



**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS
FINANCE, CLAIMS AND ACCOUNTS COMMITTEE**

Scott Shackleton, Chairperson

NOTICE OF MEETING

The Chippewa County Board of Commissioners Finance, Claims and Accounts Committee will hold a regular meeting on Tuesday, April 15, 2025, beginning at 4:30 p.m. in the Chippewa County Building 91st District Courtroom, (or Circuit Courtroom, if necessary) in Sault Ste. Marie, Michigan.

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. ADDITIONS / DELETIONS TO THE AGENDA

3. APPROVAL OF THE AGENDA

4. PUBLIC COMMENT

5. CORRESPONDENCE AND INFORMATION ITEMS – no action required

- 1. Investment Report 1
- 2. Visa Billings 2
- 3. Travel Request 3

6. AGENDA ITEMS

1. Health Department

- a. Audit Presentation 9-30-2024 (Anderson Tackman & Co.)
- b. Advertising-Media Approvals
 - i. Lamar -billboards – Family Planning - \$20,000.00 4
 - ii. Lamar - billboards - \$3,200.00 8
 - iii. Lake Superior State University–Dasher Boards - \$4,400.00 12
 - iv. Sovereign Communications-Radio Advertising - \$15,000.40 ... 14
- c. Independent Contractor Provider Agreement for MIHP 16
- d. Contracts
 - i. Abilita Retainer Agreement Renewal Telecommunications Systems – 24 months, \$375.00 per month, 1 year auto renew 23
 - ii. Brightree access to HH&H patient files \$2,250.00 first year... 25
- e. Authorization to move HD bank accounts to the County EIN..... 26
- f. Food License Fee Reduction – Sault Public Schools 27

2. Public Defender	
a. Addendum to Legal Service Agreements from 10/1/2023 to 9/30/2024 – felony cases should have been paid at \$135.00.....	28
3. Friend of the Court	
a. Master Services Agreement Increase and Approval; from \$1.40 per sheet to \$2.00; for the Title IV-D Cooperative Reimbursement Program	30
b. Equipment Purchase, Fund 215 - \$1,890.00 to comply with federal regulations for disposal of tax information	40
4. Office of Emergency Services	
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b. Absolute/Netmotion Software Service Agreement Renewal \$7,200.00 annually	60
5. Sheriff's Office	
a. Purchase Police Package Patrol Truck – Stonegarden - \$70,000.00 – and to waive County purchasing policy.....	62
b. Johnson Controls – Detention Wiring Clean Up - \$4,959.2164	
6. Animal Shelter	
a. Purchase and budget Pet Point software \$3,000.00 annually and to set up the vehicle (computer and installation \$2,075.00; mobile internet \$515.00 annually	66
7. Information Systems	
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b. Requests for Proposals – Bid Summaries	
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ii. Rally Bar	70
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ii. New Policy No. 323 Cash and Check Handling.....	85
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7. FINANCE

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b. Financial Reports (emailed)	

8. COMMITTEE COMMENTS

9. CHAIRPERSON'S COMMENTS

10. ADJOURN

Investment Report
March 2025

Bank	Yield	Yield	Total C.D.'s
First National Bank of America	101	4.19	285,978.85
CIBC-CDARS	101	3.85	2,220,087.24
Total Investments on Common Bank Account			2,506,066.09
NOW ACCOUNT	Common Bank Checking		2,740,982.59
Nicolet Bank	Checking 521	001-002	3,241.38
Huntington Bank	520	001-001	155,949.93
Nicolet Bank	521	003-000	30,177.02
Huntington Bank-ICS	101,516,522	3.75	18,328,488.11
Total Common Bank Account			21,258,839.03
<u>Other Fund C.D's</u>			
CIBC Bank-CD	520	4.90	250,000.00
GOLDMAN SACHS	520	5.10	250,000.00
Key Bank	520	4.20	250,000.00
BANK OF AMERICA	520	4.20	250,000.00
Morgan Stanley	520	4.15	250,000.00
US Treasury	516	3.70	531,269.19
NICOLET BANK	516	4.25	504,375.00
CIBC-CDARS	516	4.00	606,792.88
NICOLET BANK	516	4.25	532,202.42
Other Fund Investments			
Total Other Funds			3,424,639.49
Grand Total			24,683,478.52
G.F.-CSB-NOW Int. Earned as of March 31, 2025			11,461.68
General Fund Interest Earned as of March 31, 2025			152,246.54
DTRF/Other Interest Earned as of March 31, 2025			75,964.01
Total Interest Earned to Date			239,672.23

VISA - Closing Date 3/20/2025

\$	314.58	Equalization	101-257-860.000	Lodging - Cook
\$	19.90	Central Dispatch	101-229-980.003	Computer Advance Ground
\$	88.00	Public Defender	260-000-802.000	ICLE
\$	25.00	Medical Examiner	101-648-802.000	MAME - membership dues
\$	150.00	Medical Examiner	101-648-802.000	MAME - membership dues
\$	170.10	District Court	101-286-802.000	ICLE Jury Instructions
\$	129.98	Friend of the Court	101-289-860.000	Lodging - Anderson
\$	(254.27)	Administration	101-172-955.000	Credit from Adobe from P.D.

\$ 643.29 **Total**

SCHEDULE OF TRAVEL EXPENSES
April 15, 2025

Department	Employee(s)	Received by Administrator's Office	Purpose	Destination	Travel Date(s)	Expenses					
						Lodging	Meals	Mileage	Registration	Total	
Sheriff's Office	Marc Roe	3/6/2025	National SRO School	Northville	6/15-20/2025	\$ 425.00	\$ 257.50	\$ -	\$ 550.00	\$ 1,232.50	County Vehicle
Sheriff's Office	Sheriff Bitnar	3/11/2025	MSA VSU State Conference	Lansing	4/24-26/2025	\$ 286.00	\$ 39.75	\$ -	\$ -	\$ 325.75	County Vehicle
Sheriff's Office	Joy Anderson	3/13/2025	NMFS Spring Conference	Gaylord	4/30-5/1/2025	\$ 85.00	\$ 28.00	\$ 169.00	\$ 75.00	\$ 357.00	
Health Dept - PFH	S. Woods/K Senkus	3/17/2025	NorthCare Annual Meeting	Marquette	8/1/2025	\$ -	\$ 79.50	\$ 231.00	\$ -	\$ 310.50	
Health Dept - PFH	Charity Zimmerman	3/18/2025	Family Planning Coordinators	Marquette	6/3-4/2025	\$ 95.00	\$ 28.00	\$ 232.40	\$ -	\$ 355.40	
Health Dept - PFH	Charity Zimmerman	3/24/2025	MIHP Coordinator	Marquette	5/21-22/2025	\$ 98.00	\$ 28.00	\$ 232.40	\$ -	\$ 358.40	
Health Dept - PFH	Charity Zimmerman	3/25/2025	Local Public Health Nurse Leadership Summit	Gaylord	5/20-21/2025	\$ 129.98	\$ 39.75	\$ 176.00	\$ 60.00	\$ 405.73	
Health Dept - PFH	C Zimmerman/L McGahey/C Curtis/J Vandersys	3/25/2025	Michigan WIC Training & Educational	Traverse City	5/7-9/2025	\$ 1,127.60	\$ 224.00	\$ 211.68	\$ -	\$ 379.68	SOM Reim. \$1175.60 deducted from total
Health Dept - PFH	Kelly Menard	3/31/2025	Billing and Coding Bootcamp	Mt. Pleasant	5/12-13/2025	\$ 139.00	\$ 63.25	\$ 314.60	\$ 50.00	\$ 566.85	
Sheriff's Office	Garrett Ivonen	4/1/2025	Basic Firearms Instructor	Grayling	5/11-16/2025	\$ 425.00	\$ 257.50	\$ -	\$ 600.00	\$ 1,282.50	County Vehicle
		4/3/2025	Clan Lab Training	Grand Rapids	4/13-18/2025	\$ -	\$ 257.50	\$ -	\$ -	\$ 257.50	County Vehicle, lodging and registration paid by training
Sheriff's Office	Kierstie Piche										
Health Dept - Admin	Karen Senkus	4/7/2025	KOHA-SEALI Annual Meeting	Mt. Pleasant	7/15-16/2025	\$ 98.00	\$ 39.75	\$ 313.20	\$ -	\$ 450.95	
Sheriff's Office	M. Bitnar/R. Hering	4/10/2025	Accreditation Research Program	Lake County	4/23-24/2025	\$ 170.00	\$ 206.00	\$ -	\$ -	\$ 376.00	County Vehicle
Sheriff's Office	Justin Fruchey	4/10/2025	Accreditation Research Program	Lake County	4/24/2025	\$ -	\$ 51.50	\$ -	\$ -	\$ 51.50	County Vehicle
Sheriff's Office	J. Kletzman/G. Ivonen	4/10/2025	Colt M4/M16 Armorer's Course	University Center	5/19-22/2025	\$ 255.00	\$ 309.00	\$ -	\$ 1,210.00	\$ 1,774.00	County Vehicle
Sheriff's Office	Jeff Erickson	4/10/2025	24 Hour Firearms Instructor Refresher	Grayling	6/15-18-2025	\$ 255.00	\$ 154.50	\$ -	\$ 300.00	\$ 709.50	County Vehicle
Sheriff's Office	J. Kletzman/G. Ivonen	4/10/2025	Armorer's Course	University Center	7/28-29/2025	\$ 85.00	\$ 159.00	\$ -	\$ 600.00	\$ 844.00	County Vehicle

DEPARTMENT SUMMARY

DEPARTMENT	Lodging	Meals	Mileage	Registration	Total
Administration					
Medical Examiner					
Animal Control					
Building Department					
Central Dispatch-OES					
Circuit Court					
Circuit Court - Family Division					
Circuit Court - Drug Court					
Commissioners					
County Clerk					
District Court					
District Court - Mental Health Court					
Equalization					
Friend of the Court	85.00	28.00	169.00	75.00	357.00
Health Department - PFH & EH	1,589.58	462.50	1,398.08	110.00	2,370.56
Health Department - Admin & EP	98.00	39.75	313.20	0.00	450.95
Information Systems					
MSU Extension					
PA - Victim Advocate					
Probate Court					
Prosecuting Attorney					
Public Defender - MIDC Grant					
Register of Deeds					
Sheriff	1,901.00	1,892.25	0.00	3,260.00	6,853.25
Treasurer					
Surveyor					
Veterans Affairs					
TOTAL	3,673.58	2,222.50	1,880.28	3,445.00	10,037.70

County \$ 7,210.25
Health Dept \$ 2,827.51

Chippewa County Health Department

508 Ashmun St., Suite 120; Sault Ste. Marie, MI 49783

Purchase Order Request

Date: 4/2/2025

To: DJ Welton, Finance Director

From: Kinsey Cappellani

Vendor: LAMAR

Qty	Item Name & Description	RU(s)	Cost
25	5 Posterflex Vinyls	411	\$5,000.00
5	5 Billboards 5/19/25 - 6/15/25	411	\$3,000.00
5	5 Billboards 6/16/25 - 7/13/25	411	\$3,000.00
5	5 Billboards 7/14/25 - 8/10/25	411	\$3,000.00
5	5 Billboards 8/11/25 - 9/7/25	411	\$3,000.00
5	5 Billboards 9/8/25 - 10/5/25	411	\$3,000.00
	Billboards for advertising our sexual health clinic.		
Shipping & Handling (if applicable)		N/A	
Grand Total:			\$20,000.00

Approved: Yes
 No

Department Head Signature

Payment Method:

Invoice to follow

Check request attached

Credit Card

Traverse City
 2458 Northern Visions Drive
 Traverse City, MI 49684
 Phone: 231-946-9000
 Fax: 231-946-6360



CONTRACT # 4961750

Date: 3/17/2025
 New/Renewal: RENEWAL
 Account Executive: Drew Reamer
 Phone: 231-946-9000

CONTRACTED DIRECTLY BY ADVERTISER	
Customer #	127644-1
Name	CHIPPEWA COUNTY HEALTH DEPARTMENT
Address	508 ASHMUN ST.
City/State/Zip	SAULT STE. MARIE, MI 49783-1976
Contact	Karen Senkus
Email Address	ksenkus@chippewahd.com
Phone #	(906) 253-3103
Fax #	
P.O./Reference #	
Advertiser/Product	CHIPPEWA COUNTY HEALTH DEPARTMENT
Campaign	

Production/Other Services							
Department	Plant	Production Type	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
Poster Flex	158 Traverse City, MI	5 Posterflex Vinyls		05/19/25	1	\$1,000.00	\$1,000.00
Poster Flex	158 Traverse City, MI	5 Posterflex Vinyls		06/16/25	1	\$1,000.00	\$1,000.00
Poster Flex	158 Traverse City, MI	5 Posterflex Vinyls		07/14/25	1	\$1,000.00	\$1,000.00
Poster Flex	158 Traverse City, MI	5 Posterflex Vinyls		08/11/25	1	\$1,000.00	\$1,000.00
Poster Flex	158 Traverse City, MI	5 Posterflex Vinyls		09/08/25	1	\$1,000.00	\$1,000.00
Total Production/Other Services Costs:							\$5,000.00

Space										
# of Panels: 25										Billing Cycle: Every 4 weeks
Panel # TAB ID	Market	Location	Illum	Media Type	Size	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
1004 401556	158-SAULT STE MARIE, MI	MACKINAW TRL .13 MI S/O 3 MILE WS FN (S)	Yes	Poster	10' 6" x 22' 9"		05/19/25-06/15/25	1	\$600.00	\$600.00
1007 401559	158-SAULT STE MARIE, MI	ASHMUN @ RIDGE W/S F/S #1 (S)	Yes	Poster	10' 6" x 22' 9"		05/19/25-06/15/25	1	\$600.00	\$600.00
1029 30850829	158-SAULT STE MARIE, MI	M-129 .25 MI N/O 3 Mile Rd W/S F/N	Yes	Poster	10' 6" x 22' 9"		05/19/25-06/15/25	1	\$600.00	\$600.00
1041 401570	158-SAULT STE MARIE, MI	I-75 .1 MI N/O 3 MILE RD W/S F/S #2 (S)	Yes	Poster	10' 6" x 22' 9"		05/19/25-06/15/25	1	\$600.00	\$600.00
1055 14920303	158-SAULT STE MARIE, MI	M-80, 1.5 MI E/O KINROSS CL, S/S F/W	Yes	Poster	10' 6" x 22' 9"		05/19/25-06/15/25	1	\$600.00	\$600.00
1018 30490421	158-SAULT STE MARIE, MI	JOHNSTONE ST. AT HURSLEY W/S SSM	Yes	Poster	10' 6" x 22' 9"		06/16/25-07/13/25	1	\$600.00	\$600.00
1020 30470904	158-SAULT STE MARIE, MI	W PORTAGE .4 MI N/O EASTERDAY W/S F/S	Yes	Poster	10' 6" x 22' 9"		06/16/25-07/13/25	1	\$600.00	\$600.00
1044 30635631	158-SAULT STE MARIE, MI	M-28 2.5 MI W/O I-75 N/S F/W (S)	No	Poster	10' 6" x 22' 9"		06/16/25-07/13/25	1	\$600.00	\$600.00
1049 401572	158-SAULT STE MARIE, MI	M-28 2.5 MI W/O I-75 N/S F/E (S)	No	Poster	10' 6" x 22' 9"		06/16/25-07/13/25	1	\$600.00	\$600.00
1050 30497491	158-SAULT STE MARIE, MI	I-75 @ KINROSS W/S F/N #3 (S)	Yes	Poster	10' 6" x 22' 9"		06/16/25-07/13/25	1	\$600.00	\$600.00
1004 401556	158-SAULT STE MARIE, MI	MACKINAW TRL .13 MI S/O 3 MILE WS FN (S)	Yes	Poster	10' 6" x 22' 9"		07/14/25-08/10/25	1	\$600.00	\$600.00
1013 401563	158-SAULT STE MARIE, MI	FORT & RIDGE ST. S/S F/E	No	Poster	10' 6" x 22' 9"		07/14/25-08/10/25	1	\$600.00	\$600.00
1020 30470904	158-SAULT STE MARIE, MI	W PORTAGE .4 MI N/O EASTERDAY W/S F/S	Yes	Poster	10' 6" x 22' 9"		07/14/25-08/10/25	1	\$600.00	\$600.00
1026 30850830	158-SAULT STE MARIE, MI	3 Mile Rd., .25 MI W/O M- 129 N/S F/E	Yes	Poster	10' 6" x 22' 9"		07/14/25-08/10/25	1	\$600.00	\$600.00
1044 30635631	158-SAULT STE MARIE, MI	M-28 2.5 MI W/O I-75 N/S F/W (S)	No	Poster	10' 6" x 22' 9"		07/14/25-08/10/25	1	\$600.00	\$600.00
1011 401561	158-SAULT STE MARIE, MI	PORTAGE AVE @ BRIDGE S/S F/W	No	Poster	10' 6" x 22' 9"		08/11/25-09/07/25	1	\$600.00	\$600.00
1016 30470903	158-SAULT STE MARIE, MI	W PORTAGE .4 MI N/O EASTERDAY W/S F/N	Yes	Poster	10' 6" x 22' 9"		08/11/25-09/07/25	1	\$600.00	\$600.00
1017 30490420	158-SAULT STE MARIE, MI	JOHNSTONE ST. AT HURSLEY W/S F/S	Yes	Poster	10' 6" x 22' 9"		08/11/25-09/07/25	1	\$600.00	\$600.00
1027 30850831	158-SAULT STE MARIE, MI	3 Mile Rd., .25 MI W/O M- 129 N/S F/W	Yes	Poster	10' 6" x 22' 9"		08/11/25-09/07/25	1	\$600.00	\$600.00

