



REPORT TO THE COUNTY EXECUTIVE FIRST QUARTER, 2019

The following reports for the 1st quarter of 2019 are presented to the County Executive:

ADMINISTRATIVE SERVICES

- Assisted in finalizing a Community Outreach Specialist contractual position at the Animal Control facility.
- Finalized the creation of the Bay County Veteran Affairs Department.
- Worked with MMRMA and various departments regarding automobile and property damage claims.
- Attended Michigan Public Risk Management Association (MIPRIMA) quarterly meeting in Livonia. A variety of Risk Management topics were discussed with guest speakers.
- Attended a FOIA training session held by the Michigan Municipality Risk Management Authority (MMRMA).
- Assisted the Veterans Offices in coordinating financial processing expenditures through & Sailors Relief and Veteran Transportation Services.
- Attended the Michigan Public Risk Management First Quarter Board Meeting.
- Worked with various County offices in processing Freedom of Information Act (FOIA) responses for the First Quarter. Many responses required several hours of work as they were sizeable in nature. Most requests required receiving records from 911 Dispatch, the Sheriff's Office, The Health Department, as well as Animal Control.
- Resolved a number of constituent inquiries and communications made to the Administrative Services office.
- Attended the MMRMA Spring Conference. Various topics including RAP Grants, FOIA, and Governmental Immunity were discussed.
- Assisted in finalizing the second phase of flooring to be replaced at the Animal Control building.
- Met with Animal Control and the Prosecuting Attorney's office.
- Met and discussed various Soldiers / Sailors Relief items with staff.
- Participated in a meeting with MMRMA to review coverage and policy information.
- Reviewed Animal Control statistics, we are currently at 95.58% save rate.
- Assisted the County Executive and Corporation Council in preparing the State of The Community presentation.
- Attended the Veteran Affairs Department meetings in February and March.

Animal Control

- The Shelter took in a total of 263 animals this quarter; 130 cats and 130 dogs and 3 rabbits.
 - Owners claimed 2 cats and 46 dogs.
 - We adopted 53 cats, 17 dogs, and 3 rabbits.
 - Per owner’s request 23 cats and 26 dogs were euthanized.
 - Due to aggressive behavior or illness, 4 cats and 6 dogs were euthanized.
 - We transferred 26 dogs and 31 cats to other shelters and rescues.

- Field Activity: Officers went out on 752 calls, this quarter, which include the following:
 - 45 Animal Bites
 - 30 Investigations of Cruelty, Neglect, or Abandonment
 - 150 Loose and Aggressive
 - 66 Barking

- We are promoting our adoptable animals on the various websites, Face book, Petfinder.com, Youtube, Instagram, Twitter, etc. We continue to work 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.

- Due to Dr. Musselman losing her veterinarian technician on March 22, all surgeries for BAISD this year were done prior to her departure. A total of 20 surgeries were performed from March 8 through March 22nd.

- The next Empty the Shelter event will be held on May 4, 2019. People who wish to adopt will have to pay \$30.00 which includes having the animal microchipped. Bissel will reimburse us the difference in cost of our adoptions, so for a dog they will reimburse us \$78.00 each. For a cat they will reimburse us \$38.00 each. We are being given the microchips for free that are to be inserted into the shelter animals. Stephanie Bieser from Bay County Humane Society will be assisting with this procedure.

- Furfest Rockin the Rescues has still been a great help to the shelter especially with the cats. We had several cases of Upper Respiratory Infection but with Furfest helping with the welfare of the cats we were able to get through it.

Veterans

We were able to help 39 qualified veterans and/or spouses during this quarter. 16 veterans were not served because they were either over income or incomplete paperwork.

SERVICES	EXPENSES
----------	----------

FOOD	1075.00
GAS	475.00
HEAT/FURNACE	442.40
WATER/DEWER	558.80
CAR REPAIR	500.00
BUS PASSES	95.00
HOME REPAIRS	4500.00
BAY CITY UTILITIES	2011.54
CONSUMERS ENERGY	1216.68
TOTAL	11,404.42

CENTRAL DISPATCH 9-1-1

1. 9-1-1 answered: 5,103 Emergency calls in the month of January; 5,078 Emergency calls in the month of February; and 5,100 Emergency calls in the month of March. In total, Central Dispatch has answered 15,281 Emergency calls for 2019.
2. Bay County 9-1-1 was fully staffed the 1st quarter of 2019 from January 1st until March 29th. This is the first time this has occurred in nearly 30 years.
3. A total of 9,135 Bay County residents have signed up for Smart911. 319 residents have signed up in the 1st quarter of 2019. 95 9-1-1 calls were made that were associated with a Smart911 profile and Bay County 9-1-1 initiated 43 Smart911 texting sessions.
4. 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. The draft agreement governing the activation and use of the camera systems was sent to the schools for review.
5. 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 1st quarter 2019.

Bay County 9-1-1 and Bay County Emergency Mgmt:

1. Scheduled and conducted radio training at all 15 Fire Departments.
 2. Reprogrammed 500+ portable and mobile radios
 3. Trained a15 Fire Departments on the new Fire Ground communications procedure.
6. Developed, implemented and trained staff on the 800MHz Radio Storm Plan. The Storm plan outlines procedures in response to differing types of 800Mhz radio system failures.
 7. Met with each 9-1-1 staff member to conduct annual employee evaluations. As part of the evaluation process, employees established goals for the year and outlined training requirements.
 8. Implemented the Text to 911 Software on 9-1-1 PCs. 9-1-1 Staff are currently testing the text capability with plans to go live with our Great Lakes Bay 911 partners in the 4th qtr 2019.
 9. Reviewed and made updates to the GIS layer files for the West 9-1-1 Phone System mapping software. This was done in preparation for West Viper 9-1-1 Call Handling Software update. The software update is scheduled August 2019.

CORPORATION COUNSEL

- Reviewed contracts for or provided legal opinions to:
 - Administrative Services
 - Board of Commissioners
 - Central Dispatch 9-1-1
 - Circuit Court
 - Criminal Defense
 - Department on Aging
 - Environmental Affairs & Community Development
 - Finance
 - Friend of the Court
 - Gypsy Moth Program
 - Health Department
 - Housing Department
 - Information Systems Division
 - Mosquito Control
 - Personnel and Employee Relations
 - Prosecutor
 - Purchasing
 - Recreation and Facilities
 - Register of Deeds
 - Retirement Board
 - Sheriff
 - Treasurer
 - Transportation Planning

- Interviewed and hired Heather Brady Pitcher as Assistant Corporation Counsel
- 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
- Attended Veteran Affairs Committee meetings
- Attended MIDC Meeting
- Attended meeting regarding Department on Aging Riverside Kitchen
- Attended 2019 State of the Community Luncheon
- Attended Wage Study Committee meeting
- Prepared handouts and attended Finance meeting with Bay County Commissioners
- Assisted with State of the County address preparation
- Attended Division Managers and Department Directors meeting
- Provided legal opinions and guidance on employee/personnel issues
- Provided legal opinions and guidance to Treasurer Appointment Panel
- Received, reviewed and responded to various subpoenas (Sheriff's Office – 2, Central Dispatch – 1)
- Attended RFQu interviews

Current Litigation

- Drafted pleadings and participated in Treasurer foreclosure hearings
- Reviewed complaint and attorney correspondence regarding Collin Michael Clark
- 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, filings and billings in C Burch v. Bay County DHHS and D. Burch v. Bay County DHHS Appeals
- Reviewed attorney correspondence and provided information in Brenda Amthor v. Adam Brown litigation matter
- Reviewed attorney correspondence and attended meetings in Delores Proctor, et al v. Bay County (class action)

Conferences/Seminars/Special Events

- Attended MMRMA Freedom of Information Act Workshop

CRIMINAL DEFENSE

TOTAL Case Appointment Numbers for JANUARY 2019

- Felony Matters: 39 assignments

- Circuit Court Violation of Probation Matters: 17 assignments
- Misdemeanor/Traffic Matters: 98 assignments
- Appeals: 4 assignments
- PPO's: 1 assignment
- FOC/Paternity: 0 assignments
- DENIED APPOINTMENT: 3
- **Total Assignments: 159**

CRIMINAL DEFENSE Case Appointment Numbers for JANUARY 2019

- Felony Matters: 16 assignments
- Circuit Court Violation of Probation Matters: 9 assignments
- Misdemeanor/Traffic Matters: 57 assignments
- **Total Assignments: 82**

TOTAL Case Appointment Numbers for FEBRUARY 2019

- Felony Matters: 49 assignments
- Circuit Court Violation of Probation Matters: 11 assignments
- Misdemeanor/Traffic Matters: 92 assignments
- Appeals: 0 assignments
- PPO's: 0 assignment
- FOC/Paternity: 0 assignments
- DENIED APPOINTMENT: 1
- **Total Assignments: 152**

CRIMINAL DEFENSE Case Appointment Numbers for FEBRUARY 2019

- Felony Matters: 3 assignments
- Circuit Court Violation of Probation Matters: 3 assignments
- Misdemeanor/Traffic Matters: 47 assignments
- **Total Assignments: 53**

TOTAL Case Appointment Numbers for MARCH 2019

- Felony Matters: 54 assignments
- Circuit Court Violation of Probation Matters: 8 assignments
- Misdemeanor/Traffic Matters: 93 assignments
- Appeals: 1 assignments
- PPO's: 1 assignment
- FOC/Paternity: 0 assignments
- DENIED APPOINTMENT: 0
- **Total Assignments: 157**

CRIMINAL DEFENSE Case Appointment Numbers for MARCH 2019

- Felony Matters: 20 assignments
- Circuit Court Violation of Probation Matters: 3 assignments
- Misdemeanor/Traffic Matters: 56 assignments
- **Total Assignments: 79**

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

MIDC Compliance Plan

- Interviews for the OAC position held and a part-time person was hired. Training will continue.
- Arraignment room and attorney conference room at the jail had carpet installed (to help with echo and privacy), outfitted with desk, chairs, telephone and some office supplies.
- A part-time deputy was hired and meeting held with contract attorneys and deputy regarding the arraignment procedure along with jail rules.
- OAC policies were updated and reviewed, specifically regarding case assignments between offices and for over-flow attorneys.
- OAC forms and reporting procedures updated to comply with MIDC requirements.
- Had a meeting with MIDC regional representative and arraignment attorneys and over-flow attorneys to review new requirements per MIDC and new procedures at the OAC
- Attorneys from Public Defenders, Department of Criminal Defense, Arraignment Attorneys and some Contract Attorneys attended CDAM, a training required by the MIDC.

