal Shelter is still promoting the Spay/Neuter Clinic who set up their traveling operation room at St Albans one Saturday a month through 2015 and 2016. The Spay/Neuter Clinic offers less expensive cost for sterilization and vaccinations. The clinic sterilized 678 animals last year for the residences of Bay County.
- BAISD Program is in full swing, we have had 14 surgeries and have 6 more to go and we will be done with the season.
- Dr. Franke of Bay Animal Hospital volunteers on a monthly basis to check the welfare of the animals and offering officers instructions on any areas of concerns.

CENTRAL DISPATCH 9-1-1

- 9-1-1 answered: Emergency calls in the month of January 5,481; Emergency calls in the month of February 5959; and Emergency calls in the month of March 6,648. In total, Central Dispatch has answered 18,088 Emergency calls for 2016.
- Conducted numerous Critical Testing sessions as well as several 9-1-1 “Sit-Alongs” as part of the hiring and recruitment process. This is part of our revamped employee recruitment program that we began in the last quarter of 2015.
- Congressman Kildee, Tom Hickner and several Board of Commissioners paid a visit to 9-1-1. We discussed several successes as well several challenges facing 9-1-1. The officials also spent some time on the dispatch floor allowing for an opportunity to view 9-1-1 operations.
- Bay County 9-1-1 completed the installation of the Intrado Viper 9-1-1 call handling equipment, at the backup dispatch location.
 - The Great Lakes Bay 9-1-1 Consortium has begun phase 2 of the 9-1-1 phone project. During the 2nd phase, the 9-1-1 telephony and location services are to be migrated from AT&T to PFN. The migration is from telephone lines to fiber optics for the delivery of 9-1-1 services. The completion of the project will move 9-1-1 services from 1950s technology to a Next Generation 9-1-1 Emergency Services IP Network (ESINet)

- The NG9-1-1 phone system services Bay County 9-1-1, Midland County 9-1-1, Huron County 9-1-1, Sanilac County 9-1-1, Iosco County 9-1-1 and Tuscola County 9-1-1. This collaborative effort increases capabilities and increases network redundancies; while at the same time reducing costs.
- Bay County 9-1-1 has partnered with McLaren Bay regional EMS. The partnership is the sharing of Computer Aided Dispatch (CAD). The project has begun in earnest and when complete, the system will enhance EMS system's in among other things it's efficiency and situational awareness.
- Bay County 9-1-1 completed the installation, training and testing of the Smart911 application. The "go live" date for the Smart911 software is April 5th 2016. A marketing plan was also developed in anticipation of the launch.
- Updated radio equipment and software to enable Fire Tones over the 800MHz radio system. This function was previously lost with the move to 800MHz and has now been re-established.
- Met with School Safety Officials as well as School Resource Officers to enhance the delivery of Secure the Building or lockdown Notifications.

Emergency Management

- Conducted a Training and Exercise Planning Workshop for the responding agencies within Bay County. The outcomes from this workshop will help shape the training and exercise schedule for the next three years.
- Conducted a safety review with the Bay Arenac ISD Lifelong Learning Center. We reviewed the current plan for an Active Shooter incident. Several suggestions were provided for several areas of the facility. Several staff training options were also outlined.
- Participated in several meetings with the workgroup tasked with implementing the new county phone system.
- Chaired 2 LEPC meetings and 1 LPT meeting.
- Worked with radio vendor to develop and start implementation of a short-range radio repeater to be installed on the Incident Command Trailer for use by public safety responders.
- As a board member of the Michigan Emergency Management Association, participated in a 2 day strategic planning session for the association.
- Provided coordination assistance for the launch of the Bay County Heroin Taskforce being implemented by the Bay County Health Department.

- As part of the Region 3 Incident Management Team, traveled to Flint to provide input to the new Emergency Management Coordinator responding to the water crisis
- Worked with Central Dispatch to develop and implement a strategic plan for the launch of Smart911. This included logistical planning as well as developing a marketing plan.
- Participated in several meetings with the workgroup addressing extreme storm hazards in the Saginaw Bay watershed. The initial survey results were reviewed and several action items came out of the meetings. My office will be assisting with a visual deliverable to help educate the public on the effects of flooding in the Saginaw Bay watershed.
- Attended a 3 day Incident Management Team Taskbook Workshop.
- Helped coordinate the search for a missing person. The Midland Search and Rescue Team assisted the Bay County Sheriff's office and Bay City Public Safety with search efforts with support from the Bay Area Amateur Radio group.
- Presented the Fundamentals of Emergency Management to 5 Saginaw Valley State University students working towards their B.S.N. degrees.

CORPORATION COUNSEL

- Reviewed contracts or provided legal opinions to:
 - Central Dispatch
 - Health Department
 - Environmental Services/Affairs
 - Personnel and Employee Relations
 - Board of Commissioners
 - County Executive
 - Animal Control
 - Prosecutor
 - District Court
 - Administrative Services
 - Register of Deeds
 - Building and Grounds
 - Recreation and Facilities
 - Sheriff
 - Finance
 - Retirement Board
 - ISD
- Responded to more complex FOIA requests and/or Appeals
- Attended Board of Commissioners Meetings
- Attended Retirement Board Meetings
- Attended VEBA Board Meetings
- Attended Quadrant Meetings
- Provided legal opinions and guidance on employee issues

- Participated in employee interviews
- Participated in the Treasurer foreclosure hearings
- Participated in the RFP process
- Attended meetings regarding reorganization of the Public Defender Department
- Attended the Michigan Association of Municipal Attorneys Annual Advanced Institute
- Drafted and/or reviewed and filed pleadings in Gills vs. County lawsuit
- Drafted and/or reviewed and filed pleadings in Walraven vs. County lawsuit
- Managed and reviewed attorney correspondence, filings and billings in Clerk vs. Bay County et al (circuit court case)
- Managed and reviewed attorney correspondence, filings and billings in Clerk vs. Bay County et al (court of appeals case)
- Managed and reviewed attorney correspondence, filings and billings in Payne vs. Bay County et al (Federal Court case)
- Managed and reviewed attorney correspondence and filings in Joseph Groulx vs. Bay County (Circuit Court Case)
- Responded to subpoenas and drafted various motions and responses in Groulx vs. State of Michigan et al (Court of Claims case)
- Managed and reviewed attorney correspondence, filings and billings in Clerk vs. Bay County et al (circuit court case)

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report (L. Ogar)

Saginaw Bay Coastal Initiative (SBCI):

- Continue to facilitate the monthly SBCI Meetings that take place on the third Thursday of the month in the Personnel Conference Room located on the 3rd floor of the Bay County Building from 1:00 p.m. to 3:00 p.m.

Interns:

- The Environmental Affairs & Community Development Department has two new interns Mariah Kelly and Preston Weber, both students at SVSU.

Friends of Bay City State Recreation Area (BCSRA):

- Continue to participate and attend the Friends of BCSRA Meetings that took place on January 21st and March 4th.

DOW CAG:

- Participated in the annual DOW Community Advisory Group (CAG) Retreat on January 19, 2015. The meeting was held at the EPA Saginaw Community Information Office.

DOW CAP Meeting:

- Attended the DOW Community Advisory Panel Meetings on January 20th, February 17th, and March 17th. The mission of the Dow Community Advisory Panel (CAP) is to actively promote a mutually beneficial relationship between the communities surrounding the Dow facility and the company through ongoing interaction, supporting shared goals and dedication to identifying and resolving issues of concern.

State of the Community Luncheon:

- Attended the Bay Area Chamber of Commerce State of the Community Luncheon that took place on February 17th at the Bay Valley Resort and Conference Center.

5th Floor Renovations:

- The fifth floor got a new coat of paint and new carpet, along with a reorganization of the floor.

Geographic Information Systems (GIS) (J. Anderson & M. McBain)

- Continued maintenance on 9-1-1 GIS data and CAD Map
- Continued update of GIS Mobile Application for First Responders with ArcGIS Online
- Continued working with Saginaw and Midland Counties on the digital orthophotography project
- Worked with Drain Office on applying for USGS LiDAR grant
- Held monthly meetings with the City of Bay City and Bay County Road Commission about sharing data, a new web mapping site, and syncing data standards
- Coordinated with county agencies and City of Bay City on ideas for a new GIS web viewer for both the county and city to share through Amalgam
- Performed Quality Control for 2015 Aerial
- Reviewed Fetch GIS viewer and coordinated public launch.
- Helped 911 with new phone system vendor for mapping component
- Misc GIS Projects and GIS tech support for: Transportation Planning, Bay County Treasurer, City of Auburn, City of Pinconning, Frankenlust Twp, Bay City Public Schools, Hampton Twp., Gibson Twp, Kawkawlin Twp, Williams Twp, Beaver Twp, Midland Area Transportation Study, Equalization, Environmental Affairs & Community Development, 9-1-1, Emergency Management, Register of Deeds, Bay County Road Commission, Buildings & Grounds, Clerk's Office, East Michigan Council of Governments, County Executive, MSU Extension, Health Dept., Mosquito Control, Gypsy Moth, and various public GIS requests.
- Update of control corners for Remonumentation
- Attended MiCAMP Board Meetings.
- Worked with Saginaw, Midland, and Gratiot Counties on Environmental Health GIS application.
- Work with Environmental Affairs & Community Development staff on advising interns from SVSU for county projects.
- Attended Department/Division Head Meetings.
- Created foreclosed property layer for County Treasurer.

