



AGENDA

St. Clair County Board of Commissioners Human Services Committee

**Board of Commissioners' Room
County Administrative Office Building, 2nd Floor
200 Grand River Avenue
Port Huron, MI 48060**

April 7, 2022 at 6:00 PM

-
- 1. Roll Call/Opening/Pledge of Allegiance**
 - 2. Additions/Deletions/Changes to the Agenda**
 - 3. Citizens to be Heard**
 - 4. Updates**
 - 5. Conceptual Initiatives**
 - 6. Old Business**
 - 7. New Business**
 - A. Contract Renewal Approval Request - STAT Courier Service
 - B. Resolution 22-10 Placing Proposed St. Clair County Library System Millage on Ballot
 - C. St. Clair County Library System - 2022 Closings Request
 - 8. Other Human Services Matters**
 - 9. Information Only**
 - A. Health Department Points of Interest
 - 10. Receive and File Packets**
 - 11. Adjournment**

Committee Chair: Lisa Beedon

Note: The County complies with the "Americans with Disabilities Act" and if auxiliary aids or services are

required at the meeting for individuals with disabilities, please contact Administrator/Controller's Office, Suite 203, 200 Grand River Avenue, Port Huron, MI 48060, (810) 989-6900 three days prior to said meeting.

Contract Renewal Approval Request - STAT Courier Service

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
📎	Contract Renewal Approval Request - STAT Courier Service	3/23/2022	Cover Memo
📎	STAT Courier 2021-2022 HD	3/23/2022	Cover Memo



COUNTY OF ST. CLAIR
Purchasing Division



CONTRACT APPROVAL REQUEST

- | | | |
|---|---|--|
| ☐ NEW CONTRACT | ☒ CONTRACT RENEWAL | ☐ CONSOLIDATION OF EXISTING CONTRACTS |
| ☐ BIDS REQUIRED | ☒ NO BIDS REQUIRED | |
| ☐ BIDS RECEIVED | ☐ SINGLE SOURCE | |
| ☒ BOC POLICY COMPLIANCE | ☒ CONTRACT EXTENSION | |
| ☐ REVIEWED BY CORP COUNSEL | ☒ INCREASE WITHIN CPI-U | |
| | ☐ VALUE LESS THAN THRESHOLD | |

VENDOR: STAT Courier Service

VALUE: \$14,400 total (\$5500 for extension term)

TERM: 3/22/22 – 3/21/23

CONTRACT TYPE: Service

SERVICE DESCRIPTION: Courier

DEPARTMENT(S): Health Department

COMMENTS: Courier service from Health Department and SC4 Health Office to Public Health Laboratory in Lansing; original contract was for 1 year. The Health Department is exercising the one year extension, bringing the total over the BOC threshold. Pricing increased by 2% per the contract and SC4 courier service location will be discontinued.

STAT COURIER SERVICE, INC.
COURIER SERVICES AGREEMENT

This **COURIER SERVICES AGREEMENT** is made and entered into this **18th day of February 2021** (“Effective Date”), by and between **STAT Courier Service, Inc.** (“STAT Courier”), a Missouri corporation with its principal place of business located at 16 Hawk Ridge Drive, Lake Saint Louis, MO 63367, and **St. Clair County Health Department** with its principal place of business located at 3415 28th Street, Port Huron, MI 48060 (“Customer”).

WITNESSETH:

WHEREAS, STAT Courier is engaged in the business of providing courier and distribution delivery services for its customers; and

WHEREAS, Customer desires to engage STAT Courier to pick up and deliver designated laboratory specimens and/or other materials relating to Customer’s business (the “Materials”) and STAT Courier is willing to be engaged as a courier for such purposes conditioned, however, upon this agreement by the parties to comply with the terms, covenants and conditions herein provided.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Courier Services Provided by STAT Courier.** STAT Courier agrees to provide such courier transportation services for the Materials as Customer may from time to time request during the term of this Agreement.