DIVISION ON AGING (DOA) (See Attached)

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report

- **Rock Reef Restoration:**

The Rock Reef Project Team continued to work with the designer to complete the submittal for Joint Permitting with MDEQ and the US Army Corps of Engineers. Public outreach activities and informational presentations at sailing clubs responded with concerns about the location of the proposed nearshore reef and in response to the concerns the nearshore reef was eliminated from further consideration. The deeper water Coreyon Reef restoration will instead be constructed with a larger footprint (3 acre) while maintaining the height of the proposed top of the reef to ensure 10.5 feet of water over the top of the new reef under existing water levels and 6.5' under the low, low water conditions (2013 levels). The revised project will have another Public Notice with a 20 day period for public comments.
- **Linwood Scenic Access Site Cooperative:**

The Director has been working cooperatively with Fraser and Kawkawlin Townships and the Linwood Civic Improvement Club to assist in the development of the Linwood Scenic Access Site Improvements project for the creation of a Greenspace, park like setting area for picnic tables, viewing scope, and a seasonal fishing dock with an ADA kayak launch. Several grant proposals have been developed and submitted and the project is awaiting notice of selection. Grant funding and in-kind match from the well-established partnerships in the area will transform this much needed Saginaw Bay access project. Currently the site only receives heavy traffic and use in the winter for access to the ice, but very little summertime use as the site doesn't have much more than a paved parking lot. This project will restore Saginaw Bay access at this site for Bay County residents and visitors to enjoy.

Services
Jan. - March
2019

Bay County Department on Aging Services for Seniors - 1Q19

Referrals
Received for In-
Home Services
191

Special
Event
Eligible
Meals
893

Home
Delivered
Meals
41,161

Congregate
(Activity Center)
Meals
9,806

Commodities
Boxes
Delivered
579

Do you know what services the Department on Aging offers to the Bay County Residents 60 years and better who are home-bound? We offer Home Delivered Meals, Personal Care Services and Homemaking Services. There are 6 Case Managers (5 full time and one part time) and one full time RN, that do home visits to complete paperwork and set up services.

Do you know that the Department on Aging offers Activity Centers in several locations throughout Bay County that provide opportunities to have a nutritious meal, experience fellowship, and participate in a variety of activities. We also can assist with transportation to any one of the Activity Centers.

The Bay County Department on Aging is dedicated to providing continued opportunities for the community's older adults by maintaining independence, offering social activities, and enhancing their lives through delivery of quality services in a cost-effective manner.

Transportation (# of rides) 137	Caregiver (Hours) : 117	
Volunteer (Hours) 1949	Case Coordination (Hours): 1,402	
	Homemaking (Hours) 1729	Personal Care (Hours) 446

Health & Wellness Classes

Blood Pressure Clinics - Low Vision Support Group - Various Sites Exercise Classes - Line Dancing - Wii Bowling League - Shuffleboard - Osteoporosis Strength Classes - Aging Well: Chair Yoga - Cornhole Toss - Indoor Walking Program - Grief Support Group-Cardio Drumming - Chair Dancing-Diabetics Education-- Arthritis Exercise, Spa Wellness

Special Events

InService - Massages & the Body Benefits, 3) Movie/Lunch Series, 3)Chair Yoga, Nutritional Program, Winter Euchre Tourney, Winter Osteo, Bay City Players Event. Vita Program, Balancing Your Life Program

Dining Center Activities

Musical Entertainment, Gerald Prevost, Music with Vicki, Polka Fest, Happy Dave, Johnny Hunt, Roger Tomasi, **Arts & Crafts** - Canvas Painting Class, Wood Pallet Craft, **Special Programs** - Afternoon Tea, Movie Afternoon, Fresh Arrangement Class, Valentines Celebration, Card Making Class, Pain Management Program, Derby Horse Racing Game, Energy Efficiency Solutions Program, Thrivent Financial Program, St Paddy's Day Celebration, 911 Smart Phone Program, Genealogical Society Program, Spa Day, Fat Tuesday Celebration, Coffee and Cop Program, Jeopardy Games **Ongoing programs**- Hampton Travelers Casino Trip, Birthday/Anniversary Celebration, Book Club, Games, Cards, Bingo, Knit/Crochet Group,

- **DNR Phragmites Grant Planning; Mechanical Treatment:**
Coordination and permitting is being finalized to allow for mechanical (mowing) treatment of the Phragmites along the shoreline that fronted Hampton Township and DNR's Quanicassee Area and other remaining treated shoreline frontage in Bay County. Approximately 300 acres will be mowed to reduce Phragmites stalks and open up the shoreline for both visual access and physical access. This work will complete the commitment of Bay County to help restore socio- and cultural connections to the Saginaw Bay and represents an active partnership from around the bay including the Saginaw Chippewa Indian Tribe, Hampton Township, Bay County, Tuscola County Economic Development Corporation, Saginaw County Conservation District and the Michigan Department of Natural Resources.
- **Household Hazardous Waste, E-Waste, and Recycling Cooperative:**
Preliminary discussions to explore the possibility of some cooperative shared events or longer term collaborations have been underway with Bay City's Parks and Sanitation Director. Interest has been expressed to work together to help reduce waste and increase recycling and options are being considered. Household Hazard waste collect events must be scheduled at least one calendar year ahead of time, yet grant funding to help support this effort has changed dramatically and is no longer as available locally. Planning is underway to solidify plans to conduct a shared (County-City) E-Waste recycling event at two locations in 2019.
- **Partnerships, Public Outreach and Education:**
Presentations on Saginaw Bay water quality were made at Bay City Garden Club, Bay City Yacht Club. Continued participation on the Bay Agribusiness Council as the emphasis turns to increase public awareness of the variety of ag-processors in Bay County and their contribution to our economy. Provided assistance to the Bay County Fair Board for grant funding proposals and linkage to the agribusinesses. Participate with the Saginaw WIN and Conservation Fund on organizational efforts to schedule a "State of the Bay" conference in the Fall 2019. Assist in the reconstruction of a smaller, more focused Saginaw Bay Cooperative Invasive Management Area (CISMA) reorganization with MDNR, Arenac County Conservation District, Saginaw RC&D, Tuscola County, and the Saginaw Chippewa Indian Tribe to ensure work for invasive weed treatment continues in Bay County - by others - after our DNR grant ends. Participation in the Citizens Advisory Group for the US EPA Dow Dioxin Clean up, the Partnership for the Saginaw Bay, and the Chamber of Commerce Gateway to the Community Beautification Committee.
- **Natural Resource Restoration Settlements:**
Worked with the Bay County Executive, U.S. Fish and Wildlife Services (USFWS), Department of Natural Resource (DNR), and Department of Environmental Quality (DEQ) to develop an informational package to highlight the fiscal impacts to local units of government when private properties are converted to tax exempt for environmental restoration purposes.

Geographic Information Systems (GIS)

- Continued maintenance on 9-1-1 GIS data for New World System CAD Map and Intrado Software.
 - Updated 1 address change or addition.

- Added 1090 fire hydrant locations.
- Continued update of the Fetch GIS Mobile Application for First Responders.
 - Updated over 60 Pre-Fire Survey addresses.
 - Updated over 240 verified Hydrant Locations.
 - Updated over 850 unverified Hydrant Locations.
- Coordinated with 9-1-1 on GIS data needs for update to Map Flex (Intrado) Software upgrade.
- Organized and held three Bay County-Bay City GIS Workgroup Meeting.
- Coordinated meeting with Esri and Bay County Road Commission for improving and maintaining ArcGIS systems. Currently Bay County GIS organizational account holds 9 users with varying roles and responsibilities
- Maintained data for the Bay Area Fetch Viewer and added 3 new data layers to the site;
 - Bangor Township Zoning
 - Beaver Township Zoning
 - Digital Elevation Model
- Completed GIS Data and Map Requests at an estimated cost of:
 - \$336.02 to Private Sales
 - \$395.00 to County Dept./Div.
- Attended three monthly MiCAMP Board Meetings.
- Coordinated discussions with Bay County and Midland County Mosquito Control departments along with Midland County GIS to share ideas and develop useful GIS practices.
- Coordinated discussions among partner agencies for an upcoming 2020 aerial photography project.
- Continued GIS assistance to the Bay County Gypsy Moth Program to assist their field collection process.
- Participated in joint meetings with the Bay County Mosquito Control program and ESRI, Amalgam, and Midland County Mosquito Control program to discuss GIS options for larvaciding work flow.
- Hosted State of Michigan representatives from the Center for Shared Solutions, to present information on the Michigan Aerial Imagery Exchange for Local Data Program (MiSAIL).
- Participated in two meetings with Midland, Saginaw, Tuscola, and Isabella counties to discuss regional 2020 aerial photography project.
- 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.
- Coordinated purchase of new large format plotter/scanner/copier that came in under budget.

