



GENESEE COUNTY
— M I C H I G A N —

Genesee County
Human Services Committee
Agenda

Wednesday, December 3, 2025

5:30 PM

**324 S.Saginaw St.,Bryant "BB"
Nolden Auditorium**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

[RES-2025-2766](#) Approval of Meeting Minutes - November 5, 2025

IV. PUBLIC COMMENT TO COMMITTEE

V. COMMUNICATIONS

VI. OLD BUSINESS

VII. NEW BUSINESS

1. [RES-2025-2436](#) Approval of a purchase order to various vendors for the fiscal year ending 2026, in an amount not to exceed \$200,000.00, to provide for scene investigations by Genesee County's Medical Examiner; the cost of this purchase order will be paid from account 1010-648.00-801.000
2. [RES-2025-2617](#) Approval of an agreement between Genesee County and Global Clinical LLC., in an amount not to exceed \$59,784.96, to provide behavioral health services to enrollees of Genesee County's Healthy Start Initiative; the term of this agreement is November 1, 2025 through March 31, 2026; the cost of this agreement will be paid from account 2211-607.01-801.060

3. [RES-2025-2677](#) Approval of an agreement between Genesee County and Oakland Livingston Human Services Agency Fiscal, in the amount of \$12,242,660.00; to provide for the 2026 Personnel Agreement to operate Genesee County's Head Start Program; the cost of this agreement is fully grant funded and will be paid from account 2727-698.01-801.050

4. [RES-2025-2678](#) Approval of an agreement between Genesee County and the Genesee Intermediate School District, in an amount not to exceed \$687,300.00, to provide for Genesee County's Great Start Readiness Program; the cost of this agreement is fully grant funded and will be recorded in account 2727-698.01-558.000

VIII. OTHER BUSINESS

IX. ADJOURNMENT



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2766

Agenda Date: 12/3/2025

Agenda #:

Approval of Meeting Minutes - November 5, 2025



GENESEE COUNTY

— M I C H I G A N —

Genesee County Human Services Committee Meeting Minutes

Wednesday, November 5, 2025

5:30 PM

324 S.Saginaw St., Bryant "BB"
Nolden Auditorium

I. CALL TO ORDER

Commissioner Winfrey called the meeting to order at 6:54 PM.

II. ROLL CALL

Present: Charles Winfrey, Gary L. Goetzinger, Martin L. Cousineau and
Delrico J. Loyd

Absent: James Avery

III. APPROVAL OF MINUTES

[RES-2025-2639](#) Approval of Meeting Minutes - October 22, 2025

RESULT: APPROVED

MOVER: Martin L. Cousineau

SECONDER: Delrico J. Loyd

Aye: Chairperson Winfrey, Commissioner Goetzinger,
Commissioner Cousineau and Commissioner Loyd

Absent: Vice Chair Avery

IV. PUBLIC COMMENT TO COMMITTEE

V. COMMUNICATIONS

[25-692](#) Veterans Day Acknowledgement and Department Update

[25-763](#) Genesee County's Health Department - Strategic Plan Update

VI. OLD BUSINESS

VII. NEW BUSINESS

RES-2025-2632

Approval of an agreement between Genesee County and the Board of Trustees of Michigan State University for the operation of the Michigan State University - Extension in Genesee County for Fiscal Year Ending 2026

RESULT: REFERRED

MOVER: Delrico J. Loyd

SECONDER: Martin L. Cousineau

Aye: Chairperson Winfrey, Commissioner Goetzinger,
Commissioner Cousineau and Commissioner Loyd

Absent: Vice Chair Avery

VIII. OTHER BUSINESS**IX. ADJOURNMENT**

The meeting was adjourned at 7:42 PM.



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2436

Agenda Date: 12/3/2025

Agenda #: 1.

To: Charles Winfrey, Human Services Committee Chairperson

From: Brian Hunter M.D.

RE: Approval of a purchase order to various vendors for the fiscal year ending 2026, in an amount not to exceed \$200,000.00, to provide for scene investigations by Genesee County's Medical Examiner; the cost of this purchase order will be paid from account 1010-648.00-801.000

BOARD ACTION REQUESTED:

Approve a total combined expenditure limit of \$200,000.00 for all contracted scene investigators.

BACKGROUND:

In March 2025, the Medical Examiner's Office transitioned from utilizing a third-party vendor for death scene investigation services to establishing direct contractual agreements with individual investigators. This change provided our office with greater oversight, flexibility, and cost control while supporting workforce continuity. To ensure adequate staffing, the office conducted targeted recruitment at local colleges, EMS agencies, and hospitals to attract qualified candidates with medical or emergency response experience. As a result, nine investigators are currently under contract with the County. Each agreement, approved through the County's document review process, includes a maximum expenditure limit of \$30,000.00.

DISCUSSION:

Scene investigators serve on an as-available, on-call basis, often supplementing their primary employment with investigative work for the Medical Examiner's Office. Due to varying schedules and fluctuating case volumes, some investigators may approach or exceed the current \$30,000 cap within a fiscal year, while others may perform fewer investigations. To maintain consistent and timely coverage for death investigations, the Medical Examiner's Office requests approval of a combined expenditure limit of \$200,000.00 for all investigator contracts. This adjustment will provide administrative flexibility to allocate funds according to workload demands and investigator availability, without exceeding the overall budgeted amount.

IMPACT ON HUMAN RESOURCES:

None

IMPACT ON BUDGET:

None, Funds are already in budget, 1010-648.00-801.000 (Service Contracts)

IMPACT ON FACILITIES:

None

IMPACT ON TECHNOLOGY:

None

CONFORMITY TO COUNTY PRIORITIES:

One of the many ways the Medical Examiner's Office can contribute to community growth is public Safety: One of the primary responsibilities of a Medical Examiner's Office is to investigate deaths that may be suspicious or criminal in nature. By conducting thorough investigations, providing accurate cause of death determinations, and collaborating with law enforcement agencies, the office helps maintain public safety. A safe community is attractive to residents, businesses, and investors, contributing to community growth and development.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Medical Examiner to authorize a combined expenditure amount of \$200,000.00, to be paid from account 1010-648.00-801.000, for the nine contracted vendors who provide death scene investigations for Genesee County for the period commencing October 1, 2025, through September 30, 2026, is approved (a copy of the memorandum request being on file with the official records of the December 3, 2025 meeting of the Human Services Committee of this Board).

BE IT FURTHER RESOLVED, that all other terms and conditions of existing contracts shall remain in effect unless modified in writing and approved in accordance with County procurement policies.



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2617

Agenda Date: 12/3/2025

Agenda #: 2.

