



REPORT TO THE COUNTY EXECUTIVE THIRD QUARTER, 2018

The following reports for the 3rd quarter of 2018 are presented to the County Executive:

ADMINISTRATIVE SERVICES

- Attended the Michigan Pet Fund Alliance Annual Conference.
- Worked with various County offices in processing Freedom of Information Act (FOIA) responses for the Third Quarter. Many responses were taken in coordination between several departments including the Sheriff Department, 911 Dispatch, Animal Control, and the Health Department.
- Worked with various departments and submitted the 2019 MMRMA renewal.
- Coordinated SSRC meetings for the 3rd quarter.
- Worked with MMRMA and various departments regarding automobile damage claims.
- Assisted with requesting and advertising for a Clear the Shelter event in September.
- Attended the September Township Supervisor Meeting.
- Met and discussed various Soldiers & Sailors topics with staff.
- Assisted the Veterans Offices with coordinating financial processing expenditures through & Sailors Relief and Veteran Transportation Services.
- Resolved a number of constituent inquiries and communications made to the Administrative Services office.
- Attended the 401(K) Board Meeting in August.
- Met with Saginaw County FOIA Coordinator.
- Reviewed two RAP Grant submissions from departments that were submitted to MMRMA.
- Researched and discussed various training opportunities for Bay County that would be provided through MMRMA on an annual basis.
- Attended the first annual health fair through the Department of Aging.
- Toured the Riverside Kitchen with staff.
- Reviewed various opportunities for FOIA software packages.
- Met with Animal Control and Prosecuting Attorney's staff.
- Reviewed BCTV Sponsorship Agreement Renewals.
- Submitted 2018 County Veteran Service Fund Grant Letter of Intent to Apply.

Animal Control

The Shelter took in 195 cats and 222 dogs and 6 other animals for a total of 423 animals. Owners claimed 8 cats and 83 dogs.

There were 110 cats, 46 dogs, and 6 others animal adopted.

Per owner request there were 48 cats and 58 dogs euthanized.

Due to aggressive behavior or illness 19 cats and 19 dogs were euthanized.

Transferred to other shelters and rescues were 41 dogs and 29 cats.

Field Activity: Officers went out on 658 calls, this quarter, which include the following:

- 56 Animal Bites
 - 89 Investigations of Cruelty, Neglect, or Abandonment
 - 176 Loose and Aggressive
 - 79 Barking
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- We received an award from MI Pet Fund Alliance for the most improved large open admission shelter in Michigan for 2016. We increased our save rate by 20%. Along with the award we received \$2500.00 from the Pet Fund Alliance too.
 - We are still promoting our adoptable animals on the various websites, Face book, Petfinder.com, Youtube, Instagram, Twitter, etc. We are still working with other shelters that are willing to pull animals when the shelter is filling up or take an animal that needs more care than we are able to provide.
 - On September 8th we had a Clear the Shelter event. All cats that were sterilized and current on their vaccinations were adopted out for free. Thirty one cats were adopted that day.
 - We are getting ready for Empty The Shelter which will be on October 6th from 10am-2pm. We have about thirty or more cats and 8 dogs that will be up for free adoption. This is an event that happens twice a year where Bissel Pet Foundation will pay our all of our adoption fees for each animal we adopt out on that designated day.
 - We are getting ready to start another year of the Veterinarian Technician Program with Dr. Musselman and BAISD. At this time we are scheduled for 18 sterilizations of shelter animals that will have been adopted from the shelter. Dr. Musselman will be bringing her students out in groups to do health checkups of selected shelter animals which include giving vaccinations, checking teeth and checking the overall health of the animal.
 - Our Support group Furfest Rockin' The Rescues has been helping with people who are short on funds and need temporary help with getting food for their pets. Furfest just had a fundraiser with Hour Glass Tattoo Parlor where for about \$25.00 you were able to get a certain tattoo like a paw print, picture of animal, etc. The event was such a success that they had people waiting for hours to get a tattoo that vouchers were handed out to people to come back on another day to have their tattoo done. Furfest made \$8000.00 with this event which they will use to help with their pet food pantry and with animals that they have pulled from the shelter.

Veterans ~ Soldiers & Sailors Relief Program

We provided services to 56 veterans during this quarter.

- Ten did not meet requirements or exceeded income/assets.
- Assisted 17 Veterans in filing claims/updates
- Assisted 3 Veterans for MVTF in completing paperwork for submission.
- Met with 5 Veterans in Pinconning this quarter.
- A total of 308 contacts during scheduled outreach.

SERVICES	EXPENSES
Food	2225
Gas	800
Water/Sewer	2119
Car Repair	119
Rent/Mortgage	5300
Bus Passes	76
Utilities	4104
Consumers	812
TOTAL	\$15,555

CENTRAL DISPATCH 9-1-1

1. 9-1-1 answered: 7,991 Emergency calls in the month of July; 7,274 Emergency calls in the month of August; and 6,277 Emergency calls in the month of June. In total, Central Dispatch has answered 55,348 Emergency calls for 2018.
2. The “Big Night” of the 4th of July Fireworks festival is 9-1-1’s busiest event of the year. 2018 was no exception. 9-1-1 Dispatched responders to 139 incidents and answered 336 9-1-1 calls between the hours of 6pm - 2am. Bay County 9-1-1 staffs up for the festival; deploying our command trailer along with 2 dispatchers into the Vet’s Park. We also staff 6 employees at the 9-1-1 Center. A focus has been paid to incident command and planning for the event over the past six years. The better coordination and resource allocation has resulted in a “smoother” night overall.
3. Three employees entered in the training program during the 3rd quarter of 2018. Currently, two trainees are scheduled to complete the training program in the fourth quarter of 2018.
4. A total of 9,135 Bay County residents have signed up for Smart911. 341 residents have signed up in the 2nd quarter of 2018. 139 9-1-1 calls were made that were associated with a Smart911 profile and Bay County 9-1-1 initiated 45 Smart911 texting sessions.
5. 9-1-1 is collaborating with all School Districts in Bay County and all law enforcement agencies in an effort to provide remote access to school building cameras. The aim of the project is providing public safety greater information in response to incidents at school buildings.

6. 9-1-1 in conjunction with Emergency Management and Bay County Fire Chief's MABAS Division have undertaken a complete radio template and radio procedure redesign. The project focuses on increased safety and increased interoperability. The anticipated completion is 4th quarter 2018.

The radio serial numbers and flashcodes have been submitted to the Michigan Public Safety Communications System (MPSCS) for creation of radio codeplugs. The Codeplug are beginning to filter into the office. Bay County 9-1-1 and Bay County emergency Mgmt will program radios and train responders in radio use.

Bay County 9-1-1 tested 20 new radios with the Bay County Sheriff's Office to ensure Codeplug programming was optimal for our area. The radio testing was successful

A radio training program has been created as part of the radio deployment. All public safety agencies will receive radio training as part of the radio update.

7. Attended several meetings as part of implementation of the new MCC7500 800 MHz radio 9-1-1 console project. The 9-1-1 MCC7500 800 MHz radio 9-1-1 consoles are installed and operational. The MCC7500 allows for increased functionality and serves to better 911 communications.
8. 9-1-1 installed a new audio logger and logging software.
9. 9-1-1 met with several municipalities to discuss the need for an address ordinance and the possibility of implementing a County wide address ordinance.
10. The Board of Commissioners approved the use of text to 9-1-1. The required paperwork has been submitted to INdigital and PFN. It is anticipated that text to 9-1-1 will go live in the 1st quarter of 2019.
11. September is National Preparedness Month. Bay County 9-1-1 attended numerous safety fairs and gave several school presentations explaining the 9-11- system and encouraging residents to sign up for Smart911 and BAY Alerts.

CORPORATION COUNSEL

- Reviewed contracts for or provided legal opinions to:
 - Administrative Services
 - Board of Commissioners
 - Buildings and Grounds
 - Central Dispatch 9-1-1
 - County Executive
 - Criminal Defense
 - Department on Aging
 - Drain Commissioner
 - Emergency Management

- Environmental Affairs & Community Development
- Finance
- GIS
- Health Department
- Information Systems Division
- Land Bank
- Personnel and Employee Relations
- Probate/Juvenile Court
- Prosecutor
- Purchasing
- Recreation and Facilities
- Register of Deeds
- Retirement Board
- Sheriff
- Treasurer
- Transportation Planning
- Assisted with more complex FOIA requests and/or Appeals
- Attended Board of Commissioners meetings
- Attended Retirement Board meetings
- Attended VEBA Board meetings
- Attended 401k/457 Board meetings
- Participated in FY 2019 budget discussions
- Retirement Appeal
- Assisted with RAP Grant submissions
- Provided legal opinions and guidance on employee/personnel issues
- Received, reviewed and responded to various subpoenas (Sheriff's Office - 2)
- Attended Segal Waters wage study meeting
- Participated in conference call with MAC county administrators regarding MIDC program
- Attended RFQu bid opening for investment consultant services for 401k defined contribution plan and 457(b) deferred compensation plan
- With input from various departments, completed and reviewed MMRMA renewal questionnaire documents for 2019

Current Litigation

- Reviewed correspondence and potential pleadings in opioid litigation matter
- Attended meetings, depositions and reviewed attorney correspondence, pleadings and billings in Neal J. Papin v. Bay County litigation matter
- Review attorney correspondence, pleadings, billings and attended meetings and depositions regarding Jason Holsapple v. Bay County litigation matter
- Reviewed attorney correspondence and pleadings in Kolu Stevens v. Bay County litigation matter
- Drafted pleadings, reviewed attorney correspondence and attended meetings in Thomas McDonald, Jr. (Ramsdill Bankruptcy) v. Bay County litigation matter
- Reviewed attorney correspondence in Groulx v. Bay County litigation matter
- Reviewed attorney correspondence, filings and billings in C Burch v. Bay County DHHS and D. Burch v. Bay County DHHS Appeals

Conferences/Seminars/Special Events

- Participated in Public Act 202 Webinar for Bay County Retirement System
- Attended Michigan State Police Freedom of Information Act Training
- Attended MMRMA Annual Meeting

CRIMINAL DEFENSE

Case Appointment Numbers for JUNE 2018

- Felony Matters: 25 assignments
- Circuit Court Violation of Probation Matters: 7 assignments
- Misdemeanor/Traffic Matters: 33 assignments.
- **Total Assignments: 65**

**Assignments include new clients and current clients that have new charges*

Case Appointment Numbers for JULY 2018

- Felony Matters: 17 assignments
- Circuit Court Violation of Probation Matters: 3 assignments
- Misdemeanor/Traffic Matters: 61 assignments
- **Total Assignments: 81**

**Assignments include new clients and current clients that have new charges*

Case Appointment Numbers for AUGUST 2018

- Felony Matters: 15 assignments
- Circuit Court Violation of Probation Matters: 9 assignments
- Misdemeanor/Traffic Matters: 51 assignments
- **Total Assignments: 75**

**Assignments include new clients and current clients that have new charges*

MIDC Compliance Plan

- RFB on contract attorneys for arraignment was prepared and published for bids.
- Presented at the board of commissioners to explain some of the MIDC changes and how the majority of the grant money is going to be distributed.
- Worked with personnel on new employment positions due to MIDC compliance, personnel submitted memos to the board based on new positions
- Worked with the regional manager for MIDC and Kim from finance to complete a budget spreadsheet detailing local share and grant distribution money
- Had a meeting with stakeholders to discuss concerns and questions regarding the MIDC standards.