Gypsy Moth Program

- **Gypsy Moth Suppression:**
 During the First Quarter of 2019, Gypsy Moth Program staff completed field surveys to delimit the three areas of the county that will need treatment to control outbreak level populations of Gypsy Moths. In February, notifications were sent to the 34 owners of property in these areas. Property owners were given the option to “opt out” of the treatment program. However, no property owners chose this option. Staff worked over the winter to digitize the spray areas for the upcoming 2019 Gypsy Moth spring treatment. Staff assisted the Finance Department to develop and issue IFB

022019 for Aerial Treatment to Control Gypsy Moths, evaluated the bids received in response to the IFB, and updated needed documents. Two bids were received with the low bid of \$51.56 per treatment acre being submitted by Al's Aerial Spraying, LLC out of Ovid Michigan. In other areas of the county, the Gypsy Moth population continues to be stable and at very low levels that are not likely to cause defoliation, which damages trees and makes them more vulnerable to other insects and diseases that could lead to the death of the tree.

- **Emerald Ash Borer (EAB):**

The Ash Tree Inventory and Assessment file and map were updated. Bay City shared their list of 120 ash trees that they had removed in the past few years, and this data was also used to update our ash tree database. Just over 1,000 ash trees will be treated in the spring of 2019. The ash tree information was provided to our applicator (Robert Kinnucan Tree Experts) in order to facilitate the 2019 EAB Treatment operations. Staff have been working on the development of an Ash Tree Summary Report to show local public entities the condition of ash trees in public parks and landscaped areas.

- **Arc-GIS and Collector:**

The Gypsy Moth Suppression Program continued with the process of implementing Arc Collector in the first quarter of 2019. The iPads and all other needed components were purchased so that staff began the process of transitioning the program's ArcGIS maps and database needs to ArcGIS Online so they can be accessed when using Arc Collector. Gypsy Moth Program staff attended an Introduction to ArcGIS Online and Collector for ArcGIS training course at Michigan State University on March 7, 2019. The combination of this training course and help from our in house GIS staff allowed the program to create our first interactive mobile ash inventory map with drop down menus. This map and database will continue to be updated on a regular basis as new data is received for implemented in the field in place of the old paper maps and data sheets. The goal is to have everything up and running smoothly for use during the 2019 Spring EAB Treatment Project.

- **Educational Programs:**

Invasive Species educational programs were provided to all fourth grade classrooms in the Bay City Public School District (24) and Bangor Township Public School District (6) as part of their STEM initiative. These programs teach the students about invasive species using Gypsy Moth and the Emerald Ash Borer (EAB) as prime examples of how invasive species damage our environment, the pathways taken by these new pests to reach Michigan, what is being done to control these and other invasive species, and what the students can do to help prevent the spread of invasive species.

Michigan Green Schools

- **Michigan Green Schools Initiative 2018-2019 School Year:**

Area schools were kept abreast of updates to the Michigan Green Schools Program. Auburn Area Catholic School, Bangor Central Elementary, Bangor Lincoln Elementary, Bay-Arenac ISD Career Center, John Glenn High School, State Street Academy, Bay Arenac Community High School, and Bush Elementary Schools all applied for recognition and met the requirements to qualify as Michigan Green Schools for all the work they do to encourage Environmental Stewardship, Energy Conservation, and

Recycling. The former six schools submitted 20 or more points that meet the requirements, so they will be awarded the Evergreen Level Michigan Green Schools Designation; Bay-Arenac Community High School submitted 15 points that meet the requirements so will be awarded the Emerald Level Michigan Green Schools designation; and Bush Elementary School submitted 10 points and will be recognized as a Michigan Green School. Awards will be presented at the April 2019 Board of Commissioners Meeting.

Mosquito Control

- Chemical bids were opened in January, purchases approved, and deliveries currently underway.
- Purchased a new grizzly fogger to add to the adulticiding (nighttime fogging) fleet
- Annual Michigan Department of Agriculture and Rural Development Community Outreach Plan approved
- Annual Special Use Permit for surveillance and treatment at Bay City State Park approved
- Annual Self-Certification of Pest Management Measures submitted for 2019 as required under the DEQ National Pollutant Discharge Elimination System permit
- Received Board of Commissioners approval to contract with Light Trap surveillance residents
- Received Board of Commissioners approval to contract with Environmental Rubber Recycling for 2019 scrap tire recycling
- Received Board of Commissioners approval to hire 32 seasonal employees. Hiring of seasonal staff is currently under way
- Seasonal Field Supervisor has been re-called to work in preparation for the spring treatment season
- Awarded a 2019 DEQ Scrap Tire Clean-Up Grant up to \$8,000. Two tire drives have been scheduled for this summer, June 1st at Mosquito Control and August 3rd at Fraser Township Hall
- Woodlot surveillance for spring mosquito larvae began in late March to determine timing of aerial treatment. Larval development is slightly behind average due to cooler temperatures in March-April. Surveillance will continue weekly with expected aerial treatment in mid-to-late April
- Coordinated aerial treatment plans with James Clements Airport and Earl's Spray Service. Acreage has been expanded to 52,434 acres of flooded woodlots, an increase of 2,600 acres from 2018; public notices and community outreach materials are currently being published
- A joint meeting with local mosquito control districts, public health officials, Michigan State University, and Michigan Department of Health and Human Services was held to discuss surveillance and testing for potential emerging mosquito-borne diseases
- Significant improvements have been made in GIS mapping to increase efficiency and accuracy of larviciding and adulticiding treatments, and included meetings with ESRI, Amalgam, and Bay County GIS; Bay County Road Commission shared valuable catch basin location data
- Updates to our 2-way radio duplexer and repeater have been undertaken by Anderson Radio to improve our fleet communication system
- Updates to our seasonal employee training program, citizen databases, maps, treatment areas, and equipment, are all being made in preparation for the upcoming season
- Field Supervisor attended Collector for ArcGIS training at Michigan State University

- All staff attended the Michigan Mosquito Control Association (MMCA) annual conference in Lansing
- Manager was awarded the H. Don Newson Distinguished Service Award for service to the MMCA
- Manager and Biologist attended the American Mosquito Control Association (AMCA) meeting in Orlando
- Annual Technical Advisory Committee meeting was held with representatives from Bay, Midland, and Tuscola Counties present to assess 2018 program accomplishments and 2019 program plans
- Scheduled outreach videos for Bay C TV to air throughout the treatment season; performed public outreach through a spring mosquito surveillance Facebook post
- Presented mosquito life cycle presentations for Bangor Lincoln kindergarten class; scheduled presentations for all Bay City and Pinconning School District 1st graders
- Regular involvement with City/County GIS Workgroup
- Regular involvement with Bay County Gypsy Moth Advisory Committee
- Active involvement in Michigan Mosquito Control Association Board of Directors meetings
- Staff met with multiple vendors learning of new larviciding products and new technology for adulticiding equipment

Transportation Planning Division

- Held one BCATS Technical and one Policy Committee meeting.
- Approved 14 Amendments to the BCATS FY 2017-2020 TIP.
 - This totaled \$97,756,234 in Federal, State, and Local funding for road and transit projects in the Bay City Urbanized Area.
- Continued drafting BCATS FY 2020-2023 TIP document.
- Approved local road and transit agency BCATS FY 2020-2023 TIP projects from the City of Bay City, Bay County Road Commission (BCRC), and Bay Metropolitan Transportation Authority (BMTA). Below are selected projects by fiscal year and agency with total project costs.
 - **FY 2020**
 - BCRC - Old Kawkawlin Rd (2 Mile Rd to M-247)
 - \$1,884,00
 - BMTA - Operating Assistance
 - \$6,775,000
 - BMTA - ADP Hardware & Software
 - \$80,000
 - BMTA - Replace 2 Lift Vans
 - \$120,000
 - **FY 2021**
 - Bay City - Wenona Ave (Ionia St to Fisher St)
 - \$2,358,760
 - BMTA - Operating Assistance
 - \$6,775,000
 - BMTA - Replace 2 Lift Vans
 - \$120,000
 - BMTA - Window, Door, & Floor Replacements

- \$80,000
- FY 2022
 - Bay City - Wenona Ave (Fisher St to Jane St)
 - \$2,121,706
 - BMTA - Replace 2 Lift Vans
 - \$120,000
 - BMTA - Air Make-up Unit
 - \$80,000
- FY 2023
 - Bay City - Wenona Ave (Jane St to North Union St)
 - \$3,888,148
 - BMTA - DPF Exhaust Cleaner
 - \$80,000
 - BMTA - Tire Changer Replacement
 - \$15,000
 - BMTA - Air Make-up Unit
 - \$90,000
 - BMTA - Air Compressor Replacement
 - \$15,000
- Participated in 2 days of “Introduction to Roadsoft” Training Webinars.
- Attended three monthly MTPA meetings in Lansing.
- Attended Riverwalk Rail Trail committee meeting.
- Attended three monthly JobNet Technical Committee Meetings.
- Attended the Center for Technology & Training: Pavement Surface Evaluation and Rating (PASER) Training in Saginaw, MI and PASER Training Webinar to be certified for PASER collection of federal aid roads.
- Completed the annual Highway Performance Monitoring System reporting.
- Began drafting the FY 2020 Unified Work Program with a requested \$211,730 in Federal Planning funds.
 - \$168,698 for highway planning in the Bay City Urbanized Area
 - \$43,032 for transit planning passed through to Bay Metropolitan Transportation Authority
 - \$19,900 in State of Michigan Asset Management funds will also be a part of the FY 2020 Unified Work Program.

