



## REPORT TO THE COUNTY EXECUTIVE SECOND QUARTER, 2019

The following reports for the 2<sup>nd</sup> quarter of 2019 are presented to the County Executive:

### ADMINISTRATIVE SERVICES

- Assisted in daily operations at Animal Control due to the manager retiring in May of this year.
- Attended MIPRIMA summer event.
- Worked with various County offices in processing Freedom of Information Act (FOIA) responses for the Second 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.
- Worked with MMRMA and various departments regarding automobile and property damage claims.
- Contacted the Michigan Pet Fund Alliance for training opportunities for the staff at Animal Control.
- Continuing to evaluate and plan for utilization of volunteers to assist in the needs of animals at the shelter.
- Planned with Animal Control staff various 5S projects around the facility.
- Researched and discussed various name changes for Animal Control.
- Assisted the Veterans Offices in coordinating financial processing expenditures through & Sailors Relief and Veteran Transportation Services.
- Resolved a number of constituent inquiries and communications made to the Administrative Services office.
- Met with Animal Control and the Prosecuting Attorney's office.
- Coordinated with various staff in planning a move for the Veteran Affairs Department to the first floor.
- Met and discussed various Soldiers / Sailors Relief items with staff.
- Attended the Veteran Affairs Department meetings in April, May, and June.
- Worked with MMRMA and departments to add coverage of newly purchased vehicles.
- Submitted a budget amendment with the State of Michigan to utilize grant funds for the remodel project for the Veteran Affairs Department.
- Observed a monthly visit by a local veterinarian, Dr. Francke from Bay Animal in which various dogs and cats are evaluated and vaccinated.
- Assisted in the design and completion of Bay County Animal Control's Facebook page.

**Animal Control**

The Shelter took in 202 cats and 182 dogs and 3 rabbits for a total of 387 animals. Owners claimed 2 cats and 65 dogs.

We adopted out 64 cats, 47 dogs, and 3 rabbits.

- 42 cats and 23 dogs were euthanized per owner’s request.
- 4 cats and 5 dogs euthanized due to aggressive behavior or illness.
- 17 dogs and 39 cats were transferred to other shelters and rescues

Field Activity: Officers went out on 798 calls, this quarter, which include the following:

- 67 Animal Bites
- 42 Investigations of Cruelty, Neglect, or Abandonment
- 175 Loose and Aggressive
- 85 Barking
  
- We are promoting our adoptable animal on the various websites, Face book, Petfinder.com, Youtube, Instagram, Twitter, etc. We now have our own Facebook page. We are still working with other shelters that are willing to pull animals when the shelter is filling up or take an animal that needs more care than we are able to provide.
  
- In June Dr. Musselman has announced she is retiring from the Skill Center and will no longer be teaching the Veterinarian Technician Program. The Skill Center has not announced whether or not there will be a new Veterinarian to take over the program.
  
- During the Empty The Shelter on May 4<sup>th</sup> event we adopted out 15 cats & 5 dogs. Please note, that April 23<sup>rd</sup> through May 3<sup>rd</sup> we adopted out 21 cats & 7 dogs to people who came to see what was going to be available for the ETS event and they decided to adopt the pet of their choice and pay the full price because they were afraid that dog or cat they really wanted would not still be here on May 4<sup>th</sup>.
  
- On May 31<sup>st</sup> Michael Halstead retired from the position of Manager for the Shelter. Olivia Shields is acting interim Manager for the Shelter currently.

**Veterans**

- During this quarter we assisted a total of 43 Veterans/Dependents of which 36 were provided services. We also provided burial/marker benefits to 109 Veterans/Spouses.

Assistance Provided	Amount Provided
Food	900.00
Gas	475.00
Water/Sewer	1231.47
Car Repair	265.00
Mortgage	1300.00
Taxes	1901.80
Bay City Utilities	4603.52
Consumers Energy	5392.01
<b>Total</b>	<b>\$16,068.80</b>

### CENTRAL DISPATCH 9-1-1

1. 9-1-1 answered: 5,777 Emergency calls in the month of April; 6,981 Emergency calls in the month of May; and 7,284 Emergency calls in the month of June. In total, Central Dispatch has answered 36,406 Emergency calls for 2019.
2. The “Big Night” of the 4<sup>th</sup> of July Fireworks festival is 9-1-1’s busiest event of the year. 2019 was no exception. 9-1-1 Dispatched responders to 240 incidents and answered 598 9-1-1 calls between the hours of 2pm - 2am. Bay County 9-1-1 staffs up for the festival; deploying our command trailer along with 2 dispatchers into the Vet’s Park. We also staff 5 employees at the 9-1-1 Center. A focus has been paid to incident command and planning for the event over the past six years. The better coordination and resource allocation has resulted in a “smoother” night overall.
3. 9-1-1 is in the process of interviewing candidates to fill staff vacancies. We had 187 applicants apply. 15 applicants successfully completed the 9-1-1 testing process. During the third quarter, 9-1-1 will begin the interview process.
4. 9,938 Bay County residents have signed up for Smart911. 317 Residents have signed up in the 2<sup>nd</sup> quarter of 2019. 104 9-1-1 calls were made that were associated with a Smart911 profile and Bay County 9-1-1 initiated 43 Smart911 texting sessions.
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 project is nearly complete with only some minor updates to complete. The completion of this project is the culmination of near 18 months of planning and effort.

The Michigan Chapter of the National Emergency Number Association (NENA) has asked Emergency Management and 9-1-1 to present at an upcoming December NENA Chapter meeting. The presentation will discuss the reasons for radio changes and what was learned through the process.

All radio programming and radio training was conducted by 9-1-1 and Emergency Management Staff. We estimate a savings of \$30,000 by programming the radios with our team.

6. Worked with Buildings & Grounds and Information Systems Division to enhance the resiliency of the electricity service to the 8<sup>th</sup> floor of the County Building.
7. Attended several planning meetings in preparation for the 3<sup>rd</sup> Quarter West Viper 9-1-1 phone software upgrade. The upgrade is in preparation onboarding Saginaw, Isabella and CMU onto the phone system.

8. In cooperation with Corporation Counsel, Bay County 9-1-1 worked with the members of the Great Lakes Bay 9-1-1 phone consortium to update our governing agreement. The updates were in preparation of Saginaw, Isabella and CMU. All members of the group have signed the agreement.

### CORPORATION COUNSEL

- Reviewed contracts for or provided legal opinions to:
  - Administrative Services
  - Board of Commissioners
  - Central Dispatch 9-1-1
  - Circuit Court
  - Clerk
  - Criminal Defense
  - Community Corrections
  - Department on Aging
  - Drain Commissioner
  - Emergency Management
  - Environmental Affairs & Community Development
  - Finance
  - Friend of the Court
  - Gypsy Moth Program
  - Health Department
  - Housing Department
  - Information Systems Division
  - Personnel and Employee Relations
  - Probate & Juvenile Court
  - Prosecutor
  - Purchasing
  - Recreation and Facilities
  - Register of Deeds

- Retirement Board
- Sheriff
- Treasurer
- Assisted with more complex FOIA requests and/or Appeals
- Attended Board of Commissioners meetings
- Attended Retirement Board meetings
- Attended VEBA Board meetings
- Attended Veteran Affairs Committee meetings
- Attended meeting with County Treasurer regarding collections procedures
- Prepared and submitted 2020 Department Budget
- Participated in discussions/meetings regarding building space and the relocation of various departments
- Participated in MIDC conference call
- Assisted the County Executive by drafting various correspondence and memos
- Provided legal opinions and guidance on employee/personnel issues
- Received, reviewed and responded to various subpoenas (Sheriff's Office - 2)
- Attended Wage Study meeting

### **Current Litigation**

- Drafted pleadings and participated in Treasurer foreclosure hearings
- Coordinated submission of Plaintiff Fact Sheet, reviewed correspondence and pleadings in opioid litigation matter
- Reviewed attorney correspondence, pleadings and billings in Neal J. Papin v. Bay County litigation matter
- Review attorney correspondence, pleadings and billings in Jason Holsapple v. Bay County litigation matter
- Reviewed attorney correspondence in Kolu Stevens v. Bay County litigation matter
- Reviewed attorney correspondence and billings in C Burch v. Bay County DHHS and D. Burch v. Bay County DHHS Appeals
- Reviewed attorney correspondence in Brenda Amthor v. Adam Brown litigation matter

- Reviewed attorney correspondence, drafted pleadings and attended meetings in Delores Proctor, et al v. Bay County (class action) litigation matter
- Reviewed attorney correspondence, drafted pleadings and attended meetings in Thomas McDonald, Jr. (Worden Bankruptcy) v. Bay County litigation matter
- Attended meetings, reviewed attorney correspondence and billings and assisted outside counsel with response in Collin Clark Judicial Tenure Commission Complaint
- Reviewed correspondence, pleadings and drafted a response in Pamela S. Kennedy v. Bay County litigation matter
- Telephone conference, review pleadings and conference with bankruptcy trustee in Estate of Cater bankruptcy matter

### Conferences/Seminars/Special Events

- Attended ICLE Labor & Employment Law Seminar
- Attended Law Day Luncheon
- Attended MAPERS Conference
- Attended Bay County Annual Bar Meeting
- Attended MASUD Labor Law Group Labor & Employment

## CRIMINAL DEFENSE

### **TOTAL Case Appointment Numbers for April 2019**

- Felony Matters: 56 assignments
- Circuit Court Violation of Probation Matters: 13 assignments
- Misdemeanor/Traffic Matters: 142 assignments
- Appeals: 2 assignments
- PPO's: 4
- Paternity: 0
- DENIED APPOINTMENT: 0
- **Total Assignments: 217**

### **CRIMINAL DEFENSE Case Appointment Numbers for April 2019**

- Felony Matters: 15 assignments
- Circuit Court Violation of Probation Matters: 8 assignments
- Misdemeanor/Traffic Matters: 68 assignments
- **Total Assignments: 91**

### **ARRAIGNMENT Numbers for April 2019**

- Total Arraignments: 223
- Total Assignments: 217
- Total denied: 0

**TOTAL Case Appointment Numbers for MAY 2019**

- Felony Matters: 39 assignments
- Circuit Court Violation of Probation Matters: 17 assignments
- Misdemeanor/Traffic Matters: 137 assignments
- Appeals: 5 assignments
- PPO's: 1 assignment
- FOC/Paternity: 0 assignments
- DENIED APPOINTMENT: 3
- Total Assignments: 199

**CRIMINAL DEFENSE Case Appointment Numbers for MAY 2019**

- Felony Matters: 15 assignments
- Circuit Court Violation of Probation Matters: 12 assignments
- Misdemeanor/Traffic Matters: 67 assignments
- Total Assignments: 94

**ARRAIGNMENT Numbers for MAY 2019**

- Total Arraignments: 218
- Total Referrals: 204
- Total Assignments: 201
- Total denied: 3
- Cases Settled at Arraignment: 2
  
- *\*Assignments include new clients and current clients that have new charges*

**MIDC Compliance Plan**

- Jordan Anspaugh was hired and began work for the OAC part-time position.
- Louie DuRussell began working as the part-time correction officer for in-custody arraignments.
- Began having an attorney at the time of the arraignments the beginning of April, 2019. Policies and procedures were established with the arraigning attorneys and have been continually adjusted based on communications with the court and attorneys.
- MIDC quarterly report submitted.
- MISC Representative came and evaluated our process to determine if we were in compliance. There were no changes requested by the MIDC.
- In June, 2019 we began implementing having attorneys present at the time of Circuit Court Violation of Probation arraignments. This has been going very smoothly and attorneys are able to resolve cases much faster and at most times at the time of arraignment.
- Have implemented the requirement that attorneys must meet with their clients within 3 business days of appointment. Attorneys are to report this to the OAC.
- OAC staff has taken the LEIN course and had a background check which LEIN requires.
- Prepared and completed a MIDC Compliance Plan renewal. This renewal was accepted by the Board of Commissioners. However, after discussion with our MIDC representative, adjustments were made and submitted to the MIDC. The MIDC will approve or disapprove at the end of July.