- (a) STAT Courier shall provide a sufficient staff of appropriately experienced and licensed drivers to perform the services covered by this Agreement. STAT Courier further agrees to provide the services in vehicles that comply with all applicable Federal and State laws, regulations and licensure standards.
- (b) All items will be transported in accordance with all local, state and federal regulations.
- (c) STAT Courier shall place the Materials covered by this Agreement on equal priority with those services provided to its other customers and shall use its best efforts to ensure timely pick up and delivery of the Materials. Under no circumstances shall STAT Courier be liable to Customer for claims of lost profits or any other consequential damages, which may be sustained as a result of a late pick-up or delivery.

2. **Term.** The term of this Agreement shall be for 1 year from the Effective Date. This Agreement may be renewed for an additional 1 year term upon written approval by both parties. In the event the parties fail to appropriately document an extension, and STAT Courier continues to provide Services hereunder, the term of this Agreement shall be deemed to be automatically extended on a day to day basis until terminated by either party. This Agreement may be terminated by either party for any reason upon thirty (30) days prior written notice to the other.

3. **Compensation.** STAT Courier shall submit invoices to Customer monthly for services covered by this Agreement. Customer agrees to pay for the services provided hereunder in accordance with the rate schedule attached hereto and marked **Attachment A.** Customer agrees to make payments to STAT Courier within thirty (30) days of the date of each invoice. Interest shall accrue after thirty days at the rate of 1.5% per

week on the unpaid balance. Payments shall designate the invoice being paid on the customer's check. STAT Courier reserves the right to adjust its rate schedule upon sixty (60) days written notice to Customer.

4. **Insurance and Indemnifications by STAT Courier.** At all times during the term of this Agreement, STAT Courier shall procure and maintain comprehensive general liability insurance covering itself and its employees and agents providing services pursuant to the Agreement on an occurrence basis in the minimum amounts of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) annual aggregate of all claims. STAT Courier shall maintain hired and non-owned auto liability insurance combined single limit in the amount of One Million Dollars (\$1,000,000) and worker's compensation coverage equal to statutory limits for employees performing services pursuant to this Agreement.

STAT Courier agrees to indemnify and hold Customer harmless from and against any and all claims or liabilities arising from the performance of any service provided by STAT Courier under this Agreement, except to the extent Customer is at fault.

5. **Insurance and Indemnification by Customer.** Customer, at its sole cost and expense, shall maintain self insurance for general liability. Customer shall maintain its certifications of insurance on file and shall make copies available to STAT Courier on reasonable request. Customer agrees to indemnify and hold STAT Courier harmless from and against any and all claims and liabilities arising out of the performance of any act or obligation by Customer arising out of this Agreement, except to the extent STAT Courier is at fault.

6. **Independent Contractor Relationship.** It is understood and agreed that each party hereto is an independent contractor of the other and nothing contained herein shall be construed as appointing either party or any of its employees, agents or representatives to represent the other party as an employee, agent, representative or "borrowed servant." Neither party shall have any direct control over the manner in which the other party performs its services and functions.

7. **Assignability.** No rights or duties arising under this Agreement may be assigned or delegated by either party without the prior written consent of the other party, except that Customer may assign this contract to a subsidiary or to an affiliated entity under common control without STAT Courier's consent. Subject to the foregoing limitation, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

8. **Entire Agreement.** This Agreement constitutes the entire understanding of the parties hereto and supersedes any and all prior agreements, understandings or arrangements between the parties relating to the subject matter hereof. No changes, amendments, modifications or alterations of this Agreement shall be effective unless they are in writing and signed by both parties.

9. **Notices.** Any notice or communication required or permitted to be given under this Agreement shall be served personally, sent by United States certified mail or sent by email to the following address:

If to Customer: St. Clair County Health Department
 3415 28th Street
 Port Huron, MI 48060
 Attention: Greg Brown

If to STAT Courier: STAT Courier Service, Inc.
 16 Hawk Ridge Drive,
 Lake Saint Louis, Missouri 63367
 Attention: Alex Boekholt, VP Sales & Marketing

Any change to the notice address listed above must be given to the other party in the same manner as described in this section. The date of notice shall be the date of delivery if the notice is personally delivered, the date of mailing if the notice is sent by United States certified mail or the date of transmission if the notice is sent by email. Each party agrees to maintain evidence of the respective notice method utilized.