Gypsy Moth Program (A. Wallace)

- **Emerald Ash Borer (EAB) Treatment Project:** The Request for Proposals for the EAB Treatment Project was developed, published on February 26, 2016 and the resulting nine (9) bids. Five bids were complete and evaluated. The remaining four were incomplete so were rejected A full report of the evaluation was sent to the Finance Department for final review and award. The low bid was submitted by Bay Landscaping Inc of Essexville, MI. The contract for this work is pending final approvals. The contract will include the treatment of up to 716 ash trees in 2016 and up to 2,5 ash trees in 2017. The trees are scattered throughout the County. Maps and Lists of the trees to be treated will be provided to the applicator late in April after the

trees are evaluated and marked for treatment.

- **Gypsy Moth Suppression Program:** The Request for Proposals for Aerial Treatment to Control Gypsy Moths was developed during this quarter, published on February 26, 2016 and resulted in qualified and complete bids. The low bidder was Hamilton Helicopters of Hamilton Michigan. Gypsy Moth Egg masses were collected for winter mortality and they Began hatching on March 26, 2016 after 15 days at 70F. They continued to hatch through the end of the Quarter. Indications are that the population has done well over the winter and little winter mortality occurred. This indicates that hatch in the open is likely to occurred late in April with treatment likely the second to third week of May depending on temperatures during April.
- **Educational Programs**
Staff members attended live and web based training programs about further developments in the EAB invasion into other areas; new invasive species such as the Asian Longhorned Beetle that attacks maples and other trees, Hemlock wooly adelgid and Thousand Canker disease which kills black walnut trees; and the development of a new Pollinator Protection Plan. The coordinator also attended the Michigan Mosquito Control Association Conference to learn about changes to the new National Pesticide Discharge Elimination Permit being published in 2016 and other pest control related issues.

Programs about the Gypsy Moth, EAB and other none native invasive species were also presented to the Bay City Noon Optimist Club and students at Auburn Area Catholic School and the Bay Arenac Career Center Career Center.

The Coordinator also helped develop and new Phragmites Flier that tells homeowners how to deal with the non-native invasive variety of this pest.

- **Green Schools Program**
Area schools were kept abreast of updates to the Michigan Green Schools Program. Auburn Area Catholic School, All Saints Catholic School, Bay-Arenac ISD and John Glenn High School submitted application and will be recognized as Evergreen Level Michigan Green Schools for all their hard work to encourage Environmental Stewardship, Energy Conservation and Recycling.

Mosquito Control (T. Putt & Staff)

- Though the calendar says “Spring”, we’re patiently awaiting the end to winter and a return to woodlot patrol. We officially found first instar larvae on March 15 as we checked some of the woodlots that historically produce mosquitoes. Water levels were average or slightly above-average at that time. Looks like, at this point, spring treat will begin in early-April compared to the historical mid-April start date.
- Since announcing that applications were being accepted for seasonal employment in mid-January, we have lined up interviews beginning in mid-March and most positions are full. About half of last year’s employees plan to return.
- After holding two scrap tire drives in 2015 that were sponsored by the Michigan DEQ’s Scrap Tire Cleanup Grant, we received the \$4200 reimbursement in January. We’re

hoping to hear soon if we have been awarded another grant for the current season.

- The 2016 Program Plan was compiled in January while February had us attending the MMCA 30th Annual Conference in Ann Arbor at Weber's Inn. BCMC hosted the Mid-Michigan Technical Advisory Committee meeting on March 9. The comprehensive community outreach program plan was submitted to MDARD, and we've been working on other community outreach documents as we gear up for the season. A narrated Powerpoint was paired with a live interview on Bay 3-TV to discuss the 2015 season; this was broadcast to Bay County citizens.
- Control material bids were opened in January with prices seeing nominal changes compared to 2015.
- Staff continue to update training materials, tune into various webinars (recently many have provided updated information on the Zika virus), revamp presentations that will soon be broadcast on our local Bay 3-TV, order supplies, continue with maintenance projects and monthly storm water inspections, gather supplies for seasonal technicians, and send announcements to media and government offices in preparation for the upcoming season. Office staff is busy sending and receiving no spray, medical, and long-driveway notices as well as myriad other duties.
- We've also been focusing on meetings with county administrators regarding our upcoming millage that will be on the November general election ballot. Looking forward to a successful 2016 season.

Transportation Planning Division (J. Anderson)

- Held various BCATS Technical and Policy Committee meetings
- Amendments to BCATS 14-17 TIP as required.
- Attended monthly MTPA meetings in Lansing.
- Attended Great Lakes Bay Regional Trail meeting.
- Attended Regional Prosperity Initiative Strategic Team Meetings
- Regular updates to the BCATS website.
- Began coordination with MDOT, BCRC, DNR, Environmental Affairs & Community Development on a non-motorized project at BCSRA.
- Attended various Roadsoft Training classes/webinars
- Continued recording 2015 traffic counts
- Continued reviewing and approved GLBR Model - Future Year Socio-economic data
- Reviewed and approved future projects for 2017-2020 TIP document
- Began drafting chapters for the FY 2017-2020 TIP document
- Began drafting chapters for the 2045 Long Range Plan
- Continued working with EMCOG on Regional Transit Mobility
- Met with the Midland & Saginaw MPOs
- Coordinated with Bay City and MDOT on potential NFC updates
- Coordinated discussions with Bay City, the Bay County Road Commission and MDOT on potentially extending M-15 north of Center Avenue along Trumbull Street and Wilder Road to I-75 in Monitor Twp
- Attended PASER training in Saginaw.
- Continued review of new state and federal transportation bills.
- Attended Pre-UWP meeting in Lansing.

- Began drafting FY 2017 UWP.
- Completed FY 2015 Final Acceptance Report.
- Attended Riverwalk/Railtrail Committee meetings.
- Completed BCATS Quarterly reports and billings as required.

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. His recommendation is to use ours versus their limited studies.
- Reviewed Register of Deeds recordings, checking for full or partial coverage of parcels and print pertinent documents for 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.
- Assisting in updating GIS parcel layer for new parcels and parcel corrections.
- Assisted in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- 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.
- Redrafted problem portions of the Equalization maps.
- 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 106,400 document references for public and Department use.

FINANCE

Accounting/Budget

- Meetings ensued between Finance, the Bay County Treasurer and administrators of the Department of Water and Sewer to continue the coordination and assistance concerning financing, accounting and depository of funds associated with the bond issues and the transfer of debt and assets from the City of Bay City to Bay County. DW&S new water plant construction estimated to be completed in 2016.
- Assisted the consultants and corporation counsel in updating the investment policy for VEBA. This includes the guidelines associated with separately managed investment managers.
- Staff attended the State of the Community Luncheon and a luncheon related to State of Current Affairs for Bay County and Bay City.
- Staff attended the MGFOA and MMTA Spring 2016 seminar in Lansing.
- Staff attended a 2016 Governmental GAAP Update (webinar) on January 27, 2016.
- Staff attended Financial Webinar for Office of Highway Safety Planning Grant.
- Researched and held meetings to prepare for GASB 68, new pension accounting. Consulted with the actuary and compiled data for the completion of the actuary associated with these standards that are required for the 2015 Audit.
- Finance/Purchasing working on making the vendor self-serve module more known and accessible.
- Met with individuals from Soldiers and Sailors and Bay County Administration regarding their budget and develop way to stream line their processes.
- The Finance and Budget Department met with DOA and Health Department to go over cash handling procedures.
- Four hundred and twenty eight (428) 1099'S were issued for the year ending 2015, totaling \$8,103,550, which is a 15% increase over 2014.
- Met with the following departments to review their financial statements as well as their budgets: Division on Aging, Health Department, Probate Court, and Community Center.
- Met with Health Department regarding cash receipts processes for Environmental Health.
- Preparing for the 2015 audit in anticipation of early issuance.
- Working on various cash handling/internal controls and procedures.

- Finance participated in trainings for the Bank of America credit card download system and is ongoing.

