COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
AGENDA
Tuesday, June 21, 2016
301 West Upton Ave., Reed City, Michigan
2nd Floor, Board of Commissioners Room, 9:30 a.m.

NOTE: Claims will be available for review from 9:00 – 9:30 a.m.

1. Meeting Called to Order by Chairperson.

2. Additions or Deletions to the Agenda – Approval of the Agenda.

4. Employee/Board Comments.

5. Consider Approval of the Minutes of June 7, 2016.

6. Consider Payment of Claims.

7. Old Business:
   A. Discuss County’s 2015 Audit – Ken Talsma.
   B. Discuss I.T. Right and Technology Assistant Part-Time Position Job Description – Jon-Thomas Burgess and Susan Vander Pol.
   C. Discuss Veterans’ Services On-Call Part-Time Position – Susan Vander Pol.
   D. Consider Other Budget Amendments, Cash Transfers, and Journal Register Reports from Treasurer.

8. New Business:
   A. Update on County’s Health Insurance Plans – Jennifer Martin.
   B. Discuss Court Infrared Hearing Assistance System – Judge Scott Hill-Kennedy.
   C. Discuss Prosecutor Victim Rights Advocate Grant Application – Tyler Thompson.
   D. Discuss Appointments to County Land Bank Authority – Dan Massy.
   E. Discuss E.M.S. Items – Jeremy Beebe:
      1. Physio Control Wireless Gateway Purchase.
      2. TransCanada Grant Award and Stryker PowerLoad Purchase.
   G. Discuss 2017 County Budget Time Lines – Susan Vander Pol.

9. Other Business:
10. Employee/Board Comments.
11. Extended Public Comments (Six Minute Limit).

Note: A quorum of the Board of Commissioners may be present at the Committee meetings.

PUBLIC COMMENT
The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern. If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.
OSCEOLA COUNTY
COMMITTEE OF THE WHOLE
MINUTES
JUNE 7, 2016

The Committee meeting was called to order at 9:30 a.m. by Chairman Emig.

Present: Commissioners Nehmer, Halladay, Gregory, Emig, and Wayne.

Also present: Bob Van Putten-Landmark Design, Tyler Thompson-Prosecutor, Judge Scott Hill-Kennedy, Scott Schryer-C.O.A. Director, Robin Fuerneisen-Meal Site Coordinator, Justin Halladay-Undersheriff, Russ Wayne-Jail Administrator, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

Motion by Commissioner Nehmer, seconded by Commissioner Gregory, to approve the agenda as amended. Motion carried.

Brief public comment: Morris Langworthy, Jr. from LeRoy, introduced himself to Board members as a candidate for the 102nd State Representative seat.

Employee/Board comment: None.

Motion by Commissioner Nehmer, seconded by Commissioner Halladay, to approve the minutes from May 17, 2016. Motion carried.

Recommended by Commissioner Wayne, seconded by Commissioner Gregory, to approve the current claims of the County in the amount of $83,289.05. Recommendation was unanimously supported.

Discussion was held on two of the invoices presented for payment. A reimbursement check to Joel Yonkman is to be held until further investigation can be done regarding the voucher.

C.O.A. Marion Building Drawings
Bob Van Putten, Landmark Design Group P.C., along with Scott Schryer, C.O.A. Director, updated Board members on the proposed design plan for the Marion Commission on Aging building. He spoke about how they arrived at the proposed design and discussion was held. He estimated bids to come in totaling between $275,000 and $300,000 for the project. Discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to let bids for the renovation project for the County's Commission on Aging building in Marion. Recommendation was unanimously supported.

C.O.A. AAAWM 2016 OAA Contract Amendment
Scott Schryer, C.O.A. Director, explained the amended contract from AAAWM. He explained it will allow them to receive more funding to be used by the end of September.

Recommended by Commissioner Halladay, seconded by Commissioner Wayne, to approve the AAAWM 2016 OAA contract Amendment and authorize the Chairman to sign. Recommendation was unanimously supported.
Sale of Vehicles/Replacement of General Services Vehicle
Justin Halladay, Undersheriff, asked to sell three Sheriff's Department vehicles and explained which ones he wishes to sell. Susan Vander Pol, County Coordinator, asked if the Board wished to consider replacing the County's current general services vehicle with one of the old road patrol vehicles. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Gregory, to sell three Sheriff's Department vehicles: 2006 Dodge minimum bid-$2,500; 2009 Dodge minimum bid - $3,500 and 2011 Dodge minimum bid of $2,000. Recommendation was unanimously supported.

In-Car/Body Camera RAP Grant & USDA Grant
Undersheriff Justin Halladay spoke to the Board about purchasing new in-car video recording equipment as well as body cameras. The projected cost is $44,769.00 and although it is not within this year's budget, he explained how he would like to pay for the cameras. He explained he would like to apply for three grants and then any remaining cost to the County would come from his current departmental budget. Discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Halladay, to approve the Sheriff's Department Applications for three grants for purchase of in-car video recording equipment and body cameras and authorize the appropriate signatures. Recommendation was unanimously supported.

Closure of Two Funds/County Treasurer
Lori Leudeman, County Treasurer, explained why she is asking to close the 216 Tax Fund and the 287 Salvage Vehicle Fund.

Recommended by Commissioner Wayne, seconded by Commissioner Gregory, to approve the closure of the 216 Tax Fund and the 287 Salvage Vehicle Fund. Recommendation was unanimously supported.

Prosecutor Child Support Grant Application
Prosecutor Tyler Thompson presented his Title IV-D Cooperative Reimbursement Program Grant. It is a five (5) year grant and funds the Child Support Specialist in his department. A brief discussion was held.

Recommended by Commissioner Halladay, seconded by Commissioner Nehmer, to approve the application for the Prosecutor's Child Support Grant and authorize the Chairman to sign. Recommendation was unanimously supported.

Prosecutor's Request for Employee Transfer Pay Increase
Prosecutor Tyler Thompson explained to Board members that he recently hired an employee, who worked in the District Court as a part-time probation officer, to replace an employee who recently retired. He advised the Board that because of the way our current County Transfer Policy is written he cannot pay her the same rate of pay as he could if he hired an employee who didn't currently work for the County. He asked for consideration in waiving that policy and explained why. Discussion was held.
Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to waive the Classification and Transfer Policy and allow the County Prosecutor to hire an existing County court employee at a Classification Level 7 up to Step 3. Recommendation was unanimously supported.

Explanation of Expense Voucher/EMS
Joel Yonkman, E.M.S. Assistant Director, was present to answer questions regarding a reimbursement claim he submitted. Earlier in this meeting the Board had set the reimbursement aside, because of questions. Discussion was held and the Board agreed to pay the reimbursement request as presented.

MSU Extension - 2015 Annual Report
Shari Spoelman, District Coordinator, presented the MSU annual report. She first introduced the new Office Manager-Carrolin Ruppert. Jake Stieg, 4-H Program Coordinator, shared a recap of the 2015 4-H highlights. Renee Sanders, Nutrition Assistance Program Instructor, shared highlights about food education programs especially as they relate to teen educations in healthy eating. Shannon Lindquist, Health and Nutrition Educator, talked about programs related to social-emotional education. She reported the babysitting workshops are very popular. Jerry Lindquist, Agriculture Educator, highlighted the grass-fed beef industry and its growth and spoke about the fallen commodity prices and how that is impacting agriculture.

Register of Deeds Server Document Storage
Jon-Thomas Burgess, Technology Coordinator, presented information on the upgrade of server storage for the Register of Deeds. He estimated the cost for the upgrade to be about $1,000.00 and will allow the current server to last longer.

Recommended by Commissioner Halladay, seconded by Commissioner Wayne, to approve the Register of Deeds Server Document Storage hardware up to $1,000 with payment from the 245 Fund using Appropriated Fund Balance. Recommendation was unanimously supported.