**Next Quarter**

- Implementation is completed; however, we are constantly adjusting procedures to make everything more efficient.
- Prepare and submit quarterly reports for MIDC

**ON AGING (DOA) (See Attached)**

**ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT**

**Director's Report**

- **Linwood Scenic Access Site Grant Proposal Assistance:**  
Provided coordination with Fraser and Kawkawlin Townships and the Linwood Civic Improvement Club to facilitate the Linwood Scenic Access Site Improvement project. The Director assisted with the development and preparation of three (3) grant proposals to help with the funding for the project in order to secure funding for this much needed Saginaw Bay access project. This project will restore Saginaw Bay access at this site for Bay County residents to enjoy.
- **Fish Spawning Rock Reef Restoration:**  
The Director made (4) presentations to various user groups on the history and need of the reef restoration project including information on the economic impacts of the fishing industry in Saginaw Bay = \$38.9 million annually. Primary access to that fishery is through Bay County and it includes both sport/recreational fishing and Commercial fisheries. Public feedback was concern for the 'nearshore' reef in conflict with recreational boating.
- Update on the project includes instead of building two smaller rock reefs the new plan is to build one larger two (2) acre rock reef further out in deeper water the Bay at the old Coreyon Reef site. The revised project plan and scope of work will be going out for a public comment period.
- **Electronics Waste Drop-Off:**  
The Director working with the City of Bay City on Solid Waste Management Project to coordinate having an electronic waste drop off program later this year. Providing drop offs for electronic items is very important in order to ensure they are recycled and disposed of in the proper manner. Electronic Waste that is improperly disposed of can impact our environment as well as our health. Chemicals such as lead, mercury, cadmium, and Brominated flame retardants can be found in items such as televisions, CRT Screens, monitors, computers, and stereo equipment. These chemicals can leech out into our environment when electronic waste items are disposed of improperly.
- **Garden Club Presentation on Phragmites:**  
The Director gave a presentation to the Garden Club on the invasive variety of Phragmites that can be found all over Bay County. The educational presentation focused on the life cycle of the plant, highlighting the best time to conduct chemical treatment and mowing. The invasive Phragmites are a perennial plant, so in order to control them it is very important to understand their growing season to ensure the

Services  
April - June  
2019

# Bay County Department on Aging Services for Seniors - 2Q19

Home  
Delivered  
Meals  
**44,831**

Congregate  
(Activity Center)  
Meals  
**10,553**

Commodities  
Boxes  
Delivered  
**594**

Do you know what services the Department on Aging offers to the Bay County Residents 60+ who are home-bound? We offer Home Delivered Meals, Personal Care Services and Homemaking Services. There are 5 Case Managers 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.

New Elder  
Abuse Cases  
Served  
**2**

Special  
Event  
Eligible  
Meals  
**1,760**

Transportation  
(# of rides)  
**107**

Volunteer  
(Hours)  
**2307**

Caregiver (Hours) : **91**  
Case Coordination (Hours): **1,800**  
Homemaking (Hours) **1,721**  
Personal Care (Hours) **476**

## Events/Programming Congregate Sites

Blood Pressure Clinics - Low Vision Support Group  
- Various Sites Exercise Classes - Line Dancing -  
Wii Bowling League - Shuffleboard - Aging Well:  
Chair Yoga - Indoor/Outdoor Walking Program -  
Grief Support Group-Cardio Drumming - Chair  
Dancing-Diabetics Education--Arthritis Exercise

Volunteer Rec Dinner Spring Bird Migration  
Spring Osteo Classes Day Trip - Henry Ford  
3) Movie Lunch Series Balancing Your Life  
Bay City Players Event In Service - Ask the Sheriff  
Bay County Olympic Games

**Musical Entertainment** - Stillwater Duo, Dust  
Stompers, Piano Man, Jolly Hammer and  
Strings, Yesterdays Country Band, Sentimental  
Strings, The Recyclables, **Arts & Crafts** -  
Wood Pallet Painting Class, Acrylic Painting  
Class, Card Making Class, Welcome Rock  
Painting Class **Special Programs** - Golden  
Horizon, Destress, Social Securitiy, Unlock the  
Potential, Hampton Travelers, Casino Trip,  
Open Houses all Sites, Smart 911, Laura Ogar,  
Environmental Affairs, Easter Dinners, Meet  
Drake, the Therapy Dog, Income Tax Program,  
Mother's Day Events, Tea Time Program,  
Skorupski Funeral Home Program, Mosquito  
Control Program, Lee Ramsay Funeral Home  
Program, Alzheimer Programs, VanOoteghem  
Farms Program, Life of the Shanty Boy, Auburn  
Treasure Hunt Days, Father's Day Parties,  
Classic Car Show, Ice Cream Socials, Noon  
Time Learners, Spa Day, Diabetes Prevention,  
**Ongoing programs-** Birthday/Anniversary  
Celebrations, Phase 10 Cards, Bingo, Book  
Club, Euchre, Dominoes, Smear, Cribbage,  
Hand and Foot Cards, Pinochle

- most effective treatments are being done during the optimal time.
- **Natural Resource Damages Assessment/Environmental Settlements:**  
The Director has been working with the Bay County Executive, U.S. Fish and Wildlife Services (USFWS), Department of Natural Resource (DNR), and Department of Environmental Quality (DEQ) on local priorities for use of the remaining funding, while showing the Fiscal Impact of converting taxable lands to tax exempt for habitat or Conservation purposes.
- Lake Huron Region Fisheries Workshop: With DNR Fisheries, Michigan SeaGrant, Co-hosted a Public Informational Booth at the Workshop held in Bay County at the Fairgrounds Canteen to describe value of the reef restoration activities.
- Bay Area Community High School: Guest Panelist on Great Lakes Water Quality, Fisheries, and Jobs discussion for students in the community High School.
- Annual Report 2018 Completed, Presented and Distributed; Environmental Affairs and Community Development Department.
- City of Auburn, requested my participation at Brownfield Redevelopment Authority and DDA meeting, Director provided technical assistance on how BRA's can help fund initial site investigations and further qualify for site cleanup assistance. Follow up was made with DEQ for further site Baseline Data on two sites of interest in DDA, one with significant land use recorded restriction.
- Hampton Township, Assisted in early development aspects for Coal Impacted Communities grant funding, as the Township makes application to the US Economic Development Administration. Provided letter of support to the US EDA for grant funding of the Hampton Township project.
- Monitor Township Park - Reviewed proposed improvement plans for new kayak launch at Steih Park. Worked with plan update and development, Provided letter of Support for project for grant funds.
- Attended EMCOG's Great Lakes Bay Regional Census Hub presentation and offered Bay County's GIS services to the new Coordinator, Chloe Updegraff.
- Notification of grant award for Bay County Fair Board for Bay County Fair improvements.
- Coordinated and provided notice to the HR Director of a change in Supervision in the GIS/Transportation staff.
- State of the Bay Conference, Planning Team for September 2019. Discussions on content, potential Guest Speaker, focus of topic areas and Break-out sessions.
- Public Speaking Event - America's Boating Club, at Uno's Restaurant (approximately 30 people) focused on changes to the Saginaw Bay over the past 30 years. Attributes to results of Jim Barcia's work in state and US Congress with Farm Bill to support buffer strips, Ag Conservation lands, and Clean Water Funding for Municipal Wastewater

- Treatment Plant improvements.
- Coordination of Mowing Permits required by MDEQ in addition to Chemical Treatment Permit coverage at the same site locations, work to be done by Phragmites Contractor Wildlife and Wetlands, Inc.
- Prepare Letter of Support for Saginaw Chippewa Native Indian Tribe to serve as Fiduciary for the new coastal Saginaw Bay Cooperative Invasive Management Area (CISMA) to allow for on-going work on invasive species to be done in Bay County by others, not the Environmental Affairs and Community Development department.
- Worked with Gypsy Moth program staff to develop Landowner Authorization forms to access private property and update consent for monitoring with 3 year term, renewable.
- Invited participant in 2019 Saginaw Bay Lake Sturgeon Reintroduction Partnership Roundtable led by Saginaw Watershed Initiative and Michigan SeaGrant.
- Worked with Finance to send out notifications on loan payments for existing participants in Revolving Septic Loan program.
- Coordination with the City of Bay City for Bay County promotion of Bay City's Wastewater Treatment Plant Open House on the Bay County Facebook (N. Paige) and Website.
- Standing member/participant in the Bay Area Community Foundation Environment Committee. Attended and review the grant proposals for the 2019 1st Grant Cycle, make recommendations.
- Coordinate approvals and start date for mowing Phragmites in Hampton Township shoreline area.
- Serve on Coordinating Committee for Bay Area Community Foundation Harvest Hustle 5k and 10 miler fundraiser for the Bay to Zil Trail Endowment at the BACF. Event proposed for September 2109.
- Assisted in promotion of DEQ's Local Leaders Webinar Series on various regulatory topics affecting local business.