10. **Choice of Law.** This Agreement and the rights and obligations of the parties hereto shall be governed in all respects by the laws of the State of Michigan.

11. **Force Majeure.** No party to this Agreement shall be liable for failure to perform any duty or obligation that said party may have under this Agreement where such failure has been occasioned by any act of God, fire, strike, inevitable accident, terrorism, war or any cause outside the reasonable control of the party who had the duty to perform.

12. **Severability.** In the event that any provision of this Agreement is held to be illegal, invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Agreement shall remain valid and effective for the balance of the term unless the provision found to be illegal, invalid or unenforceable goes to the essence of the Agreement.

13. **Counterparts, Facsimile, or Electronic Signature.** This Agreement may be signed in one or more counterparts including via facsimile or email, or by electronic signature in accordance with Missouri law, all of which shall be considered one and the same agreement, binding on all parties hereto, notwithstanding that both parties are not signatories to the same counterpart. A signed facsimile or photocopy of this Agreement shall be binding on the parties to this Agreement.

IN WITNESS WHEREOF, each person signing below represents and warrants that he or she is fully authorized to sign and deliver this Agreement in the capacity set forth beneath his or her signature and the parties hereto have signed this Agreement as of the date and year written below.

St. Clair County Health Department

By: *Greg Brown*

Name: Greg Brown

Title: Administrator

By: *Karry Herting*

Name: Karry Herting CPA

Title: St. Clair County Administrator/Controller

Address: 3415 28th Street, Port Huron, MI 48060

Email: gbrown@hd.stclaircounty.org

Date: _____

STAT Courier Service, Inc.

By: *Alex Boekholt*

Name: Alex Boekholt

Title: VP Sales & Marketing

Address: 16 Hawk Ridge Drive, Lake St.

Louis, MO 63367

Email: aboekholt@stat-courier.com

Date: 2/18/21

Attachment A

Pick Up

St. Clair County Health Department, 3415 28th Street, Port Huron, 48060. Monday through Friday:
\$20.72 per stop

St. Clair County Community College, 323 Erie St, Port Huron, MI 48060. Tuesday + Thursday
(effective 3/22/2021): \$20.72 per stop

Delivery

Same day into the Public Health Laboratory, 3350 N Martin Luther King Jr.,
Lansing, MI 48906.

Specimens should be packaged ready for shipment as per USDOT / OSHA guidelines.

Pricing is effective 3/22/2021 and is valid for 1 year. 2% annual increments thereafter.

Resolution 22-10 Placing Proposed St. Clair County Library System Millage on Ballot

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
📎	Library Millage Renewal Memo	3/29/2022	Cover Memo
📎	Resolution 22-10 Placing Proposed St. Clair County Library System Millage on Ballot	3/29/2022	Cover Memo



ST. CLAIR COUNTY LIBRARY SYSTEM

Main Library

810.987.7323 • www.stclaircountylibrary.org
210 McMorran Blvd. • Port Huron, MI 48060

ALLISON S. ARNOLD

Director

March 23, 2022

Branches

Algonac-Clay Twp.
2011 St. Clair River Dr.
Algonac, MI 48001
810.794.4471

Burtchville Twp.
7093 Second St.
Lakeport, MI 48059
810.385.8550

Capac
111 N. Main St.
Capac, MI 48014
810.395.7000

G. Lynn Campbell/Kimball Twp.
1955 N. Allen Rd.
Kimball, MI 48074
810.982.9171

Ira Twp.
7013 Meldrum Rd.
Fair Haven, MI 48023
586.725.9081

Marine City
300 S. Parker St.
Marine City, MI 48039
810.765.5233

Marysville
1175 Delaware Ave.
Marysville, MI 48040
810.364.9493

Memphis
34830 Potter St.
Memphis, MI 48041
810.392.2980

St. Clair
310 S. Second St.
St. Clair, MI 48079
810.329.3951

Yale
2 Jones St.
Yale, MI 48097
810.387.2940

Advocacy & Outreach Center
LBPH
800.272.8570

Board of Commissioners
County of St. Clair
Attn: Ms. Karry Hepting
County Administrator
200 Grand River Ave., Suite 203
Port Huron, MI 48060

RE: St. Clair County Library System – Placing Proposed Library System Millage on the August 2, 2022 ballot

Dear Commissioner;

Library Administration, on the behalf of the St. Clair County Library Board of Trustees, respectfully requests the adoption of the attached proposed ballot language Placing Proposed Library System Millage on Ballot on the August 2022 Primary Ballot. This language was unanimously approved by the Library Board of Trustees at their regular meeting on February 22, 2022.

