



REPORT TO THE COUNTY EXECUTIVE THIRD QUARTER, 2016

The following reports for the 3rd quarter of 2016 are presented to the County Executive:

ADMINISTRATIVE SERVICES

Providing timely and effective communication with departments, divisions, elected officials and the citizens of Bay County is the goal of Administrative Services.

With that as a focus, key areas include responding to and facilitating requests for information (FOIA Coordination), research and resolution of complaints, risk management coordination and written correspondence from the County Executive.

- Assisted the Veterans Offices in the addition of contractual support person, Kristal Latimer, who will offer additional support for veteran services and provide information on a daily basis to veterans needing direction. Kristal's office is located in the suite of offices allocated to veteran services on the second floor of the Bay County Building.
- Met with Soldier's Relief staff and Bay County I.T. staff and NetSource One to develop on-line form for kiosk on 2nd floor for Soldier's Relief Commission.
- Worked cooperatively with various County offices in processing numerous Freedom of Information Act responses for the third quarter including multiple responses that required extensive hours and records from various Bay County offices and departments.
- Continued to work with Corporation Counsel on pending and potential litigation, distribution of agreements and electronic storage of agreements on CherryLan and departments involved.
- Worked cooperatively with other departments in resolving constituent concerns on various departmental issues and drafting correspondence in response to complaints and inquiries.
- Regular discussions and coordination with Animal Control Manager and staff on current issues including upcoming events. Attended Paws in the Park event at the Bay County Fairgrounds.
- Attended multiple meetings and worked with staff on rolling out Bay County TV (BCTV) and coordinating fees and programming. Director also met frequently with Nick Paige on preparation of promotional materials and fee structures.
- Met with Delta College professor on class project designing a logo for BCTV.

- Assisted staff in preparation of monthly County Executive newsletter.
- Attended Michigan Public Risk Managers Association (MIPRIMA) educational meeting and participated in Board planning meetings as current Trustee of MIPRIMA.
- Met with representatives from Bay Health Plan to discuss veteran services available through Bay Health Plan and ways to get the word out on those services for our veterans – which include vision & dental.
- Met with representatives of Bay Health Plan to discuss programming services provided by BCTV.
- Attended Michigan Municipal Risk Management Authority (MMRMA) Annual Meeting and conference.
- Preparation and submission of 2017 Administrative Services and Risk Management departmental budgets.
- Coordinated Bay County's September blood drive (fourth of 2016) held at the Alice & Jack Wirt Public Library which was a very successful event through Michigan Blood.

Animal Control

The Shelter took in 491 cats and 278 dogs and 8 various other creatures, including chickens, pot belly pigs, guinea pigs, ferrets, and even goats for a total of 777 animals. Owners claimed 13 cats and 86 dogs.

- We adopted 145 cats, 95 dogs, and 8 other animals.
- 97 cats and 50 dogs were euthanized per owner's request.
- 130 cats and 13 dogs euthanized due to aggressive behavior, lack of interest, and illness.

Field Activity: Officers went out on 1196 calls, this quarter, which include the following:

- 72 Animal bites
 - 51 Cruelty and neglect calls
 - 197 Loose and Aggressive
 - 48 Barking
- We are still promoting our adoptable animals on the various websites, including Facebook, Petfinder, and veterinarians' offices. We have a several special interest groups such as the MI Shelter Animals (formerly Friends of the Bay County Animal Shelter) and Shelter Angels helping to promote the shelter through internet media and special events. We have a student from Delta College interested in Bay County Animal Control's adoptable pets will be featured on Instagram.
 - We are still doing well with other shelters and rescues coming in to pull dogs and some cats when we need help with overcrowding. Several rescues like Last Dog Day Rescue, K9 Stray Rescue League, & HANNDS have taken special cases for us in regards to dogs that are in need of help with life threatening illnesses, special needs, or just a senior dog that no one is interested

in.

- We have received our schedule for the spay/neuter program with Dr. Musselman at BAISD. The program will be starting in February 2017 where two animals that have been adopted from the shelter will be sterilized and rabies vaccinated at the Skill Center each week from February to May. According to the tentative schedule, twenty shelter animals will go through the program. This will be our tenth year.
- Shelter Angels program of “sponsoring” a pet for adoption has helped about 60 animals to date that have been adopted from the shelter to be sterilized and rabies vaccinated by several veterinarians from our county.
- The shelter was closed to the public for 2 weeks due to Parvo virus. This occurred at the time we were planning on another Clear the Shelter Day. We did manage to clear the shelter with cats since they are not susceptible to Parvo. We did adopt 25 cats and that same weekend the 2nd Annual Paws in the Park had a good turnout at the fairgrounds. We are hoping to offer future Clear the Shelter events in the future since they have been a success.
- Shelter Angels’ program, where adoptable adult cats are pulled from the shelter then vetted, sterilized and FIV tested, are doing real well with being adopted from PetSmart. At times it has been hard to keep up with the demand. Shelter Angels’ program for kittens at Passion for Paws has been doing really well too.

Soldiers & Sailors

During the 3rd quarter the relief fund provided assistance to 44 veterans/spouses with at least one of the listed services:

Rent	2170.62
Gas	700
Food	3075
Lodging	280
Consumers	424.70
Car Repairs	609.22
Utilities	2835.79
Total	\$10,095.33

CENTRAL DISPATCH 9-1-1

1. 9-1-1 answered: Emergency calls in the month of July 9,061; Emergency calls in the month of August 7,773; and Emergency calls in the month of September 6,783. In total, Central Dispatch has answered 64,907 Emergency calls for 2016.
2. Conducted numerous Critical Testing sessions as well as several 9-1-1 “Sit-Alongs” as part of the hiring and recruitment process. This is part of our revamped employee recruitment program that we began in the last quarter of 2015.

3. Bay County 9-1-1 currently has 3 trainees in the dispatcher training program. One trainee is scheduled to complete the program by the end of October. The other 2 trainees are scheduled to complete training by the end of December.
4. The Bay County 9-1-1 Network RFP was released at the end of September. The network upgrades will enhance 9-1-1 resiliency and survivability. The new network configuration is made possible in part due to the development of our regional Emergency Services IP Network (ESINet). The project implementation should occur first quarter 2017.

The NG9-1-1 phone system services Bay County 9-1-1, Midland County 9-1-1, Huron County 9-1-1, Sanilac County 9-1-1, Iosco County 9-1-1 and Tuscola County 9-1-1. This collaborative effort increases capabilities and increases network redundancies; while at the same time reducing costs.

5. Bay County 9-1-1 has partnered with McLaren Bay regional EMS. The partnership is the sharing of Computer Aided Dispatch (CAD). The software has been installed and the network connection has been established. 9-1-1 has trained McLaren's EMS staff in the use of CAD. The system is now operational. The system increases call efficiency and increases the common operational picture for EMS response.
6. A total of 6,328 Bay County residents have signed up for Smart911. 460 residents have signed up in the 3rd quarter of 2016. 269 9-1-1 calls were made that were associated with a Smart911 profile and Bay County 9-1-1 initiated 34 Smart911 texting sessions.
7. Bay County 9-1-1 with Road Commission to assist in the development of 800MHz radio templates. The Bay County Road Commission is joining the Michigan Public Safety Communications System (MPSCS). All Bay County First responder Agencies are currently utilizing the MPSCS. This will enhance the interoperability between our agencies. Bay County 9-1-1 is supporting the Road Commission radio transition with 800 MHz radio training and 800 MHz radio programming.

Emergency Management

1. Chaired 1 LPT and 2 LEPC meetings.
2. Participated in several meetings with the workgroup tasked with implementing the new county phone system.
3. Emergency Management and 3 county Public Information Officers attended PIO training sponsored by the Coast Guard. The training was delivered by 2 members of the USCG Public Information Assist Team.
4. Deployed 800Mhz radios at the Juvenile Center to replace the old VHF system. The Juvenile Center is now fully interoperable with the rest of the county's emergency communications

system.

5. Liaised with the USCG at the Incident Command Post for the Tall Ships Festival.
6. Attended Michigan Critical Incident Management System train-the-trainer course.
7. Participated in 3 Region wide 800Mhz radio tests.
8. Presented Smart 911 information to the Division on Aging staff.
9. Launched Tier II Manager software that will assist the Local Emergency Planning Committee in Sara Title III site response planning.
10. Developed and held a table-top exercise, in conjunction with the Health Department. The exercise simulated a response to a radiological foodborne terrorism event.