DIVISION ON AGING (See Attached)

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report

The following are highlights during the 2018 third quarter for the director of the Environmental Affairs & Community Development Department.

- **Revolving Septic Loan Fund:** The Revolving Septic Loan Fund provided \$5,900.00 in funding for a U.S. Army Veteran, a resident of Hampton Township, as funding of last resort to replace his failing septic system in accordance with the Health Department permit to protect the adjacent Saginaw Bay from untreated septic impacts. Properly working septic systems are important for the homeowner and the health of our water sources in our community.
- **Partnership for the Saginaw Bay:** The Partnership for the Saginaw Bay launched its Eutrophication Subcommittee to help improve knowledge, retail availability and use of zero Phosphate fertilizers in Bay County. The Partnership has been meeting monthly with the Office of the Great Lakes (OGL) and working with local community members to restore the Saginaw Bay and Saginaw River Area of Concern (AOC) by developing better restoration criteria and additional federal Great Lakes Restoration Initiative funding for local priorities.
- **Saginaw Bay CISMA:** The Bay County Environmental Affairs & Community Development Department provided meeting space and technical support for the formation of the new Saginaw Bay Cooperative Invasive Species Management Association (SB-CISMA) covering five (5) counties Arenac, Bay, Tuscola, Huron, and Sanilac. The new group is set to be a smaller sub-set of the larger watershed wide Saginaw Bay CISMA which was originally created to coordinate invasive species management across the 20 counties of the largest watershed in Michigan. The smaller more localized SB-CISMA will be better equipped to respond to the needs of the shoreline communities included in the new group. Arenac County and the Saginaw Bay RC&D is proposing to lead the new CISMA as the Coordinator of efforts and the Fiduciary respectively, of any grant funding.
- **Sturgeon Release:** On September 31, 2018 the Director participated in the historic release of baby Lake Sturgeon in the Cass River in Frankenmuth at the newly created fish ladder. This historic event will help support native fisheries and the possibility that fisherman in the Saginaw River system can have a chance to catch some of these majestic historic fish when they next return up the Saginaw River to spawn in 20-25 years.
- **Rock Reef Restoration:** The Director assisted with plan development and obtained donated local cobble rock from Michigan Sugar to use in a public promotional event at the Lake Sturgeon release, to educate attendees and interested public about the upcoming fish spawning reef restoration in the Saginaw Bay. The Michigan DEQ Remediation and Restoration Program is administering the almost \$1 million grant from the US EPA for the project with design planned over the winter (2018) and construction in 2019.
- **Aquatic Pesticide Applicator Workshop:** The Bay County Environmental Affairs & Community Development Department staff provided training, along with a proctored

State of Michigan testing in order to provide the opportunity for local people & public employees to get their Certification to become Aquatic Pesticide Applicators in order to treat local area waterways and ditches to help manage invasive Phragmites and other aquatic nuisance pests.

- **Linwood Scenic Access Site Assistance:** The Bay County Environmental Affairs & Community Development Department worked cooperatively with Fraser and Kawkawlin Township and the Linwood Civic Improvement Club to facilitate discussion on refine elements for improvements to the Linwood Scenic Access site, for a future grant application.

Geographic Information Systems (GIS)

- Continued maintenance on 9-1-1 GIS data for New World System CAD Map and Intrado Software. Updated over 20 address changes or additions.
- Continued update of the Fetch GIS Mobile Application for First Responders.
- Organized and held two Bay County-Bay City GIS Workgroup Meetings.
- Maintained data for the Bay Area Fetch Viewer.
- Completed GIS Data and Map Requests at an estimated cost of:
 - \$14,670.98 to Twps/Cities
 - \$892.00 to County Dept/Div
 - \$199.90 to Private Sales
- Attended three monthly MiCAMP Board Meetings.
- Coordinated with Bay County Mosquito Control to maintain interactive online adulticiding treatment map.
- Continued GIS assistance to the Bay County Gypsy Moth Program.
- Attended Regional GIS Users Group Meeting in Midland for region-wide GIS collaboration.
- Continued assisting 9-1-1/Central Dispatch led effort to draft a county-wide addressing ordinance. GIS staff is working with representatives from 9-1-1, Equalization, and the City of Bay City.
- Attended annual MiCAMP conference at Boyne Mountain Resort.
 - 14 out of 152 attendees representing the Bay County area.
 - 4 presenters from Bay County and Bay City.
- Continued work on developing an accurate municipal water layer for Bay County GIS.
 - 17,500 parcels are serviced by Bay County's Department of Water and Sewer.
- Received 1 Foot Contours and Hillshade data from partner agreement with State of Michigan Center for Shared Solutions.

Gypsy Moth Program

- **Gypsy Moth:** During July and August staff monitored the gypsy moth population using pheromone traps that attract male gypsy moths. Flight was first noted on July 5th and continued into late August. Peak activity was noted the last week in July when over 1300 male moths were caught in traps throughout the County. Over 1100 of those were caught in four traps in section 18 of Gibson township where the property owner placed three additional traps deep in the woods near his home. The location with the next highest number of male moths caught was in section 18 of Mount Forest Township where 81 moths were caught in a signal trap the week of August 10th. No defoliation was noted in these areas. Delimiting surveys will be conducted in October to

determine if the population is reaching outbreak level which would require treatment next spring.

- Staff answered complaint calls from homeowners throughout the county. During July and August, the majority of these complaints were due the Emerald Ash Borer and other insects that are native to our area. In September citizens called to find out about the newly noted Brown Mamorated Stink bug that is a new home invading insect. It does not damage homes but likes to spend the winter in protected places so will move into homes in the fall. Vacuuming is the best method for taking care of these home invading bugs.
- **Emerald Ash Borer (EAB):** Emerald Ash borer treatment confirmation and follow-up was completed by the beginning of July with the bill paid in full on July 12th. The following table summarizes the number of trees and total diameter at breast height (DBH) for trees treated in 2018:

Treatment Area	# of trees	Total DBH	Total Cost for treating trees in this area of the County
County East & Essexville	81	1,419	\$5,463.15
County West & North	228	3,789	\$14,587.65
East Bay City North	94	1,697	\$6,533.45
East Bay City South	30	886	\$3,411.10
West Bay City North	109	1,656	\$6,375.60
West Bay City Middle	75	1,068	\$4,111.80
West Bay City South	155	2,204	\$8,485.40
Totals	772	12,719	\$48,968.15

- During September staff measured and evaluated the all the ash trees in the Ash Tree Inventory. Data is still be entered though preliminary results show that most of the trees continue to thrive and grow.
- **Educational Programs and Staff Training:** During August staff presented invasive species educational programs in cooperation with the Michigan Sea Grant and the MSU Extension 4-H Programs. In September arrangements were made to provide invasive species educational programs focusing on the Gypsy Moth and EAB with the Bay City Public School district. Presentations will be done in the districts 24 4th grade classrooms during January through March of 2019. Bangor Township Elementary schools also will be participating in these outreach programs in December and January. Staff also assisted with environmental education programs on the Schooner Appledore.
- Staff members also attended live and web based training programs about ongoing research on the gypsy moth, EAB and other invasive pests.
- Program staff also attended the MiCAMP conference in mid-September to learn more about how to utilize geographic based information to track, monitor and manage more efficiently and accurately.

- Webpage information updated. EAB treatment information and results were added to the web along with a revamping and update of information on other Non-native invasive pests that program personnel monitor for while in the field doing our primary ash tree evaluations and Gypsy Moth egg mass surveys. Other pests and plants listed on the webpage include: Asian Longhorned Beetle (ALB), Beech Bark Disease (BBD), Dutch elm disease, Hemlock Woolly Adelgid (HWA), Oak Wilt, Buckthorn and Giant Hogweed. Many of these pests were highlighted in news article during the summer and fortunately few of them are found in Bay County at this time.
- **Michigan Green Schools Initiative:** Area schools were kept abreast of updates to the Michigan Green Schools Program.

Mosquito Control

- July continued a long streak of dry weather throughout the County that lasted much of the treatment season. Numbers of *Aedes vexans* were at a minimal through the summer months. This species of mosquito emerges as a result of flooding and are the primary nuisance mosquito in Bay County. *Ae. vexans* typically account for 70% of trap collections, however in July they averaged 7%, and in August, 18% of the total catch due to the dry weather.
- Counts of *Coquillettidia perturbans*, the cattail marsh mosquito, still continued to see high numbers along the Bayfront and marsh areas for most of July before CDC Trap counts dropped into the low hundreds at the end of the month. CDC Trap collections in July amounted to 5,536 *Cq. perturbans*, 62% of the trap collection. This number was down from the 23,927 *Cq. perturbans* collected the previous month.
- Along with *Cq. perturbans*, *Anopheles* species mosquitoes, found in permanent water sites with vegetation, made up the bulk of trap count numbers in July and August.
- A few 1"-2" rain events did occur in July and early August in sporadic locations of the county. Due to near-drought conditions at the time, no significant standing water or adult mosquito emergence resulted.
- Bay County's first West Nile virus-positive bird was collected from Bangor Township on July 24. A press release was sent out encouraging residents to partake in personal protective measures to prevent mosquito bites. West Nile virus has been found in birds in Bay County every summer since 2002.
- In Bay County, 31 of 39 birds tested positive for West Nile virus. Of the 515 mosquito samples (containing 18,160 female mosquitoes) that have been submitted for testing, 9 of the samples (approximately 450 mosquitoes) tested positive for West Nile virus. In comparison, 2017 saw 22 birds and 16 mosquito samples testing positive.
- Statewide, West Nile virus was reported in 67 human cases with 4 fatalities, 131 birds, and 153 mosquito samples as of September 25.
- Mosquito Control performed 4 media interviews with mLive, WNEM, and WJRT from July to September focusing primarily on West Nile virus updates and prevention.

