COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS'

COMMITTEE OF THE WHOLE
AGENDA

Tuesday, June 4, 2024 at 9:30 a.m.
Osceola County Administration Building
602 W. Upton Ave., Reed City, Michigan

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.**
3. **Brief Public Comments (Three Minute Limit).**
4. **Employee/Board Comments.**
5. **Consider Approval of the Minutes of May 21, 2024.**
6. **Review Payment of Claims.**
7. **Review Budget Amendments, Cash Transfers and Journal Register Report from Treasurer.**
8. **Old Business – Discuss:**
9. **New Business – Discuss:**
   a. **C.O.A. AAAWM FY25 Annual Implementation Plan – Justin Halladay.**
   b. **Veterans' Services CVSF FY25 Grant Application – Justin Halladay.**
   c. **E.M.S. Sale of 2011 Ford E-450 Wheeled Coach Ambulance – Steve Young.**
   d. **Revize Web Services Sales Agreement (County's Website) – Tim Ladd.**
10. **Other Business:**
11. **Employee/Board Comments.**
12. **Extended Public Comments (Six Minute Limit).**
13. **Adjournment.**

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 Administrator/Controller 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
MAY 21, 2024

The meeting was called to order at 9:30 a.m. by Chairman Gregory at the County Administration Building in Reed City.

Present: Commissioners Tim Michell, Scott Stieg, Mark Gregory, Sally Momany, Jim Custer and David Turner. Commissioner Gydesen absent.

Also present: Judge Booher, Judge Clapp, Sheriff Cool, Tonia Hartline-Treasurer, Undersheriff Avery, Jeremy Andres-Jail Administrator, Brad Halladay-Maintenance Supervisor, Jeff LaPlante-Community Corrections Director, Valarie Delamater-Equalization Director, Steve Young-E.M.S. Director, Tracey Cochran-County Clerk, Tim Ladd-Administrator/Controller and members of the public.

Motion by Commissioner Turner, seconded by Commissioner Custer to approve the agenda as presented. Recommendation carried unanimously. Commissioner Gydesen absent.

Public Comment: Debbie Todd, a Hersey resident, introduced herself, expressed her interest in the Planning Commission, and stated she had applied for the vacant Planning Commission seat.

Employee Comment: Judge Booher is concerned with the agenda item concerning inmate housing that is being discussed today. She requested that all interested parties be brought to the table before a decision was made on whether or not to move inmate housing, to assess how it might affect everyone.
She has invited the Commissioners to the courtroom to observe the court process and would welcome conversation with them.

Motion by Commissioner Turner, seconded by Commissioner Custer to approve the minutes of May 7, 2024, as presented. Recommendation carried unanimously. Commissioner Gydesen absent.

<u>Review of Payment of the Claims</u>
Commissioner Momany will review and discuss the claims at the Board of Commissioners' meeting.

<u>Review of Budget Amendments and Cash Transfers</u>
Commissioner Momany will review at the Board Meeting.

<u>Crawford Park</u>
Tim Ladd, Administrator/Controller, requested board direction as a follow-up from the May 7, 2024, meeting on Crawford Park. Discussion held.

<u>Prosecutor Victim Rights FY25 Grant Allocation</u>
Danielle Taylor, Victim Rights Advocate, requested board approval for the Victim Rights FY25 Grant Allocation.

Motion by Commissioner Turner, seconded by Commissioner Stieg to approve the Victim Rights FY25 Grant Allocation as presented by the Prosecutor. Recommendation carried unanimously. Commissioner Gydesen absent.

<u>HMEP FY24 Planning Grant</u>
Mark Watkins, E.M.D. Director, requested board approval for the HMEP FY24 Planning Grant as presented.

Motion by Commissioner Turner, seconded by Commissioner Stieg to approve the HMEP FY24 Planning Grant as presented and to allow the Board Chair to sign. Recommendation carried unanimously. Commissioner Gydesen absent.

<u>HSGP FY23 Intergovernmental Agreement</u>
Mark Watkins, E.M.D. Director, requested board approval for the HSGP FY23 Planning Grant as presented.

Motion by Commissioner Turner, seconded by Commissioner Stieg to approve the HSGP FY23 Intergovernmental Agreement as presented and to allow the Board Chair to sign. Recommendation carried unanimously. Commissioner Gydesen absent.

<u>E.M.S. Monthly Report for April</u>
Steve Young, E.M.S. Director, provided details of the monthly E.M.S. report for April 2024, which included the number of calls, response time, and transfers. Discussion held on non-emergency transports and MOTA, Mecosta Osceola Transit Authority, now assisting with transporting people returning to their home from the hospital.

<u>E.M.S. Cost of Additional Units</u>
Steve Young, E.M.S. Director, spoke about the cost analysis that was prepared and is looking for board direction on having an additional E.M.S. unit in service and bringing the E.M.S. Department to full staff. Discussion was held regarding the cost of an additional E.M.S. unit due to staffing.

Motion by Commissioner Turner, seconded by Commissioner Michell to approve the E.M.S. Director to move forward with staffing a full-time 24-hour-a-day Echo Unit, facilitating three full-time ALS units and 1 Echo unit with implementation within the next 60 days. Recommendation carried unanimously. Commissioner Gydesen absent.

<u>Equalization Resolution for Summer Tax Levy of 6.3217 Mills</u>
Valarie Delamater, Equalization Director, requested board approval for the Resolution Imposing 2024 Millage Rates for the General Fund Budget as presented.

Motion by Commissioner Turner, seconded by Commissioner Michell to approve the Resolution imposing the 2024 Millage Rate for the General Fund Budget. Recommendation carried unanimously. Commissioner Gydesen absent.

<u>Maintenance A/C Units for the Courthouse</u>
Brad Halladay, Maintenance Supervisor, spoke about the A/C units in the courthouse that need to be replaced. He stated that the installation can be completed by Mike Horchner and himself with board approval. Discussion held.

Motion by Commissioner Turner, seconded by Commissioner Custer to approve Maintenance to purchase A/C units for the Courthouse at a cost of $8,321.71. Recommendation carried unanimously. Commissioner Gydesen absent.

Planning Commission

Chairman Gregory spoke about the three (3) vacancies on the Planning Commission. Three individuals are interested in the positions: Doug Bontekoe, Rhonda Lange, and Debbie Todd. Discussion held regarding the requirements of filling those positions.

Motion by Commissioner Custer, seconded by Commissioner Stieg to approve appointing the following individuals to the Planning Commission: Rhonda Lange and Debbie Todd. Recommendation carried unanimously. Commissioner Gydesen absent.

Inmate Housing

Chairman Gregory spoke about the meetings that took place regarding the possibility of housing Osceola County inmates in Clare County. He is looking to the board on whether to continue conversations with Clare County. Discussion was held regarding the involvement of key players, finances, and employees. The consensus was to plan additional meetings for additional information to see if this is a viable option.

Other Business: None

Employee Comment: Sheriff Cool spoke about the progress the County has made recently but does not see how moving inmates to another county is progress. He spoke about the negative impact on employees and inconvenience to the court system, road deputies, attorneys, local agencies, CPS, CMH, and others involved. He cannot support it.

Troy Bowling, E.M.S. employee, spoke about E.M.S. staffing historically versus current day. He spoke about the training of employees, the requirements involved in training and certification, the location of stations, patient transfers, etc.