Card-Reader Security System/Jail
Russ Wayne, Jail Administrator, presented information to Commissioners regarding a new security system for the jail. He explained how the system would work compared to the current system, allowing for more cell check areas by staff. He shared two bids, one from Midstate Security, current provider, and the other from Timekeeping Systems. He explained the difference between the systems and the reason he is requesting the change. A lengthy discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Wayne, to waive the County's Expenditure Policy and purchase a wireless Guard 1 Plus Professional Edition Correctional System for $6,541.97 for the Jail with payment from funds from the Commissary Fund. Recommendation was unanimously supported.

Jail Administrator, Russ Wayne, told Board members that he has been contacted by the State letting them know that by late September they will no longer be housing state prisoners with the County. Discussion was held.
M.O.T.A. Board Appointment
M.O.T.A. has advised us that we need to appoint a city member to their Board. Sally Andrews has held that position and agreed to continue. Discussion was held.

Recommended by Commissioner Halladay, seconded by Commissioner Gregory, to appoint Sally Andrews to the Mecosta Osceola Transit Authority (MOTA) Board for a 3-year term expiring 05/31/2019. Recommendation was unanimously supported.

Budget Amendments and Cash Transfers
Commissioner Wayne reviewed the budget amendments presented.

Recommended by Commissioner Wayne, seconded by Commissioner Nehmer, to approve the budget amendments and cash transfers as presented. Recommendation was unanimously supported.

Mecosta & Osceola-Lake Conservation Districts Services Agreement
Susan Vander Pol, County Coordinator, presented the Mecosta & Osceola-Lake Conservation Districts Services Agreement supporting the household hazardous waste collection and disposal program.

Recommended by Commissioner Wayne, seconded by Commissioner Halladay, to approve the Mecosta and Osceola-Lake Conservation Districts Services Agreement with funding at $2,500 and authorize the Chairman to sign. Recommendation was unanimously supported.

Employee/Board Comment: County Clerk Karen Bluhm advised Board members that 44North will be at their next meeting with BCBS renewal information.

Extended Public Comment: None.

Moved by Commissioner Nehmer, seconded by Commissioner Gregory, to adjourn at 12:02 p.m. Motion carried.

Karen J. Bluhm, County Clerk
Larry Emig, Chairman
OSCEOLA COUNTY
JOB DESCRIPTION

TECHNOLOGY ASSISTANT

**Supervised By:** Technology Coordinator

**Supervises:** None.

**Position Summary:**
Under the general Supervision of the Technology Coordinator, assists with the County’s network and computer activities, research and submission for purchases of network related hardware, application programs, operating systems, backup and security software, assists in the maintenance of programs for client computers, hardware, records and reports any problems that other staff/county employees are unable to resolve, works with outside vendors to negotiate contracts for Internet service providers, phone land and cell, hardware, software, and multifunction copier purchases.

**Essential Job Functions:**
An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties, which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Assist with the plans and organization of departmental operations including personnel, budgeting, planning, and general administration.

2. Works as a professional/confidential employee with access to critical information used to maintain the day to day operations of the county departments and their records.

3. Aid in the collection of annual budget requests in the area of Information Technology.

4. Assists with the maintenance of network users, user environment, directories and security.

5. Partners in the oversight of developmental and improvement projects, including working with various vendors providing grant contributions of equipment and labor in the planning and development of such projects. Preparing cost estimates and makes recommendations on projects to County Commission.

6. Responds to the needs and questions of network users concerning their access to resources on the network and the operation of various software programs.

7. Communicates with departments and agencies to report and resolve software, hardware and operations problems.

8. Researches and evaluates new technologies.

9. Negotiates vendor contracts and coordinates activities of hardware, software, telecommunications, support and training.

10. Collects and analyzes network, memory and storage utilization.

11. Knowledgeable about county-wide software (e.g., electronic mail, word processing, spreadsheet, communications and data transfer).

12. Provides assistance with asset management, manages stocks of equipment, consumables and other supplies.

13. Performs other duties as directed.
**Required Knowledge, Skills, Abilities and Minimum Qualifications:**
The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Requirements include the following:

- High School Education. Some college preferred in computer science, purchasing or business operations. One year experience in computer hardware and software.

- The County, at its discretion, may consider an alternative combination of formal education and work experience.

- Ability to critically assess information, analyze facts and data, identify problems and their causes, and make sound decisions.

- Michigan Vehicle Operator’s License.

- Skill in communicating orally and in writing, including successful experience preparing reports, information technology requests and making presentations.

- Skill in effectively communicating ideas and concepts orally and in writing, and making presentations in public forums.

- Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when dealing with County employees, contractors to the County, representatives of other governmental units, professional contacts, elected officials and the public.

- Skill in the use of office equipment and technology, including Microsoft Suite applications, and the ability to master recreation software and new technologies.

**Physical Demands and Work Environment:**
The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works both in an office and in the field. While in the office, the employee is regularly required to communicate in person and by telephone, read regular and small print, view and produce written and electronic documents and enter data on a computer keyboard with repetitive keystrokes. The employee must be mobile both in an office setting and in the field with the ability to stand, sit, stoop and kneel, climb or balance, use hands to finger, handle, or feel and reach with hands and arms. The employee must lift or push/pull objects of up to 25 lbs. without assistance. Accommodation will be made, as needed, for employees required to lift or move objects that exceed this weight.

While performing the duties of this job, the employee regularly works both in the office and at other work sites and regularly travels between work sites using a motor vehicle. Though applicable safety procedures are documented and utilized, the incumbent may be exposed to unsanitary or unhygienic materials, individuals and situations in the course of performing required duties. The noise level in the work environment varies from quiet to moderate.
# County of Osceola

## BUDGET AMENDMENT

TO: County Treasurer and County Clerk

As provided in the Uniform Budgeting and Accounting Act of 1978, as amended, and as approved by the direction of the Board of Commissioners or as established by policy, it is hereby authorized to record the following adjustments to the budget:

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<th>Special Revenue</th>
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TOTAL: $( 2,000) $( 2,000)

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**Department**

**Board of Commissioners/Representative**

**Department Head Signature**

**Recorded ( ) Motion/Resolution No.**

**Budget Amendment No.**

**EXPLANATION:**

Infrared Hearing Assistance System

ADA Compliance
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<th>Description</th>
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Notes: CREATED NEW ACCOUNTS TO POST REVENUE & EXPENSES TO IN ORDER TO CLOSE OUT AT YEAR END. WAS USING REV CONTROL & EXP CONTROL ACCOUNTS & WAS NOT ABLE TO AUTOMATICALLY CLOSE OUT AT YEAR END.
## Quotation

**#RJM051316TP**  
phone 616.458.2999  
fax 616.458.6524  

**5/13/2016**  
Infrared Hearing Assistance Systems

---

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**Total Installed Price**  
$3,451.00

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* Cancellations Subject to a 20% Restocking Charge  
* Quote is Valid for 30 Days

Accepted by: Name & Title

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Bob McLaughlin  
732-1032  
bmclaughlin@centralinterconnect.com
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<td>7. Mission Statement</td>
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<td>Provide a general description of staff needed to</td>
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<td>when providing victim rights. If you utilize the</td>
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1. Fiscal Agent Information
   a. Fiscal Agent Name: Osceola County of Prosecutor
   b. Organizational Unit: 410 W. Upton
   c. Address: Courthouse Annex
   d. City: Reed City
   e. State: MI
   f. Zip: 49677-1191
   g. Federal ID Number: 38-6004880
   h. Reference No.: 072578016
   i. Fiscal Agent fiscal year (beginning month and day): October-01
   j. Agency Type: Public

2. Program Information
   a. Program Name: Victim Rights Prosecutor-2017
   b. Is implementing agency same as Fiscal Agent: Yes
   c. Implementing Agency Name:  (determined by Fiscal Agent)
   d. Project Start Date: Oct-01-2016
   e. End Date: Sep-30-2017
   f. Amount of Funds Allocated: $43,250.00
   g. Project Cost: $43,250.00
3. Certification / Contacts Information

a. Authorized Official

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<tr>
<th>Name</th>
<th>Larry Emig</th>
</tr>
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<tr>
<td>Title</td>
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</tr>
<tr>
<td>Mailing Address</td>
<td>301 W Upton</td>
</tr>
<tr>
<td>City</td>
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</tr>
<tr>
<td>Telephone</td>
<td>(231) 832-6196</td>
</tr>
<tr>
<td>E-mail Address</td>
<td><a href="mailto:leemig@charter.net">leemig@charter.net</a></td>
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b. Financial Officer

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<tr>
<th>Name</th>
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<td>Telephone</td>
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c. Project Director

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<tr>
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5. **Program Synopsis**

Provide victims with information outlining charges, their rights and the name of the person in the prosecutor's office with information relative to their case.