- Late- August and early-September rainstorms created standing water and the first significant adult counts of *Ae. vexans* mosquitoes of the season. Rain gauge networks throughout the county showed August totals averaging 9” of rain, about 3 times higher than the normal 3” for the month. Larviciding crews worked 12 hour days for over a week to treat as many ditches and breeding sites as possible before adult mosquitoes emerged. Citizen phone calls to report adult mosquito emergence as a result of the rain began to come in on September 7. A large hatch of chironomid midges also emerged at the same time, providing increased nuisance for residents.
- Bay County Mosquito Control applied for a MMRMA RAP Grant to receive up to one-third of costs associated with the installation of exterior video surveillance cameras throughout the property. On August 20, Mosquito Control was notified it was awarded up to \$1,114.79 to assist with the project.
- Bay County Mosquito Control participated in the Department on Aging Public Health Fair for residents 60 and better on September 14. The Mosquito Control booth had great interest from attendees and included insect repellent giveaways and live larval samples for education.
- With the help of Bay C TV, a new video to educate residents how scrap tires can breed mosquitoes was recorded to improve outreach for scrap tire collections.
- The second tire drive of the season was held Saturday, August 4, at Fraser Township Hall with 906 tires collected from 95 residents. The costs of holding the tire collection are covered through a 2018 DEQ Scrap Tire Clean-Up Grant. Reimbursement information was submitted to the DEQ at the end of August for both tire drives held this summer at a total of \$3,802.
- An application for a 2019 DEQ Scrap Tire Clean-Up Grant was submitted in early September.
- Bay County Mosquito Control presented at the 23rd Annual MiCamp Fall Mapping Conference on September 20 at Boyne Mountain. The presentation titled “GIS in Mosquito Control” provided an overview of mosquito control in Michigan at the county level, as well as how mosquito control districts are utilizing GIS to enhance data collection and analysis to better guide surveillance and treatments.
- The treatment season ended Wednesday, September 26, 2018 due to cool temperatures.

Transportation Planning Division

- Held one BCATS Technical and Policy Committee meeting.
- Approved 17 Amendments to the BCATS 17-20 TIP as well as drafting and adopting an official definition of “Regional Significant Projects”.
- Attended an EMCOG regional meeting to discuss regional projects and initiatives for the 2045 State Long Range Transportation Plan. Issues discussed involved:
 - Multi-modal facility locations and freight planning.
 - Public transportation deficiencies
 - Non-motorized coordination and connectivity
- Attended/hosted a Regional MPO meeting at MBS International Airport on August 30th.

- Included stakeholders from the three MPOS in the Great Lakes Bay Region.
- Inspired further coordination between Saginaw, Midland, and Bay MPOs in development of a regional Freight Plan, Non-Motorized Plan, Traffic Safety Plan, and Multi-Modal Study.
- Coordinated possible JobNET meeting between regional users and MDOT to increase planning efficiency and communication in the GLBR.
- Attended two monthly MTPA meetings in Lansing.
- Attended the Roadsoft User Group Online Meeting.
- Attended MDOT Environmental Justice and Title VI training in Lansing.
 - Began looking at Title VI requirements and plan updates.
 - Explored Environmental Justice tools to use in the Transportation Planning process.
- Explored various publications on public participation in the transportation planning process.
- Participated in one Asset Management Coordinator's Conference Calls.
- Finished PASER collection for Bay County Federal-Aid eligible roads.
 - 301.50 miles rated in total.
 - Federal-Aid roads rated in Williams, Monitor, Bangor, Frankenlust, Hampton, Portsmouth, and Merritt Townships as well as the cities of Auburn, Essexville, and west side of Bay City.

EQUALIZATION

- Calculated and verified millage rates, prepared and submitted pertinent reports.
- Compiled data for the Apportionment Report which is due to the Board of Commissioners in October.
- Appraised properties in each real property class, for land values, economic condition factors, and appraisal studies.
- Continued to review Register of Deeds recordings, check for full or partial coverage of parcels, print pertinent documents for Assessors, and update property ownership information.
- Assigned new parcel numbers for split or combined properties, wrote legal descriptions and updated the Equalization Maps as well as the GIS parcel layer.
- Continued to assist in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Prepared computerized tax bill data for township officials and assisted them in uploading that data and printed necessary billing reports and documents.

- Updated website for Property Tax Query and equalization reports on the Department web pages.

FINANCE

Accounting

- Issued Bay County's 2017 Single Audit, with federal grants totaling over \$4 million, with no significant deficiencies or material weaknesses.
- The 2017 cost allocation plan was issued in September 2018 with MGT as our new vendor.
- Communications continued between Finance, auditors 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 capitalization of the new plant.
- Attended final review meeting with Rehmann regarding the 2017 Audit.
- Attended a webinar to update staff on Public Act 202 Pension reporting.
- Performed periodic inventory audits on County Departments.
- Attended 401K Committee Meeting.
- Staff attended MGFOA Fall Conference in Kalamazoo, September 17-19, 2018.
- Attended MAPERS fall conference in Traverse City, September 22-25, 2018.
- Reviewed staff job descriptions to be analyzed in the new wage study.
- Assisted with troubleshooting some functional issues with MUNIS attachments on journal entries and permission changes.
- Prepared for September 2018 Grant year end. Started requesting grant award letters and contracts to set up grant files for Oct. 1, 2018 new grant year.
- Was selected for a Desk review from the Michigan Department of Health and Human Services for the VOCA program and provided the items selected for audit.

Budget

- Budget Department met several times with Housing Department on the 2019 Budget.
- Budget Department worked on 2019 departmental budgets - personnel, fringes, health insurance, grant/tax revenues.

- Met with the courts administrator to discuss and set up budgets for 2019.
- Budget published and posted notice of Public Hearing for 2019 Budget.
- Budget working on child care fund transfers.
- The 2019 Bay County Executive Recommended Budget was submitted to the Bay County Board of Commissioners on August 14, 2018.
- Budget Department did budget training for the 2019 budget throughout the month of July.
- Budget Department attended webinars on Munetrix and Socrata/Tyler Technologies.

Purchasing

Bids Awarded:

- Insurance Agent to Obtain Third Party Administrator for Workers' Compensation and Excess Workers' Compensation Insurance Coverage.

Bids in Process:

- County Medical Examiner
- County Medical Director

Bids Released:

- County Building Front Steps Repair
- Investment Consulting Services for 401k Plan and 457 (b) Deferred Compensation Plan
- Indigent Defense Attorney

Program Roll-outs:

- Home Depot (finalized)

Other Items:

- Attended various meetings regarding the above RFP's/RFQ's.
- Prepared 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 with vendors to research cost savings plans and options.
- Participated in the following training webinars:
 - Federal Grant Procurement Practicalities

- Unleash the Power of EAP: 2018 Benchmark Survey Insights
- Critical Thinking: A Critical Skill
- Market Research: How it Can Empower You to Make Smart Decisions

Information Systems Division

- Completed 1,373 work orders and projects
- PCs, laptops, desktop printers and scanners were installed and deployed for various departments.
- Developed and Tested OnBase solution for Child Support IV D Cases
- Prepared and worked with Tyler New World to switch the Bay County Jail over to a new software system

HEALTH

Administration

Since 2013, the Bay County Health Department Administration has implemented a Strategic Plan to provide a framework for future growth and direction. Key staff from the Health Department was assembled to assist on the steering committee, which is also known as the FAB TEAM (short for Forever Achieving Better, Together Everyone Achieving More). The new BCHD Strategic Plan builds upon previous work from 2013-2015 and has eight overarching goals:

1. BCHD will create an environment that values and respects all customers and employees.
2. BCHD will promote our programs and services in the community.
3. BCHD will provide responsible fiscal management for its programs and services.
4. BCHD will utilize the latest technology to reach a broader audience.
5. BCHD will assure a competent public health workforce.
6. BCHD will create a welcoming environment conducive to meeting client needs.
7. BCHD will seek opportunities to expand programs and services.
8. BCHD will broaden and strengthen partnerships with community organizations.

The FAB TEAM is working on a detailed plan that encompasses current efforts to modernize programs and physical environments and determine metrics to measure success.

Key accomplishments during this period include:

1. The Bay Community Health Clinic continues through its third year. The clinic is a cooperative clinic project with Saginaw Valley State University and focuses on persons with multiple chronic conditions, who are uninsured/underinsured, especially veterans and persons with behavioral health issues. The University was the recent recipient of third year funding from the Health Resources Services Administration (HRSA) and has qualified for additional meaningful use funds in 2018.
2. The Health Officer continues to work with the Great Lakes Bay Health and Economic Initiative The Health Officer is the lone representative for public health in the four county area of focus (Bay, Saginaw, Midland and Isabella Counties and is currently the co-Chair of the Regional Preventive Care Committee, working with representative from major hospitals, mental health, education and business to formulate a regional plan for prevention services for THIRVE (Transforming Health Regionally in a Vibrant

Economy).

3. The Michigan Department of Environmental Quality (MDEQ) has notified the Health Department that it is the recipient of a \$160,000 grant to digitize and map septic and well systems within the county. Furthermore the project will allow for the Health Department to determine areas of risk for water quality due to failing or at risk septic systems and assist home owners in discovering problematic areas. This digital mapping project for septic systems is the first of its kind in the state of Michigan and the United States.
4. The Health Department has met with representatives from McLaren Bay Region, Mid Michigan Community Action Agency, United Way, and the Great Start Collaborative to begin preliminary planning for an upcoming community health assessment, starting in the summer of 2018. Bay County has received a \$10,000 grant from the Bay Area Community Foundation to help fund the Bay County Community Health needs assessment in 2018.
5. The Health Officer will meet with My Community Dental Centers(MCDC) Senior staff in October to discuss the logistics and location of the anticipated six seat dental facility. Due to recent a reorganization of its Executive Staff, MCDC is now anticipated to take place in early 2019.