Judge Clapp introduced herself and invited the Commissioners to the courtroom to observe the operations of the court and her availability.

Public Comments: Rhonda Lange, Reed City resident, thanked the Board for the appointment to the Planning Commission. She also spoke about the possibility of housing inmates in Clare County and her support for the county millages. She would be against housing inmates in Clare County.

Alan Gingrich, Road Commissioner, spoke about E.M.S. staffing, the location of the E.M.S. stations and response times. He spoke about the new County Complex and whether it would house prisoners. He expressed his support for the Sheriff's Department and not shipping prisoners to Clare County.

Motion by Commissioner Turner, seconded by Commissioner Custer to adjourn at 11:13 a.m. Motion unanimously carried.

____

Tracey Cochran, County Clerk

____

Mark Gregory, Chairman

County of Osceola

TO: County Treasurer and County Clerk

As provided in the Uniform Budgeting and Accounting Act of 1978, as amended, and as approved

FUND: General ( ) Debt Service ( ) 245 Capital ( ) Other (x) Special Revenue ( )

REVENUE:

Account Name	Account Number	Decrease	Increase
Interest	249-000-665.006		$ 5,000

EXPENSE:

Account Name	Account Number	Increase	Decrease
Contingencies	249-000-960.012	$ 5,000	
	TOTAL	$5,000	$5,000

Building Dept
Department

Aaron Holowath

Department Head Signature

Date: 5-20-24

Board of Commissioners
Budget Amendment # ________
Date ________

A cash transfer in the amount of $ from the ___ fund to the ___ fund is necessary to facilitate this budget amendment.

EXPLANATION: budget excess revenue

County of Osceola

TO: County Treasurer and County Clerk

As provided in the Uniform Budgeting and Accounting Act of 1978, as amended, and as

FUND: General (x) Debt Service ( ) Other ( ) Special Revenue ( )

REVENUE:

Account Name	Account Number	Decrease	Increase

EXPENSE:

Account Name	Account Number	Increase	Decrease
Building Maintenance	101-265-933.000	$2,500	
Contingency-maintenance	101-192-995.005		$ 2,500
	TOTAL	**$2,500**	**$2,500**

Building & Grounds & Contingency
Department

Department Head Signature
Date: 5-23-24

Board of Commissioners
Budget Amendment # ___________
Date ________

A cash transfer in the amount of $ from the ___ fund to the ___ fund is necessary to facilitate this budget amendment.

EXPLANATION: To cover curb cutting at admin building

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:

FUND: General ( ) Debt Service ( ) 245 Capital ( ) Other ( ) Special Revenue (x)

REVENUE:

Account Name	Account Number	Decrease	Increase
	- - -	$	$
	- - -	$	$
	- - -	$	$

EXPENSE:

Account Name	Account Number	Increase	Decrease
Contingencies	280 - 192 - 995 - 001	$	$ 8,000.00
Contracted Services	280 - 120 - 801 - 000	$ 8,000.00	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	TOTAL	**$8,000**	**$8,000**

Commission On Aging
Department

Justin Halladay
Department Head Signature

Date 5/22/2024

Board of Commissioners

Budget Amendment # ______________

Date ___________

A cash transfer in the amount of $__________ from the _____ fund to the _____ fund is necessary to facilitate this budget amendment.

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:

FUND: General (x) Debt Service ( ) 245 Capital ( ) Other ( ) Special Revenue ( )

REVENUE:

Account Name	Account Number	Decrease	Increase
State Reimbursement	101-286-540.000	$	$ 177
	- -	$	$

EXPENSE:

Account Name	Account Number	Increase	Decrease
Contingencies	101-286-960.012	$ 177	
	TOTAL	**$177**	**$177**

District Court
Department

Department Head Signature
Date: 5-16-24

Board of Commissioners
Budget Amendment # ____________
Date ___________

A cash transfer in the amount of $_____ from the _____ fund to the _____ fund is necessary to facilitate this budget amendment.

EXPLANATION: budget excess revenue

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:

FUND: General ( ) Debt Service ( ) 245 Capital ( ) Other ( ) Special Revenue (x)

REVENUE:

Account Name	Account Number	Decrease	Increase
	215-000-624.000		$1,843

EXPENSE:

Account Name	Account Number	Increase	Decrease
Contingencies	215-000-960.012	$1,843	
	TOTAL	$1,843	$1,843

FOC
Department

Department Head Signature
Date: 5-20-24

Board of Commissioners
Budget Amendment # ____________
Date ________

A cash transfer in the amount of $_____ from the _____ fund to the _____ fund is necessary to facilitate this budget amendment.

EXPLANATION: budget excess revenue

County of Osceola

TO: County Treasurer and County Clerk

As provided in the Uniform Budgeting and Accounting Act of 1978, as amended,

FUND: General (x) Debt Service ( ) Other ( ) Special Revenue ( )

REVENUE:

Account Name	Account Number	Decrease	Increase
Admin Fee 10% Indigent	101-267-615.001		$789
Miscellaneous income	101-267-683.000		$625

EXPENSE:

Account Name	Account Number	Increase	Decrease
Contingencies	101-267-960.012	$1,414	
	TOTAL	**$1,414**	**$1,414**

General Services Admin
Department

Department Head Signature
Date: 5-16-2024

Board of Commissioners
Budget Amendment # ____________
Date ________

A cash transfer in the amount of $ from the ___ fund to the ___ fund is necessary to facilitate this budget amendment.

EXPLANATION: budget excess revenue

County of Osceola

BUDGET AMENDMENT # 5 - 2024

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:

FUND: General ( ) Debt Service ( ) 245 Capital ( ) Other ( ) Special Revenue ( )

REVENUE:

Account Name	Account Number	Decrease	Increase
Interest	508-000-665.006	$	$ 200
		$	$

EXPENSE:

Account Name	Account Number	Increase	Decrease
Camp Stores	508.000.747.000	$ 2,500.00	
Maint. & Repair	508.000.933.000		$ 2,300.00
	TOTAL	**$2,500**	**$2,500**

Parks

Department

Department Head Signature

Board of Commissioners

Budget Amendment # ____________

Date __________

EXPLANATION: _______________ Transfer needed due to overbudget.

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:

FUND: General (X) Debt Service ( ) 245 Capital ( ) Other ( ) Special Revenue (x)

REVENUE:

Account Name	Account Number	Decrease	Increase
	- - -	$	$
	- - -	$	$
	- - -	$	$

EXPENSE:

Account Name	Account Number	Increase	Decrease
Mileage/Transportation	101 - 682 - 860 - 000	$	$ 1,000.00
Conferences/Meetings	101 -682 - 863 - 000		$ 3,000.00
Payroll	101 - 682 - 702 . 001	$ 4,000.00	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - -	$	$
	- - - 4	$	$
	- - -	$	$
	TOTAL	**$4,000**	**$4,000**

Veterans' Services
Department

Justin Halladay
Department Head Signature
5/28/2024

Board of Commissioners
Budget Amendment # ____________
Date ___________

A cash transfer in the amount of $__________ from the _____ fund to the _____ fund is necessary to facilitate this budget amendment.

EXPLANATION: VSO's are not attending conference and transportation will also not be needed.

AREA AGENCY ON AGING OF WESTERN MICHIGAN

The Source for Seniors

May 20, 2024

Mark Gregory, County Board Chair
Osceola County Board of Commissioners
301 W Upton Avenue
Reed City, Michigan 49677

Dear Commissioner Gregory,

Enclosed is the Area Agency on Aging of Western Michigan's (AAAWM) proposed Annual Implementation Plan (AIP) for fiscal year 2025.