6. **Program Target Area**

**Counties**

Counties project will serve (check all that apply):

- [ ] Alcona
- [ ] Alger
- [ ] Allegan
- [ ] Alpena
- [ ] Antrim
- [ ] Arenac
- [ ] Baraga
- [ ] Barry
- [ ] Bay
- [ ] Benzie
- [ ] Berrien
- [ ] Branch
- [ ] Calhoun
- [ ] Cass
- [ ] Charlevoix
- [ ] Cheboygan
- [ ] Chippewa
- [ ] Clare
- [ ] Clinton
- [ ] Crawford
- [ ] Delta
- [ ] Dickinson
- [ ] Eaton
- [ ] Emmet
- [ ] Genesee
- [ ] Gladwin
- [ ] Gogebic
- [ ] Grand Traverse
- [ ] Graford
- [ ] Hillsdale
- [ ] Houghton
- [ ] Huron
- [ ] Ingham
- [ ] Ionia
- [ ] Iosco
- [ ] Iron
- [ ] Isabella
- [ ] Jackson
- [ ] Kalamazoo
- [ ] Kalkaska
- [ ] Kent
- [ ] Keweenaw
- [ ] Lake
- [ ] Lapeer
- [ ] Leelanau
- [ ] Lenawee
- [ ] Livingston
- [ ] Luce
- [ ] Mackinac
- [ ] Macomb
- [ ] Manistee
- [ ] Marquette
- [ ] Mason
- [ ] Mecosta
- [ ] Menominee
- [ ] Midland
- [ ] Missaukee
- [ ] Monroe
- [ ] Montcalm
- [ ] Montmorency
- [ ] Muskegon
- [ ] Newaygo
- [ ] Oakland
- [ ] Oceana
- [ ] Ogemaw
- [ ] Ontonagon
- [ ] Oscoda
- [ ] Otsego
- [ ] Ottawa
- [ ] Presque Isle
- [ ] Roscommon
- [ ] Saginaw
- [ ] Sanilac
- [ ] Schoolcraft
- [ ] Shiawassee
- [ ] St. Clair
- [ ] St. Joseph
- [ ] Tuscola
- [ ] Van Buren
- [ ] Washtenaw
- [ ] Wayne
- [ ] Wexford

**U.S. Congressional, State and House Districts**

**U.S. Congressional Districts**

- [$] US Congress District 4

**State Senate District**

- [$] State Senate District 34
- [$] State Senate District 35

**State House Districts**
7. Mission Statement

To provide and protect the victims rights detailed in the CVRA. To advocate and guide victims through the criminal process without further victimizing them as the judicial system can be cold and confusing.

8. Project Resources

Provide a general description of staff needed to implement Victims Rights in your county. Identify the most critical activities that you perform when providing victim rights.

Our county has two victim advocates (60-40%). The advocates meet with victims when necessary but for the most part our communication is through phone calls and letters. They also provide limited information regarding resources in our area. They explain the process of CVR compensation fund when appropriate and assist with the applications if necessary. The felony end of VR is overwhelmed with restitution determining problems. Our county deals with many cases that have multiple co-defendants victimizing multiple victims. There is not enough time and personnel to work on letters and phones while determining restitution for multiple victims of multiple co-defendants.

If you utilize the services of volunteers in the provision of Victim Rights, please explain how this is accomplished.

We do not utilize volunteers. Our prosecutors believe the information in our office is very highly confidential because we have a lot of CSC child victims and under cover officers are used through TNTS quite often.

9. Michigan Victim Information and Notification Everyday (MI-VINE)

Does your agency participate in MI-VINE?

[ ] Yes [ ] No

Provide the number of victims registered to use MI-VINE in your county for court events during the past calendar year. 210

To obtain statistics for number of Victims Registered with MI-VINE visit the website https://www.vinewatch.com/vinewatch/

Please describe your programs efforts to utilize MI-VINE.

I don't know what this is. I thought I was suppose to sign people up for Vinewatch.

10. Community Coordination

1. Community Coordination Activity 1 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

Our office has not been involved in any of these.

2. Community Coordination Activity 2 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

3. Community Coordination Activity 3 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.
11. Work Plan

Objective: Implement the requirements of the William Van Regenmorter, Crime Victim Rights Act, P.A. 87 of 1985

Activity: Provide victims with information outlining charges, their rights and the name of the person in the Prosecutor's Office with information relative to their case.

Responsible Staff: Victim Advocate
Date Range: 10/01/2016 - 09/30/2017
Expected Outcome: Victims will be notified of their rights.
Measurement: ACT/JCT program

Activity: Provide the victim with information relative to the Victim Impact Statement process
Responsible Staff: Victim Advocate
Date Range: 10/01/2016 - 09/30/2017
Expected Outcome: Victims given opportunity for written expression of impact of crime
Measurement: ACT/JCT

Activity: Provide victims with compensation information
Responsible Staff: Victim Advocate
Date Range: 10/01/2016 - 09/30/2017
Expected Outcome: Assault victims can apply for reimbursement of out-of-pocket costs
Measurement: ACT/JCT

Activity: attendance at PAAM training
Responsible Staff: Victim Advocate
Date Range: 10/01/2016 - 09/30/2017
Expected Outcome: VR staff development, increase awareness, empathy & self care
Measurement: Evaluation for increase retention, higher morale, increase satisfaction

Activity: The grantee will fulfill reporting requirements of the Victim Rights Contract
Responsible Staff: program manager, financial manager, Victim Advocate
Date Range: 10/01/2016 - 09/30/2017
Expected Outcome: All budget reports are entered correctly and on a timely basis.
Measurement: On-line Grant System
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## INDIRECT EXPENSES

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June 21, 2016

To: Osceola County Board of Commissioners

RE: EMS Department Agenda Items

Physio Control Wireless Gateway Purchase

The Lifepak 15 cardiac monitors should be arriving any day from Mecosta County. As previously discussed the only feature the cardiac monitors did not have was the ability to transmit EKG data to the hospital.

Physio Control is the sole source vendor of the device needed to transmit EKG data to the hospital. The device allows the cardiac monitor to communicate to the hospital using the already installed wireless hot spots in the ambulances.

The cost for 6 devices is $4,783.80. This includes a 15% discount that we receive for having a service agreement with Physio Control. There are funds in the 210 Capital Equipment Fund to cover the expense of these devices.

I am requesting Board approval for the purchase 6 wireless gateway devices from Physio Control in the amount of $4,783.80 from the 210 Capital Equipment Fund with Board Chair to sign necessary documents.

TransCanada Grant Award and Stryker PowerLoad Purchase

In 2015 the Board approved the EMS Department to submit a grant to TransCanada for the purchase of an additional Stryker PowerLoad and PowerPro system. TransCanada denied the request in 2015, but stated they would carry over our request for the 2016 grant cycle.