EQUALIZATION

- Finalized Sales Studies and Appraisal Studies and published the tentative equalization ratios in the newspaper.
- Met with State Tax Commission District Representative as to our yearly sales/appraisal studies. His recommendation is to use ours versus their limited studies.
- Reviewed Register of Deeds recordings, checking for full or partial coverage of parcels and print pertinent documents for Assessors.
- Assigned new parcel numbers on split or combined properties, write those descriptions and update the Equalization Maps, as well as the GIS parcel layer.

- Assisting in updating GIS parcel layer for new parcels and parcel corrections.
- Assisted in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Redrafted problem portions of the Equalization maps.
- Worked with Township/City Assessors after the Board of Review to finalize their Assessed and Taxable Values.
- Added new reports & removed old reports from the Equalization web pages on the internet.
- Prepared the Equalization Reports for the Bay County Board of Commissioners.
- After approval from the Board of Commissioners, the final values will be submitted to the State Tax Commission.

FINANCE

Accounting/Budget

- Meetings ensued between Finance, the Bay County Treasurer and administrators of the Department of Water and Sewer to continue the coordination and assistance concerning financing, accounting and depository of funds associated with the bond issues and the transfer of debt and assets from the City of Bay City to Bay County.
- Staff attended the State of the Community Luncheon and a luncheon related to State of Current Affairs for Bay County and Bay City.
- Staff attended a 2019 Governmental GAAP Update (webinar) on January 22, 2019.
- Four hundred and eleven (411) 1099'S were issued for the year ending 2018, totaling \$7,772,461.64.
- Met with the following departments to review their financial statements as well as their budgets: Division on Aging, Health Department, Probate Court, Soldiers and Sailors.
- Finance/Budget/Purchasing continue to work on Grant Compliance.
- Preparing for the 2018 audit.
- Staff attended online 1099 processing training on January 8, 2019.
- Continue to meet monthly with Health Department regarding their budget vs. actual revenue and expenditures.

- Finance/Budget/ISD have been meeting and working on a new financial transparency with Tyler Technologies called Bay County, MI Open Finance.
- Continue to work with the IT Department creating TRS Reports for use during the budget process. These reports will help Finance estimate costs savings more timely.
- Worked on the calculation of our Plan of Correction (CAP) for our Voluntary Employees' Beneficiary Association - VEBA or retiree health insurance. This plan tells the State at what point we will reach a 40% funding level .
- Continue to work with And Co Consulting, Retirement Consultants, to fund new VEBA strategies and rebalance our Retirement funds to cover monthly retirement benefits.

Purchasing

Bids Awarded:

- Arraignment Attorney

Bids in Process:

- County Medical Examiner
- County Medical Director
- Animal Control Make-Up Air Unit
- County Forensic Pathologist
- BCERS Medical Director
- Aerial Application Gypsy Moth Treatment
- Animal Control Outreach Coordinator - CANCELLED

Bids Released:

- Aerial Application Gypsy Moth Treatment

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.
- Continued year end process and analysis of 2018 purchasing trends.
- Participated in the following training webinars:
 - etherFAX Portal Review

- State of the RFP webinar

Information Systems Division

- Completed 1,080 work orders
- Assisted and developed software requirements for Accounting software for Bay Metro.
- Installed new printers and started deploying new computers in the County as part of the 2019 Budget.
- Continued development of Corporation Counsel OnBase solution.
- Finished development, converted existing list of employees and moved Retirement to the OnBase test system.
- Updated email system.
- Ordered wireless network equipment to upgrade wireless network in the County.

HEALTH

Administration

Key accomplishments during this period include:

1. The Bay Community Health Clinic enters its fourth third year of operation. 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 has again secured a grant from the Health Resources Services Administration (HRSA) to fund an extra day of operation which began in February 2019. The extra clinical day is done in cooperation with Recovery Pathways LLC and provides substance abuse treatment to persons over the age of 60.
2. The Health Department received notification of provisional accreditation status by the State of Michigan. The Health Department successfully met 133 out of 137 indicators (97%) pertaining to program operations in over a dozen areas.
3. 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).
4. The Environmental Health Division has begun to implement a \$160,000 grant to digitize and map septic and well systems within the county that was awarded by the Michigan Department of Environmental Quality (MDEQ). The grant will allow 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. The Health Department has entered into agreements with Amalgam LLC and the University of Michigan-Flint to fully implement the grant program. At the time of this report, nearly 20% of all parcel information has been entered into the database and mapped.

5. The Health Officer and the County Executive met with My Community Dental Centers(MCDC) Senior staff in February to discuss the logistics and location of the anticipated six seat dental facility. MCDC is currently negotiating a lease for the proposed facility. MCDC has committed to opening a clinic in Bay County in 2020.
6. The Health Department was awarded two grants from the state of Michigan regarding drug use in Bay County. The first grant which deals with Medical Marihuana, and totals \$43,500. The Medical Marihuana grants goal is to educate consumers and medical practitioners on the medical marijuana law in Michigan. The second grant deals with the Opioid Crisis in the community and totals \$75,000. This grant will build upon work that was accomplished by the Heroin/Opioid Task Force in 2015-2017. One main feature of the grant project is to put together a ‘real-time’ surveillance system for opioid overdoses and deaths.
7. The Health Department is working with a consortium of community partners on bacterial source tracking and qPCR projects in surface and beach waters in the Saginaw Bay. One key partner, SVSU’s Department of Chemistry has developed and published a methodology that is unique to the Saginaw Bay. SVSU is also diligently working on preliminary results of source tracking samples taken in 2018. In addition, BCHD is working with the University and the State of Michigan on a series of videos that explains the necessity of testing for bacteria in surface waters, the nuts and bolts of testing, old methods vs. new methods and how to prevent illnesses.

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 or teleconference
- 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 (March)
- Michigan Health Improvement Alliance - Population Health Working Group (Monthly)
- Bi-monthly meetings with SVSU regarding the University Clinic
- THRIVE aka Great Lakes Bay Regional Health & Economic Initiative (February, March)
- MiHIA Bridging for Health- (Monthly)
- SVSU/BCHC/BABHA Sustainability Meeting (January, February)
- Bay & Saginaw Health Plan Joint Executive Committee (Monthly)
- Hepatitis A Outbreak Conference Call (Monthly)
- My Community Dental Centers (MCDC) Advisory Council (February)

- Regional Perinatal Coalition Planning Team (Monthly)
- Saginaw Bay Region Institute for Leaders (February)
- Saginaw Bay MST (Microbial Source Tracking) Group - (Monthly)
- BCHD/GLBC Health Meeting (March)
- Jamestown Canyon Virus Meeting -w/Saginaw & Midland Counties (March)
- BCHD Annual Inservice Training (March)
- Caravan Quality Workshop (March)
- MDHHS Cancer Genomic Project (March)

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 employs two FTE nurses and one 0.5 FTE clerical. It also is a recipient of a MDHHS mini-grant of \$10,000 to hire a CSHCS Parent Liaison to provide outreach activities to CSHCS families.

CSHCS staff participates in a monthly MDHHS CSHCS conference call.

02-22-19 Mary Jo Hill and Kelly Dore completed BLS Certification (CPR/AED)

This past quarter CSHCS staff spent many hours by request of MDHHS to audit their CSHCS client billing records. This has allowed less time for CSHCS nurse case management and Plan of Care visits with clients.

During this quarter the following billable services were provided with an approximate income of
\$ 2,740.00

- 6 Level I Plan of Care face to face visits with the PHN
- 7 Level I Plan of Care by telephone with PHN
- 38 Level II care coordination activities, combined efforts of PHN and clerical staff
- 0 Case Management visits by the PHN

Communicable Disease (CD) Division

The CD nurses investigated **510 reportable disease** cases this quarter, of which **438 were confirmed or probable**. For reporting purposes, MDHHS considers probable cases as confirmed disease.