Upon approval by the State of Michigan Commission on Services to the Aging in August 2024, this plan will secure funding for programs and services that benefit older adults and caregivers, in Osceola County from October 1, 2024, to September 30, 2025.

We kindly request your County Commission's written approval of this plan. Please ensure your response is received by AAAWM on or before July 19, 2024. If we do not hear from you by this date, we will assume the County Commission's implied approval of the plan.

Please send your response to:

Sheri Harris, Director of Advocacy and Planning
3215 Eaglecrest Drive NE
Grand Rapids, MI 49525

Alternatively, you can email a response to: Sherih@aaawm.org

If the Commission does not support the AIP, please let me know. If there are any questions, please feel free to contact me. I can be reached via email at sherih@aaawm.org, fax at 616-456-5692, or by phone at 616-222-7015.

Sincerely,

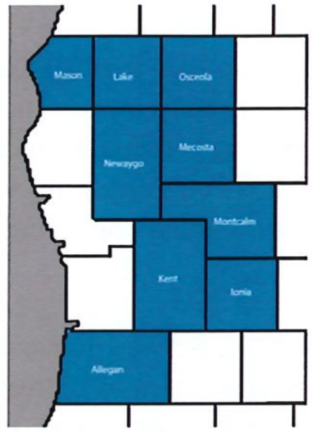
Sheri L. Harris

Sheri Harris, Director of Advocacy and Planning

RECEIVED

MAY 24 2024

Through internal expertise, external partnerships, and advocacy, The Area Agency on Aging of Western Michigan (AAAWM), provides older adults, adults with disabilities, and their caregivers equitable access to services that promote independence and dignity in their communities.



Region 8
Allegan
Ionia
Kent
Lake
Mason
Mecosta
Montcalm
Newaygo
Osceola

AAAWM was established in April of 1974, one of sixteen regional Area Agencies on Aging on Michigan at that time and one of over 600 area agencies in the nation. The Planning Service Area (PSA) of the Area Agency on Aging of Western Michigan (AAAWM) (Region 8) is comprised of nine counties: Allegan, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo, and Osceola.

We understand that the aging process is unique for everyone, and we are committed to offering tailored services to meet the needs of all older adults.

As of March 2024, AAAWM is finalizing our new agency Strategic Plan for 2024-2026. We reformatted the plan to be a more intentional and easier to disseminate document to reference by all staff and community partners. In this plan, we have updated AAAWM's mission and values and added a new vision statement.

Our overarching goals for the next three years include engaging in new initiatives and partnerships by diversifying funding, expanding to meet unfulfilled needs, and launching the Essential Care at Home program. We plan to build brand awareness by increasing referrals and implementing a new database to track those referrals and strengthen outreach and support region wide.

We will work to have a greater impact on policy changes and improve our legislative influence by representing those we serve and communicating their needs. Lastly, to maintain a collaborative and productive workforce we will be updating our recruitment, hiring, onboarding, development, and retention practices along with providing staff more agency educational opportunities.

Specifically for 2024, a few initiatives we have planned are to enter at least one new partnership emphasizing the need for senior housing, we will be creating a Return on Investment (ROI) procedure for outreach initiatives and through advocacy we will help pass the Long-Term Care

Ombudsman (LTCO) increased funding of $3 million to add 33 new LTCO positions state-wide. In FY24, with the financial support of American Plan Rescue Act (ARPA) funding, we are implementing a database that will create efficiencies in monitoring spending, tracking outcomes, processing contracted partner payments, and running reports. The database is planned to be fully implemented by October 1, 2024.

We continue to monitor the Older Americans Act funding and anticipated end to the ARPA dollars at the end of FY24. We maintain ongoing conversations with our partner agencies and review spending monthly to ensure spending is on track and identify any spending trends throughout the year. Our OAA spending is currently on track with our sustainability plan factoring in the end of ARPA to ease any funding cliff in the coming years.

Beginning in Fiscal Year 25, new Caregiver Service Standards will be implemented, prompting us to revamp our Caregiver Supplemental program to address urgent needs within this framework. We plan to utilize a Caregiver Resource Grant, in Fiscal Year 24 to support the introduction of this program. Moreover, over the past two years, we have successfully run the Grandparent Back-to-School Gift Card Program to assist grandparents who are raising their grandchildren with the expenses of school supplies. Given its success, we intend to make this an ongoing annual initiative under the Caregiver Supplemental program starting in Fiscal Year 25.

In the last couple years, we have seen two adult day center partners close their doors leaving an increased need for this service. In FY25, we have one new adult day center apply for Kent County Senior Millage funds with the potential of also applying for Older Americans Act funding in FY26. This additional partnership would help address the increased need for adult day care with the previous centers closing. We will continue to have conversations with our current adult day partners regarding the demand and their capacity and foster conversations with potential new partners.

We often think of nutrition services as being a Home Delivered meal or Congregate meal and though these are essential, we know nutrition needs are beyond a meal. In preparation for an FY26 start, we are exploring options and partnerships to introduce additional nutrition services to our region including nutrition education and counseling to support further nutrition needs for clients and their caregivers.

AAAWM is dedicated to enhancing its Options Counseling services as a cornerstone of our commitment to comprehensive care. Collaborating closely with community partners, we are diligently expanding our network to offer clients an extensive array of community resources. This collaborative effort ensures that individuals seeking assistance can access vital services tailored to their specific needs and circumstances. Furthermore, we are prioritizing the reinforcement of our firewalls to maintain the integrity and impartiality of our services. This proactive measure ensures that we uphold the highest standards of ethical conduct, guaranteeing that our clients receive unbiased guidance and support in navigating their options. Our unwavering dedication to transparency and conflict-free service provision underscores our mission to empower individuals to make informed decisions and achieve their desired outcomes with confidence.

Emphasis on serving those in greatest social and/or economic need has always been priority. This expectation is communicated to partners regularly, reflected in our policies and procedures and discussed when seeking new partnerships. We want our services to reach those in most need and we seek out partnerships that serve a diverse population. We are taking a close look at our FY23 year-end service data to identify areas we can improve and increase our impact throughout the region. We work closely with partners to emphasize the importance of collecting data and using prioritization tools to ensure we are serving those most in need.

AAAWM is actively exploring innovative strategies to leverage Social Determinants of Health (SDOH) data effectively in reaching underserved communities. Our focus is on understanding the intricate interplay between social, economic, and environmental factors that impact health outcomes. This proactive stance underscores our commitment to advancing health equity and ensuring that our services are accessible and responsive to the diverse realities of these communities.

AAAWM is dedicated to broadening its presence in educational events, with a strategic focus on attending expos and marketing events, particularly targeting underserved communities. This deliberate approach allows us not only to showcase our services but also to engage in meaningful discussions and cultivate relationships. By actively participating in these events, we aim to foster connections and bridge gaps within these communities, ultimately contributing to their empowerment and access to essential resources.

The Area Agency on Aging of Western Michigan values diversity, equity, and inclusion (DEI); which is why we welcome individuals from all walks of life to work, partner, or participate with us. As an agency, we strive to provide an environment where all involved feel valued, celebrated, and heard. By committing to DEI, we foster growth and innovation while fulfilling our mission.