INITIALS:



Traverse City
 2456 Northern Visions Drive
 Traverse City, MI 49684
 Phone: 231-946-9000
 Fax: 231-946-6360



CONTRACT # 4961750

Date: 3/17/2025
 New/Renewal: RENEWAL
 Account Executive: Drew Reamer
 Phone: 231-946-9000

Address	Location	Size	Yes/No	Type	Dimensions	Start/End	Qty	Rate	Total
1056 158-SAULT STE 14920304 MARIE, MI	M-80 1.5 MI E/O KINROSS CL S/S F/E		Yes	Poster	10' 6" x 22' 9"	08/11/25-09/07/25	1	\$600.00	\$600.00
1003 158-SAULT STE 401555 MARIE, MI	MACKINAW TRL 13 MI S/O 3 MILE WS FS (S)		Yes	Poster	10' 6" x 22' 9"	09/08/25-10/05/25	1	\$600.00	\$600.00
1020 158-SAULT STE 30470904 MARIE, MI	W PORTAGE 4 MI N/O EASTERDAY W/S F/S		Yes	Poster	10' 6" x 22' 9"	09/08/25-10/05/25	1	\$600.00	\$600.00
1029 158-SAULT STE 30850829 MARIE, MI	M-129 .25 MI N/O 3 Mile Rd W/S F/N		Yes	Poster	10' 6" x 22' 9"	09/08/25-10/05/25	1	\$600.00	\$600.00
1049 158-SAULT STE 401572 MARIE, MI	M-28 2.5 MI W/O I-75 N/S F/E (S)		No	Poster	10' 6" x 22' 9"	09/08/25-10/05/25	1	\$600.00	\$600.00
1055 158-SAULT STE 14920303 MARIE, MI	M-80, 1.5 MI E/O KINROSS CL S/S F/W		Yes	Poster	10' 6" x 22' 9"	09/08/25-10/05/25	1	\$600.00	\$600.00
Total Space Costs:								\$15,000.00	
Total Costs:								\$20,000.00	

Special Considerations:

Advertiser authorizes and instructs The Lamar Companies (Lamar) to display in good and workmanlike manner, and to maintain for the terms set forth above, outdoor advertising displays described above or on the attached list. In consideration thereof, Advertiser agrees to pay Lamar all contracted amounts within thirty (30) days after the date of billing. Advertiser acknowledges and agrees to be bound by the terms and conditions on all pages of this contract.

The Agency representing this Advertiser in the contract executes this contract as an agent for a disclosed principal, but hereby expressly agrees to be liable jointly and severally and in solidio with Advertiser for the full and faithful performance of Advertiser's obligations hereunder. Agency waives notice of default and consents to all extensions of payment.

The undersigned representative or agent of Advertiser hereby warrants to Lamar that he/she is the Media Buyer (Officer/Title) of the Advertiser and is authorized to execute this contract on behalf of the Advertiser.

Customer:	CHIPPEWA COUNTY HEALTH DEPARTMENT
Signature:	(signature above)
Name:	(print name above)
Date:	(date above)

THE LAMAR COMPANIES	This contract is NOT BINDING UNTIL ACCEPTED by a Lamar General Manager.	
ACCOUNT EXECUTIVE: Drew Reamer	GENERAL MANAGER	DATE

STANDARD CONDITIONS

- 1. Late Artwork:** The Advertiser must provide or approve art work, materials and installation instructions ten (10) days prior to the initial Service Date. In the case of default in furnishing or approval of art work by Advertiser, billing will occur on the initial Service Date.
- 2. Copyright/Trademark:** Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character contents or subject matter of any copy displayed or produced pursuant to this contract.
- 3. Payment Terms:** Lamar will, from time to time at intervals following commencement of service, bill Advertiser at the address on the face hereof. Advertiser will pay Lamar within thirty (30) days after the date of invoice. If Advertiser fails to pay any invoice when it is due, in addition to amounts payable thereunder, Advertiser will promptly reimburse collection costs, including reasonable attorney's fees plus a monthly service charge at the rate of 1.5% of the outstanding balance of the invoice to the extent permitted by applicable law. Delinquent payment will be considered a breach of this contract. Payments will be applied as designated by the Advertiser; non-designated payments will be applied to the oldest invoices outstanding.

INITIALS



Traverse City
2456 Northern Visions Drive
Traverse City, MI 49684
Phone: 231-946-9000
Fax: 231-946-6360



CONTRACT # 4961750

Date: 3/17/2025
New/Renewal: RENEWAL
Account Executive: Drew Reamer
Phone: 231-946-9000

4. **Service Interruptions:** If Lamar is prevented from posting or maintaining any of the spaces by causes beyond its control of whatever nature, including but not limited to acts of God, strikes, work stoppages or picketing, or in the event of damage or destruction of any of the spaces, or in the event Lamar is unable to deliver any portion of the service required in this contract, including buses in repair, or maintenance, this contract shall not terminate. Credit shall be allowed to Advertiser at the standard rates of Lamar for such space or service for the period that such space or service shall not be furnished or shall be discontinued or suspended. In the case of illumination, should there be more than a 50% loss of illumination, a 20% pro-rata credit based on four week billing will be given. If this contract requires illumination, it will be provided from dusk until 11:00p.m. Lamar may discharge this credit, at its option, by furnishing advertising service on substitute space, to be reasonably approved by Advertiser, or by extending the term of the advertising service on the same space for a period beyond the expiration date. The substituted or extended service shall be of a value equal to the amount of such credit.

5. **Entire Agreement:** This contract, all pages, constitutes the entire agreement between Lamar and Advertiser. Lamar shall not be bound by any stipulations, conditions, or agreements not set forth in this contract. Waiver by Lamar of any breach of any provision shall not constitute a waiver of any other breach of that provision or any other provision.

6. **Copy Acceptance:** Lamar reserves the right to determine if copy and design are in good taste and within the moral standards of the individual communities in which it is to be displayed. Lamar reserves the right to reject or remove any copy either before or after installation, including immediate termination of this contract.

7. **Termination:** All contracts are non-cancellable by Advertiser without the written consent of Lamar. Breach of any provisions contained in this contract may result in cancellation of this contract by Lamar.

8. **Materials/Storage:** Production materials will be held at customer's written request. Storage fees may apply.

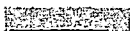
9. **Installation Lead Time:** A leeway of five (5) working days from the Initial Service Date is required to complete the installation of all non-digital displays.

10. **Customer Provided Production:** The Advertiser is responsible for producing and shipping copy production. Advertiser is responsible for all space costs involved in the event production does not reach Lamar by the established Service Dates. These materials must be produced in compliance with Lamar production specifications and must come with a 60 day warranty against fading and tearing.

11. **Bulletin Enhancements:** Cutouts/extensions, where allowed, are limited in size to 5 feet above, and 2 feet to the sides and 1 foot below normal display area. The basic fabrication charge is for a maximum 12 months.

12. **Assignment:** Advertiser shall not sublet, resell, transfer, donate or assign any advertising space without the prior written consent of Lamar.

INITIALS



Chippewa County Health Department
 508 Ashmun St., Suite 120; Sault Ste. Marie, MI 49783

Purchase Order Request

Date: 3/17/2025 To: Douglas Welton, Finance Officer
 From: Stephanie Woods Vendor: Lamar

Qty	Item Name & Description	RU(s)	Cost
1	Billboard 5/19-6/15	515	\$800.00
1	Billboard 6/16-7/13	515	\$800.00
1	Billboard 7/14-8/10	515	\$800.00
1	Billboard 8/11-9/7	515	\$800.00
Shipping & Handling (if applicable)			
		N/A	
Grand Total:			\$3,200.00

Approved: Yes
 No


 Department Head Signature

Payment Method	
<input type="checkbox"/>	Invoice to follow
<input checked="" type="checkbox"/>	Check request attached
<input type="checkbox"/>	Credit Card

Traverse City
 2456 Northern Visions Drive
 Traverse City, MI 49684
 Phone: 231-946-9000
 Fax: 231-946-6360

LAMAR
CONTRACT # 4961710

Date: 3/17/2025
 New/Renewal: RENEWAL
 Account Executive: Drew Reamer
 Phone: 231-946-9000

CONTRACTED DIRECTLY BY ADVERTISER	
Customer #	127644-1
Name	CHIPPEWA COUNTY HEALTH DEPARTMENT
Address	508 ASHMUN ST.
City/State/Zip	SAULT STE. MARIE, MI 49783-1976
Contact	Karen Senkus
Email Address	ksenkus@chippewahd.com
Phone #	(906) 253-3103
Fax #	
P.O./ Reference #	
Advertiser/Product	CHIPPEWA COUNTY HEALTH DEPARTMENT
Campaign	

Production/Other Services							
Department	Plant	Production Type	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
Poster Flex	158 Traverse City, MI	Posterflex Vinyl		05/19/25	1	\$200.00	\$200.00
Poster Flex	158 Traverse City, MI	Posterflex Vinyl		06/16/25	1	\$200.00	\$200.00
Poster Flex	158 Traverse City, MI	Posterflex Vinyl		07/14/25	1	\$200.00	\$200.00
Poster Flex	158 Traverse City, MI	Posterflex Vinyl		08/11/25	1	\$200.00	\$200.00
Total Production/Other Services Costs:							\$800.00


Space										
# of Panels: 1										Billing Cycle: Every 4 weeks
Panel # TAB ID	Market	Location	Illum	Media Type	Size	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
1028 30850828	158-SAULT-STE MARIE, MI	M-129 .25 MI N/O 3 Mile Rd W/S F/S	Yes	Poster	10' 6" x 22' 9"		05/19/25-06/16/25	1	\$600.00	\$600.00
1016 30470903	158-SAULT-STE MARIE, MI	W PORTAGE 4 MI N/O EASTERDAY W/S F/N	Yes	Poster	10' 6" x 22' 9"		06/16/25-07/13/25	1	\$600.00	\$600.00
1008 401560	158-SAULT-STE MARIE, MI	ASHMUN @ RIDGE W/S F/S #2 (S)	Yes	Poster	10' 6" x 22' 9"		07/14/25-08/10/25	1	\$600.00	\$600.00
1046 401571	158-SAULT-STE MARIE, MI	M-28 2.6 MI W/O I-75 N/S F/W (S)	No	Poster	10' 6" x 22' 9"		08/11/25-09/07/25	1	\$600.00	\$600.00
Total Space Costs:										\$2,400.00
Total Costs:										\$3,200.00

Special Considerations:

Advertiser authorizes and instructs The Lamar Companies (Lamar) to display in good and workmanlike manner, and to maintain for the terms set forth above, outdoor advertising displays described above or on the attached list. In consideration thereof, Advertiser agrees to pay Lamar all contracted amounts within thirty (30) days after the date of billing. Advertiser acknowledges and agrees to be bound by the terms and conditions on all pages of this contract.

The Agency representing this Advertiser in the contract executes this contract as an agent for a disclosed principal, but hereby expressly agrees to be liable jointly and severally and in solidio with Advertiser for the full and faithful performance of Advertiser's obligations hereunder. Agency waives notice of default and consents to all extensions of payment.

The undersigned representative or agent of Advertiser hereby warrants to Lamar that he/she is the Media Buyer (Officer/Title) of the Advertiser and is authorized to execute this contract on behalf of the Advertiser.

INITIALS 



Traverse City
2456 Northern Visions Drive
Traverse City, MI 49684
Phone: 231-848-8000
Fax: 231-848-6360



Date: 3/17/2025
New/Renewal: RENEWAL
Account Executive: Drew Reamer
Phone: 231-848-8000

Customer:	CHIPPEWA COUNTY HEALTH DEPARTMENT
Signature:	(signature above)
Name:	(print name above)
Date:	(date above)

THE LAMAR COMPANIES	This contract is NOT BINDING UNTIL ACCEPTED by a Lamar General Manager.	
ACCOUNT EXECUTIVE: Drew Reamer	GENERAL MANAGER	DATE

STANDARD CONDITIONS

- 1. Late Artwork:** The Advertiser must provide or approve art work, materials and installation instructions ten (10) days prior to the initial Service Date. In the case of default in furnishing or approval of art work by Advertiser, billing will occur on the Initial Service Date.
- 2. Copyright/Trademark:** Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character contents or subject matter of any copy displayed or produced pursuant to this contract.
- 3. Payment Terms:** Lamar will, from time to time at intervals following commencement of service, bill Advertiser at the address on the face hereof. Advertiser will pay Lamar within thirty (30) days after the date of invoice. If Advertiser fails to pay any invoice when it is due, in addition to amounts payable thereunder, Advertiser will promptly reimburse collection costs, including reasonable attorney's fees plus a monthly service charge at the rate of 1.5% of the outstanding balance of the invoice to the extent permitted by applicable law. Delinquent payment will be considered a breach of this contract. Payments will be applied as designated by the Advertiser; non designated payments will be applied to the oldest invoices outstanding.
- 4. Service Interruptions:** If Lamar is prevented from posting or maintaining any of the spaces by causes beyond its control of whatever nature, including but not limited to acts of God, strikes, work stoppages or picketing, or in the event of damage or destruction of any of the spaces, or in the event Lamar is unable to deliver any portion of the service required in this contract, including buses in repair, or maintenance, this contract shall not terminate. Credit shall be allowed to Advertiser at the standard rates of Lamar for such space or service for the period that such space or service shall not be furnished or shall be discontinued or suspended. In the case of illumination, should there be more than a 50% loss of illumination, a 20% pro-rata credit based on four week billing will be given. If this contract requires illumination, it will be provided from dusk until 11:00p.m. Lamar may discharge this credit, at its option, by furnishing advertising service on substitute space, to be reasonably approved by Advertiser, or by extending the term of the advertising service on the same space for a period beyond the expiration date. The substituted or extended service shall be of a value equal to the amount of such credit.
- 5. Entire Agreement:** This contract, all pages, constitutes the entire agreement between Lamar and Advertiser. Lamar shall not be bound by any stipulations, conditions, or agreements not set forth in this contract. Waiver by Lamar of any breach of any provision shall not constitute a waiver of any other breach of that provision or any other provision.
- 6. Copy Acceptance:** Lamar reserves the right to determine if copy and design are in good taste and within the moral standards of the individual communities in which it is to be displayed. Lamar reserves the right to reject or remove any copy either before or after installation, including immediate termination of this contract.
- 7. Termination:** All contracts are non-cancellable by Advertiser without the written consent of Lamar. Breach of any provisions contained in this contract may result in cancellation of this contract by Lamar.
- 8. Materials/Storage:** Production materials will be held at customer's written request. Storage fees may apply.
- 9. Installation Lead Time:** A leeway of five (5) working days from the initial Service Date is required to complete the installation of all non-digital displays.
- 10. Customer Provided Production:** The Advertiser is responsible for producing and shipping copy production. Advertiser is responsible for all space costs involved in the event production does not reach Lamar by the established Service Dates. These materials must be produced in compliance with Lamar production specifications and must come with a 60 day warranty against fading and tearing.

INITIALS _____



Traverse City
2456 Northern Visions Drive
Traverse City, MI 49684
Phone: 231-848-8000
Fax: 231-848-6360



Date: 3/17/2025
New/Renewal: RENEWAL
Account Executive: Drew Reamer
Phone: 231-848-8000

11. Bulletin Enhancements: Cutouts/extensions, where allowed, are limited in size to 5 feet above, and 2 feet to the sides and 1 foot below normal display area. The basic fabrication charge is for a maximum 12 months.

12. Assignment: Advertiser shall not sublet, resell, transfer, donate or assign any advertising space without the prior written consent of Lamar.