Confirmed cases:

305 Influenza (this is an expected increase during influenza season)
 1 Campylobacter; 3 Norovirus; 1 Salmonellosis; 1 Shiga toxin-producing Escherich; 3 Streptococcus Pneumoniae inv.; Streptococcal Dis. Inv Grp A; 2 VISA; 1 Rabies (potential exposure & prophylaxis); 3 Nontuberculous Mycobacterium; 1 Shingles; 1 VZ Infection, unspecified;
 8 Hepatitis C-chronic; 76 Chlamydia; and 16 Gonorrhea

Probable cases:

2 Influenza; 1 Meningitis-bacteria-other; 2 Chlamydia; 1 Hepatitis C acute; and 3 Hepatitis C chronic

Mary Jo Braman, RN, BSN, the CD and HIV nurse, participated in the following:

- 01-22-19 MDSS Training at Covenant Healthcare, Saginaw, MI
- 02-19-19 East Central Infection Control meeting, St Mary’s Hospital, Saginaw MI
- 02-22-19 BLS Certification (CPR/AED) training
- 03-20-19 ELC meeting, Lansing, MI
- 03-21-19 World TB Day Conference, MDHHS sponsored, Lansing, MI
- 3-22-19 BCHD All staff in-service

Brittany McGill, BSN, RN, CD nurse participated in following:

- 01-22-19 MDSS Training at Covenant Healthcare, Saginaw, MI
- 02-22-19 BLS Certification (CPR/AED) training
- 03-21-19 World TB Day Conference, MDHHS sponsored, Lansing, MI
- 3-22-19 BCHD All staff in-service

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 in the Clinic. In 2018 the BCHD STD Clinic and Family Planning Clinic were merged to form the Personal Health Family Planning Clinic a Title X Clinic.
- This past quarter saw the unexpected loss of the full time permanent clinic clerk and PHN. As a result a clerk has been reassigned temporarily to the clinic and two registered nurses rotate to provide services in the clinic. This temporary staff has done an awesome job filling in and learning new job responsibilities!

Number of Unduplicated Persons Receiving Services in Personal Health Family Planning Clinic
186 (161 females and 25 males)
Number of Encounters in Personal Health Family Planning Clinic
164

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. Clients seen in the Personal Health Family Planning or Bay Community Health Clinic, can receive same day Rapid HIV testing if the HIV nurse is available, otherwise these clients schedule an appointment with the HIV nurse. Serum HIV testing is always available in the clinics.

Discussion is ongoing about providing the HIV outreach information & condoms packages at local bars.

26 Clients were tested for HIV this quarter: 14 males (3 were court ordered) and 12 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	87	71	6	1	0	1
SCHOOL AGE ...Grades K - 12	228	182	22	13	7	215
TOTALS	315	253	28	14	7	216

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.
UNDER 3 YEARS OLD	0	0	0	0	0	0
PRESCHOOL 3-5 years	104	94	3	1	5	0
SCHOOL AGE ...Grades K - 12	3608	3322	40	44	82	36
TOTALS	3712	3416	43	45	87	36

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

Childhood Lead Program

- Healthy Homes and Lead Poisoning Surveillance System (HHLPSS) is the MDHHS system to report on 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) ≥ 5 mcg/dl and need further medical care.
- 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 ≥ 5 mcg/dL are offered PHN case management in the form of a home visit. These visits are provided regardless of insurance coverage.
- 9 children are currently opened to nurse case management for EBLL greater than 5 micrograms / deciliter, 1 child was opened to case management and 0 were closed during this quarter 5 billable Medicaid Nursing Case Management visit was done this quarter.
- BCHD is recipient of a FY19 Lead Outreach & Education (O&E) Grant for Prosperity Region 5. The grant focus is to educate medical providers and child care providers and the general public that all children under 6 years of age should be screened for lead exposure. Lead E&O this quarter included distribution of EBLL materials at health educators outreach events.

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 Great Start Collaborative meeting at BAISD

- 01-08-18 Co- presented with Deb Socier, EH, on Immunizations and Personal Protective Equipment at the 68th MI On-site wastewater conference, Lansing , MI
- 01-11-19 ECW training with Chris Chesny, NP, BCHD
- 01-17-19 Early On Local Interagency Coordination Council mtg, BAISD
- 02-22-19 CPR/AED certification
- 02-28-19 Early Childhood Provider’s meeting, Standish, MI

Maternal Infant Health Department (MIHP)

- The MIHP program received **113** maternal and infant referrals this quarter from which **7** maternal and **10** infant were enrolled. A total of **137 billable visits** were completed. MIHP is a voluntary program to promote healthy pregnancies and good birth outcomes for pregnant women and infants with Medicaid Health insurance.
- MIHP professional staff attends monthly: BCHD staff meetings, MIHP staff meeting and MDHHS/MIHP Community of Care teleconferences. This quarter MIHP staff provided MIHP Outreach to staff at Great Lakes Bay Health Center-Women’s Care, Bay City on 3-12-19.

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

- 01-15-19 Winter Fun Festival Planning session, BAISD
- 01-17-19 Thumb Area MIHP Coordinator’s meeting
- 02-12-19 Winter Fun Festival Planning meeting, BAISD
- 02-23-19 Winter Fun Festival and Bay Area Diaper Bank Participant, Bay City Mall

Emily Nelson, RN, provides back up RN services for the Personal Health Family Planning clinic. Emily participates in monthly Breastfeeding Coalition meetings and biweekly visits to Beacon of Hope Pregnancy Education Center to link pregnant women and infants to community services including MIHP. She also participated in the following:

- 02-15-19 Safe journey meeting with McLaren and Neighborhood resource center, Bay City
- 02-22-19 CPR/AED Certification, BCHD

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.

VACCINE	COUNT
TB Test	41
Hep. A. Adult	104
Hep. A. Peds	43
Hep. A./Hep. B	0
Hib	49
HPV	57
Flu	48
PCV 13	59
Rotavirus	20

Dtap	28
Dtap/IPV	13
MMR	41
IPV	21
Td	0
Tdap	81
Varicella	35
Dtap/Hep. B/IPV	32
PPSV 23	0
Meningococcal MCV4	54
Zoster	5
Hep. B. Peds	2
Hep. B. Adult	48
MMRV	23
Rabies	0
DT	0
MenB.	33
TOTAL	837

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):

January

- Attended Communicable Disease Division Staff Meeting
- Participated in Tri-County MBS Airport Tabletop Exercise (Melissa & Tracy)
- Hazard Vulnerability Assessment Plan Webinar
- BCHC meetings and teleconferences
- Completed and Submitted Monthly Hepatitis A Vaccination Situation Report to MDHHS

February

- Submitted PHEP Mid-Year Grant Report to MDHHS BETP DEPR
- Attended Bay Arenac Behavioral Health's Hazard Vulnerability Assessment Meeting
- Tri-County EPC Hazard Vulnerability Assessment Work Session

- Region 3 EPC MCM Healthcare Coalition Tabletop Exercise Planning Work Session
- Submitted Corrective Plan of Actions for Accreditation (Melissa & Joel)
- Assisted with Personal Health Services Clinic Coordinator Interviews
- BCHC meetings and teleconferences
- Completed and Submitted Monthly Hepatitis A Vaccination Situation Report to MDHHS
- Bay County Local Planning Meeting

March

- Region 3 EPC MCM Healthcare Coalition Tabletop Exercise Planning Teleconference
- Health Department Monthly Financial Meeting
- GLBHC Meeting
- Assisted with Personal Health Services Clinic Coordinator 2nd Interviews
- Tri-County Jamestown Canyon Virus Meeting at Saginaw County Mosquito Control
- Tri-County MBS Full-Scale Exercise Objectives Teleconference
- Completed Statewide MCM Sharepoint Request Drill
- BCHD Annual Mandatory Staff In-Service
- Attended Caravan Health Quality Improvement Workshop
- BCHC meetings and teleconferences
- Completed and Submitted Monthly Hepatitis A Vaccination Situation Report to MDHHS
- Completed and Submitted BCHD Hazard Vulnerability Assessment and WCI/MCM ORR Quarterly Action Report to MDHHS

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)

January

- Speaker at Michigan Environmental Health Conference (Tracy)
- Families Against Narcotics Meeting- opioid awareness, addressing how community can help (Liz)
- ESF Outreach at Kid's Safety Day Event at Midland Mall (Liz)
- Assisted in finalizing SBCA quarterly report (Liz)
- Increased ESF outreach to 3 new physicians/14 new businesses in Midland, Saginaw Counties (Liz)
- Distributed a total of 981 ESF brochures and 207 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)

February

- Michigan Food Council Network Meeting (Tracy)
- Meeting with Kimberly Houston from YWCA (Tracy)
- Lead Education and Outreach Conference Call (Tracy)
- ACEs and Resiliency Presentation to Great Start Readiness Program Teachers (Tracy)
- Suicide Prevention Webinar (Tracy)
- Grant Meeting with Michigan Food Council Network (Tracy)
- Reimagined America Webinar (Tracy)
- BCHD & ESF Outreach at Family Winter Fun Fest Event (Tracy & Liz)
- County Health Rankings Webinar (Tracy)
- HSCC Coordinators Technical Assistance Meeting (Tracy)
- Distributed 1,350 ESF brochures to BCSP in preparation for LLBE students (Liz)
- BCHD & ESF Outreach at 'Talk Today, Hope for Tomorrow Event' (mental health awareness at Saginaw Spirit game, coordinated by McLaren Bay Region) (Liz)
- BCHD & ESF Outreach at Annual Winter Festival Event at Bay City State Park (Liz)
- Opiate Ad-Hoc Committee Meeting (subcommittee of HOPE)- created health event surveys to connect better with community regarding opiate addiction (Liz)
- BCHD & ESF Outreach at Family Health Fair at Handy Middle School (Liz)
- Distributed a total of 1,829 ESF brochures and 125 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)