AAAWM increased service to the African American population from FY2022 to Fy2023 by 1% (443 unduplicated individuals). Our service to LGBTQ+ seniors increased by .09% during that timeframe and also had an increase of 31 individuals self-identify as transgender. While we do not currently have a year's worth of demographic data to look at for FY2024, we anticipate that our agency will continue to increase its service to BIPOC, LGBTQ+ and veteran seniors through our ongoing plan which you will find below.

1. Collaborate with community partners: Partner with community organizations that serve BIPOC and LGBTQ+ seniors to build trust, develop culturally sensitive programming, and ensure that services are accessible.
2. Hire diverse staff: Hire staff that reflects the diversity of the communities we serve. We have made improvements to our hiring process such as posting job openings in community newsletters and websites that are sent out to a diverse group of individuals.

We are also asking a question surrounding diversity and inclusion in all interviews to see how staff can advocate for and bring diversity and inclusion into their role.

3. Provide training: Provide training to staff and volunteers on cultural competency, including understanding different cultural norms, beliefs, and values. This will help ensure that services are culturally sensitive and welcoming to all.
4. Engage in ongoing outreach: Engage in ongoing outreach to veteran, BIPOC and LGBTQ+ seniors through community events, social media, and other outreach efforts. This will help increase awareness of the services available and encourage seniors to access them. AAAWM has booths at Grand Rapids Pride Festival and Rock the Block (catered to BIPOC) and look to attend more cultural events.

The Area Agency on Aging of Western Michigan (AAAWM) is committed to educating our staff, providers, and caregivers on implicit bias, cultural competencies, and root causes of racism. When individuals begin employment at AAAWM, they are required to take an asynchronous course provided by MiGen (Michigan LGBTQ+ Elders Network). This course topic is titled, "Introduction: Serving LGBT Older Adults." This course covers using inclusive language and walks through how to engage with older adults in the LGBT+ community. AAAWM staff are also required to take 2 virtual courses annually addressing these topics. Those courses are titled "Cultural Competence" and "Understanding Privilege."

AAAWM offers trainings for our partner agencies (providers) throughout the year and includes topics on implicit bias and cultural competencies. For example, we provided a training on how to address microaggressions in the workplace. AAAWM has offered workshop topics through Family Caregiver University and the Caregiver Resource Network that fall within the categories of implicit bias and cultural competencies as well and will continue to do so. If staff, service partners, or caregivers' express interest or need for a specific training topic, a training will be identified and provided at our agency, or information will be shared if there is a training provided by another organization that an individual may attend.

In preparation for any reduction in federal funding, AAAWM has planned to seek alternative funding options. One funding stream is the Kent County Senior Millage, which in FY24 has provided over $15 million in direct service to supports older adults in Kent County. The state Caregiver Resource Grant is being used to expand services to support caregivers and help bridge other gaps in need region wide. AAAWM is seeking two transportation grants that will help our current transportation partners with rising costs in addition to support possible service expansion. AAAWM's plan, is to use carryover dollars from regular OAA funding to lessen the impact of the loss of ARPA funding in FY25 and FY26. AAAWM continues to monitor the current OAA partner spending to ensure sustainability over the coming years to avoid any funding cliff.

In Fiscal Year 24, our advocacy efforts centered on fostering stronger relationships with legislators in our region, enhancing communications, and increasing engagement to bolster our advocacy initiatives. Noteworthy achievements include co-hosting a coffee hour with one legislator and collaborating on an event focused on scam prevention with the Attorney General. Additionally, we successfully lobbied for an $.85 increase in the wage of Direct Care workers. Federally, we advocated for the reauthorization of the Older Americans Act.

For FY 25, our focus remains steadfast on advancing critical priorities. Firstly, we aim to fortify the Ombudsman program by securing a $3 million expansion, facilitating the addition of 33 new Ombudsmen statewide. This endeavor aligns with our commitment to ensuring the needs of long-term care facility residents are met effectively. Concurrently, we advocate for a $4.00 per hour increase in pay for Direct Care Workers, acknowledging the indispensable role they play in the healthcare ecosystem. Moreover, we advocate for adjustments to the MI Choice Medicaid participant asset limits to reflect inflation and labor costs, thus enhancing accessibility to essential services.

In FY25, we are taking a multifaceted approach to advocacy, spanning ten key priorities. Foremost among these is the expansion of the Ombudsman program, alongside initiatives to bolster Direct Care Worker wages and promote health equity. Additionally, we champion administrative enhancements within the MI Choice Program, aimed at optimizing service delivery and improving outcomes for program participants.

Reflecting back over the past year, AAAWM and our contracted partners have had many successes to celebrate. Our FY23 year-end data for Older Americans Act shows that our network of partners served 16,760 clients which is a 13% increase from FY22. We continue to see an increase in clients served post-pandemic with clients welcoming back in-home help, using transportation to get around more, and senior centers are back open and providing in-person programming.

FY23 was the second year we conducted the Back-to-School Gift Card Program which provides financial assistance for purchasing school items for grandparents raising grandchildren. In FY23 we assisted 48 households and one household consisting of a grandfather and three grandchildren, sent in a handwritten note thanking AAAWM for the assistance which "helped a great deal" to purchase their school supplies. In FY23, our Disease Prevention/Health Promotion department re-branded to "Engaging Wellness". This has been a region-wide effort in increasing the marketing for the classes and adding new locations to ensure we have at least one in each of our counties. We have seen an increase in attendance for these classes with the additional marketing push.

In FY23, we were able to use a state grant to translate our most frequently used service materials to the most spoken languages in our region and in FY24, we are working on translating caregiver-specific resources to those same languages with the Caregiver Resource Center grant. This will increase access to service information for both caregivers and clients. We are also in process of updating our phone system and marketing for in-person classes and trainings to make interpreter services and accommodations more readily available. Another success in FY24 has been signing with SalesForce to implement a database to track spending, process provider payments, better track outcomes, and create reports. This database will save staff time by making data entry more automated, reduce potential for human error, and lessen the time it takes to pay providers.

We have a new Regional Direct Service Request for Dementia Friends this planning year. It is our hope that we will expand the Dementia Friends Michigan program by adding more Dementia

Champions to facilitate sessions. AAAWM will also be networking with other Area Agencies in Michigan to train their staff to be able to run their own Dementia Friends program in their region. This will all lead to an increase in community knowledge about Dementia and Dementia Resources. There is a plan to continue to host an informational session that provide dementia education, raises awareness, challenges stigma surrounding dementia, and share community resources and supports.

AAAWM is looking to begin delivering Primary Care Services throughout our PSA. These services will be delivered in the community, where residents reside. This program is a comprehensive initiative aimed at evolving healthcare delivery by providing essential medical and behavioral health services, as well as care management, to individuals in the comfort of their homes. This innovative approach integrates home and community-based services with medical and behavioral care to address the social determinants of health, enhance health outcomes, and elevate the quality of life for participants. At the heart of this program are person-centered principles and an interdisciplinary team approach, which involves collaboration among medical, behavioral, and social care professionals, alongside the patient and/or their caregivers. The overarching goal is to achieve tangible outcomes like reducing emergency room visits, minimizing hospitalizations, and prolonging participants' ability to live independently within their communities.

Some foreseeable challenges in FY25 include the continued need for direct care workers and increased pay to maintain and grow the industry. Unit rate increases were given to contracted partners in FY23 to assist in maintaining and expanding their workforce but additional support for legislation to increase the DCW wage is crucial.