To: Charles Winfrey, Human Services Committee Chairperson

From: Michelle Estell, RS, MSA, Health Officer

RE: Approval of an agreement between Genesee County and Global Clinical LLC., in an amount not to exceed \$59,784.96, to provide behavioral health services to enrollees of Genesee County's Healthy Start Initiative; the term of this agreement is November 1, 2025 through March 31, 2026; the cost of this agreement will be paid from account 2211-607.01-801.060

BOARD ACTION REQUESTED:

Approval of a Subrecipient Contract Amendment between the Genesee County Health Department (GCHD) and Global Clinical LLC. Subrecipient will be paid **\$59,784.96** to provide behavioral health services for the Healthy Start Initiative. Contract would be valid from November 1, 2025, through March 31, 2026 to be paid from Funding Account- 2211-607.01-801.060 Funding Source Health Resources and Services Administration (HRSA).

BACKGROUND:

HRSA requires all Healthy Start grantees to provide clinical services to Healthy Start participants. Behavioral health services serve as a way to treat perinatal mood disorders and other mental/behavioral issues that may contribute to poor maternal and infant outcomes. A request for proposals (RFP) for behavioral health services was initiated by Genesee County of behalf of the Healthy Start Initiative. Global Clinical LLC was selected to provide behavioral health services for the Healthy Start Initiative.

DISCUSSION:

Health Start is an infant mortality reduction program that uses a multidisciplinary approach to provide home visiting services to families in the Genesee County community. During home visits, participants are provided with case management services, health education, and referrals for current needs. On average participants will receive one to two home visits per month but can receive up to four depending on their risk assessment. Evaluation methods continue to be used to validate program outcomes. Genesee County Healthy Start received continued federal funding for cycle May 1, 2024, through March 31, 2029. **No county appropriation is needed.**

IMPACT ON HUMAN RESOURCES:

There is no expected impact on Human Resources.

IMPACT ON BUDGET:

All 2024 Healthy Start grantees received funding from federal funder HRSA to provide clinical

services to program participants.

IMPACT ON FACILITIES:

There is no expected impact on facilities.

IMPACT ON TECHNOLOGY:

There is no expected impact on technology.

CONFORMITY TO COUNTY PRIORITIES:

Genesee County Healthy Start continues to support a Healthy, Livable, and Safe Community through the utilization of community resources. Home visiting services provided through the Healthy Start Initiative are shown to decrease maternal and infant mortality, therefore contributing to full term pregnancies and healthy infants.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Health Officer to authorize amending the contract between Genesee County and Global Clinical LLC, whereby the contractor will provide behavioral health services for the Healthy Start Initiative, at a total cost not to exceed \$59,784.96.00 for the five-month extension term commencing November 1, 2025, through March 31, 2026, to be paid from account 2211-607.01-801.060 with no county appropriation, is approved (a copy of the memorandum request and supporting documents being on file with the official records of the December 3, 2025 meeting of the Human Services Committee of this Board), and the Chairperson of this Board is authorized to execute the contract amendment on behalf of Genesee County.

GLOBAL CLINICAL LLC

Unique Entity ID X8LJB9JCXR78	CAGE / NCAGE 04V01	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Sep 17, 2026	
Physical Address 34505 W 12 Mile RD STE 210 Farmington Hills, Michigan 48331-3286 United States	Mailing Address 34505 W 12 Mile RD STE 210 Farmington Hills, Michigan 48331-3286 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Michigan 11	State / Country of Incorporation Michigan / United States	URL globalclinicaltherapy.com

Registration Dates

Activation Date Sep 23, 2025	Submission Date Sep 17, 2025	Initial Registration Date Sep 30, 2024
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Entity Dates

Entity Start Date Mar 25, 2024	Fiscal Year End Close Date Dec 31
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
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Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?
No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:
Yes

Entity Types

Business Types		
Entity Structure Other	Entity Type Business or Organization	Organization Factors (blank)
Profit Structure For Profit Organization		

Minority-Owned Business
Black American Owned

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Financial Information

Accepts Credit Card Payments	Debt Subject To Offset
No	No

EFT Indicator	CAGE Code
0000	04V01

Points of Contact

Electronic Business

☒	34505 W. 12 Mile RD., STE 210
Zach Donisch	Farmington Hills, Michigan 48331
	United States

Government Business

☒	34505 W. 12 Mile RD., STE 210
Zach Donisch	Farmington Hills, Michigan 48331
	United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	621330	Offices Of Mental Health Practitioners (Except Physicians)
	621340	Offices Of Physical, Occupational And Speech Therapists, And Audiologists
	621420	Outpatient Mental Health And Substance Abuse Centers
	621610	Home Health Care Services

Product and Service Codes

PSC	PSC Name
Q528	Social Work

Disaster Response

This entity does not appear in the disaster response registry.



GLOBCLI-01

JROBINSON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/8/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER General Agency Company 525 E. Broadway Mount Pleasant, MI 48858	CONTACT NAME: Jennifer Robinson		
	PHONE (A/C, No, Ext): (989) 817-4265	FAX (A/C, No): (989) 772-1855	
	E-MAIL ADDRESS: jrobinson@ga-ins.com		
INSURED Global Clinical LLC 34505 West 12 Mile Road, Ste 210 Farmington Hills, MI 48331	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Houston Casualty Company		42374
	INSURER B: Landmark American Insurance Co		33138
	INSURER C: The Travelers Indemnity Company		25666
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		H25MSS2310601	9/30/2025	9/30/2026	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$
							\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		H25MSS2310601	9/30/2025	9/30/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X		LHZ870352	9/16/2025	9/30/2026	EACH OCCURRENCE \$ 1,000,000
							AGGREGATE \$ 1,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6KUBA3719588	10/29/2024	10/29/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional			H24MSS2310600	9/30/2024	9/30/2025	Each Claim 1,000,000
A	Liability			H25MSS2310601	9/30/2025	9/30/2026	Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Genesee County is an additional insured with regard to General & Auto Liability as respects their contract with the named insured. Sexual Abuse coverage with a limit of \$1,000,000 is provided by the General Liability policy #H24MSS2310600.

CERTIFICATE HOLDER

CANCELLATION

Genesee County
Attn: Risk Management
1101 Beach St
Flint, MI 48502

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AMENDMENT NO. 1
TO SUBRECIPIENT AGREEMENT

This Amendment is effective November 1, 2025, and is between Genesee County, Michigan, a Michigan municipal corporation whose principal place of business is located at 324 S. Saginaw Street, Flint, Michigan 48502 (the "County"), and **Global Clinical, LLC**, a human service agency, whose principal place of business is located at 34505 West 12 Mile Road, Suite 210, Farmington Hills, Michigan, 48331 (the "Subrecipient") (the Subrecipient and the County together, the "Parties").

WHEREAS, the Parties executed a Subrecipient Contract effective November 1, 2024 (the "Agreement"), pursuant to which the Subrecipient would provide behavioral health services to program participants; and

WHEREAS, the Genesee County Board of Commissioners authorized the original Subrecipient Contract by Resolution #**2024-1330**; and

WHEREAS, the Parties wish to amend the Agreement to extend the term for an additional 5-month period, from November 1, 2025 through March 31, 2026.