Purchasing

Bids in Development:

- Register of Deeds Software
- Jail Inmate Phone System
- Emerald Ash Borer
- Gypsy Moth Aerial Spray Treatment
- Mosquito Control Work Truck
- Health Department/Court Facility Roof Replacement
- Law Enforcement Center Parking Lot Repair
- Emergency Management Mobile Data Terminals
- Waste Removal

Bids Released:

- Register of Deeds Software
- Emerald Ash Borer
- Gypsy Moth Aerial Spray Treatment
- Mosquito Control Work Truck
- Law Enforcement Center Parking Lot Repair
- Health Department/Court Facility Roof Replacement

Bids Awarded:

- Register of Deeds Software

Other Items:

- Attended various meetings regarding the above RFP's/RFQ's
- Prepared and entered journal entries for credit card allocation
- Assisted various departments and vendors with purchasing questions/bid preparations
- Prepared monthly invoices for: cell phones, phones, credit card and waste removal
- Met to discuss the review/replacement of the telephone system (ongoing)
- Attended the meeting of the IT Users group.
- Participated meetings relating to Vendor Self-Serve web link and Bank of America download
- Attended the Residential Target Market Analysis introductory meeting
- Participated in a meeting with Corporation Counsel and the Finance Officer to discuss RFP/Contract roles and responsibilities
- Began regular meetings with Office Depot representative prior new ordering platform roll-out
- Attended software presentation for Register of Deeds software finalists
- Conducted the walk-through for the Law Enforcement Center Parking Lot RFP
- Met with our Verizon Representative to discuss program changes and status of account
- Participated in the following trainings:
 - Bank of America GRAM Introduction Webinar
 - Bank of America GRAM - Account Manager Webinar
 - Bank of America GRAM - User Management Webinar
 - Bank of America GRAM - Reporting
 - Bank of America GRAM - Cost Allocation

- Tyler Technologies new access portal roll-out

Housing Rehabilitation

- Attended Board Meetings at Bay Area Housing.
- Continued day to day oversight of the program.
- Continued to work on next phase of the grant.
- Answered various questions and supplied documentation to program participants.

Information Systems Division

- In quarter one of 2016, 923 work orders were closed.
- The number of projects has been increasing as more work is being done with different departments
- Build of the Enterprise Content Management, OnBase software was performed for Probate to start user acceptance testing first week in April.
- Meetings were held to discuss and work on the County new VOIP phone system.
- Request for Proposals were reviewed and worked on for the Register of Deed's software project, the Sheriff Department's phone system project and new mobile tablets for law enforcement.
- ISD worked with Finance on various projects such as Vendor Self-Serve, launching software for Commissary software for the Jail and year-end close.
- New software for Campaign Finance was launched and ISD assisted with the export of the existing information.
- New backup storage was purchased to increase the speed and capacity to enhance the backup processes.
- ISD unveiled new Tyler technical support through a portal.

HEALTH

Administration

- The Bay County Health Department Administration continues to implement its Strategic Plan to provide a framework for future growth and direction. A dozen key staff from the Health Department were chosen by management to assist on the steering committee, which is also known as the FAB TEAM (short for Forever Achieving Better, Together Everyone Achieving More). The BCHD Strategic Plan has three main goals:
 - The Health Department will increase the community's knowledge of Programs & Services provided by October 2015.
 - The Health Department will develop & implement a fiscal strategy that meets the needs of our clients, while promoting fiscal responsibility by October 2015.

- The Health Department will establish a workforce development plan by October 2015.
- BCHD continues to revise its Orientation Operations Manual.
- BCHD has implemented a series of client satisfaction surveys for analysis.

Key accomplishments during this period include:

- The Health Department has been notified that it has received Accreditation with Commendation from the Michigan Department of Health and Human Services. The Health Department underwent its triennial accreditation during the first week of December 2015. Programs that were evaluated during this accreditation period include Administration (Powers and Duties: Immunization; Family Planning; Hearing; Vision; Food Service Licensing and Enforcement; On Site Sewage; HIV/AIDS; Communicable Disease Control; WIC; and Children's Special Health Care Services. The Health Department also submitted a request to review its Quality Improvement activities. The Health Department has met 153 out of 157 measurable indicators.
- The Health Department in cooperation with Saginaw Valley State University has completed its first full year of operation with the University Clinic. The clinic focuses on persons with multiple chronic conditions, who are uninsured/underinsured, especially veterans and persons with behavioral health issues. The number of clients receiving services at the clinic has steadily increased and the Health Department is working with the University and Bay Arenac Behavioral Health on additional potential funding to expand primary care services for residents who receive treatment for mental health at BABH. The Health Department was informed by the Michigan Health Endowment Fund at the end of March that it will be the recipient of a \$94,000 grant to provide mental health collocation services with the University Clinic as well as potential telemedicine services with local schools and other providers.
- The Health Director continues to work with area leaders on its Community Health Advisory Committee (in conjunction with the Bay County Roadmap) to oversee the community health assessment process and further develop the Bay County Community Health Improvement Plan. The Health Department is partnering with the Bay Health Plan to implement a community telephone survey regarding health and health care concerns of Bay County residents in May/June 2016. A provider survey that will ascertain areas of unmet need in Bay County will be mailed and implemented in April. If areas are identified, further analysis will be completed to determine if there are federally recognized Medically Underserved Areas (MUA's) or Health Professional Shortage Areas (HPSA's) which may offer the County providers enhanced reimbursement and/or leverage resources to recruit and retain health care providers.
- The Health Department convened a community based Heroin Task Force in February to develop a comprehensive strategy in regards to the upswing in heroin and opioid based overdoses that have occurred in the past year. The comprehensive strategy will focus on three areas: law enforcement and legal issues with the illicit use of opioids; finding treatment and expanding opportunities for treatment for opioid addiction; and public education regarding the issues at hand. The Task Force is set to meet again in April and May, with the goal of having a comprehensive strategy available by Memorial Day.

- The Health Department has entered into an agreement with MiCEITA/Altarum to obtain Meaningful Use Incentives via funding through the Affordable Care Act that was provided to the State of Michigan. It is estimated that the Health Department may be eligible for up to \$225,000 via incentives for ensuring that meaningful use methods are incorporated into electronic health records and reporting. In addition the Health Department will leverage resources with MiCEITA to perform a Security Assessment at no extra charge which is a savings of approximately \$30,000 - \$50,000 to the county.
- Health Officer Joel Strasz and Joel Kwiatkowski, RS Coordinator of Meetings with Rep. Plawecki and Roberts in Lansing regarding plans for a potential statewide Sanitary Code. Bay County Health Department shared details regarding previous drafts of a proposed revised Bay County Sanitary Code. It was agreed that details regarding subsequent legislation will be shared with BCHD representatives and there may be potential for pilot programming in the future.

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Staff Meetings
- Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing
- Monthly Human Services Collaborative Council (HSCC) Board, Executive Board and Steering Committee Meetings
- Quarterly Bay Health Plan Board Meeting
- Bay County Heroin Task Force (February)
- Several Community Heroin Summits (January, February, March)
- Michigan Health Information Alliance - General Board Meeting (March)
- Michigan Health Information Alliance - Population Health Working Group (January, February)
- Michigan Health Information Alliance - Diabetes Prevention Program (January, February, March)
- Weekly meetings with SVSU regarding the University Clinic
- Tri Cities (Midland, Bay, Saginaw, Gratiot counties) Health Officer Forum - Monthly
- United Way Community Impact Committee

Children's Special Health Care Services (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.
- For the past three years this program has included a nursing position for 32-40 hours a week and a clerical position for 20 hours each week, as the nurse also works the immunization clinic and the clerical works 20 hours weekly in MIHP. The CSHCS program representative position has been vacant since May 2015, during this quarter that position was filled and the recipient is in the process of training. It was also determined due to the increased demands for nursing case management of clients in dual CSHCS & Medicaid Health Plans that a new position for an additional CSHCS nurse for 40 hours each week was approved. Posting for this new position just went up with

plans to hire and train during the next quarter. The CSHCS parent liaison has been a great help for program outreach in absence of the CSHCS program representative.

- The CSHCS program offered a Splash into the New Year event in January for CSHCS recipients and their families at the Bay Area family Y that was funded with grant money that supports the CSHCS Parent Liaison position. .
- During this quarter the following billable services were provided with an approximate income of \$5,815.28

73 Level II care coordination activities, combined efforts of RN and clerical staff
 4 Level I Plan of Care visits with the nurse
 16 Case management visits by the RN

Communicable Disease (CD) Division

- **The CD nurse investigated 197 reportable disease cases this quarter, of which 179 were laboratory confirmed.** These confirmed cases include:
 - 9 animal bites; 2 Meningitis-aseptic; 1 Campylobacter; 2 Salmonellosis; 1 VZ Infection, unspecified; 18 Hepatitis C-chronic; 1 Mycobacterium-other; 1 H Influenzae Disease invasive; 1 Giardiasis; 3 Norovirus; 55 Influenza; 1 Streptococcus pneumoniae, Inv.; 2 Streptococcal Dis. Inv. Grp A; 2 Hepatitis B Chronic; 18 Hepatitis C Chronic and the Chlamydia and Gonorrhea cases referenced under Health Screening.
- **The Probable Cases reported and investigated but not laboratory confirmed include:** 14 Hepatitis C chronic and 1 Varicella. An additional 3 Cases were reported that the CD nurse investigated and were later found **not to be a case.**
- This quarter also included a Respiratory/pneumonia cluster and a C-diff cluster; three norovirus outbreaks, a scabies outbreak.