CORPORATION COUNSEL

Reviewed contracts for or provided legal opinions to:

1. Central Dispatch
 2. Health Department
 3. GIS
 4. Environmental Services/Affairs
 5. Personnel and Employee Relations
 6. Board of Commissioners
 7. Clerk
 8. County Executive
 9. Transportation Planning
 10. Animal Control
 11. Prosecutor
 12. District Court
 13. Administrative Services
 14. Register of Deeds
 15. Building and Grounds
 16. Recreation and Facilities
 17. Sheriff
 18. Finance
 19. Retirement Board
 20. Purchasing
 21. Circuit Court
 22. Division on Aging
- Attended Multiple collective bargaining sessions for multiple unions
 - Researched and amended language of various collective bargaining agreements
 - Researched and provided guidance on issues related to multiple Retirement appeals

- Responded to more complex FOIA requests and/or Appeals
- Attended Commission Board Meetings
- Attended Retirement Board Meetings
- Attended VEBA Board Meetings
- Attended Quadrant Meetings
- Provided legal opinions and guidance on employee/personnel issues
- Drafted LOU and settlement Agreement re: Walraven arbitration matter
- Researched issues and attended meetings for Land Bank
- Drafted Motion for Summary Disposition and Reply to Counter-Motion for Summary Disposition – Holsapple vs. Bay County
- Attended Settlement/Status Conference – Holsapple vs. Bay County
- Participated in Purchasing Policy Review
- Gathered documents and coordinated departments to gather documents responsive to Clerk's Document Production Requests
- Receipt and Review of various pleadings in County Clerk vs. County Board/Executive suit
- Attended SHRM training courses
- Attended Employee Best Practices Training (MMRMA)
- Received, reviewed and responded to various subpoenas
- Attended ICLE 40 hour Civil Mediator Training
- Attended Labor and Arbitration Training – Continuing Legal Education
- Attended MAPERS Conference
- Attended MMRMA Conference

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Gypsy Moth Program (A. Wallace)

Emerald Ash Borer:

- Staff Members completed confirmation of treatment of the 665 trees that were treated between May 23, 2016 and June 16, 2016. During August and September all the ash trees in our inventory were evaluate, measured and the data added to the Ash Tree Inventory data base.
- Preliminary results show that the majority of the trees 3756 ash trees in the inventory continue to grow and are in good health after 6 years of the treatment program. Approximately 2503 ash trees should be treated in the spring of 2017.
- The trees treated at the Bay City Recreation area continue to grow though they are still stressed since they were just added to the treatment program in 2013.

Educational Programs:

- The Pinconning Park Educational Program continued on Saturdays throughout July and August with over 75 youth and 60 adults taking part.

Gypsy Moth:

- Staff inspected properties throughout the county where home owners called to complain about insects in their trees. None were found to be gypsy moth populations with EAB, scale and fall

webworm being the most common causes of complaints. No pheromone lure was available this summer so no trapping was done. The gypsy moth population still appears to be very low.

Mosquito Control (T. Putt & Staff)

- The third quarter of 2016, which encompasses the bulk of the mosquito treatment season, started out dry, but ended wet with 4-7 inches of rain falling in four rain events that occurred from August 12-18. The western half of the county was hardest hit, but no area was spared. Needless to say, we saw a big spike in *Aedes vexans*, *Aedes trivittatus*, and *Psorophora ferox*. With daytime high temperatures in September averaging close to normal with cool evenings, complaint calls did not manifest and we were able to wrap up the season on September 27th without much fanfare. Clean-up and winterizing took place the next week.
- Our second annual scrap tire drive was held August 20 where we recycled 483 tires as breeding habitats from the community.
- Disease surveillance efforts continued through September. Four hundred six pools (or groups of mosquitoes) were assembled with two testing positive for West Nile Virus (WNV) – one in Williams Township and one in Monitor Township. These were mosquitoes that were collected in CDC traps, New Jersey light traps, or gravid traps. Two of the eleven Crows or Blue Jays tested this season were WNV-positive.

Transportation Planning Division (J. Anderson)

- Held various BCATS Technical and Policy Committee meetings
- Amendments to BCATS 14-17 TIP as required.
- Attended monthly MTPA meetings in Lansing.
- Attended Great Lakes Bay Regional Trail meeting.
- Attended Regional Prosperity Initiative Strategic Team Meetings
- Regular updates to the BCATS website.
- Continued coordination with MDOT, BCRC, DNR, and Environmental Affairs & Community Development on a non-motorized project at BCSRA.
- Attended various Roadsoft Training classes/webinars
- Continued recording 2016 traffic counts
- Continued review of GLBR Model – Capacity deficiencies
- Coordinated review of FY 2017-2020 TIP document with MDOT and FHWA
- Continued drafting chapters for the 2045 Long Range Plan: Chapter 1, 2, 6, 7, and 8 are in the review phase
- Continued working with EMCOG on Regional Transit Mobility
- Met with the Midland & Saginaw MPOs to discuss regional issues.
- Reviewed and commented on FHWA/FTA Notice of Proposed Rulemaking for MPO Coordination and Planning Area Reform
- Reviewed Final Rule on Highway Safety Performance Measures
- Continued discussions with Bay City, the Bay County Road Commission and MDOT on potentially extending M-15 north of Center Avenue along Trumbull Street and Wilder Road to I-75 in Monitor Twp.
- Coordinated PASER Collection for Bay County and Bay City.
- Completed PASER Collection of Bay City.

- Continued review of new state and federal transportation bills.
- Attended MTPA annual conference
- Attended FHWA Webinar on Safety performance and MPO coordination rule
- Attended Riverwalk/Railtrail Committee meetings.
- Completed BCATS Quarterly reports and billings as required.
- Attended Performance Measure training and implemented some techniques in a preliminary study.
- Coordinated with BCATS policy and tech committees on a draft letter of comments on the FHWA NPRM for MPO coordination.
- Participated in JobNet testing for MDOT in Lansing.
- Met with MATS, EMCOG, and MDOT to discuss issues with the TIP Amendment process.
- Researched and working on a Non-motorized tracking app for use in monitoring pedestrian and bike travel.
- Working on creating more visual graphics for the 2045 LRP.

EQUALIZATION

- Calculated and verified millage rates, prepared and submitted pertinent reports.
- Compiled data for the Apportionment Report which is due to the Board of Commissioners in October.
- Appraised properties in each real property class, for land values, economic condition factors, and appraisal studies.
- 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.
- Continued to review Register of Deeds recordings, check for full or partial coverage of parcels, print pertinent documents for Assessors, and update property ownership information.
- Assigned new parcel numbers for split or combined properties, wrote legal descriptions and updated the Equalization Maps as well as the GIS parcel layer.
- Continued to assist in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Prepared computerized tax bill data for township officials and assisted them in uploading that data and printed necessary billing reports and documents.
- Continued to review, update, and add older sales and deed references in our database. Currently have 109,500 legal documents listed in database for public and Department use.

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

FINANCE

Accounting/Budget

- Issued Bay County's 2015 Single Audit, with federal grants totaling over \$15 million, with no significant deficiencies or material weaknesses.
- Attended training in Gaylord to go over new changes for the Office of Highway Safety grant programs to promote safe driving in Bay County.
- Attended training for emergency response team.
- The 2015 cost allocation plan was issued in August 2016.
- Coordinated with the PACE special assessment consultant as the main contact for the program.
- Meetings continued between Finance, the Bay County Treasurer and administrators of the Department of Water and Sewer to continue the coordination and assistance concerning financing, accounting and depository of funds associated with the bond issues.
- Attended final review meeting with Rehmann regarding the 2015 Audit.
- Continued assisting with workflow modifications and role security required as part of the implementation of Munis and HR Module.
- Attended Blue Cross/Blue Shield and EHIM renewal meetings with HR and Brown and Brown.
- Attended meetings to organize the purchase of the new phone system with ISD, building and grounds to discuss the new phone system.
- Attended several 2016 union negotiation meetings with the County's 12 unions, to ratify new 3 year (2017-2019) agreements.
- Attended a webinar hosted by Rehmann to update staff on new changes to federal grant reporting.
- Attended the grand opening for the new Bay County Water Treatment Plant.
- Attended several meetings with Department of Human Services and Bay County Probate Court regarding the high costs of the foster care program.
- Performed periodic cash audits on County Departments.
- Budget Department working with Division on Aging, Buildings & Grounds staff to work on Community Center utilities cost and proper cost allocation.