INITIALS



Page 3 of 3

Chippewa County Health Department
508 Ashmun St., Suite 120; Sault Ste. Marie, MI 49783

Purchase Order Request

Date: 3/27/2025 To: DJ Welton, Finance Director

From: Kinsey Cappellani Vendor: Lake Superior State University

Qty	Item Name & Description	RU(s)	Cost
	Two (2) Taffy Abel dasher board ads near home & away benches - Norris Events Center main lobby & locker room advertising - Website logo with link to CCHD website	411	\$4,400.00
	Advertising at LSSU for our sexual health clinic		
Shipping & Handling (if applicable)		N/A	
Grand Total:			\$4,400.00

Approved: Yes
 No


Department Head Signature

Payment Method <input checked="" type="checkbox"/> Invoice to follow <input type="checkbox"/> Check request attached <input type="checkbox"/> Credit Card

OUR PROPOSAL FOR YOU

Lake Superior State Athletics

Chippewa County Health Department Assets Overview:

- Two (2) Taffy Abel dasher board ads *near home & away* benches
- Norris Events Center main lobby & locker room advertising
- Website logo with link to CCHD website

Laker Athletics Assets Overview: Total Amount Payable to Lake Superior State University: \$4,400

Due to Lake Superior State University by April 20, 2026



Chippewa County Health Department
 508 Ashmun St., Suite 120; Sault Ste. Marie, MI 49783

Purchase Order Request

Date: 3/17/2025 To: DJ Welton, Finance Director
 From: Kinsey Cappellani Vendor: Sovereign Communications

Qty	Item Name & Description	RU(s)	Cost
	Radio Advertising Quote	411	\$15,000.40
	Advertising for our sexual health clinic		
Shipping & Handling (if applicable)		N/A	
Grand Total:			\$15,000.40

Approved: Yes
 No

Department Head Signature

Payment Method <input checked="" type="checkbox"/> Invoice to follow <input type="checkbox"/> Check request attached <input type="checkbox"/> Credit Card
--



Date 3/17/2025

New Order Cancellation

Revision, rev #:

Start: 4/14/2025 End: 8/30/2025

WSOO-AM 1230

WSUE-FM 101.3

WNBY-AM 1450

WNBY-FM 93.9

WKNW-AM 1400

WMKD-FM 105.5

WYSS-FM 99.5

Account Information change

Advertiser Chippewa County Health Department
 Agency _____
 Address _____
 City/State/Zip _____
 Contact Person _____
 Telephone: _____ Fax: _____
 Spot Name: _____
 Compelling Products _____

Package/Program _____
 P.O. # / Est. # _____
 Co-op Product _____
 Sales Person Travis
 Rep/Rep Office _____

Notes to Traffic and Accounting: MPOL 30 seconds with initial 3/20/25

Invoice and payment upon contract agreement

Check one box in each area

announcement
 sponsorship
 political
 public service
 promotional

agency
 direct

NEW BUSINESS
 cash
 Trade
 Non-Commercial

contract # _____
 Account # _____
 Cart # _____
 Inc. Account: _____

Dates to Run	Len	Hrs/Daypart	M	T	W	T	F	S	S	X	Rate	#/wk	\$/wk	wks	\$ Total		
Station: WYSS 99.5 Yes-FM																	
4/14 to 8/31	30	6a-10a	1	1	1	1	1	1	1		\$14.00	7	\$98.00	20	\$1,960.00		
4/14 to 8/31	30	10a-3p	2	1	1	1	1	2	2		\$12.00	10	\$120.00	20	\$2,400.00		
4/14 to 8/31	30	3p-7p	1	1	1	1	1	1	1		\$12.00	7	\$84.00	20	\$1,680.00		
4/14 to 8/31	30	7p-12a	1	1	1	1	1	1	1		\$10.00	7	\$70.00	20	\$1,400.00		
4/14 to 8/31	30	6a-6a	1	1	1	1	1	1	1			7	\$0.00	1	Bonus for non-profit		
Station: WSUE Rock 101																	
4/14 to 8/31	30	6a-10a	1	1	1	1	1	1	1		\$14.00	7	\$98.00	20	\$1,960.00		
4/14 to 8/31	30	10a-3p	1	1	1	1	1	2	2		\$12.00	9	\$108.00	20	\$2,160.00		
4/14 to 8/31	30	3p-7p	1	1	1	1	1	1	1		\$12.00	7	\$84.00	20	\$1,680.00		
4/14 to 8/31	30	7p-12a	1	1	1	1	1	2	2		\$9.78	9	\$88.02	20	\$1,760.40		
4/14 to 8/31	30	6a-6a	1	1	1	1	1	1	1			7	\$0.00	1	Bonus for non-profit		
												0	\$0.00	1	\$0.00		
												0	\$0.00	1	\$0.00		
Totals												Net \$	X	Gross \$	Units	77	\$15,000.40

SALES PERSON: _____

CLIENT APPROVAL: _____

Entered By: _____

Date: _____

Sovereign Communications, LLC does not discriminate in the acceptance or placement of advertising on the basis of race, gender or ethnicity. Any order for advertising or advertising contract which includes any restriction in the placement of the advertising based on race, gender or ethnicity will not be accepted.

INDEPENDENT CONTRACTOR PROVIDER AGREEMENT

This Independent Contractor Agreement (the “Agreement”) is a contract, by and between Chippewa County Health Department (“CCHD”), and Lisa Tatrow (“PROVIDER”). It is effective on April 1, 2025, (“Effective Date”).

RECITALS

WHEREAS, CCHD among other services, provides clinical public health services to Chippewa County , including but not limited to WIC, immunizations, family planning, breast and cervical cancer screening, testing for sexually transmitted diseases, children’s special health care, hearing and vision screening and communicable disease education and management; and

WHEREAS, as one aspect of its multi-faceted clinical public health service, CCHD is a contract service provider to the Maternal Infant Health Program (“MIHP”), a Medicaid-funded program for women and infants administered by the Michigan Department of Health and Human Services (MDHHS) ; and

WHEREAS, Provider provides, among other things, qualified nursing and/or social work services; and

WHEREAS, the purpose of this Agreement is to set forth the terms and conditions upon which Provider, as independent contractor of CCHD, will render services to women and infants through MIHP; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein made, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

- 1. Term of Agreement.** This Agreement will become effective on the date set forth above, and will continue through June 30, 2025 or until a permanent Social Worker is hired. All provisions of this Agreement shall apply to all services and all periods of time in which the Provider renders services for CCHD.
- 2. Terminating the Agreement.** This Agreement may be terminated with or without cause by either party to this Agreement on 30 days’ written notice to the other party. Provided, however, either party may terminate this Agreement immediately upon written notice to the other party for the following reasons:
 - A cut in state or federal funding to the MIHP;
 - A material violation of this Agreement or of applicable law; or
 - Any act exposing the other party to liability to third parties for personal injuries or damage to property, real or personal.

3. **Services to be Performed.** Provider agrees to perform the following services for CCHD: Professional services within the field of Provider's professional licensure to clients of MIHP, in accordance with Medicaid, MDHHS and MIHP requirements.
4. **Payment.** In consideration for the services to be performed by Provider, CCHD agrees to pay Provider in accordance with the reimbursement indicated below in item #5.
5. **Terms of Payment.** Provider shall document Provider's services to MIHP clients as specified by CCHD. Completed billing documentation will include the number of visits performed. The provider will submit billing documentation to CCHD on a monthly basis no later than the 5th day of each calendar month. Within 15 business days of receipt of such documentation, CCHD will remit payment to Provider in the amount of \$75.00 per visit performed. Provider will submit an invoice in the following manner: if by email send to Charity Zimmerman at czimmerman@chippewahd.com; if by US Mail send invoice to Chippewa County Health Department, Attention Charity Zimmerman, 508 Ashmun Street, Suite 120, Sault Ste. Marie, MI 49783. In the event Provider's billing and visit documentation is not completed as specified, CCHD reserves the right to delay payment until the documents are complete. CCHD will be responsible for Medicaid Health Plan billing for services provided by Provider.
6. **Expenses.** Provider shall be responsible for all expenses incurred while performing services under this Agreement. This includes license fees, memberships and dues; automobile and other travel expenses; meals and entertainment; insurance; telephone; and all salary, expenses, and other compensation paid to employees or contract personnel that the Provider hires to complete the work under this Agreement.
7. **Materials.** Provider will furnish all materials and equipment used to provide the services required by this Agreement.
8. **Licenses; Compliance; Trainings.** Provider declares that Provider has complied with all federal, state, and local laws requiring business permits, certificates, and licenses required to carry out the services to be performed under this Agreement. All MIHP staff conducting professional visits must meet all MIHP professional requirements as outlined in the Medicaid Provider Manual. Provider warrants that any social worker performing services under this Agreement (1) possesses a current license to practice as a licensed social worker ("LSW") from the LARA; and (2) has at least one year of experience providing social work services to families. The provider shall submit proof of its professional licensure and educational credentials to CCHD and shall advise CCHD of any changes or updates to the same. In addition, Provider shall comply with all policies of CCHD Medicaid and the MDHHS regarding the delivery of MIHP services. The following trainings are required of the Provider and evidence of completion must be supplied to CCHD (i) Universal Precautions; and (ii) HIPAA.

9. Confidentiality. Provider will not disclose or use, either during or after the term of this Agreement, any proprietary or confidential information of CCHD or MIHP clients without prior written permission except to the extent necessary to perform services in accordance with this Agreement. "Proprietary or confidential information" includes:

- the written, printed, graphic, or electronically recorded materials furnished by CCHD for Provider to use;
- CCHD's business plans, customer lists, operating procedures, trade secrets, know-how and processes of any kind;
- information belonging to MIHP clients and other clients of CCHD about whom Provider gained knowledge as a result of Provider's services to CCHD. Specifically, Provider agrees to comply with state and federal patient confidentiality and privacy laws, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. 1320(d)) and all amendments ("HIPAA") and regulations, including without limitation the Standards for Privacy of Individually Identifiable Health Information (42 C.F.R. Part 160 and 164), the Standards for Electronic Transactions (45 C.F.R., Part 160 and 162), and the Security Standards (45 C.F.R., Part 142) (collectively, the "Standards") promulgated or to be promulgated by the Secretary of Health and Human Services. Each party agrees to indemnify and hold the other harmless for any liability or damage resulting from the breaching party's violation of the Standards.

On termination of Provider's services to CCHD, or at CCHD's request, Provider shall deliver to CCHD all materials in Provider's possession provided by CCHD or pertaining to CCHD's contracts or business.

10. Independent Contractor Status. The parties agree that Provider is an independent contractor and that neither Provider, nor Provider's employees or contract personnel, are or shall be deemed to be, employees of CCHD. In its capacity as an independent contractor, Provider agrees to and represents the following:

- Provider has the right and does fully intend to perform services for third parties during the term of this Agreement.
- Provider has the sole right to control and direct the means, manner, and method by which the services required by this Agreement will be performed.
- Provider has the right to perform the services required by this Agreement at any place or location and at such times as Provider may determine.
- Provider has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Agreement.

- The services required by this Agreement shall be performed by Provider, or Provider's employees or contract personnel, and CCHD shall not hire, supervise, or pay any assistants to help Provider.
- Neither Provider nor Provider's employees or contract personnel shall receive any training from CCHD in the professional skills necessary to perform the services required by this Agreement.
- Neither Provider nor Provider's employees or contract personnel shall be required by CCHD to devote full time to the performance of the services required by this Agreement.
- The Provider does not receive the majority of its annual compensation from CCHD.

The parties acknowledge and agree that CCHD is entering into this Agreement with reliance on the representations made by the Provider relative to its independent contractor status.

11. State and Federal Taxes. CCHD will not:

- withhold FICA (Social Security and Medicare taxes) from Provider's payments or make FICA payments on Provider's behalf, or
- make state or federal unemployment compensation contributions on Provider's behalf or withhold state or federal income tax from Provider's payments.

Provider shall pay all taxes incurred while performing services under this Agreement, including all applicable income taxes and, if Provider is not a corporation, self-employment (Social Security) taxes. On demand, Provider shall provide CCHD with proof that such payments have been made.

12. Fringe Benefits. Provider understands that neither Provider nor Provider's employees or contract personnel are eligible to participate in any employee pension, health, vacation pay, sick pay, or other fringe benefit plan of CCHD.

13. Workers' Compensation. CCHD shall not obtain workers' compensation insurance on behalf of Provider or Provider's employees (if any). If Provider hires employees to perform any work under this Agreement, Provider will cover them with workers' compensation insurance and provide CCHD with a certificate of workers' compensation insurance before the employees begin work.

14. Unemployment Compensation. CCHD shall make no state or federal unemployment compensation payments on behalf of Provider or Provider's employees or contract personnel (if any). Provider will not be entitled to these benefits in connection with work performed under this Agreement. If a Provider files a petition for and receives unemployment compensation, the total amount of unemployment compensation awarded

to and received by Provider shall be deducted from and be an offset against the amount of compensation due and payable to Provider by CCHD under this Agreement.

15. **Indemnification.** To the fullest extent permitted by law, Provider agrees to defend, pay in behalf of, indemnify, and hold harmless CCHD , its independent contractors, employees and others working in behalf of CCHD against any and all claims, demands, suits, or loss, including all cost connected therewith, and for any damages which may be asserted, claimed or recovered against or from CCHD , its independent contractors, employees and others working in behalf of CCHD , by reason of personal injury, including bodily injury and death, loss, claim or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with Provider's performance of services during the term of this Agreement.
16. **Licensure & Certification.**
 - i. Provider warrants that it has never been terminated from participation in any state Medicaid, Medicare or MIHP program or been determined to have committed Medicaid or Medicare fraud.
 - ii. Provider shall comply with all applicable city, county, state and federal laws and regulations, including all laws and regulations setting requirements regarding licensing, certification and insurance for all nursing and social work-related personnel. Such laws or regulations shall take priority over any conflicting provision of this Agreement and the enforcement of the conflicting provision of this Agreement is hereby waived.
 - iii. Provider warrants that it has and shall maintain throughout the term of this Agreement all licenses and certificates required by any federal, state, county or local governments, including but not limited to all licenses, registrations, or certificates required to provide nursing and/or social work services. Contractor will furnish CCHD with such documentation immediately upon request.
 - iv. Provider warrants that neither it, nor any of its agents providing services under this Agreement have been excluded from participation in Federal health care programs under either Section 1128 or 1128A of the Social Security Act.
17. **Exclusive Agreement.** This is the entire Agreement between Provider and CCHD.
18. **Headings.** The headings and titles of the sections of this Agreement are inserted for convenience only and shall not affect the construction or interpretation of any provision herein.
19. **Modifying the Agreement.** This Agreement may be modified only by a writing signed by both parties.
20. **Applicable Law.** This Agreement will be governed by the laws of the State of Michigan.

21. **Notices.** All notices or other communications required or permitted to be given to a party to this Agreement shall be in writing and shall be (a) personally delivered; (b) sent by registered or certified mail, postage prepaid, return receipt requested; or (c) sent by an overnight express courier service that provides written confirmation of delivery. Each such notice or other communication shall be deemed given, delivered, and received on its actual receipt, except that if it is mailed in accordance with this paragraph, then it shall be deemed given, delivered, and received on the delivery date or the date on which delivery is refused by the addressee, in either case, in accordance with the U.S. Postal Service's return receipt. Any party to this Agreement may give a notice of a change of its address to the other party to this Agreement.
22. **No Partnership.** This Agreement does not create a partnership relationship. Provider does not have the authority to enter into contracts on CCHD's behalf.
23. **Assignment and Delegation.** Provider may not assign or subcontract any rights or obligations under this Agreement without CCHD's prior written approval.
24. **Compliance with Laws.** Each Party shall comply with all applicable provisions of law and other rules and regulations of any and all governmental authorities relating to licensure, regulation of health care providers, and operation of health care facilities. The Parties intend to comply with and have structured this Agreement to comply with the Medicare/Medicaid Anti-Kickback Statute, 42 U.S.C. §§ 1320a-7b(b). It is not a purpose of this Agreement to induce the referral of patients. The Parties acknowledge that there is no requirement for payment received under this Agreement or any agreement between the Parties for any referral, recommendation, or arrangement for any items or services paid for by Medicare or Medicaid.
25. **No Third Party Rights.** This Agreement is intended solely for the benefit of Business Associate and Subcontractor and it shall not be construed to create any benefits for or rights in any other person or entity.
26. **Waiver.** Any delay or omission by either party to exercise any right or remedy under this Agreement shall not be construed to be a waiver of any such right or remedy or any other right or remedy hereunder. Except as otherwise explicitly set forth herein, all of the rights of either party under this Agreement are cumulative and may be exercised separately or concurrently.
27. **Severability.** In the event that any provision of this Agreement is held to be illegal or unenforceable, such provision shall be deemed severed from this Agreement and shall not affect the legality or enforceability of the remaining provisions of this Agreement unless either Party is unable to perform without such provision or unless such omission would be destructive of the intent of the Parties.

Signatures:

CCHD:

/s/ Karen Senkus
By: Karen Senkus
Its: Health Officer

Dated: 3/31/25

PROVIDER:

/s/ Lisa Tatrow
Printed Name: Lisa Tatrow

Taxpayer ID Number:

Dated: 3-31-25

78724:00003-4176689-3

ABILITA Retainer Agreement

Between the Chippewa County Health Department (the client) and Aylward Consultants dba Abilita- Lansing.