TransCanada recently awarded the EMS Department $10,000 towards the purchase of one Stryker PowerLoad and PowerPro system. The plan for this system would be to install the new system in the new ambulance which was recently purchased. With this additional system, 5 of the 6 ambulances in our fleet will be equipped with a PowerLoad and PowerPro Cot. Since the installation of the PowerLoad system there have been zero workman’s comp claims related to lifting.

The current cost of a PowerLoad and PowerPro system from Stryker is $37,429.29. There was no funding allocated for this project in the 2016 budget. Stryker has agreed to accept a $10,000 down payment for this purchase with the remaining funds to be due from the 2017 budget for a zero percent interest rate.

I am requesting Board approval to accept the $10,000 grant from TransCanada and use it towards the purchase of one Stryker PowerLoad and PowerPro system for $37,429.29, with $10,000 down and the remaining balance to be paid from funds from the 2017 budget with Board Chair to sign necessary documents.
Support Vehicle Purchase

The 2016 budget includes funds to replace the 2005 Ford Expedition. The vehicle is starting to rust around the wheel wells. The air conditioning does not work and the repair costs have been estimated at $1,500. The exhaust manifolds also need replaced. The repair costs have been estimated at an additional $1,500. The vehicle has approximately 115,000 miles on it. The main uses for this vehicle are for patient transport from remote locations to the ambulance and for body transport to Grand Rapids for autopsies. The vehicle was also purchased to transport the EMS Disaster trailer when needed.

There are a few concerns with this vehicle. The towing capacity of this vehicle is 6,600 pounds and the empty weight of the disaster trailer is 7,000 pounds. This makes towing the trailer with the vehicle unsafe. Another concern is during body transports. The body is secured to a cot and then placed in the back of the vehicle. There is room for the cot when the seats of the vehicle are folded down. However, there is no way to secure the cot to the vehicle. This creates unsafe travel conditions as the cot can move around in the back compartment of the vehicle. There is also the concern of contamination and blood borne pathogens as there is no ventilation system and the driver of the vehicle and the cot are in the same compartment.

We researched replacing the current Expedition with a new Expedition, Chevy Tahoe, and also with a pickup truck with a topper. A 2016 Expedition has the same towing capacity as our current Expedition. Also the safety concerns of transporting a body remains. A Chevy Tahoe has a towing capacity of 1,700 pounds more than an Expedition, but the concerns of body transport remain. The only way to secure a cot in an SUV would be to remove the seats permanently and have a cot mounting system custom installed. The State Bid price of a Chevy Tahoe is $38,873.

A crew cab truck with a topper would eliminate the concerns of a SUV. A truck has a much higher towing capacity, which makes towing a trailer much safer. New trucks also have integrated trailer brake controllers and sway control. A topper was chosen which does not have any windows for privacy and security. All compartments, including the tailgate of the truck are able to lock. A cot mounting system can easily be installed in the box of the truck. Contamination and blood borne pathogen concerns are also eliminated. The truck can also be used for remote rescue of patients to transport patients from remote locations to the ambulance. The box of the truck can also be used to store medical examiner investigation supplies. Multiple staff members can also be transported in a truck as the seats do not have to be folded down when the cot is used.

Ford and Chevy trucks were compared for pricing. The price of a Chevy truck is approximately $4,000 less than a comparable Ford through the State bid pricing and through local vendors. The State Bid Price for a 2016 Chevy Silverado 2500 with a topper and necessary accessories is $37,981.71 through Berger Chevrolet which is the State Bid dealer. Local dealers were also contacted for quotes. Babb Ford provided a quote of $37,950 without a topper and accessories. Crossroads Chevrolet provided a quote of $34,736.71. Crossroads did not quote the topper and necessary accessories. Highpoint GMC from Cadillac provided a quote for a 2016 GMC Sierra 3500. Highpoint also quoted accessories. The total cost of the vehicle through Highpoint including the topper and necessary accessories was $38,038. The salesman from Highpoint stated a 3500 and a 2500 have the same towing capacity, but the payload capacity of a 3500 is 1,000 pounds more than the payload capacity of a 2500. The cost difference between a 2500 and 3500 is approximately $750.
There is $35,000 in the 2016 budget for vehicle replacement. The remaining cost of the vehicle replacement will come from the sale of the Expedition. I am requesting Board approval to purchase a 2016 GMC Sierra 3500 from Highpoint GMC with a topper and necessary accessories in the amount of $38,038 from the 210 Capital Outlay-Vehicles Line Item with Board Chair to sign any necessary documents. This is not the lowest price; however Highpoint is a local vendor and is well within 5% of the lowest price.

The COA has expressed interest in purchasing the 2005 Expedition. I am requesting the sale of the 2005 Expedition to the COA in the amount of $3,000.

Mission Statement for EMS Department

The EMS Department developed a committee of staff members to discuss improving the service and communication with staff members. One of the objectives of the committee was to develop a mission statement. The committee developed the following mission statement;

Our Mission is to serve our community with personalized, quality health care, through a team of dedicated emergency service professionals committed to continual improvement and mutual respect.

I am requesting Board approval to adopt the mission statement above for the EMS Department.

Respectfully Submitted,

Jeremy Beebe
EMS Director
To: Director Jeremy Beebe  
OSCEOLA CTY EMS  
306 PATTERSON  
REED CITY,MI 49677  
(231) 832-6152  
jbeebe@oc-ems.com

Physio-Control, Inc  
11811 Willows Road NE  
P.O. Box 97006  
Redmond, WA 98073-9706 U.S.A.  
www.physio-control.com  
tel 800.442.1142  
fax 800.732.0956

Quote Number: 00041633  
Revision #: 1  
Created Date: 6/3/2016  
Sales Consultant: Robert Dempsey  
FOB: Redmond, WA  
Terms: All quotes subject to credit approval and the following terms and conditions  
NET Terms: NET 30  
Expiration Date: 8/31/2016

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Estimated Tax: USD 0.00  
Estimated Shipping & Handling: USD 0.00

Grand Total: USD 4,783.80

Pricing Summary Totals

List Price Total: USD 5,628.00  
Total Contract Discounts Amount: USD 0.00  
Total Discount: USD -844.20  
Trade In Discounts: USD 0.00  
Tax + S&H: USD 0.00

GRAND TOTAL FOR THIS QUOTE: USD 4,783.80
Reference Number: DD/12809103/101306

Quote Number: 00041633
Osceola County Emergency Medical Services  
306 North Patterson Road  
Reed City, Michigan  
49677

June 2, 2016

Dear Ms. Momany,

We are proud to be part of the energy and enthusiasm surrounding your community initiative. TransCanada is pleased to provide Osceola County Emergency Medical Services with $10,000.00 for Stryker PowerLOAD and PowerPRO System.

We are proud to be part of your event and look forward to working with you to coordinate our support. In order to facilitate our sponsorship with your organization, TransCanada’s Community Investment team will be your ongoing contact and will work with you on administration of your funding and our partnership commitment with you.

**Recognition Information:**

For verbal or written recognition, please refer to us as TransCanada Corporation. If required, a copy of our logo can be obtained through your community investment liaison or by e-mailing community_investment@transcanada.com.

As your community partner, we kindly request the opportunity to review any editorial or promotional material regarding TransCanada’s specific contribution or the use of our logo before publication. You can phone or email Community Investment with your materials for review. Please allow five (5) working days for approval.

**Tax Receipt Information:**

It is very important that an official tax receipt is issued to TransCanada USA Services Inc. for the full amount of our sponsorship, if eligible.

Please e-mail an electronic tax receipt to Community Investment or send a copy to:

TransCanada USA Services Inc.  
P.O. Box 1000 Station M  
Calgary, AB
Canada T2P 4K5

TransCanada is committed to supporting community organizations that build strong and vibrant communities. Thank you again for the opportunity to be part of this important initiative!