- Budget Department worked on 2017 departmental budgets - personnel, fringes, health insurance, grant/tax revenues.
- Met with child care fund & probate staff and district court administrator to discuss and set up budgets for 2017.
- Budget published and posted notice of Public Hearing for 2017 Budget.
- Budget working on child care fund transfers.
- The 2017 Bay County Executive Recommended Budget was submitted to the Bay County Board of Commissioners on 10/03/2016.
- Budget Department did budget training for the 2017 budget.
- Budget Department did Munis A/P training open to all county employees.
- Budget Department did accounts payable training for clerk's office.
- Budget staff attended MGFOA Fall Conference

Housing Rehabilitation

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

Information Systems Division

- Members of ISD attended Mi-GMIS state conference.
- Network upgrades are being made in preparation for the new VOIP phone system.
- A new telecommunication vendor was chosen to replace the County's existing vendor.
- ISD worked with Midland County to get GPS Gate configured for Central Dispatch and local agencies for officer safety.
- The functional specification document with District Court was finalized and worked on configuration.
- ISD worked on the specification and preparation for the new phone system. A survey of the existing phones was done to complete requirements for the project.

- The tax website was updated with the new GIS mapping data. ISD worked with the GIS department and our vendor.
- An analysis was done with Bay City Public Safety to determine the process flow of new entering new cases for the Prosecutor's Office into OnBase.
- New tablets were installed in 26 public safety vehicles to improve officer safety, replace aging equipment and provide ease of use when using the tablets.
- ISD worked with the Register of Deeds office to replace new software.
- 778 work orders were closed. There are 103 open projects with ISD and 20 open work orders.

Purchasing

Bids in Development:

- Health Department Electronic Health Record (EHR) and Integrated Practice Management System

Bids Released:

- Central Dispatch Replacement Servers
- Land Bank Consultant

Other Items:

Attended various meetings regarding the above RFP's/RFQ's

- Prepared and entered journal entries for credit card allocation
- Assisted various departments and vendors with purchasing questions/bid preparations
Prepared monthly invoices for: cell phones, phones, credit card and waste removal
- Met to discuss the review/replacement of the telephone system (ongoing); selected phone carrier vendors.
- Attended the meeting of the IT Users group.
- Responded to various FOIA requests
- Attended presentations for the Jail Inmate Video/Phone Visitation RFP.
- Finalized Purchasing Policy revisions for November board meeting.
- Participated in the following trainings:
 - PIO Training regarding Joint Information Centers
 - Rehmann Webinar on the "Single Audit"
 - PIO Tabletop Exercise
- Hosted trainings regarding the Munis Financial System for departments.

HEALTH

Administration

The Bay County Health Department Administration continues to implement its Strategic Plan to provide a framework for future growth and direction. A dozen key staff from the Health Department were chosen by management to assist on the steering committee, which is also known as the FAB TEAM (short for Forever Achieving Better, Together Everyone Achieving More). The BCHD Strategic Plan has three main goals:

1. The Health Department will increase the community's knowledge of Programs & Services provided by October 2015.
2. The Health Department will develop & implement a fiscal strategy that meets the needs of our clients, while promoting fiscal responsibility by October 2015.
3. The Health Department will establish a workforce development plan by October 2015.
 - BCHD continues to revise its Orientation Operations Manual.
 - BCHD has implemented a series of client satisfaction surveys for analysis.

Key accomplishments during this period include:

1. The Health Department in cooperation with Saginaw Valley State University has stated its second full year of operation with the University Clinic. The clinic focuses on persons with multiple chronic conditions, who are uninsured/underinsured, especially veterans and persons with behavioral health issues. The number of clients receiving services at the clinic has steadily increased and the Health Department is working with the University and Bay Arenac Behavioral Health on additional potential funding to expand primary care services for residents who receive treatment for mental health at BABH. Additional grants and subawards fund The Health Department with the following: a \$94,000 grant from the Michigan Health Endowment Fund at the will integrate mental health services with the University Clinic with Bay Arenac Behavioral Health; a supplemental grant award of \$248,775 to expand the University Clinic to cover a five day time period; and \$227,356 over the next three years to further integration. The Health Department is also contracting with Health Management Associates to review and further develop billing so that it lessens its dependence on the County General Fund to subsidize operations.
2. The Health Officer continues to work with area leaders on its Community Health Advisory Committee (in conjunction with the Bay County Roadmap) to oversee the community health assessment process and further develop the Bay County Community Health Improvement Plan. The Health Department partnered with the Bay Health Plan to implement a community telephone survey regarding health and health care concerns of Bay County residents in July, 2016. The results of this survey indicated that the percentage of uninsured adults in Bay County dropped from nearly 13% in 2012 to 5% in 2016. The Health Department is currently working with area health and human services leaders to develop a community health improvement plan for the coming four years. The plan should be completed in the Winter of 2017.
3. The Health Department convened the Bay County Heroin Task Force to develop a comprehensive strategy in regards to the upswing in heroin and opioid based overdoses that have occurred in the past year. The initial comprehensive strategy was completed in May of

2016 and focused on three areas: law enforcement and legal issues with the illicit use of opioids; finding treatment and expanding opportunities for treatment for opioid addiction; and public education regarding the issues at hand. The number of overdoses in 2016 has lessened thanks to the Narcan (Naloxone) distribution to police and other first responders. The number of deaths due to overdose, however seems to be on pace with that of 2015.

4. The Health Department with assistance from MiCEITA/Altarum, is in the process of obtaining Meaningful Use Incentives via funding through the Affordable Care Act that was provided to the State of Michigan. In addition the Health Department performed a Security Assessment at no extra charge which is a savings of approximately \$30,000 - \$50,000 to the county. The Health Department will be entering into a contract for new electronic health record software in the fall of 2016.

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Staff Meetings
- Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing
- Monthly Human Services Collaborative Council (HSCC) Board, Executive Board and Steering Committee Meetings
- Quarterly Bay Health Plan Board Meeting
- Bay County Heroin Task Force (June, July)
- Michigan Health Information Alliance – General Board Meeting (September)
- Michigan Health Information Alliance – Population Health Working Group (July, August, September)
- Weekly meetings with SVSU regarding the University Clinic
- Tri Cities (Midland, Bay, Saginaw, Gratiot counties) Health Officer Forum – Monthly
- United Way Community Impact Committee
- Saginaw Bay Coastal Initiative
- Saginaw Bay Partnership - Beach Closings Task Force

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.

- This quarter CSHCS welcomed Tina Sinko, RN, to CSHCS staff. Program growth and MDHHS requirements for the program at the local level demonstrated a need to increase CSHCS staff to include two full time PHN positions and one part time Representative position. These devoted nurses work closely with families of children who have special needs, helping them navigate the medical, health insurance and educational world of their special needs child. Their services promote optimal functioning for the child and family.
- The CSHCS parent liaison, supported by a mini grant, continues to be a huge asset to our program to provide outreach to CSHCS families. The mini grant ended September 30, 2016 and

we have reapplied with hopes of being granted additional funds to continue the valuable program.

- The CSHCS program at the state level has transitioned over to a new electronic medical record program to communicate with local health departments and to a new electronic billing program. Our CSHCS are in process of learning to use these two new electronic systems.
- SVSU RN students precept with the RN in the CSHCS program during Fall and Winter semester
- During this quarter the following billable services were provided with an approximate income of \$8,687.92

45 Level II care coordination activities, combined efforts of RN and clerical staff
 10 Level I Plan of Care visits with the nurse
 24 Case management visits by the RN

Communicable Disease (CD) Division

The CD nurse investigated 144 reportable disease cases this quarter, of which 118 were laboratory confirmed. These confirmed cases include:

- 14 animal bites; 2 Salmonellosis; 1 Mycobacterium-other; 1 Campylobacter; 1 Shiga toxin-producing Escherichia coli (STEC); 6 Shigellosis; 1 Legionellosis; 2 Streptococcus pneumoniae, Inv.; 1 H. Influenzae Disease-Inv.; 2 Pertusis; 1 VZ Infection, unspecified; 1 Hepatitis b-acute; 14 Hepatitis C Chronic; 1 unusual outbreak or occurrence and the Chlamydia and Gonorrhea cases referenced under Health Screening.
- **The Probable Cases reported and investigated but not laboratory confirmed include:** 14 Hepatitis C chronic; 1 Hepatitis B acute; and 3 Animal bites. An additional **8 Cases were reported** that the CD nurse investigated and were later found **not to be a case.**

Health Screening Clinic (HIV/STI)

- The CD/HIV/STI nurse investigated the following confirmed cases: 62 Chlamydia, 8 Gonorrhea. Number of clients tested for STIs in our clinic this quarter: **34** of which **3** were court ordered, **22** males & **12** females.
- Number of clients tested for HIV this quarter: **14** of which **3** were court ordered. **All** results were negative, 10 males, 4 females.