AGREEMENT TERMS

1. The client hereby authorizes Abilita to review its telecommunications systems (other than 911 dispatch), on a monthly basis and to submit recommendations for improvements including possible savings. Reviews will focus on identifying billing errors, contract compliance, traffic usage and efficiency, and overcharges and may include reviews of existing systems, services, equipment, suppliers, plans and other telecom functions.
2. All recommendations for changes or alterations to the telecommunication systems are subject to the client's approval. All approved changes will be implemented by Abilita and, where savings are expected from such implementations, Abilita will assure that the savings are realized and will calculate and report such savings to client.
3. Abilita will assist with management for all telecommunications hardware, software, and service providers including solicitation and new proposals, and will assist with negotiations for new and renewing agreements with such providers, as directed by client.
4. Abilita will present to the client any new telecommunications services or technologies appropriate to the client's needs, including productivity improvements, technology advances, equipment purchases and maintenance.
5. Abilita will maintain an "on-call" relationship during regular business hours, excluding holidays, with the client to address any telecom issues or questions that arise.
6. Abilita will assist in the general planning for business changes that may affect telecommunication usage and will transfer knowledge to client in a timely manner, including reviews of productivity improvements and technology advances, upon client request.
7. Abilita will notify client, in advance, if billable hours are anticipated to exceed the monthly retainer.
8. The client will provide Abilita with equipment records, telecommunications invoices, contracts and other related information, as well as written authorization for Abilita to receive all such records and information directly from suppliers, during the payment term of this agreement as required by Abilita.
9. All records and information submitted for review by the client shall be held in the strictest confidence by Abilita. All recommendations, actions and suggestions submitted by Abilita for the client's consideration shall be held in the strictest confidence by the client.


(Initial)

ABILITA Retainer Agreement

PAYMENT TERMS

10. The client agrees to pay Abilita, as its fee for the services rendered, all amounts due as indicated in the Schedule of Fees (below) for the term of this Agreement. Unless otherwise communicated in writing 30 days prior to the end of this agreement, it will automatically renew for a 12 month period.
11. Billing will be conducted on a monthly basis and convert to a month to month term when the contractual term has finished. Payment will be due upon receipt of invoice. Charges or fees not paid within 30 days of the date of the invoice will accrue late payment charges at the rate of 1.5% per month until paid. A charge of \$25 will be made for any check tendered by customer and returned unpaid by a financial institution.
12. The term of this agreement shall be twenty four (24) months from the date of signing.

SCHEDULE OF FEES:

Setup: Initial Analysis, Implementation, & Account Setup (one time)	\$	waived
Terms: Length of Agreement		24 months
Monthly Retainer Fee	\$	375.00

Chippewa County Health Department
(Client Name)

Aylward Consultants dba Abilita- Lansing

508 Ashmun St #120
(Address)

11776 Silverspring Dr.

Sault Ste Marie, MI 49783
(Address)

DeWitt, MI 48820

(906) 635-1566
(Telephone)

(517) 853-8130

Karen Senkus
Signature of Authorized Client Representative
I have the authority to bind the corporation (company)

Signature

Karen Senkus
Print Name

Print Name

Health Officer
Title

3/12/25
Date

Date



Brightree Home Health & Hospice LLC
 c/o MatrixCare, Inc.
 1550 American Blvd. E.
 8th Floor
 Bloomington, MN 55425

ORDER FORM for
 ("Client")
 Offer Valid Through:
 Proposed by:
 Account #:

Chippewa County Health Department
 04.12.2025
 Christie Nelson
 HOH202017

c/o Matrixcare.com

Billing Address:	Contact Name: Karen Senkus
508 Ashmun St., Suite 120	Title: Health Officer
Sault Sainte Marie, MI 49783	Phone: 906.748.1485
	Fax: 906.253.1466
	Email: ksenkus@chippewahd.com
One User Read Only Is = \$2,000	Read Only User Is: Michelle Morley; Jill Schaefer
1st Year - \$2000.00	Username: mmorley@chippewahd.com; jschaefer@chippewahd.com
2nd Year - \$1000.00	Password: 2025SunShine##; Jill1995@2
3rd Year - \$500.00	Start Date: 05.01.2025
4th Year - \$500.00	Single Year
5th Year - \$500.00	Multi Year <input checked="" type="checkbox"/>
6th Year - \$500.00	Term of Read Only: 6 Year(s). Services will not begin until 1st years fees are received in full. If applicable, each year thereafter will be invoiced annually. Either party may terminate services with 90 days written notification at the end of each
7th Year - \$500.00	
Fee is due in full prior to services being activated. Additional Users are \$250.00 per year	

Total Amount Due: \$2,250.00 (Year 1), each year thereafter will be invoiced annually. Road Access services will not begin until 1st years fees are received.

Upon signature by Client and submission to Brightree Home Health & Hospice LLC ("Brightree"), this Order Form shall become legally binding and governed by the Services Agreement between Brightree and Client as of the date of execution by Client, unless this Order Form is rejected by Brightree. Brightree may reject this Order Form if: (1) the signatory below doesn't have the authority to bind Client to this Order Form, (2) Changes have been made to this Order Form (other than completion of the purchase order information and the signature block), or (3) the requested purchase order information or signature is incomplete or does not match the rest of the Order Form, (4) Credit is not approved by Brightree. CLIENT AGREES THE ORDER FORM REPLACES AND SUPERCEDES THE PROVISIONS OF ANY CLIENT DRAFTED PURCHASE ORDER PROPOSAL OR OTHER COMMUNICATION, WHETHER WRITTEN OR ORAL, RELATING TO THE SUBJECT MATTER OF THIS ORDER FORM.

Accepted by Brightree Home Health & Hospice LLC

Accepted by Chippewa County Health Department

Signature

Date Signed

Date Signed



CHIPPEWA COUNTY HEALTH DEPARTMENT

508 Ashmun, Suite 120
Sault Ste. Marie, Michigan 49783
www.chippewahd.com

Date: March 18, 2025

To: Kelly Church, County Administrator
Chippewa County Board of Commissioners

From: DJ Welton, CCHD Finance Supervisor
Karen Senkus, CCHD Health Officer *JS*

Re: County EIN and Health Department Bank Account

This is a request for approval to move the Chippewa County Health Department's bank accounts, located with Central Savings Bank under Chippewa County's EIN.

This request is made as part of the process to close out Chippewa County Health Department's individual EIN and move all operations of the CCHD under the county's EIN. With this approval, CCHD will avoid setting up new accounts, avoiding complications with accounting.

Thank you for your consideration.



CHIPPEWA COUNTY HEALTH DEPARTMENT

508 Ashmun, Suite 120
Sault Ste. Marie, Michigan 49783

www.chippewahd.com

April 10, 2025

To: Kelly Church
From: Karen Senkus *KMS*
Re: Request to Reduce Food License Fees for Sault Area Public Schools

This is a request to reduce the food license fees for two schools of Sault Area Public Schools based upon the following information:

Washington and Lincoln Elementary schools will be permanently closing at the end of the school year. Both have a food service license that will expire on April 30, 2025. Both schools must apply for their licenses, as they cannot be unlicensed and continue to serve food to students through the end of the school year. CCHD sanitarians have already performed the required inspections at both schools. Since both will be closing and will not be serving food through the 2025-2026 license year, CCHD requests to reduce the food service license fees to \$71.00 per school which will include the \$30 fee that CCHD pays to the state and a prorated local fee of \$41.00.

Thank you for your consideration.

Cc: Suzanne Lieurance, Environmental Health Supervisor
DJ Welton, Finance Supervisor

ADDENDUM TO CONTRACTS

This document is in reference to the following Legal Services Agreements between Chippewa County Public Defender Office and the parties named below, who provided representation to indigent defendants in the 91st District and 50th Circuit Court between October 1, 2023, through September 30, 2024.

- Fred Feleppa
- Brian Bloch
- Glenn Sarka
- Chad W. Peltier
- Gretchen Stankewitz

BE IT KNOWN that the undersigned party, for good consideration, agree to make the change outlined below. This change shall be valid as if part of the original contract.

Under 2. COMPENSATION AND OTHER COSTS. Change \$130/hour for felonies to \$135/hour for felonies

No other terms or conditions of these contracts are changed because of this addendum.

Jim Martin, Chairman

Chippewa County

Date

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2024
 Agency: Chippewa County
 Application: Compliance Plan and Cost Analysis Renewal - FY 2024 - Version : 1.00 - Version : 1.00

3/14/20

Line Item	Qty	Rate	Units	UOM	Total	State Gra
Health Insurance Notes : Summary of costs for all employees.	0.0000	19.600	362639.600		71,077.36	71,077.
Short Term / Long Term Disability Notes : Summary of costs for all employees.	0.0000	1.166	362369.000		4,225.22	4,225.
Retirement Notes : Summary of costs for all employees.	0.0000	5.000	362369.000		18,118.45	18,118.
Workmens Compensation Notes : Summary of costs for all employees.	0.0000	0.507	362369.000		1,837.21	1,837.
Employer FICA Notes : Summary of costs for all employees.	0.0000	7.650	362369.000		27,721.23	27,721.
Other - to correspond to increase to PD Chief Notes : FICA related to increase in salary prorated for 9 mos. MRM	0.0000	100.000	667.430		667.43	667.43
Total for Fringe Benefits					123,646.90	123,646.
Contractual						
Contracts for Attorneys						
Conflict Case Defense Notes : Attorney are compensated by the hour: Misdemeanors-\$120; <u>Low Severity Felonies-\$135</u> ; High Severity Felonies-\$145	3.0000	135.000	770.000	HRS	311,850.00	311,850.
Managed Assigned Counsel Administration Notes : Conflict Attorney Administrator. Management and assignment of the conflict panel attorneys and the appeals of request for new attorney.	1.0000	135.000	200.000 175.000	HRS	27,000.00 23,625.00	27,000.00 23,625.00
Managed Assigned Counsel Administration	1.0000	135.000	25.000	HRS	3,375.00	3,375.

MASTER SERVICES AGREEMENT

THIS MASTER SERVICES AGREEMENT (“Agreement”) is entered into as of April 1, 2025 (“Effective Date”) between MGT Impact Solutions, LLC (“MGT”), with offices located at 4320 West Kennedy Boulevard, Tampa, FL 33609, and Chippewa County, Michigan, (“Client”), located at 325 Court Street, Suite 104, Sault Ste. Marie, MI 49783, collectively referred to herein as the “Parties”.

WHEREAS, MGT offers global technological, educational, organizational and staffing consulting solutions services to the public and private sectors;

WHEREAS, Client anticipates a need within its organization for MGT’s services; and

WHEREAS, the Parties intend for this Agreement to serve as the governing, contractual basis of MGT’s provision of future project-level services to Client.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. THIS AGREEMENT AND STATEMENTS OF WORK. The Parties enter into this Agreement to set forth the general terms and conditions that will govern MGT’s provision of services to Client. Such services will be subsequently agreed upon by the Parties in individual Statements of Work (“SOW”).

Each SOW will state all details required for the proper provision of project-level services, including scope, pricing, period of performance, and other required information (“Services”) each an Exhibit A, Statement of Work, attached hereto and incorporated into the Agreement. Unless otherwise stated in an SOW, all Services shall be performed remotely. Each SOW will require signature by both parties to be effective.

2. CONTRACT DOCUMENTS AND ORDER OF PRECEDENCE. The contract documents consist of this Agreement and all exhibits, attachments, amendments, and SOWs subsequently executed by the Parties and all exhibits, attachments, amendments, and other documents made a part of the SOW (“Contract Documents”). Upon signature by the Parties, all SOWs executed during the Term shall be considered incorporated into and made a part of this Agreement.

In the event of a conflict among the terms and conditions in this Agreement and any SOW, unless that SOW expressly states the intention for the SOW to control with regard to the conflicting term or condition, then this Agreement shall control. Any terms or conditions contained in documents issued by Client other than the Contract Documents, including purchase orders, shall be voidable at MGT’s discretion.

3. TERM. The term of this Agreement shall commence on the Effective Date and will continue for a period of one (1) year or until terminated in accordance with this Agreement. This Agreement will automatically renew for additional one (1) year terms unless terminated by either party at least thirty (30) days prior to the expiration date.

4. TERMINATION. This Agreement or any individual SOW may be terminated with cause by either party: (a) if the other party materially breaches the terms of this Agreement and fails to cure the breach within thirty (30) calendar days following written notice specifying the breach, or (b) immediately upon written notice if the other party fails to comply with applicable law or regulation. This Agreement



or Any individual SOW may be terminated by either party without cause upon sixty (60) days written notice to the other party. MGT will be paid for all services performed up to the date of termination, irrespective of which party terminates the Agreement or SOW.

5. INSURANCE. During the Term of this Agreement and any SOW, MGT will maintain the minimum insurance coverages below. MGT shall provide Certificates of Insurance to Client upon request and as required under SOWs.

a.	Commercial General Liability	\$1,000,000 per occurrence \$2,000,000 annual aggregate
c.	Business Automobile Liability	\$1,000,000 combined single-limit, non-owned and hired. (MGT does not own autos)
d.	Umbrella/Excess Liability	\$10,000,000 per occurrence & aggregate, follows form
e.	Worker's Compensation	Per Statute
f.	Employer's Liability	\$1,000,000 each accident
f.	Professional Liability	\$6,000,000 aggregate

6. INDEMNIFICATION. To the extent permitted by law, each Party shall fully defend, indemnify and hold harmless the other Party and its officers, directors, employees, agents, representatives, successors and assigns (collectively, "Indemnified Parties") from any and all claims, demands, causes of actions, costs, expenses, liability, losses, or damages including attorney's fees and expenses ("Claims"), whether in law or in equity, for bodily injury, death or property damage arising out of, relating to or caused by, in whole or part, the negligence, errors, omissions or willful misconduct of the indemnifying party or its officials, officers, employees, subcontractors, consultants or agents, relating to or connected with performance under this Agreement, unless Claims are caused wholly by the sole negligence or willful misconduct of the Indemnified Parties.

A Party's indemnity obligations under this Section are contingent upon the indemnified party: a) promptly notifying indemnifying party of each claim; provided, however, that the indemnified party's failure to give prompt notice to the indemnifying party of any such claim shall not relieve the indemnified party of any obligation under this Section except and to the extent that such failure materially prejudices the indemnifying party's ability to defend against such claim; b) providing the indemnifying party with sole control over the defense and/or settlement thereof, provided however, that indemnifying party shall not settle any claim that includes an admission of wrongdoing by indemnified parties or otherwise adversely affects indemnified parties' interests without prior consent; and c) at the indemnifying party's request and expense, providing full information and reasonable assistance to the indemnifying party with respect to such claim.

7. LIMITATION OF LIABILITY. MGT shall not be held liable for factors outside of its reasonable control, including losses or damages as a result of Client's provision of inaccurate data, or changing laws, regulations, political conditions.

TO THE EXTENT PERMITTED BY LAW AND EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA OR DATA USE, OR LOSS OR INTERRUPTION OF BUSINESS, ARISING OUT OF ANY OF THE TERMS OR CONDITIONS OF THIS AGREEMENT OR WITH RESPECT TO ITS PERFORMANCE HEREUNDER, WHETHER ARISING OUT OF BREACH OF CONTRACT, BREACH OF WARRANTY, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, STRICT



LIABILITY OR ANY OTHER THEORY. THE FOREGOING LIMITATION OF LIABILITY AND EXCLUSION OF DAMAGES APPLIES EVEN IF A PARTY HAD OR SHOULD HAVE HAD KNOWLEDGE OF THE POSSIBILITY OF SUCH DAMAGES.

To the extent permitted by law, except for actions or claims resulting from MGT's gross negligence or intentional or willful misconduct, MGT's total aggregate liability to Client shall be limited to the amount of compensation paid by Client to MGT under this Agreement in the twelve (12) months prior to the action giving rise to liability.

8. GOVERNING LAW, JURISDICTION AND CONSENT TO SUIT. This Agreement shall be governed by and construed and interpreted in accordance with the laws of the state of Michigan, irrespective of the choice of laws principles of the state of Michigan, as to all matters including validity, construction, effect, enforceability, performance, and remedies. Client submits itself and its property in any legal action or proceeding relating to this Agreement to the exclusive jurisdiction of any state or federal court within Chippewa County, Michigan, and Client hereby accepts venue in each such court.

9. DISPUTE RESOLUTION PROCEDURE. In the event of a dispute, controversy or claim by and between the Parties arising out of matters related to this Agreement, the Parties will first attempt in good faith to resolve through negotiation any such dispute, controversy, or claim. Either party may initiate negotiations by providing written notice to the other party setting forth the subject of the dispute and the relief requested. The recipient of such notice will respond in writing within five (5) business days with a statement of its position on, and recommended solution to, the dispute. If the dispute is not resolved by this exchange of correspondence, then senior management representatives of each party with full settlement authority will meet at a mutually agreeable time and place within fifteen (15) business days of the date of the initial notice to exchange relevant information and perspectives and to attempt to resolve the dispute.

If the dispute is not resolved by negotiation, either party may commence mediation by written request to the other party. The Parties will cooperate in selecting a mediator and in scheduling the mediation proceedings. The mediation shall take place in Chippewa County, Michigan. The Parties will participate in the mediation in good faith and will share equally in its costs. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by either of the parties, their agents, employees, experts or attorneys, or by the mediator, are confidential, privileged and inadmissible for any purpose, including impeachment, in any litigation or other proceeding involving the parties; provided, however, that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

Either party may seek equitable relief prior to the mediation to preserve the *status quo* pending the completion of that process. Except for such an action to obtain equitable relief, neither party shall commence a civil action with respect to the matters submitted to mediation until after the completion of the initial mediation session, at which time suit may be brought in any court of competent jurisdiction. The prevailing party shall be entitled to an award of all reasonable costs, expenses, and attorneys' fees. In addition, should the dispute under this Agreement involve the failure to pay fees, and the matter is not resolved through negotiation or mediation, Client shall pay all costs of collection, including, but not limited to, MGT's legal fees and costs should MGT prevail.