Health Screening Clinic (HIV/STI)

- The CD/HIV/STI nurse investigated the following confirmed cases: 71 Chlamydia, 9 Gonorrhea. Number of clients tested for STIs in our clinic this quarter: 31 of which 3 were court ordered, 19 males & 12 females.
- Number of clients tested for HIV this quarter: 19 of which 3 were court ordered. 18 results were negative, 1 tested positive for HIV, 11 males, 4 females and 4 non-specified
- The CD/HIV/STI nurse participated in the following:
 - 01/07/16 Foodborne Illness Qtrly meeting at BCHD
 - 01/26/16 East Central Infection Control mtg; St. Mary's Hospital, Saginaw
 - 02/18/16 Emergency Preparedness Overview Training
 - 03/01/16 MATEC HIV Clinical Course for Nurses & Nurse Practitioners Anderson Bldg. Saginaw, presentor Mary Rose Forsyth 7 CEU
 - 03/04/16 BCHD All Staff Training, Doubletree Conference Center

- 03/18/16 Zika Preparedness/Response: Public Health & Legal Perspective, webinar
- 03/22/16 East Central Infection Control mtg; St. Mary’s Hospital, Saginaw

Hearing and Vision Program

- The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools and keep busy following up on previous referrals. New this school year, pursuant to Child Care Licensing Rule 400.8125, technicians need background checks by the Department of Human Services Central Registry and clearance through the Michigan State Police Internet Criminal History Access Tool (ICHAT) of which both our H&V technician have received.

Hearing	Services provided	Passed	Referred	Under Care	Other*	MDevals**
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	90	80	3		0	7
1						
School age K-12:	3823	3513	103	51	97	103
Totals	3913	3593	106	51	104	104

Vision	Services provided	Passed	Referred	Under Care	Other*	MD evals**
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	90	75	8	0	7	1
School age K-12:	52	42	4	3	3	105
Totals	142	117	12	3	3	10

* Unable to complete screen/ pending rescreens/absent for screening

** Medical follow up from previous quarters counted as they come in

Division on Aging

- The Aging Well Chair Yoga class continues in collaboration with the Community Center and Beth Trahan. There were 60 participants in January with 49 eligible meals, 48 participants in February with 88 eligible meals, and 44 participants in March with 42 eligible meals.
- There were two Dinner Theatre events held in conjunction with Bay City Players and Bay Metro Transit. Always . . . Patsy Cline was held January 14 with 154 eligible meals, and The Best Man was held March 3 with 135 eligible meals.
- The Winter Osteoporosis Strength Exercise class was held January 19 through February 24 with 87 participants and serving 434 eligible meals.
- The Movie/Lunch Series continues to be a popular event with 52 participants in January, 70 participants in February, and 65 participants in March.
- Newly appointed 2016 Senior Advisory Committee member is Robin Wiess, with returning members: Chairman Gena Gates, Vice Chairman Paul Rabidoux, Kathleen Sutter, Dian Behmlander, Michael Olk, Leone Brashaw, and Robert Anderson.

- There were two In-Service Programs for volunteers, caregivers, and seniors. “Consumers Energy Saving Solutions Program” was held January 21 at Riverside with 18 participants. Division on Aging R.N. Cathy Sujkowski presented “How to Boost Your Immune System” March 23 at Riverside with 16 participants.
- The first Diabetes Personal Action Toward Health (D-PATH) Workshop was held February 2 through March 22 at the Canteen. There were six sessions with ten participants initially enrolled and nine completing the program. While most participants are already regular participants at the Activity Centers, D-PATH generated 12 eligible meals.
- Region VII Area Agency on Aging conducted the annual on-site audit March 16 and 17, resulting in zero findings and only two observations.
- A Dinner Theatre event was held in conjunction with Garber High School and Bay Metro Transit. Bye Bye Birdie was held March 16 with 81 eligible meals.
- In March, there was one referral to the Seniors Safe at Home program.
- The Senior Tax Credit Program assisted eight homebound seniors through March.
- While there was no A Matter of Balance session held this quarter, efforts continued to publicize the event to ensure adequate participation for upcoming sessions.

Division on Aging volunteers provided a total of 890.5 hours this quarter as follows:

<u>Activity</u>	<u>January</u>	<u>February</u>	<u>March</u>
Advisory Board	7.5	0	10
Food Commodities	64.5	58	66
Special Events	22.5	0	38.5
Knit/Crochet	90.5	55.75	159
In-Service	10	0	12
Meal Delivery	17.25	13	13
Memorial Garden	0	0	0
Student Volunteer	0	12	0
Transportation	59	28	36
VITA Tax Program	0	10	35
Wonderful Times	<u>27</u>	<u>21</u>	<u>25</u>
Totals	298.25	197.75	394.5

Dining Center volunteers provided a total of 1,084.45 hours this quarter as follows:

<u>Dining Center</u>	<u>January</u>	<u>February</u>	<u>March</u>
Canteen	4	4	4
Hampton A.M.	23.5	23	15
Hampton P.M.	77.45	32.5	32.5
Kawkawlin	32	32	26

Riverside	200	215	264
Williams	<u>27.5</u>	<u>28</u>	<u>44</u>
Totals	364.45	334.5	385.5

- The Commodities program delivered 134 boxes of commodities in January, 124 boxes in February, 102 boxes in March, and 119 quarterly boxes in March, for a total of 479 for the quarter.
- Division on Aging served 1,223 eligible meals (1,296 total meals) at special events from January through March.
- Transportation requests were 145 in January, 162 in February, and 151 in March, for a total of 458 for the quarter.

From October 1 through March 31, Division on Aging has served:

- 16,799 congregate meals
 - 62,562 home delivered meals
- and provided:
- 252 caregiver hours
 - 3,577 homemaker hours
 - 645 personal care hours
 - 2,455 case coordination hours

Elder Abuse Grant:

- Monthly Division on Aging staff meetings
- Monthly Bay County Elder Abuse Coordinated Community Response (CCR) Team Meetings. Each meeting is regularly attended by 20 to 25 people from community agencies, law enforcement, Adult Protective Services, and the County Prosecutor's Office. The Case Manager arranges the agenda and a speaker for each session.
- Every-other-month Advisory Committee meetings

January

- Assisted clients with emergency resources for housing, transportation, and emergency needs

February

- Distributed materials regarding abuse in later life to area agencies and businesses
- Assisted clients with resources, transportation, and emergency needs

March

- Attended training regarding financial abuse of vulnerable adults
- Assisting clients with resources, transportation, and emergency needs
- The Abuse in Later Life Case Manager has received 45 referrals since October 2014; 25 clients have been served through the grant, with 12 clients still currently being served. In addition, there have been numerous telephone calls regarding the manner to report abuse and inquiring about available resources.

Health and Wellness classes offered:

- Blood Pressure Clinics
- Low Vision Support Group
- Commit to Be Fit
- Line Dancing
- Chair Yoga at Williams
- Wii Bowling League
- Shuffleboard
- Osteoporosis Strength Training Classes
- Aging Well - Chair Yoga with Beth Trahan
- Cornhole Toss
- Diabetes Personal Action Toward Health (D-PATH) Workshop
- Low-Impact Exercise with Millissa

Dining Center Activities:

- Acrylic Painting classes
- Movie & Popcorn Day at Williams every month
- “Winter Safety and Fire Safety” by American Red Cross at Riverside
- “Aging in Place” by Brookdale Senior Living at Riverside
- “Sodium in Our Body” by Scott Zissler, Dietetic Student at CMU, at Williams
- Valentine’s Day Parties
- “Medicine Management” by Lisa from Heartland Hampton at Hampton A.M
- St. Patrick’s Day Parties
- Easter Parties

Special Events:

- Always . . . Patsy Cline Dinner Theatre at Bay City Players
- Movie/Lunch Series at Wirt Library each month
- The Best Man Dinner Theatre at Bay City Players
- In-Service Program - “Consumers Energy Saving Solutions Program”
- Bye Bye Birdie Dinner Theatre at Garber High School
- In-Service Program - “How to Boost Your Immune System” by Cathy Sujkowski