March

- ACEs and Resiliency Presentation to BCHD Staff (Tracy)
- Suicide Prevention Strategies Webinar (Tracy)
- Oral Health Coalition Planning Meeting (Tracy)
- DEQ Cultivating and Processing Marijuana Webinar (Tracy)
- Attended E-Cigarettes and Vaping Presentation (Tracy & Liz)
- Opiate Ad-Hoc Committee Meeting (subcommittee of HOPE) (Liz)
- ESF Outreach at Emergency Mobile Food Pantry Coleman Event (Liz)
- BCHD & ESF Outreach at Annual Saginaw Medical Society Health Fair (Liz)
- BCHD Annual Mandatory Staff In-Service (Tracy & Liz)
- Annual SBCA Partners Meeting (Liz & Melissa)
- Annual SBCA River Walkers Meeting (Liz)
- Increased ESF community outreach to 2 new businesses in Saginaw County (Liz)

- Distributed a total of 788 ESF brochures and 19 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

January

- WIC Staff Meeting
- Bay County Breastfeeding Coalition Meeting
- 11 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 1 Classes with 6 participants total
- Infant Feeding Choices Class - 1 Class with 5 participants total

February

- Monthly MotherBaby Café
- 3 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 2 Classes with 3 participants total
- Infant Feeding Choices Class - 1 Class with 0 participants total

March

- Monthly MotherBaby Café
- 6 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class - 2 Classes with 1 participant total
- Infant Feeding Choices Class -1 Class with 5 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	155	Parcels Evaluated	13
Mobile, Vending, & STFU Inspections	0	On-Site Sewage Disposal & Tank Permits Issued	11
Temp. Food Est. Inspections	3	Alternative/Engineered Sewage Systems Approved	1
Follow Up Inspections	20	Failed System Evaluations Conducted	9
Plans Received for Review	4	Sewage Complaints Investigated	2
Plans Approved	1	Well Permits Issued	2
Consumer Complaints Investigated	8	Abandoned Wells Plugged	2

Cremation & Disinterment Permits Processed

January	96
February	76
March	75

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

	Breastfeeding Lactation Consult	Breastfeeding Peer Counselor	Certification	Child Evaluation	Educcation	Infant Evaluation	Nutrition Care-Reg. Dietitian	Other	Priority Certification	Recertification	TOTAL
January	2	3	4	96	74	42	48	76	131	134	610
February	5	12	6	115	62	50	37	51	122	112	572
March	5	13	5	116	84	45	50	53	107	131	609

Lead Tests Billed

January	55
February	48
March	48

Flouride Varnish Program

# of Children Screened	21
# of Varnish Applications	21
# of Children with Previously Treated Decay	2
# of Children with Active Decay	1
# of Children Referred for Treatment	13

HOUSING

Housing Director Activities

- Current occupancy is at 98%
- Completed 5 year action plan for Center Ridge Arms through HUD.
- Several resident meetings.
- 3 Lease Violations.
- 1 30 day notice to quit, Marijuana.
- 7 MHT meetings and conference calls on CRA RAD Conversion.
- Completed all monthly room by room bed bug inspections, nothing found.
- Completed Environmental Review for HUD.
- Completed Vanguard yearly systems check on fire suppression systems.
- 10/30/18 meeting with MHT and the Board of Commissioners, status update.
- Completed new Executive Compensation report for HUD.
- Monthly drawdowns from ELOCCS, \$36,288.
- Weekly staff meetings.
- PHA repositioning Skype conferences with Detroit Field office.
- Updating Emergency Preparedness Plan with Hampton Township Fire.
- Updated Emergency On-Call Procedure.
- Began on building intercom on replacement.
- Renewal of HAI Insurance.
- Completed and submitted all required HUD documents 50077-CR, 50077-SC, 50077-CRT SM.
- Completed 2020 operating fund forms 52722 and 52723.
- EPIC Conference calls for our 5 Year Plan.
- Successfully applied and was accepted into Project Fresh for residents.
- Monthly finance reports distributed for Fee Accountant.
- Assisted maintenance in several apartment overhauls.

Admissions and Occupancy Specialist Activities

- Completed annual recertification's for 26 residents.
- Completed 3 move-in inspections.
- 2 exit inspections.
- Monthly payables.
- 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.
- Worked with the Director to begin implementing a new procedure for work orders and incident forms.

Maintenance Activities

- Several work orders completed in both common areas and apartment units.
- Working with Hamilton electric to re-route power from generator to the emergency elevator.
- Routine maintenance and janitorial duties completed.
- Generators serviced (monthly).
- Working with Hamilton Electric
- Rooftop fans inspected repaired, new motors.

- Maintained boiler operation.
- Installed carpet in 2 units.
- Plowing and shoveling as needed
- Restored several units, paint, carpet and maintenance. (7 units total).
- Established a new work order system to complete work orders more efficiently.

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

- Distributed food commodity boxes, Mid-Michigan Community Action Agency to 83.
- 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
- Began a working Caretel for our residents to go participate in their work-out programs.
- Several meetings with staff.
- Working day by day with the Director to improve facility functions.
- 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.
- Project Fresh.
- Attended several meetings with outside area agencies.

JUVENILE DETENTION & CHILD CARE SERVICES

Community Corrections

- Mid - year report was submitted 3/20/19. All programs are at 1st quarter utilization of 20% and so far on target to meet 90% utilization by years end. FY20 Grant is due May 1st. There are no program changes or additions at this time. The jail Vivitrol program is being utilized along with the mental health services from BABHA.

Program Numbers (1/1/19 - 3/31/19)

Program Name	Number of New Enrollees	Jail Days Saved
Pretrial Services	98	7471
Outpatient Treatment	12	955
Cognitive Change	8	591
Opiate Specific	2	120
Education/Employability	4	292

- These 5 programs combined have saved the county over \$634,383 for the quarter by supervising offenders in the community with treatment and offering education and

SUD treatment 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 19% or below, this is the new goal for 2019. Bay Co did reduce its rate by 2% for 2018. The rate for 2018 was 21% and 2017 was 23%. Group 2 Straddle cell rate went up by 1.9 pts to 36.4% from 34.5% in 2017. 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 and other sources.
- Throughout this quarter, the Manager has attended Drug Treatment Court Team meetings and TRICAP Board Meetings. Also attended the Drug Treatment Conference and training for the FY20 grant. The Manager also hosts the CCAB meetings with Community Corrections board members.

MSU EXTENSION

Michigan Sea Grant Educator, Meaghan Gass

- As an Extension Educator with Michigan Sea Grant, Meaghan Gass provides programming and resources that help communities address Great Lakes issues around Saginaw Bay. From January through March, Meaghan continued to provide support for the Saginaw Bay Reef Restoration Project through education and outreach - including working with a Bay Western Middle School to develop signage for the project and the video development.
- Through this effort, federal, state and local partners will construct and restore rock reef habitat at the historic Coreyon Reef. The restored reef 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 Reef 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. It is supported by many partners including Bay County Community Development and Environmental Affairs. For more information, please visit <http://www.miseagrant.umich.edu/saginawbayreefstudy/>.
- Gass also helped promote the Michigan EnviroImpact Tool and how it can be used to forecast nutrient runoff risk. The MI EnviroImpact Tool is a decision support tool for short-term manure and commercial fertilizer application planning. Nutrients found in manure and commercial fertilizers, like nitrogen and phosphorus, can enter rivers and streams as runoff, and in Michigan, almost all of our waterways flow to the Great Lakes. When it rains, these nutrients (along with other sources) have the potential to wash into nearby waterways, leading to excess nutrients and overgrowth of algae or harmful algal blooms. These algal blooms can have a big impact in different parts of the Great Lakes as they consume oxygen that fish need to survive and can affect the quality of drinking water.

- To raise awareness for the Michigan EnviroImpact Tool and the impacts of nutrient runoff in the Great Lakes, Gass and her colleagues hosted a webinar and presented at the Midwest Fish and Wildlife Conference in January. She also helped develop promotional videos, fact sheet, and other print materials with support from NOAA National Weather Service and the Great Lakes Restoration Initiative. For more information, here is an [MSU Extension News Article](#), and to create a free account, visit <http://enviroimpact.iwr.msu.edu>.
- In March, Meaghan and another Sea Grant Extension colleague partnered with the Cooperative Institute for Great Lakes Research and NOAA Great Lakes Environmental Research Lab to explore whether a harmful algal bloom forecast tool would be useful for Saginaw Bay. They gathered input from stakeholders through an in-person workshop and survey, and researchers will analyze the data to inform the tool's potential development.
- Meaghan began to provide Great Lakes Literacy programming at the Bay County Juvenile Home in partnership with Holly Julian, Bay County 4-H. She also worked with local schools to plan place-based stewardship education efforts for spring 2019, and she is providing advisory support for the DOW Innovation Teacher Fellowship for Sustainable Education. In partnership with Bay County 4-H, Bay County Health Department, Bay City Public Schools, MI Department of Natural Resources, Saginaw Bay Walleye Club, and others, Holly and Meaghan began planning for the annual Saginaw Bay 4-H Fishing Camp.