Mary Jo Braman, RN, BSN, the CD/HIV/STI nurse she participates in the following on a quarterly basis:

- Foodborne Illness Quarterly meeting at BCHD
- East Central Infection Control meeting; St. Mary's Hospital, Saginaw and attended:

08-17-16 Zika Conference call

08/29-31/16 MDHHS STD/HIV Conference, Traverse City, MI

09-13-16 CD presentation to SVSU nursing students

09-20-16 Emergency Preparedness Table top training Exercise, Double Tree Hotel, Bay City

09-21-16 Family Planning Coercion, online training

Hearing and Vision Program

The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools and keep busy following up on previous referrals.

Hearing	<u>Services provided</u>	<u>Passed</u>	<u>Referred</u>	<u>Under Care</u>	<u>Other*</u>	<u>MD evals**</u>
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	330	303	5	0	15	7
School age K-12:	0	0	0	0	0	0
Totals	330	303	5	0	15	7

Vision	<u>Services provided</u>	<u>Passed</u>	<u>Referred</u>	<u>Under Care</u>	<u>Other*</u>	<u>MD evals**</u>
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	313	286	16	1	10	14
School age K-12:	500	411	36	23	30	0
Totals	813	697	52	24	40	14

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

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

Division on Aging

- The Movie/Lunch Series continues to be a popular event with 39 participants in July, 32 participants in August, and 63 participants in September, with a total of 125 eligible meals for the quarter.
- An In-Service Program for volunteers, caregivers, and seniors was held July 21 at the Canteen Activity Center. Community Center Recreation Instructor Beth Trahan discussed "Getting in Touch – Nature, Mind, and Body." There were 30 participants.
- The annual Garden Tour and Picnic, a viewing of three local gardens and a picnic lunch, was offered July 22 with 53 people in attendance.
- The Aging Well Chair Yoga class continues in collaboration with the Community Center and Beth Trahan. While there were no classes in July, there were five classes on Tuesdays in August with 53 participants and 164 eligible meals. September offered a three-week session on Tuesdays, due to the Labor Day holiday, with 86 participants and 65 eligible meals.
- The Region VII Area Agency on Aging grant application to provide funding for senior services for fiscal year 2016-2017 was approved August 5.
- Another session of A Matter of Balance was held from August 16 through September 27 with 12 participants and 45 meals served.
- The Diabetes Personal Action Toward Health (D-PATH) Workshop was held August 17 through September 21 at the Canteen. There were six sessions with ten participants initially enrolled and seven completing the program. While most participants are already regular participants at

the Activity Centers, D-PATH generated 24 eligible meals.

- A four-week mini-session of the Osteoporosis Strength Exercise class was held August 22 through September 21 with 53 participants and serving 164 eligible meals.
- The Kawkawlin Activity Center offered a Fall Open House on September 15 with 25 participants and 25 eligible meals.
- An In-Service Program for volunteers, caregivers, and seniors was held September 15 at Riverside. Amanda Shoup, Intake Coordinator from Great Lakes PACE, introduced this all-inclusive-care new concept, which allows seniors to stay in their own homes. There were 16 participants.
- The Canteen Activity Center hosted a special program on September 22, “Our Saginaw River,” with retired history professor Tim Murray. There were 27 participants with 26 eligible meals served.
- Additional grant funding totaling \$3,213 from Region VII Area Agency on Aging was awarded to Division on Aging on September 22 to be used for equipment purchases.
- Riverside Friendship Center offered “History of Women’s Suffrage in Michigan” with Dee Dee Wacksman on September 28 with 20 participants, who all stayed for lunch.
- The annual Country Fireside Picnic was held on September 29 at the Fairgrounds offering a smoked pork loin dinner, building s’mores, roasting marshmallows, and live music with 140 people in attendance and serving 138 eligible meals.

Division on Aging volunteers provided a total of 788 hours this quarter as follows:

<u>Activity</u>	<u>July</u>	<u>August</u>	<u>September</u>
Advisory Board	10.5	0	7.5
Food Commodities	50.25	54.75	51.25
Special Events	9	5	63
Knit/Crochet	85.5	96.5	87.5
In-Service	14	0	20
Meal Delivery	15	16.25	13
Senior Olympics	0	0	0
Transportation	38	45	40.75
Wonderful Times	<u>21.69</u>	<u>20.42</u>	<u>22.61</u>
Totals	244	238	306

- The total number of reported Volunteer Hours for fiscal year 2015-2016 is 3,735.
- Dining Center volunteers provided a total of 1,058.5 hours this quarter as follows:

<u>Dining Center</u>	<u>July</u>	<u>August</u>	<u>September</u>
Canteen	5	5	5
Hampton A.M.	18	24	20
Hampton P.M.	85.75	68.75	50.5
Kawkawlin	30	33.5	32
Riverside	159	205	210
Williams	<u>41</u>	<u>31.5</u>	<u>34.5</u>
Totals	338.75	367.75	352

- The Commodities program delivered 130 boxes of commodities in July, 127 boxes in August, 124 boxes in September, and 150 quarterly boxes in September, for a total of 531 for the quarter.
- Division on Aging served 829 eligible meals at special events from July through September. The year-end total of eligible meals is 4,110, which is 608 meals more than last fiscal year.
- Transportation requests were 147 in July, 128 in August, and 105 in September, for a total of 380 for the quarter.
- From October 1 through September 30, Division on Aging has served:
 - 35,982 congregate meals
 - 130,424 home delivered meals and provided:
 - 489 caregiver hours
 - 7,725 homemaker hours
 - 1,266 personal care hours
 - 5,319 case coordination hours

Elder Abuse Grant:

- Grant funding for the Elder Abuse Program ended September 30. The County Commissioners unanimously approved to continue services to victims of abuse without interruption. The program will now be funded through the current senior millage.

Monthly Division on Aging staff meetings

- Monthly Bay County Elder Abuse Coordinated Community Response (CCR) Team Meetings. Each meeting is regularly attended by 20 to 25 people from community agencies, law enforcement, Adult Protective Services, and the County Prosecutor's Office. The Project Coordinator arranges the agenda and a speaker for each session.
- Every-other-month Senior Task Force meetings
- Every-other-month Advisory Committee meetings
- Elder Justice 101, a professional's guide to investigating and prosecuting Elder Abuse
- Webinar on Abuse in Later Life
- Communications Team and Communications Team Leader Meetings
- The Abuse in Later Life Case Manager has received 45 referrals since October 2014, with 23 clients still currently being served. In addition, there have been numerous telephone calls

regarding the manner to report abuse and inquiring about available resources.

Health and Wellness classes offered:

- Blood Pressure Clinics
- Walking Club
- Low Vision Support Group
- Commit to Be Fit
- Line Dancing
- Wii Bowling League
- Shuffleboard
- Osteoporosis Strength Exercise Mini-Session
- Aging Well – Chair Yoga with Beth Trahan
- Cornhole Toss
- A Matter of Balance
- Diabetes Personal Action Toward Health (D-PATH) Workshop
- Low-Impact Exercise with Millisa
- Exercise Class at Hampton A.M.

Dining Center Activities:

- Independence Day celebrations
- Ice Cream Social at Williams
- Paper Crafting Workshop with Carolyn Johnson at Riverside
- Dynamite Dave presents George Strait & Friends at Hampton P.M.
- Acrylic Painting classes
- Valley Rhythm Cloggers at Hampton P.M.
- Save Brian's House Community Group Talk at Riverside
- Personal Safety with Trooper Michael Darrow at Williams
- Linda Lee at Williams
- Summer's "Last Hurrah" Party at Williams
- Annual Hawaiian Luau at Hampton P.M.
- "Stayin' Alive" regarding heart attacks at Hampton A.M.
- Summer's "Last Hurrah" Party at Riverside
- Hawaiian Luau party at Hampton P.M.
- Kawkawlin Activity Center Open House
- Jolly Hammers and Strings at Williams
- "Our Saginaw River" by retired history professor Tim Murray at the Canteen
- "History of Women's Suffrage in Michigan" by Dee Dee Wacksman at Riverside

Special Events:

- In-Service Program at the Canteen – Getting in Touch—Nature, Mind, and Body
- Garden Tour and Picnic
- Movie/Lunch Series at Wirt Library each month
- Annual Country Fireside Picnic at the Fairgrounds
- In-Service Program at Riverside – Great Lakes PACE—What You Should Know

Nutrition Services Manager:

- Area Agency Nutrition Providers Meeting
- Senior Advisory Committee meeting
- Division on Aging staff meetings
- Nutrition Staff meetings

Program/Event Manager:

- Site Manager meetings
- Senior Advisory Committee meetings
- Division on Aging staff meetings
- Monthly Department Managers' meetings
- Collaboration with BCTV for programs being taped, YouTube, and advertising on social media

Senior Services Managers:

- Senior Advisory Committee meetings
- Division on Aging staff meetings
- Bi-monthly Case Management meetings
- Bi-monthly in-home services staff meetings
- Monthly Department Managers' meetings
- Purchase Order/Accounts Payable training
- Information Roundtable
- HIPPA Training
- Communications Team Meeting
- Communications Team Leader Meeting
- Mental Health First Aid Training
- MMAP Clinics

Case Management Team:

- Division on Aging staff meetings
- Bi-monthly Case Management meetings
- Wellness Wednesday luncheons
- MMAP Clinics

In-Home Staff:

- Bi-monthly in-home services staff meetings
- Grant review with Director
- County Work Rules Review
- Region VII Area Agency on Aging regulations training

Nutrition Staff:

- Site Manager Meetings
- Kitchen staff meetings
- Drivers' meetings
- York Loss Prevention

Meetings Attended by Director:

- Region VII Area Agency on Aging Board Meeting
- Senior Advisory Committee Meetings
- Division on Aging staff meetings
- Elder Abuse CCR Team
- Senior Task Force
- County Commission
- Department Managers
- Human Services Collaborative Council Steering Committee Meeting
- Seniors for Seniors Millage Meeting
- Web View Training
- In-Home Service Workers' Meeting
- Site Managers' Meeting

Emergency Preparedness & Health Education (EP&HE) Division

Meetings/trainings attended by Division Manager over the quarter:

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

Emergency Preparedness

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

July

- Bay County Exercise Planning Meeting with Emergency Management Coordinator
- MDHHS Zika Conference Call
- BCHD Foodborne Illness Outbreak Team Meeting

August

- MDHHS Zika Conference Calls
- Presented Emergency Preparedness information to McLaren Resident Doctor
- Presented Emergency Preparedness information to SVSU Nursing Students Orientation
- Bay County Exercise Planning Meeting with Emergency Management Coordinator

September

- Bay County Exercise Planning Meeting
- SVSU Health Sciences Fall Intern started
- Co-facilitated Bay County Emergency Management & BCHD Food Terrorism Tabletop Exercise
- Bay County IT User Group Meeting

- MDHHS Zika Conference Call

Health Education

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)
- Monthly BCHD Staff Recognition Committee 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 Prescription Drug Meetings (Tracy)
- Monthly WIC Quality Improvement Workgroup Meetings (Tracy)
- Bi-Weekly MiHIA Conference Call Meetings regarding DPP (Liz & Tracy)
- SBCA/Eat Safe Fish Partners Monthly Teleconference with 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)

July

- Interactive ESF fishing game at two Freaky Friday events at Salvation Army, Bay City (Liz)
- BCHD Outreach at Be Fit Festival at Bay City Boys and Girls Club (Liz & Tracy)
- BCHD Outreach at Great Start Day at the Farmers Market (Liz)
- Facilitated Monthly Post-Core DPP class for Dow Corning Auburn Site (Liz)
- ESF Outreach at Frankenmuth's Farmer's Market (Assisted EPA) (Liz)
- Distributed a total of 2,241 ESF brochures (plus additional educational ESF materials) through outreach events, presentations, and community outreach to physicians and local businesses in Bay, Midland, & Saginaw Counties (Liz)
- HIV/AIDS Walk/Run Committee Meeting (Tracy)
- Risk Communications Training (Tracy)
- WIC/Breastfeeding Outreach at Tall Ships (Tracy)
- Meeting with MCDC Dental Group (Tracy)
- Bay County JIC Meeting (Tracy)
- CHA And Cancer Report Meeting (Tracy)
- Community Health Advisory Meeting (Tracy)
- Facilitated Monthly Post-Core DPP classes for Dow Corning Bay City Uptown Site (Tracy)

August

- BCHD/ESF Outreach at National Night Out Event at Bay County Community Center (Liz)
- Assisted EPA with EPA/ESF Outreach at Saginaw County Fair (Liz)
- Interactive ESF game and outreach at BCSRA Waterfowl Festival (Liz)
- BCHD/ESF Outreach at YMCA's Fall into Healthy Habits (Liz & Tracy)
- Assisted EPA with EPA/ESF Outreach at Midland County Fair (Liz)
- Assisted EPA with EPA/ESF Outreach at Saginaw County Farmer's Market (Liz)
- ESF Outreach at Midland Co. Emergency Mobile Food Pantry event (Liz)

- BCHD/ESF Outreach at Bay County CAN Council's Ducky Derby Event (Liz & Tracy)
- Assisted Environmental Health Division two times this month by conducting water sampling at various Bay County public beaches (Liz)
- Facilitated Monthly Post-Core DPP class for Dow Corning Auburn Site (Liz)
- Distributed a total of 535 ESF brochures (plus additional educational ESF materials) through outreach events, presentations, and community outreach to physicians and local businesses in Bay, Midland, & Saginaw Counties (Liz)
- Facilitated weekly Diabetes PATH program for 60+ year olds that qualify for the program (Liz & Tracy)
- Webinar – "Mobile Health- Health Technologies for a Tech Savvy Generation" (Tracy)
- BCHD Outreach at Nathan Weidner Annual BBQ Event (Tracy)
- BCHD Outreach at HDI Back-to-School Health Round-Up Event (Tracy)
- MiHIA Regional CHA Meeting (Tracy)
- Walk for Hope Outreach Event (Tracy)
- Youth and Family Connect Meeting (Tracy)
- MiHIA Population Health Team Meeting (Tracy)
- Opioid Webinar (Tracy)
- HIV/AIDS Walk/Run Committee Meeting (Tracy)
- Facilitated Monthly Post-Core DPP classes for Dow Corning Bay City Uptown Site (Tracy)

September

- BCHD/ESF Outreach at Hampton Fire Dept. Open House event (Liz)
- BCHD/ESF Outreach at Delta College Student Success Fair (Liz & Tracy)
- ESF Outreach at Saginaw St. Mary's Children's Festival (Liz)
- BCHD/ESF Outreach at Physicians Resource Fair in Saginaw (Liz)
- Attended Bay County Emergency Management and BCHD collaborated Tabletop Exercise (Liz & Tracy)
- Facilitated Monthly Post-Core DPP class for Dow Corning Auburn Site (Liz)
- Facilitated weekly Diabetes PATH program for 60+ year olds that qualify for the program (Liz & Tracy)
- Distributed a total of 1020 ESF brochures (plus additional educational ESF materials) through outreach events, presentations, and community outreach to physicians and local businesses in Bay, Midland, & Saginaw Counties (Liz)
- Population Health Management Presentation (Tracy)
- Community Trials Training (Tracy)
- Heroin Taskforce Executive Summary Meeting with BCPN Coordinator (Tracy)
- HIV/AIDS Walk/Run Committee Meeting (Tracy)
- Facilitated Monthly Post-Core DPP classes for Dow Corning Bay City Uptown Site (Tracy)

WIC Breastfeeding Peer Counselor Activities (TRACY)

Monthly BFPC Meetings with WIC Coordinator

July

- 25 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class – 1 Classes with 3 participants

August

- 32 Client Contacts
- Breastfeeding Basics Class – 1 Class with 3 participants
- Breastfeeding Webinar
- Bay County Breastfeeding Walk

September

- 20 Client Contacts
- Infant Feeding Choices Class –1 Class with 4 participants
- Attended Statewide WIC Breastfeeding Peer Update

Acronyms

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

Environmental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC	
Fixed Food Est. Inspections	189	Parcels Evaluated	80
Mobile, Vending, & STFU Inspections	31	On-Site Sewage Disposal & Tank Permits Issued	21
Temp. Food Est. Inspections	55	Alternative/Engineered Sewage Systems Approved	0
Follow Up Inspections	34	Failed System Evaluations Conducted	11
Plans Received for Review	1	Sewage Complaints Investigated	4
Plans Approved	3	Well Permits Issued	22
Consumer Complaints Investigated	8	Abandoned Wells Plugged	15
Food borne illness Complaints Investigated	1	DHS Related Inspections Completed (Day Cares, AFC Homes, Etc.)	5

Cremation Permits Processed

January	52
February	62
March	63

Lead Program

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

Kathy Janer RN, BSN presented on Childhood Lead Poisoning at the Great Start Collaborative meeting on August 22, 2016 at the Bay Arenac Intermediate School District, Bay City,

2 children are currently opened to case management for EBLL greater than 10 micrograms per deciliter,
1 child was opened to case management and **0** were closed during this quarter
6 phone or mail contacts to parents were completed during this quarter along with
2 call to medical provider for follow up on a child’s EBLL.
1 call to MDHHS lead office for follow up

Maternal Child Division

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

- Maternal Infant Health Program,
- Children’s Special Health Care Services,
- Hearing and Vision,
- Communicable Diseases/Sexually Transmitted Infections,
- Immunization Clinic
- Family Planning Clinic.
- Supervision of the two Region 7 on Aging Agency workers who provide services in the Health Department
- Other duties include TB case management coordination with Dr. Herrick the Medical Director. Currently the Health Department provides case management for one case of Latent TB.