Trainings Provided:**Nutrition Services Manager:**

- Area Agency Nutrition Providers Meeting
- Senior Advisory Committee meeting
- Division on Aging staff meetings
- Nutrition Staff meetings
- Presented a program at Central Michigan University for dietetic students

Program/Event Manager:

- Emergency Preparedness
- Site Manager meetings
- Senior Advisory Committee meetings
- Division on Aging staff meetings

Senior Services Managers:

- Senior Advisory Committee meetings
- Division on Aging staff meetings
- Bi-monthly Case Management meetings
- Bi-monthly in-home services staff meetings

Case Management Team:

- Division on Aging staff meetings
- Bi-monthly Case Management meetings
- Wellness Wednesday luncheons
- Meningitis B

In-Home Staff:

- Bi-monthly in-home services staff meetings
- Training to prevent adult abuse and neglect

Nutrition Staff:

- Site Manager Meetings
- Kitchen staff meetings
- Drivers' meetings

Meetings/Trainings Attended by Director:

- Region VII Area Agency on Aging Board Meeting
- Senior Advisory Committee Meetings
- Division on Aging staff meetings
- Elder Abuse CCR Team
- Senior Task Force
- Case Managers' meetings
- County Commission
- Department Managers
- Region VII Area Agency on Aging Directors' Meeting
- Human Services Collaborative Council Steering Committee Meeting
- Human Services Collaborative Council Meeting
- Michigan Association of Service Directors' Meeting

Emergency Preparedness & Health Education (EP&HE) Division**Meetings/trainings attended by Division Manager over the quarter:**

- Monthly Region 3 HCC Advisory Committee Meetings
- Monthly Region 3 HCC Planning Board Meetings
- Monthly Region 3 EPC Meetings
- MDHHS DEPR Monthly EPC Conference Calls
- Bi-monthly LEPC Meetings
- Quarterly 800 MHz radio drills for MDHHS DEPR
- Monthly 800 MHz radio drills for Region 3 HCC
- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings
- Monthly BCHD FAB TEAM Strategic Planning Meetings

Emergency Preparedness

(Unless otherwise indicated, the following activities are reported for Melissa, the Division Manager):

January

- Attended Bay County TEPW (Melissa & Tracy)
- Planning Meeting for BCHD In-Service
- Attended County Department Directors & Division Managers Meeting
- Public Information Officer in all Hazards Training (Tracy)

February

- NACCHO Zika Virus Conference Call
- Met with SVSU Nursing Student Regarding Emergency Hazard Project
- Attended Bay County LPT Meeting

March

- Presented Emergency Preparedness information to SVSU Nursing Students
- Conducted BCHD Incident Management Team Notification & Assembly Drill
- Attended McLaren Bay Region's Site Visit from MDHHS Evaluating the Hospital's Ebola/Emerging Viral Diseases Policies and Procedures
- Attended MDHSS Special Pathogen Response Network Conference and Tabletop Exercise

Health Education

Meetings/trainings attended by Division Staff :

- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings
- WIC Staff Meetings (Tracy)
- Monthly Bay County Prevention Network (BCPN) Meetings (Tracy)
- Monthly BCHD Staff Recognition Committee Meetings (Tracy)
- Facilitate Monthly WIC Breastfeeding Classes & Infant Feeding Choices Classes (Tracy)
- Monthly MPHHC Planning Conference Calls (Tracy)
- Monthly MALPH BHS Forum Teleconferences (Tracy)
- Monthly Prescription Drug Meetings (Tracy)
- Monthly WIC Quality Improvement Workgroup Meetings (Tracy)
- Bi-Weekly MiHIA Conference Call Meetings regarding DPP (Liz & Tracy)
- SBCA/Eat Safe Fish Partners Monthly Teleconference with MDCH and EPA (Melissa & Liz)
- SBCA/Eat Safe Fish Presentation to Bay County WIC Breastfeeding Classes & WIC Infant Feeding Choices Classes (Tracy)
- Monthly BCHD FAB TEAM Strategic Planning Meetings (Tracy & Liz)

January

- ESF Outreach at BCSRA Shoe Year's Day Fitness Hike (Liz)
- Presented Safe Fish Consumption Advisory to 16 Saginaw Valley State University students (Liz)
- Worked with MDHHS on revisions to Eat Safe Fish brochure (Liz)
- Facilitated third (of eight) monthly post-core DPP classes (Liz)
- Increased ESF community outreach to 11 new physicians and 19 new businesses in Bay, Saginaw, and Midland Counties (Liz)

- Distributed a total of 200 Wild Game brochures and 6,143 ESF brochures through outreach events, presentations, and community outreach to physicians and local businesses in Bay, Midland, & Saginaw Counties (Liz)
- Planned and Attended Heroin Summit (Tracy)
- Connections for Cardiovascular Health Grant Planning meeting with MiHIA (Tracy)
- Weekly DPP Classes, and make-up sessions as needed, at Dow Corning Uptown Bay City Site (Tracy)
- Weekly DPP Classes, and make-up sessions as needed, at Dow Corning Auburn Site (Liz)

February

- ESF Outreach at BCSRA Winter Festival event (Liz)
- Increased ESF outreach at a new event - Emergency Mobile Food Pantry in Midland County (Liz)
- Increased ESF community outreach to 1 new physician in Saginaw County and 17 new businesses in Bay, Saginaw, and Midland Counties (Liz)
- Distributed a total of 43 Wild Game brochures and 5,011 ESF brochures through outreach events and community outreach to physicians and local businesses in Bay, Midland & Saginaw Counties (Liz)
- Facilitated fourth (of eight) monthly post-core DPP classes (Liz)
- Diabetes PATH Program in collaboration with Division on Aging (Weekly Sessions for 6 Weeks) (Tracy)
- Connections for Cardiovascular Health Grant Planning meeting with MiHIA (Tracy)
- Zika Virus Webinar (Tracy)
- Weekly DPP Classes, and make-up sessions as needed, at Dow Corning Uptown Bay City Site (Tracy)
- Weekly DPP Classes, and make-up sessions as needed, at Dow Corning Auburn Site (Liz)

March

- Assisted BCSRA staff with LLBE all day presentations at 2 local elementary schools. Students gained knowledge on bioaccumulation of toxic chemicals in bald eagle and local fish (Liz)
- Assisted Health Educator and Social Worker with annual PH week promotion at BCHD (Liz)
- Exhibited ESF material at new event - Fly Fishing Festival at Birch Run Expo Center (Liz)
- Hygiene Presentation for 6th graders at a local school (Liz & Tracy)
- Contacted community organizations for future event participation (Liz)
- Increased ESF community outreach to 3 new businesses in Midland County
- Distributed a total of 43 Wild Game brochures and 1,638 ESF brochures through outreach events and community outreach to physicians and local businesses in Bay, Midland, & Saginaw Counties (Liz)
- Facilitated fifth (of eight) monthly post-core DPP classes (Liz)
- Game of Life Event at Boys and Girls Club (Tracy)
- Diabetes Prevention Program Master Trainer Training (Tracy)
- Weekly DPP Classes, and make-up sessions as needed, at Dow Corning Uptown Bay City Site (Tracy)
- Weekly DPP Classes, and make-up sessions as needed, at Dow Corning Auburn Site (Liz)

WIC Breastfeeding Peer Counselor Activities (TRACY)

Monthly BFPC Meetings with WIC Coordinator

January

- 52 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 2 Classes with 12 participants
- Infant Feeding Choices Class - 1 Class with 8 participants
- Coffective Trainings

February

- 51 Client Contacts
- Breastfeeding Basics Class - 2 Classes with 10 participants
- Infant Feeding Choices Class - 1 Class with 6 participants
- Coffective Webinar

March

- 24 Client Contacts
- Breastfeeding Basics Class - 1 Class with 1 participants
- Infant Feeding Choices Class -1 Class with 3 participants

Acronyms

EPC = Emergency Preparedness Coordinator
 CDC = Centers for Disease Control and Prevention
 EMC = Emergency Management Coordinator
 SNS = Strategic National Stockpile
 ARC = American Red Cross
 HST = Homeland Security Team Meeting
 LEPC = Local Emergency Planning Team
 TEPW = Training & Exercise Planning Workshop
 EAP = Emergency Action Plan
 EOC = Emergency Operations Center
 GIS = Geographic Information Systems
 HCC = Healthcare Coalition
 HSPB = Homeland Security Planning Board
 ICS = Incident Command System
 JIC = Joint Information Center
 LPT = Local Planning Team
 MIHAN = Michigan Health Alert Network
 PHEP = Public Health Emergency Preparedness
 SOP = Standard Operating Procedure
 EAP = Environmental Protection Agency
 SBCA = Saginaw Bay Cooperative Agreement
 BCSRA = Bay City State Recreation Area
 CHA = Community Health Assessment
 CHIP = Community Health Improvement Plan
 PIO = Public Information Officer
 ARRA = American Recovery & Reinvestment Act
 BHC = Building Healthy Communities
 DEPR = Division of Emergency Preparedness and Response
 MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division
 FAB TEAM = Forever Achieving Better - Together Everyone Achieving More

