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RANDY SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, FEBRUARY 28, 2019 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [February 14, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. A.D.A.M. – Drug & Alcohol Monitoring (*Presentation*)
2. Sheriff's Office
 - a. Resolution to Authorize Contracts with Identified [Service Providers](#) as Authorized by the Justice Millage
 - b. Resolution to Allow the Ingham County Sheriff's Office to Enter into a Subcontract Agreement with the City of Lansing for the [2019 Byrne JAG State Grant](#)
3. Public Defenders Office
 - a. Resolution Creating [Positions](#) for the Public Defenders Office
 - b. Resolution to Authorize a [Lease Agreement](#) with 320 North Washington Partners and Ingham County
 - c. Public Defenders Office [Update](#) (*Informational Item*)
4. Community Corrections – Resolution to Authorize a Contract with Prevention and Training Services for [MRT Programming](#) as Authorized by the Justice Millage
5. 9-1-1 Dispatch Center
 - a. Resolution for the Renewal of the 9-1-1 Telephone Support Agreement with [Carousel Industries Inc.](#)
 - b. Resolution to Authorize Software Purchase Agreement with [Tritech](#) for Inform CAD Routing Server and Implementation Services to Enhance the 9-1-1 Center Computer Aided Dispatch (CAD) System
 - c. Resolution to Authorize Purchase of [Scheduling Software/Services](#) for the 9-1-1 Center
 - d. Resolution to Approve a Contract and Join the [MPSCS](#) (Michigan Public Safety Communications System) to Include System Monitoring and Infrastructure Maintenance
 - e. 9-1-1 Center [Update](#)

6. Board of Commissioners – Resolution Reaffirming Support for Legislation to “[Raise the Age](#)” for Juvenile Offenders in Michigan

Announcements
Public Comment
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES
OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

LAW & COURTS COMMITTEE
February 14, 2019
Draft Minutes

Members Present: Celentino, Crenshaw, Koenig, Polsdofer, Schafer, Slaughter, and Trubac.

Members Absent: None.

Others Present: Judge Richard Garcia, Judge Thomas Boyd, Sheriff Scott Wriggelsworth, Darin Southworth, Rick Terrill, Linda Vail, Anne Scott, Scott LeRoy, Caitlin Cavanagh, Brandi Kennedy, Lance Langdon, Teri Morton, Tyler A Smith and others.

The meeting was called to order by Chairperson Koenig at 6:00 p.m. in Personnel Conference Room D & E of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the January 10, 2019 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE MINUTES OF THE JANUARY 10, 2019 LAW AND COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

7. 9-1-1- Center – Resolution to Authorize a Contract for Tower Studies Necessary for the Replacement of the Ingham County Public Safety Radio System

8. Animal Control – Resolution Commending the Staff of the Ingham County Animal Control and Shelter

Limited Public Comment

Thomas Boyd, 55th District Court Judge, stated that he wanted to briefly state that when the County had recently closed due to extreme weather, the 55th District Court had remained open. He further stated that while the Court did not want to require people to travel in bad weather, it wanted to be there for the people who showed up anyway.

Judge Boyd stated that several people had appeared at the 55th District Court on one of the days during which the rest of the County was closed. He further stated that of those people, one person had heard on the news that the 55th District Court was open, another had a court order requiring them to appear on that date, and another needed to be arraigned because that was the only day on which he could appear.

Judge Boyd stated that the Court had collected more than \$6,000 on that single day, 90% of which was from traffic ticket payments. He further stated that on January 28, 2019 when he had left, the parking lot was full, and thirty people were present.

Judge Boyd stated that if people called the Court during dangerous weather events, they were advised not to come in. He further stated that the Court was there for people who might come on the bus, so that they could receive services, and would not be forced to wait three hours for the next bus to take them home.

Judge Boyd stated that the District Court could operate with only six people, and that he wanted to give kudos to the Facilities Department, who worked very hard. He further stated that the Court tried to minimize the impact on people, but they still came.

Judge Boyd stated that the Sheriff's Office did not close during extreme weather, so the question became where to draw the line. He further stated that bad things happened if the District Court did not work.

Judge Boyd stated that due to the several days of closure, prosecutors had failed to make an offer to defense or otherwise dispose of a case, resulting in a 22-year-old pregnant woman spending 7 more days in jail than she would otherwise have needed to. He further stated that the Court had no inkling of the situation at the time, and that he hoped to improve communication between prosecutors, defense attorneys, and the Court.

Commissioner Crenshaw stated that he had met with some individuals, and that Judge Boyd and his Court Administrator had been invited. He further stated that being on the same page and working with the courts is important issue, and that the Prosecutor's Office had had people working from home during the period of closure.

Commissioner Crenshaw stated that he was not sure what had happened in this situation.

Judge Boyd stated that prosecutors had called defense attorneys directly and told them not to come in during the period of closure, and he offered to share a very angry email discussion he had had with them about that issue. He further stated that he would have been happy to come to the mentioned meetings, but had hearings scheduled at the same time, and had made that known immediately.

Commissioner Crenshaw stated that he would like to have quarterly meetings for prosecutors, defense attorneys, and the courts to communicate. He further stated that he appreciated Judge Boyd appearing and letting the Committee know his concerns.

Chairperson Koenig stated that if that if the Court had information as to which prosecutors were working from home, it would be easier to identify the person to contact. She further stated that it was very uncommon for the 55th District Court to close, and that without an explanation, it would have seemed that it was an outlier in that way.