The St. Clair County citizens first approved a millage to fund the St. Clair County Library System in 1994 and the Library and the services it provides to all residents has been supported by the voters since. The millage funds services available to residents, including: education concerning the use of technology; providing databases for information use at home and in the library branches; providing wireless internet access at facilities; providing a wide collection of print and electronic library materials and resources available to patrons; and offering various special and regularly scheduled programming.

The attached proposed Resolution was reviewed and approved by Corporation Counsel and the rate and tax revenue was provided by the Equalization Director.

Thank you for your consideration.

Respectfully,

Allison S. Arnold, MLIS

Director

St. Clair County Library System

Resolution 22-10

Placing Proposed Library System Millage on Ballot

Whereas, the Board of Commissioners of the County of St. Clair recognizes the value provided by the St. Clair County Library System to residents;

Whereas, it is recognized the Library System provides services available to residents, including: (i) education concerning the use of technology; (ii) providing databases for information use at home and in the library branches; (iii) providing wireless internet access at facilities; (iv) providing a wide collection of library materials and resources available to patrons; and (v) offering various special and regular scheduled programming;

Whereas, revenues available to fund library services have decreased over the years, including, reductions in penal fine collections, reduced State Aid funding, increased expenses and tax reductions;

Whereas, Article IX, Section 6 of the Michigan Constitution of 1963 provides that the fifteen (15) mill limitation on property taxes therein imposed may be altered by a vote of the majority of the qualified electors of the County;

Whereas, voters previously approved a millage levy that provided funds to support operations of the Library System, which expired in 2021; and

Whereas, it is the desire of the Board of Commissioners to permit the electorate of the County to express its view on the question of funding for the St. Clair County Library System.

Now, Therefore, Be it resolved that:

The Clerk of the County of St. Clair is hereby directed to place on the ballot for the primary election of August 2, 2022, a proposition for the imposition of an addition not to exceed 1.2 mills to be used exclusively for library purposes and that the proposition shall be placed on the ballot in the following form:

ST. CLAIR COUNTY LIBRARY SYSTEM MILLAGE

1. Shall St. County levy a new millage, for the exclusive purpose of supporting the St. Clair County Library System, in the amount of 1.2 mills for a period of ten (10) years, 2022 through 2031? This proposed millage replaces a previously authorized millage that supported the Library System and which expired in 2021. The St. Clair County Library System operates branches in the Village of Capac, the Townships of Clay, Ira, and Kimball, and the Cities of Algonac, Marine City, Marysville, Memphis, Port Huron, St. Clair, and Yale and funds from this millage will be used exclusively for library purposes allowed under the law. If approved and levied in full, this millage would raise approximately \$8,069,430 the first year levied.

2. Said election shall be held and conducted and the results of the said election shall be canvassed in accordance with the provisions of the State law pertaining to the submission of such questions to the electors entitled to vote thereon and that the County Clerk of St. Clair County and the Treasurer of St. Clair County shall do and perform all acts required by law for the calling and effecting of such election, and that the said Clerk shall within five (5) days of said election file with the County Treasurer for St. Clair County a certified copy of the official declaration of the results of said election.

Adopted at a regular meeting of the Board of Commissioners of the County of St. Clair, on the _____ day of _____, 2022.