Meetings/Trainings attended by Health Officer:

- 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
- Michigan Health Improvement Alliance (MIHIA) - General Board Meeting
- Michigan Health Improvement Alliance - Population Health Working Group
- Bi-weekly meetings with SVSU regarding the University Clinic
- THRIVE aka Great Lakes Bay Regional Health & Economic Initiative
- MiHIA Bridging for Health
- Opioid Priority Work Group - MiHIA
- SVSU/BCHC/BABHA Sustainability Meeting
- Bay & Saginaw Health Plan Joint Executive Committee
- Hepatitis A Outbreak Conference Call
- My Community Dental Centers (MCDC) Advisory Council
- Regional Perinatal Coalition Planning Team
- Bay/Saginaw Oral Health Coalition
- Regional Health Officer Meeting
- MDHHS Public Health Law Training
- Tri County (Bay-Midland-Saginaw) PFAS Meeting
- Water Contamination Response Planning Meeting

- MDEQ-BCHD Joint Planning and Presentation
- State Innovation Model (SIM) for Improving Population Health
- Mother Infant Health Program Kick Off

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. 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.

The program is funded for two FTE nurses and one 0.5 FTE clerical. It is also supported by a MDHHS mini-grant of \$10,000 to hire a CSHCS Parent Liaison to provide outreach activities to CSHCS families including:

- 08-14-18 Studio 23 Artwork with CSHCS enrolled children event
- 09-14-18 Community Center senior event-Immunizations and CSHCS outreach
- 09-27-18 Splash in Fall event for CSHCS families at BAFY

CSHCS staff participated in a monthly MDHHS CSHCS conference call and the following continuing education opportunities:

During this quarter the following billable services were provided with an approximate income of **\$ 6,796.32**

- 4 Level I Plan of Care face to face visits with the PHN
- 19 Level I Plan of Care by telephone with PHN
- 33 Level II care coordination activities, combined efforts of PHN and clerical staff
- 5 Case Management visits by the PHN

Communicable Disease (CD) Division

- **The CD nurses investigated 240 reportable disease cases this quarter, of which 169 were laboratory confirmed.** These confirmed cases include:
 - 3 Campylobacter; 1 Cryptosporidiosis; 1 Giardiasis; 3 Salmonellosis; 1 Shiga toxic producing E. Colic (STEC); 8 Aseptic Meningitis; 1 Bacterial Meningitis; 1 Streptococcus Pneumoniae inv.; 1 Streptococcus Disease, invasive, Grp A; 20 Animal Bites; 1 Rabies-animal; 1 Nontuberculous Mycobacterium; 1 varicella; 1 Pertussis; 3 Shingles; 4 Lyme disease; 12 Hepatitis C-chronic; 84 Chlamydia and 22 Gonorrhea
- **The 44 Probable Cases reported and investigated but not laboratory confirmed include:**
 - 3 Aseptic Meningitis; 20 Animal Bites; 1 Pertussis; 1 Shingles; 1 Hepatitis B-chronic; and 18 Hepatitis C-chronic
- **An additional 27 Cases were reported that the CD nurse investigated and were later found not to be a case.**

- These cases included: bacterial meningitis, Hepatitis A, Hepatitis B and Hepatitis C-perinatal. All which all would have been significant for our community if confirmed.
- One client completed Daily Observation Therapy (DOT) 5 days a week for TB meningitis in August. Currently no clients are receiving DOT.

Mary Jo Braman, RN, BSN, the CD/HIV/STI nurse, participated in the following:
08-21/22-18 MDHHS HIV STI conference, Acme, MI

Brittany McGill, BSN, RN and Mary Jo Braman, BSN, RN participated in the following:

- 07-18-18 Epidemiology and Laboratory Capacity Workgroup meeting
- 07-19-18 Immunization Coalition meeting
- 08-08-18 Rabies Post Exposure Prophylaxis working group meeting
- 09-04-18 MDSS school reporting training with Regional Epidemiologist
- 09-13-18 TB Webinar "When TB is the least of their worries: Opioids"
- 09-17-18 STD Conference call

Personal Health Family Planning Clinic

The Personal Health Family Planning (PHFP) Clinic provides sexual and reproductive health and contraceptive services to woman, men and teens. Staff includes 1 FTE nurse and clerk, and 2 contracted Nurse Practitioners who each work one day a week. BCHD Sexually Transmitted Infections (STI) Nurse only Clinic has been combined with the Personal Health Family Planning Clinic a Title X Clinic. This combined PHFP Clinic is better able to offer Bay County residents comprehensive reproductive health care by providing client access to a Nurse Practitioner. Most all clients seeking STI services opt to become a client of the PHFP Clinic. As a result of the combined clinic, only 5 females and 7 males opted not to participate in the PHFP Clinic and sought care for a STI at BCHD though the nurse only STI care.

STI care within the PHFP client is captured in the numbers below.

Number of Unduplicated persons receiving services in Personal Health Family Planning clinic
213
Total Number of Encounters in Personal Health Family Planning Clinic
184

Tina Sinko, RN; Tammy Hill NP; and Chris Chesny, NP all participated in:
08-21/22-18 MDHHS HIV STI Conference, Acme, MI

HIV/AIDS Testing & Outreach

Beginning fiscal year 2017-2018, MDHHS has provided funding for HIV Outreach and Testing. This includes setting up HIV education and **Rapid HIV testing** events in Bay County.

Rapid HIV testing is now available by appointment every Wednesday at the BCHD free of charge. It is also available on the same day to clients seen in the Personal Health Family Planning or Bay Community Health Clinic, if the HIV nurse is available, otherwise these clients have to schedule for a Wednesday with the HIV nurse. Serum HIV testing is always available in the clinics.

- On 08-30-18 MDHHS completed an on-site review of BCHD HIV Counseling, Testing, and Referral program and Rapid HIV testing with Alere Determine Combo test. No citations were issued.
- The department developed an outreach plan with materials, posters, and informational cards to be included in packages of condoms for use in Rapid HIV testing clinic and at Health events, including this quarter: 09-29-18 Sacred Heart Recovery Walk, Bay City, MI, 76 packages distributed
- Discussion is ongoing about providing the HIV outreach information & condoms packages at local bars.
- 17 Clients were tested for HIV this quarter: 9 males (1 court ordered) and 8 females.
- All HIV results were negative.

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.

Vision Screening

	SERVICES PROVIDED Total of all screenings attempted.	PASSED Total of all screenings with passing outcomes.	REFERRED Total of all screenings resulting in a doctor referral.	UNDER CARE / DIAGNOSED LOSS	OTHER Total of all screenings with an inconclusive outcome either due to UTS or pending rescreens that could not be completed.	**DOCTOR EVALS Doctor / parent reports of follow up care.
UNDER 3 YEARS OLD	0	0	0	0	0	0
PRESCHOOL 3-5 years	265	229	14	0	7	38
SCHOOL AGE ...Grades K - 12	1062	810	74	19	41	0
TOTALS	1327	1039	88	19	48	38

Hearing Screening

	SERVICES PROVIDED Total of all screenings attempted.	PASSED Total of all screenings with passing outcomes.	REFERRED Total of all screenings resulting in a doctor referral.	UNDER CARE / DIAGNOSED LOSS	OTHER Total of all screenings with an inconclusive outcome either due to UTS or pending rescreens that could not be completed.	*DOCTOR EVALS Doctor / parent reports of follow up care.
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UNDER 3 YEARS OLD	0	0	0	0	0	0
PRESCHOOL 3-5 years	255	244	3	0	5	11
SCHOOL AGE ...Grades K - 12	0	0	0	0	0	0
TOTALS	255	244	3	0	5	11

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

Childhood Lead Program

- Healthy Homes and Lead Poisoning Surveillance System (HHPSS) is the state website for the reporting 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) of 5mcg/dl or greater who are recommended to receive PHN services.
- Utilizing funds from the Local Maternal Child Health Block grant a PHN is able to follow up on all reports of capillary EBLL by providing education and guidance over the phone. Children who have a confirmed venous EBLL are provided PHN case management in the form of a home visit. These visits are provided regardless of insurance coverage.
- 7 children are currently opened to case management for EBLL greater than 5 micrograms per deciliter, 1 child was opened to case management and 1 was closed during this quarter 1 billable Medicaid Nursing Case Management visit was done this quarter.

MDHHS funding provided by the FY17-18 Lead Outreach & Education (O&E) Grant was awarded to BCHD with the purpose to expand Lead E&O across Prosperity Region 5 to spread the word that all children under 6 years of age should be screened for lead exposure. Lead E&O this quarter included:

Staff Presented on childhood lead poisoning at the following meetings:

07/26/18 Youth and Family Connect meeting

09/27/18 Great Start Parent Coalition

Staff set up Lead poisoning prevention table, distributed information and spoke with families at the following events:

07/26/18 Beacon of Hope Health Fair

08/20/18 Back to School Health Fair, Bay County Women's Center

08/25/18 CAN Council Ducky Derby event

08/29/18 State St. Academy Back to School Fair.

09/14/18 Division on Aging Health and Wellness Fair.
09/20/18 Delta College Resource Fair

Ongoing- Lead poisoning prevention materials distributed at the Beacon of Hope Pregnancy Resource Center every Monday and staff educated on lead poisoning prevention

09-11-18 4 Childhood Lead program and Lead Education & Outreach staff attended MDHHS training: Childhood Lead Poisoning Prevention Program training, Lansing, MI

Maternal Child Division

The Nursing Services Manager and is responsible for Management of the:

- Maternal Infant Health Program,
- Children's Special Health Care Services Program
- Hearing and Vision Program
- Communicable Diseases Program
- HIV/AIDS Outreach Program
- Personal Health Family Planning Clinic/Program
- Childhood Lead Nurse Case Management Program
- Childhood Lead Education & Outreach Program
- Immunization Clinic Nurse consultant

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 Forum (NAF) Meeting by teleconference
- Monthly MDHHS CSHCS Nurse Conference calls
- Monthly Great Start Collaborative meeting at BAISD
- Monthly State EBLL teleconference
- Monthly MIHP -MDHHS-MHP Community of Care teleconferences

08-31-18 Fluoride initiative in WIC meeting, BCHD
09-11-18 Childhood Lead Poisoning Prevention Program training, Lansing, MI
09-12/14-18 MDHHS Annual Family Planning Conference, Rochester, MI

Maternal Infant Health Department (MIHP)

The MIHP program received **161** maternal and infant referrals this quarter from which **9** maternal and **13** infant were enrolled. A total of **114 billable visits** were completed. MIHP is a voluntary program for pregnant women and infants with Medicaid Health insurance. Staffing includes one FT RN and LMSW with PT clerical support. In August the MIHP program completed an Office of Inspector General (OIG) audit. The OIG audit concluded our professional staff documentation of visits is impeccable with no finding related to lack of staff documentation of care. The agency did have to repay just over \$500, but the errors were due to over payment by Medicaid.