GLC-SOPHE = Great Lakes Chapter Society of Public Health Educators
 HSEEP = Homeland Security Exercise and Evaluation Program
 MEMS = Modular Emergency Medical System
 NEHC = Neighborhood Emergency Help Center
 MPPHCP = Michigan Premier Public Health Conference Planning
 BRFSS = Behavioral Risk Factor Survey Statistics
 MALPH = Michigan Association for Local Public Health
 BHS = Behavioral Health Sciences
 NNPHI = National Network of Public Health Institutes
 COPPHI = Community of Practice for Public Health Improvement
 QI = Quality Improvement
 MI = Michigan
 HPHB = Healthy People Healthy Bay Coalition
 ESF = Eat Safe Fish
 FWCC = First Ward Community Center
 MOHC = MI Oral Health Coalition
 MISNS = Michigan Strategic National Stockpile
 MOHC = Michigan Oral Health Coalition
 BFPC = Breastfeeding Peer Counselor
 BCPN = Bay County Prevention Network
 NRC = Neighborhood Resource Center
 NKFM = National Kidney Foundation of Michigan
 DPP = Diabetes Prevention Program
 MiHIA = Michigan Health Improvement Association
 DPP = Diabetes Prevention Program
 MDHHS = Michigan Department of Health & Human Services

Bay 3 TV Videos/Presentations

The following programs were aired on Bay 3 TV during the quarter:

- “The Slippery Slope”
- “AHPV: What Every Teen Needs to Know”
- “Hepatitis C Defined”

Environmental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC	
Fixed Food Est. Inspections	168	Parcels Evaluated	3
Mobile, Vending, & STFU Inspections	12	On-Site Sewage Disposal & Tank Permits Issued	1
Temp. Food Est. Inspections	2	Alternative/Engineered Sewage Systems Approved	0
Follow Up Inspections	30	Failed System Evaluations Conducted	3
Plans Received for Review	1	Sewage Complaints Investigated	2
Plans Approved	1	Well Permits Issued	6
Consumer Complaints Investigated	4	Abandoned Wells Plugged	4
Food borne Illness Complaints Investigated	3	DHS Related Inspections Completed (Day Cares, AFC Homes, Etc.)	3

Cremation Permits Processed

January	NA
February	NA
March	NA

Lead Program

The transition to MDHHS “Healthy Homes and Lead Poisoning Surveillance System” (HHL PSS) has been completed and is now the state wide site for the reporting of blood lead levels for all children in Michigan. It assists the local health department (LHD) by identifying children in their jurisdiction who have an elevated blood lead level (EBLL) and require PHN and or Environmental Health follow up. HHL PSS will also track homes where a child has been diagnosed with an EBLL. Kelly Dore, RN, BSN coordinates the program.

9 children are currently opened to case management for EBLL greater than 10 micrograms per deciliter,

0 children were opened to case management and 0 were closed during this quarter, 27 phone or mail contacts to parents were completed during this quarter along with 1 call to medical provider for follow up on a child’s EBLL.

Maternal Child Division

- Since May this division has been void of clerical support. Recently this clerical position was filled with a tentative start date of 4-25-16.
- This quarter several interviews were completed to fill this MIHP/CSHCS clerical position and a WIC/IMM clerical position. Also PHN job descriptions updated and readied for posting due to FT WIC nurse request for PT and CD nurse announcing April retirement.

The Public Health Nurse Manager is responsible for Management of the:

- Maternal Infant Health Program,
- Children’s Special Health Care Services,
- Hearing and Vision,
- Communicable Diseases/Sexually Transmitted Infections,
- Immunization Clinic
- Family Planning Clinic.

- Supervision of the three Region 7 on Aging Agency workers who provide services in the Health Department
- Other duties include TB case management coordination with Dr. Herrick the Medical Director. Currently the Health Department provides case management for three cases of Latent TB.

Kathy Janer RN, BSN, participated in the following community meetings, work groups or educational programs:

- Monthly MIHP and Health Department Staff and Management meetings
- Monthly MDHHS Nurse Administrator Meeting by teleconference
- Monthly MDHHS CSHCS Nurse Conference calls

01-21-16 MIHP Thumb Area Coordinators meeting
 01-26-16 McLaren Mini OB Presenter on MIHP & CSHCS
 02-02-16 Early On Collaborative meeting at BAISD
 02-18-16 MIHP Coordinator's webcast
 03-18-16 Great Start Collaborative meeting, BAISD
 03-24-16 TB and Co-Morbidities webcast
 03-29-16 Family Planning Sustainability webcast
 01-22 & 02-19 FAB TEAM meeting, BCHD

Maternal Infant Health Department (MIHP)

- Since May the MIHP office has been void of MIHP clerical support. This work load has been picked up by MIHP professional staff, other health department clerical and the PHN manager. This quarter MIHP received **141** maternal and infant referrals from which **9** maternal and **15** infants were enrolled. A total of **163 billable visits** were completed by Jennifer Don LMSW and Kelly Dore, RN, BSN. Mary Jo Braman RN, BSN has continued to be utilized as float nursing staff in immunizations and has begun training in Communicable Disease to replace Susan Guc RN, BSN, upon her retirement.
- The MIHP professional staff participated in the following trainings, meetings & clinics in addition to the monthly Health Department all staff meetings and their monthly MIHP staff meeting.
- Kelly Dore, RN, BSN is also the Lead Nurse for Bay County and provides back up for the Communicable Disease division and is a member of the Breastfeeding Coalition sponsored through WIC.
 - McLaren Ob Mini-conference
- Jennifer Don LMSW participates in the additional following monthly meetings:
 - Bay County Self Sufficiency Task Force Meetings
 - Bay Arenac Diaper Bank meeting for Community groups
 - BCHD FAB TEAM meeting
 - McLaren Ob Mini-conference

Immunizations

- The Immunization nurse attended an Immunization Nurse Educator meeting in Lansing on March 3, 2016.

VACCINE	COUNT
TB Test	55
Hep. A. Adult	17
Hep. A. Peds	77
Hep. A./Hep. B	0
Hib	49
HPV	74
Flu	132
PCV 13	58
Rotavirus	18
Dtap	30
Dtap/IPV	23
MMR	72
IPV	12
Td	0
Tdap	78
Varicella	92
Dtap/Hep. B/IPV	35
PPSV 23	1
Meningococcal MCV4	79
Zoster	3
Hep. B. Peds	4
Hep. B. Adult	74
MMRV	24
Rabies	0
DT	0
TOTAL	1007

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic
280
Number of Encounters in Family Planning Clinic
349

- Tammy Hill NP-BC works 8 hours each week in the Family planning Clinic. The clinic is now current with annual exams for current clients and continues to add new clients weekly. Tammy is also a Nurse Practitioner instructor at SVSU College of Nursing.

Laboratory

Number of In-House Tests: Clinical Services	333	Number of Other (Outgoing)Tests: Clinical Services	100	Number of Tests: Water/Non-Clinical	154	TOTAL TESTS	587
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**WIC - Women, Infants and Children Program
Bay County Health Department and Pinconning Clinic**

	Certification	Child Evaluation	Education	Infant Evaluation	Nutrition Care - Reg. Dietitian	Other	Priority Certification	Project FRESH	Recertification	TOTAL
January	3	148	113	54	29	60	141	0	138	686
February	1	153	87	44	55	71	156	0	86	653
March	6	135	100	48	30	75	170	0	141	707

Lead Tests Billed

January	60
February	55
March	66

HOUSING

Housing Director Activities

Attended MiNAHRO board meeting at the Bay City, Doubletree on January 28, 2016

- Attended Quarterly BC/BS Community Advisory Committee Meeting
- Attended Board of Commissioner and Various Board Committee Meetings
- Co-Chaired Monthly Elder Abuse Coordinated Community Response Meetings
- Coordinated with the Building and Grounds Superintendent to have a smoking structure placed in the parking lot of Center Ridge Arms.
- Met with several residents to discuss tenant concerns
- Met with corporation counsel on several occasions to discuss tenant matters

Admissions and Occupancy Specialist Activities

- Completed annual recertification's for 22 residents
- Completed 4 move-in inspections
- Completed move-in orientation and lease paperwork for 4 new residents
- Met with several residents to discuss tenant concerns
- Completed annual UPCS inspections for 22 apartment units with maintenance staff

Maintenance Activities

- Numerous work orders completed in both common areas and apartment units
- Completed unit turnaround maintenance for 4 apartments
- Completed annual UPCS inspections for 22 apartment units

- Serviced heater units in community room, maintenance shop and office
- Repaired ceiling in elevator room, finished and painted
- Completed quarterly maintenance on air handlers and roof top exhaust units
- Repaired several washers, dryers and refrigerators

Resident Services Activities (Housing Director and Admissions and Occupancy Specialist)

- Distributed food commodity boxes from Mid-Michigan Community action agency to 71 residents on 4 separate occasions
- Coordinated monthly exercise classes and blood pressure clinics for residents with First State Home Health
- Coordinated presentation with Exactcare Pharmacy to inform residents of medication delivery options
- Coordinated a 6-week nutrition class series to teach residents how to cook healthy foods on a budget. This class was taught by Karen Parker of bay County MSU extension, 16 residents participated.
- Coordinated with local human service agencies to provide needed goods and services to residents; including Bay County Division on Aging, Region VII Area Agency on Aging, Bay Arenac Behavioral Health, Bay County Department of Human Services, Disability Resource Center, Do-All Material Assistance Center, Hart Medical Supply and Mid-Michigan Community Action Agency.