### Geographic Information Systems (GIS)

- Continued maintenance on 9-1-1 GIS data for New World System CAD Map and Intrado Software.
  - Updated 9 address changes or additions.
- Continued maintenance and update of the Fetch GIS Mobile Application for First Responders.
- Coordinated with 9-1-1 on GIS data needs for update to Map Flex (Intrado) Software upgrade.
- Organized and held two Bay County-Bay City GIS Workgroup Meetings.
- Maintained data for the Bay Area Fetch Viewer and added 1 new data layer to the site;

- Hampton Township Zoning
- Completed GIS Data and Map Requests at an estimated cost of:
  - \$70.00 to Private Sales
  - \$119.00 to County Dept./Div.
  - \$264.00 to City/Townships
- Attended three monthly MiCAMP Board Meetings.
- Participated in two meetings regarding City of Bay City assessing information updates to the Bay Area Fetch Viewer with ISD, Treasurer's Office, and City of Bay City.
- 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.
- Coordinated meetings with the Bay County Mosquito Control program and Amalgam to discuss GIS strategies for larvaciding work flow.
- Participated in two Bay County Hazard Mitigation Advisory Committee Meetings.
- Continued assisting 9-1-1/Central Dispatch led effort to draft a county-wide addressing ordinance. GIS staff is working with representatives from 9-1-1, Equalization, and the City of Bay City.
- Attended Survey 123 webinar.
- Attended an ArcGIS for Elections webinar.
- Attended MiCAMP webinar on ArcPro and ArcGIS Online.

### Gypsy Moth Program

- Treatment to control outbreak level populations of Gypsy Moths was done in Gibson, Mount Forest, and Kawkawlin Townships. A total of 406 acres was treated the morning of May 24<sup>th</sup> with perfect weather conditions. Application went smoothly and took just over an hour to complete. Program staff was able to monitor the progress of spray operations using the Ipad and a program the applicator opened to allow County staff to monitor the treatment as it happened.
- Post treatment defoliation surveys showed that the treatment was 89% to 98% effective in stopping defoliation of the infested trees. Gypsy Moth caterpillars were still found in all three treatment sites. However their numbers were significantly reduced so they were not able to do extensive damage to the trees.
- The Gypsy Moth in Bay County has also been reduced by two pathogens that kill the larvae, NPV virus and *Entomophaga maimaiga* fungus. These pathogens will help keep the Bay County population of Gypsy Moths down for the next year.
- Many other areas of Michigan are heavily infested with Gypsy Moth and experienced up to 100% defoliation in places causing the loss of trees. Fortunately for many of these areas they were also hit by the virus and fungus pathogens which should reduce their numbers of Gypsy Moths next year too.
- The location of trapping sights used to monitor for gypsy moths during the summer and a data collection form were entered into ArcGIS Collector so that survey data can be collected digitally in the field as surveys are completed.
- 911 posted alerts notifying citizens of Gypsy Moth treatment operations when

treatment started and again when treatment was complete.

**Emerald Ash Bore (EAB)**

- Kinnucan Tree Experts the treated 1,058 ash trees in the south east portion of Bay City and at the Bay County Golf Course between June 10<sup>th</sup> and June 15<sup>th</sup>. The following table shows the cost of this treatment:

	cost	total DBH (inches)	# of trees
actual	\$63,490.35	16,491	1058
budgeted	\$58,477.65	15,189	1071
difference	\$5,012.70	1,302	13

- Treatment cost is based on the size of each tree or Diameter at Breast Height (DBH). Each tree was measured in the fall of 2018 and then again just before treatment. The total DBH of the trees increased from 1,302 inches or an average of 1.3 inches which shows that the treatment program continues to protect the publicly owned ash trees included in our treatment operations.
- The treatment application crews used iPads with ArcGIS Collector to locate the trees and record their treatment data. This allowed program staff to follow the progress of the treatment as the records were updated throughout each day and made monitoring very easy. The crews and staff loved using this new technology and said it made their work go much faster.
- Treatment notifications were made in the Bay City Times, on the County Website, Bay County TV, and the Bay County Facebook page. Additionally all managers of the treated tree sites were notified prior to the start of the EAB treatment.
- The trees will be evaluated in August 2019 to confirm the continued success of the ash tree treatments that are designed to protect them from EAB.

**Educational Programs**

- Staff assisted with environmental education programs at Bangor John Glenn High School and Bay Arenac Community High School.
- Staff presented Gypsy Moth and Emerald Ash Borer (EAB) education programs for Bay County Mosquito Control Staff.
- An Invasive Species update was presented to 23 Bay City Noon Optimist Members on June 18th.

**Michigan Green Schools**

- Awards and recognition were presented to the eight (8) schools that participated in the Michigan Green Schools Initiative at the April Board Meeting. The award winning schools were Auburn Area Catholic, Bay-Arenac ISD Career Center, John Glenn High, Bangor’s Lincoln Elementary and Central Elementary, and State Street Academy at Evergreen Level; Bay-Arenac Community High School at Emerald Level; and Bush Elementary. County Executive Jim Barcia presented the awards directly to the student bodies at John Glenn High School, Bush Elementary and Bangor Lincoln Elementary at their request.
- Schools were sent information priming them for participating in the Michigan Green

Schools Initiative for 2020.

- Energy saving information and Grant application information was passed on to the eight (8) participating schools.

### Mosquito Control

- Attempts to begin aerial treatment on April 14 were delayed due to unfavorable weather conditions (snow, wind, and rain). It took 14 days, about twice as long as typical, to complete the aerial treatment due to the weather. Treatment for 2019 was expanded to 52,434 acres of flooded woodlots. Overall treatment results were successful with over 90% mortality in test sites.
- The DEQ/EGLE Scrap Tire Grant contract was signed providing funding up to \$8,000 towards two scrap tire recycling events hosted by Mosquito Control this summer. The first tire drive on June 1 at Mosquito Control was a success with nearly 1,700 tires collected.
- Staff completed STEM-based mosquito presentations to nearly 700 first grade students in the Bay City Public Schools, Bangor Schools, and Pinconning Area Schools. These presentations included information about the mosquito life cycle, habitats, diseases, and surveillance tools. Students also visited hands-on stations to learn about aquatic insects through crafts, puzzles, and games.
- Two training sessions were held for all 31 seasonal employees on May 10 and June 11. These day-long training sessions covered proper pesticide application requirements, integrated mosquito management, Bay County work rules, and the various job functions at Bay County Mosquito Control.
- Michigan Department of Agriculture and Rural Development hosted a certified pesticide applicator examination for new employees at our facility on May 13.
- Staff presented a display on mosquitoes and mosquito control to the Hampton P.M. Senior Center on May 15.
- The full seasonal staff began work on May 13. Larviciding crews began with training and treatment of standing water in woodlots, tires, and backyard inspections.
- The start of adulticiding (fogging for adult mosquitoes) was delayed and done in limited capacities due to cool temperatures and low mosquito counts from May into June. Two new foggers are being utilized in the fleet for 2019.
- The treatment season began rainy but cool throughout May into June. Standing water caused mosquitoes to breed, however, the below average temperatures prevented a significant mosquito emergence.

- A few rain events with over 2” of rain were experienced from late May throughout June. Larviciding shifts have worked overtime for multiple weeks to treat roadside ditches and standing water to limit emergence of adult mosquitoes.
- Early June saw the treatment of approximately 14,000 catch basins throughout Bay County with naturally-occurring bacterial products. By the end of June, counts of the floodwater mosquito *Aedes vexans*, as well as the cattail marsh mosquito *Coquillettidia perturbans*, began to increase.
- Outreach through the media has been conducted regularly; staff conducted interviews with 790 WSGW and ABC 12 to notify residents of aerial treatment; media interviews were conducted with TV 5 and ABC 12 in June to discuss Mosquito Control’s response to high rainfall totals; the Bay County Facebook page has been regularly used to provide outreach to residents on Mosquito Control activities; the Mosquito Control website is updated weekly with adult mosquito surveillance data and West Nile virus data.
- As of June 30, nearly 3,500 mosquitoes have been sent to MSU for testing of West Nile virus, St. Louis Encephalitis, and Eastern Equine Encephalitis disease presence with 0 testing positive
- As of June 30, 2 birds have been tested in-house with the Vector Test for testing of West Nile virus presence with 0 testing positive.
- Our Biology department is performing multiple new product field trials in order to determine product efficacy for possible inclusion into our treatment program
- The department continues to make advances in GIS technology including beginning to digitize mosquito breeding habitats. Currently, a product demo of a digitized mapping system is underway in our adulticiding fleet.
- Staff have met with multiple vendors to learn about new control materials and equipment to implement into the program
- Staff continue to participate in webinars relating to our industry including those provided by the American Mosquito Control Association, DEQ/EGLE, and MiCamp
- Staff is regularly involved with the City/County GIS Workgroup
- Staff is actively involved with Michigan Mosquito Control Association Board of Directors meetings.

### Transportation Planning Division

- Held three BCATS Technical and three Policy Committee meetings.
- Hosted an Open House at the Bay County Community Center for public review and comment on the BCATS FY 2020 - 2023 Transportation Improvement Program (TIP).
- Approved 13 Amendments to the BCATS FY 2017-2020 TIP.
  - This totaled \$7,417,368 in Federal, State, and Local funding for road and transit projects in the Bay City Urbanized Area.
- Drafted and approved BCATS FY 2020-2023 TIP document.
- Attended two TAMC Coordinator's Conference Call meetings.
- Attended three monthly MTPA meetings in Lansing.
- Attended Riverwalk Rail Trail committee meeting.
- Attended MDOT Traffic Monitoring meeting via conference call.
- Attended three monthly JobNet Technical Committee Meetings.
- Attended JobNet/GIS data meeting via conference call.
- Attended EMCOG Regional Asset Management Summit in Midland.
- Completed the annual Highway Performance Monitoring System reporting.
- Participated in the U.S. Department of Environmental Protection Agency (EPA) Webinar: Identifying the Prioritizing Environmentally Impacted and Vulnerable Communities.
- Drafted and approved 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.
- Completed 2019 PASER data collection for Bay County. A total of 247.45 miles were rated this season.
  - 31.178 miles rated in Bay City
  - 216.272 miles rated in Northern Bay County.

### EQUALIZATION

- Finalize Assessed Values for County and State Equalization, prepare pertinent reports.
- Set up new computer database for the 2020 Assessment Roll.
- Compile and update parcel Principal Residence Exemption statuses and Special Assessment billing information.
- Calculate and verify millage rates, prepare and submit pertinent reports, verify tax bill due dates and messages, compile that data and submitted for tax bill printing.
- Email / mail digital tax bill data to mortgage and escrow companies for their tax billing collection purposes.