10. CONFIDENTIALITY. Each party shall maintain in confidence and protect from unauthorized disclosure all information exchanged between the Parties that is reasonably understood under the circumstances to be confidential, whether disclosed orally, in writing or marked as confidential ("Confidential Information").



The receiving party shall make all reasonable efforts to protect Confidential Information from disclosure to unauthorized third parties. Confidential Information may be disclosed to third parties with a need-to-know under the circumstances and who are bound by confidentiality obligations no less restrictive than those herein. Neither party shall use such Confidential Information except in performance of the Services. MGT may, however, disclose Client's name and the general nature of MGT's work for Client sales proposals.

The above obligations of confidentiality shall not apply to the extent that the receiving party can show that the relevant information (a) was at the time of receipt already in the receiving party's possession; (b) is, or becomes in the future, public knowledge through no fault or omission of the receiving party; (c) was received from a third-party having the right to disclose; or (d) is required to be disclosed by law.

11. FORCE MAJEURE. Neither party shall be liable or considered at fault for any delay (except for payment) resulting from circumstances beyond the party's reasonable control, including but not limited to fire, flood, earthquake, elements of nature, epidemics, global pandemics, quarantines, acts of God, acts of war, labor disputes, and supply chain disruptions ("Excusable Delays"). The delayed party shall notify the other party in writing upon the discovery of any significant Excusable Delay. During an Excusable Delay, the delayed party shall use reasonable efforts to mitigate costs and damages and to resume performance under this Agreement.

The Parties recognize that MGT's ability to timely perform under a SOW is contingent upon Client's timely provision of any agreed-upon data, personnel access, or other requirements. If Client's failure to provide to such data, access or other requirements causes significant delays to MGT's progression of Services, and MGT incurs losses or damages as a result, then the Parties shall negotiate and execute a SOW amendment for an equitable adjustment to the schedule and for additional costs. MGT shall provide all substantiating documentation of costs reasonably requested by Client in consideration for any equitable adjustment. Excusable Delays shall not give rise to an equitable adjustment.

12. FEES AND PAYMENT. Unless otherwise set forth in a SOW, all correct invoices submitted by MGT to Client shall be due and payable upon receipt. If Client disputes an invoice or portion thereof in good faith, then Client shall pay any undisputed portion and provide MGT with written notice of the dispute, in reasonable detail, and the Parties shall promptly meet to resolve such dispute. MGT reserves the right to impose an interest charge equal to the lesser of one and one-half percent (1.5%) per month or the maximum allowable by law in respect of any invoice which is outstanding for more than thirty (30) days. MGT may stop work after sixty (60) days of Client's non-payment of undisputed invoiced amounts.

13. MODIFICATION. This Agreement and any SOW shall only be modified by written amendment signed by the Parties. All signed amendments shall be deemed incorporated into this Agreement by reference.

14. NON-SOLICITATION. During the term of this Agreement and for a period of two (2) years following termination or expiration, neither party shall knowingly, directly or indirectly, solicit nor encourage the solicitation of any person who is, or was within a 12-month period prior to such solicitation, an employee of the other party or its affiliates that became known to the other party as a result of this Agreement, except with the prior written consent of the other party. This provision shall not restrict the right of either party to solicit by public advertisement.

15. ASSIGNMENT. Neither party may assign any rights nor delegate any duties or obligations under this Agreement without the express written consent of the other party. Notwithstanding the foregoing, MGT, or its permitted successive assignees or transferees, may assign or transfer this Agreement or delegate any rights or obligations hereunder without consent: (i) to any entity controlled by, or under



common control with, MGT, or its permitted successive assignees or transferees; or (ii) in connection with a merger, reorganization, transfer, sale of assets or change of control or ownership of MGT, or its permitted successive assignees or transferees.

16. INDEPENDENT CONTRACTOR. It is expressly understood that at all times, while rendering the Services, MGT is acting as an independent contractor and not as an officer, agent, or employee of the Client. MGT shall not be required to keep specific work hours (except in the case of specific hours required under employee leasing contracts), equipment, or a specific office, and shall use independent means and methods for performing the Services. For all purposes, including Medicare, Social Security taxes, the Federal Unemployment Act (“FUTA”), income tax withholding, worker’s compensation, and unemployment insurance, MGT, its personnel and contractors will be treated and deemed independent contractors and not employees of Client.

17. NON-DISCRIMINATION/EQUAL EMPLOYMENT PRACTICES. Neither party shall unlawfully discriminate or permit discrimination against any person or group of persons in any matter prohibited by federal, state, or local laws. During the performance of this Agreement, neither party or their employees, agents, or subcontractors, if any, shall discriminate against any employee or applicant for employment because of age, marital status, religion, gender, sexual orientation, gender identity, race, creed, color, national or ethnic origin, medical conditions, physical disability, or any other classifications protected by local, state, or federal laws or regulations. The parties further agree to be bound by applicable state and federal rules governing equal employment opportunity and non-discrimination.

18. NOTICES. All legal notices required by this Agreement are deemed to have been given when notices are both (1) delivered by email to the email address below, and (2) following such email delivery, a mailed copy of the notice is delivered to the mailing address below.

To MGT:

Name: MGT Impact Solutions, LLC
 ATTN: Legal Notice/Contracts
 Address: 4320 West Kennedy Blvd.
 Tampa, FL 33609
 Email: contracts@mgt.us

To Client:

Name: Chippewa County, Michigan,
 ATTN: Elizabeth Chambers
 Address: 325 Court Street, Suite 104
 Sault Ste. Marie, MI 49783
 Email: chamberse@michigan.gov

If the email address and mailing address is incomplete for a party, then notice shall be mailed to the address on the first page of this Agreement.

19. SEVERABILITY. If any provision of this Agreement shall be declared illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable, and this Agreement shall be interpreted and enforced as if such illegal or invalid provision had never been included herein.

20. COUNTERPARTS AND EXECUTION. This Agreement and any SOW may be executed in counterparts, each of which when so executed shall be deemed an original and all of which together shall constitute one and the same instrument. The counterparts may be executed by electronic signature and delivered by scanned signature or other electronic means by any of the parties to any other party and the receiving party may rely on the receipt of this Agreement so executed and delivered as if the original had been received.

21. SURVIVAL. The sections Term, Termination, Insurance, Indemnification, Limitation of Liability, Governing Law, Jurisdiction, Consent to Suit, Dispute Resolution Procedure, Confidentiality,



and Non-Solicitation, of this Agreement and the payment obligations described in any SOW shall survive the termination or expiration of the Agreement or SOW.

22. ENTIRE AGREEMENT. This Agreement and all exhibits constitute the entire and only agreement between the Parties. Each party acknowledges that in entering into this Agreement it has not relied on any representation or undertaking, whether oral or in writing, except for those expressly stated herein. Any purchase order provided by the Client will be limited by, and subject to, the terms and conditions of this Agreement.

23. NON-EXCLUSIVITY. This Agreement is non-exclusive, and both Parties remain free to enter into similar agreements with third parties. During the term of this Agreement, MGT may perform Services for any other clients, persons, or companies as MGT sees fit, so long as the performance of such Services does not interfere with MGT's performance of obligations under this Agreement, and do not create a conflict of interest.

24. THIRD PARTY BENEFICIARIES. Except as specifically set forth herein, nothing in this Agreement is intended or shall be construed to confer upon any person or entity, other than the parties hereto and their successors or assigns, any rights or remedies under or by reason of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Master Services Agreement.

MGT IMPACT SOLUTIONS, LLC

CHIPPEWA COUNTY, MICHIGAN,

Name: A. Trey Traviesa

Name:

Title: CEO

Title:

Date:

Date:



**EXHIBIT A
STATEMENT OF WORK**

Title IV-Claiming and Time Log Processing for Chippewa County Combined

As of April 1, 2025 (“Effective Date”), **MGT Impact Solutions, LLC (“MGT”)** and **Chippewa County, Michigan (“Client”)** execute this Statement of Work (“SOW”) pursuant to the Master Services Agreement between the Parties dated April 1, 2025 (“Agreement”).

1. **PROJECT:** MGT shall provide **Title IV-Claiming services to Client for the Combined Offices of the Friend of the Court and the Prosecuting Attorney (“Combined Offices”)**, specifically including:
 - Preparation of Client’s annual Title IV-D Cooperative Reimbursement Program (CRP) application through EGrAMS for funding from the Michigan Department of Human Services – Office of Child Support (“OCS”)
 - Monthly Title IV-D invoices through EGrAMS for claiming with all supporting documentation required for reimbursement under the Title IV-D CRP program.
 - Development and maintenance of all required depreciation schedules for equipment purchases over \$5,000
 - Assistance to Client in selecting staff required to perform time studies and training of identified staff in the proper completion of time accounting documentation
 - Periodic status of budgetary position and provision of proactive assistance in the preparation and presentation of all required budgetary amendments and line item transfers required by OCS under terms specified
 - Technical assistance in response to any and all audits performed on Client’s CRP program, whether by the Client’s auditor or OCS auditor
 - Technical assistance to Client as required to identify policies and procedures to assist in compliance with the various state and federal policies regarding the proper reporting and accounting for the Title IV-D Child Support program.
 - Assistance with completing/submission of various reports in EGrAMS during the year including, but not limited to: User Verification Report, Tax Data Confidentiality Questionnaire, Obligation Report, Security Assessment, LIT’s, Amendments, Annual CRP Budget.
 - Guidance in setting up users in EGrAMS for approval and submissions.

MGT shall also provide an automated time log processing service to Client for the Combined Offices, specifically including:

- Assistance to Client in identification of those staff members required to participate in the State of Michigan – OCS daily time studies
- Assistance to Client in reviewing job descriptions, organizational charts and other documents used in the determination of the staff members covered by the time study mandate, and development of the various categories to be identified by the time study and to be collected by Client
- Development of the database necessary to track identified employees and the programs or tasks to be identified with the automated system. MGT will “pre-populate” the automated timesheets for distribution prior to the beginning of the month covered by the subject timesheets



- Phone support to Client during the time period, responding to any questions from Client or Client's staff members regarding the subject timesheets and their proper completion
- Upon receipt of completed timesheets, MGT will process each sheet and identify the percentage of effort spent on the various identified programs of each employee subject to the guidance provided by OCS and Client
- Monthly recap of the staff members covered by the time study including cumulative averages for use in the budget monitoring process and any subsequent budget preparation calculations
- Once time sheets are processed, MGT will scan the original sheets and maintain the scanned images for a period of time as determined by the OCS for record retention.

2. **RENEWALS.** This Statement of Work will renew indefinitely on an annual basis.

3. **PERIOD OF PERFORMANCE/PROJECT TIMELINE:** MGT shall perform all services and deliver all products of the services by the date(s) required to meet the State of Michigan OCS's deadlines, as shall be established and adjusted by the State of Michigan from time to time.

4. **COMPENSATION AND REIMBURSABLE EXPENSES:**

For its work under this SOW, MGT shall be paid a fixed fee of \$5,200.00 per year for the Title IV-D Claiming and \$2.00 per timesheet processed for the automated time log processing service.

5. **INVOICING AND PAYMENT SCHEDULE**

Payment Milestones:	\$1,300.00 per quarter plus \$2.00 per processed timesheet
FOC Cumulative Fees:	\$5,200.00 fixed plus processed timesheet costs (TBD)

6. **MGT Project Manager:** Donna Smigiel

MGT IMPACT SOLUTIONS, LLC

CHIPPEWA COUNTY, MICHIGAN,

Name: A. Trey Traviesa

Name:

Title: CEO

Title:

Date:

Date:

MEMORANDUM

To: Kelly Church
From: Liz Chambers
Date: March 13, 2025
RE: MGT Contract

Attached please find a proposed contract between MGT and Chippewa County for Title IV-D Cooperative Reimbursement Program administration and support. An email from Donna Smigiel with MGT is attached, explaining the requested increase in the price per scanned time sheet (from \$1.40 per sheet to \$2.00 per sheet) and a breakdown of the expected cost to the county for same. I am submitting this contract for review, approval and signature by the board chair. Should you have any questions, please contact me. Thank you.

Chambers, Elizabeth (DHHS)

From: Donna Smigiel <dsmigiel@mgt.us>
Sent: Monday, March 3, 2025 4:19 PM
To: Chambers, Elizabeth (DHHS)
Cc: Goldenbogen, Kelly (DHHS)
Subject: MGT's Proposed Price Increase for Automated Time Sheet Scanning Service

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Dear Elizabeth,

We hope this message finds you well. At MGT, we are committed to providing high-quality, reliable services tailored to meet your needs. To maintain the level of excellence you've come to expect, we periodically review our costs and pricing structure to ensure sustainability.

Due to rising costs in postage, paper, and necessary software upgrades, we will be implementing a price adjustment for our automated timesheet scanning service. ***This marks the first price increase for this service since its inception.***

Effective April 1, 2025, the price per scanned timesheet will be adjusted from \$1.40 to \$2.00. Below is a recap of your current and proposed increase for the automated timesheet portion of MGT's billing service.

TITLE IV-D AUTOMATED TIMESHEET SCANNING SERVICE & STATE REIMBURSEMENT			
CURRENT CONTRACT		PROPOSED CONTRACT	
Amount:	\$ 1,092	Amount:	\$ 1,560
Overall IV-D %:	88%	Overall IV-D %:	88%
State Reimb:	66%	State Reimb:	66%
Amount Reimb by State:	\$ 634	Amount Reimb by State:	\$ 906
Annual Net County Costs:	\$ 458	Annual Net County Costs:	\$ 654
Net Monthly County Costs:	\$ 38.15	Net Monthly County Costs:	\$ 54.50
Monthly Difference in Net County Costs:		\$	16.35
Net Annual Increase for automated timesheet scanning service		\$	196.19

Additionally, a new contract will be forthcoming reflecting the updated scanning price. This contract will also include our new legal name, **MGT Impact Solutions, LLC**, ensuring alignment with our current business operations and ensures transparency and consistency across all agreements.

MEMORANDUM

To: Kelly Church
County Board of Commissioners
From: Liz Chambers
Date: March 28, 2025
RE: Purchase of Federal Office of Child Support Compliant Shredder for Federal Tax Information

Friend of the Court is requesting to purchase a new shredder to comply with a change to federal regulations regarding disposal of federal tax (FTI) and state tax (STI) information. The change requires FOC offices to destroy papers with FTI or STI by using either a crosscut shredder that produce particles which are 1 mm x 5 mm (0.04 in. x 0.2 in.) in size (or smaller) or pulverizing/disintegrating using disintegrator device equipped with a 3/32 in. (2.4 mm) security screen. FOC's current shredder, purchased in 2022, does not meet federal regulations for FTI and STI. FOC obtained quotes for four shredders that would meet federal regulations (quotes attached). We are requesting to purchase the **40334 High Security Shredder for \$1,890.00**. This shredder will meet the needs of our office for destroying FTI and STI, and it is the lowest cost shredder of the four quotes received. We would like to use 215 funds to purchase the new shredder. Please do not hesitate to contact me if you have any questions. Thank you.

Nelson, Mary (DHHS)

From: c Severance <cseverance@saultprinting.com>
Sent: Monday, March 31, 2025 12:26 PM
To: Nelson, Mary (DHHS)
Subject: RE: SHREDDER PRICING

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

\$1890.00 is your price. That will cover all charges including freight etc.

Sorry & Thank you



From: Nelson, Mary (DHHS) <NelsonM@michigan.gov>
Sent: Monday, March 31, 2025 12:14 PM
To: c Severance <cseverance@saultprinting.com>
Subject: RE: SHREDDER PRICING

We will need a price asap on the 40334

We have already submitted the \$1512.00 price for approval.

Thanks

Mary Sue

From: c Severance <cseverance@saultprinting.com>
Sent: Monday, March 31, 2025 12:08 PM
To: Nelson, Mary (DHHS) <NelsonM@michigan.gov>
Subject: SHREDDER PRICING

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov



CHIPPEWA COUNTY CENTRAL DISPATCH
OFFICE OF EMERGENCY MANAGEMENT
4657 W INDUSTRIAL PARK DR
KINCHELOE MI 49788
PHONE (906)495-7488
FAX (906) 495-7489

4/3/25

To: Chippewa County Finance and Board of Commissioners

From: Director Greg Postma

Re: Natural Hazards Mitigation Plan – Chippewa County – Grant Submission

FEMA requires State, local, tribal, and territorial governments to have approved and adopted hazard mitigation plans to remain eligible for certain types of non-emergency disaster assistance, including funding for mitigation projects. Jurisdictions must update their hazard mitigation plans and resubmit them to FEMA for approval every 5 years to remain eligible.

Our current plan is due to be completed in September of 2026. This project is highly involved and requires a large amount of work; this is why we are starting early on it. Some of this work will be performed by Chippewa County Emergency Management staff, and EUP Regional Planning will handle a significant portion.