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

- Monthly MIHP and Health Department Staff and Management meetings
- Monthly MDHHS Nurse Administrator Forum (NAF) Meeting by teleconference
- Monthly MDHHS CSHCS Nurse Conference calls
- Monthly Great Start Collaborative meeting at BAISD
- Food borne illness meeting with Environmental Health and Emergency Preparedness staff
- FAB TEAM meetings with BCHD staff and consultant
- Monthly Provider’s Café (Bay County Community Providers Network Meeting)

- 07-07-16 Safe Journey Meeting, Collaboration of community members to develop an educational program to prevent Substance abuse
- 07-12-16 MIHP and Medicaid Health Plan teleconference
- 08/09/16 NAF meeting, Lansing MI
- 08-24-16 MIHP and Medicaid Health Plan teleconference
- 08-25-16 CSHCS CHASS teleconference
- 09-15-16 MIHP September webcast, a mandatory MDHHS MIHP update
- 09/20-21/16 MDHHS Annual Family Planning Conference, Grand Traverse Resort, Traverse City

Maternal Infant Health Department (MIHP)

The MIHP welcomed Emily Nelson, RN this quarter. For the first time in more than a year the department is fully staffed. This quarter MIHP received **85** maternal and infant referrals from which **19** maternal and **18** infants were enrolled. A total of **220 billable visits** were completed by Jennifer Don LMSW and Kelly Dore, RN, BSN and Emily Nelson RN. SVSU RN Students precept with the RN or MLSW in the MIHP program during the Fall and Winter semesters.

All MIHP professional staff participated in the following trainings, meetings& clinics in addition to the monthly Health Department all staff meetings and their monthly MIHP staff meeting.

09-15-16 MIHP September webcast, a mandatory MDHHS MIHP update

Jennifer Don LMSW participates in the additional following monthly meetings:

- Bay County Self Sufficiency Task Force Meetings
- Bay Arenac Diaper Bank meeting for Community groups
- BCHD FAB TEAM meeting

In addition to:

07/12-15/15 MSU School of SW, Great Lakes Simmer Institute Conference, Traverse City, MI

Kelly Dore, RN, BSN is also the Lead Nurse for Bay County and provides back up for the Communicable Disease division and is a member of the Breastfeeding Coalition sponsored through WIC.

Immunizations

SVSU RN Students precept with the RN in the Immunization program during the Fall and Winter semesters.

VACCINE	COUNT
TB Test	33
Hep. A. Adult	22
Hep. A. Peds	119
Hep. A./Hep. B	0
Hib	54
HPV	109
Flu	32
PCV 13	59
Rotavirus	18
Dtap	41
Dtap/IPV	46

MMR	42
IPV	22
Td	5
Tdap	97
Varicella	43
Dtap/Hep. B/IPV	35
PPSV 23	0
Meningococcal MCV4	107
Zoster	2
Hep. B. Peds	4
Hep. B. Adult	28
MMRV	50
Rabies	3
DT	0
TOTAL	971

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic
278
Number of Encounters in Family Planning Clinic
330

- Kathy Trepkowski, RN, BSN and Tammy Hill, RN, MSN, FNP-BC our Family Planning clinical staff attended the MDHHS Annual Family Planning Conference, September 20-21, 2016 at Grand Transverse Resort, Traverse City.
- Tammy Hill is also working towards completion of her Doctorate in Nursing with expected graduation date of December 2016.
- SVSU RN Students precept with the RN in Family Planning program during the Fall and Winter semester

Laboratory

Number of In-House Tests: Clinical Services	302	Number of Other (Outgoing) Tests: Clinical Services	103	Number of Tests: Water/Non-Clinical	463	TOTAL TESTS	868
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WIC - Women, Infants and Children Program
Bay County Health Department and Pinconning Clinic

	Certification	Child Evaluation	Education	Infant Evaluation	Nutrition Care - Reg. Dietitian	Other	Priority Certification	Project FRESH	Recertification	TOTAL
July	1	95	163	53	34	71	138	NA	156	711
August	1	93	91	59	43	86	157	NA	195	725

September	7	100	92	51	22	80	145	3670	162	4329
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Lead Tests Billed

July	40
August	48
September	54

HOUSING

- **No Report Submitted.**

JUVENILE DETENTION & CHILD CARE SERVICES

- The Child Care grant has not experienced any budget cuts thus far for the fiscal year and has maintained continued programming.
- Three part time employees hired due to movement in full time and part time units
- New staff completed Safe Crisis Management Training
- Residents participated in ongoing education program provided by the Bay Arenac Intermediate School District.
- A representative from the Neighborhood Resource Center provides weekly Life Skills classes
- Director attended Michigan Juvenile Detention Association and TriCap board meetings this past quarter.
- Interviews for 2nd Shift Supervisor
- Director participated in Contract Negotiations for USW Part Time
- Secured process for Health Department to provide an immunization clinic once a month on site
- Healthy Kids Dental provided dental services to 15 residents on site
- The Director completed quarterly reports for the 2015 Justice Assistance Grant
- The Director applied for and received funds through the 2016 Justice Assistance Grant
- New radios have been implemented

Report Name: Monthly Report C-20161005-133755

Filter:

Date In Detention (Search Only) between '7/1/2016' and '9/30/2016'

County	Billing Days
ALPENA DHS	14
BAY	678
GRAND TRAVERSE	12
HURON	64
HURON DHS	95
IOSCO	62
ROSCOMMON	1
SANILAC	15
TUSCOLA	239
TOTAL DAYS	1,180

Out of County Revenue

\$75,300

Report Name: 26 Intakes Withi-20161005-134517

Filter:

Date Admitted between '7/1/2016' and '9/30/2016'

County	Count
ALPENA DHS	1
BAY	44
GRAND TRAVERSE	1
HURON	4
HURON DHS	3
IOSCO	2
ROSCOMMON	1
SANILAC	3
TUSCOLA	6
Total	65

Community Corrections

- All programs, with the exception of DDJR met the 80% utilization mark for FY2016. FY2017 starts with a new GED/Employability Skills program for inmates and a new Opiate specific program for inpatient substance abuse treatment. We upgraded our testing strips to 10-panels instead of 6, so as to test for more illegal substances in our drug testing program.

Program Numbers (as of 9/9/16)

Program Name	Number of New Enrollees	Jail Days Saved
Pretrial Services	430	8426
Outpatient Treatment	101	3360
Cognitive Change Program	45	2146
Zero Tol - Drug Testing Program	50	5805
Inpatient Treatment	87	3184

- These programs combined have saved the county \$1,542,124.80 thus far for the fiscal year by supervising offenders in the community with treatment. These programs also assist with jail overcrowding and bed space utilization.
- The Community Corrections Manager oversees the Sheriff Work Program. Offenders are allowed to work throughout the county on local events for the summer. The inmates have worked the River Roar, Fireworks, Tall Ships, Ballads and Brews, Munger Potato Festival and River of time. All programs were a success with the help of this program.
- One of the objectives for Community Corrections is to reduce the overall Prison Commitment Rate to 16.5% or below, this is the new goal for 2017. (awaiting the PCR for 2016, numbers have not been released yet) The PCR for FY 2015 was 17.8%, which was reduced from 20.9% for FY 2014. Bay Co continues to keep the prison commitments low by utilizing the treatment programs funded through PA511.
- Throughout this quarter, the Manager has attended Drug Treatment Court Admissions meetings, meetings with drug testing staff, monthly meetings with Circuit Court Probation staff. The Manager also hosts bi-monthly CCAB meetings with Community Corrections stakeholders. During this quarter a committee was formed to assist inmates with Mental Health Treatment while in jail. This is an initiative between the judges, prosecutor's office, public defender, sheriff's department, community corrections and BABHA.