- Personal Property assessment records verification project underway with goal to study 100% of Industrial & Utilities Classes and 20-30% for Commercial Classes in all of Bay County.
- Continue to review Register of Deeds recordings, check for full or partial coverage of parcels, print pertinent documents for Assessors, update property ownership information.
- Review older sales and legal transfer documents in our database and update them to show corrected information.
- Assign new parcel numbers for split or combined properties, write legal descriptions and update the Equalization Maps as well as the GIS parcel layer.
- Have Equalization Maps scanned and linked to department web site, printed for townships and cities and for public use in office.
- Assist in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assist Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Prepare computerized tax bill data for township officials and assist them in uploading that data and printing necessary billing reports and documents.
- Begin Real Property sales studies and audits for 2020 assessments..
- Update website for Property Tax Query and equalization reports on the Department web pages.
- Assist State Tax Commission with reports and data required for the AMAR (Audit of Minimum Assessing Requirements) review for Townships and Cities.
- Moved the Equalization Department from the 6<sup>th</sup> floor to the 2<sup>nd</sup> floor.

### FINANCE

#### Accounting/Budget

- Issued the 2018 Comprehensive Audited Financial Report (CAFR). This was the fifth CAFR issued since 2009. At the same time, the Single Audit, which reports all federal revenue, was also issued with no comments or deficiencies.
- Submitted the state mandated F-65 by the June 30, 2019, deadline.
- Attended the Michigan Association of Public Employee Retirement Systems (MAPERS) Spring conference held at Shanty Creek in May 2019.

- Attended the startup meetings of the 401K and 457 committees. These committees have not met in many years, and are needed to update investment options for employees.
- Staff met with grant administrators on new and existing grants to ensure the county is in compliance with all federal and state guidelines.
- 2020 Budget packets were prepared and distributed on April 22, 2019.
- Worked with Health Department, Soldiers & Sailors, Housing Fund and Division on Aging Departments Personnel Budgets for 2020.
- Worked with Probate Court Child Care, Environmental Affairs, Clerks on 2020 budget.
- Trained new people regarding budgeting, Accounts Payable, and Generating Reportings using the Financial Software.
- Trained on MD&A by webinar.
- Worked with Munis Software on Bay County, MI. Open Finance transparency website.
- Attended Audit Progress Meetings.
- Met with Payroll regarding VEBA contributions for 2020.

### Purchasing

#### Bids Closed:

- Gypsy Moth Aerial Treatment
- BCERS Medical Director

#### Bids in Process:

- Central Dispatch HVAC System

#### Bids Released:

- County Medical Examiner
- County Medical Director
- Animal Control Make-Up Air Unit
- County Forensic Pathologist
- BCERS Medical Director
- Waste Removal
- IBM Servers

### 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.
- Met with Housing Rehab participant to discuss issues and handled various Housing Rehab related issues.
- Participated in the following training webinars:
- Adapting to Procurement Curveballs: How Technology Helps Procurement Teams Build a More Resilient Purchasing Process
- Procurement Fraud - Can you detect it?

### Information Systems Division

- Completed 1060 work orders.
- Finished up Juvenile Home security camera install.
- Started the install for the new security cameras at the Law Enforcement Center.
- Installed and configured equipment for 911 Incident Response Trailer.
- Installed and configured new laptops and PCs.
- Ordered a new battery backup cabinet capability of approximately six hours of backup power.
- Worked with various departments on 2020 Budget requirements.
- Developed solution for Animal Control for Release form
- Worked on OnBase solution for Retirement - plan to go live in 3<sup>rd</sup> quarter.

## 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 official notification of accreditation 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. Representatives from MDHHS

will present the accreditation award at a Board of Commissioners meeting in September of this year.

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 representatives 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 continues 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. At the time of this report, nearly 45% of all parcel information has been entered into the database and mapped.
5. The Health Officer continues to plan 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. MCDC has pledged to provide vouchers and travel assistance for residents in need of basic dental work until the Bay County clinic is fully operational.
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 Marijuana, and totals \$43,500. The Medical Marijuana grant's goal is to educate consumers and medical practitioners on the medical marijuana law in Michigan. Tracy Metcalfe, Community Health Educator, is coordinating activities and meeting with local practitioners beginning this summer.
7. 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. The Board of Commissioners has recently authorized data use agreements regarding the surveillance database.
8. 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 explain 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.

9. In April the Health Department received notification from MDHHS and MEGLE regarding high readings in some dioxin tests from Middlegrounds Island. A series of meetings were held with local property owners to discuss further testing for confirmation and next potential steps regarding abatement, if it is necessary.
10. In May and June the Health Department also worked with Hampton Township, EGLE, MDHHS and the local municipal Water authorities to disseminate information regarding high levels of lead in water tests that were performed in the beginning of the year. Representatives from all of the aforementioned departments met with nearly 500 local residents to discuss findings, distribute water testing supplies, plan for additional testing and removal of lead service lines in accordance with new state regulations, and provide general education and training for those who are concerned about the lead levels.
11. The Health Department issued three requests for qualifications for the following positions: Medical Director, Medical Examiner and Forensic Pathologist. Submissions for each of these positions were taken and analyzed by staff at the Health Department, Finance Department, Prosecutor's Office, Sheriff, etc.. Final decisions on awarding and contracts are expected in July and August.

**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 (June)
- Michigan Health Improvement Alliance - Population Health Working Group (Monthly)
- THRIVE aka Great Lakes Bay Regional Health & Economic Initiative (April)
- MiHIA Bridging for Health- (June)
- SVSU/BCHC/BABHA Sustainability Meeting (March, May)
- Bay & Saginaw Health Plan Joint Executive Committee (Monthly)
- Hepatitis A Outbreak Conference Call (Monthly)
- My Community Dental Centers (MCDC) Advisory Council (April)
- Regional Perinatal Coalition Planning Team (Monthly)
- Saginaw Bay MST (Microbial Source Tracking) Group - (Monthly)
- Caravan Quality Workshop (April, May, June)
- Statewide Medical Marijuana Meeting (April)
- Local Public Health 101 Training - West Branch (April)
- MDHHS Communicable Disease Conference (Bay City)
- Middle Ground Island Meetings (June)
- MDHHS Opioid Policy Meeting - Ypsilanti (May)
- Hampton Township Lead and Copper Water Meetings (June)
- Medical Examiner RFQ Review (June)

- Medical Director RFQ Review (June)
- Forensic Pathologist RFQ Review (June)

### 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.

05-22-19 CSHCS nurses attended the annual CSHCS meeting in Grayling, MI

During this quarter the following billable services were provided with an approximate income of **\$5,781.58**:

- 18 Level I Plan of Care face to face visits with the PHN
- 18 Level I Plan of Care by telephone with PHN
- 36 Level II care coordination activities, combined efforts of PHN and clerical staff
- 1 Case Management visits by the PHN

### Communicable Disease (CD) Division

CD has 2 PHN in the department; however since February 2019 one CD nurse has been pulled for coverage to another department on a consistent basis. As a result CD report completion is behind.

Influenza season has ended and department is seeing a rise in Bite and Potential Rabies Exposure.

**This quarter, Bay County had two bats test positive for Rabies with exposure to 4 humans and 6 animals.**

**The CD nurses investigated 196 reportable disease cases this quarter, of which 160 were confirmed or probable.** For reporting purposes, MDHHS considers probable cases as confirmed disease.

Confirmed cases:

64 Influenza; 3 Campylobacter; 3 Norovirus; 1 Giardiasis; 1 Listeriosis; 2 Streptococcus Pneumoniae inv.; 1 Streptococcus pneumoniae-drug resistant; 2 Streptococcal Dis. Inv Grp A; 1 Legionellosis; 1 Staphylococcus Aureus infection; 14 Rabies (potential exposure & PEP - prophylaxis); 1 Nontuberculous Mycobacterium; 2 Shingles; 3 VZ Infection, unspecified; 1 Hepatitis B -chronic; 46 Chlamydia and 11 Gonorrhea cases

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

- 04-08-19 MDHHS Communicable Disease Conference -Doubletree Hotel, Bay City, MI
- 05-15-19 Webinar teleconference presenter for Rutgers Institute Webinar on a TB Case
- 05-21-19 East Central Infection Control meeting, St Mary’s Hospital, Saginaw MI
- 05-30/31-19 2019 MI Clinical Nursing Confr. for HIV & STD, Doubletree Hotel, Bay City, MI
- 06/20/19 SHARPS Symposium, Bay City, MI

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

- 04-08-19 MDHHS Communicable Disease Conference -Doubletree Hotel, Bay City, MI
- 05-30/31-19 2019 MI Clinical Nursing Confr. for HIV & STD, Doubletree Hotel, Bay City, MI
- 06/20/19 SHARPS Symposium, Bay City, MI

**Personal Health Family Planning Clinic**

The Personal Health Family Planning (PHFP) Clinic is a Title X Clinic that provides sexual and reproductive health and contraceptive services to woman, men and teens. Client receives both contraceptives and STD services. Staff currently includes 1 FTE nurse and clerk and 2 contracted Nurse Practitioners who each work one day a week in the Clinic. In late May, the Clinic welcomed Allison Tribfelner, BSN, RN to a newly created position as a PHFP Clinic Coordinator as a result of increased administrative and clinical demands in the Clinic.

Early this year the clinic lost both the FTE clerk and nurse. A clerk has been reassigned temporarily to the clinic and two registered nurses rotate from other departments to provide services in the clinic. This quarter administrative staff has been busy interviewing for a temporary full time nurse and has selected a candidate scheduled to begin in July.

<b>Number of Unduplicated Persons Receiving Services in Personal Health Family Planning Clinic</b>
218 (187 females and 31 males)
<b>Total Number of Encounters in Personal Health Family Planning Clinic</b>
177

**HIV/AIDS Testing & Outreach**

- 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.
- 39 Clients were tested for HIV this quarter: 18 males (2 were court ordered) and 21 females. All HIV results were negative.

**Hearing and Vision Program**

The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools. Children who do not pass the screening are referred for medical care. Technicians follow up on referrals to assure children receive medical care.