We will continue to strategically allocate funding for the Older Americans Act and monitor spending to ensure sustainability of funds over the next couple years to avoid a funding cliff with ARPA dollars ending at the end of FY24. We continue to see the need for the expanded service definitions that were developed during the pandemic allowing for services to be delivered in a variety of ways.

AAAWM is proactively devising strategies to address the increasing demand for services amid limited resources and static funding, which are inadequate to meet the growing needs. In response to these challenges, we are pursuing innovative solutions to enhance resource allocation, improve service delivery, and boost efficiency, all while maintaining the high quality of care our clients expect and deserve.

FY25 COUNTY VETERAN SERVICE FUND GRANT
APPLICATION TEMPLATE

This is the only approved template for use in submitting the County Veteran Service Fund (CVSF) grant request.

Definitions to determine the proper individual to list as a contact can be found in the Grant Guidance. Your Authorizing Official is the person able to accept funds and enter the County into agreements and contracts. This is usually the Chairperson of the Board of Commissioners. The Financial Officer and Authorized Official must be different.

CONTACT INFORMATION

Applicant County	Osceola		
Total Grant Amount	$68,673.22		
SIGMA Vendor Code	CV0048092	**SIGMA Address Code**	001

Project Director	Justin Halladay
Mailing Address	215 S. Division St. Hersey, MI 49639
Phone	231-734-5559
E-mail Address	jhalladay@osceolacoa.org

Financial Officer	Richard Lloyd, VSO
Mailing Address	215 S. Division St. Hersey, MI 49639
Phone	231-734-5559
E-mail Address	veteranservices@osceolacountymi.org

Authorized Official	Mark Gregory
Mailing Address	602 W. Upton Ave. Reed City, MI 49677
Phone	231-832-6196
E-mail Address	magregory01@gmail.com

All assistance, programming, and service initiatives need to be submitted with separate project narrative, budget narrative, and budget request forms. Please duplicate the Project Detail, Budget Narrative, and Excel request sheets as needed for each initiative/program/salaries your county is seeking funding. Attach pages as needed.

Grant amount requested above is the TOTAL of ALL initiatives/programs/salaries.

PROJECT DETAIL

Project Title	Osceola County Veterans' Services
Grant Focus Area	Veteran Services and Outreach

PROJECT NARRATIVE

Detailed project narrative must be provided below:

Osceola County will be requesting grant funds to provide and sustain Veterans' Services Department staffing operations and outreach for the following:
* Up to 40 hours each week for staff work hours. Time is spent providing both in office and traveling services for veterans to give assistance in completing benefit forms, Veteran Trust Fund applications and doing outreach with veterans. This will be measured by tracking the number of veteran visits and claims filed. It both enhances veteran services and will connect eligible veterans, service members, dependents or survivors to benefits.
* Community Outreach and Marketing will include staff outreach activities and promotion of services to enhance the visibility and presence of the Veterans' Services office and resources available to assist veterans in registering and applying for benefits and monetary assistance. This will be done by attending the local Marion and Evart fairs, and participation in community events such as Marion Days, Razzaque Days, Sponsored Golf Events, the Reed City Crossroads Festival, the Northwest Michigan Veterans/Military Expo and the Veterans Pheasant Hunt in Marion, Michigan. The events will allow for a booth or use of a portable canopy. Staff will distribute informative materials about the county veterans services available, schedule appointments for individuals wishing to meet with a VSO and distribute small items purchased such as bags, stress balls, post-it, information cards, key chains, pens, magnets, and letter openers with Osceola County Veterans Services contact information on them for future contacts by veterans or family members. Assistance to veterans through Meijer Voucher Program and emergency assistance for peace time veterans will be included in the 2025 program. Information about services, local events and schedules will be advertised in organizational newsletters, billboard advertisement and on the county's website.

Networking with county departments and community organizations that encourage participation by veterans and others in events, both locally and in our regional services area is important and will take place with the addition of Veterans Department staff hours. This can be measured with tracking visits and contacts with veterans and their families for regular quarterly reporting.

Attached budget sheets are provided with the staff salary and benefit information and participation with food and assistance programs. Community Outreach and Marketing will include advertising by utilizing billboards, radio, newspapers, banners, signs, and promotional items.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an **itemized list** of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each initiative.

Community Outreach and Marketing will include:
Advertisement expenses based on current fees being charged for billboards for a 12 month period. The fees range from $300 to $400 per month based on the size and location. We also plan to advertise in local newspapers, newsletters, signs, promotional items (pens, magnets, key chains, etc) and radio stations. $5,000
Advertisement by having Veterans' Services Signs at holes at local golf fundraising events. $400
Community outreach and advertising with Veterans at Tails-A-Wagon Pheasant Hunt. $500.
The focus of staff attending events, such as Northwest Michigan Veterans Expo, will be to communicate available benefits to veterans and their eligible dependents. $2,500
Peace Time Veterans Assistance:
Under an Emergency Grant Policy, veterans would be able to obtain assistance from the county. We will designate up to $8,000.00 for this program, with the majority of the funds coming from the grant. Grant monies may be considered to be used for the following requests with one grant provided per veteran per year:

* Home Repair
* Heating costs or equipment issues
* Electrical/Utility Bill
* Clothing or personal hygiene items due to fire or other natural disaster
* Furnace Repair
* Well Repair
* Medical/Dental Bills
* Vehicle Repair

Other items as decided by an established county committee of current VSO employees and one other designated individual. An individual will need to provide the following to be eligible for an award:

* Proof of veteran's status (DD214 with character and service) cannot be dishonorable
* Proof of residence
* Explanation and proof of what the problem is and potential or known cause
* Two estimates for cost of a repair or replacement of an item. If housing related, estimate from a licensed contractor
* If married, a copy of the marriage certificate
* If involving children, proof of birth certificates for minor children
* Proof of income
* Proof that other resources have been sought to remedy the situation and have been denied or able to assist with the full expense of the item or repair
* Plan of managing the situation or obligations after the grant is approved.

Gas Cards: $2,400   Meijer Food Cards: $5,000   Veteran Challenge Coins: $1,100

Training: $2,500
National Accreditation Training in Louisville, KY for VSO's Lloyd & Foster: $2,500.

PROGRAMMING/INITIATIVE JUSTIFICATION

Programming/initiative justification must be provided below. Describe how the requested programming 1) enhances or increases veteran service provision **over past service provisions**, and 2) connects eligible veterans, servicemembers, dependents or survivors to benefits by an accredited service officer to obtain USDVA health, financial, or memorial benefits.

Osceola County Veterans' Services has greatly benefited the veterans of Osceola County and near by locations. Since 2017 the office has increased the amount of veterans and services provided each year. In 2022, The Veterans' Services Office moved to its new location with the office in the County Commission on Aging Admin Office and Senior Center. This move really increased the amount of traffic through the doors and individuals being referred for help. Approximately three times more veterans are receiving help from our VSOs since the move.

Advertising throughout the county on billboards, newsletters/papers, and promotional items has also contributed greatly to bringing in veterans who might not have know about the office and help they can receive. This has worked in conjunction with community events and networking with the community at area events.

The food cards work much better than the previous vouchers and have been an improvement. The VSOs are utilizing the emergency funds as they previously had not had the opportunity to do so.