NOW THEREFORE, the Parties agree as follows:

1. The term of this agreement is extended for a five-month period commencing November 1, 2025, through March 31, 2026.
2. Total budget for an additional **\$59,784.96** (See Exhibit C, attached to this amendment) for the remainder of the fiscal year.
3. All costs charged to the grant must be supported by proper documentation, including properly executed payrolls, effort reporting or timecards, invoices, contracts, and receipts for expenses, evidencing in detail the nature and propriety of the charges.
4. The remaining terms of the agreement remain unchanged and in full effect.

GLOBAL CLINICAL, LLC

By: _____
Zach Donisch
Director of Operations and Strategy

Date: _____

COUNTY OF GENESEE

By: _____
Delrico Lloyd, Chairperson
Board of County Commissioners

Date: _____

	Category	Month To Date	Current Year To Date	Total Budget	Remaining Balance
1	Salaries & Wages	\$0.00	\$0.00	\$33,500.00	\$33,500.00
2	Fringe Benefits	\$0.00	\$0.00	\$4,300.00	\$4,300.00
3	Travel /Local Mileage	\$0.00	\$0.00	\$500.00	\$500.00
4	Equipment	\$0.00	\$0.00	\$1,950.00	\$1,950.00
5	Contractual (Sub- Contracts)	\$0.00	\$0.00	\$0.00	\$0.00
	Intakes	\$0.00	\$0.00	\$0.00	\$0.00
	Home Visits				
	Case Management				
6	Office Supplies	\$0.00	\$0.00	\$1,000.00	\$1,000.00
7	Patient Transportation Costs				
8	Other - Training	\$0.00	\$0.00	\$3,534.96	\$3,534.96
9	TOTAL DIRECT	\$0.00	\$0.00	\$44,784.96	\$44,784.96
10	Facilities and Administration Costs	\$0.00	\$0.00	\$15,000.00	\$15,000.00
11	TOTAL	\$0.00	\$0.00	\$59,784.96	\$59,784.96
12	Less: Fees, Collections				
	Less: In-Kind				
13	Total Expenditures for Month				
14	Total Expenditures YTD				
15	Funds Received YTD				
16	Balance Due				
17	Working Advance*				



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2677

Agenda Date: 12/3/2025

Agenda #: 3.

To: Charles Winfrey, Human Services Committee Chairperson

From: Pamela Coleman, GCCARD Director

RE: Approval of an agreement between Genesee County and Oakland Livingston Human Services Agency Fiscal, in the amount of \$12,242,660.00; to provide for the 2026 Personnel Agreement to operate Genesee County's Head Start Program; the cost of this agreement is fully grant funded and will be paid from account 2727-698.01-801.050

BOARD ACTION REQUESTED:

The Genesee County Community Action Resource Department (GCCARD) request authorization from this committee to approve the Oakland Livingston Human Service Agency (OLHSA) Fiscal and Personnel Agreement Amendment #2 for fiscal year 2026 (FY26) between Genesee County and OLHSA in an amount not to exceed \$12,242,660.00, with a recommendation of approval by the full Genesee County Board of Commissioners at their next regularly scheduled meeting.

BACKGROUND:

This is the second amendment to the Fiscal and Personnel Agreement between Genesee County and OLHSA. This amendment is necessary to account for funds awarded by the Michigan Department of Education allocated to salaries and fringe benefits for staff working with the Great Start Readiness Program for the 2025-2026 school year in the amount of \$599,455.00, bringing the total of the agreement to an amount not to exceed \$12,242,660.00. This amendment is to run from October 01, 2025, through September 30, 2026. All other terms and conditions are to remain the same as those detailed in the 2021-2028 agreement (RES-2021-752) and modified by Amendment #1 (RES-2025-1818).

DISCUSSION:

This amendment will allow for the continuation of salaries and fringe benefits for staff working with the Great Start Readiness Program.

IMPACT ON HUMAN RESOURCES:

There will be no impact on Human Resources as Head Start/Early Head Start staff are contracted through OLHSA.

IMPACT ON BUDGET:

This amendment details the addition of \$599,455.00 to fund number 2727-698.01-801.050 allocated for the continuation of salaries and fringe benefits for staff working with the Great Start Readiness

Program. **No General Fund appropriation is required for this request.**

IMPACT ON FACILITIES:

There will be no impact on facilities.

IMPACT ON TECHNOLOGY:

There will be no impact on technology.

CONFORMITY TO COUNTY PRIORITIES:

This memorandum conforms to Genesee County's priority of Community Growth and Long Term Financial Stability as this collaboration with OLHSA and the continuation of salaries and fringe benefits for Head Start staff will feed economic stability and opportunity in Genesee County. The retention of skilled Head Start teachers and caretakers ensure the availability of Head Start and Early Head Start programming in Genesee County and aligns with Genesee County's priority of Healthy, Livable, and Safe Communities.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Director of the Genesee County Community Action Resource Department (GCCARD) to authorize amending the Fiscal and Personnel Agreement between Genesee County and the Oakland Livingston Human Services Agency, said amendment being necessary to account for funds awarded by the Michigan Department of Education, to cover the cost of salaries and fringe benefits for Head Start staff assigned to the Great Start Readiness Program from October 1, 2025, through September 30, 2026, in the amount of \$599,455.00 to be paid from account number 2727-698.01-801.050, for a new agreement total not to exceed \$12,242,660.00, is approved (a copy of the memorandum request and supporting documents being on file with the official records of the December 3, 2025 meeting of the Human Services Committee of this Board), and the Chairperson of this Board is authorized to execute the contract on behalf of Genesee County.

AMENDMENT-2
2025-2026
OAKLAND-LIVINGSTON HUMAN SERVICE AGENCY
FISCAL AND PERSONNEL AGENT AGREEMENT

This amendment to the Oakland-Livingston Human Service Agency Fiscal and Personnel Agent Agreement is entered into as of this 10th day of December 2025 by and between the County of Genesee, Michigan, a Michigan Municipal Corporation acting by and through the Community Action Resource Department, 1101 Beach Street, Flint, Michigan 48502, hereinafter referred to as “GCCARD”, and the Contractor, Oakland-Livingston Human Service Agency, 196 Oakland Avenue, Pontiac, Michigan 48342, hereinafter referred to as “OLHSA”.

WITNESSETH THAT:

WHEREAS, GCCARD entered into a seven year agreement with OLHSA on July 1, 2021 to be the fiscal and personnel agent for the GCCARD Head Start Program.

WHEREAS, GCCARD desires to amend the agreement entered into July 1, 2021 to include funds from the Department of Education to cover the October 1, 2025 – September 30, 2026 costs of salaries and fringes for the Great Start Readiness Program.