**Vision Screening**

	<b>SERVICES PROVIDED</b> Total of all screenings attempted.	<b>PASSED</b> Total of all screenings with passing outcomes.	<b>REFERRED</b> Total of all screenings resulting in a doctor referral.	<b>UNDER CARE / DIAGNOSED LOSS</b>	<b>OTHER</b> Total of all screenings with an inconclusive outcome either due to UTS or pending rescreens that could not be completed.	<b>*DOCTOR EVALS</b> Doctor / parent reports of follow up care.
<b>UNDER 3 YEARS OLD</b>	0	0	0	0	0	0
<b>PRESCHOOL</b> 3-5 years	771	648	53	3	27	34
<b>SCHOOL AGE</b> ...Grades K - 12	0	0	0	0	0	142
<b>TOTALS</b>	<b>771</b>	<b>648</b>	<b>53</b>	<b>3</b>	<b>27</b>	<b>176</b>

**Hearing Screening**

	<b>SERVICES PROVIDED</b> Total of all screenings attempted.	<b>PASSED</b> Total of all screenings with passing outcomes.	<b>REFERRED</b> Total of all screenings resulting in a doctor referral.	<b>UNDER CARE / DIAGNOSED LOSS</b>	<b>OTHER</b> Total of all screenings with an inconclusive outcome either due to UTS or pending rescreens that could not be completed.	<b>*DOCTOR EVALS</b> Doctor / parent reports of follow up care.
<b>UNDER 3 YEARS OLD</b>	0	0	0	0	0	0
<b>PRESCHOOL</b> 3-5 years	732	672	27	1	18	14
<b>SCHOOL AGE</b> ...Grades K - 12	0	0	0	0	0	1
<b>TOTALS</b>	<b>732</b>	<b>672</b>	<b>27</b>	<b>1</b>	<b>18</b>	<b>15</b>

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

**Childhood Lead Program**

- Healthy Homes and Lead Poisoning Surveillance System (HHL PSS) is the MDHHS system to report on blood lead levels for all children in Michigan. It assists the local health department (LHD) by identifying children in their jurisdiction who have an elevated blood lead level (EBLL)  $\geq$  5mcg/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  $\geq 5$  mcg/dL are offered PHN case management in the form of a home visit. These visits are provided regardless of insurance coverage.
- 7 children are currently opened to nurse case management for EBLL greater than 5 micrograms / deciliter, 1 child was opened to case management and 3 were closed during this quarter 2 billable Medicaid Nursing Case Management visit was done this quarter.
- BCHD Lead Outreach & Education (O&E) for Prosperity Region 5 included distribution of EBLL materials at Bay County health educators outreach events. On 06-17-19 Kathy Janer, RN, PHN Manager, and Kelly, Dore, RN, Lead nurse, attended the Hampton Township public meeting regarding recent water testing that identified lead in some Hampton township drinking water to provide education to the public. Lead outreach was not requested from Region 5 counties.

#### 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

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

- Monthly MIHP, PHFP, and Health Department Staff and Management meetings
- Monthly MDHHS Nurse Administrator Forum (NAF) Meeting by teleconference
- Monthly Great Start Collaborative meeting at BAISD

- |          |   |
|----------|---|
| 04-18-19 | MDHHS Annual CD Conference, Doubletree Hotel, Bay City, MI  |
| 05-15-19 | Webinar teleconference presenter for Rutgers Institute Webinar on a TB Case   |
| 05-21-19 | MDHHS MIHP Conference, Traverse City, MI  |
| 05-22-19 | MDHHS CSHCS Conference, Grayling MI   |
| 06-13-19 | MDHHS Hearing & Vision Conference, Gaylord, MI  |
| 06-17-19 | Hampton Township Public Meeting regarding recent water testing positive for Lead; provided education to the public. |
| 06-28-19 | MDHHS Family Planning Coordinator’s meeting, Lansing, MI  |

#### Maternal Infant Health Department (MIHP)

The MIHP program received **182** maternal and infant referrals this quarter from which **12** maternal and **18** infant were enrolled. A total of **143 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.

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

04-16-19 Training Plymouth, MI

04-27-19 Training Arenac County

04-23-19 SVSU student presentations

Emily Nelson, RN, provides back up RN services for the Personal Health Family Planning clinic, provides Lead education and outreach services in Region 5, 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:

05-30/31-19 HIV Conference, Doubletree Hotel, Bay City, MI

06-21-19 Safe Journey meeting

06/29/19 Annual MDHHS Lead Education & Outreach Conference, Lansing, MI

### **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):

**April**

- Region 3 EPC MCM Healthcare Coalition Tabletop Exercise Planning Meeting
- MDHHS Statewide Measles Teleconference
- Tri-County EPC Planning Meeting

- Saginaw River All Hazards Committee Meeting
- MDHHS Communicable Disease Conference
- Bay County Local Planning Team Meeting
- Bay County Training and Exercise Planning Workshop
- Qualifications Committee for RFQs for Medical Director, Medical Examiner and Forensic Pathologist
- Attended Communicable Disease Division Staff Meeting
- Completed and Submitted Monthly Hepatitis A Vaccination Situation Report to MDHHS

**May**

- Region 3 EPC MCM Healthcare Coalition Tabletop Exercise Planning Teleconference
- McLaren Bay Region Meeting to discuss Bay County's MBS Full-Scale Exercise Objectives
- MBS Full-Scale Exercise Informational Meeting at airport
- Local Health and Tribal Emergency Preparedness Partnership Face-to-Face Meeting
- Great Lakes Homeland Security Training Conference
- MBS Full-Scale Exercise (Melissa & Tracy)
- BCHD Incident Command Team Drill
- SNS Mock Transportation Drill
- Bay County Hazard Mitigation Planning Meeting
- BCHC meetings and teleconferences
- Completed and Submitted Monthly Hepatitis A Vaccination Situation Report to MDHHS

**June**

- Tall Ships Tabletop Exercise
- Bay County Wellness Committee Meeting
- Region 3 EPC MCM Healthcare Coalition Tabletop Exercise Planning Teleconference
- Medical Director and Medical Examiner Evaluation Review Meetings
- Region 3 EPC MCM Healthcare Coalition Functional Exercise
- Public Health Law 301 Training
- Bay County Local Planning Team Meeting
- Bay County Hazard Mitigation Planning Meeting
- BCHC meetings and teleconferences
- Completed and Submitted Monthly Hepatitis A Vaccination Situation 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 Bi-Monthly 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)
- Trauma Informed Communities Meeting (Tracy)

#### April

- SCRIPT Smoking Cessation Program Training (Tracy)
- BCHD Open House (Tracy & Liz)
- Dental Health Meeting (Tracy)
- Marijuana and Pregnancy Meeting (Tracy)
- Community Health Improvement Plan Meeting (Tracy)
- Saginaw Bay Oral Health Coalition Meeting (Tracy)
- Lead Outreach Meeting (Tracy)
- Meeting with Sheriff re: Opioid Grant (Tracy)
- ESF Outreach at ABC 12 Family Health Expo at Frankenmuth Town Center (Liz)
- Attended Lake Huron Regional Fisheries Workshop (Liz)
- ESF Outreach at Day at the Saginaw Zoo with EPA- discussed ESF/EPA info and made pins for youth out of their artwork drawing (Liz)
- SVSU Nursing student presentation- discussed fish advisory and fish/wild game contamination (Liz)
- Medical Marijuana Workshop- discussion on current HD grant, grant policies, latest marijuana info educators should be informed of (Tracy & Liz)
- ESF Outreach at Earth Day event at Midland Center for the Arts with EPA- acknowledged “paper” theme by making button pins out of paper artwork youth create at table (Liz)
- Distributed a total of 2,285 ESF brochures and 70 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)

#### May

- HSCC Webpage Meeting with HSCC Chair (Tracy)
- Suicide Prevention Webinar (Tracy)
- National Public Health Marijuana Summit (Tracy)
- Opioid Surveillance System Conference Call (Tracy)
- Recognitions Committee Meeting (Tracy)
- MiHIA Health Excellence Award Committee Conference Call (Tracy)
- Michigan ACE’s Conference (Tracy)

- ESF & BCHD Outreach at Great Start Day at the Saginaw Zoo event- distributed fish advisory info to interested families (Liz)
- Fish advisory table at Bay Arenac Community High School’s water qualities and fisheries theme (Liz)
- Opioid Summit in Ypsilanti- discussed latest opioid info for educators regarding HD opioid grant (Tracy & Liz)
- Discussed fish advisory with parents during CAN Council’s annual Baby Academy (Liz)
- BCHD & ESF Outreach at annual Bay City GM Health Fair (Liz)
- Provided 18 tote bags with fish material to Bangor Elementary school class (Liz)
- Delivered 30 tote bags full of fish advisory info for Women in Waders event at BCSP (Liz)
- Information table with Environmental Health Manager at Dioxin Study Townhall hosted by EPA (Liz)
- Distributed a total of 1,221 ESF brochures and 225 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)

## June

- BCHD & ESF Outreach at Copoco Credit Union Kids Safety Day Event (Tracy & Liz)
- Local Food Council Meeting (Tracy)
- ACE’s Community Champions Training Meeting (Tracy)
- Joint Information Center/Joint Information System Trainings (Tracy)
- Recognitions Committee Meeting (Tracy)
- Marijuana Awareness Team Meeting (Tracy)
- ESF Outreach at Catch Me if You Can event at Haithco Park (Liz)
- ESF & BCHD Outreach at BCSP Free Fishing Festival (Liz)
- BCPN Leadership Meeting (Liz)
- ESF Outreach at Saginaw’s Farmers Market (Liz)
- Distributing opiate door hanger in Bay County with HOPE and BCPN Committee (Liz)
- Techniques for Behavior Change Marketing Training (Liz)
- BCHD & ESF Outreach at Bay City Walmart’s Safety Fair (Liz)
- Distributed a total of 1,103 ESF brochures and 521 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)

### Acronyms

EPC = Emergency Preparedness Coordinator  
 CDC = Centers for Disease Control and Prevention  
 EMC = Emergency Management Coordinator  
 SNS = Strategic National Stockpile  
 ARC = American Red Cross  
 LEPC = Local Emergency Planning Team  
 TEPW = Training & Exercise Planning Workshop  
 EAP = Emergency Action Plan  
 EOC = Emergency Operations Center  
 GSC = Great Start Collaborative  
 HCC = Healthcare Coalition  
 HSPB = Homeland Security Planning Board

ACE’s = Adverse Childhood Experiences  
 PIO = Public Information Officer  
 ARRA = American Recovery & Reinvestment Act  
 BETP = Bureau of Emergency, Trauma & Preparedness  
 BHC = Building Healthy Communities  
 HSEEP = Homeland Security Exercise and Evaluation Program  
 MCH = Maternal Child Health  
 MPPHCP = Michigan Premier Public Health Conference Planning  
 BRFSS = Behavioral Risk Factor Survey Statistics  
 MALPH = Michigan Association for Local Public Health  
 BHS = Behavioral Health Sciences  
 NNPHI = National Network of Public Health Institutes

ICS = Incident Command System  
 JIC = Joint Information Center  
 LPT = Local Planning Team  
 MIHAN = Michigan Health Alert Network  
 PHEP = Public Health Emergency Preparedness  
 SOP = Standard Operating Procedure  
 EAP = Environmental Protection Agency  
 SBCA = Saginaw Bay Cooperative Agreement  
 BCSP = Bay City State Park  
 CHA = Community Health Assessment  
 CHIP = Community Health Improvement Plan  
 NKFM = National Kidney Foundation of Michigan  
 DPP = Diabetes Prevention Program  
 MiHIA = Michigan Health Improvement Association  
 DEPR = Division of Emergency Preparedness and Response  
 YFC = Youth Family Connect  
 MCM = Medical Counter Measurers  
 OOR = Operational Readiness Review  
 FAB TEAM = Forever Achieving Better - Together Everyone Achieving More