The current project is budgeted to cost approximately \$80,538.00. I have submitted for a FEMA HMP Grant to cover up to \$50,000.00. That is the max. There is a required 25% match by the county. This can be achieved through actual expenditures and/or an in-kind hour match. I have already started to keep track of my hours on the project.

In the attached documents, you will find the cost breakdown for the project, along with several documents outlining the work to be done by both County Employees and EUP Planning.

I have already submitted the paperwork to MSP EMHSD. If the board approves moving forward with the Grant, I will need a signature from the board chair. Once I have approval, I will send the signature sheet to MSP EMHSD and have them submit the paperwork to FEMA.

This plan is essential to complete, as it can impact major grant work across the county from one end to the other. If approved, I will request an official quote and invoice from EUP Planning and meet with them to initiate the project. Reimbursements from the grant will be used to offset their costs as they move forward.

Respectfully submitted,

Greg Postma, Director
Chippewa County Central Dispatch
postmag@chippewacountymi.gov



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OFFICE OF EMERGENCY MANAGEMENT
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PHONE (906)495-7488
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4/3/25

Kristin Butler
Hazard Mitigation Analyst
Emergency Management and Homeland Security Division
Michigan State Police
P.O. Box 30643
Lansing, MI 48909

Good Day,

Attached you will find the following documentation:

- SF-424A
- SF-424B (*1)
- Match Commitment Letter and source for non-federal cost share
- Previous Hazard Mitigation Grants Chippewa County
- List of Communities that will participate in HM Plan
- Review and Adoption process for communities.
- SOW including
 - Description of the Risk assessment process
 - The process through which plan priorities will be identified.
 - How the update will address any deficiencies in the current plan
 - How the mitigation strategy will be developed
- Cost work sheet with Budget Narrative (*2)

*1 – SF-424B needs review and signature from the County Board, who meets on April 15th and finalizes on April 17th. I see no issue with approval and anticipate sending a signed SF-424B back immediately after that meeting.

*2 – I will need to adjust the actual grant numbers in the MIGrants to reflect this updated document.

Respectfully submitted,

Greg Postma, Director
Chippewa County Central Dispatch
postmag@chippewacountymi.gov

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 108(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Jim Martin, Board Chair
APPLICANT ORGANIZATION Chippewa County	DATE SUBMITTED 04/02/2025

Standard Form 424B (Rev. 7-97) Back

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Assistance Listing Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. DR-4757, Natural Hazards Mitigation Plan - Chippewa County	97.039	\$	\$	\$ 50,000.00	\$ 30,538.00	\$ 80,538.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 50,000.00	\$ 30,538.00	\$ 80,538.00

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SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	DR-4757, Natural Hazards Mitigation Plan - Chippewa County				
a. Personnel	\$ 14,875.00	\$	\$	\$	\$ 14,875.00
b. Fringe Benefits	0.00				0.00
c. Travel	2,163.00				2,163.00
d. Equipment	0.00				0.00
e. Supplies	1,400.00				1,400.00
f. Contractual	46,500.00				46,500.00
g. Construction	0.00				0.00
h. Other	15,600.00				15,600.00
i. Total Direct Charges (sum of 6a-6h)	80,538.00				\$ 80,538.00
j. Indirect Charges	0.00				\$ 0.00
k. TOTALS (sum of 6i and 6j)	\$ 80,538.00	\$	\$	\$	\$ 80,538.00
7. Program Income	\$ 0.00	\$	\$	\$	\$ 0.00

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -102) Page 1A

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SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. DR-4757, Natural Hazards Mitigation Plan - Chippewa County	\$ 30,538.00	\$ 0.00	\$ 0.00	\$ 30,538.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 30,538.00	\$ 0.00	\$ 0.00	\$ 30,538.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 50,000.00	\$ 10,000.00	\$ 20,000.00	\$ 15,000.00	\$ 5,000.00
14. Non-Federal	\$ 30,538.00	10,000.00	15,000.00	5,000.00	538.00
15. TOTAL (sum of lines 13 and 14)	\$ 80,538.00	\$ 20,000.00	\$ 35,000.00	\$ 20,000.00	\$ 5,538.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. DR-4757, Natural Hazards Mitigation Plan - Chippewa County	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text"/>	



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4657 W INDUSTRIAL PARK DR
KINCHELOE MI 49788
PHONE (906)495-7488
FAX (906) 495-7489

April 3rd, 2025

Michigan State Police
Emergency Management Homeland Security Section
PO Box 30634
Lansing, MI 48909

RE: Hazard Mitigation Planning Grant Match

Chippewa County is submitting a grant application for updating the Hazard Mitigation Plans for our County and requesting the maximum amount of \$50,000.00. The grant requires a match contribution from Chippewa County of 25%.

Chippewa County intends to meet the match requirement of \$12,500.00 through the provision of in-kind labor of Chippewa County employees as well as Purchase of supplies and rental fees for meeting locations. Chippewa County will cover the remaining cost of \$18,038.00 to complete the project which has a current total of 80,538.00 to complete.

Sincerely,

Greg Postma, Director
Chippewa County
Emergency Management



CHIPPEWA COUNTY CENTRAL DISPATCH
OFFICE OF EMERGENCY MANAGEMENT
4657 W INDUSTRIAL PARK DR
KINCHELOE MI 49788
PHONE (906)495-7488
FAX (906) 495-7489

April 3, 2025

Michigan State Police
Emergency Management Homeland Security Section
PO Box 30634
Lansing, MI 48909

RE: Hazard Mitigation Planning Grant – Previous Grants

I have been the Emergency Manager for the last 2.5 years here at Chippewa County. This is my first experience with HMEP grants.

From what I understand, it appears that there was at least an interest in the HMEP grant going all the way back to 2005 when previous EM's were developing the Hazard Mitigation Grants.

I can not find any of the actual paperwork for those grants.

During the last review, a private company applied for and received an HMPG grant and did conduct the review for three counties which included Mackinac, Chippewa and Luce.

The private company has no interest in doing the work for all three counties. A RFQ will be drafted and a planning company will be repositioned to assist with the project.

This grant will assist with the acquisition of the planning company and the work done by county employees.

Sincerely,

Greg Postma, Director
Chippewa County
Emergency Management



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April 3rd, 2025

Michigan State Police
 Emergency Management Homeland Security Section
 PO Box 30634
 Lansing, MI 48909

RE: Hazard Mitigation Planning Grant – List of Communities

The following Communities will be participating in the HM plan.

Government Unit	Phone Number	Office Location	Community
Chippewa County	(906) 635-6300	319 Court Street	Sault Ste. Marie
Bay Mills Township	(906) 437-5437	14740 W. Lakeshore Dr.	Brimley
Bruce Township	(906) 635-3058	3156 E. 12 Mile Rd.	Dafer
Chippewa Township	(906) 274-5319	30014 W. M-28	Eckerman
Dafer Township	(906) 632-1579	2926 W. 10 Mile Rd.	Dafer
DeTour Township	(906) 297-5304	260 Superior St.	DeTour Village
DeTour Village	(906) 297-5471	260 Superior St.	DeTour Village
Drummond Is. Twp.	(906) 493-5321	29935 E. Pine St.	Drummond Is.
Hulbert Twp.	(906) 876-6353	37591 W. Ash St.	Hulbert
Kinross Charter Twp.	(906) 495-5381	4884 W. Curtis St.	Kincheloe
Pickford Township	(906) 647-3361	155 E. Main St.	Pickford
Raber Township	(906) 297-3805	16315 E. M-48	Goetzville
Rudyard Township	(906) 478-5041	18725 S. Mackinac Trail	Rudyard
Sault Ste. Marie, City	(906) 635-5261	225 E. Portage Ave.	Sault Ste. Marie
Soo Township	(906) 632-3406	639 W. 3-1/2 Mile Rd.	Sault Ste. Marie
Sugar Island Twp.	(906) 635-9786	6401 E. 1-1/2 Mile Rd.	Sugar Island
Superior Twp.	(906) 248-5213	7049 S. M-221	Brimley
Trout Lake Twp.	(906) 569-3291	32686 W. H-40	Trout Lake
Whitefish Township	(906) 492-3452	7052 N. M-123	Paradise
Bay Mills Indian Community	(906) 248-3241	12140 W. Lakeshore Dr.	Brimley
Sault Tribe of Chippewa Indians	(906) 635-6050	523 Ashmun Street	Sault Ste. Marie

Sincerely,

Greg Postma, Director
 Chippewa County
 Emergency Management



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April 3, 2025

Michigan State Police
Emergency Management Homeland Security Section
PO Box 30634
Lansing, MI 48909

RE: Hazard Mitigation Planning Grant – Review and Adoption Process

The plan will be prepared as a multi-jurisdictional plan. All local units of government in the county will be invited to participate in the planning process.

Responsibilities of the Local Units of Government include:

- Review and update past local hazards storm events and community impacts.
- Review community profile information.
- Provide best available data as required for the risk assessment portion of the plan.
- Help determine local capabilities
- Provide copies of any mitigation or hazard-related documents for review and incorporation into the Plan.
- Help Design and propose appropriate mitigation actions for their jurisdiction for incorporation in the Mitigation Action Plan.
- Review and provide timely comments on draft plan deliverables.

After the planning process is completed by an All Hazards Committee and several public comment meetings are held, a draft plan will be available for review and sent to all of the units of government involved within the county. Once the units of government have had an opportunity to review and respond, a draft plan will be submitted to MSP EMD for a final review. With approval, the county board will be requested to recognize the plan through a resolution to complete the process.

Sincerely,

Greg Postma, Director
Chippewa County
Emergency Management

Scope of work

Project Overview: This Scope of Work outlines the tasks and responsibilities that will be requested as part of an RFP for writing a hazard mitigation plan for Chippewa County to develop a comprehensive Hazard Mitigation Plan (HMP) under the FEMA Hazard Mitigation Planning Grant (HMPG). The goal of the project is to create a multi-jurisdictional, data-driven, and FEMA-compliant Hazard Mitigation Plan to help the community reduce risk and improve resilience to natural hazards such as floods, hurricanes, tornadoes, wildfires, and earthquakes.

The resulting HMP will identify hazards, assess vulnerabilities, evaluate risk, prioritize mitigation actions, and establish an implementation framework for reducing risk from future disasters.

1. Project Management and Coordination

- **1.1 Project Leadership:** Designate a project manager or steering committee to oversee the development of the Hazard Mitigation Plan (HMP). The project manager will be responsible for coordinating tasks, ensuring timelines are met, and communicating with stakeholders.
- **1.2 Stakeholder Engagement:** Identify and engage relevant stakeholders, including local government officials, emergency management professionals, planners, community representatives, non-profit organizations, and regional partners.
- **1.3 Project Meetings:** Conduct regular project meetings with the planning team to review progress, resolve issues, and ensure that tasks are on schedule. Meetings will be documented and minutes will be kept.
- **1.4 Documentation and Reporting:** Provide quarterly progress reports to FEMA, detailing the status of the project, expenditures, and milestones. Submit final deliverables at project completion, including the completed Hazard Mitigation Plan.

2. Hazard Identification and Risk Assessment

- **2.1 Hazard Identification:** Compile a comprehensive list of natural hazards that affect or may affect the community, such as floods, wildfires, droughts, earthquakes, hurricanes, tornadoes, etc. This will include an evaluation of both historical events and potential future threats.
- **2.2 Risk Assessment:** Use available data and hazard modeling tools to assess the vulnerability of critical infrastructure, key community assets, and population groups. This will involve:
 - Identifying vulnerable areas and populations.
 - Mapping hazard-prone areas (e.g., floodplains, wildfire risk zones).

- Assessing the potential impact and frequency of each identified hazard.
- **2.3 Vulnerability Analysis:** Conduct a vulnerability assessment of the community's infrastructure, economy, environment, and populations. This includes identifying exposure to hazards and the ability of the community to respond and recover.
- **2.4 Community Profile:** Develop a community profile, including demographics, land use, infrastructure, key facilities (e.g., hospitals, schools), and other critical assets.
- **2.5 Review Current Plan:** Will identify any weakness and deficiencies in current plan and look for new innovative and solution minded options to address the short falls.

3. Mitigation Strategy Development

- **3.1 Mitigation Goals and Objectives:** Establish clear and measurable mitigation goals and objectives that align with community needs and priorities. Goals may include reducing property damage, protecting vulnerable populations, enhancing emergency response, enhancing the current Hazard Mitigation Plan while identifying any known deficiencies within and improving overall resilience to future hazards.
- **3.2 Mitigation Actions:** Identify, evaluate, and prioritize mitigation actions for each hazard, based on risk assessments, cost-effectiveness, and community input. Actions may include structural measures (e.g., flood levees), non-structural measures (e.g., zoning changes, education campaigns), and policy or regulatory actions.
- **3.3 Action Plan Development:** Develop an action plan that outlines specific mitigation projects, responsible parties, timeframes, funding sources, and estimated costs. This will include both short-term and long-term mitigation actions.

4. Public Involvement and Outreach

- **4.1 Public Meetings:** Hold at least two public meetings (virtual or in-person) to engage community members, solicit feedback on hazards, risks, and mitigation strategies, and ensure the plan reflects community priorities.
- **4.2 Community Survey:** Distribute a community survey to gather input on perceived hazards, vulnerabilities, and potential mitigation actions. The survey will be designed to reach a broad cross-section of the population.
- **4.3 Community Outreach Materials:** Develop and distribute informational materials to raise awareness about the hazard mitigation planning process. This may include flyers, website content, social media posts, and press releases.
- **4.4 Public Review:** Provide a draft of the Hazard Mitigation Plan for public review and comment before finalizing the document.

5. Plan Preparation and Final Deliverables

- **5.1 Plan Drafting:** Based on the findings from the hazard identification, risk assessment, mitigation strategies, and public involvement process, prepare a draft Hazard Mitigation Plan. The plan will adhere to FEMA guidelines, including the integration of local, state, and tribal plans where applicable.
- **5.2 Plan Review and Revisions:** Present the draft plan to key stakeholders and the public for review. Incorporate feedback and revise the plan as necessary.
- **5.3 Final Plan Submission:** Submit the final Hazard Mitigation Plan to FEMA for review and approval. The final plan will include all required components:
 - Hazard identification and risk assessment.
 - Mitigation goals and objectives.
 - Detailed mitigation actions with prioritized timelines.
 - Implementation and monitoring strategies.
 - Public participation summary.

6. Implementation and Monitoring

- **6.1 Implementation Strategy:** Develop a strategy for implementing the identified mitigation actions, including funding mechanisms, resource allocation, and identification of responsible parties.
- **6.2 Monitoring and Evaluation:** Establish a framework for ongoing monitoring and evaluation of the plan's effectiveness in reducing risk over time. This will include:
 - Regular updates to the plan based on changing risks or new information.
 - Annual or biennial review meetings with stakeholders to assess progress and make adjustments as needed.

Hours	Work	Notes	Timeline
40	Develop Informational Packets and Surveys		10/07/25
5	Address Count		10/28/25
	Print Malters, Pack Mailers, and Mail		11/11/25
88	Scoping and Surveying Meeting	6 hr Meeting plus drive time	12/05/25
48	Data Collection and Entry		12/26/25
60	Data Analysis		02/09/26
60	Data Summary and Plan Preparation		03/09/26
88	Draft Meeting	6 hr Meeting plus drive time	04/08/26
60	Plan Drafting		05/04/26
62	Draft Approval Meeting	4 hr Meeting plus drive time	05/25/26
24	Edit Draft and Submit		06/01/26
	SUBMIT FOR APPROVAL		
62	Adoption by Boards	4 hr Meeting plus drive time	10/01/28

597 Total Hours For County Employee
\$20.19 Average Hourly Rate for FEMA Volunteer
\$107 Per Diem for Michigan (Per GSA)
\$127 Per Diem for Mackinac Island (Per GSA)

\$12,053.43 Hourly Wages
\$2,822 Per Diem for 2 6hr meetings (as with travel it will be 8hr days)
\$14,875.43 Total

4 Meetings
13 Jurisdictions
 \$ **0.67 per Mile**
341 Miles
2728 Miles Total
Miles*Meetings*2
 \$ **1,827.76 Milage Costs**
 \$ **336.00 Ferry and Bridge Fares**

 \$ **2,163.76 Total**

<u>Distance (Miles)</u>	<u>Jurisdiction</u>		
34	Clark Twp		
11	Revort Twp		
36	Marquette Twp		
31	Hudson Twp		
27	Hendricks Twp		
48	Garfield Twp		
65	Portage Twp		
55	Newton Twp		
30	Bois Blanc Twp	Bridge and Ferry	\$ 60
0	St. Ignace Twp		
0	Moran Twp		
0	St. Ignace (City)		
4	Mackinac Island (City)	Ferry	\$ 24

Hazard Mitigation Facts Sheet

FEMA requires state, local, tribal and territorial governments to have approved and adopted hazard mitigation plans to be eligible for certain types of non-emergency disaster assistance, including funding for mitigation projects. Jurisdictions must update their hazard mitigation plans and resubmit them for FEMA approval every five years to remain eligible.