MSU EXTENSION

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

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

- "Farm to Fork: An Agri-science Experience" Collaboration: MSU Extension partnered with *Delta College* and the *MSU Institute of Agriculture Technology* to offer two sessions at this one-of-a-kind summer camp for youth grades 5-8. Through the work of Ann and Jodi Schulz, MSU Extension taught the following: Think Your Drink & Making Health Snacks; Healthy Blueberry Smoothies. There were 18 participants in each class.
- "Think Your Drink": Ann participated in the "Night Out Block Party" held at the *Farmers Market* and the *Health Delivery's* school round up where over 214 attendees took a quick nutritional lesson called "Think Your Drink".

- Nutrition Series: This fall she will begin her youth nutrition series with all of the *Bay County Head Start* classrooms where at least 10 classrooms will receive 6 lessons each as part of the series.

Health and Nutrition Education, Jessica Foss

- Show Me Nutrition: Through a partnership between MSU Extension and the *Bay County Summer Recreation*, 200 youth received Show Me Nutrition education. Each child was able to receive a MyPlate that they could take home and put their food on to make sure they were eating from all food groups. In a partnership with the *Bay County Juvenile Home*, Show Me Nutrition was taught with the participants trying something new each week as they learned about MyPlate and why it is important to incorporate all food groups.
- Cooking Matters: As part of the *Washington Elementary* Tech Wizard program organized by Holly and Jodi W, Jessica led parents, youth and mentors in training on Cooking Matters for Families. Together the families and mentors made a healthy meal and learned basic cooking techniques, food safety and why it is important to eat healthfully. After each class, families were able to take the groceries home and make the meal at home.
- Looking Forward: In the months ahead, Jessica will be teaching Cooking Matters for teens and parents at *Handy Middle School*, Eat Healthy Be Active at *MIWORKS* and Show Me Nutrition at *Hampton Elementary*.

Sustaining Community Prosperity, Frank Gublo

- As a statewide Educator for the MSU Extension Agriculture and Agribusiness Institute, Frank assists clients on a variety of needs. Clients assisted this quarter in Bay County included 7 walk-in clients regarding home gardening, 2 walk-in clients regarding establishing wildlife habitats in urban areas, 1 client regarding their commercial food product development and 1 client regarding their vegetable farming operation and sales.

Sea Grant Programming, Katy Hintzen

- Michigan Sea Grant has undertaken several projects and events to commemorate the 30th anniversary of the Great Flood of 1986 and help communities in Bay County take a proactive approach in preparing for future floods. These project are conducted in collaboration with the *MSU College of Arts and Letters*, the *Bay County Department of Emergency Services*, and the *Bay County Historical Society*.
- 1986Flood.com was launched September 12, 2016 and includes an interactive map showcasing firsthand accounts of the 1986 storm. Residents who lived through the 1986 storm can submit photos and written descriptions of their experiences to be included in the project. All of the historical documents and accounts submitted to the project will be archived in perpetuity at the *Bay County Historical Society*.
- More than 50 people attended an event hosted at the Bay County History Museum to hear speakers discuss the Great Flood of 1986, advancements in storm prediction and emergency response in the past thirty years, and practical actions they can take to prepare for future storms. Historians were also on site at the event to collect oral histories and photos from those who lived through the 1986 storm for preservation at the museum.

****Staffing Update**

- Katy Hintzen, Sea Grant Extension Educator for the Saginaw Bay Region, has accepted a new position with Hawaii Sea Grant and will be leaving her current role at the end of October. Michigan Sea Grant/MSU Extension are already working to hire a new Extension Educator to replace Katy. The job vacancy has been posted and applications are currently being accepted. If you have questions about the hiring timeline or process please contact Heather Triezenberg, Extension Specialist and Program Leader with Michigan Sea Grant, at vanden64@anr.msu.edu.

4-H Tech Wizards Program, Holly Julian

- Mentor Recruitment: Holly and Jodi are working with the following to recruit mentors for the program: *Bay City firefighters*, Leslie Darrow from the *Bay City Police Department*, *Copoco Credit Union*.
- 2017 Career Focus: Tech Wizards this school year will highlight a STEAM career each month with hands-on lessons and visits from someone working in that field. *MacGregor Elementary* will join as a new site this fall.
- 2016 Program Year #'s: 213 youth participants; 35 youth mentees; 8 adult volunteer mentors were involved in this years program

Health and Nutrition Education, SNAP-Ed Karen Parker

- Youth: Through a partnership with the *Boy's and Girl's Club* in both *Bay City and Pinconning* this summer, education for the participants included nutrition and physical activities including MyPlate relay races and MyPlate bingo. School nutrition classes are scheduled for October and November in the *Pinconning* and *Bay City* area.
- Adults: *Pine Towers and Country Meadows* both participated in an adult SNAP-Ed nutritional series, which included 6 sessions. Senior Market FRESH coupons were distributed at *Maplewood Manor, Pine Towers, Maloney Manor, and Smith Manor* for seniors to be able to purchase fresh fruits and vegetables this summer and fall. Monthly nutrition presentations were delivered at *Good Samaritan Rescue Mission*, where Karen intends to have a monthly nutrition series through the winter.

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

- School Programs: *MacGregor Elementary* school will be having family enrichment programs this year, thanks to the help of Jodi and her colleagues throughout the state. The program will feature different themed programs each month to engage youth and their families in learning together. October's Career Exploration theme will teach youth and their families about handshaking, eye contact, introductions, and asking a great question. November will focus on Successful Parents= Successful Students where parents will gain skills, learn about resources and receive take-home tools to help their child(ren) to be academically successful. Topics will include math, science, literacy, nutrition, physical activity and mindfulness.
- 21st Century Afterschool Program: *Handy Middle School* will be partnering with the 21st Century Afterschool Program this school year. Jodi is coordinating MSU Extension staff and 4-H volunteers to provide 4-H SPIN (SPecial INterest) clubs in the after school setting. The 4-H Career

Exploration Club and the 4-H Creative Writing Club will work with the Handy Middle School youth so they can experience being a part of the 4-H youth development program and receive its benefits locally and statewide.

4-H Programming, Jodi Wrzesinski

- Bay County Fair and Youth Exposition – 60 4-H youth and several volunteers spent a week showcasing the talents of 4-H youth at the Bay County Fair. Youth participated in projects ranging from crafts, livestock, archery, and much more. Jodi's focus this year was increasing the number of events and activities led by volunteers at the 2016 Bay County Fair as a method to grow and broaden the range of experiences for local youth. Events and activities led by volunteers this year included award presentation, the large animal show, the poultry and rabbit show, Ag Olympics, and the archery show. The Bay County 4-H Livestock Association Auction sold over 80 animals during the evening with many local businesses, agri-businesses, community members, 4-H families and elected officials supported the auction. A feature story on one 4-H member, McKenna Rechsteiner's, can be found at: http://msue.anr.msu.edu/news/bay_county_youth_takes_unique_approach_to_leadership1
- Saginaw Bay Fishing Camp: As a recap of the prior report, 40 youth ages 8 to 12 years attended the week long camp and 100 people attended the Family Fishing Night at the end of camp. When we surveyed parents at our Family Fishing Night, 96% strongly agreed that their child learned new skills and knowledge at camp, while 84% strongly agreed that their child gained interest in fishing as a result of their camp experience. Learn more by viewing: http://msue.anr.msu.edu/topic/4_h/4h_today/4_h_youth_tackle_environmental_stewardship_at_saginaw_bay_fishing_camp
- 4-H Winterfest: Winterfest will take place at Kettunen Center on February 5-6, 2017. Youth from around the state will enjoy a multitude of workshops facilitated by leaders and staff from around the state. This event is highly attended and usually sells out in a matter of hours. Jodi, who has organized the event for four years, anticipates filling Kettunen Center to capacity this year.

PERSONNEL & EMPLOYEE RELATIONS

- Contract negotiations with all units took place during the third quarter. Because of the late start, the timeline has been reduced and an October 28th deadline had been set. This year was the first time that the County offered different packages to different units. In order to do so, many units had to give up their "me too" agreements. The majority of the units have reached a tentative agreement during this quarter.
- Tiffany Jerry attended a conference in Lansing for Managing a Unionized Organization sponsored by MSU.
- Staff scheduled Diversity Training at the Sheriff Department and for the Department Directors with our representative with MMRMA.
- Hours were spent gathering information requested by the County Clerk's attorney in reference to the Clerk's lawsuit against Bay County.

- Tiffany Jerry attended the MPELRA conference at Shanty Creek in Bellaire.
- Tiffany Jerry attended a MERC training in Lansing.

Payroll/Benefits

- Participated in a meeting with Angela Garner with Brown & Brown to discuss Wellness Center contract, Life Insurance & Medicare options.
- Participated in a meeting with Angela Garner and the Wellness Center staff in regards to the Wellness Center.
- Participated in a meeting with Angela Garner, Melissa King with EHIM & Kellie Quiroga with BCBS to review 2016 Health Assessment and renewal for 2017.