Children and Youth Program (4-H), Jodi Schulz

- Since the fall of 2018, Jodi Schulz has provided co-leadership to MSU Extension utilizing 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. SAFE enhances MSU Extension's Volunteer Selection Process which has been in place since 1997. The SAFE training focuses on identifying signs of concern and knowing how to address difficult situations, keying in on informed intuition, characteristics of child predators, actual and potential red flags, predator grooming cycles, and the overall screening process for potential volunteers. Staff who attend will be prepared with tools that will empower them to ask questions and make informed decisions throughout the screening process that range from the first contact with a potential volunteer through the duration of a volunteer's service with MSU Extension. This quarter 63 staff were trained through five trainings that took place in Grand Rapids, Warren, Marshall, West Olive and East Lansing.
- As part of the MSU Extension Volunteer Excellence Support Team (VEST) Jodi and her colleagues continue to look at current research trends in volunteerism and youth development to ensure our policies and practices are in-line with the most current data available. Revisions to our current program policy and management guide for staff has been a priority this quarter with trainings for staff to take place in Q2 of 2019. Streamlining processes will also be a priority in Q2 of 2019. VEST continues to provide support and assistance to staff as issues arise in their local 4-H and Master Gardener programs.

- An area of need that has been identified is around interviewing potential volunteers. Jodi and a colleague in Ingham County co-developed a hands-on, day long, training for anyone who interviews potential volunteers. Knowing that the interview process is a critical part of screening volunteers and taking the opportunity to fine-tune those skills helps staff: understand the importance of reviewing references and applications, discuss common interview challenges, discover the expectations the volunteer has for the experience, ask appropriate and relevant interview questions, identify potential red flags, learn to conduct effective interview questions, and get to know the volunteer. One training per month throughout 2019 will take place. The first training took place in March in Grand Rapids with 10 participants. Next quarter's trainings will take place in Mt. Pleasant in April, Marquette in May, and Clinton Township in June.

4-H Program Coordination, Holly Julian

- Holly Julian continues to support, develop and grow the Bay County 4-H programs. She kicked off the year with the Bay County Shooting Stars Archery Club. There are over 50 youth involved this year, with two new instructors, who are committed to helping the club grow and giving back to their community. 4-H partners with the Bay City Bowman's Club where they hold their meetings and practice. They wrapped up the season with a banquet and a fun shoot for all the members and families to enjoy. Currently the Bay County Shooting Stars Archery Club is practicing for the 4-H Archery State Shoot in August.
- She continues to keep the 4-H relationship strong with MacGregor Elementary. Holly and her colleagues held two Family Engagement Night's over the school year. The first was a Science night using 15 science activities from the Heads In Hearts In: Science Activities curriculum, created by MSU Extension. The second Family Engagement Night was Literacy Night, using the Heads In Hearts In: Literacy Activities curriculum. They brought in 12 Literacy activities, that she and other volunteers helped facilitate, during the event. MacGregor Elementary families are dedicated to improving their community by attending these events to engage and educate their children.
- At Hampton Elementary, Holly and her colleagues went to the 2nd grade classrooms and introduced students to upcoming lessons. The last couple months they have helped with introductions to Money and Plant Parts. They introduced the students to coins, teaching them the difference between value, size, and color of each coin. When introducing the students to plant parts they brought in fresh vegetables that represent all the parts of a plant. For example; carrots - represent roots, celery - the stalk of the plant and lettuce represents the leaves of the plant. Each student created their own plant. After the activities the kids enjoyed all the fresh vegetables as an afternoon snack.
- Bay County 4-H participated in the annual St. Patrick's Day Parade again this year. Holly had a great turn out with 4-H members bringing chickens and rabbits to walk with in the parade.
- In cooperation with Kathy Jamieson, Holly hosted her first Mad City Money event partnering with Chemical Bank. Youth were educated about credit, debits, checks,

checking accounts and savings accounts. After the educational introduction youth were able to choose a profession they were thinking about pursuing. After that, life scenarios were added: school debt and how to take care of that debt, a family - husband and/or children, and a pet. Some students chose to have a roommate instead of a family. There were 8 vendors set-up for the event: one was on purchasing or renting a home, buying a used or new vehicle, grocery and food options, daycare if they had children, and amenities like a cell phone, laptop, T.V., if they could afford the additional costs. Most of the youth made it through a month with money left over. This event was a huge success. There were 15 youth that participated, only 4, of the youth, were 4-H members and the rest were from the community.

- Holly has been working with Farm Bureau Insurance planning the Harvest For All project for 4-H families. This is a community service project. Farm Bureau purchases meat birds for the 4-H youth/families to raise. Farm Bureau drops of 25 birds to each family with all the feed for the project. Farm Bureau also picks up the birds when it's time to get them processed. She worked with Farm Bureau on creating a booklet that is ready to publish so next year other counties, in MI, may have the opportunity to host this amazing community project.
- 4-H is planning to host a lamb workshop at the Bay County Fairgrounds. Holly met with two volunteers who will be helping her with planning and facilitating the workshop. The purpose of the workshop is to help youth increase their knowledge on lamb projects they will take to the Bay County Fair and Youth Exposition. Youth will learn how to shear their lamb, check and clip their hooves, showmanship, and proper attire for showing the lamb. Lunch and snacks will be provided for the youth because it is an all-day event.

Tech Wizards Coordinator, Youth 4-H Programs, Beth Dow

- Mother Nature created quite a problem this quarter. Several of our Washington School Tech Wizard programs were cancelled due to weather related school closings. That aside, the 32 Tech Wizards and their mentors learned about the Heart/Cardiac system. That session was tied to why we associate the heart with Valentine's Day. Students also participated in a Community Service project, making Valentines for the elderly living in assisted living and nursing homes.
- One of the most requested programs is making slime. Making a mess is part of the fun. Student volunteers were recruited to lead the session helping their fellow students concoct the recipe. Besides the ooey, gooey mess, the students learned the principles of viscosity, non-Newtonian fluids, and chemical reactions and cross linking.
- A very poignant lesson revolved around germs, bacteria and the spread of germs, all discussed with a lesson on proper handwashing. Students learned that keeping hands clean is one of the most important steps taken to avoid getting sick and spreading germs to others. Many diseases and conditions are spread by not washing hands with soap and water. Students were instructed to wash their hands using the proper hand washing techniques discussed in class. When they returned from the restroom, their handwashing efforts were tested under an ultraviolet light. Most of the students had to return to the handwashing sink more than once to assure thorough cleansing.

Remembering to wash between the fingers and scrub their nails seemed to be a common problem. The students called the class session a lesson on Germ Warfare.

- Stress plays an important part in everyone's lives. The students discussed what stress is, how to deal with it in a healthy manner. They discussed triggers of stress and some of the things that personally cause them stress.

SNAP-Ed Nutrition Education, Karen Parker

- Health and Nutrition was very busy working in Bay County schools, mostly Pre-K and Kindergarten classrooms, tasting new foods and talking about them and how they grow. Karen is also, working with a group of students at the Saginaw ISD Transitions Center. They made several recipes, all hands-on. The group also had some great questions in regard to cooking and keeping the kitchen clean. Cooking Matters for Adults is an awesome class which was held at the Midland Community Center. There were 9 participants, we cooked in the class and the participants were given take home groceries to make the recipe for their families. This class was held under a grant through the Midland Great Start Collaborative. Bi-monthly presentations are held at the Good Samaritan Mission. Head Start classrooms in Pinconning and throughout Bay County had nutrition education January thru March. After school programs were also conducted at the Boys and Girls Clubs.

Child and Family Development, Kylie Rymanowicz

- There is no more important time in a person's life than those formative years between the ages of birth and 5. Michigan State University Extension (MSUE) supports early childhood development through programs that help prepare Michigan's children from birth to 8 years old succeed in school.
- MSUE improves school readiness by teaching parents and caregiver's methods that increase early childhood science and reading literacy, and ways to prepare children socially and emotionally for school.
- In 2018, 10 one time presentations were held in Bay County reaching 170 adults. Through these presentations 852 children aged 0-8 and 27 children aged 9-12 were impacted. Topics presented include screen time for young children, resiliency, positive discipline and social emotional health.
- These programs were made possible and supported by Bay county collaborators such as the Bay-Arenac Great Start Collaborative and NEMSCA Head Start

PERSONNEL & EMPLOYEE RELATIONS

- Staff continued to work tirelessly on the wage study throughout the quarter.
- Staff continues to work through the kinks in the applicant tracking module in MUNIS. Positions are now being posted through position control and all candidates are applying through Self Service.
- Tiffany assisted in interviews for several vacancies, including positions in the following departments: Treasurer, Criminal Defense and Personnel and Employee Relations.
- Positions were filled in the following departments/divisions: Department on Aging, Community Corrections, Health Department, Juvenile Home, Criminal Defense/MIDC and Corporation Counsel.

- Positions were posted in the following departments: Department on Aging, Treasurer, Prosecutor's Office, Probate Court, Seasonal vacancies at the Golf Course, Building and Grounds and Pinconning Park, Community Center Pool and Summer Recreation Program, Mosquito Control, Office of Assigned Counsel and the Sheriff Department.
- Due to inclement weather, the county buildings were closed which always creates much behind the scenes busy work.
- Tiffany attended the State of the Community luncheon.
- Tiffany has been preparing for upcoming negotiations with all bargaining units.
- Brown and Brown demonstrated software available to Bay County that will assist in the onboarding process. The software will also make online safety training available to county staff.
- The mandated state and federal posters were updated to include the increase in minimum wage as well as the paid medical leave act.