COPPHI = Community of Practice for Public Health Improvement  
 QI = Quality Improvement  
 MI = Michigan  
 HPHB = Healthy People Healthy Bay Coalition  
 ESF = Eat Safe Fish  
 FWCC = First Ward Community Center  
 MOHC = MI Oral Health Coalition  
 MISNS = Michigan Strategic National Stockpile  
 MOHC = Michigan Oral Health Coalition  
 BFPC = Breastfeeding Peer Counselor  
 BCPN = Bay County Prevention Network  
 NRC = Neighborhood Resource Center  
 DPP = Diabetes Prevention Program  
 MDHHS = Michigan Department of Health & Human Services  
 PATH = Personal Action Towards Health  
 LLBE = Lessons Learned from the Bald Eagle  
 BCHC = Bay Community Health Clinic  
 MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division

### Environmental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC	
Fixed Food Est. Inspections	178	Parcels Evaluated	46
Mobile, Vending, & STFU Inspections	8	On-Site Sewage Disposal & Tank Permits Issued	38
Temp. Food Est. Inspections	20	Alternative/Engineered Sewage Systems Approved	0
Follow Up Inspections	31	Failed System Evaluations Conducted	24
Plans Received for Review	2	Sewage Complaints Investigated	3
Plans Approved	3	Well Permits Issued	17
Consumer Complaints Investigated	6	Abandoned Wells Plugged	12

### Cremation & Disinterment Permits Processed

April	71
May	71
June	59

### Immunizations

VACCINE	COUNT
TB Test	96
Hep. A. Adult	162
Hep. A. Peds	51
Hep. A./Hep. B	0
Hib	49
HPV	61
Flu	17
PCV 13	58
Rotavirus	28
Dtap	30
Dtap/IPV	15
MMR	115
IPV	18
Td	0

Tdap	62
Varicella	32
Dtap/Hep. B/IPV	45
PPSV 23	3
Meningococcal MCV4	35
Zoster	17
Hep. B. Peds	3
Hep. B. Adult	39
MMRV	18
Rabies	1
DT	0
MenB.	27
<b>TOTAL</b>	<b>982</b>

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

- The Bay City Clinic expanded hours on beginning June 3<sup>rd</sup>. Service to clients is now 8:00am to 5:00pm including the lunch hour.
- Quarterly WIC redemptions generated to local grocery stores totaled \$348,277.
- 302 referrals received to WIC from the MDHHS MIBridges portal. Of those referrals, 98 families enrolled.
- Community Outreach was done on June 4<sup>th</sup> to area businesses and physician offices. Over 500 brochures and flyers were distributed.

**WIC Staff & WIC Breastfeeding Staff Activities**

**April**

- WIC Staff Meeting (All Staff)
- State of Michigan Clerical Training, Saginaw (Amy Revette, Amy Cianek, Tarra Nolan Bloxom, Bethiah Cushway & Sarah Tackebury)
- BFPC Meeting (Tracy Metcalfe, Charissa Loeffler, Kristina Doyle & Amy Revette)
- Breastfeeding Coalition Meeting (Tracy Metcalfe, Charissa Loeffler & Kristina Doyle)
- Mother Baby Café (Tracy Metcalfe)
- Senior Breastfeeding Peer Training , Lansing (Tracy Metcalfe)

**May**

- WIC Staff Meeting (All Staff)
- State of Michigan Breastfeeding Basics Training, Detroit (Amy Revette & Amy Cianek)
- Senior Breastfeeding Peer Training, Lansing (Tracy Metcalfe)
- BFPC Meeting (Tracy Metcalfe, Charissa Loeffler, Kristina Doyle & Amy Revette)
- State of Michigan Promotion & Retention Workgroup (Sarah Tackebury)
- McLaren Bay Region Breastfeeding Task Force (Kristina Doyle)

**June**

- WIC Staff Meeting (All Staff)

- Breastfeeding Coalition Meeting (Amy Revette, Tracy Metcalfe, Charissa Loeffler & Kristina Doyle)
- Mother Baby Café (Tracy Metcalfe)
- Building Bridges to Breastfeeding Duration, Saginaw (Charissa Loeffler)
- State of Michigan Anthropometric Training, Saginaw (Amy Revette, Amy Cianek, Tarra Nolan Bloxom, Bethiah Cushway & Kristina Doyle)
- State of Michigan Laboratory Training, Saginaw (Amy Revette, Amy Cianek, Tarra Nolan Bloxom, Bethiah Cushway & Kristina Doyle)
- State of Michigan Advanced CPA Training, Mt Pleasant (Amy Revette, Amy Cianek & Sarah Tackebury)
- State of Michigan Nutrition Education Workgroup (Amy Cianek)
- State of Michigan Breastfeeding Workgroup (Kristina Doyle)
- Perinatal Summit Presentation (Kristina Doyle)
- Hampton Township Town Hall Meeting (Amy Revette)
- State of Michigan Management Evaluation Visit - Bi-Annual

### Acronyms

WIC=Women, Infant and Children  
 BFPC=Breastfeeding Peer Counselor  
 CPA=Competent Professional Authority  
 MDHHS=Michigan Department of Health & Human Services

	Breastfeeding Lactation Consultant	Breastfeeding Peer Counselors	Breastfeeding and Infant Feeding Classes	Certification	Priority Certification	Recertification	Infant Evaluation	Child Evaluation	Nutrition Care-Registered Dietitian	Individual Education	Online Education	Walk-In Education	Total
April	10	105	9	2	112	156	59	105	38	57	205	73	931
May	17	122	7	3	142	155	45	97	49	94	216	59	1006
June	11	113	10	4	123	124	41	103	26	72	252	85	964

### Lead Tests Billed

April	49
May	50
June	36

### Flouride Varnish Program

Number of Children Screened	36
Number of Varnish Applications	36
Number of Children w/previously treated decay	0
Number of Children with active decay	2
Number of Children Referred to Treatment	36

## HOUSING

### Housing Director Activities

- Current occupancy is at 95%
- Several resident meetings.
- 0 Lease Violations.
- Housing proposed budget 2020 submission completed.
- Secure Systems/ELOCCS recertification completed.
- Purchased new Cub Cadet Commercial Lawn Mower.
- Finished building intercom/security entry system.
- Hampton Township Fire Department resident training in-service.
- Update CRA Pro-forma with MHT Housing.
- FYE 2018 Audit complete.
- HUD-52574 2020 Operations budget proposal completed.
- Q.N.A (Quality Needs Assessment) walkthrough with MHT.
- MHT meetings and conference calls on CRA PBV Conversion.
- Completed all monthly room by room bed bug inspections, nothing found.
- 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.
- Assisted maintenance in several apartment overhauls/landscape.
- Revised and submitted updated EPIC 5 Year Capital Improvement Plan.
- Daily meetings with residents of CRA.

### Admissions and Occupancy Specialist Activities

- Completed annual recertification's for 16 residents.
- Completed 2 move-in inspections.
- 3 exit inspections.
- Monthly payables.
- Completed move-in orientation and lease paperwork for 4 new residents.
- Met with several residents to discuss tenant concerns.
- Completed annual UPCS inspections for 16 apartment units with maintenance staff.

### Maintenance Activities

- Several work orders completed in both common areas and apartment units.
- Routine maintenance and janitorial duties completed.
- Generators serviced (monthly).
- Rooftop fans inspected. New belts were installed on all units.
- Shut boilers down for summer 6/1/2019.

- Replaced all light timers.
- Began LED light conversions. Lobby and Community Room.
- Mowed lawn weekly.
- Installed 2 showers.
- Restored several units, paint, carpet and maintenance.
- Established a new work order system to complete work orders more efficiently.
- Began swapping out all apartment water supply lines from steel mesh to solid to decrease the risk of pipes breaking/unit flooding.

**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
- 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.
- Project Fresh coupons distributed to CRA residents.
- Selected a new garden committee and event committee for CRA.

**JUVENILE DETENTION & CHILD CARE SERVICES**

**Community Corrections**

- Grant for FY2020 was submitted before May 1<sup>st</sup>. Vendor contracts for FY 2020 will be submitted to Assigned Counsel in August. Criminal Defense is attending arraignments as of April 1<sup>st</sup> and now receiving the PRAXIS assessments for each offender. The jail Vivitrol program is being utilized along with the mental health services from BABHA.
- **Program Numbers (4/1/19 - 7/1/19)**

<b>Program Name</b>	<b>Number of New Enrollees</b>	<b>Jail Days Saved</b>
Pretrial Services	81	8429
Outpatient Treatment	12	955

Cognitive Change	9	591
Opiate Specific	6	149
Education/Employability	9	295

- These 5 programs combined have saved the county over \$700,000 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. The Manager also hosts the CCAB meetings with Community Corrections board members.

## MSU EXTENSION

### **Michigan Sea Grant Extension Educator, Meaghan Gass**

- As an Extension Educator with Michigan Sea Grant, Meaghan Gass provides programming and resources to help communities address Great Lakes issues and develop sustainably around Saginaw Bay. From April through June, Meaghan continued to provide support for the Saginaw Bay Reef Restoration Project through education and outreach - including working with local schools to have youth decorate rocks to be used in reef construction.
- 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 <https://www.michiganseagrants.org/saginawbayreef/>.
- In April, Gass provided support for the Lake Huron Regional Fisheries Workshop hosted at Bay County's Canteen Hall. At this workshop featuring expert presenters, over 100 fisheries stakeholders and anglers directly gained better awareness/understanding of Lake Huron fisheries ecosystem changes, how people are interacting with and affect

these resources (e.g. fishing trends, invasive species issues) and connected with research and management activities relating to Lake Huron and their respective communities. Specifically, in 2019, fisheries education activities supported management decisions focused around walleye management and yellow perch population recovery strategies, emerging Cisco restoration efforts, Lake Huron predator diet study, and lake sturgeon restoration, among other topics. Bay County TV also recorded this meeting and shared it via their YouTube channel (<https://youtu.be/L5NvXvp8ecU>). Gass also supported the digital pilot of Conversations and Coffee Meeting for stakeholders to discuss statewide fisheries management activities and concerns with Michigan DNR. The recording of this webinar can be found here, <https://youtu.be/ssTySHCort0>.