MIHP professional staff attends monthly: BCHD staff meetings, MIHP staff meeting and MIHP Community of care teleconferences. In addition:

Jennifer Don LMSW participates in the additional following monthly meetings:

- Bay County Community Services Providers Meetings
- Bay Arenac Diaper Bank meeting for Community groups
- BCHD FAB Team meetings

And trainings/events this month included:

- 08-01/02-18 Michigan Home Visiting Conference, Dearborn MI
- 08-01/02-18 Michigan Home Visiting Conference
- 08-03-18 Bay County Breastfeeding Walk

Emily Nelson, RN, is also the Childhood Lead Outreach & Education nurse and provides back up PHN for Personal Health Family Planning clinic.

Emily participates in monthly Breastfeeding Coalition meetings and biweekly visits to Beacon of Hope Pregnancy Education Center and to GSC Mother Baby Café to link pregnant women and infant to community services including MIHP. She also participated in the following:

- 07-30 to 08-2-18 Michigan Home Visiting Conference, Dearborn MI
- 08-20-18 MDHHS MPHI Oral Health training for Special Needs Children, Lansing MI
- 09-11-18 Childhood Lead Poisoning Prevention Program training, Lansing, MI

Immunizations

The state of Michigan is having a Hepatitis A outbreak with highest risk individuals being homeless, IV drug users, men who have sex with men (MSM); so far Bay County has not been included as an outbreak county. In an effort to increase protection against Hepatitis A, the immunization department has been working with the County Jail, Juvenile Home, Homeless Shelters and Salvation Army and Bay Arenac Community Mental Health to provide information to staff, residents, and inmates on Hepatitis A and provide in some instances onsite Hepatitis A vaccination programs.

On 9-28-18 the immunization clinic provided a Bay County Employee Flu Clinic where they also offered the Hepatitis A vaccine. Seventy-six (76) employees opted for Hepatitis A vaccine in addition to the Influenza vaccine.

VACCINE	COUNT
TB Test	36
Hep. A. Adult	217
Hep. A. Peds	85
Hep. A./Hep. B	0
Hib	39
HPV	71
Flu	149
PCV 13	55
Rotavirus	17
Dtap	24
Dtap/IPV	44
MMR	33
IPV	17
Td	0
Tdap	124
Varicella	24
Dtap/Hep. B/IPV	33

PPSV 23	1
Meningococcal MCV4	125
Zoster	8
Hep. B. Peds	6
Hep. B. Adult	37
MMRV	49
Rabies	0
DT	0
MenB.	46
TOTAL	1240

Emergency Preparedness & Health Education (EP&HE) Division

On-going 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 & LHD 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
- Monthly BCHD Management Team Meetings

Emergency Preparedness

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

July

- Met with Director of Recreation & Facilities and Recreation Coordinator to go over MCM/SNS Community Center Plan (Melissa & Tracy)
- Attended Public Health Law 201 Course with Health Officer
- Department on Aging Health Fair Planning Meeting
- MDHHS Statewide Hepatitis A Outbreak Conference Call

August

- Attended MGT-458 Building Whole Community Engagement through LEPCs Training
- Bay County IT User Group Meeting
- Department on Aging Health Fair Planning Meeting
- MDHHS Webinar on Water Contamination Response Planning for LHDs
- Participated in Coast Guard PREP Tabletop Exercise (TTX)
- Attended DEQ/BCHD Collaboration Meeting

September

- Attended Multi-County LHD PFAS Informational/Planning Meeting at Saginaw County Health Depart. with Health Officer
- MI-Volunteer Registry Administrators Training Update facilitated by MDHHS BETP
- Presentation on EP & HE to SVSU Nursing Students

Health Education

On-Going Meetings/Trainings attended by Division Staff over the quarter:

- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings
- WIC Staff Meetings (Tracy)
- Monthly Bay County Prevention Network (BCPN) Meetings (Tracy & Liz)
- Facilitate Monthly WIC Breastfeeding Classes & Infant Feeding Choices Classes (Tracy)
- Monthly MPHHC Planning Conference Calls (Tracy)
- Monthly MALPH BHS Forum Teleconferences (Tracy)
- Monthly Project HOPE (Heroin & Opioid Prevention and Education) Meetings (Liz & Tracy)
- Monthly MIHIA DPP Lifestyle Coaches Conference Call Meetings (Liz & Tracy)
- SBCA/Eat Safe Fish Partners Quarterly Teleconference with MDHHS 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)
- Monthly Communications Workgroup Meetings (Tracy & Liz)
- Monthly Youth and Family Connect Meetings (Tracy)
- Monthly MIHIA Population Health Team Meetings (Tracy)
- Monthly Great Start Collaborative Executive and Committee Team Meetings (Tracy)
- Monthly Suicide Coalition Meetings (Tracy)
- Bi-Monthly HSCC General Member Meetings (Tracy)
- Bi-Monthly HSCC Steering Committee Meetings (Tracy)

July

- Impact of Cannabis Legalization in Washington Webinar (Tracy)
- Rx 4 Health Statewide Learning Network Conference Call (Tracy)
- Met with Saginaw Chippewa Indian Tribe of MI Watershed Outreach Coordinator-potential future collaboration (Liz)
- Saginaw Bay Youth Fishing Camp- assisted youth anglers with fishing and education (Liz)
- Delivered 41 ESF/500 WG brochures plus additional educational ESF materials to various businesses in Midland, Bay, and Saginaw County
- Distributed a total of 41 ESF brochures and 500 WG brochures (plus additional educational ESF materials as needed) through outreach events, presentations, and community outreach to physicians and various businesses in Bay, Midland, and Saginaw Counties (Liz)

August

- HSCC Orientation Meeting (Tracy)
- BCHD Outreach at (3) Boys and Girls Clubs BeFit Events (Bay City, Essexville, & Pinconning) (Tracy & Liz)
- Trauma Informed Communities Committee Meeting (Tracy)
- BCHD & ESF Outreach at Bay City National Night Out Event (Tracy & Liz)
- Community Coalition Accelerator Workshop (Tracy)
- Walk For Hope Outreach Event (Tracy)
- Sacred Heart Walk For Wellness and Recovery Meeting (Tracy)
- BCHD Outreach at Women's Center Back to School Fair (Tracy)

- BCHD Outreach at Ducky Derby Event (Tracy)
- Advocacy Training (Tracy)
- ESF Outreach at Saginaw Farmers Market (Liz)
- ESF Outreach and Interactive ESF game State Park's Waterfowl Festival (Liz)
- BCHD Outreach at Wednesdays in the Park event at Wenonah Park (Liz)
- ESF Outreach at Frankenmuth Farmer's Market Kid's Day Event (Liz)
- BCHD Outreach at Northwood University's Suicide Awareness Run/Walk (Liz & Tracy)
- Assisted EPA with EPA/ESF materials at Midland County Fair. Provided EPA (Liz)
- ESF Outreach at Kinship event- provided ESF education to seniors caring for youth in their home (Liz)
- ESF Outreach at Haithco Park's Children's Fun Night (Liz)
- Back to School Picnic-added ESF materials to youth's backpack full of free school supplies (Liz)
- ESF Outreach at Saginaw General Motors Health Fair (Liz)
- ESF Outreach at Coleman Back To School Open House (Liz)
- Distributed a total of 2550 ESF brochures and 425 WG brochures (plus additional educational ESF materials as needed) through outreach events, presentations, and community outreach to physicians and various businesses Bay, Midland, and Saginaw Counties (Liz)

September

- Trauma Informed Communities Meeting (Tracy)
- Childhood Lead Poisoning Prevention Program Training (Tracy)
- Workforce Development Webinar (Tracy)
- BCHD & ESF Outreach at Department on Aging Health and Wellness Fair (Tracy & Liz)
- The Pair of ACEs Webinar (Tracy)
- BCHD & ESF Outreach at Delta College Student Resource Fair (Tracy & Liz)
- ACE's and Resiliency Master Trainer Training (Tracy)
- Lead Presentation to Great Start Parent Coalition (Tracy)
- Presentation to Behavioral Health Residents at McLaren (Tracy)
- BCHD & ESF Outreach at Sacred Heart Rehabilitation Walk for Wellness and Recovery Event (Tracy & Liz)
- ESF Outreach at Saginaw Farmers Market (Liz)
- BCHD Outreach at Hampton Fire Department Open House event (Liz)
- SBCA grant meeting with new Bay City State Park Interpreter (Liz)
- ESF Outreach at St. Mary's Children's Festival (Liz)
- BCHD Outreach at Bay Valley Christian Church Caregiver's Retreat (Liz)
- ESF Outreach at Saginaw Community Connect Fair (Liz)
- Distributed a total of 900 ESF brochures and 275 WG brochures (plus additional educational ESF materials as needed) through outreach events, presentations, and community outreach to physicians and various businesses Bay, Midland, and Saginaw Counties (Liz)

WIC Breastfeeding Peer Counselor Activities (TRACY)

Monthly BFPC Meetings with WIC Coordinator

Monthly MotherBaby Café

July

- WIC Staff Meeting

- Bay County Breastfeeding Coalition Meeting
- 16 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 2 Classes with 6 participants total
- Infant Feeding Choices Class - 1 Class with 8 participants total

August

- Skin to Skin Webinar
- Marijuana and Breastfeeding Webinar
- 14 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 2 Classes with 6 participants total
- Infant Feeding Choices Class - 1 Class with 8 participants total

September

- Michigan Breastfeeding Network Meeting
- Breastfeeding Peer Update Meeting
- 4 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 2 Classes with 8 participants total
- Infant Feeding Choices Class - 1 Class with 6 participants total