NOW THEREFORE, GCCARD and OLHSA do mutually agree as follows:

- A. \$12,242,660 will be issued to OLHSA, to be used to pay fifth year (2025-2026) cost for salaries and fringe benefits and miscellaneous costs to staff in accordance with the 2025-2026 grant proposals and the OLHSA Fiscal and Personnel Agent Agreement.
- B. The expenses are outlined in Exhibit A.
- C. All rules and regulations in the Head Start Contract entered into by the parties hereto on July 1, 2021 shall apply to these funds. All other terms and conditions of the Head Start contract entered into as of July 1, 2021; The First Amendment dated June 25, 2025 shall remain the same.

IN WITNESS WHEREOF, GCCARD and OLHSA have executed this Agreement as of the date first above written.

GENESEE COUNTY BOARD OF COMMISSIONERS:

	by:
Date	DELRICO LOYD, Chairperson Genesee County Board of Commissioners

OAKLAND-LIVINGSTON HUMAN SERVICE AGENCY:

	by:
Date	SUSAN HARDING, Chief Executive Officer Oakland-Livingston Human Service Agency

	(Grant Period - 7/1/25 - 6/30/26)				10/1/25-9/30/26	
BENEFITS	HEAD START 2801.698.01.801.050	EARLY HEAD START 2801.698.06.801.050	HEAD START T/TA 2801.698.02.801.050	EARLY HEAD START T/TA 2801.698.07.801.050	GSRP 2727.698.01.801.050	TOTALS
SALARIES	\$ 2,777,508	\$ 4,282,042	\$ 750	\$ 18,624	\$ 341,888	\$ 7,420,812
FICA	\$ 220,618	\$ 338,622	\$ 57	\$ 1,472	\$ 27,204	\$ 587,973
UNEMPLOYMENT	\$ 32,913	\$ 45,094	\$ 37	\$ 188	\$ 4,004	\$ 82,236
WORKMAN'S COMPENSATION	\$ 42,240	\$ 63,798	\$ 10	\$ 257	\$ 4,747	\$ 111,052
LIFE DISABILITY	\$ 38,465	\$ 59,529	\$ -	\$ 240	\$ 4,786	\$ 103,020
MEDICAL and DENTAL	\$ 759,189	\$ 1,093,239	\$ -	\$ 6,131	\$ 135,397	\$ 1,993,956
LONGEVITY	\$ 95,852	\$ 129,330	\$ -	\$ 568	\$ 12,091	\$ 237,841
RETIREMENT	\$ 133,590	\$ 197,601	\$ -	\$ 776	\$ 19,195	\$ 351,162
UNUSED SICK DAYS	\$ 10,534	\$ 15,060	\$ -	\$ 66	\$ 1,626	\$ 27,286
TOTAL FRINGES	\$ 1,333,401	\$ 1,942,273	\$ 104	\$ 9,698	\$ 209,050	\$ 3,494,526
TOTAL SALARIES & FRINGES	\$ 4,110,909	\$ 6,224,315	\$ 854	\$ 28,322	\$ 550,938	\$ 10,915,338
TEMPORARY LABOR	\$ 20,000	\$ 3,100	\$ -	\$ -	\$ -	\$ 23,100
TRAVEL OUT OF TOWN	\$ -	\$ -	\$ 17,038	\$ 36,709	\$ -	\$ 53,747
LEGAL FEES	\$ 3,480	\$ 3,000	\$ -	\$ -	\$ -	\$ 6,480
EDUCATION REIMBURSEMENT	\$ 3,000	\$ 4,000	\$ 2,000	\$ 4,500	\$ -	\$ 13,500
SUPPLIES	\$ 12,000	\$ 17,000	\$ 4,500	\$ 8,000	\$ 1,200	\$ 42,700
COMPUTER SUPPLIES	\$ 18,000	\$ 16,000	\$ -	\$ -	\$ 1,500	\$ 35,500
PARENT INVOLVEMENT	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 600	\$ 6,600
LOCAL TRAVEL	\$ 30,000	\$ 40,000	\$ -	\$ -	\$ 2,000	\$ 72,000
REGISTRATION	\$ -	\$ -	\$ 7,585	\$ 24,500	\$ -	\$ 32,085
LIABILITY INSURANCE	\$ 37,207	\$ 34,083	\$ -	\$ -	\$ -	\$ 71,290
RENT	\$ 53,243	\$ 51,155	\$ -	\$ -	\$ -	\$ 104,398
CELLULAR PHONES	\$ 31,000	\$ 30,000	\$ -	\$ -	\$ 4,000	\$ 65,000
SUBTOTAL OTHER	\$ 210,930	\$ 201,338	\$ 31,123	\$ 73,709	\$ 9,300	\$ 526,400
FIDUCIARY *	\$ 302,529	\$ 449,796	\$ 2,238	\$ 7,142	\$ 39,217	\$ 800,922
TOTAL CONTRACT	\$ 4,624,368	\$ 6,875,449	\$ 34,215	\$ 109,173	\$ 599,455	\$ 12,242,660

*Total Overhead for OLHSA services rendered (7%)



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2678

Agenda Date: 12/3/2025

Agenda #: 4.

To: Charles Winfrey, Human Services Committee Chairperson

From: Pamela Coleman, GCCARD Director

RE: Approval of an agreement between Genesee County and the Genesee Intermediate School District, in an amount not to exceed \$687,300.00, to provide for Genesee County's Great Start Readiness Program; the cost of this agreement is fully grant funded and will be recorded in account 2727-698.01-558.000

BOARD ACTION REQUESTED:

The Genesee County Community Action Resource Department (GCCARD) requests authorization from this committee to enter into a Subcontract Agreement with the Genesee Intermediate School District (GISD) to serve 145 preschool-age children through the Great Start Readiness Program (GSRP) from October 01, 2025, through September 30, 2026, with a recommendation of approval by the full Genesee County Board of Commissioners at their next regularly scheduled meeting.

BACKGROUND:

GSRP is a four-year-old at-risk program which Genesee County Head Start has been operating for the past 33 years. GCCARD is to act as subcontractor to GISD, with GISD overseeing all GSRP programming operated within the Atheron, Bendle, Bentley, Clio, Fenton, Genesee, Grand Blanc, Kearsley, Montrose, Mt. Morris, Swartz Creek, and Westwood Heights school districts. GSRP programming will be administered in Head Start classrooms and by Head Start educators.

DISCUSSION:

Up to 145 income-eligible Genesee County children are to be enrolled in GSRP programming for half-day preschool experiences. GCCARD will be reimbursed for actual expenses incurred in operating the GSRP. GISD will reimburse GCCARD \$4,740.00 per half-day GSRP seat filled up to a total amount not to exceed \$687,300.00.

IMPACT ON HUMAN RESOURCES:

There will be no impact on Human Resources.

IMPACT ON BUDGET:

\$687,300.00 for fund number 2727-698.01-558.000, 100% state funded. **No General Fund appropriation is required for this request.**

IMPACT ON FACILITIES:

There will be no impact on facilities.

IMPACT ON TECHNOLOGY:

There will be no impact on technology.