- 1. Community Description (40 hours)**
 - Demographics
 - Financial
 - NFIP
- 2. Planning Process (40 hours)**
 - Public Outreach / Engagement (survey)
 - Stakeholder/Subcommittee meetings x 3 meetings
- 3. Data Collection & Risk Assessment (160 hours)**
 - Hazard Analysis
 - Asset Identification
 - Vulnerability
- 4. Mitigation Strategies (160 hours)**
 - Evaluation of past strategies
 - Goals
 - Actions and Alternatives Analysis
 - Action Plan for Implementation
- 5. Plan Maintenance(20 hours)**

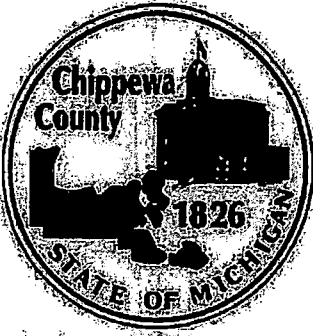
GIS Maps (100 hours)

Revisions, Documentation, and Adoption (100 hours)

Total Hours Estimated: 620

Total Estimated Cost (not to exceed): \$46,500

Cost	Item	Notes
\$ 15,600.00	Meeting Place	\$300 for Each Meeting
\$ 2,163.76	Travel	See Travel Tab
\$ 14,875.43	Wages	See Wages Tab
\$ 1,400.00	Printing	Printing the plan for Jurisdctions \$100 per
\$ 46,500.00	Consulting Planning	See attached Fact Sheet on Tab A
\$ 80,539.19		



CHIPPEWA COUNTY CENTRAL DISPATCH
OFFICE OF EMERGENCY MANAGEMENT
4657 W INDUSTRIAL PARK DR
KINCHELOE MI 49788
PHONE (906)495-7488
FAX (906) 495-7489

3/25/25

To: Chippewa County Board of Commissioners

From: Director Greg Postma

Re: NetMotion

I have attached a quote from Absolute /Netmotion for a one year service agreement.

NetMotion is a very integral and important part to our Emergency Services and Dispatch center. This product allows for first responders, currently LEO only, (Soon to be Fire/EMS), to connect to services such as LEIN and additional servers remotely. This software also is compliant with all of the FBI/CJIS (Federal Bureau of Investigation/Criminal Justice Information Systems) encryption requirements, of which there are many. In addition, this will also help with compliance for HIPPA related issues for EMS, when they come on board.

As the center moves forward with advanced CAD (Computer Aided Dispatch) systems and information sharing software, other disciplines are expected to begin using this service as well which will allow them to connect to our CAD and mobile devices greatly enhancing services and responses.

This price quoted has had no increase in the last two years and has been a reliable solution. The cost for this service is also passed on and reimbursed by the agencies that are also using the platform through our center. This is based on the number of licenses(MDT)'s that each agency is using.

The cost comes out of the 211 maintenance budget and the reimbursements will go directly back into that line item once received.

If approved, I will include this in my yearly budget request in a specific notation from this point forward.

As always, if you there are any questions, feel free to contact me.

Respectfully Submitted,

Greg Postma, Director
Chippewa County Central Dispatch
postmag@chippewacountymi.gov



March 24, 2025

Quote #:
Account ID::

Q-348741-1
0015f00002Ailq4

Ship To:
Greg Postma
Chippewa County Michigan
4657 W Industiral Park Dr
Kincheloe, Michigan 49788
(906) 495-7488
postmag@chippewacountymi.gov

Dear Greg,

This quote is valid until June 22, 2025.

1-Year Renewals

Product Description	SKU	Quantity	Unit Price	Chippewa County Michigan Total Price
Full access to the Absolute platform and all of its features, powering security, visibility and connectivity use cases. Includes the software defined perimeter (SDP), enterprise VPN and experience monitoring solutions (Effective from 6/23/2025 through 6/22/2026)	NMCOMPCONRW	60	USD 10.00/mo.	USD 7,200.00
Subtotal				USD 7,200.00
Total				USD 7,200.00

Bryce Eyerman
Account Manager, SMB
beyerman@absolute.com
Phone:

*Above prices are quoted in the currency shown. Certain local, state, and/or national tax may be applicable. Tax-exempted customers must provide official documentation in compliance with applicable law to avoid sales tax charges. Please note the pricing in this quote is subject to change if additional licenses or software features are requested.
Maintenance renewals are based on the then-current software list prices at the time of renewal and will include the total quantity of licenses, servers, and features in use at the time of renewal. This pricing quote is confidential and may not be redistributed without the prior written permission of Absolute.*



TO PROTECT AND SERVE THE PEOPLE

March 18, 2025

TO: Finance Committee

FROM: Captain Justin Fruchey

RE: Police Package Patrol Truck

The purpose of this communication is to request approval to use County Funds to purchase a 2024 Chevy Silverado Police Package patrol vehicle for the Sheriff's Office. The use of county funds would be fully reimbursed with the Stonegarden grant funds once the unit is received. The approval for this on the State and Federal level has already been made and is attached with the request. Initially we were budgeted to purchase a drone and Mini CRD with Stonegarden funds, that request was denied at the state and federal level. A change was purposed to purchase a vehicle with Stonegarden funds, that purposed changed was approved an increase to \$70,000 in that equipment line, with that please adjusted the budget line for 217-000-979.000 from \$55,500 to 70,000.00.

The total upfront cost to the county is approximately \$50,677. Of the \$50,677 upfront cost the full amount will be reimbursed through the Operation Stonegarden grant fund. The Sheriff's Office has been approved for \$70,000 for the purchase of this vehicle. The remaining funds will be put towards upfitting the vehicle with emergency lights, radios and emergency equipment. The quote is also attached to this communication.

We respectfully request to waive the county purchase policy as this vehicle is on the lot and ready for purchase. Last year Sheriff Bitnar was able to purchase his current vehicle from Berger chevy and receive the vehicle within a week. That vehicle has been received, upfitted and has been in service since August of last year. The previous Pickup truck we purchased in in October of 2022 a Ford, finally came in but has yet to be put into service due in part to time delays with upfitting and equipment. I have been in contact with Berger Chevy and they currently have a 2024 Police package chevy pickup trucks on the lot and ready for purchase.

I am respectfully requesting authorization to move forward with this purchase.

Thanking you in advance for your time and consideration.

Sincerely,


Justin B. Fruchey

Captain

Michael D. Bitnar, Sheriff
Ryan A. Hering, Undersheriff
325 Court St, Suite 101,
Sault Ste Marie, MI 49783

OFFICE #906-635-6355

FAX #906-635-6336

Chippewa County Sheriff APP (free)

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$50,677.00

Number of units 1

\$50,677.00

Vehicle Description:

Year 2024

Make Chevrolet

Model 1500 Silverado 4wd
police package

Vendor:

Berger Chevrolet Inc.

Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 575-9629

Fax (616) 988-9178

Bid Prepared For :

Chippewa County

Price includes title fee and delivery to Mackinaw City. Price based on Municipal discount in the State of Michigan.

Signature *Robert Evans*

Printed Signature Robert M. Evans

Date 3/20/2025



Johnson Controls Fire Protection LP
 1941 Holmgren Way
 Green Bay, WI, 54304

www.johnsoncontrols.com

PROPOSAL AND SERVICE AGREEMENT

Date: 04-10-2025 SR#: Quote Ref: Chippewa County Wire Clean Up - CPQ-906977	Customer #:533749 Proposal #: CPQ-906977	Prepared By: Aaron Burrows Employee Number: 202843 Phone #: Email: aaron.burrows@jci.com
Purchaser Contact Information: Name:Anthony Zakic . Phone:9066357611 Email:azakic@chippewacountymi.gov		

Johnson Controls Fire Protection LP ("Company"), for and in consideration of the prices herein named, proposes to furnish the work, and or materials hereinafter described, subject to the terms and conditions of this Agreement.

Chippewa County Sheriff Dept , 325 Court St, St Jail Bldg , Sault Sainte Marie, MI, 49783-2185 .	Chippewa County Sheriff Dept , 325 Court St, SAULT SAINTE MARIE, MI, 49783-2181 .
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Scope of Work:

Clean up old wiring for detention controls. Extend wires and use connectors and terminal blocks to eliminate loose connections. JCI will supply wire, terminal blocks and connectors as well as technician time.

Please note the following:

- Above price is based on quantities listed based on one phase.
- If additional materials are required, it may be extra.
- Quotation does not include tax. If tax exempt, please provide tax exempt certificate with purchase order.
- Normal hours 8-5 M-F.
- Quotation is valid for (30) days JCI is submitting this bid subject to our being able to work out a mutually satisfactory definitive agreement as to the parties' obligations under the Specifications. Our submission of the bid is based upon the assumption that if we are the successful bidder, then such a mutually satisfactory, definitive agreement between the parties will be entered into. In the event that you are not agreeable to the acceptance of this bid pursuant to the conditions set forth above, or, if we are awarded the bid but are unable to negotiate a mutually satisfactory definitive agreement with you, then our bid will be deemed null and void and the same shall be withdrawn from consideration by you without penalty.

If you have any questions, please call me.

Aaron Burrows
 Life Safety Systems Representative
 Johnson Controls Fire Protection LP
 N961 Tower View Dr, Greenville, WI 54942
 1-262-232-0698 Mobile
 1-888-746-7539 (1-888-SIMPLEX) Main Menu
 aaron.burrows@jci.com
 www.johnsoncontrols.com

Fire, Security, Communications, Sales & Service
 Offices & Representatives in Principal Cities throughout North America



Johnson Controls Fire Protection LP
 1941 Holmgren Way
 Green Bay, WI, 54304

www.johnsoncontrols.com

QTY	MODEL NUMBER	DESCRIPTION
	HRDW OP RG	L&M Labor Regular
	DPSSUB	DISTRICT PURCHASE

Total net selling price, \$4,959.21

Johnson Controls has not included an estimate for all state and local sales tax for this quote based on the understanding that a valid exemption and/or resale certificate is received by Johnson Controls from Purchaser. Otherwise, actual sales tax due will be calculated and billed. Any additional taxes, duties, tariffs or similar items imposed prior to shipment will be charged.

Relevant URLs

For ordering parts, please order from <https://fire.solutions.jci.com/spare-parts>

Prevailing Wage Required? <u>No</u> Certified Payroll Required? <u>No</u> Customer/Site Tax Exempt? <u>No</u>	Working Hours: Based on normal business hours Mon-Fri 7:30AM-4:00PM unless otherwise noted.
--	---

Payment Terms: Net 30	Total quote value: \$4,959.21
-----------------------	-------------------------------

<input checked="" type="checkbox"/> Fixed Price	<input type="checkbox"/> Labor and Material	<input type="checkbox"/> NTE
"This Proposal is valid for 30 days"		

Name: _____ Title: _____ PO#: _____ Signature: _____	Johnson Controls Fire Protection LP 1941 Holmgren Way Green Bay, WI 54304
---	---

Fire, Security, Communications, Sales & Service
 Offices & Representatives in Principal Cities throughout North America



*Chippewa County Animal Control
3660 S. Mackinac Trail
Sault Ste. Marie, MI 49783*

Phone: (906) 632-2519

Attention: Finance Committee

The Animal Shelter and IT have been researching software companies to update our record system to a cloud based software. The company we found that appears to most fit our needs is called Pet Point. As you may or may not know, we lost over ten years of data, including scanned animal records, bite reports, animal control reports, etc.. in 2024 from a computer system crash. We are required by law to keep intake and outtake records of all animals received in our care and report those statistics to the Department of Agriculture. This new software has the capability to store information related to each file. It also has the capability to store animal health records such as rabies vaccines and health reports related to surgeries that will be performed in house. Also included in the program is mobile animal control reporting system. IT has researched the approximate price to have this mobile software integrated into our animal control vehicle. Currently all animal control records are recorded on paper, with the last ten years of animal control records now deleted, there is no back up for prior complaints.

To purchase this software we would need an amendment to our 2025 budget. The software is \$3,000 Annually. To purchase the computer for the animal control vehicle, including installation, the approximate cost is \$2075. To have mobile internet added to the vehicle, would be approximately \$515 Annually.

If you have any questions regarding this request please don't hesitate to reach out to me.

Sincerely,

*Holly Henderson
Animal Shelter*

Chippewa County is an Equal Employment Opportunity employer.

"Saving the life of one animal may not change the world, but it will change the world for that one animal."

memo



Chippewa County Information Systems

To: Chippewa County Board of Commissioners
From: Anthony Zakic, Information Technology Specialist
Date: March 21, 2025
Re: Request Approval to Chippewa County Cyber Incident Response Plan

Dear Commissioners,

Information System would like to request the board approval Cyber Incident Response Plan. This plan provides key framework for the county in how we respond to a cyber incident. It is very important for the county to have a Cyber response plan in places. Especially with all the uptick in cyber incidents occurring in the in country in the last couple months.

Once the plan is approved, training for each role would also ensure everyone has the required knowledge to effectively act to response, mitigate, and recovery from an incident.



CHIPPEWA COUNTY BID SUMMARY Desktop

Bid Due Date: Wednesday, April 9, 2025, by 2:00 PM

Bid Opening Date: April 9, 2025, at 2:08 pm

Officials Present at Bid Opening: Cady Bauers, Brian Bartlett, & Anthony Zakic

The County sought bids for the purchase of 23 desktop computers.

Firm	Bid Price	Notes
Dell Technologies Inc. 1404 Park Center Dr. Austin, TX 78754	Total Price \$24,954.63	Meet all requirements
Sehi Computer Products 2930 Bonds Street Rochester Hills, MI 48309	Total Price \$0.00	Did not Meet bid requirements.
Bryce Street Holdings LLC. 2413 Main Street #186 Miramar, FL 33025	Total Price \$39,037.67	Warranty not specific
Unistar-Sparco Computers, Inc 7089 Ryburn Dr. Millington, TN 38053	Total Price \$41,695.55	Meet all requirements
Aztek Computer LLC 2910 Belmeade Dr Suite 116 Carrollton, TX 75006	Total \$36,409.00	Only Provide a 4-year warranty
Archie Supply LLC 406 Lowdermilk St Greensboro, NC 27401	Total Price \$39,395.78	Warranty not specific
Dstech LLC 1431 N 26 th St Escanaba, MI 49829	Total Price \$42,320	Meet all requirements
Smart IT Pros, INC 2305 Ridge Rd, Suite 101D Rockwall, TX 75087	Total \$45,661.67	Meet all requirements
National Office Products & Printing Inc 405 Ashmun St PO Box 610 Sault Sainte Marie, MI 49783	Total \$41,331	Meet all requirements

Southern Computer Warehouse 1395 South Marietta Pkwy SE Bldg 300-106 Marietta, GA 30067	Total Price \$43,252.47	Meet all requirements
Tech Advanced Computer, Inc. 1508 Creighton Road Pensacola, FL 32504	Total Price \$43,240.00	Meet all requirements
Software Information Resource Crop 730 24 th St NW, Suite #3 Washington, DC 20037-2500	Total Price \$41,197.83	Warranty not specific

Notes:

- All pricing is based on a 5-year support warranty where pricing was available
- These computers will be Deployed in the 91st District court and Sheriff Office. With 13 going to District Court staff and 10 for the Jail and Sheriff Office.
- The 5-year warranty will cover the average life expectancy in the county.

From Purchasing Policy 320:

A. Preference for Local Vendors. If all bids received are reasonably equivalent other than with respect to cost, bidders whose business is located within Chippewa County shall be given preference as follows:

1. If bids are taken for items or services for a cost between \$250 and \$2,500, the bid of the Chippewa County vendor shall not exceed the lowest bid by more than 5.0%.
2. For bids exceeding \$2,500, the bid of the Chippewa County vendor must not exceed the lowest bid by more than 3.0%.

(Low bid _____ x 1.03%= \$ _____)



CHIPPEWA COUNTY BID SUMMARY Rally Bar Second Notices

Bid Due Date: Wednesday, April 9, 2025, by 2:00pm

Bid Opening Date: April 9, 2025, at 2:08 pm

Officials Present at Bid Opening: Brian Bartlett, Anthony Zakic, & Cady Bauers

The County sought bids for the purchase of 2 Rally bar.

Firm	Bid Price	Notes
Tech Advanced Computer, Inc. 1508 Creighton Road Pensacola, FL 32504	Total Price \$2,666.00 Plus, Option 1 & 2 \$5,237.00	Meet All Requirements
Dell Technologies Inc. 1404 Park Center Dr. Austin, TX 78754	Total Price \$3,106.68 No Optional Pricing Provide	Did not include Pricing for Option 1 & 2.

Notes:

- Project came in Underbudget by \$4,763.00
- The two-rally bars will be used in the whisper Room in 91st District Courtroom and other will be used in the county jail for the Public Defender Office for attorney client meeting.



CHIPPEWA COUNTY BID SUMMARY IBM S1014 Power System

Sealed Bid Due Date: April 9, 2025 – 2:00 pm

Bid Opening Date: April 9th, 2025 – 2:05 pm

Officials Present at Bid Opening: Cady Bauers, Brian Bartlett, Anthony Zakic

Firm	Bid Price	Notes
Innovative Technology Consulting, Inc.	\$50,331.79	• Only Bid

NOTES:

Project budget is \$40,000.00.