Wellness Center & Wellness Initiatives

- In July there were 111 appointments, 2 of which were new patients. In August there were 145 appointments, 14 of which were new patients. In September there were 135 appointments, 1 which was a new patient.
- In this quarter the majority of the visits were for acute illness and follow-up care.
- The Satisfaction Rating has continues to be 99%.
- The most frequent referrals in this quarter have been for Physical Therapy, Dermatologist and Orthopedics.
- Sent out Your Health Matters email newsletters on Mondays and Wellness Wednesday email on Wednesdays to provide education to employees on various topics.
- Sent out Fun Fact Friday email on Fridays to provide a quick fact on various wellness topics.
- Hosted a Lunch & Learn in July at the Bay County Building on Depression & Anxiety.
- Hosted a Lunch & Learn in September at the Alice & Jack Wirt Public Library on Nutrition.
- Educated employees on the benefits, offerings and hours of the Wellness Center.
- Educated employees and retirees on the newly released generic medications.
- Educated employees on the Fitness Classes, fitness room's available, discounts at the Bay County Golf Course, the Community Center pool and the use of Delta College.
- Coordinated reimbursement for employees to participate in the Lions Club I Ride Bike Ride, and the Rotary Club Driathlon.

- Extended an offer to employees to be reimbursed for their participation in the Rockin' Rave Race in October.
- Coordinated a Step Challenge, which was extended to all Bay County employees. The challenge began July 4, 2016 and ended September 11, 2016. There were 64 employees who participated.
- Extended an offer to employees to be reimbursed for their participation in the Fall Step Challenge. This challenge began on September 26 and ends December 4, 2016.
- Set up two Lunch & Learns, one on Physical Therapy in October and one on Essential Oils in November.
- Arranged to have Sam's Club come on site in November for free vision screenings.

Community Involvement

- Jeanie Deckert is on the Member Connections Committee for VSHRM. She is also the Treasurer of the Business Professional Woman's group and a Board Member of the Ogemaw County Economic Development Corporation.

PUBLIC DEFENDER

- **No Report Submitted.**

RECREATION & FACILITIES

The Recreation and Facilities Department submits the following report for the 3rd quarter of 2016:

During the 3rd quarter of 2016, the Recreation and Facilities Department provided day-to-day supervision to the Buildings & Grounds Department and the Recreation Department. Additionally, the department worked on various tasks including but not limited to:

- Met with each division staff to discuss their perspective budgets. Met with staff to discuss capital improvement plan for 2017. Submitted all budgets. Submitted the capital improvement plan for inclusion in the 2017 budget.
- Worked on a recycling program for each office of each facility.
- Met with Court Administrator and Court staff to discuss space needs at the Court Facility.
- Purchased Knockerball equipment for the Bay County Community Center through a successful grant from the Bay Area Community Foundation – Youth Advisory Committee.
- Continued to work on the appropriate division of utilities at the Community Center/Riverside Center.
- Met with City officials to discuss the replacement of the water main at the Community Center.
- Summer Programs went well this year at the Community Center. The Pool had great sunny days and more patrons than in recent memory. Reducing the cost for admission of children under 17 paid off as actual revenues were above projected revenues for the season. Summer Recreation Program was very successful as well. The Golf Course is having a great year. Weather was dry up until August and revenues are up YTD.

- Dan Tomczak and I gave a presentation to the Pinconning Rotary on the Pinconning Park.
- Wrote a grant for a viewing scope for Pinconning Park.
- Continued to send out a Recreation Newsletter to over 1,200 email addresses.
- Met with fellow Public Information Officers to discuss the recent training and how the new phone system will impact the JIC. Participated in the tabletop exercise at the Doubletree.

Buildings and Grounds

- Staff pulled outdoor CAT6 computer lines from County Bldg. exterior to 8th floor.
- Staff continuing ongoing projects in Jail-intake.
- Staff assisted with moving & cleaning up Sheriff Dive room – dive suit rack installed, new desk & cubby's built in.
- Staff painted exterior of faded doors at Jail along with new glass installed.
- Staff repaired drinking fountain at Golf Course, along with fixing furnaces, cleaned A/C units & repaired toilet & urinal.
- Staff changed all (+120) fan coil units & oiled them up.
- Staff installed condensing unit at the Fisher Rd. Adult Foster Home (AFH) and also replaced sliding glass door.
- Staff replaced garbage disposal at the Standish AFH.
- Staff installed/replaced additional items at several AFH: A/C units cleaned & checked throughout summer at all homes; fence latch fixed; light fixtures & ballasts replaced; new outside faucet rebuilt; kitchen trim repaired & other repairs as needed.
- Staff moved several offices at Division on Aging.
- Staff installed new wiring in Veteran's Office for computer & phone use.
- Staff roofed garage for rental home at Fairgrounds.
- Staff installed a new person door at the Fairgrounds horse barn.
- Staff trimmed several trees at Fairgrounds.
- Staff installed new drinking fountain at the Health Dept.
- Staff repaired 1 & installed new exhaust motor with electrical timer at County Building.
- Juvenile Home - continual repairs on boilers pumps, generator repairs, main gas valve on boiler, replaced boiler water pump - all handled by County staff.
- Staff wired remote gas meter at Community Center.
- Staff closed up Community Center pool.
- Staff assisted with sandblasting & painting of pillars at the Farmers Market.
- Staff constructed a steel pedestals for Farmers Market.
- Staff re-installed multiple ceiling tiles in Prosecutor's office & hallways.
- Staff continues to maintain/repair vehicles for Health Dept., Parks & Rec., Veterans Van and Buildings & Grounds.
- Staff continues to cut lawns for Treasurer's foreclosed homes not sold.
- Staff continues to cut grass at Vet's Park, along with grading fields, chalk lines & repairs.

- Painters continue to keep up with numerous projects at hand. Latest being the mail hallway at the Court facility & painting columns at Farmers Market.
- Staff have been involved with the re-development of Battery Park, meeting with City staff and a committee to dignify the downtown area like it was years ago. Staff has put in numerous in-kind hours pouring concrete, excavating, building of pedestal for cannon placement, markings & purchasing of requested items. Most is completed.

Community Center

The Fitness Center:

July	412 clients	91 County Employees	Day pass - 7
August	506 clients	111 County Employees	Day pass - 15
September	421 clients	100 County Employees	Day pass - 7

Fitness classes:

FitFun	35 participant's	35 pay clients	5 County employees
YogaFit (a.m.)	12 participants	12 pay clients	1 County employees
Fit in 30	6 participants	6 pay clients	2 County employees
Chair Yoga	Tuesdays (small gym)	60 clients	
	Thursdays (room 124)	45 clients	
Open Volleyball	September	35 clients	
Open Badminton	September	42 clients	

Summer Recreation:

- July and August were busy with swim day and field trips. The last of camp was August 11. We had a parent/ grandparent luncheon on August 10.

Pool:

- July and August were busy months. Hot days and many swimmers. We averaged 30-40 swimmers daily. Free swim Thursdays brought in about 500 swimmers every Thursday. Swim lessons went well. We had two pool parties this summer. We charged \$50/ hour for the parties. The pool closed August 18.

Rentals:

- We had every Saturday booked with at least two of our four spaces rented for showers, and meetings. Drivers Training rented room 124, 4 days out of the week from June – August.
- We remained closed on Sundays in July and August. September began our fall week-end hours. Open on Sundays 12-4.

Pickleball:

- We have 16 -18 participants each day we offer the program. Have 14 new players in the beginners group. Total of 35 people in the program. I have expanded the Pickleball days to 4 days per week with emphasis on skill level for certain days of the week. The City of Bay City bought pickleball nets and lined 2 courts at Carroll Park so the players could play outside in the summer.

- Pickleball totals for the month : 268 (July) 314 (August) 203 (September)

Division on Aging:

- They use the small gym for Shuffleboard (Thursdays). We added Corn Hole toss on Tuesday afternoon.
- Men's Basketball Fall league - Large gym/ 9 teams (September, October , November)

Fairgrounds:

- We had 3 families camping throughout the summer.
- Division on Aging uses the Canteen as a meal site, and conducts Matter of Balance class and Chair Yoga in the Canteen.
- On Tuesdays in August I held a Chair Yoga class.
- There were a total of three rentals for this quarter.
- Same three renters for the Horse Stalls.
- The Merchants Building was rented for a graduation party, Farm Bureau livestock show. Bay City Rollers.