All this effort has helped many veterans and family members receive services that previously they would not have known about. Eligible individuals are referred to VSOs from the Commission on Aging social worker.

SUBMISSION OF APPLICATION

Type an "X" in the box for confirmation of the following statements.

I understand that my County must become registered to do business with the State of Michigan prior to receiving any grant funding. Registration is available at the following website: www.michigan.gov/SIGMAVSS.	X
I understand that remote access to the United States Department of Veterans Affairs computing systems to obtain PIV cards for county veteran services officers must be established no later than September 24, 2025.	X
I understand that my County must submit Michigan Veterans Trust Fund applications for emergency assistance prior to utilizing the County Veteran Service Fund when applicable.	X
I have included itemized budget attachments for each initiative/program/salary request.	X
I have included FY17 and current year county budgets for the organization structure that provides assistance to veterans and/or family members.	X
I understand that I should receive an email confirmation of submission of my application within 24 business hours, and if I do not receive an email confirmation, I should contact the agency for confirmation.	X
I understand that the grant agreement must be signed by the **Authorized Official** before grant funds can be expended.	X

Signature: ________________________________ Date: ____________________

Authorized Official

Fiscal Year 2025

County Veteran Service Fund Grant
Budget Request

One initiative per page. Make additional sheets for each initiative.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola County	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services-Community Outreach and Marketing		
II. Project Total (Amount requested for this initiative)		
III. Expenditure Details		

Item / Service Description	Quantity	Cost Per Unit	Cost
Meijer Voucher Program $100 Food Cards	25	$100.00	$2,500.00
Meijer Voucher Program $50 Food Cards	50	$50.00	$2,500.00
PeaceTime Veterans' Emergency Grants	1	$8,000.00	$8,000.00
Advertising (Billboards, Radio, Newspapers, Promotional	1	$5,000.00	$5,000.00
Advertising for Veterans Services at Golf Outings	4	$100.00	$400.00
Advertising at Tails-A-Wagon Veteran Pheasant Hunt	1	$500.00	$500.00
Gas Cards	80	$30.00	$2,400.00
VSO Staff Training	1	$2,500.00	$2,500.00
Veterans Challenge Coins	200	$5.50	$1,100.00
National Veterans Accreditation Training	1	$2,500.00	$2,500.00
Veterans/Military Expo Booth & Promotion	1	$2,500.00	$2,500.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
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			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$29,900.00

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
David Blanchard	VSO	$20.21	9	3	$545.67

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$20.21	7.65%	27	$41.74
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$20.21	1.35%	27	$7.37
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$545.67
Fringe Benefits Total	$49.11
Total Salary	**$594.78**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
David Blanchard	VSO	$20.75	9	10	$1,867.50

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$20.75	7.65%	90	$142.86
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$20.75	1.35%	90	$25.21
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$1,867.50
Fringe Benefits Total	$168.08
Total Salary	**$2,035.58**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
David Blanchard	VSO	$21.37	9	38	$7,308.54

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$21.37	7.65%	342	$559.10
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$21.37	1.35%	342	$98.67
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$7,308.54
Fringe Benefits Total	$657.77
Total Salary	**$7,966.31**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
David Frost	VSO	$19.13	12	13	$2,984.28

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$19.13	7.65%	156	$228.30
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$19.13	1.35%	156	$40.29
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$2,984.28
Fringe Benefits Total	$268.59
Total Salary	**$3,252.87**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
David Frost	VSO	$20.26	12	39	$9,481.68

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$20.26	7.65%	468	$725.35
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$20.26	1.35%	468	$128.00
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$9,481.68
Fringe Benefits Total	$853.35
Total Salary	**$10,335.03**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
Richard Lloyd	VSO	$20.75	12	13	$3,237.00

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$20.75	7.65%	156	$247.63
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$20.75	1.35%	156	$43.70
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$3,237.00
Fringe Benefits Total	$291.33
Total Salary	**$3,528.33**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
Richard Lloyd	VSO	$21.37	12	20	$5,128.80

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$21.37	7.65%	240	$392.35
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$21.37	1.35%	240	$69.24
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$5,128.80
Fringe Benefits Total	$461.59
Total Salary	**$5,590.39**

Fiscal Year 2025

County Veteran Service Fund Grant
Staff Budget Request

One staff member per page. Make additional sheets for each staff member.		
Applicant County	**Grant Number**	**SIGMA Vendor Code**
Osceola	FOR MVAA USE ONLY	
I. Project / Initiative Name		
Osceola County Veterans' Services and Outreach		
II. Project Total (Salary and / or fringes for this initiative)		
III. Expenditure Details		

Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
Richard Lloyd	VSO	$22.01	12	19	$5,018.28

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	$22.01	7.65%	228	$383.90
Retirement				$0.00
Hospital Insurance				$0.00
Dental Insurance				$0.00
Vision Insurance				$0.00
Unemployment				$0.00
Workers Compensation	$22.01	1.35%	228	$67.75
Life Insurance				$0.00
Insurance Waiver				$0.00
State Taxes				$0.00
City Taxes				$0.00
Health Care Savings				$0.00
Child Care Savings				$0.00
Medical				$0.00
Other				$0.00
Other				$0.00
Other				$0.00
Other				$0.00

Salary Total	$5,018.28
Fringe Benefits Total	$451.65
Total Salary	**$5,469.93**

Osceola MVAA CVSF FY 24-25 Grant Application
Veterans' Staff Wages Calculation

Employee	Anniversary Date	Weeks per Year Worked	Hours per Week Worked	10-1-22 Level/Step	Hourly Wage	Weekly Wage	# of Weeks	Time Period Covered	Totals	
Dave Blanchard	10/19/2016	51	20	Level 7, Step 5	$ 20.21	$ 404.20	3	10-1 to Anniv	$ 1,212.60	
				Level 7, Step 6	$ 20.75	$ 415.00	10	Anniv to 12-31	$ 4,150.00	
				Level 7, Step 6 *	$ 21.37	$ 427.40	38	1-1 to 9-30	$ 16,241.20	
							51		$ 21,603.80	TOTAL DAVE
David Frost	1/1/2024	52	28	Level 7, Step 3	$ 19.13	$ 535.64	13	10-1 to 12-31	$ 6,963.32	
				Level 7, Step 4*	$ 20.26	$ 567.28	39	1-1 to 9-30	$ 22,123.92	
							52		$ 29,087.24	TOTAL WAYNE
Richard Lloyd	5/22/2019	52	28	Level 7, Step 6	$ 20.75	$ 581.00	13	10-1 to 12-31	$ 7,553.00	
				Level 7, Step 6 *	$ 21.37	$ 598.36	20	1-1 to Anniv	$ 11,967.20	
				Level 7, Step 7 *	$ 22.01	$ 616.28	19	Anniv to 9-30	$ 11,709.32	
							52		$ 31,229.52	TOTAL RICK
									$ 81,920.56	GRAND TOTAL

Notes:
Grant Period: 10-1-24 to 9-30-25.
**Estimate 2025 wages at 3% increase.*

2025 Veterans Services Grant:

Funds Available	$68,709.00

Application Budget

Service Funds	$29,900.00
Wages: Lloyd	$14,588.65
Wages: Frost	$13,587.90
Wages: Blanchard	$10,596.67
Total	$68,673.22