Sincerely,

Great Lakes
katie_white@transcanada.com
Charitable Contribution Receipt

Donor Name: TransCanada USA Services Inc.

Address: Attn: Community Investment
P.O. Box 1000, Station M
Calgary, Alberta
Canada T2P 4K5

Recipient/Organization:

Federal Tax Identification Number (EIN):

We, the recipient organization, acknowledge receipt of the following contribution

$ received on

Were goods or services provided to TransCanada in exchange for the contribution?

☐ Yes ☐ No

If yes, please describe the goods or services provided.

The estimated value of the goods or services: $

Signature:

Job Title:
### Customer Contact

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**Note:**
New Power Pro and Power Load. Power Pro configured the same as your previous purchases. $500 Trade In credit available for Manual Cot trade.

In Quote expires September 2016.
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker’s prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 Days. FOB origin. A copy of Stryker Medical’s standard terms and conditions can be obtained by calling Stryker Medical’s Customer Service at 1-800-STRYKER.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.
Date: June 13, 2016

Osceola County
301 WEST UPTON AVENUE
REED CITY, Michigan 49677

Thank you for choosing Stryker Flex Financial for your equipment financing needs. Enclosed please find the financing documents necessary to enter into the financing arrangement. Once all of the documents are completed, properly executed and returned to us, we will issue an order for release of the financed equipment.

PLEASE COMPLETE ALL ENCLOSED DOCUMENTS TO EXPEDITE THE SHIPMENT OF YOUR ORDER.

Short Form Conditional Sale Agreement
Exhibit A - Detail of Equipment
Insurance Authorization and Verification
State and Local Government Rider

**Conditions of Approval: Insurance Authorization and Verification, Federal ID is required, State and Local Government Rider is required.

- PLEASE PROVIDE THE FOLLOWING WITH THE COMPLETED DOCUMENTS:

  Federal Tax ID Number:  ____________________________  AR Address:  ____________________________
  Purchase Order Number:  ____________________________  Contact Name:  ____________________________
  Phone Number:  ____________________________  Email Address:  ____________________________

Please fax completed documents to (877) 204-1332. Return Original documents to 1901 Romence Road Parkway Portage, MI 49002 (using Fed-Ex Shipping ID# 612-309469)

Your personal documentation specialist is Curtis Orr and can be reached at 269-389-1437 or by email curtis.orr@stryker.com for any questions regarding these documents.

The financing proposal evidenced by these documents is valid through the last business day of June, 2016.

Sincerely,

Stryker Flex Financial

Notice: To help the government fight the funding of terrorism and money laundering activities, U.S. Federal law requires financial institutions to obtain, verify and record information that identifies each person (individuals or businesses) who opens an account. What this means for you: When you open an account or add any additional service, we will ask you for your name, address, federal employer identification number and other information that will allow us to identify you. We may also ask to see other identifying documents. For your records, the federal employer identification number for Stryker Flex Financial, a Division of Stryker Sales Corporation is 38-2902424.
Owner ("we" or "us"):
Stryker Flex Financial, a division of Stryker Sales Corporation
1901 Romence Road Parkway
Portage, MI 49002

Customer Name and Address ("You" and "Your"):
Ocecola County
301 WEST UPTON AVENUE
REED CITY, Michigan 49677

Supplier: Stryker Sales Corporation, 3800 E. Centre Avenue, Portage, MI 49002
Equipment Description: See Exhibit A (and/or as described in invoice(s) or equipment list attached hereto and made a part hereof)
Equipment Location: 306 PATTERSON RD, REED CITY, Michigan 49677

PAYMENT INFORMATION

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</tbody>
</table>

Terms and Conditions:

1. Purchase Agreement/Acceptance/Payments: You agree to purchase from us the Equipment and services, if any, described above and on any attached schedule (the "Equipment") in accordance with the terms of this Agreement (this "Agreement"). You shall be deemed to have accepted the Equipment for purchase under this Agreement on the date that is ten (10) days after the date it is shipped to you by the Supplier ("Acceptance Date") and, at our request, you shall confirm for us such acceptance in writing. No acceptance of any item of Equipment may be revoked by you. You agree to pay the Payments described above ("Payments") beginning on the Acceptance Date or any later date we designate and thereafter until all fully paid. Unless otherwise instructed by us in writing, all Payments and other amounts due hereunder shall be made to our address above. This Agreement is non-transferable and may not be prepaid. Your obligations under this Agreement (your "Obligations") are absolute, unconditional, and are not subject to cancellation, defense, recoupment, reduction, setoff or counterclaim. If a Payment is not made when due, you will pay us a late charge of 5% of each Payment or $10.00, whichever is greater, but only to the extent permitted by law. We may charge you a fee of $55.00 for any check that is returned. You authorize us to adjust the Payments at any time if taxes included in the Payments differ from our estimate. You agree that the Payments were calculated by us based, in part, on a rate reported in the "Interest rate swaps" section of Federal Reserve Statistical Release H-15 and in the event the date the Equipment is delivered to you is more than 30 days after we send this Agreement to you, we may adjust the Payments once to compensate us, in good faith, for any increase in such rate.

2. Ownership/Security Interest/Laws/Use/Maintenance: On acceptance of the Equipment by you, you shall hold title to and be the owner of the Equipment for all purposes including, without limitation, tax purposes. The purchase of the Equipment by you under this Agreement shall be "AS IS, WHERE IS", without representation or warranty of any kind from us, provided that this Agreement shall not impair any express warranties or indemifactiations, written service agreements or other obligations of Stryker Corporation or any of its subsidiaries to you regarding the Equipment and we hereby assign all of our rights in any Equipment warranties to you. As security for all of your Obligations, you hereby grant to us a first priority security interest in all of your rights, title and interests in the Equipment, all replacements, additions, accessions, accessories and substitutions thereto or therefore and all proceeds and products thereof, including, without limitation, all proceeds of insurance. Upon timely payment of all amounts due hereunder (plus all applicable Taxes), our security interest in the Equipment shall terminate and you shall be the owner of the Equipment, free and clear of any interest created by us. You agree not to permit any lien, security interest (except ours), claim or encumbrance to be placed upon the Equipment. You shall comply with all applicable laws, rules and regulations and manufacturer's specifications and instructions concerning the operation, ownership, use and/or possession of the Equipment. You must, at your cost, keep the Equipment in good working condition. If Payments include maintenance and/or service costs, you agree that (i) no Assignee (as defined below) is responsible to provide the maintenance or service, (ii) you will make all maintenance and service related claims to the persons providing the maintenance, service or warranty, and (iii) any maintenance, warranty or service claims will not impact your Obligations. The Equipment cannot be moved from the location above without our prior written consent.

3. Taxes: You shall pay when and as due all sales, use, property, excise and other taxes, and all license and registration fees now or hereafter imposed by any governmental body or agency upon this Agreement or the ownership, use, or sale of the Equipment, together with all interest and penalties for their late payment or non-payment ("Taxes"). You shall indemnify and hold us harmless from any such Taxes. You shall prepare and file all tax returns relating to Taxes for which you are responsible hereunder. If we receive any tax bill pertaining to the Equipment from the appropriate taxing authority, we may, without obligation, pay such tax and if we pay such tax bill we will invoice you for the expense. Upon receipt of such invoice, you will promptly reimburse us for such expense.