CONFORMITY TO COUNTY PRIORITIES:

This memorandum conforms to Genesee County's priorities of Community Growth and Inclusive, Collaborative Culture by working in tandem with local school districts to expand the availability of early childhood intervention programming for at risk four-year-olds within Genesee County.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Director of the Genesee County Community Action Resource Department (GCCARD) to authorize entering into a Subcontract Agreement between Genesee County and the Genesee Intermediate School District (GISD), whereby GISD will reimburse GCCARD through the Great Start Readiness Program (GSRP) in the amount of \$4,740.00 per half-day GSRP seat filled up to 145 preschool-age children, up to an amount not to exceed \$687,300.00 for the period commencing October 1, 2025, through September 30, 2026, is approved (a copy of the memorandum request and supporting documents being on file with the official records of the December 3, 2025 meeting of the Human Services Committee of this Board), and the Chairperson of this Board is authorized to execute the agreement on behalf of Genesee County.

**GENESEE INTERMEDIATE SCHOOLS DISTRICT
Great Start Readiness Program (GSRP)
Agency Subcontract Agreement**

This is intended to be a contract between:

**Genesee County Community Action Resource Department:
711 N. Saginaw Street, Suite 206
Flint, MI 48503**

And

**Genesee Intermediate School District (GISD)
2413 West Maple Avenue
Flint, MI 48507**

PURPOSE: The primary goal of this contract between Genesee Intermediate School District (GISD) and the Genesee County Community Action Resource Department: (Subcontractor) is to provide high-quality, free, preschool experiences to qualifying children in Genesee County through the provisions of the Great Start Readiness Program (GSRP). By entering this contract, both parties agree to comply with the requirements of the GSRP grant.

TERM: The term of this contract shall be for a period of twelve (12) months commencing upon October 1, 2025, and shall continue through September 30, 2026. The Subcontractor agrees and understands that this contract does not create an expectation for or guarantee of future contracts between the parties. It is in the sole discretion of GISD to determine whether it will extend an offer to contract GSRP services in subsequent years.

GSRP ALLOCATION:

The allocation for the 2025-2026 grant year is determined by the Fall (October 2025) and Spring Early Childhood Collection (February 2026), which serves as the official count of children served by the program for the year.

145 Half-day children

0 Full day children

0 Extended Program children

TOTAL CONTRACT AMOUNT UP TO:

\$687,300.00 (based on a per-child allocation and seats filled)

GISD RESPONSIBILITIES:

1. FUNDING.

A. GISD shall pay Genesee County Community Action Resource Department: the sum of Four Thousand Seven Hundred Forty Dollars (\$4,740.00) per half day GSRP seat filled, Nine Thousand Four Hundred and Eighty Dollars(\$9480.00) per full day GSRP seat filled, Eleven Thousand Three Hundred Seventy-Four Dollars (\$11,374.00) per Extended Program seat filled. This represents approximately 89% of the per child allocation (i.e., \$5,325.00 less 11% (\$585.75)
=approximately \$4,740.00

B. GISD shall retain 11% of the total Genesee County award under MCL 388.1632d from the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP). These funds shall be retained for fiscal oversight; compliance and monitoring cost; administrative costs; Early Childhood Specialists (ECS) of no more than 1:14 ratio; subscriptions for TS GOLD or COR recruiting, and public awareness; and other program quality improvement costs, including social-emotional/behavioral health consultation, Synergy and Michigan Student Data Systems (MSDS) data collection and reporting, and professional development.

C. GISD shall make payments to the Genesee County Community Action Resource Department upon receipt of reimbursement request (i.e., General Ledger detail, supporting documentation, and GSRP Reimbursement Request Form) for actual expenses incurred in operating the GSRP, as approved by MiLEAP and allowable costs cited in the GSRP Implementation Manual.

- Reimbursement request will be reviewed and approved (or returned with questions) within 3 weeks of receipt. Reimbursement will be made within 30 days, subject to the following;
 - Request from Community Based Organizations (CBOs) shall be submitted by the 5th of the month.
 - Requests from the Local Education Authorities (LEAs/PSAs) shall be submitted by the 15th of the month and are required to minimally submit quarterly.
 - Requests for immediate reimbursement are not allowed.
 - Reimbursements will be paid following the last scheduled GISD Board meeting of the month.
 - Expenses deemed unallowable of requiring additional review may be withheld from reimbursement until which time the expense is deemed approved and reimbursable.

D. GISD reserves the right to withhold funds if the GSRP operated by Genesee County Community Action Resource Department is deemed non-compliant with any of the requirements listed in the agreement or in the GSRP Implementation Manual or fails to fill the number of allocated seats with qualifying children.

2. Monitoring. GISD will provide monitoring for the Genesee County GSRP consortium and all required elements per this contract and the GSRP Implementation Manual.

3. Budget & Data Reporting to MiLEAP.

A. GISD shall be responsible for submitting the Genesee County GSRP budget to MiLEAP.

B. GISD shall submit all required MSDS data on participating GSRP students to MiLEAP, including Child Information Program Reports.

4. Early Childhood Contract. GISD is required to assign a qualified GSRP Contact to serve as the ECC for MiLEAP and Genesee County GSRP Consortium to coordinate the GSRP grant activities, including compliance monitoring. This also includes working with all Genesee County GSRP providers to ensure continuous quality improvement, collaborative recruitment/enrollment, and grant reporting.

5. Early Childhood Specialists. GISD shall assign qualified ECSs to ensure that the program adheres to the use of the CLASS, enters CLASS data into the online systems for MiLEAP reporting, and uses CLASS information to drive continuous quality improvement and staff development efforts. The ECSs shall provide ongoing coaching and mentoring support to their assigned classrooms, assist with GSRP Family Participation Groups and Data Analysis, assist with planning meetings, create and support program improvement plans, etc.

6. Training & Professional Development.

A. GISD shall ensure that GSRP classroom staff are provided with ongoing professional development opportunities that meet or exceed the standards required by the MiLEAP GSRP Implementation Manual and respond to need identified in countywide data analysis.

B. GISD shall ensure that all GSRP staff are trained in approved curriculum, child assessment, and development screening tools. Training may be provided through a curriculum trainer, off-site training, outside vendor, in partnership with the Great Start to Quality Resource Center, or through the Early Childhood Specialists, as needed.

7. Program Quality Standards & Curriculum. GISD, providers, and classroom staff, shall ensure the implementation of all program quality standards, curriculum expectations, and child outcome standards required by the MiLEAP GSRP Implementation Manual.

8. Advisory Committee. GISD, in partnership with the Great Start Collaborative, will facilitate a GSRP Advisory Committee. This Committee will give Subcontractors the opportunity to participate in shared leadership and decision making for Genesee Country GSRP. The

committee will consist of the ECC, ECS Team members, Program Director of Designee from each Subcontractor (CBO or LEA or PSA) and parents from the Great Start Collaborative Parent Coalition and those with children actively participating in GSRP programs. Each Program Director of Designee is required to attend 50% or more of scheduled GSRP Advisory Committee Meeting, in person or remotely. If a Director of Designee is unable to attend, they are still responsible for any information and/or deadlines set forth as a result of this committee's work. This committee will also ensure all GSRP Advisory Committee responsibilities per the GSRP Implementation Manual are met.