- Gass also provided support for the Lake Sturgeon Restoration in the Saginaw Bay Watershed. Lake Sturgeon are a unique Great Lakes species. Once abundant in many Michigan lakes and rivers, lake sturgeon were nearly eradicated due to overfishing and habitat loss, particularly the destruction of rocky reefs in rivers that sturgeon and other native fish species use for spawning.
- To reintroduce Lake Sturgeon in the Saginaw Bay watershed, Michigan Department of Natural Resources, U.S. Fish and Wildlife Service, and many local partners are working together to re-establish Lake Sturgeon in the Cass, Shiawassee, Tittabawassee, and Flint Rivers. To learn more about this effort, visit <https://saginawbaysturgeon.org>.
- Partners involved in this effort include: Bay County Environmental Affairs and Community Development, Michigan Department of Natural Resources, Michigan Sea Grant, Michigan State University, Michigan State University Extension, Saginaw Bay Watershed Initiative Network, Sturgeon for Tomorrow, U.S. Fish and Wildlife Service, and other local partners.
- In May, Gass supported a Lake Sturgeon Biodiversity Training, a professional development for the Sturgeon in the Classroom program, where classrooms raise a Lake Sturgeon, a prehistoric threatened fish species. As a part of this training, teachers toured the hatchery in Black Lake (near Onaway), where they met researchers from Michigan State University, Michigan DNR, and Little Traverse Bay Bands of Odawa Indians. Gass also co-hosted a Lake Sturgeon Partnership Roundtable Meeting in May at the Bay County Community Center, where key partners met to discuss the Lake Sturgeon restoration efforts and goals for the effort. There will be release events again in August and September, where community members have the opportunity to release sturgeon fingerlings into the watershed.
- Working with local youth, Gass provided partner support for different place-based education efforts, where students apply their learning to protect the Great Lakes and benefit their community. For instance, at Bay Arenac Community School, students

participated in an cross-curricular week of fisheries exploration. This week included a field visit to Bay City State Park, various fisheries-related projects showcased at the Student Summit, and a partner panel featuring different natural resource and community perspectives (including Laura Ogar, Bay County Environmental Affairs and Community Development). Sam Lichtenwald, lead teacher, also participated in the Lake Huron Summer Institute, a MSU Extension-supported professional development for place-based education, last year which helped launch this project.

- In June, Gass partnered with the University of Michigan and Delta College for the Dow Innovative Teacher Fellowship, where local teachers explored sustainability and issues connected to food, water, and plastics. Hosted in Bay City at the Delta Planetarium, 16 teachers participated in the 2-day training, where they explored place-based education pedagogy, networked, explored opportunities for students to partner with local agencies. Working with local partners, they will launch place-based education efforts with their students in the 2019-20 school year.
- 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 continued planning for the annual Saginaw Bay 4-H Fishing Camp, which has full registration and takes place in July.

### **Children & Youth Program (4-H), Jodi Schulz**

- As part of the MSU Extension Volunteer Excellence Support Team (VEST) Jodi and her colleagues 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. These teams, along with our Volunteer Selection Process (VSP) task force have been looking at needed updates in file management, training for all MSU Extension staff, best practices in working with volunteers and youth, and challenges/expectations of policy implementation.
- Throughout Q2 staff trainings on 4-H program policy management have been conducted across the state. The trainings, along with a comprehensive guide, act as a reference for staff working with youth information on policy expectation, general and specific guidance related to program planning and management, and access to resources to support program development and implementation efforts. Jodi has been a member of both the writing team and the training team surrounding this effort. While the trainings are now complete, the writing team will continue to revise and add to the guide as policies are developed or replaced.
- In Q2, Jodi successfully completed her Real Colors Training and Certification program. Real colors are a dynamic working experience using a personality type test. The goal is to provide participants with the skills to understand human behavior uncover motivator's specific to each temperament and improve communication with others. As a certified trainer, Jodi will be working with groups of adults and/or youth to help

them instinctively recognize characteristics of their most bright colors, as well as the brightest colors of others.

- Jodi continues to provide co-leadership to the efforts around *SAFE: Screening Applicants for Effectiveness- Guidelines to Prevent Child Molestation in Mentoring and Youth Serving Organizations*. This training focuses on building 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. This quarter, two trainings were held in Bellaire and in Marquette and approximately 20 staff were trained.

### 4-H Program Coordinator, Holly Julian

- Holly continues to provide support to her club leaders, volunteers, and local partners. Programming wrapped up with the 2<sup>nd</sup> grade classrooms at Hampton Middle School, creating soybean necklaces which taught the students what a plant needs to survive. She also introduced the 2<sup>nd</sup> graders to fractions. She used Fruit Loops and Twizzlers Pull apart candies, as a teaching tool, to make fractions.
- Bay County 4-H partnered with Bay City Farm Bureau to hold their annual Harvest for All Chicken Project. This project helps 4-H youth understand how to manage and care for baby chicks until they are fully grown. Bay City Farm Bureau donates 25 meat chickens to each family that participates in the project, along with all the food for the meat birds. The families provide shelter, water, and care. The chicks were delivered to the families at the end of April and picked up at the end of June. Bay City Farm Bureau takes the birds to be processed and the meat is donated to the local homeless shelter; The Good Samaritan. This program is also facilitated at the Bay County Juvenile Home. Holly coordinates the project with the staff. She sets up and provides a coop for the meat birds, a waterer, and a food tray. Holly picks up 12 feathered meat birds, from 4-H families, which are able to be left outside on their own. She programs, once a week, to the youth, at the juvenile home and teaches them about meat birds, laying chickens, along with best practices for keeping the chickens safe and healthy during the duration of their stay at the Bay County Juvenile Home.
- Holly created a new partnership with the Bay-Arenac Community High School where she introduced a program called Mad City Money. The program is a financial activity where youth are given a life scenario, i.e. a job, debt they may have acquired from student loans or credit cards, they may be married or have a roommate, and have children or pets. The youth are required to go to 10 tables, around the room, to decide what they can afford with their monthly income. Examples of the tables are: housing, transportation, groceries, and entertainment. They are taught how to write out a proper check, the difference between a checking and savings account, and the difference between a credit and debit card, and more. Holly also taught, the high

school students, about interviewing skills. Focus was placed on how to fill out an application, creating a resume, a proper hand shake, tips on how to act during an interview, tips on how to have a successful interview, and proper attire to wear to an interview.

- Holly was selected to talk about the programming she has implemented at the Bay County Juvenile Home and the positive impact this programming has on the community at the National Urban Extension Conference in Seattle, WA, this year. This was her first national conference and it was a great experience. She is looking forward to having another opportunity like this in the future.
- Bay County 4-H hosted their first annual Lamb Workshop and it was a huge success. Seven youth participated in the workshop. The instructors taught the youth the ins and outs of showing and grooming their lamb for the show arena. Watching the youth, working with their lambs, from the start of the day and seeing how they had grown by the end of the day, was amazing to see. Bay County 4-H plans to host this workshop again. We have 4-H volunteers who are willing to bring their personal lambs, so youth who do not have a lamb can use the volunteers and participate in the workshop. We are hoping this will increase the number of participants in the lamb workshop next year.

### **Tech Wizard Coordinator, Youth 4-H Programs, Beth Dow**

- WASHINGTON 4-H TECH WIZARDS: POLLUTION AND EARTH DAY - 32 Washington 4-H Tech Wizards and the 15 YMCA After School program participants were handed a bag filled with plastic, paper, metal and some household electronic items and given the task of sorting them into recyclable and non-recyclable items. Students learned about single use plastics and their effects on our environment. Single-use plastics are used only once before they are thrown away or recycled. These items are things like plastic bags, straws, coffee stirrers, soda and water bottles and most food packaging. Students learned that we produce roughly 300 million tons of plastic each year and half of it is disposable! Tech Wizards came up with alternatives to single use plastic including: using canvas totes at the grocery store, having a reusable coffee cup, refusing a plastic straw in restaurants and carrying a reusable bottle for water. Finishing up the session students decorated paper bags with Earth Day and stop pollution messages. These paper bags were then distributed to the City Market in Bay City to be used in the market.
- IN BAY COUNTY The Register of Deeds is responsible for recording, indexing and maintaining the records of all deeds, mortgages, liens, and other legal documents affecting real estate in Bay County. Washington Tech Wizards learned about the history of Bay County from Bay County Register of Deeds, Brandon Krause. The students learned that Bay County was created in 1857 from portions of Midland County, Saginaw County, and Arenac County. Students learned about the 14 different

townships that make up Bay County. Mr. Krause brought a historical document for the children to see. This book of deeds contains the signatures of President Abraham Lincoln, President Ulysses S. Grant and President Andrew Johnson.

- **LIGHTER THAN AIR AIRCRAFT** - Students were divided into crews to assemble an airship, Airships were created using Styrofoam cups, ribbons and a helium balloon. The cup served as the gondola. Once completed the airship was ready to take on cargo. Payload, toothpicks and mini marshmallows, was then added until the airship would not lift off the table. Crew members adjusted the weight, adding or removing payload. The goal was to arrive at neutral buoyancy. The team whose Airship floated the longest time without touching the floor or ceiling won the competition. Students also measured and recorded their airships lift capacity (payload).
- Learning about the Skeletal System, Students traced the body and then placed the bones in proper order in the body. Bones are a major component of the skeletal system. An adult human skeleton contains 206 bones. Students also discussed high calcium foods and their relationship to healthy bones and proper nutrition.
- Never a group to back down from an engineering challenge, Washington 4-H Tech Wizards were given the challenge of building your own carnival game on the last day of Tech Wizards. Students planned, measured, designed, re-designed and tested their games. Using balloons, tape, cups, cones, pool noodles, balls, Frisbees and ping pong balls, the students created their games. After the allotted amount of time, the teams explained their games and how to play them to the entire class. Mazes, games of skill, ball toss and other challenges were built by the students. All of the games showed planning, imagination and thought. After the games were built and explained, everyone in the class got to play each of the games. Before the carnival fun began, the graduating 5th graders were given a Tech Wizard Pin and a commemorative bookmark. The session ended with a treat for everyone.
- STEM Programming began in June for the Boys and Girls Club (18 participants), the Bay County Community Center (125 participants) and the Dow Bay Area Family YMCA (40 participants). So far the summer campers have learned about the workings of fireworks and their history, the food pyramid and land forms. Looking forward the groups will also have STEM challenges; learn about water pollution, and proper hand-washing.

### **SNAP-Ed Nutrition Education, Karen Parker**

- The Pre-K classrooms at Kolb Elementary were really engaged in a 6 sessions Show Me Nutrition curriculum in April. Show Me Nutrition is an elementary curriculum that teaches the children by introducing them to different types of fruits and vegetables, through tasting them. There is also an introduction to MyPlate, which teaches them the importance of the 5 food groups and incorporates physical activity. This program was also taught at Big Adventures Pre-K in Pinconning.