4. Assignment: You agree not to transfer, sell, lease, assign, pledge or encumber the Equipment or any rights under this Agreement without our prior written consent, which consent shall not be unreasonably withheld, and if you do, even with our consent, you will still be fully responsible for all your Obligations. You shall provide us with at least 45 days' prior written notice of any change to your principal place of business, organization or incorporation. You agree that we may, without notice to you, sell, assign, or transfer ("Transfer") this Agreement to a third party (each, an "Assignee"), and each Assignee will have our Transferred rights, but none of our obligations, and such rights will not be subject to any claims, recoupment, defenses, or setoffs that you may have against us or any supplier even though an Assignee may continue to bill and collect all of your Obligations in the name of "Stryker Finance".

5. Risk of Loss, Insurance and Reimbursement: Effective upon delivery to you, you shall bear all risk of Equipment loss or damage. If any such loss or damage occurs you still must satisfy all of your Obligations. You will (i) keep the Equipment insured against all risks of loss or damage for an amount equal to its replacement cost, (ii) list us as the insurance sole loss payee and (iii) give us written notice of the insurance. If you do not provide such insurance, we have the right, without obligation, to obtain such insurance and add an insurance fee (which may include a profit) to the amount due from you. You will obtain and maintain comprehensive public liability insurance naming us as an additional insured with coverages and amounts acceptable to us. To the extent not expressly prohibited by applicable law, you will reimburse and defend us, including each Assignee for and against any losses, injuries, damages, liabilities, expenses, claims or legal proceedings asserted against or incurred by us, including any Assignee, relating to the Equipment and which relate to or arise out of your act or omission or the act or omission of your agents or employees or others (excluding us) with access to the Equipment. The terms of this paragraph will continue after the termination of this Agreement.

6. Default Remedies: You are in default under this Agreement if: a) you fail to pay a Payment or any other amount when due; or b) you breach any other obligation under this Agreement; or c) your principal or guarantor of any guarantor of this Agreement dies; or d) you or any guarantor fails to pay any other material obligation owed to us or any of our affiliates. Upon default, we may: a) declare the entire balance of unpaid Payments immediately due and payable; b) sue you for and receive the total amount due with future Payments discounted to the date of default at a rate of 3% per annum; c) charge you interest on all monies due at the rate of 18% per year or the highest rate permitted by applicable law from the date of default until paid; and/or d) require you to immediately return the Equipment to us or we may peaceably reposess it. Upon default, you will also pay all expenses including but not limited to reasonable attorneys' fees, legal costs, cost of storage and shipping incurred by us in the enforcement and attempted enforcement of any remedies under this Agreement. If the Equipment is returned or repossessed we will, if commercially reasonable, sell or otherwise dispose of the Equipment at terms we determine, at one or more public or private sales, with notice as required by law, and apply the net proceeds (after deducting any related expenses) to your Obligations. You remain liable for any deficiency with any excess being retained by us or applied as required by applicable law.

Agreement #2110005708
7. **Miscellaneous:** This Agreement shall be governed and construed in accordance with the laws of Michigan. You agree: (i) that the Equipment will only be used for business purposes and not for personal, family or household use; and (ii) that a facsimile copy of this Agreement and each document executed with this Agreement may be treated as an original and will be admissible as legal evidence thereof. We may inspect the Equipment at any time prior to payment in full of your Obligations. No failure to act shall be deemed a waiver of any rights hereunder. If you fail to pay (within thirty days of invoice date) any freight, sales tax or other amounts related to the Equipment which are not financed hereunder and are billed directly by us to you, such amounts shall be added to the Payments set forth above (plus interest or additional charges thereon) and you authorize us to adjust such Payments accordingly. If you are required to report the components of your payment obligations hereunder to certain state and/or federal agencies or public health coverage programs such as Medicare, Medicaid, SCHIP or others, and such amounts are not adequately disclosed in any attachment hereto, then Stryker Sales Corporation will, upon your written request, provide you with a detailed outline of the components of your payments which may include equipment, software, service and other related components. You acknowledge that you have not received any tax or accounting advice from us. You agree that you shall upon request from us, promptly provide to us a copy of your most recent annual financial statements and any of your other financial information (including interim financial statements) that we may request. You authorize us to share such information with our affiliates, subsidiaries and Assignees. This Agreement, any schedules hereto, any attachments to this Agreement or any schedules and any express warranties made by Stryker Sales Corporation constitute the entire agreement between the parties hereto regarding the Equipment and its use and possession and supersede all prior agreements and discussions regarding the Equipment and any prior course of conduct. You waive all rights to any indirect, punitive, special or consequential damages in connection with the Equipment or this Agreement. There are no agreements, oral or written, between the parties which are contrary to the terms of this Agreement and such other documents. **YOU AGREE THAT THIS IS A NON-CANCELLABLE AGREEMENT AND WAIVE TRIAL BY JURY.**

**I CERTIFY THAT I AM AUTHORIZED TO SIGN THIS AGREEMENT FOR CUSTOMER**

<table>
<thead>
<tr>
<th>Customer Signature</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Signature:</td>
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<td>Print Name:</td>
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<tr>
<th>Accepted By Stryker Flex Financial, a division of Stryker Sales Corporation</th>
<th>Date:</th>
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<tr>
<td>Signature:</td>
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<td>Prime Name:</td>
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Agreement #2110005708
**Exhibit A to Short Form Conditional Sale Agreement Number 2110005708**

**Description of Equipment**

**Customer Name:** Osceola County  
**Delivery Address:** 306 PATTERSON RD, REED CITY, Michigan 49677

**Part I - Equipment/Service Coverage (if applicable)**

<table>
<thead>
<tr>
<th>Model Number</th>
<th>Equipment Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>6390000000</td>
<td>POWER LOAD</td>
<td>1</td>
</tr>
<tr>
<td>6506000000</td>
<td>POWER PRO AMBULANCE COT</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Equipment:** $37,429.29

**Total Financed Amount:** $37,429.29

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**Customer Signature**

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Agreement Number: 2110005708
TO THE CUSTOMER: In connection with one or more financing arrangements, Creditor may require proof in the form of this document, executed by both Customer* and Customer's agent, that Customer's insurable interest in the financed property (the "Property") meets the requirements as follows, with coverage including, but not limited to, fire, extended coverage, vandalism, and theft:

Creditor, and its successors and assigns shall be covered as both ADDITIONAL INSURED and LENDER'S LOSS PAYEE with regard to all equipment financed or acquired for use by policy holder through or from Creditor.
Customer must carry GENERAL LIABILITY (and/or, for vehicles, Automobile Liability) in the amount of no less than $1,000,000.00 (one million dollars).
Customer must carry PROPERTY Insurance (or, for vehicles, Physical Damage Insurance) in an amount no less than the 'Insurable Value' $37,429.29 with deductibles no more than $10,000.00.

*PLEASE PROVIDE THE INSURANCE AGENTS INFORMATION REQUESTED BELOW & SIGN WHERE INDICATED

By signing, Customer authorizes the Agent named below: 1) to complete and return this form as indicated; and 2) to endorse the policy and subsequent renewals to reflect the required coverage as outlined above.

Insurance Agency: ___________________________
Agent Name: ___________________________
Address: ___________________________
Phone/Fax: ___________________________
Email Address: ___________________________

*Customer: Creditor will fax the executed form to your insurance agency for endorsement. In Lieu of agent endorsement, Customer's agency may submit insurance certificates demonstrating compliance with all requirements. If fully executed form (or Customer-executed form plus certificates) is not provided within 15 days, we have the right but not the obligation to obtain such insurance at your expense. Should you have any questions please contact Curtis Orr at 269-389-1437.

TO THE AGENT: In lieu of providing a certificate, please execute this form in the space below and promptly fax it to Creditor at 877-204-1332. This fully endorsed form shall serve as proof that Customer's insurance meets the above requirements.

Agent hereby verifies that the above requirements have been met in regard to the Property listed below.