9. Dispute Resolution. GISD shall provide the following dispute resolution process. In the event there is a dispute concerning the implementation or interpretation of this contract, the Subcontractor must submit written notice of the dispute to the Genesee County GSRP Coordinator. Within 15 business days of receiving written notice of the dispute, the GSRP Coordinator will make a determination on the matter. If the Subcontractor is not satisfied with the GSRP Coordinator's decision, it may submit written notice of the dispute to the GISD Superintendent within 15 business days. The GISD Superintendent shall issue a final decision on the matter.

In the event the Subcontractor is not satisfied with the decision of the GISD Superintendent under this section, the sole and exclusive remedy for resolving the dispute shall be arbitration, conducted in accordance with the commercial rules of the American Arbitration Association, with such variations as the parties and arbitration Association, with such variations as the parties, and arbitrators unanimously accept. The arbitrators' award shall be final binding. A judgment on the award rendered by the arbitrator may be entered in any court having appropriate jurisdiction.

SUBCONTRACTOR RESPONSIBILITIES:

10. Student Enrollment. Genesee County Community Action Resource Department: shall ensure that all GSRP students are screened, prioritized, and approximately enrolled into GSRP in accordance with MCL 388.1632d, the MiLEAP GSRP Implementation Manual, and decision tree provided by MiLEAP District/Agency shall ensure utilization of Mi Early Childhood Connect Mi Early Childhood (MEC) as the universal point of entry for all Pre-applications. Failure to comply may result in the withholdings of GSRP funds.

- Genesee County Community Action Resource Department shall ensure that staff, completing the student enrollment process completes the annual GSRP enrollment training and assessment provided by Genesee ISD and that the process and fully adhere to.

- If Genesee County Community Action Resource Department: does not follow MiLEAP and the Genesee County required collaborative recruitment process, it may not obtain GSRP reimbursement for Head Start-eligible children. A GSRP provider **must** follow MiLEAP and the Genesee County required recruitment and enrollment procedures and obtain a release from the Head Start Program before enrolling and serving a Head Start-eligible child.

11. Outreach, Recruiting & Public Awareness. Genesee County Community Action Resource Department: may expend grant funds for outreach, recruiting, and public awareness of their individual GSRP program within the local zip code in which it resides and serves. All materials are required to have the Pre K for All logo, and MiLEAP funding statement, programs may opt to use MiLEAP and GSRP logo's in addition. Marketing materials must be approved the ECC; these requests may be submitted to nbarkeyrowland@geneseeisd.org. A maximum of \$1,350.00 of the Subcontractor total budget may be spent on recruiting and marketing materials. Marketing via billboards, television and radio ads, mass transit billboards, and mass mailings are unallowable by Subcontractors; these large-scale marketing efforts are provided exclusively on the behalf of the Genesee County GSRP Consortium by GISD in support of the single point of entry, 591-KIDS

12. Great Start to Quality Star Rating. GSRP Program Site will fully participate in Great Start to Quality and have a quality rating of Enhancing Quality, Enhancing Quality-Validated, or Demonstrating Quality as required by MCL 388.1632d.

13. Child Care Licensing Genesee County Community Action Resource Department: shall assure compliance with state licensing regulations governing child care to assure the safety of all participating GSRP children must receive a certificate of approval/licensing and Regulatory Affairs (LARA), Bureau of Community and Health Systems Child Care Licensing Division. Relocations must be completed with the knowledge of GISD. Programs must inform GISD within 24 hours of a special investigation resulting in a violation being established, a change from a regular to a provisional status.

14. Policies and Procedures Family Handbook Genesee County Community Action Resource Department: shall assure families and staff are provided with policies and procedure as per the GSRP Implementation Manual. Features specific to GSRP must be included in handbooks: use of grant name, logo and 'funded by' language. Genesee County Community Action Resource Department: must have written policies and procedures that include those items listed in the GSRP Implementation Manual. The Family Handbook must specifically denote that **Children must not be excluded, suspended, or expelled from classroom programming or transportation services for behavioral, toileting, or other non-health related needs.**

15. Qualified Teaching Personnel Genesee County Community Action Resource Department: shall ensure that there are sufficient qualified teaching personnel provided for the GSRP.

Program staff will meet or exceed all qualifications and training standards required by MCL 388.1632d and the GSRP Implementation Manual. If the Subcontractor is unable to employ qualified GSRP staff, the Subcontractor must submit appropriate documentation to GISD for **pre-approval** of a staffing compliance plan prior to employment of GSRP staff. Failure to comply may result in staff termination. *The Subcontractor agrees to maintain proper GSRP staffing ratios at all times in accordance with the Genesee Intermediate School District Administration of GSRP Policy and Procedures.*

16. Data Reporting to GISD. Genesee County Community Action Resource Department: shall provide GISD with all required student enrollment data, staff qualification information, financial data, and other information, as required, for monitoring and program reporting purposes subject to the Family Educational Rights and Privacy Act (FERPA) (20 U. S. C. 1232g; 34 CFR Part 99) and other applicable federal and state privacy laws.

17. Education Program & Curriculum.

A. Genesee County Community Action Resource Department: shall ensure that the students in part day and school day receive at least 120 days of classroom-based programming spread over a minimum of 30 weeks (1st year programs require a minimum of 80 days over 20 weeks), as required by the MiLEAP. Staff professional development days and inclement weather days are not to be included in the minimum requirement; to accommodate these, sites should plan for these occurrences. Extended Program Option and Extended Blend Program participants must run 180 days over a minimum of 36 weeks utilizing the approved number of home visits/parent teacher conference (8) and professional learning and/or (5) coaching days of 5 or more hours in their instructional day count. In addition, the program shall provide appropriate parent education and home-based services as required by the GSRP Implementation Manual, including a minimum of two-Family Participation Sessions to provide information on School Readiness and Program Data as indicated in the GSRP Implementation manual. The program shall also conduct two Home Visits and two Parent/Teacher Conferences as outlined in the GSRP Implementation Manual.

B. Genesee County Community Action Resource Department: agrees to use a curriculum approved by MiLEAP for GSRP programs. Approved curriculum for Genesee County includes: Creative Curriculum, HighScope, and Montessori. Any decisions to change the curriculum must be pre-approved by the ECC. Teaching teams are required to be trained in the curriculum utilized; trainings will be offered and coordinated via Genesee ISD.

C. Genesee County Community Action Resource Department: assures that any Supplemental Curriculum will not be utilized without the completion of the pre-approval process with Genesee ISD and as outlined in the GSRP Implementation Manual.

D. Genesee County Community Action Resource Department: agrees to provide GISD access to teacher lesson plans when requested for the purpose of coaching and guiding instructional practices.