Acronyms

EPC = Emergency Preparedness Coordinator	GLC-SOPHE = Great Lakes Chapter Society of Public Health Educators
CDC = Centers for Disease Control and Prevention	HSEEP = Homeland Security Exercise and Evaluation Program
EMC = Emergency Management Coordinator	MEMS = Modular Emergency Medical System
SNS = Strategic National Stockpile	NEHC = Neighborhood Emergency Help Center
ARC = American Red Cross	MPPHCP = Michigan Premier Public Health Conference Planning
HST = Homeland Security Team Meeting	BRFSS = Behavioral Risk Factor Survey Statistics
LEPC = Local Emergency Planning Team	MALPH = Michigan Association for Local Public Health
TEPW = Training & Exercise Planning Workshop	BHS = Behavioral Health Sciences
EAP = Emergency Action Plan	NNPHI = National Network of Public Health Institutes
EOC = Emergency Operations Center	COPPHI = Community of Practice for Public Health Improvement
GIS = Geographic Information Systems	QI = Quality Improvement
HCC = Healthcare Coalition	MI = Michigan
HSPB = Homeland Security Planning Board	HPHB = Healthy People Healthy Bay Coalition
ICS = Incident Command System	ESF = Eat Safe Fish
JIC = Joint Information Center	FWCC = First Ward Community Center
LPT = Local Planning Team	MOHC = MI Oral Health Coalition
MIHAN = Michigan Health Alert Network	MISNS = Michigan Strategic National Stockpile
PHEP = Public Health Emergency Preparedness	MOHC = Michigan Oral Health Coalition
SOP = Standard Operating Procedure	BFPC = Breastfeeding Peer Counselor
EPA = Environmental Protection Agency	BCPN = Bay County Prevention Network
SBCA = Saginaw Bay Cooperative Agreement	NRC = Neighborhood Resource Center
BCSRA = Bay City State Recreation Area	NKFM = National Kidney Foundation of Michigan
CHA = Community Health Assessment	DPP = Diabetes Prevention Program
CHIP = Community Health Improvement Plan	MiHIA = Michigan Health Improvement Association
PIO = Public Information Officer	DPP = Diabetes Prevention Program
ARRA = American Recovery & Reinvestment Act	MDHHS = Michigan Department of Health & Human Services
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	

Environmental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC	
Fixed Food Est. Inspections	132	Parcels Evaluated	22
Mobile, Vending, & STFU Inspections	4	On-Site Sewage Disposal & Tank Permits Issued	24
Temp. Food Est. Inspections	33	Alternative/Engineered	0

		Sewage Systems Approved	
Follow Up Inspections	27	Failed System Evaluations Conducted	11
Plans Received for Review	4	Sewage Complaints Investigated	3
Plans Approved	4	Well Permits Issued	28
Consumer Complaints Investigated	7	Abandoned Wells Plugged	24

Cremation & Disinterment Permits Processed

July	69
August	75
September	59

**WIC - Women, Infants and Children Program
Bay County Health Department and Pinconning Clinic**

	Breastfeeding Lactation Consult	Breastfeeding Peer Counselor	Certification	Child Evaluation	Education	Infant Evaluation	Nutrition Care - Reg. Dietitian	Other	Priority Certification	Recertification	TOTAL
July	3	6	6	160	144	67	53	107	148	229	
August	17	11	7	156	114	43	42	136	155	206	
September	14	11	6	153	101	53	36	90	118	210	

Lead Tests Billed

July	55
August	53
September	47

HOUSING

Housing Director Activities

- Current occupancy is at 97%
- Began 5 year action plan for Center Ridge Arms through HUD.
- Several resident meetings.
- 3 Lease Violations.
- One 30 day notice to quit.
- 9 MHT Meetings and conference calls on CRA RAD Conversion.
- Restored 2 units, 218 and 318, from flood damage and restored the Community Room from flood damage.
- Several in-service's for building tenants.
- Attended the first Bay County Health and Resource fair.
- Began to merge HUD systems into EPIC systems for our buildings capital needs.

- Revised funding for our Capital Fund Program, received an additional \$58,158 to put towards our existing funds for Capital Improvements.
- Recertified CRA staff for HUD Secure Systems usage.
- Weekly staff meetings.
- Several budget meetings with finance.
- 2018 Building and Unit Certifications with HUD.
- 11 E-learning's for capital procurement and financial management.
- Staff meeting on Heuristics.
- New phones installed.

Admissions and Occupancy Specialist Activities

- Completed annual recertification's for 26 residents.
- Completed 3 move-in inspections.
- Completed move-in orientation and lease paperwork for 3 new residents.
- Met with several residents to discuss tenant concerns.
- Completed annual UPCS inspections for 26 apartment units with maintenance staff.
- Issued 3 Lease Violations.

Maintenance Activities

- Numerous work orders completed in both common areas and apartment units.
- Routine maintenance and janitorial duties completed.
- Generators serviced.
- Started boilers for building heat.
- Completed unit turnaround maintenance for 6 apartments within required 30 day period.
- Completed 26 apartment inspections for recertification.
- Rooftop fans inspected.
- Maintained boiler operation.
- Front doors received a new locking mechanism
- Lawn sprinkler system blown out by Kokaly for winter protection.
- 2 apartment restorations due to flooding from broken water line.
- Restored Community Room from flood.
- Installed carpet in 3 units.
- Lawn and grounds maintenance.

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

- Distributed food commodity boxes from Mid-Michigan Community Action Agency to 77 residents each month.
- Primary job is to act as liaison from staff to the residents.

- Coordinated with local human services 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 Health and Human Services, Disability Resource Center, Do-All Material Assistance Center, Hart Medical Supply, and Mid-Michigan Community Action Agency.
- Information on Entitlement Programs:
 - Medicare/Medicaid
 - SSA/SSI/SSDI (Social Security Benefits)
 - Food Stamps
 - Fuel/Utility Assistance
 - Vocational Rehabilitation Services
 - Legal Assistance
 - Researching other Entitlement Programs for next quarter
- Coordinated presentations, medical clinics and programs to enhance and educate the residents at Center Ridge Arms on their mental, physical and daily living activities and coping skills utilizing local agencies.
- Personal Development Training
- Assistance with Personal/Family Needs:
 - Update calendar in front of office, if needed, with new activities not posted yet.
 - Post Flyers on our Community Board in the Lobby (keep this board up-to-date).
 - Put on Meetings, Clinics and informative sessions for life events.
- Work with Great Lakes PACE Program.
- Self Defense Safety Tips Clinic with actual demonstrations
- Attended several meetings with outside area agencies.
- Established a Halloween committee for a resident party.
- Attended the Bay County Health and Resource fair.

JUVENILE DETENTION & CHILD CARE SERVICES

- The Child Care grant has not experienced any budget cuts for the fiscal year and has maintained continued programming. October 1, 2018 starts a new year for the Child Care Fund.
- The facility experienced 4 restraints in the last quarter and 3 seclusions. In incidents mentioned above there were no injuries to residents or staff.
- Residents participated in ongoing education program provided by the Bay Arenac Intermediate School District.

- Representatives from the Women’s Center and MSU Extension provide life skills programming for residents.
- A representative from the Neighborhood Resource Center provides weekly Life Skills classes
- A spiritual program for resident has been implemented. It is non-denominational and voluntary for residents to participate. The residents have enjoyed the program with most attending.
- The MSU Ext Program implemented the “Harvest for All” program. Residents helped raise chickens on site that were later processed and given to needy families.
- Bay Arenac Behavioral Health (BABH) implemented a program to increase pro-social skills with the youth detained in the facility. It is anticipated this program will allow for more comprehensive services as needed including follow up after the youth leaves the facility. BABH assess resident needs and meet with the residents four times a week.
- The contracted medical provider met with residents on a variety of issues and maintained medication management for residents.
- The Health Department provided immunization clinics for residents on 7/5, 8/2 and 9/6
- The BCJH staff completed a total of 329 hours of training this quarter. All staff are to complete a minimum of 25 hours. Barb Smith presented the SAFETalk program expanding the suicide intervention skills for participants. Many youth arrive to the facility stating a desire to harm themselves and/or past attempts of suicide.
- The Director attended the Michigan Juvenile Detention Association Conference at Higgins Lake.
- The Director completed a grant application for the Justice Assistance Grant of \$16,320 utilized by law enforcement
- School Nutrition Program reimbursement of \$3894.84 for the quarter. The total reimbursement for the 2017/2018 school year \$26,055.55.
- The Juvenile Home experienced 1,583 days of out of county residents for FY 2018 which totals to \$242,199 of revenue. The most recent quarter there were 295 days of out of county residents billed for \$45,135.

- Average daily population was 10 for this quarter. Average daily population for FY 2018 is 15.

Community Corrections

- All programs reached at least 90% utilization for the fiscal year, with the exception of DDJR. Grant for FY 2019 was approved and began 10/1/18. Year - end report will be submitted by 10/31/18.

Program Numbers (7/5/18 - 9/30/18)

Program Name	Number of New Enrollees	Jail Days Saved
Pretrial Services	201	4765
Outpatient Treatment	7	319
Cognitive Change	3	142
Opiate Specific	1	150
Education/Employability	0	0

- These 5 programs combined have saved the county over \$361,700 for the quarter by supervising offenders in the community with treatment and offering education in the jail. These programs assist with jail overcrowding and bed space utilization as well.
- One of the objectives for Community Corrections is to reduce the overall Prison Commitment Rate to 15% or below, this is the new goal for 2018. Bay Co did not meet this goal. Prison Commitment Rate for 2017 is 23%, which is a 7 point increase from 2016. Group 2 Straddle cell rate also went up to 34.5%, which is a 9 point increase from last year. It may be due to the Heroin epidemic that has plagued Bay Co. The information above is related to people that were sent to prison. Bay Co will continue to try and keep the prison commitments low by utilizing the treatment programs funded through PA511.
- Throughout this quarter, the Manager has attended Drug Treatment Court Team meetings and TRICAP Board Meetings. The Manager also hosts the quarterly CCAB meetings with Community Corrections board members.

MSU EXTENSION

The mission of Michigan State University Extension is to help people improve their lives through an educational process that applies knowledge to critical issues, needs, and opportunities. 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.

- According to “MI Spartan Impact” (<https://mispertanimpact.msu.edu/regional-stories-data/index.html>), Michigan State University has a total economic impact of \$15,616,395 with a total of \$1,203,906 of local spending with businesses. Last year, the 4-H program had 1,413 youth participate in the 4-H youth programming.
- Michigan State University Extension and the Michigan Association of Counties (MAC) will be providing four sessions of the “New Commissioner School.” The dates and

locations are: Grand Rapids, November 26-27, 2018; Gaylord, December 3-4, 2018; Escanaba, December 10-11, 2018; and Frankenmuth, December 17-18, 2018. This opportunity is available for newly elected and experienced commissioners, administrative staff and other elected county officials. Topics include: Learn about county commissioner roles and responsibilities and the structure of county government; Explore the basics of county finance; Learn best practices for leading and participating in public meetings; Network with other elected officials.