Agent Signature: ___________________________ Date: ___________________________
Print Name: ___________________________
Title: ___________________________
Carrier Name: ___________________________
Carrier Policy Number: ___________________________
Policy Expiration Date: ___________________________

Insurable Value: $37,429.29

ATTACHED: PROPERTY DESCRIPTION FOR Short Form Conditional Sale Agreement Number 2110005708
See Exhibit A to Short Form Conditional Sale Agreement Number 2110005708
TOGETHER WITH ALL REPLACEMENTS, PARTS, REPAIRS, ADDITIONS, ACCESSIONS AND ACCESSORIES INCORPORATED THEREIN OR AFFIXED OR ATTACHED THERETO AND ANY AND ALL PROCEEDS OF THE FOREGOING, INCLUDING, WITHOUT LIMITATION, INSURANCE RECOVERIES.

Agreement Number: 2110005708
STATE AND LOCAL GOVERNMENT CUSTOMER RIDER

This State and Local Government Customer Rider (the "Rider") is an addition to and hereby made a part of Short Form Conditional Sale Agreement Number 2110005708 (the "Agreement") between STRYKER FLEX FINANCIAL, a division of Stryker Sales Corporation ("Owner") and Osceola County ("Customer") to be executed simultaneously herewith and to which this Rider is attached. Capitalized terms used but not defined in this Rider shall have the respective meanings provided in the Agreement. Owner and Customer agree as follows:

1. Customer represents and warrants to Owner that as of the date of, and throughout the Term of, the Agreement: (a) Customer is a political subdivision of the state or commonwealth in which it is located and is organized and existing under the constitution and laws of such state or commonwealth; (b) Customer has complied, and will comply, fully with all applicable laws, rules, ordinances, and regulations governing open meetings, public bidding and appropriations required in connection with the Agreement, the performance of its obligations under the Agreement and the acquisition and use of the Equipment; (c) The person(s) signing the Agreement and any other documents required to be delivered in connection with the Agreement (collectively, the "Documents") have the authority to do so, are acting with the full authorization of Customer's governing body, and hold the offices indicated below their signatures, each of which are genuine; (d) The Documents are and will remain valid, legal and binding agreements, and are and will remain enforceable against Customer in accordance with their terms; and (e) The Equipment is essential to the immediate performance of a governmental or proprietary function by Customer within the scope of its authority and will be used during the Term of the Agreement only by Customer and only to perform such function. Customer further represents and warrants to Owner that, as of the date each item of Equipment becomes subject to the Agreement and any applicable schedule, it has funds available to pay all Agreement payments payable thereunder until the end of Customer's then current fiscal year, and, in this regard and upon Owner's request, Customer shall deliver in a form acceptable to Owner a resolution enacted by Customer's governing body, authorizing the appropriation of funds for the payment of Customer's obligations under the Agreement during Customer's then current fiscal year.

2. To the extent permitted by applicable law, Customer agrees to take all necessary and timely action during the Agreement Term to obtain and maintain funds appropriations sufficient to satisfy its payment obligations under the Agreement (the "Obligations"), including, without limitation, providing for the Obligations in each budget submitted to obtain applicable appropriations, causing approval of such budget, and exhausting all available reviews and appeals if an appropriation sufficient to satisfy the Obligations is not made.

3. Notwithstanding anything to the contrary provided in the Agreement, if Customer does not appropriate funds sufficient to make all payments due during any fiscal year under the Agreement and Customer does not otherwise have funds available to lawfully pay the Agreement payments (a "Non-Appropriation Event"), and provided Customer is not in default of any of Customer's obligations under such Agreement as of the effective date of such termination, Customer may terminate such Agreement effective as of the end of Customer's last funded fiscal year ("Termination Date") without liability for future monthly charges or the early termination charge under such Agreement, if any, by giving at least 60 days' prior written notice of termination ("Termination Notice") to Owner.

4. If Customer terminates the Agreement prior to the expiration of the end of the Agreement's initial (primary) term, or any extension or renewal thereof, as permitted under Section 3 above, Customer shall (i) on or before the Termination Date, at its expense, pack and insure the related Equipment and send it freight prepaid to a location designated by Owner in the contiguous 48 states of the United States and all Equipment upon its return to Owner shall be in the same condition and appearance as when delivered to Customer, excepting only reasonable wear and tear from proper use and all such Equipment shall be eligible for manufacturer's maintenance, (ii) provide in the Termination Notice a certification of a responsible official that a Non-Appropriation Event has occurred, (iii) deliver to Owner, upon request by Owner, an opinion of Customer's counsel (addressed to Owner) verifying that the Non-Appropriation Event as set forth in the Termination Notice has occurred, and (iv) pay Owner all sums payable to Owner under the Agreement up to and including the Termination Date.

5. Any provisions in this Rider that are in conflict with any applicable statute, law or rule shall be deemed omitted, modified or altered to the extent required to conform thereto, but the remaining provisions hereof shall remain enforceable as written.

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</table>
2016 GMC Sierra 3500 4WD Double Cab Long Box

List Price $45,020.00
Fleet invoice $42,953.00
Fleet rebate -$8100.00
Total $34,853.00
DOC fee -$0-
CRV -$0-
Sales tax -$0-
Plate & title trans $10.00
Trade -in -$0-
Sales tax credit -$0-

Total out the door - delivered $34,863.00

Pro-Grade GMC Protection
Includes first two oil changes and tire rotations free
3 Year-36,000 mile Bumper to Bumper warranty
5 Year-60,000 mile power train warranty
Also Highpoint Auto & Truck Center is your Leer commercial topper dealer. We install and service paint to match commercial toppers.
Osceola EMS vehicle additional items:

Highpoint Auto & Truck Center will provide the following services.

1-Install Commercial Leer Topper DCC full door that meets all requirements.
2-Install driver side cargo side tool box.
3-Topper interior lighting Opt F.
4-Install 3 power point cigarette lighter style power outlets rear bed. $ 2300.00
5- Install 4 GMC mud flaps $ 125.00
5- Install front push bumper and grill guard.
6- Install Warm M12000 12,000 pound winch with remote. $ 4200.00
7- Install GM 6"Oval running boards. $ 750.00

Total Cost $ 7375.00

Will not be able to install power topper vent at this time.
TO: OSCEOLA COUNTY EMS  
306 N. PATTERSON  
REED CITY, MI. 49677

FROM: BABB FORD SALES, INC.  
21351 MAPLE AVE.  
REED CITY, MI. 49677

JUNE 02, 2016

PRICING FOR A 2017 FORD F350 4X4 CREW CAB LONG BOX PICK-UP WITH THE FOLLOWING EQUIPMENT.
COLOR- OXFORD WHITE  
CLOTH 40/20/40 SEAT  
TRAILER TOW PKG.  
AIR CONDITIONER  
6.2L GAS V8 ENGINE  
LT245 BSW AT 17 TIRES  
3.73 ELOCKING REAR  
POWER EQUIP GROUP  
FX4 OFF-ROAD PKG.  
RUNNING BOARDS  
10,800 GVWR PKG.  
ELECTRONIC SOF 4X4  
ENGINE BLOCK HEATER  
110V/400W OUTLET  
SNOW PLOW PKG.  
BRAKE CONTROLLER  
CRUISE CONTROL  
TRAILER TOW MIRRORS  
AMFM/CD/CLOCK RADIO  
UPFITTER SWITCHES  
XTR XTR HD ALT.  
REVERSE ALARM  
REVERSE AID SEN.  
ULTMTE TOW CAMERA  
SYNC 3  
PRIVACY GLASS  
DAY TIME RUNNING LIGHTS

YOUR COST WILL BE: $37,950.00

THANK YOU:  
BOB HORAN III, GENERAL MGR.  
BABB FORD SALES, INC.
June 1, 2016

Dear Mr. Yonkman,

Thanks for the opportunity to bid the new truck for Osceola County EMS, I have enclosed our bid with all the specs and the standard equipment listed. If you have any questions you can contact me at 231-206-2112 or michael_rushford@crossroads-chevy.com.