E. Genesee County Community Action Resource Department: agrees to utilize the Promoting Positive Schools Framework (PPSC) in alignment with the Multi-Tiered Systems of Support (MTSS) designed to support the Genesee County GSRP Consortium. These systems must be adhered to, to receive GISD supports for children experiencing social-emotional challenges or challenging behaviors. Genesee County Community Action Resource Department: agrees to align these practices when applicable with LEA PPSC/MTSS Frameworks and Special Education systems. Children must not be excluded, suspended or expelled related to their need for behavioral support. See Family Handbook for example.

F. The GSRP Program Site Director and teaching teams will also be versed and apply the Michigan Early Childhood Standards of Quality for Prekindergarten (ECSQ-PK), and the Essential Instructional Practices in Early Literacy: Prekindergarten.

18. Student Assessment & Screening.

A Genesee County Community Action Resource Department: shall ensure that all GSRP students receive ongoing child assessment, , tracking child outcomes, progress in the curriculum, and progress toward proficiency on the Early Childhood Standards of Quality for Prekindergarten (ECSQ-PK), as defined by MDE.

B. Genesee County Community Action Resource Department: agrees to complete online student assessment (TS GOLD or COR Advantage online access) for GSRP students. This will be used to produce countywide child outcomes reports and to identify professional development needs. Any decisions to change assessment must be pre-approved by the ECC.

19. Program Evaluation.

A. Genesee County Community Action Resource Department: will fully participate in ongoing, onsite program evaluation; CLASS, curriculum implementation; and goal planning to assure compliance with the GSRP Implementation Manual.

20. Professional Development. Genesee County Community Action Resource Department: shall ensure that GSRP Lead Teacher, Associate Teacher and Classroom Support staff are provided ongoing professional development opportunities that meet or exceed the standards required by the GSRP Implementation Manual and respond to the needs identified in local and countywide data analysis. GSRP Teaching Teams are required to meet all mandatory training requirements and, per the GSRP Implementation Manual or Identified by GISD.

21. Access & Recordkeeping.

A. Genesee County Community Action Resource Department: will provide full access to GSRP classrooms to the ECC or ECS for scheduled and unscheduled visits.

B. Genesee County Community Action Resource Department: agrees to maintain the following administrative records on file for seven (7) years. Records must be available for monitoring by the ISD or by MiLEAP. If the GSRP program is closed for any reason. Genesee County Community Action Resource Department: will ensure records are turned over to GISD to meet retention requirements.

- Project plan (philosophy statement, curriculum model, and examples of lesson plans);
- Parent involvement records
- Financial documents (budgets, final expenditure reports, and carryover reports);
- Source documentation (invoices, receipts, etc.) for GSRP expenditures;
- Employee contracts/agreements and rationale for proration amounts for Subcontractor employees paid with GSRP funds;
- Supplementary childcare records;
- Data and analysis of child follow-up information through second grade;
- Documentation of license/approval by LARA, Bureau of Community and Health Systems Child Care Licensing Division, including correspondence on compliance and any special investigations;
- Personnel records for the director, lead teacher(s), associate teacher(s), and others, including
 - Staff credentials and professional development logs located in MiRegistry; and
 - Professional development logs, including training, conferences, workshops, and classes in MiRegistry;
- Children's records. A single file for each child must be **kept for seven (7) years** and include:
 - Age documentation (birth certificate or other proof of age eligibility);
 - Verification of income eligibility
 - Documentation of risk factors;
 - Health and immunization records;
 - Family information (parent name, address, phone number)
 - Evidence of developmental screening
 - Evidence of comprehensive assessment of child's progress in the program
 - Documentation of date and content of home visits and parent/teacher conferences

22. Reporting. Genesee County Community Action Resource Department: agrees to provide timely submission of all budget and expenditure request; MSDS submissions; and student data reports. Genesee County Community Action Resource Department: shall provide GISD with a budget detail for the proposed GSRP expenditures and a final expense. Genesee County Community Action Resource Department: will ensure that all reports are completed thoroughly and accurately. Finances are tracked via the GSRP Reimbursement.

- 2024/2025 Year-End Final Reimbursement Request
- 2024/2025 Final Expenditure Report (FER)- October 2025
- 2024/2025 Carry-Over Final Expenditure Report – Summer 2025
- 2025/2026 Budget Templates and Cost Allocations Spreadsheets – October 2025
- 2025/2026 Program Application - October 2025 (estimated)
- 2025/2026 Staff Information Report Starting 2022-2023 this will be maintained in MiRegistry – October 2025 reviewed or final submission March 2026
- 2025/2026 Funding Application – December 2025 (estimated)

23. Tuition & Enrollment.

A. Genesee County Community Action Resource Department: shall ensure that the allocation is utilized for qualifying four-year old children in receiving a quality, classroom-based preschool program as identified above. Spots unfilled by **December 8, 2025**, according to MEC shall be returned to GISD to be placed in a countywide pool available to the Genesee County GSRP Consortium. If spots are not filled by the close of the GSRP student count period of **February 2026**, the GISD shall retain the full allocation to be returned to MiLEAP.

24. Expenditures and Funds.

A. Genesee County Community Action Resource Department: may utilize funds for administration/overhead cost as dictated in the GSRP Implementation Manual and within the reasonability restrictions set forth by Genesee ISD within the limits of the budget template.

B. Genesee County Community Action Resource Department: understands these funds are intended to implement GSRP and not supplant. Genesee County Community Action Resource Department: assures all expenses are deemed reasonable and appropriate and understands that expenses deemed unallowable or not necessary will be deemed reimbursement by GISD.

C. Genesee County Community Action Resource Department: understands that the budget revisions will be available in April or following the finalization of student count and corresponding allocation adjustments. Any interim budget amendment requests must be requested via the ECC. Capital requests in excess of \$5,000 must be pre-approved in written form via the ECC/MiLEAP. Capital expenses that are not pre-approved will be denied.

D. Genesee County Community Action Resource Department: understands that a maximum of 20% of the Subcontractor's unspent allocation may be available for access as carryover funds, upon approval of GISD. Any unspent funds beyond 20% of the final Subcontractor allocation will

be returned to the Genesee County GSRP Consortium. Annual allocations are encouraged to be utilized to support the GSRP classroom and its students.

25. Nondiscrimination. The Subcontractor shall ensure that no person shall be excluded from participation in, denied the proceeds of, or be subject to discrimination in any form as a result of the performance of this agreement. The Subcontractor shall further ensure that no applicant, candidate, employee, or volunteer will be subject to discrimination in any form and that affirmative action will be taken to ensure that applicants are employed and treated during employment without regard to race, religion, color, national origin, age, gender, or disability.

26. Compliance. The Subcontractor will comply at all times with applicable laws, rules, ordinances and codes of state and local governments. The Subcontractor will comply with Michigan Childcare Licensing Rules for Childcare Centers and assume all liability for GSRP students under their care.