- Eat Healthy Be Active classes took place at Smith Manor, Pine Towers, Maloney Manor, and the Salvation Army Women's Group in Bay City. Eat Healthy Be Active teaches adults and senior citizens the importance of eating more fruits and vegetables, drinking more water as opposed to coffee and pop, and adding more physical activity reducing a sedentary life style.
- Food demo presentations were held, twice a month, at Good Samaritan Rescue Mission. The demo shows participants the importance of adding more vegetables to their diet. A few of the new foods introduced at the demo were kale, butternut squash, and stir fry bok choy.
- Karen and Tara collaborated with Prevention Network, which held a Kid's Camp, for ages 8-11, in June. The kids learned the importance of MyPlate; trying new fruits and vegetables such as Hummus with various veggies and infused water with raspberries and oranges or cucumber and lemon as opposed to drinking pop.

### **PERSONNEL & EMPLOYEE RELATIONS**

#### **Personnel**

- The wage study results were delivered by Segal Waters to the department and staff began the evaluation process.
- Tiffany Jerry continues to prepare for contract negotiations with all bargaining units.
- Tiffany and Rebecca Marsters worked on a Paid Sick Leave policy that will be presented to the board during the 3<sup>rd</sup> quarter.
- Tiffany attended the Michigan Public Employers Labor Relations Association (MPELRA) conference in Ann Arbor in June. She also attended a labor and employment law seminar presented by Masud Labor Law Group in June.
- Amanda Lade was hired as the Benefits Administrator in April. We are happy to welcome her to our department.
- Staff processed newly hired employees for the golf course, building & grounds, mosquito control, community center pool and summer recreation program. This includes scheduling drug/ TB tests, running background checks (including driving record) and processing required paperwork.
- Positions were also filled in the following departments/divisions: department on aging, payroll & benefits, criminal defense, sheriff department, marine patrol, prosecutor's office, civic arena, central dispatch and the health department.
- The department has been experiencing some issues in recruiting candidates that have a good driving record and can pass a drug test. Further, there appears to be a shortage in cooks at the moment.
- Positions were posted in the following departments: juvenile home, probate court, department on aging, central dispatch, prosecutor's office, sheriff department and civic arena.
- Personnel started verifying all new hires through E-Verify. E-Verify is a free web-based service that electronically verifies the employment eligibility of newly hired employees. It is a partnership between the U.S. Department of Homeland Security (DHS) and the Social Security Administration.

### Payroll/Benefits/Retirement

- Filed and paid all monthly and Q1 2019 payroll taxes including MESC, 941 and Michigan state withholding.
- Processed and distributed 3,951 payroll EFT/checks.
- Held quarterly 401k Committee and 457 Board meeting in May. Worked with investment consultants on RFP for 401k/457 service provider.
- Worked with auditors to provide any requested payroll/benefits items and resolve any outstanding questions
- Educated employees/retirees on benefits
- Listened to Webinars on wellbeing, wellness, stress and other health topics

### Wellness Center (April only)

- 69 Surveys were completed - 100% Satisfaction Rating
- April had 139 appointments, (4 new, 134 return), YTD through April 479 appointments
- Most visit type for April was Acute.
- Referrals YTD ENT, Gastroenterology, Physical Therapy
- Disease management top three Hypertension, Hyperlipidemia, Obesity

### Wellness

- Wellness Wednesday out every Wednesday with various topics, Fun Fact Friday out every Friday.
- Potty Posting have been going out by the 1<sup>st</sup> of each month.
- Lunch & Learn May - Angela from Brown & Brown on Employee Benefits
- Lunch & Learn June - Marissa in Care Management from the Wellness Center talked about services at the Wellness Center and her role on how she can help County Employee's in Care Management
- Step Challenge #1 took place 32 employees participated.
- Currently in Step Challenge #2.
- Promoted race opportunities for this summer, fitness classes offered at the Community Center.

### PUBLIC DEFENDER

- **No Report Submitted.**

### RECREATION & FACILITIES

During the 2<sup>nd</sup> quarter of 2019, the Recreation and Facilities Department provided day-to-day supervision to the Buildings & Grounds Department and the Recreation Department. Additionally, the department worked on various tasks including but not limited to:

- Continued discussions, research and reference checks regarding energy savings opportunities for Bay County. REALice was approved by the Board which will result in significant savings at the Civic Arena.

- Coordinated the County Building moves of the 6<sup>th</sup> floor, 2<sup>nd</sup> floor and 1<sup>st</sup> floor. Construction began on the 6<sup>th</sup> floor space to retrofit it for the Treasurer's office.
- Continued work on a 5 year Capital Improvement Plan with my Department.
- Submitted the 2020 department level budget for this department after meeting and discussing with Recreation and Maintenance staff. Submitted the recommended 2020 capital plan to the County Executive.
- Oversaw the Golf Course Pro Shop restoration that was due to water damage.
- Pond construction at the Golf Course is underway.
- Summer seasonal positions were hired at the Golf Course, Community Center, Pinconning Park and seasonal maintenance.
- Prepared for recreation programs in the summer months. The Summer Recreation Program is up and running with 172 participants. Hockey camps at the Civic Arena are full. The Golf Course is hosting youth golf camps. The Pool opened June 17<sup>th</sup>. Pinconning Park continues to have a full campground and many day use visitors.
- Pinconning Park bathhouse grant application was submitted to the DNR and additional documents were submitted after the administrative review. A site visit by the DNR was positive.

### 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.
- 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.
- Construction is underway on the 6<sup>th</sup> floor Treasurer's Office by County Staff.
- Staff moved the Equalization Dept. from 6<sup>th</sup> floor to 2<sup>nd</sup> floor, old Veteran's Offices.
- Staff planted and maintain flowers at County Bldg & other facilities.
- Staff installed new alarm panels in cooler/freezer at Riverside Center of D.O.A.
- Staff completed maintenance and pool set-up at Community Center.
- Staff installed electrical pedestals at Fairgrounds campground area - to date 17 homeless peoples were evacuated.
- Staff ran wires in M.S.U. Extension offices for State servers.
- Staff installed UPS unit on 8<sup>th</sup> floor to give 5 ½ hours of extra back-up power for ISD.

- Staff installed upgrade UPS system unit at Sheriff Dept.
- Staff installed new sign at Sheriff Dept. for Intake.
- Staff have been diligently seal coating various parking lots when weather permits.
- Staff have changed out (4) chiller fan motors and clean coils constantly at Jail.
- Staff painted 2 cart barns at Golf Course.
- Staff replaced sections of ceiling tiles at the Juvenile Home.
- Staff repaired laundry room water pipes & repaired doors at Juvenile Home.
- Staff acquired office furniture from Frankenmuth Mutual.
- Staff installed 3 electrical pedestals at Pinconning Park campground.
- 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 - i.e. Corp Counsel, Health Dept., Assigned Counsel, .
- Staff ran “*miles*” of network cabling throughout facilities for ISD camera installations.
- Staff removed ice in Olympic rink at Civic Arena.
- Staff continues to maintain/repair vehicles for Health Dept., ISD, Parks & Rec., Veterans Van, Juvenile Home van and Buildings & Grounds trucks, lawn equipment.

**Community Center**

**Fitness Classes :**

FitFun -	30 participants	25 pay clients	5 Bay County employees
YogaFit (a.m.) -	18 participants	12 pay clients	6 Bay County employees
YogaFit (p.m.)-	15 participants	10 pay clients	5 Bay County employees
Fit in 30 -	10 participants	4 pay clients	6 Bay County employees
Chair Yoga -	48 pay clients		

**Summer Recreation :**

The program began on June 17 and will run through August 8. We have 176 participants in the program.

**Pool:**

The Pool opened on June 17 and will be open until August 15. Our Thursday free swim has been underwritten by American Legion Post 18 and the Kawkawlin VFW Post 6950. The James Carbury Memorial Swim is Thursdays from 4p-6p. We have re-instated \$2 Thursdays from 12p - 4p for all swimmers.

We have swim lessons Monday/ Wednesdays 11am - 11:45am and Tuesday/Thursdays 7pm - 7:45pm.

Pool hours are Monday - Friday from 12pm - 6pm. Closed on the week-ends.

**Rentals:**

Week-end rentals at the Community Center were consistent for April. May and June rentals were slow on the week-ends.

**Pickleball** - Play continues to increase. We are now offering Pickleball, Monday - Friday at various times/ 4 hours per day.

We had the Senior Olympic Pickleball tournament at the Community Center on June 6<sup>th</sup>. There were 14 women and 6 men who participated. The Senior Olympic banquet and breakfast was held in the small gym.

### **Canteen:**

Canteen was rented every Saturday and Sunday through June, with the exception of June 16.

Camping was busy the week of 4<sup>th</sup> of July. I make a recommendation to have the campsites numbered, a map of the fairgrounds where camping is allowed and not allowed. And what bathrooms are available and protocol for usage.

### **Merchant Building:**

Boat and RV Storage ended April 28. Had a full building this year. Rented the Merchant Building out for a wedding June 1.

### **Civic Arena**

- Spring Adult League hockey had 20 teams with 185 players and 181 substitute player fees collected.
- Bay County Hockey Association had 8 house teams and 4 travel teams for spring.
- Sk8 Bay Figure Skating club had 30 club skaters and 50 learn to skate participants.
- Sk8 Bay hosted a Spring Exhibition and had 79 people in attendance.
- Ringette tournament had 14 teams in May.
- Olympic sheet of ice came out on May 6<sup>th</sup> with no issues.
- Rented out 828.5 hours of ice for the 2nd quarter with 12 birthday parties.
- Public Skating had 903 skaters with 375 skate rentals. Combined revenue of \$5,292.
- Drop-In hockey had 181 skaters. \$1,460 in revenue.
- Stick & Puck had 517 skaters. \$2,349 in revenue.
- Skills and drills had 328 skaters. \$3,277 in revenue.
- Sharpened 329 pairs of skates. \$3,287 in revenue.

### **Golf Course**

- New Pin Placement Sheets for Golfers
- New Gold Senior Tee Markers
- Reconstructed Sand Bunker on Hole #2 - removed old sand, installed field tile, replaced with new sand
- New Hires - Grounds Crew:

- Jacob Denham
- Ethan Worden
- Harry Sauve
  
- Pond Excavation - roughly 40% complete. Hampton Township Zoning Commission approved up to 155,000 cubic yards of material to be removed
  
- Pro Shop renovation complete from water damage
  
- 100+ pine trees trimmed to increase the pace of play
  
- 200+ ash trees treated for Emerald Ash Borer