Sea Grant Programming

- As an Extension Educator with Michigan Sea Grant, Meaghan supports programming that applies science-based knowledge and addresses Great Lakes issues around the Saginaw Bay region. In July, Michigan State University Extension, 4-H, Michigan Sea Grant, and many local partners hosted youth workshops this summer to connect youth to Great Lakes Issues. These workshops help youth better understand Great Lakes issues while also allowing them to serve as leaders in the community today by completing a variety of stewardship efforts. During the Invasive Species 4-H Youth Workshop, attendees learned how invasive species spread and the harm they can cause. They also learned how to stop the spread over invasive species and removed over 250 pounds of invasive European Frog-Bit at Bay City State Park. At the Saginaw Bay 4-H Fish Camp, youth learned how to fish and connected to Great Lakes issues including invasive species, marine debris, food webs, and more. Through donations from the Saginaw Bay Walleye Club and the Future Anglers Association, they received a rod, reel, and tacklebox in order to continue to fish and develop as an angler.
- Thank you to the partners who supported these workshops: Bay City State Park, Bay County Environmental Affairs & Community Development, Bay County Gypsy Moth Suppression Program, Bay County Health Department, Future Anglers Foundation, Michigan Department of Natural Resources, Project F.I.S.H., Saginaw Bay Cooperative Invasive Species Management Area, Saginaw Bay Walleye Club, and many volunteers.
- In June and July, Meaghan hosted a series of webinars for local decision makers and planners to raise awareness about the impact of extreme storms and flooding while also increasing understanding about strategies communities can take to be more resilient to these hazards. These webinars were recorded to more broadly share content (link to educational resources: <http://www.miseagrant.umich.edu/explore/climate-weather-and-the-great-lakes/extreme-storms-and-flooding/>). In August, Meaghan also hosted a Saginaw Bay Resiliency Summit at the Saginaw Valley Research and Extension Center, where attendees learned more about the impact of extreme storms and flooding while also exploring resiliency strategies, like green infrastructure and hazard mitigation planning. The webinar and summit topics were selected from surveys that area decision makers and planners completed in 2015 related to extreme storms and flooding. This project has been supported by the NOAA Coastal Storms a variety of regional partners including Bay County Emergency Management Division, East Michigan

Council of Governments, Midland County Office of Emergency Management, and the Saginaw Bay Coastal Initiative.

- In August, Meaghan partnered with Michigan Department of Natural Resources, U.S. Fish and Wildlife Service, Saginaw Bay Watershed Initiative Network and many local partners to host a Lake Sturgeon Release Event into the Saginaw Bay watershed. This event took place in Frankenmuth, and it was the first time lake sturgeon were released into the Cass River. Over 150 people attended the event, and the public had the opportunity to help release +140 lake sturgeon into the Cass River. This fall, two new classrooms, including Bay City Western Middle School, will raise lake sturgeon in the classroom and release the fish into the Tittabawasee River in the spring.
- Once abundant in many Michigan lakes and rivers, lake sturgeon were nearly eradicated due to overfishing and habitat loss, particularly the destruction of rocky reefs in rivers that sturgeon and other native fish species use for spawning. On the Cass River, a dam blocked access to critical spawning habitat for migrating fish - including lake sturgeon - for more than 150 years. A recent project removed the Frankenmuth dam and installed a rock ramp, reopening access to the long-blocked upstream spawning habitat for lake sturgeon and many other fish.
- In September, Meaghan began planning for future projects including education and outreach connected to the Saginaw Bay Reef Restoration Project. Through this project, federal, state and local partners will construct and restore rock reef habitat at two locations within the inner bay, the Coreyon and Saginaw River Mouth Reefs. This project will mimic the formation of natural reefs by placing approximately 5,000 cubic yards (3823 cubic metres) of rock material at each restoration site. When complete, this project will restore a 1-acre (0.4 hectares) rock reef at both the Coreyon and Saginaw River Mouth sites (restoring 2-acres (0.8 hectares) in total). These restored reefs will create important spawning habitat for many native fish species, and it will also help to facilitate a more resilient and diverse fish population. The construction of the Coreyon and Saginaw River Mouth Reefs is anticipated to be completed by the fall of 2019, and funding for the construction of the reefs was provided through the U.S. Environmental Protection Agency, Great Lakes Restoration Initiative and the Saginaw Bay Watershed Initiative Network.

Children & Youth Program (4-H)

- As reported in the last quarterly report, MSU Extension has been using the *SAFE: Screening Applicants for Effectiveness. Guidelines to Prevent Child Molestation in Mentoring and Youth Serving Organizations* training to build skills in staff members who work with children, youth and/or volunteers. Although 90 MSU Extension staff have already been trained MSU Extension administration is asking that all faculty and staff members who work with children, youth and volunteers have the skills and knowledge to prevent child molestation in our programs. In this quarter, Jodi and a colleague in Ingham County became certified trainers in this content and will be working with a team of 10 individuals to get them trained as well. Beginning in

September, Jodi will be holding nine trainings throughout the state for faculty and staff. Trainings will take place in Frankenmuth, Gaylord, Kalamazoo, Muskegon, Ann Arbor, Tustin, East Lansing (2), and Lapeer. Over 200 staff are already registered to build their skills in this important topic.

- Jodi has also been asked to be a part of a team called the Volunteer Excellence Support Team (VEST) that consists of the MSU Extension Volunteer Specialist, an Extension Educator housed in Ingham County and Jodi, Senior Extension Educator housed in Bay. It has always been a priority to help staff receive the assistance they need when issues arise with potential or current volunteers. However, this team will provide an additional level of support to staff by prioritizing and streamlining the process for assisting staff. Jodi is honored to be asked to be a part of this team and is looking forward to helping staff across the state.
- Lastly, Jodi is excited to share that MSU Extension received funding on a grant that a team of staff applied for was funded. The Michigan Community Service Commission granted MSU Extension \$522,615 for an AmeriCorps program that will host 30 members. Members will be housed across the state and will focus on recruiting volunteers to manage 4-H SPIN Clubs focused on STEAM (science, technology, engineering, art and math). In the fall, a training will be held at Kettunen Center for the new AmeriCorps members and their site supervisors. This grant is a three-year renewable grant so we are looking forward to seeing the growth that 4-H will experience as a result of the 4-H STEAM Corps AmeriCorps program.

4-H Program Coordination

- Bay County 4-H has been very busy the last several months. Holly started out the summer with having the annual Cloverbud Camp. It is held right at our County Building where our office is located. There were 12 participants, age 5-8 year olds, and 5 teen leaders. They went to Painterly Pottery, and they had guest speakers Alicia Wallace and Jeremy Lowell, Gypsy Moth Suppression Program, and Meaghan Gass, Sea Grant Extension Educator. Meaghan spoke to the kids about recycling, single-use plastics and composting. The kids also toured the commissioner's chambers to see what it's like to hold meetings.
- In July, Holly was very busy with beginning prep for the Bay County Fair and Youth Exposition along with hosting our Saginaw Bay 4-H Fish Camp. This camp is supported by a lot of local and statewide partners including Meaghan Gass, Sea Grant Extension Educator, Mark Stephens, Project F.I.S.H., Mike Kelly, The Conservation Fund and Saginaw Bay W.I.N., Laura Shorkey, Saginaw Bay Walleye Club, Bay City State Park, MI DNR, and Bay County the Health Department. Future Anglers Foundation donated all the rods and reels for all participants. With a total of 30 participants this year, this day-camp is a great way for youth to learn more about fishing, angler's safety, boater's safety, the Great Lakes, and many other topics. Holly began to work closely with her 4-H Advisory Council on ordering trophies and ribbons and getting activities organized for Bay County Fair and Youth Exposition. She also worked with the Bay County Fair board to help coordinator Fair registration.

- In August is when the Bay County Fair and Youth Exposition takes place and 4-H is always welcomed as a guest. Fair begins on a Sunday where 4-H youth can bring in their Still Projects (crafts, woodworking, photography, etc.) to the Canteen Building, and then they are judged on that project. Youth have the opportunity to receive Outstanding Ribbons, Best of Show Ribbons and Kiwanis Ribbons. Monday is when livestock and horses begin to arrive to the Fairgrounds. The Livestock and Horse Superintendents check-in and weigh the animals, and the poultry get pullorum tested. Tuesday is opening ceremonies for the Bay County Fair and Youth Exposition, along with a 4-H Horse Show and Poultry judging. Wednesday is the Large Animal judging in the AM and Rabbit judging in the PM. Thursday is another 4-H Horse show and the Bay County 4-H Livestock Auction. 4-H families who have youth who participate in a livestock project area provide a potluck style dinner for any potential buyer for the Auction. Friday is more of a relaxing day for our 4-H youth. They begin the morning with Archery (if the youth wish to do so); plus it is 4-H day on the Midway. Then 4-H holds the annual obstacle course called Ag-Olympics, partnering with Farm Bureau to provide a t-shirt for the youth. Saturday is also a relaxing day for our 4-H youth; this was our first year organizing a 4-H Talent Show for youth to showcase their talents. There was a great turn-out and so awesome to see so many youth with some really awesome talents. Saturday is the last day of Fair and 4-H youth continue to care for their animal projects. Sunday is the big day of Barn clean-up. All 4-H youth and family come together to clean out the barns and return them to how they were when everyone first arrived.
- Bay County 4-H is continuing their partnership with Handy Middle school and providing after-school programming in correlation with the 21st Century program. They have also revitalized our relationship with the Bay County Juvenile Home. They will begin programming in October and continue to provide programming for the 2018-2019 year. They will be doing programming that deals with money management, searching for jobs, learning how to create a professional resume, banking, some basic cooking skills, nutrition, and our most beloved programming there; the Harvest for All project. In the Harvest for All project, 4-H partners with Bay County Farm Bureau, and families sign-up to raise 25-30 meat chickens at their house. Farm Bureau provides the chickens and the feed for the chickens; all the families need is shelter and water and to care for the meat birds. Farm Bureau will deliver and pick the meat birds up when they are fully matured. Farm Bureau then donates all the meat birds to help their community members. This year, Bay County 4-H raised 255 meat birds with a total weight of 1,575 pounds of protein.

Tech Wizards Coordinator, Youth 4-H Programs

- The Bay County Tech Wizard program has had a very busy, effective and growth filled quarter. The summer months saw STEM (Science, Technology, Engineering and Math) programs presented at Washington Elementary School, The Bay County Community

Center's summer camp program and the Dow Bay Area Family Y's summer camp educational program.