JUVENILE DETENTION & CHILD CARE SERVICES

- The Child Care grant has not experienced any budget cuts thus far for the fiscal year and has maintained continued programming.
- Conducted a staff meeting on January 28th with training on Report Writing and Resident Grievance Procedure.
- New staff completed Safe Crisis Management Training
- Residents participated in an ongoing education program provided by the Bay Arenac Intermediate School District.
- A representative from the Neighborhood Resource Center provides weekly Life Skills classes
- Director attended Michigan Juvenile Detention Association and TriCap board meetings this past quarter.
- Director Attended Michigan Juvenile Detention Association Administrators Conference

- Corporation Counsel aided in securing updated contract and agreements with BizStream , Mobile Xray and Mobile Kids Dental
- Buildings and Grounds implemented approved kitchen remodel on 2/22/16, in the process discovered a ceiling issue in dining area that needed immediate attention. Managed to save money in kitchen project repairing and updated current sinks and cabinets to aid in cost of ceiling repair.
- The Director completed quarterly reports for the 2015 Justice Assistance Grant
- Conducted interviews for part time Youth Development Worker
- New radios were not able to be utilized as of yet. Emergency Services are working on the issues with the radios.

Date In Detention (Search Only) between '1/1/2016' and '3/31/2016'

County	Bill Days	Count Days
BAY	801	853
HURON	11	13
HURON DHS	52	56
IONIA	12	14
IOSCO	14	15
OGEMAW	21	21
OGEMAW DHHS	10	11
SANILAC	1	2
SHIAWASSEE	10	11
TUSCOLA	16	18
Total	948	1,014

Date Admitted between '1/1/2016' and '3/31/2016'

Intakes by County	Count
BAY	56
HURON	3
HURON DHS	5
IONIA	2
IOSCO	1
OGEMAW	2
OGEMAW DHHS	2
SANILAC	1

TUSCOLA	3
TOTAL	75

Community Corrections

- Seven out of the nine 511 programs are progressing as expected at 50% utilization or over, with the exception of DDJR/5Day and COMPAS Pre. There has been no charge in our funding and our residential programming continues to increase.

Program Numbers

Program Name	Number of New Enrollees	Jail Days Saved
Pretrial Services	183	800
Outpatient Treatment	50	1487
Cognitive Change Program	28	1116
Zero Tol - Drug Testing Program	31	2995

- These programs combined have saved the county \$430,457 thus far for the fiscal year by supervising offenders in the community with treatment programs. These programs also assist with jail overcrowding and bed space utilization.
- The Community Corrections Manager oversees the Sheriff Work Program. Offenders will be allowed to work throughout the county on local events for the summer. Sheriff's Dept has no offenders working currently.
- One of the objectives for Community Corrections is to reduce the overall Prison Commitment Rate to 21% or below, this is the new goal for 2016. The PCR for FY 2015 was 17.8%, which was reduced from 20.9% for FY 2014. Bay Co continues to keep the prison commitments low by utilizing the treatment programs funded through PA511.
- Throughout this quarter, the Manager has attended Drug Treatment Court Admissions Committee meetings, meetings with drug testing staff, monthly meetings with Circuit Court Probation staff. Lastly, the Coordinator also hosts bi-monthly CCAB meetings with Community Corrections stakeholders.

MSU EXTENSION

Michigan State University (MSU) Extension helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses. For more than 100 years, MSU Extension has helped grow Michigan's economy by equipping Michigan residents with the information that they need to do their jobs better, raise healthy and safe families, build their communities and empower our children to dream of a successful future.

Sea Grant Programming, Katy Hintzen

- Few invasive plant species have managed to change the Saginaw Bay shoreline as much as Phragmites. Phragmites is a tall grass that grows in wetlands, ditches, shorelines and roadsides. Once it moves into an area, it displaces native plants and animals, damaging fisheries health, waterfowl abundance and wetland biodiversity. Phragmites can also reduce property values and interfere with recreational use by limiting water

access.

- In collaboration with a variety of local and regional partners, Michigan State University Extension and Michigan Sea Grant hosted a Bay County workshop on April 7, 2016 to address this issue. The workshop provided information on current efforts to control Phragmites across the Saginaw Bay area as well as give practical information for landowners on how to treat Phragmites on their property.

4-H Life Skills and Capacity Building Programming, Jodi Schulz

- Michigan 4-H continues to explore the exciting delivery model of SPIN (SPecial INterest) Clubs. Jodi provides statewide support to staff for this effort and has especially supported staff and volunteer training to start embryology clubs with local schools.
- Jodi continues to support local schools in Bay County. She and Jodi Wrzesinski annually conduct a science series with the 2nd grade classes in Hampton Elementary School. Most recently, they presented programs on the topics of time, money, and plants. In the next quarter, they will conduct programs on plant parts we eat and fractions.
- Jodi also continues to provide family enrichment programs in collaboration with local schools. She and Jodi W. have conducted and participated in family enrichment programs focusing on literacy at MacGregor Elementary and Linsday Elementary and science at Washington Elementary and MacGregor Elementary. Jodi is finalizing a family enrichment staff guide along with 17 literacy activities and 39 science activities that will be a guide for staff statewide to conduct their own local family enrichment programs.
- In the coming months, Jodi will be finalizing approximately 19 4-H life skill fact sheets for use by staff and volunteers in their work with youth.

4-H Programming, Jodi Wrzesinski

- In addition to the school programming conducted with Jodi Schultz above, below is a few of the other activities Jodi has led this quarter.
- Locally, the Bay County 4-H Archery program began in January with over 40 youth participants ranging from 7 to 19 years old. Youth learned basic archery skills from three trained 4-H instructors at the Bay City Bowmen's Club in Linwood.
- To promote 4-H, Jodi held the 4-H Family Fun Night in February with over 50 families attending. The annual 4-H Leader Banquet was held again this year with 35 leaders attending and Rick Behmlander being awarded the 2016 Leader of the Year award for his dedication to 4-H.
- Statewide, Jodi led the 4-H Winterfest, where 224 people attended, 14 of which were Bay County 4-H youth and volunteers. Jodi recruited 15 Bay County teens to attend the annual statewide 4-H Exploration Days that is held at MSUE in June each year. Jodi worked to obtain a \$40 scholarship for each of the youth who will be attending this year's event. Finally, Jodi facilitated Challenge U, a statewide workshop at Kettunen

Center, where a total of 80 people attended.

4-H Tech Wizards Program, Cydney Insixiengmay

- 4-H Tech Wizards continues to meet weekly on Tuesday mornings at Washington Elementary School and on Thursday afternoons at Handy Middle School. The program focuses on STEM projects through a sustained mentor relationship. This program is very popular in Bay County with 54 youth actively participating and 30 youth on a waiting list at Washington Elementary School.

Supplemental Nutrition Assistance Program (SNAP-Ed), Ann Arnold

- Ann conducted the following Show Me Nutrition classes:
 - January: 6 classes for 3 Head Start preschool classrooms at Bangor North School with 51 students
 - February: 6 classes for 2 Head Start preschool classrooms at the Pinconning location with 34 students
 - March: 6 classes for 7 Head Start preschool classrooms at the Bay City location for a total of 119 students
- A six part “Eat Healthy, Be Active” train the trainer series was held for an Early Childhood classroom that is held by Ferris State University at Delta College with a total of 19 adult students that completed the series.
- Ann continues to connect with community partners such as the Bay County Food Council, Domestic Violence Community Response Team, the Children’s Trust Fund and the Bay County Early Childhood Collaborative.