TERMS AND CONDITIONS:

27. Withholding Funds.

A. Genesee County Community Action Resource Department: understands and agrees that if it materially fails to comply with the terms and conditions of the grand award, MiLEAP may withhold funds otherwise due under the grant program, any other grant programs, or State School Aid Act of 1979 as amended, until it comes into compliance or the matter has been adjudicated and the amount disallowed has been recaptured (forfeited). **GISD may withhold up to 100% of any payment based on monitoring finding, audit finding, or pending final report.**

B. GISD reserves the right to withhold funds otherwise due to the Genesee County Community Action Resource Department in the event Genesee County Community Action Resource Department: materially fails to comply with the terms and conditions of the grant awards. Prior to withholding funds under this paragraph, Genesee County Community Action Resource Department: shall be afforded 15 days to cure its failure to comply with the term and conditions of the grant award and shall be given an opportunity to meet with GISD to discuss how it may do so.

28. Suspension or Termination of Agreement.

A. If the grant from MiLEAP under which this agreement is funded is terminated or suspended, or GISD determines that Genesee County Community Action Resource Department: has materially breached the conditions of this agreement or has been deemed a financial risk. GISD shall have the right to suspend or terminate this agreement by providing 30 days advance written notice to Genesee County Community Action Resource Department: and specifying the effective date thereof. Prior to termination or suspension under the paragraph, Genesee County Community Action Resource Department: shall be afforded 15 days to cure its material

breach and shall be given an opportunity to meet with GISD to discuss how it may do so. This 15-day cure period shall not apply in instances of gross negligence or moral turpitude. Upon suspension or termination, MiLEAP.

B. If Genesee County Community Action Resource Department: is unable or unwilling to satisfactory comply with existing or additional conditions and terms as may be lawfully applied by MiLEAP, it may suspend or terminate the agreement by providing 30 days advance written notice to GISD and specifying the effective date thereof. Upon suspension or termination, GISD shall assume full responsibility for the GSRP program under its grant from MiLEAP.

29. Reclamation of Property. In the event of termination by either party, all property, equipment, finished and unfinished documents, data, and reports purchased with grant dollars of prepared by Genesee County Community Action Resource Department: under this or previous agreement(s), in accordance with all applicable state regulations, shall become the property of GISD.

30. Changes to Agreement. GISD reserves the right to request changes in the scope of services to be provided by Genesee County Community Action Resource Department: under the agreement. Such changes may be attributable to the requirements of MiLEAP or requested by GISD for the good operation of the program. In the event of such a change, it will be discussed with Genesee County Community Action Resource Department: to achieve mutual understanding and agreement before being incorporated as an amendment to this agreement. In cases of a funding decreased imposed by MiLEAP, GISD reserves the right to unilaterally adjust the maximum amount of annual reimbursement accordingly.

ASSURANCES:

31. Compliances with Grant Program Requirements. GISD and Genesee County Community Action Resource Department: agree to comply with all applicable requirements of all state statutes, federal laws, executive orders, regulations, policies and award conditions governing this program. Both parties understand and agree that if they materially fail to comply with the terms and conditions of the grant award, MiLEAP may withhold funds otherwise due under the grant program, any other grant programs, or of the State School Act of 1979 as amended, until they come into compliance of the matter has been adjudicated and the amount disallowed has been recaptured (forfeited). MiLEAP may withhold up to 100% of any payments based on a monitoring finding, audit finding, or pending final report.

32. Materials Developed with Grant Funds. GISD and Genesee County Community Action Resource Department: assure that the following statement will be including on any publication or project materials developed with funds awarded under this program, including reports, films

brochures, and flyers: “These materials are funded through a grant provided by the Michigan Department of Lifelong Education, Advancement, and Potential.”

33. Nondiscrimination under Federal & State Assisted Programs. GISD and Genesee County Community Action Resource Department; hereby agree that they will comply with all federal and Michigan laws and regulations prohibiting discriminations and, in accordance therewith, no person, on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which they are responsible or for which they receive financial assistance from the U.S. Department or MiLEAP.

34. Americans with Disabilities Act. The Americans with Disabilities Act (ADA) provides comprehensive civil rights protections for individuals with disabilities. Title II of the ADA covers programs, activities, and services of public entities, and requires that, “No qualified individual with a disability shall, by reason of such disability be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by such entity.” In accordance with Title II of the ADA, GISD and the Genesee County Community Action Resource Department: have conducted a review of their employment and program/service delivery processes and have developed solutions to correct barriers identified in the review.

Title III of the ADA covers public accommodations (private entities that affect commerce, such as museums, libraries, private schools, and day care centers) and addresses existing facilities and readily achievable barrier removal. In accordance with Title III provisions, GISD and Genesee County Community Action Resource Department: have taken the necessary action to ensure that individuals with a disability are provided full and equal access to the goods, services facilities, advantages, or accommodations offered. In addition, a Title III entity, upon receiving a grant from the MiLEAP, is required to meet the higher standards (i.e., program accessibility standards) as set forth in Title III of the ADA for the program or service for which they receive a grant.

35. Iran-Linked Businesses. GISD assures that, for any request for proposals or contract renewal for work performed under this grant, it will collect a certification from each bidder that the bidder is not an Iran-Linked Business is not eligible to submit a bid on a request for proposal with a public entity. Recipients must comply will all conditions under P.A. 517 of 2012, “Iran Economic Sanction Act, “April 1, 2013.

Signed:

Delrico Loyd
Genesee County Board of Commissioners

Date

Superintendent
Genesee Intermediate School District

Date

DESCRIPTION: GSRP 2025-2026

GL #	DESCRIPTION	Increase/(Decrease)
2727-698.01-558.000	STATE PARTICIPATION	88,944.00
2727-698.01-702.000	SALARIES & WAGES	(\$3,174.00)
2727-698.01-709.000	SOCIAL SECURITY	(\$243.00)
2727-698.01-718.000	MEDICAL INSURANCE	(\$1,050.00)
2727-698.01-723.000	POST-RETIREMENT BENEFIT	(\$65.00)
2727-698.01-725.000	OPTICAL INSURANCE	(\$7.00)
2727-698.01-726.000	DENTAL INSURANCE	(\$44.00)
2727-698.01-727.000	LIFE HEALTH INSURANCE	(\$30.00)
2727-698.01-728.000	RETIREMENT	(\$254.00)
2727-698.01-729.000	WORKERS COMPENSATION	(\$3.00)
2727-698.01-730.000	UNEMPLOYMENT	(\$6.00)
2727-698.01-752.000	SUPPLIES OTHER	(\$132.00)
2727-698.01-801.050	FIDUCIARY SERVICES	\$92,376.00
2727-698.01-829.001	TECHNOLOGY & SOFTWARE SERVICES	(\$1,445.00)
2727-698.01-924.000	UTILITIES	600.00
2727-698.01-957.006	INTRAFUND EXPENSE	2,421.00