- Washington Elementary Tech Wizards brought in special guests, including Bay County's Gypsy Moth Suppression Program - learning hands on about the Gypsy Moth, the Emerald Ash Borer and treatment for and damage done by invasive species. The Disability Awareness Training team from Disability Services Resource Center presented an educational program on disabilities, adaptive equipment and navigating the world with a physical disability. The Washington site visited the City Market and learned about locally grown foods, organic produce and recycling. Washington Elementary also learned more about Michigan Mammals and the Bay County Fair.
- This quarter, every Thursday afternoon, the Bay Area Family YMCA summer camp program participated in Tech Wizards. Over 50 students per session, age 5 - 12 participated in the Tech Wizard program as part of their summer camp education. YMCA Campers learned about self-esteem, suspension, measurements, nutrition and locally grown foods, recipes, built rocket launchers and learned more about customs from around the world, and learned more about the world of insects.
- The Bay County Community Center's summer outreach camp program also experienced Tech Wizards on Wednesday mornings. Over 100 campers per week learned more about the Bay County Fair, Weights and Measurements, Patriotism and Locally grown produce and nutrition.
- September will see the beginning of STEM Education classes again at Washington Elementary School and the Bay Area Family Y's after school program. A special mentor training was held at the Y for youth mentors and leaders.
- 4H Tech Wizards will focus the upcoming quarter on life skills, career exploration and the strengthening of creativity and ingenuity by science and technology exploration.

SNAP-Ed Nutrition Education

- Senior Market FRESH coupons were distributed to eligible seniors during the month of July, at Pine Towers, Maplewood Manor, Maloney Manor and Smith Manor. These are a book of \$20 coupons for the purchase of locally grown fruits and vegetables.
- July and August were really active with nutrition games and relay races with the kids at the Boys and Girls Club in Pinconning. The Club also had a BE FIT Festival in August, with 265 participants, kids and parents.
- Monthly nutritional presentations are hosted at Good Samaritan Rescue Mission.

PERSONNEL & EMPLOYEE RELATIONS

- Personnel Staff continued to work with ISD and MUNIS with the Applicant Tracking program. The goal is to have this program implemented by the end of 2018.
- Staff interviewed 2 companies for consideration for the County's Third Party Administration for workers compensation.
- Nationwide representative, Ken Kelbel was in Bay County meeting with employees regarding ways to supplement employees' retirement benefits.
- The wage study project continued: all Job Description Questionnaires completed by employees were submitted to Segal Waters and their review is ongoing. Meetings were held with the Leadership Team to discuss and select the Comparable Employer list. A list of benchmark positions was also reviewed and selected.
- Tiffany Jerry held reclassification meetings with the United Steelworkers employees that submitted requests for reclassification.
- Tiffany Jerry was involved in an internal investigation that resulted in discipline.
- Tiffany Jerry attended the annual MPELRA training Conference at Shanty Creek.
- Positions were posted in the following offices: Department on Aging, Equalization, Civic Arena and Health Department.
- Interviews were held and testing was administered for a vacancy in the Equalization Office.
- Vacancies were filled in the following departments: Juvenile Home, Central Dispatch, Civic Arena, Department on Aging, Building and Grounds, Health Department and Equalization.

Payroll/Benefits

- Filed and paid all monthly and Q2 payroll taxes including MESC, 941 and Michigan state withholding.
- Processed and distributed 3,533 payroll EFT/checks.
- Held quarterly 401k Committee and 457 Board meeting in August. Finalized RFQ for investment consultant per resolution of committee/board. RFQ was released and bids were received. Review process began and will conclude in 4th quarter.
- Worked with IT on implementation of online open enrollment for health insurance to be rolled out in October.
- Attended "Refresher on Medical and Dependent Care Flexible Spending Accounts" webinar
- Participated in interviews with broker for selection of workers compensation carrier.
- Participated in wage study as part of the project team.

Wellness Center (through February)

- Satisfaction Rating is 95%
- June had 135 appointments (6 new, 129 return), July 121 appointments (6 new, 115 return); August had 139 appointments (5 new, 134 return)
- Most frequent visit type in June, July and August were acute illness and wellness care.
- Referrals year to date have been to Endocrinology, Gastroenterology, Dermatology, etc..
- Disease management has been provided most frequently for Diabetes, COPD, Hypertension and Hyperlipidemia.

Wellness

- Email newsletters sent out on various topics each Monday - Your Health Matters, Wednesday - Wellness Wednesday, and Friday - Fun Fact Friday
- Potty Postings were hung throughout the restrooms in the County Building, Civic Arena, Community Center, Pinconning Park and the Health Department.
- Lunch & Learn in July hosted by Jan Doerr from Health Naturally, 15 attended.
- Lunch & Learn in August hosted by the Wellness Center, 20 attended.
- Lunch & Learn in September hosted by Jan Doerr from Health Naturally, 18 attended.
- Extended reimbursement to employees and retirees for the Rotary Club Driathlon, Sacred Heart Walk, and Happy Campers run/walk.
- Step Challenge #3 took place 6/25-9/2, 50 employees participated
- Win-By-Losing 9 week weight loss challenge started in September, Bay County has 16 participating.
- Promoted Fitness Classes, Fitness Rooms, Delta membership and Dow Bay Area YMCA memberships

Community Involvement

- Volunteer member on the Member Connections Committee for Valley Society for Human Resource Management

PUBLIC DEFENDER

There were a total of 235 new cases opened during the quarter, the break down is listed below:

Assigned Criminal Matters

- Mr. Mannikko was assigned 63 new felony files.
- There were 112 new misdemeanor files assigned to; Mr. Hetherington: 99 and Mr. Mannikko: 15.
- Mr. Mannikko was assigned 15 new felony violation of probation files.
- There were 19 new misdemeanor violation of probation files assigned to; Mr. Hetherington: 126 and Mr. Mannikko: 3.

Assigned Probate Matters

- Ms. Fitzgerald was assigned 18 new delinquent files and 8 new neglect files.

Budget-Cost savings

- Ms. Fitzgerald continues to utilize the county car for home visits.

Other Departmental News

- Progress continues to be made on the new MIDC specifications.

RECREATION & FACILITIES

During the 3rd Quarter of 2018, 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 work on implementing Dude Solutions for Buildings & Grounds including review of the facility condition assessments and preventative maintenance lists created by Alpha. As well as continued work on implementing RecPro for the Community Center and Civic Arena. This included extensive training sessions for RecPro.

- Reviewed and submitted the required job description analysis for everyone within our department for the County wage study process.
- Worked with Spicer to coordinate and begin to develop the Bay County Recreation Plan which includes 10 townships and 4 cities in our community. This is the first year the City of Bay City has participated in the joint plan.
- Participated in the Department's 2019 budget meeting with the Executive, Finance Department and key commissioners.
- Gathered and report participation numbers to the Bay County Board of Commissioners upon their request. I delivered a presentation on the Civic Arena to the Personnel Judicial Committee in August. A presentation on Pinconning Park was scheduled for the September meeting but was bumped due to time constraints.
- Met with Emergency Preparedness colleagues to discuss site security plans at the Community Center.

Civic Arena

- The Friends of the Bay County Libraries had their 44th annual used book sale July 26th-28th at the rink
- Adult league Summer season had 15 teams with 117 players and 55 substitute players
- Summer high school league ended and so did our 3 on 3 youth hockey league
- Bay County Hockey Association held fall and winter drafts. They have 8 house teams and 5 travel teams. Still waiting on final player numbers
- Sk8 Bay Figure Skating club had 42 members
- Rented out 793.5 hours of ice for the 3rd quarter with 6 birthday parties, and we held a hockey referee seminar in August
- Tri-City Junior Icehawk's hockey team held tryouts during the summer for their 2018-2019 team
- Public Skates had 515 skaters with 287 skate rentals
- Drop-In hockey had 186 skaters
- Stick & Puck had 384 skaters
- Newly added skills and drills had 479 skaters for the 3rd quarter
- Sharpened 231 pairs of skates during the third quarter

- Our third session of our LTPH camp had 31 skaters

Community Center

The Fitness Center:

July	96 members	72 County Employees	Day pass - 2	570 visits
August	71 members	109 County Employees	Day pass - 3	554 visits
September	89 members	73 County Employees	Day pass - 2	459 visits

Fitness classes:

FitFun -	28 pay clients	5 Bay County employees	33 participants
YogaFit (a.m.)	14 pay clients	4 Bay County employees	18 participants
Fit in 30 -	6 pay clients	6 Bay County employees	12 participants
Chair Yoga	Tuesdays 48 clients	Thursdays 43 clients	(Room 124)
Open Volleyball	22 clients		
Open Badminton	29 clients		
Pickleball -	July - 188	August - 253	September - 250 (30 pickleball players)

Summer Recreation - We had a great summer with 192 campers. The counselors were great. Numerous field trips, games and swimming.

Pool : Total number of swimmers this season was 4117; June-804, July-2385, and August-928. Mr. James Carbary donated \$3000 to our program again this year, which allowed us to add Tuesdays as another free swim day!

Two sessions of swim lessons Monday/ Wednesday morning and Tuesday/ Thursday evening.

Rentals: Drivers Training rented room 124, 4 days out of the week from June - August. We did have additional rentals throughout the summer on the week-ends.

Division on Aging: The small gym is used for Shuffleboard (Thursdays) in September

Men's Basketball Fall league - The large gym is used - 8 teams (September, October, November)

Fairgrounds:

Fair: The Bay County Fair took place August 7-11, 2018.

Canteen: Division on Aging uses this area as a meal site. Chair Yoga in the Canteen on Tuesdays in July and August, and MSU/4-H held monthly meetings. There were a few graduation parties in July.

Merchants Building: Rented for a graduation party, Farm Bureau livestock show, and Bay City Rollers.

Camping - We had 18 campers through the summer.

Golf Course

- July Rounds of Golf - 5,262

- August Rounds of Golf - 3,405
- September Rounds of Golf - 2,748
- 21 total Outings and Tournaments held
- County Tournament August 4th & 5th - Overall Champion - Scott Miller
 - First Flight winner - Greg Licht
 - Second Flight winner - Shane O'Mara
 - Third Flight winner - Chip Arrington
 - Fourth Flight winner - Josh Lauzon
- Senior County Tournament August 11th & 12th - Overall champion Rick Webb
 - First Flight winner - Kurt Legner
- Super Senior County Tournament August 11th & 12th - Overall champion Gene Rhode
- Aerated 18 greens and practice green - September 26th & 27th