County Count Per Prosperity Region	County/ Congressional District	MVAA Rec'd Application	Sec. 3a.(a) Base Award Granted: $50,000	Sec. 3a.(b) Per Capita Amount (Remaining Delta Funds/ Total State of MI Vet. Pop) x County Vet. Population	Total County Grant
1	ALLEGAN		$ 50,000	$ 49,760	$ 99,760
2	BARRY		$ -	$ 35,295	$ 35,295
3	IONIA		$ -	$ 33,969	$ 33,969
4	KENT		$ 50,000	$ 277,239	$ 327,239
5	LAKE		$ 50,000	$ 11,595	$ 61,595
6	MASON		$ 50,000	$ 20,471	$ 70,471
7	MECOSTA		$ 50,000	$ 25,463	$ 75,463
8	MONTCALM		$ 50,000	$ 37,863	$ 87,863
9	MUSKEGON		$ 50,000	$ 111,352	$ 161,352
10	NEWAYGO		$ 50,000	$ 34,329	$ 84,329
11	OCEANA		$ 50,000	$ 17,562	$ 67,562
12	OSCEOLA		$ 50,000	$ 18,709	$ 68,709
13	OTTAWA		$ 50,000	$ 113,275	$ 163,275
% TOTAL REGION 4:	85%	0	$ 550,000	$ 786,882	$ 1,336,882
1	ARENAC		$ 50,000	$ 10,420	$ 60,420
2	BAY		$ 50,000	$ 61,611	$ 111,611
3	CLARE		$ 50,000	$ 26,760	$ 76,760
4	GLADWIN		$ 50,000	$ 20,850	$ 70,850
5	GRATIOT		$ 50,000	$ 21,295	$ 71,295
6	ISABELLA		$ 50,000	$ 31,061	$ 81,061
7	MIDLAND		$ 50,000	$ 44,067	$ 94,067
8	SAGINAW		$ 50,000	$ 105,356	$ 155,356
% TOTAL REGION 5:	100%	0	$ 400,000	$ 321,420	$ 721,420
1	GENESEE		$ 50,000	$ 225,461	$ 275,461
2	HURON		$ -	$ 20,850	$ 20,850
3	LAPEER		$ 50,000	$ 49,192	$ 99,192
4	SANILAC		$ -	$ 24,658	$ 24,658
5	SHIAWASSEE		$ 50,000	$ 41,604	$ 91,604
6	ST. CLAIR		$ 50,000	$ 96,006	$ 146,006
7	TUSCOLA		$ 50,000	$ 32,113	$ 82,113
% TOTAL REGION 6:	71%	0	$ 250,000	$ 489,883	$ 739,883
1	CLINTON		$ 50,000	$ 40,809	$ 90,809
2	EATON		$ 50,000	$ 65,428	$ 115,428
3	INGHAM		$ 50,000	$ 122,795	$ 172,795
% TOTAL REGION 7:	100%	0	$ 150,000	$ 229,032	$ 379,032

GL NUMBER	DESCRIPTION	2017 REQUESTED BUDGET	2017 RECOMMENDED BUDGET	2017 APPROVED BUDGET	2017 AMENDED BUDGET
Fund: 101 GENERAL FUND					
Dept 682 - VETERAN'S SERVICES					
101-682-702.001	PAYROLL ELECTED/APPT OFFICIAL	29,300.00	29,300.00	29,300.00	29,300.00
101-682-719.000	FICA	2,242.00	2,242.00	2,242.00	2,242.00
101-682-722.000	WORKERS COMPENSATION		525.00	525.00	525.00
101-682-727.000	OFFICE SUPPLIES	750.00	400.00	400.00	400.00
101-682-727.001	POSTAGE	200.00	200.00	200.00	200.00
101-682-860.000	MILEAGE/TRANSPORTATION	1,000.00	1,000.00	1,000.00	1,000.00
101-682-863.000	CONFERENCES/MEETINGS	900.00	900.00	900.00	900.00
101-682-900.000	NEWSPAPER/PUBLICATION	1,050.00	700.00	700.00	700.00
101-682-901.000	PRINTING & BINDING	300.00	200.00	200.00	200.00
101-682-931.000	EQUIPMENT MAINT/REPAIR	500.00	300.00	300.00	300.00
101-682-956.000	DUES	200.00	200.00	200.00	200.00
NET OF REVENUES/APPROPRIATIONS - 682 - VETERAN'S SE		(36,442.00)	(35,967.00)	(35,967.00)	(35,967.00)
ESTIMATED REVENUES - FUND 101					
APPROPRIATIONS - FUND 101		36,442.00	35,967.00	35,967.00	35,967.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(36,442.00)	(35,967.00)	(35,967.00)	(35,967.00)
BEGINNING FUND BALANCE		2,258,998.74	2,258,998.74	2,258,998.74	2,258,998.74
ENDING FUND BALANCE		2,222,556.74	2,223,031.74	2,223,031.74	2,223,031.74

REVENUE AND EXPENDITURE REPORT FOR OSCEOLA COUNTY

PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 05/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 682 - VETERAN'S SERVICES						
101-682-542.000	STATE GRANT VETERAN'S SERVICES	65,852.28	0.00	0.00	65,852.28	0.00
101-682-674.002	DONATION - RESPITE	0.00	0.00	0.00	0.00	0.00
101-682-681.000	MISC GRANTS /SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
Total Dept 682 - VETERAN'S SERVICES		65,852.28	0.00	0.00	65,852.28	0.00
TOTAL REVENUES		65,852.28	0.00	0.00	65,852.28	0.00
Expenditures						
Dept 682 - VETERAN'S SERVICES						
101-682-702.001	PAYROLL ELECTED/APPT OFFICIAL	78,025.25	27,760.64	6,105.73	50,264.61	35.58
101-682-702.008	SICK PAY BUY OUT	400.00	392.60	0.00	7.40	98.15
101-682-702.102	STIPEND	3,600.00	1,315.33	276.92	2,284.67	36.54
101-682-719.000	FICA	5,968.93	2,249.53	487.26	3,719.40	37.69
101-682-720.000	RETIREMENT CO SHARE	730.00	317.11	66.76	412.89	43.44
101-682-721.001	HEALTH & VISION INSURANCE	0.00	0.00	0.00	0.00	0.00
101-682-722.000	WORKERS COMPENSATION	250.00	0.00	0.00	250.00	0.00
101-682-727.000	OFFICE SUPPLIES	300.00	164.12	0.00	135.88	54.71
101-682-727.001	POSTAGE	75.00	0.00	0.00	75.00	0.00
101-682-742.000	UNIFORM SUPPLIES	250.00	223.32	0.00	26.68	89.33
101-682-743.000	GAS & OIL	400.00	0.00	0.00	400.00	0.00
101-682-850.000	TELEPHONE	600.00	232.95	46.69	367.05	38.83
101-682-860.000	MILEAGE/TRANSPORTATION	1,000.00	0.00	0.00	1,000.00	0.00
101-682-863.000	CONFERENCES/MEETINGS	5,500.00	194.40	194.40	5,305.60	3.53
101-682-900.000	NEWSPAPER/PUBLICATION	9,500.00	3,137.27	508.00	6,362.73	33.02
101-682-901.000	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00
101-682-931.000	EQUIPMENT MAINT/REPAIR	275.00	0.00	0.00	275.00	0.00
101-682-932.000	VEHICLE MAINTENANCE	400.00	0.00	0.00	400.00	0.00
101-682-956.000	DUES	240.00	50.00	0.00	190.00	20.83
101-682-957.000	TRAINING/LICENSE	2,350.00	745.70	(100.00)	1,604.30	31.73
101-682-960.000	MISCELLANEOUS	15,400.00	4,074.45	770.75	11,325.55	26.46
101-682-960.012	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00
101-682-964.005	REFUND OF GRANT	0.00	0.00	0.00	0.00	0.00
101-682-974.000	CAPITAL TECHNOLOGY/COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
Total Dept 682 - VETERAN'S SERVICES		125,264.18	40,857.42	8,356.51	84,406.76	32.62
TOTAL EXPENDITURES		125,264.18	40,857.42	8,356.51	84,406.76	32.62
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		65,852.28	0.00	0.00	65,852.28	0.00
TOTAL EXPENDITURES		125,264.18	40,857.42	8,356.51	84,406.76	32.62
NET OF REVENUES & EXPENDITURES		(59,411.90)	(40,857.42)	(8,356.51)	(18,554.48)	68.77
TOTAL REVENUES - ALL FUNDS		65,852.28	0.00	0.00	65,852.28	0.00
TOTAL EXPENDITURES - ALL FUNDS		125,264.18	40,857.42	8,356.51	84,406.76	32.62