Dated:

Reviewed and Approved by:

Gary A. Fletcher
Corporation Counsel
1411 Third Street, Suite F
Port Huron, MI 48060

St. Clair County Library System - 2022 Closings Request

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
	St. Clair County Library System - 2022 Closings request	3/30/2022	Exhibit



ST. CLAIR COUNTY LIBRARY SYSTEM

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210 McMorran Blvd. • Port Huron, MI 48060

March 22, 2022

ALLISON S. ARNOLD

Director

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Board of Commissioners
County of St. Clair
Attn: Ms. Karry Hepting
County Administrator
200 Grand River Ave., Suite 203
Port Huron, MI 48060

RE: St. Clair County Library System 2022 closings request

Dear Commissioners;

Library administration, on behalf of the Library Board, is requesting permission to close the library system for the following:

- As in past years, Library administration is requesting that there be an early closing of the Main Library for the Rotary International Day Parade on **Wednesday, July 13, 2022**. Normal closing time for this library branch is 8:00pm and we are requesting for this branch to close at the same time as the offices/operations of the St. Clair County government campus in downtown Port Huron. From past experience, library use is very low on this evening in part due to the traffic congestion.
- Library administration is requesting permission from the St. Clair County Library Board of Trustees to close the library system on **Monday, October 10, 2022** for the purposes of providing staff training and development. Administration feels that it is a great benefit to the cohesive operation of the library system to devote a day to learning together as a whole staff.
- After looking at the computer usage statistics, the circulation statistics and the foot-traffic numbers for the past couple of years, Library administration would like to recognize that the day prior to the Thanksgiving holiday has the lowest usage of any other time of the year. This creates a situation in which we are staffing all library branches into the evenings on this day when service is not being sought by library patrons. We are requesting that the Library system close at 5pm on **Wednesday, November 23, 2022**. We acknowledge that library users are spending time with their families and would like to allow our work family to be able to do the same.
- The Christmas and New Year holidays fall on Saturday and Sunday in the 2022 calendar. The 2022 Court Holiday Schedule indicates that Fridays (12/23/22 and 12/30/22) and Mondays (12/26/22 and 1/2/23) are scheduled County closures. We are requesting that the Library System also be closed on **Saturday, December 24, 2022 and Saturday, December 31, 2022**.

The St. Clair County Library System Board of Trustees approved these dates at their March 22, 2022 regular meeting. Thank you for your consideration.

Respectfully,

Allison S. Arnold, MLIS

Director

St. Clair County Library System

Health Department Points of Interest

Summary:

ATTACHMENTS:

Description		Upload Date	Type
	Points of Interest	3/25/2022	Cover Memo

MARCH 2022

Points of Interest...

- In February, Outreach staff assisted residents in completing 3 MI Bridges applications, 16 Medicaid referrals, and 8 non-Medicaid referrals. During this time, staff attended 14 events within the community to help connect folks with needed resources, which resulted in 493 face-to-face interactions.
- Second and booster doses of COVID vaccine were delivered to 29 homebound community members across St. Clair County in February. Recipients were exceptionally grateful and pleased with the service and professionalism of the staff stepping outside of their normal process and overcoming the challenges!
- St. Clair County Health Department (SCCHD) staff collaborated with Blue Water Community Action Agency (BWCAA) to provide on-site lead screenings March 1 and 2 to Early Head Start students. Staff screened 63 students, resulting in detection of 2 elevated results who were referred for more treatment.
- The Michigan Department of Environment, Great Lakes and Energy has recommended that Environmental Health staff participate in a small workgroup on the non-community water supply program. The workgroup, consisting of representation from select local health departments and EGLE, will meet monthly to discuss potential statewide improvements to the program. The main task is finding solutions to the current situation of increasing local health responsibilities without being provided with additional funding.
- Health Education & Outreach staff have been involved in planning of the Southside Spring Fest event scheduled for April 23 from 10:00am to 3:00pm at St. Clair County Community Mental Health. The free event will offer a variety of health screenings, hot lunch, live entertainment, and prize drawings every half hour. The event will provide an opportunity for residents to reconnect with friends and neighbors while the COVID-19 risk is low, in addition to connecting individuals within the Southside community to a variety of local resources.
- National Public Health Week (NPHW) is April 4-10. This year's theme *Public Health is Where You Are* celebrates what we know is true, the places where we are, physically, mentally and societally, affect our health and our lives. This NPHW, is looking at the intersections of our lives that affect our health and well-being. SCCHD is encouraging everyone public health professionals, students, elected leaders and the general public to step in and do what they can to make our world a more equitable, safe, healthy and just place.