Health and Nutrition Education, Jessica Foss

- Jessica has been working with Handy Middle School offering a regular Cooking Matters six-week series on Thursday’s for parents and again for teens. The teens have been very engaged and eager to learn new cooking skills. The parents have enjoyed learning to prepare the meal in class and being able to take the ingredients home to make the dish for their families. She is looking forward to starting another round of Cooking Matters classes in April at Handy Middle School for parents and teens.
- Jessica has taught Eat Healthy Be Active at Michigan Works! on Friday mornings for anyone who is currently enrolled at Michigan Works!. She will be offering the class on Wednesday mornings starting in April.
- The Show Me Nutrition Series at Hampton School was held for the first and second grade classrooms and the Lindsay Schools preschool classrooms. She will be starting a new series of Show Me Nutrition with the 5th grade at Hampton School as well as the preschool and daycare at The Bay Area Family Y.
- Finally, Project Fresh will be starting with classes held every Tuesday and Thursday in the community.

Health and Nutrition Education, SNAP-Ed, Karen Parker

- Karen completed an Eat Healthy Be Active adult series at both the Bradley House and the Center Ridge Arms with an emphasis on using commodities when cooking. The

same series was held with the Kolb Pre-K classroom and the Come Grow with Us GSRP classroom in Pinconning.

- Karen has also conducted monthly nutrition presentations at both the Good Samaritan Rescue Mission and Country Meadows.
- In the upcoming quarter, Karen will be programming in partnership with both the Do-All and Center Ridge Arms community gardens. Summer programs will include a Market FRESH nutrition education program for area seniors and an Eat Healthy Be Active series for both the Pinconning and Bay City Boy's and Girl's Clubs.

PERSONNEL & EMPLOYEE RELATIONS

- Significant time was spent with regard to staffing changes within the department including: Tim Quinn retiring at the beginning of January and Tiffany Jerry transitioning into the Director's position. Rebecca Marsters transitioning into the Payroll/Benefits Supervisor position from the Retirement Office and finally hiring Katie Meeth in the Retirement Administrator position in March. Tiffany has hit the ground running and hasn't had a chance to look back dealing with many sensitive personnel issues in several different departments.
- Nationwide representative Ken Kelbel spent some time in Bay County helping employees with their 401k and 457 questions and needs.
- Staff attended the State of the Community Luncheon at Bay Valley in February.
- Mother Nature made it necessary to close the County buildings for the first time in years on 2 separate occasions during the 1st quarter.
- Other than the vacancies within our department many other vacancies were posted in the 1st quarter including the Finance Officer, Recreation Manager at the Golf Course and all summer jobs (Mosquito Control, Building and Grounds, Community Center Pool, Summer Recreation and Golf Course). Other vacancies posted included: 2 Staff Attorneys, several nurse vacancies within the health department, clerical vacancies at the health department, part-time positions at the Division on Aging and Juvenile Home.
- During the 1st quarter 84 county employees participated in the 3rd employee Step Challenge.
- 42 employees participated in the St. Patty's day run/walk.
- 2 Lunch and Learn events took place - Oral Health and Heart Health
- The winter Biggest Loser competition wrapped up and another is underway.
- 24 employees are participating in the BCBS Win-By-Losing competition.

- Work-out videos were made available to all county employees through the Wellness Coordinator.
- The fitness areas at the county building were rearranged to offer an elliptical on another floor, and adding a bike to the main fitness room.
- The fitness room at the Sheriff Department was updated with new equipment.
- Through February the Bay County Wellness Center has had 15 new appointments and 254 return appointments.
- ACA compliance forms were mailed to all necessary employees.
- Staff attended regular VSHRM meetings.
- Tiffany Jerry joined MPELRA and attended a one day conference in Jackson regarding Collective Bargaining, Benefit Offerings and Pitfalls in the ACA Era as well as Employee Misconduct Investigations.

PUBLIC DEFENDER

- **No Report Submitted.**

RECREATION & FACILITIES

During the 1st quarter of 2016, 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:

- Interviewed and welcomed Intern Dana Eaton to our Recreation Department.
- Met with officials to discuss options for the Bay County Market.
- Implemented internal control procedures for the Bay County Golf Course.
- Hired summer staff and prepared the Golf Course for opening.
- Met with recreation staff to discuss potential grant projects for recreation improvements.
- Purchased new fitness equipment at the Community Center.
- New lockers, bleachers (grant funded), and flooring purchased for the Community Center.
- Participated in the Court facility inspection walk through.

- Met regarding Civic Arena work procedures. Worked with a security company to close loopholes.
- Conducted Recreation Manager interviews.
- Continued to send out a monthly Recreation Newsletter to over 1,200 email addresses.
- Held an employee appreciation 2nd annual “Chili Cook Off” for Recreation & Facilities staff members.
- Attended the PIO training at the Doubletree Riverfront.
- Meeting with Midland County to tour their local TV advertisement operations.

Buildings and Grounds

- Staff set up Kiosk in front LEC.
- Staff installed new locking pins in LEC.
- Staff installed new cameras in Jail property room and search & dress room.
- Staff revamped Chaplain’s office from downstairs to new room upstairs in Jail.
- Staff set up, ran wires for canteen machine in Jail Intake and also moved several lines, lockers removed for future remodel of area.
- Staff pulled and installed new phone lines in 911 for their new phone system that’s up and running.
- Staff moved several offices at Division on Aging.
- Staff rearranged offices in Environmental Health while painted & carpeted.
- Staff repaired dozens of radiators in County Building.
- Juvenile Home - numerous repairs on boilers pumps, generator repairs, bathroom toilet repairs, air handler repaired - all handled by County maintenance.
- Juvenile Home kitchen remodel is underway, including removal of hoods & adjacent ductwork for ventilation, new lights installed with new outlets/toggle switches & fire suppression by County staff.
- Staff repaired ceiling & installed new LED lights at Juvenile Home Dayroom.
- Staff diligently repairing extensive roof leaks at several facilities.
- Staff continues to maintain/repair vehicles for Health Dept., Parks & Rec., Veterans Van and Buildings & Grounds. Major body work completed to B&G red truck.
- Staff repairs & maintains Zamboni at Civic Arena.
- Staff installed & then removed dry floor for events at Civic Arena.
- Staff replaced sump pump at Community Center.
- Staff rebuilt feed water float for boilers at County Building.
- Staff repaired roof leak & changed out ceiling tiles in Courts (L. Berger’s office).
- Staff moved offices in Courts of Judge Klida into Judge Schmidt’s old office.
- Staff also moved office of Court Asst. to Judge Sheeran’s area.
- Staff cleaned and added snow removal equipment for trucks and facilities.

- Painters continue to keep on track the numerous projects at hand. Employees are enjoying the updates.
- Staff have been involved with the re-development of Battery Park, meeting with City staff and a committee to dignify the downtown area like it was years ago.
- Adult Foster Homes - several showers and rebuild of bathroom repaired, garbage disposal, dishwasher, plumbing fixed and many roof repairs completed.

Community Center

The Fitness Center:

January	703 clients	264 County Employees	Day pass - 61
February	700 clients	175 County Employees	Day pass - 75
March	705 clients	142 County Employees	Day pass - 62

Fitness classes:

FitFun	49 participant's	44 pay clients	5 Bay County employees
YogaFit (a.m.)	15 participants	12 pay clients	3 Bay County employees
YogaFit (p.m.)	11 participants	10 pay clients	1 Bay County employee
Fit in 30	8 participants	6 pay clients	2 Bay County employees
Chair Yoga	Meets Tuesdays 40 clients and Thursdays 30		

NEW CLASS: Cardio Drumming began March 30; 4 week class full class -10 / waiting list of 4.

Rentals:

- Every Saturday booked with at least two of our four spaces rented for showers, and meetings.
- Opened on Sundays in January. Fitness Center was used and room rentals were steady.
- Had a consistent rental from Michigan Driving School for 12 weeks/16 hours per week.
- Youth soccer practice and baseball practice began in January. Very busy renting the gyms for various teams.
- The batting cage was rented 6 times in the last 3 months. This time of year we could use another gym.

Pickleball: Total of 24 participants in the program; 16 -18 participants each day and 6 new players in the beginners group.

Division on Aging: Use the small gym for Shuffleboard (Thursdays) and Badminton (Thursdays). Recently added Corn Hole toss on Tuesday afternoon, and I conducted a 4 week beginner Pickleball class in January with 6 participants.

- Men's Basketball league - Both gyms (January, February, March)
- Men's Basketball Spring league began March 28.

- Women's Volleyball league - Large gym (January , February , March)
- Church League Basketball - Large gym (new this year) finished the end of March. Vaughn Begick's team won the league 😊
- Women's Volleyball tournament - Large and Small gym
- Bay Area Runners Club Winter race - Small gym

Fairgrounds:

- One Canteen rental this quarter

Horse Stalls:

- We have proposed to recommend payment 3 months in advanced for stall rental, rather than the current deposit and one month rent.
- Due to delinquent payment, we have evicted two clients from the horse barn.

Merchants Building:

- Continues to be the storage area for Boats and Rv's.