Cost of truck: $34,721.71
Title fee: $15.00
Total: $34,736.71

I look forward to hearing from you soon!! Thanks again Joel for the look!

Sincerely,

C. Michael Rushford
Crossroads Chevrolet

420 Roth Street • P.O. Box 147 • Reed City, Michigan 49677 • Phone 231-832-4362
BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle $38,873.00

Number of units 1

Total Bid Amount $38,873.00

Vehicle Description:

Year 2016

Make Chevrolet

Model Tahoe 4wd police package

Vendor:
Berger Chevrolet Inc.

Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Signature

Printed Signature Robert M. Evans
Date 3/23/2016

Bid Prepared For: OC-EMS

Price includes title fee and delivery.
BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle    $ 37,981.71

Number of units    1

Total Bid Amount   $ 37,981.71

Vehicle Description:

Year       2016
Make       Chevrolet
Model      Silverado 2500
            crew cab LT

Bid Prepared For:

Osceloa County

Price includes title fee and delivery.

Vendor:
Berger Chevrolet Inc.
Address 2525 28th Street S.E.
Grand Rapids, MI  49512
Phone (616) 949-5200
Fax     (616) 988-9178

Signature

Printed Signature Robert M. Evans  Date  6/3/2016
2016 Fleet/Non-Retail Chevrolet Silverado 2500HD 4WD Crew Cab 167.7" L

**SELECTED MODEL & OPTIONS**

**SELECTED OPTIONS - 2016 Fleet/Non-Retail CK25943 4WD Crew Cab 167.7" LT**

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDITIONAL EQUIPMENT</td>
<td>JL1</td>
<td>TRAILER BRAKE CONTROLLER, INTEGRATED (Included with (PDA) Texas Edition or (PDU) All Star Edition. With (E63) pickup box, requires available (Z82) trailering equipment. Available to order as a freeflow option with (ZW9) pickup box delete or (9J4) rear bumper delete.)</td>
</tr>
<tr>
<td></td>
<td>Z82</td>
<td>TRAILERING EQUIPMENT Trailering hitch platform 2.5&quot; with a 2.0&quot; insert for HD, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector to hook up parking lamps, backup lamps, right and left turn signals, an electric brake lead, battery and a ground. The trailer connector also includes the 4-way for use on trailers without brakes - park, brake/turn lamps (Included with (PDA) Texas Edition or (PDU) All Star Edition. Not available with (ZW9) pickup box delete or (9J4) rear bumper delete.)</td>
</tr>
<tr>
<td></td>
<td>NZZ</td>
<td>UNDERBODY SHIELD, FRAME-MOUNTED SHIELDS includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Included with (Z71) Off-Road Suspension Package or (VYU) Snow Plow Prep Package.)</td>
</tr>
<tr>
<td></td>
<td>RVS</td>
<td>LPO, ASSIST STEPS - 4&quot; BLACK ROUND (dealer-installed) (Not available with (VXJ) 4&quot; round chrome tubular assist steps, LPO, (S6V) cargo box retractable side assist step, LPO or (VXH) 6&quot; rectangular chrome tubular assist steps, LPO.)</td>
</tr>
</tbody>
</table>

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 441.0, Data updated 6/1/2016
©Copyright 1986-2005 Chrome Systems Corporation. All rights reserved.

June 03, 2016 11:18:14 AM
2016 Fleet/Non-Retail Chevrolet Silverado 2500HD 4WD Crew Cab 167.7" L

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2016 Fleet/Non-Retail CK25943 4WD Crew Cab 167.7" LT

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<tr>
<td>ADDITIONAL EQUIPMENT</td>
<td>DPN</td>
<td>MIRRORS, OUTSIDE HEATED POWER-ADJUSTABLE VERTICAL TRAILERING, UPPER GLASS, MANUAL-FOLDING AND EXTENDING, BLACK. Includes integrated turn signal indicators consisting of 51 square inch flat mirror surface positioned over a 24.5 square inch convex mirror surface with a common head and lower convex spotter glass (convex glass is not heated and not power adjustable) and addition of Auxiliary cargo lamp for backing up (helps to see trailer when backing up with a trailer) and amber auxiliary clearance lamp (Includes DD8 auto-dimming inside rearview mirror.) (Replaces the standard power folding feature with manual folding.)</td>
</tr>
<tr>
<td></td>
<td>CGN</td>
<td>BED LINER, SPRAY-ON Pickup box bed liner with bowtie logo. consisting of high pressure, chemically bonded, sprayed-on polyurea &amp; polyurethane liner formulation. Liner is permanently bonded to the truck bed providing a water tight seal. The textured, non-skid surface is black in color. Spray-on liner covers entire bed interior surface below side rails, including tailgate, front box top rail, gauge hole plugs and lower tie down loops. (Included with (PDY) Midnight Edition or (PDX) Custom Sport Edition. Not available with (ZW9) pickup box delete, (VZX) bed liner, LPO or (LC8) 6.0L V8 SFI Gaseous CNG (compressed natural gas) engine. Not available with any ship thru code.)</td>
</tr>
<tr>
<td></td>
<td>K14</td>
<td>POWER OUTLET, 110-VOLT AC (Included with (PCY) LT Fleet Convenience Package, (PDA) Texas Edition or (PDU) All Star Edition.)</td>
</tr>
<tr>
<td></td>
<td>DD8</td>
<td>MIRROR, INSIDE REARVIEW AUTO-DIMMING (Included and only available with (DPN) outside heated power-adjustable vertical camper mirrors.)</td>
</tr>
<tr>
<td></td>
<td>JHD</td>
<td>HILL DESCENT CONTROL (Included and only available with (Z71) Off-Road Suspension Package.)</td>
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<td>R9Y</td>
<td></td>
<td>FLEET FREE MAINTENANCE CREDIT. This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (2 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FEF, FLS, FNR, FRC or FGO. Not available with FDR order type.) <em>CREDIT</em></td>
</tr>
<tr>
<td>CPO</td>
<td></td>
<td>CREDIT, APPLE CARPLAY/ANDROID AUTO NOT AVAILABLE (Required and only available with (IOS) Radio for orders created or produced beginning approximately mid-May and forward. The exact duration of this substitution is yet to be determined.) <em>CREDIT</em></td>
</tr>
<tr>
<td>DEALER INSTALLED / PROCESSING OPTIONS</td>
<td>.001</td>
<td>Install Aluminum Contractors Cap w/bed slide 1000 Classic</td>
</tr>
</tbody>
</table>

**OPTIONS TOTAL**

An underlined code indicates that the options have been applied by the dealer. All sales prices established solely by dealer.

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Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 441.0, Data updated 6/1/2016
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June 03, 2016 11:18:14 AM
DATE: June 15, 2016
TO: Board of Commissioners
FROM: Susan M. Vander Pol, County Coordinator
RE: 2017 Budget Time Lines

Per the Uniform Accounting and Budgeting Act, I have drafted a time line for you for the budget process. These are goals and the process may take a little longer, but the budget should be adopted by your annual meeting.

June 21st – Review of proposed time line.

July 6th, 19th and August 2nd – Committee meeting agenda topic to discuss overall budget projects and goals for 2017.

August 1st - Tentative day for budget packets to go out to department heads via e-mail. (They will have 3 weeks to complete.)

August 23rd – Budgets are due from departments to allow time to review requests and put budget summaries together for committee. Meetings will be held with department heads if there are questions on their budgets or to discuss programs.

October 4th – Budget summaries will be available for distribution at the committee meeting for County Commissioners. Additional discussion can be held on the budget and funding options during the next couple weeks. The Board would recommend setting the Public Hearing on the 2017 budget for October 18th.

The budget could be adopted after the public hearing on October 18th or at the Board’s November 1st meeting.

Thank you.