Payroll/Benefits/Retirement

- Filed and paid all monthly and fourth quarter payroll taxes including MESC, 941 and Michigan state withholding.
- Filed W-2 information with federal and state government.
- Completed and filed all annual payroll tax returns.
- Processed and delivered 504 tax form 1095-C to applicable employees.
- Processed and distributed 3,181 payroll EFT/checks.
- Processed and delivered 680 W-2's.
- Conducted interviews and selected candidate for Benefits Administrator position.
- Rebecca Marsters and Becky Smutek attended lunch seminar "Michigan's Paid Medical Leave Act: Sound or Fury".
- Researched and prepared for Michigan legislation Senate Bill 1175 going into effect on March 29th.
- Rebecca Marsters attended webinar "Social Determinants of Health: Important insights to help close gaps and improve care".
- Updated wages scales to reflect the increase in minimum wage.
- 13 retirements were processed during the first quarter of 2019.

Wellness Initiatives

- The total weight loss for the biggest loser was 141.30 pounds.
- 45 employees are participating in the current step challenge.
- 18 people participated in and were reimbursed for the St. Patrick's Day race.

PUBLIC DEFENDER

There were a total of **174** new criminal cases opened during the quarter, the break down is listed below:

Assigned Criminal Matters

- Mr. Mannikko was assigned **51** new felony files.
- There were **92** new misdemeanor files assigned to; Mr. Hetherington: **79** and Mr. Mannikko: **13**.
- Mr. Mannikko was assigned **6** new felony violation of probation files.

- There were **25** new misdemeanor violation of probation files assigned to; Mr, Hetherington: **21** and Mr. Mannikko: **4**.

Assigned Probate Matters

- Ms. Fitzgerald was assigned **10** new delinquent files and **24** new neglect files.
- Mr. Hetherington and Mr. Mannikko attended the CDAM Spring Conference in March, completing continuing legal education hours, as required by the MIDC.
- In March, Ms. Fitzgerald attended the 2019 MATCP Annual Spring Conference with Judge Miner and other members of the Probate Court.

Budget-Cost savings

- Ms. Fitzgerald continues to utilize the county car for home visits.
- The Finance and Sheriff's departments are working to procure a vehicle specifically for use by the Public Defender's office. Receipt of the vehicle is estimated to be May, 2019.

RECREATION & FACILITIES

Buildings and Grounds

- Staff continues to repair/install items at several Adult Foster Homes: replace hot tub; light fixtures & ballasts replaced; cabinets repaired; faucets fixed; doors replaced; plumbing issues fixed; sump pump lines replaced; necessary painting; repaired & replaced windows; roof repairs; and several miscellaneous repairs.
- A big item at the AFH-Standish, staff installed new mixing valve and toilets in house.
- Staff burned brush piles at Fairgrounds.
- Staff continues to collect unused office materials, furniture, vehicles and miscellaneous surplus to be taken to 1Bid.US for auction, with revenue steadily increasing, being sent to County for all items sold.
- Staff spread gravel within Pinconning Park.
- Staff dug out pond at Golf Course.
- Staff removed old shingles and re-shingled roof at Golf Course barn.
- Staff installed digital sign at the Riverside Center at D.O.A.
- Staff waxed and installed new tile flooring at Community Center.
- Staff plowed snow and salted walks & parking lots big time during the past 3 months.
- Staff rebuild mixing valve for hot water in Jail - also installed new thermostat in heat exchanger.
- Staff demolished and installed new ceilings in Jail S Block.
- Staff rebuilt washer #2 with all new bearings & seals in Jail - replaced exhaust fan belts.
- Staff replaced sections of ceiling tiles at the Juvenile Home.
- Staff replaced motor on roof atop Juvenile Home.
- Staff installed new condensate line off air handler room in Jail; ran wi-fi lines.
- Staff assisted in Golf Course Clubhouse flooded area.
- Staff installed base boards at Animal Control and a new toilet.

- Staff installed several desk units, moved furniture, ran lines, and painted offices throughout facilities.
- Staff ran “*miles*” of network cabling throughout facilities for ISD camera installations.
- Staff powered washed Civic Arena building.
- Staff reinstalled ice in big rink for winter hockey games/tournaments at Civic Arena.
- Staff continues to maintain/repair vehicles for Health Dept., ISD, Parks & Rec., Veterans Van, Juvenile Home van and Buildings & Grounds trucks, snow plows and equipment.

Civic Arena

- Winter Adult League hockey had 18 teams with 168 players and 117 substitute players.
- Bay County Hockey Association had 8 house teams and 5 travel teams.
- Sk8 Bay Figure Skating club had 30 club skaters and 50 learn to skate participants.
- Sk8 Bay hosted a high school figure skating competition at our rink (February 16th).
- Bay Area Thunder and Bay City Wolves high school hockey season ended late February.
- January Freeze Tournament (January 18th-20th) had 23 teams this year.
- Puck O The Irish Tournament brought in 37 teams between both weekends (February 22nd-24th and March 8th-10th).
- We held Michigan Amateur Hockey Associations House B District games this year (February 8th-10th).
- Starting using our new point of sale system ReCPro on January 2nd and starting taking our first online Adult League payments on March 23rd.
- Rented out 1,183.5 hours of ice for the 1st quarter with 25 birthday parties.
- Public Skating had 2,765 skaters with 2,210 skate rentals. Combined revenue of \$20,455.
- Drop-In hockey had 277 skaters. \$2,228 in revenue
- Stick & Puck had 540 skaters. \$2,425 in revenue
- Skills and drills had 146 skaters. \$1,460 in revenue.
- Sharpened 826 pairs of skates. \$4,125 in revenue.

Community Center

The Fitness Center:

January	584 clients	109 County Employees
February	572 clients	128 County Employees
March	742 clients	145 County Employees

*There were repeat users through the month. The numbers reflect total of users through the center each month. Daily numbers varied.

Fitness Programs:

FitFun	35 participant’s	27 pay clients	8 Bay County employees
YogaFit (am)	15 participants	10 pay clients	5 Bay County employees
YogaFit (pm)	24 participants	7 pay clients	17 Bay County employees
Fit in 30	12 participants	7 pay clients	5 Bay County employees

Chair Yoga	57 participants	Tues. am	43 participants	Thurs. am (1/9 – 3/21)
Open Volleyball	188 participants	(Jan, Feb, March)		(Tuesday am)
Badminton	150 participants	(Jan, Feb, March)		(Thursday am)
Pickle ball	763 participants	(Jan, Feb, and March)		(Mon- Fri am/pm)
Youth	464 participants	(Jan, Feb, March)		(Mon – Fri pm)
Do-ALL	230 participants	(Jan, Feb, March)		(Mon-Fri am)

*Number of participants who signed up/paid for programs. Daily numbers would vary.

Men’s Winter Basketball league 18 teams (November – March)

Rentals:

Batting Cage Rental:	January	2 days	7 hrs
	February	4 days	10 hrs
	March	11 days	25 hrs

Knockerballs: 1 party for 2 hours March

Room Rentals: Every Saturday and Sunday rooms were rented for parties and various meetings.

Drivers Training: March, Monday – Thursday from 6-9pm for 3 weeks.

Michigan Traffic Safety rented 3 months every Sunday and Monday.

Fairgrounds

Canteen: Department on Aging using for meals three days per week. Scheduling of the building must go through Beth Trahan.

Fairboard and 4-H using the canteen for meetings.

Patrick Williams (part-time maintenance) is doing a great job cleaning the canteen, meeting clients to view it and working well with the Division on Aging and Bay County Recreation.

Horse Stalls: Three renters.

Merchants Building: I work with B&G to store the items. We have storage of cars, boats, trailers, etc from October 15, 2018 – May 1, 2019.

The cost to store is \$204, we have 31 items in storage and 4 on a waiting list.

Department on Aging:

Osteo Class: January, February, March, Room 124 Mon/ Wed for 6 weeks.

Chair Yoga: Collaboration with Beth Trahan (Recreation) and Debbie Keyes (Dept. of Aging)
Usage of the small gym (Tuesday) and Room 124 (Thursday) January, February, March

Shuffleboard: Small Gym, (Thursday pm) (January - March)

Golf Course

- Water extraction throughout the Pro Shop as a result of a pipe burst
- Removal of all merchandise and equipment from Pro Shop
- Two estimates received and submitted to MMRMA insurance adjuster for remodel of Pro Shop
- Removal of old shingles, replacement of damaged sheeting and new metal roof installed on south cart barn
- Power washed exterior of both cart barns
- Painted roof on north cart barn (2 coats)
- Painted exterior of both cart barns (2 coats)
- Dredged out existing pond between Hole #10 & Hole #18 to help with drainage on both holes
- Ran brush hog along ditch line on Arms Road to reduce the growth of Phragmites (common reed)
- Burned large brush pile which was located alongside Hole #14
- Dug out and prepped footings for sand and dirt holding bays for grounds crew
- Hired 4 grounds crew for Summer 2019
- Received final approval and signatures required to extract a 4.5 acre aesthetic pond which will be located between Holes 7, 8 & 9