

Agenda
Health & Human Services Committee
West Olive Administration Building – Board Room
12220 Fillmore Street, West Olive, Michigan 49460
Wednesday, November 10, 2010
8:30 a.m.

Consent Items:

1. Approval of the Agenda.
2. Approval of the Minutes from the September 8, 2010 meeting.

Action Items:

3. Michigan State Housing Development Authority Funds
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to authorize an application by the Ottawa County Community Action Agency for Michigan State Housing Development Authority funds in the amount of \$300,000.

Discussion Items:

4. Department Updates

Adjournment

Comments on the day's business are to be limited to three (3) minutes.

HEALTH AND HUMAN SERVICES

Proposed Minutes

DATE: September 8, 2010

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Joyce Kortman, Robert Karsten, Matthew Hehl, James Holtrop

ABSENT: James Holtvluwer

STAFF & GUESTS: Dr. Paul Heidel, Medical Director; Lisa Stafanovsky, Health Officer; Sherri Sayles, Deputy Clerk; Keith VanBeek, Assistant Administrator; Addie Hambley, Environmental Health On-Site Team Supervisor; Donna Cornwell, Human Services Coordinating Council Director; Mark Kornelis, CAA Program Supervisor; Loren Snipe, Dept. of Human Services Director; Bill Raymond, CAA/MI Works! Supervisor; Lindsay Hagar, Hagar Consulting; Mark Sochocki, Hagar Consulting; Sandy Kearn, Housing Commission

SUBJECT: CONSENT ITEMS

HHS 10-019 Motion: To approve the agenda of today as presented and to approve the minutes of the August 11, 2010, meeting as presented.
Moved by: Karsten UNANIMOUS

SUBJECT: PROPOSED REVISIONS TO OTTAWA COUNTY HOUSING COMMISSION ORDINANCE; BY- LAWS

HHS 10-020 Motion: To approve and forward to the Planning and Policy Committee the proposed amendments to the Ottawa County Housing Commission Ordinance and the re-drafted By-Laws of the Ottawa County Housing Commission.
Moved by: Kortman UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. The Bite of Bed Bugs – A brief presentation on bed bugs was presented by Addie Hambley. Bed bugs are pesticide resistant and very difficult to get rid of. The best course of action is prevention.

Addie also reported on Tattoo and Body Art Parlors. Public Health is working on developing a policy for businesses that do not have a license.

She is hoping to have a draft policy available for the November meeting. Business owners are able to obtain a license through the State of Michigan. Local units of government do have the option of establishing local ordinances.

2. Department Reports:

Department of Human Services – Loren Snippe reported the number of applicants applying for assistance has leveled off. Issues dealing with college students receiving the Bridge Card have died down.

Human Services Coordinating Council – Donna Cornwell reported the council is working on obtaining the Hunger Free Foodless Grant. This is a federal grant and only ten will be awarded. An assessment would need to be done to determine who is doing what in the community. About 70% of school age children are on the Free Lunch Program in a number of area schools.

Donna also updated the committee on the Love Inc. Free Health Clinic in Grand Haven and handed out the Community Report Card Initiative.

CAA/MI Works! - Bill Raymond reported the U.S. Department of Labor review went well. He reported jobs are available but finding the people with the right skills is difficult.

Health Department – Dr. Heidel reported the flu season is here and reminded people to receive their vaccine. H1N1 and the seasonal flu vaccine are now combined into one. The shot is only good for a year and he recommends receiving them in October/November.

SUBJECT: ADJOURNMENT

HHS 10-021 Motion: To adjourn at 10:05 a.m.
Moved by: Kortman

UNANIMOUS

Action Request



Committee: Health and Human Services Committee

Meeting Date: 11/10/2010

Requesting Department: Ottawa County Community Action Agency

Submitted By: Keith Van Beek

Agenda Item: Michigan State Housing Development Authority Funds

SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the Resolution to authorize an application by the Ottawa County Community Action Agency for Michigan State Housing Development Authority funds in the amount of \$300,000.

SUMMARY OF REQUEST:

This grant would continue programs that are already in existence, so it can be considered a continuation grant. The funds are designated such that once CAA is close to spending all current funds, they are eligible to apply for a renewal grant.