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 05/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
NET OF REVENUES & EXPENDITURES		(59,411.90)	(40,857.42)	(8,356.51)	(18,554.48)	68.77

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Revize Web Services Sales Agreement

This Sales Agreement is between Osceola County, MI (“CLIENT”) and Revize LLC, aka Revize Software Systems, (“Revize”). Federal Tax ID# 20-5000179 Date: 04/30/2024

CLIENT INFORMATION:		**REVIZE LLC:**
Company Name:	**Osceola County, MI**	**Revize Software Systems**
Company Address:	**301 W. Upton Avenue**	**150 Kirts Blvd, Suite B**
Company City/State/Zip:	**Reed City, MI 49677**	**Troy, MI 48084**
Contact Name:		**248-269-9263**
Client Website Address:	**https://www.osceola-county.org/**	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

Quantity	Description	Price
1	Phase 1 – Project Planning and Analysis, one-time fee:	Included
1	Phase 2 – Website Design, 1 concept, 3 rounds of changes, one-time fee:	Included
1	Phase 3 & 4 – Revize Template Development, CMS module Integration, one-time fee:	Included
1	Phase 5 – Quality Assurance Testing, onetime fee:	Included
1	Phase 6 –Site Map Content Migration as is pages and documents (approximate number on current site)	Included
1	Phase 7 – Content Editing/Administrator Training, one-day session, one-time fee:	Included
1	Phase 8 – Go Live, one-time fee:	Included
1	Revize Annual CMS Software Subscription, Unlimited Tech Support, CMS Updates, and Website Hosting, Unlimited Users, 50 GB Website Storage, 100 GB Monthly Bandwidth, Online interactive webforms, pre-paid annual fee:	$2,000

Five-year agreement. Revize requires a check for $2,000 (or to be negotiated unless the current annual fee has already been paid) to begin this initiative. Free website refresh at year 4.

Terms:

1. ***Payments: All Invoices are due upon receipt. Work begins upon receiving initial payment.***
2. ***Additional content migration, if requested, is available for $3 per web page or document.***
3. ***This Sales Agreement is the only legal document governing this sale.***
4. ***Both parties must agree in writing to any changes or additions to this Sales Agreement.***
5. ***Proper jurisdiction and venue for any legal action or dispute relating to this agreement shall be the State of Michigan.***
6. ***Client understands that project completion date is highly dependent on their timely communication with Revize. Client also agrees and understands that;***
    a. ***The primary communication tool for this project and future tech support is the Revize customer portal found at https://support.revize.com.***
    b. ***During the project, Client will respond to Revize inquiries within 48 hours of the request to avoid any delay in the project timeline.***
7. ***Pricing expires in 30 days***

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AGREED TO BY:	*CLIENT*	*REVIZE*
Signature of Authorized Person:	______________________	______________________
Name of Authorized Person:	______________________	*Kyle Misner*
Title of Authorized Person	______________________	*Account Manager*
Date:	______________________	______________________

Please sign and return to kyle.misner@revize.com

The Following Applications & Features will be integrated into Your Website:

The Following Applications & Features were provided through your original agreement and will be integrated into Your Website Redesign:

CITIZEN'S COMMUNCIATION CENTER APPS:

- ✓ Home Page Notification Center with text and email alerts
- ✓ Online Interactive Webforms
- ✓ Document Center
- ✓ Email Notify (Email and Text)
- ✓ FAQs
- ✓ News Center with Facebook/Twitter Integration
- ✓ Personal Social Media Sharing App
- ✓ Online Forms
- ✓ Photo Gallery
- ✓ Quick Link Buttons
- ✓ Revize Web Calendars
- ✓ Sliding Feature Bar
- ✓ Language Translator

CITIZEN'S ENGAGEMENT CENTER APPS:

- ✓ Citizen Request Center with Captcha
- ✓ Online Bill Pay via Point and Pay
- ✓ RSS Feed

STAFF PRODUCTIVITY APPS:

- ✓ Vendor Registration/Management System with Bid Posting
- ✓ Agenda Posting Center
- ✓ Image Manager
- ✓ Link Checker
- ✓ Employee Intranet Portal with secure login
- ✓ Menu Manager

- Online Form Builder
- Staff Directory
- Website Content Archiving
- Website Content Scheduling

SITE ADMINISTRATION AND SECURITY FEATURES:

- Audit Trail
- History Log
- Roles and Permission-based Security Mode
- Secure Site Gateway
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics
- Workflows by Department

Mobile Device and Accessibility Features

- Font Size Adjustment
- **ADA Accessibility Button**
- Alt-Tags
- Responsive Website Design (RWD)

Service Level Agreement

Maximum Response Times via Severity Level

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

Crisis issues are defined as when a website error renders the CMS program or website completely unusable or nearly unusable or introduces a high degree of operational risk and no workaround is available. Till this every error is resolved, the website is essentially halted. A large number of users and or core program functionality a severely impacted.

Critical issues are defined as website errors that are an inconvenience or causes a consistent behavior of the website, which does not impede the normal functioning of the website. It could be an error that occurs consistently and affects non-essential functions and is an inconvenience which impacts a small number of users. May also contain visual errors for the graphical display of the website that is not ideal but still functioning correctly.

Normal issues are defined as an error that has a small degree of significance or is a minor cosmetic issue, or is a one-off case. A one-off case occurs when the error occurs and cannot be reproduced easily. These are errors that do not impact the daily use of the website. A low error is something that does not affect normal use, and can be accepted for a period of time, but user would eventually want changed.

Technical Support Escalation:
If an issue cannot be remedied by the Tech Support technician within 3 days, it will be escalated to the CTO, Ray Akshaya. If the problem is not resolved within 3 business days, then the Business Development Director, Joseph Nagrant, will assemble a team to work on the issue and have a conference call with the client explaining the resolution path the company will take to resolve the issue. If additional time is needed, the Business Development Director will contact the client and notify the client with an explanation and a follow up date as agreed by both the client and Revize.

Revize Support

- 8 a.m. – 8 p.m. EST Phone Support (Monday thru Friday)
- 24X7X365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions
- Training refreshers
- Video tutorials and online training manual