Brian spoke with Courtney Brown, who submitted the bid, about being over budget. Courtney stated he will try to reduce cost before acceptance. Information Systems recommendation is to award the only bid/proposal from: Innovative Technology Consulting, Inc. based on the following:

- Contingent upon the stated attempt by ITC, to reduce costs, and/or approval of a budget amendment.
- ITC is a current vendor for service, and IBM support renewals.
- ITC installed the existing IBM AS400 System. They are thoroughly experienced with the work to be performed as efficiently as possible.
- ITC has been awarded bids for other county projects with great success.
- ITC maintains a good relationship with the county to meet its technology needs.



CHIPPEWA COUNTY BID SUMMARY Central Dispatch Electricity Upgrade (Second Notice)

Bid Due Date: Wednesday, April 9, 2025, by 12:00 noon

Bid Opening Date: April 9, 2025, at 12:06 pm

Officials Present at Bid Opening: Kelly Church, Brian Bartlett, Anthony Zakic, & Cady Bauers

Remotely: Greg Postma

The County sought bids for Central Dispatch Electricity Upgrades (Second Notice).

Firm	Bid Price
------	-----------

Notes:

No bids were received. County will be seeking out 3 electrician firms to perform the install of the battery backup unit and any electrical upgrade required to meet state electric code.

County will provide Board with all quotes received at the May board meeting.



CHIPPEWA COUNTY BID SUMMARY VM Server (Released 3-14-2024)

Bid Due Date: Wednesday, April 9, 2025, by 12:00 noon

Bid Opening Date: April 9, 2025, at 12:06 pm

Officials Present at Bid Opening: Kelly Church, Brian Bartlett, Anthony Zakic, & Cady Bauers

Remotely: Greg Postma

The County sought bids for the purchase of a VM Server; a change and addendum, led to bids not being comparable. This bid will be nullified, and a new RFP will be released with the updated information.



CHIPPEWA COUNTY REQUEST FOR PROPOSALS

Central Server

ISSUED BY: CHIPPEWA COUNTY BOARD OF COMMISSIONERS

**Project Representative: Anthony Zakic, Information Technology Specialist
Chippewa County Information Systems
319 Court St.
Sault Ste. Marie, MI 49783-2194**

Phone: (906) 635-7611

Fax: (906) 635-7610

CHIPPEWA COUNTY NOTICE OF RECEIVING PROPOSALS

Chippewa County seeks proposals from qualified firms, on a competitive basis, for a Central Server. Qualified firms and individuals may secure a copy of the bid specifications online at www.chippewacountymi.gov or from:

Kelly Church
Chippewa County Administrator's Office
319 Court St.
Sault Ste. Marie, MI 49783-2194

Proposals received on or before 9:00 am on Tuesday, May 6th, 2025, will be considered. Chippewa County reserves the right to reject any or all proposals submitted.



CHIPPEWA COUNTY REQUEST FOR PROPOSALS

Central Server

I. INTRODUCTION

Chippewa County seeks quotations from qualified firms, on a competitive basis, for a Central server

A. Bid Submittal and Project Representative

To be considered, firms must submit a complete, sealed response to this Request for Proposals (RFP), using the format provided. Requests for information or interpretation of the intent of the RFP and any/all other inquiries must be addressed to:

Kelly Church
Chippewa County Administrator's Office
319 Court St.
Sault Ste. Marie, MI 49783-2194
(906) 635-6330

Requests for information or interpretation of the intent of the RFP and any/all other inquiries must be addressed to:

Chippewa County Information Systems
ATTN: Anthony Zakic – Information Technology Specialist (Project Representative)
325 Court St. Suite 105
Sault Ste. Marie, MI 49783
(906)635-7611
azakic@chippewacountymi.gov

Contact with any other Chippewa County personnel regarding this RFP will be considered grounds for elimination from the selection process.

B. Submittal Requirements and Deadline

II. Each proposal must be submitted timely and can be via USPS plainly marked "Central Server" on the exterior or via email marked "Central Server" to azakic@chippewacountymi.gov, the submission form MUST be sent as an attachment to the email, or the bid will be VOID. Please also include any additional required documents per the RFP. Proposals must be signed by an official authorized to bind the firm to its provisions. To be considered a valid response to this Request for Quotations, the proposal must remain valid for at least sixty (60) days. Chippewa County is not liable for any cost incurred by the firm prior to the issuance of a contract. **Proposals must be received on or before 9:00 am Tuesday, May 6, 2025 to be considered.**

A. Right of Refusal

Chippewa County reserves the right to reject any or all proposals, to negotiate separately with any source whatsoever in any manner necessary to attend to the best interests of the County, to waive irregularities in any proposal and to accept a proposal which best meets the needs of the County, irrespective of the bid price.

B. Disclosure of Proposals

Proposals are subject to disclosure under the Michigan Freedom of Information Act (Act 442, P.A. 1976, as amended, being MCL 15.231 through 15.246). After a contract award, a summary of total price information for all proposals will be furnished upon request.

C. Independent Price Determination

By submitting a proposal you certify, and in the case of a joint proposal, each party certifies as to its own organization, that in connection with this proposal:

1. The prices in its proposal have been determined independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other proposing party or with any other competitor;
2. Unless otherwise required by law, the prices that have been quoted in the proposal have not been knowingly disclosed by the proposing party and will not be knowingly disclosed to any competitor; and
3. No attempt has been made or will be made by the proposing party to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.

D. Each person signing the proposal certifies that:

1. (S)he is the person within the organization responsible for the decision as to prices being offered in the proposal, and that (s)he has not participated, and will not participate, in any action contrary to I.D.1,2 and 3, above; or
2. (S)he is not the person within the organization responsible for the decision as to the prices being offered in the proposal, but that (s)he has been authorized, in writing, to act as an agent for the persons responsible for

such decisions in certifying that such persons have not participated, and will not participate, in any action contrary to I.D.1,2 and 3, above; and that (s)he has not participated, and will not participate, in any action contrary to I.D.1,2 and 3, above.

- E. Insurance Requirements. The successful firm will be required to provide and maintain public and professional liability, property damage, and worker's compensation insurance protecting, as they may appear, the interests of all parties to any agreement that may result from this RFP. The firm is responsible for insuring the protection of all persons and property at all times. Documentation of the above insurance must be provided by the successful bidder prior to contract execution. Chippewa County must be included as a separate named insured.

Minimum insurance requirements are as follows:

1. Commercial general liability insurance of limits not less than \$1,000,000 per occurrence. The limit may be higher depending upon the hazard involved, subject to review and recommendation of the County's licensed insurance counselor. Coverage is to include, but is not limited to premises, operations, products and/or completed operations, personal injury and contract liability.
2. Automobile liability including statutory no-fault coverages, including all owned, non-owned, and hired autos within limits of a minimum of \$1,000,000. The limit may be higher depending upon the hazard involved, subject to review and recommendation of the County's insurance counselor.
3. Worker's Compensation and Employers' Liability if the selected firm hires one or more persons or currently has employees. If the selected firm does not have any employees, an affidavit must be filed with the County Clerk stating that the firm has no employees and will not hire any while working for Chippewa County as a vendor or a subcontractor, etc. In addition, a Certificate of Assumed Name must be filed with the County Clerk.

Failure to comply with these insurance requirements may result in contract termination or delay in receipt of funds. The firm will be required to secure any/all necessary certificates and permits from municipal or other public authorities and comply with all licensing requirements and all federal, state and municipal laws, ordinances and regulations as may be required.

- F. County Liability. Officers, agents and employees of Chippewa County will not, in any manner, be liable for any loss or damage to any person or property connected to or resulting from any work done on behalf of the County. In addition, the selected firm agrees to indemnify, defend and save harmless, the County, its officers, agents and employees from any and all claims and losses accruing or resulting from the negligent performance of work as described in any

agreement that results from this RFQ. These same standards will apply to subcontractors of the selected firm. The County will be relieved from all risks of loss or to equipment or personnel during this engagement, except when such loss or damage is due to the fault or negligence of the County.

III. SPECIFICATIONS

PLEASE READ CAREFULLY: Proposals that fail to meet the minimum specifications, or those determined to exclude important components, features, services, etc... may not be considered. Bidders

are encouraged to contact the Project Representative with any questions concerning the specifications PRIOR TO submitting their proposal.

This proposal is for acquiring a total of 1 Central Server

A. HARDWARE

- Dell Power Edge Server or Supermicro
- Raid 5
- Hot swap
- 128GB of RAM
- 16 Core
- Three 8 TB. This system must be expanded.
- Management portal via Ethernet
- OS on different SSD
- Dual Redundant Power Supply.
- Daul Ethernet portal
 - Prefer fiber Channel ports

B. Software

- *Must work with AD*
- *Option 1*
 - 1 16 core Window Server 2025 Datacenter Licensing.
 - 80 user Cals

C. DELIVERY

Prospective bidders, and vendors, must be able to deliver by the server July 15, 2025. Delivery

**To 325 court St Suite 105
Sault Sainte Marie, MI 49783**

D. WARRANTY

Must have Manufacture warranty.

- Must be able to contact and work with the manufacturer directly.
- **Must have 5 years next business day Support**

I. DETERMINATION OF THE BEST BID.

A. Any purchase resulting from this RFP will be made from respondent whose bid is most advantageous to the County. In determining which bid is most advantageous and/or best, the County will consider:

1. the ability, capacity and skill of the respondent to provide the item/services required.
2. whether the bidder can fulfill the purchase and provide service promptly without delay or interference.
3. the character, integrity, reputation, judgment, experience and efficiency of the bidder.
4. the quality of performance of previous engagements with the bidder.
5. previous and existing compliance by the bidder with applicable laws and ordinances.
6. the sufficiency of the financial resources and ability of the bidder to provide the requested product / services.
7. the number and scope of conditions attached to the bid.
8. any potential conflicts of interest between bidders and the County governing body and staff.

B. If all bids received are reasonably equivalent other than with respect to cost, bidders whose business is located within Chippewa County will be given preference as follows:

1. If bids are taken for items or services for a cost between \$250 and \$2,500, the bid of the Chippewa County vendor may not exceed the lowest bid by more than 5.0%.
2. For bids exceeding \$2,500, the bid of the Chippewa County vendor must not exceed the lowest bid by more than 3.0%.

II. BID AWARD

Selection of a firm and awarding of a contract will be based upon evaluation by the County of the criteria listed above.



**CHIPPEWA COUNTY
Central Server BID SUBMISSION FORM**

Firm/Individual Name _____

Address _____ Phone (____) _____

Description	Price
Hardware	
Software	
Datacenter	
User Cals	
Delivery	
TOTAL BID PRICE	\$

A list of any other applicable costs must accompany the submitted bid.

Signature of official authorized to bind the firm to the provisions of the RFP:

Signature: _____ Date _____

Typed or printed name and title:

**Failure to complete this form may result in elimination from the selection process.
Proposals must be received on or before 9:00am on Tuesday, May 6th, 2025, to be considered.**

Policy No. 505
Facilities and Equipment
Management

Agency Provided
Telephones/Laptops/Tablets

County Board Approval: April 11, 2024
Reviewed and Updated: April 15, 2025

- A. Purpose. To provide guidance for the responsible use of County-provided equipment including telephones, laptops, and tablets. Equipment is issued to individuals and departments to support the effective performance of their jobs. They are intended for County business purposes only.
- B. Policy.
1. Selected staff will have the availability of the use of cellular phones, laptops and tablets as deemed appropriate.
 2. Employees in possession of County issued cellular phones and all other equipment are expected to protect the equipment from loss, damage, or theft. Upon resignation or termination of employment, or when on extended leave such as FMLA, or short/long-term disability, or at any time upon request, the employee may be asked to produce the phone and other equipment for return or inspection.
 3. Use of this equipment for personal reasons is strongly discouraged, although it is understood that usage for personal reasons may be necessary in emergency situations when no other means of communication are available to the employee.
 4. Each month, copies of each cellular telephone statement will be reviewed by the Department it is issued to and by Administration staff. Employees are responsible for promptly reimbursing the County for all non-business cellular device charges incurred. This practice shall apply to both incoming and outgoing cellular phone calls, as well as any data overage charges.
 5. Equipment utilized by staff, will be used for, but not limited to, circumstances such as direct calls to client, co-workers, or others directly related to the business of the County staff employee.
 6. Staff will not give out County issued equipment to family or friends.
 7. Staff will limit usage to agency-related business.
 8. County will install a Mobile Devices Solution on all devices to manage all devices and setting.
 9. All mobile Devices Pins created and used to access County Systems shall meet the following requirements:
 - a. Pin length shall be 6 numbers long.
 - b. Passwords shall be set to expire not less than 90 days and not more than 180 days.

10. All employees are expected to follow applicable state or federal laws or regulations regarding the use of cell phones. Employees whose job responsibilities include regular or occasional driving and who are issued a call phone for business use are expected to refrain from using their phone while driving – use of a cell phone while driving is not required by the County. Safety must come before all other concerns.

County Board Approval: April 17, 2025

Purpose. To provide guidelines for daily cash and check handling and receipting of funds for timely recording and transmittal both with the County Treasurer and financial institutions with County deposits.

Policy.

1. All cash, checks, EFTs and other payments received shall be deposited if not daily, then weekly at the minimum and at the end of the month (the last working day of the month). This includes not only deposits with the County Treasurer but also deposits with any outside financial institutions.
2. A transmittal advance slip (“Deposit Advice”) shall be prepared for each deposit period.

Procedure.

1. All Courts and Departments cash, checks, eft's and credit card payments are recorded by the various court and department clerks on a transaction basis and collected cash is held in a locked container. At the end of each workday each clerk is responsible for running the end-of-day reports and submitting them promptly to the County Treasurer.
2. Credit card receipts are required to be batched daily.
3. All funds received by the Courts and/or Departments are recorded into their respective ledgers when payment is received. Then end-of-day reports are run, the credit card is batched, and all reports are delivered to the Treasurer’s office along with all funds collected.
4. Court and/or Departments prepares a transmittal (Deposit Advice) if not daily, then at the minimum weekly depending on office procedure and at the end of each month (the last working day of the month) and delivers the transmittal to the County Treasurer.



CHIPPEWA COUNTY BOARD OF COMMISSIONERS PUBLIC STATEMENT RULES

In compliance with the Open Meetings Act (Act 267, P.A. 1976, as amended, being MCL 15.261, *et. seq.*) all meetings of the Chippewa County Board of Commissioners open to the public and are held in places available to the general public. All persons are permitted to attend any meeting except as otherwise provided by Michigan law. The right of a person to attend a meeting of the Board includes the right to tape-record, to videotape, to broadcast live on radio, and to telecast live on television the proceedings of the Board at a public meeting. The exercise of this right is not dependent upon the prior approval of the County. However, the Board has established reasonable rules and regulations in order to minimize the possibility of disrupting the meeting.

Any member of the public may speak under the privilege of "Public Comment." The maximum time for public discussion by way of addressing the Board on only one (1) topic is three (3) minutes per speaker. This limitation of time on addressing the Board may be extended by a majority vote of the Commissioners present at the Board meeting. Individuals wishing to make public comment must do so under the following norms:

- Announce their names (MCL 15.263 (5))
- Identify the group or organization that they represent, if applicable
- Limit their comments to three (3) minutes (MCL 15.263 (5))

The Board should not comment or respond to a person who is addressing the Board; silence or non-responsiveness by the Board should not be interpreted as disinterest or disagreement by the Board.

When deemed necessary, at the discretion of the Chairperson, the following procedure may be used to conduct any Public Hearing.

The Clerk of the Board, or designee, will make cards available at the room where the Commissioners' Meeting is to be held before commencement of the meeting. Each person who desires to address the Commissioners must complete a card providing the following:

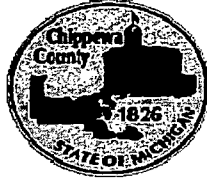
1. Name
2. Business
3. Topic upon which the person wishes to address the Board including indication as to whether the matter is related to an item on the Board's agenda. A brief statement of position (pro or con) should be included to aid the Chairperson in recognizing a variety of points of view.

To be recognized, one must return the cards referred to above to the Clerk of the Board, or designee, prior to Board discussion on the agenda item one wishes to address.

Adopted by the Chippewa County Board of Commissioners, April 17, 2025

Chippewa County Administrator's Office
319 Court Street
Sault Ste. Marie, MI 49783

Phone: (906) 635-6330
Fax: (906) 635-6325



Kelly J. Church
Administrator
Cady Bauers
Admin. Assist/ME & Building Dept. Clerk

Chippewa County
Board of Commissioners Meeting
April 15, 2025

	March	
General Fund Claims		\$361,203.92
Other Fund Claims		\$813,737.65
Payroll - County		\$609,979.53
Health Department		\$221,697.59
Payroll - Health Dept		\$60,662.04
	Total	\$2,067,280.73
County Total		\$1,784,921.10
Health Department Total		\$282,359.63