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

Objective: 2: Consider opportunities to improve economic development in the region.

4: Continue initiatives to positively impact the community.

ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, c=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@miottawa.org
Reason: I am approving this document
Date: 2010.11.03 10:44:30 -04'00'

Committee/Governing/Advisory Board Approval Date:

Summary of activities funded with Community Development Block Grant (CDBG) funds provided to Ottawa County Community Action Agency

The Community Development division of the Michigan State Housing Development Authority (MSHDA) allocates Community Development Block Grant (CDBG) funding to county governments through the County Allocation Program. Most county governments use these funds to implement countywide homeowner rehabilitation programs. Counties make deferred loans available to low-income homeowners with an income at or below 80 percent of the area median. Ottawa County Community Action Agency has historically used these grant funds accordingly, to upgrade and make more safe and habitable homes owned by lower-income individuals and households.

Ottawa County Community Action Agency proposes to engage in two distinct activities with the requested funds (totaling \$300,000) in 2011-2012:

- Home rehabilitation of single-family owner-occupied homes, and
- Emergency repairs in single-family owner-occupied homes.

1) Homeowner Rehabilitation (\$220,950 requested):

- a. OCCAA intends to rehabilitate approximately 18 units using approximately \$220,000 of available funds.
- b. The average cost per unit will be \$13,250, equating to \$12,275 in CDBG funds, and remaining funds generated from client co-pays, other MSHDA loan funds, and other grant funds available for weatherization-specific improvements.
- c. The maximum CDBG cost per unit will be \$35,000, per MSHDA policy.

2) Homeowner Emergency Repair (\$22,500 requested):

- a. OCCAA intends to repair 6 homes with emergency structural, mechanical or other issues which threaten the health and safety of homeowners.
- b. The average emergency repair cost per home will be \$4,125, with an average customer co-pay of ten percent.

Both of these activities have the same regulatory and participant income eligibility requirements. Eligible participants must have incomes of no more than 80% of the area median income based upon family size. A lien will be placed on the property for all CDBG funds utilized for either activity. The lien will take the form of a deferred loan that must be repaid if the property is sold or transferred to anyone other than a surviving spouse or other dependent family member residing in the home. The amount due will be the full amount of the loan. No interest will accrue at any point during the period of the loan. The CDBG loan will not be subordinated if the household increases the household debt with another lien placed on the property.

All properties must be located within Ottawa County, but outside the City of Holland (a CDBG entitlement area which receives CDBG rehabilitation funds). All properties must be the permanent residence of the applicant, and must be single-family dwellings. The applicant must provide documentation of home ownership and verification of current mortgage payments and property taxes. Ottawa County Community Action Agency is allowed to draw up to 18% of allocated funds in order to administer the grant.

County of Ottawa

State of Michigan

RESOLUTION

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of West Olive, Michigan on the _____ day of _____, 2010 at _____ o'clock p.m. local time.

PRESENT: Commissioners: _____

ABSENT: Commissioners: _____

It was moved by Commissioner _____ and supported by Commissioner _____ that the following Resolution be adopted:

WHEREAS, Ottawa County is interested in the continuing effort to provide affordable housing opportunities for its low and very low income residents; and,

WHEREAS, the Ottawa County Board of Commissioners has reviewed and understand the content of the application for funding; and,

WHEREAS, the Ottawa County Board of Commissioners accepts the recommendation of the Ottawa County Community Action Agency to apply for \$300,000 from Michigan State Housing Development Authority Housing Resource Fund to be used for the purpose of home rehabilitation; and,

NOW THEREFORE BE IT RESOLVED, that the Ottawa County Board of Commissioners authorizes the Ottawa County Community Action Agency to prepare and

submit the application for Housing Resource Fund funding from the Michigan State Housing Development Authority;

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with the Resolution are hereby repealed.

YEAS: Commissioners:

NAYS: Commissioners:

ABSENCES: Commissioners:

RESOLUTION ADOPTED:

Chairperson, Ottawa County
Board of Commissioners

Ottawa County Clerk