Judge Boyd stated that the 55th District Court was not an outlier, and that the Sheriff's Office was out there to save lives in bad weather. He further stated that it was important to think about how to reduce risk, and provide the minimal level of service people expected.

Linda Vail, Health Officer, stated that the Health Department had struggled as well with similar issues during the period of closure, not knowing whether to close. She further stated that critical patient care issues could be problematic when the Health Department was closed for so long.

Ms. Vail stated that she was looking at how to work with staff and unions to identify a core essential services group to come in and deliver at least some healthcare services on closure days. She further stated that the Health Department was an outlier, like the 55th District Court and the Sheriff's Office.

Ms. Vail stated that she did not want to leave someone with a treatable condition to go to the emergency room.

Chairperson Koenig stated that if Ms. Vail could come up with solutions, the Committee would take them up. She further stated that the Committee was there to serve.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ITEMS:

2. Sheriff's Office
 - b. Resolution to Authorize Contracts with Identified Service Providers as Authorized by the Justice Millage

3. Prosecutor's Office
 - a. Resolution to Authorize an Amended Memorandum of Understanding between the Ingham County Prosecutor's Office and the Department of the Attorney General and a Sub Contract between the Ingham County Prosecutor's Office and End Violent Encounters (EVE)
 - b. Resolution to Accept an Amendment to the Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutor's Office Crime Victim Rights Grant

4. Facilities Department
 - a. Resolution to Authorize an Agreement with Cusack's Masonry Restoration, Inc. for the Building Tuck Pointing at the Ingham County Youth Center
 - b. Resolution to Authorize an Agreement with HPS for the Purchase of Three Ovens for the Ingham County Jail
 - c. Resolution to Authorize an Agreement with A&B Equipment & Sons, Inc. for the Purchase of Three Washers for the Ingham County Jail
 - d. Resolution to Authorize an Agreement with Trane U.S. Inc. for the Overhaul of the Chillers at the Ingham County Jail

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

1. Circuit Court – Juvenile Division – Juvenile Risk, Recidivism, and Continuous Quality Control (*Presentation*)

Richard Garcia, Chief Probate Court and Chief Circuit Court Judge, stated that County courts tried to focus on evidence-based treatment, and that the County prided itself on focusing on reducing recidivism rates. He further stated that the County must assess individuals in order to do that, and that the County had implemented many programs, and collected a lot of data since the Juvenile Justice Millage had passed in 2002.

Judge Garcia stated that it was crucial to assess and reassess juveniles all the way through the court system. He further stated that this data contributed to the functioning of the courts in three ways, the first being it provided judges with better information on the risk level of the juvenile, so that diversion, placement, or other solutions could be ordered as appropriate.

Judge Garcia stated that the gathered data helped the courts to know the issues the juvenile was facing, in order to provide better dispositions. He further stated that a second way the data was helpful was in building programs that met and addressed specific needs of the juveniles.

Judge Garcia stated that the data could provide help to kids in the County that was specifically designed to meet their needs. He further stated that the data allowed the County to partner with Michigan State University, which analyzed the data and reported whether what the court was doing was affecting recidivism rates.

Judge Garcia stated that Dr. Caitlin Cavanagh, MSU Assistant Professor, was present. He further stated that she received the data, tracked the juveniles, and figured out what the recidivism rates were, in order to help the court to make decisions.

Judge Garcia stated that if recidivism rates went up, the courts would question what they were doing, but that if rates were low, they would continue as they were.

Judge Garcia read a statement concerning Dr. Caitlin Cavanagh's professional accomplishments, which is included in the minutes as Attachment A. He further stated that the County was lucky to have Dr. Cavanagh to help them.

Judge Garcia also introduced Brandi Kennedy, Family Court Juvenile Division Clinical Mental Health Professional. He further stated that her initial work had been at the University of Cincinnati, and that in 2003 she had done an assessment of the Juvenile Division, and had helped reshape the County girl's home in 2012.

Dr. Cavanagh read from a slideshow presentation.

Chairperson Koenig asked whether juveniles who remained in intake because their risk assessment scores were lower, were then diverted.

Judge Garcia stated that they were, and that as a result they did not get an adjudication or have a juvenile record.

Chairperson Koenig stated that it sounded as if the recidivism statistics did not include juveniles sent to diversion.

Judge Garcia agreed.

Commissioner Schafer asked whether the decline in the number of law enforcement officers increased rates of recidivism.

Dr. Cavanagh stated that it was an important point, but that she could not speak to it, because she did not have those figures available.

Discussion.

Ms. Kennedy read from the presentation. She further stated that it was important to consider how the County could support and build up juveniles, and that it was not quite measuring up.

Ms. Kennedy stated that she was making sure to find out where the County was faltering, and that the fidelity of a program's implementation to its design should be assessed before considering changes. She further stated that if the fidelity was low, an attempt should be made to correct that before considering eliminating the program.

Chairperson Koenig stated that the Pride program had a 41% recidivism rate, and asked whether that had remained the same.

Dr. Cavanagh stated that there were some planned initiatives to look at the recidivism rate of the Pride program, but at that point, there was no longitudinal data on that.

Chairperson Koenig stated that it sounded as if there was no data on Pride.

Scott LeRoy, Deputy Court Administrator, stated that there was data, and the program was being evaluated. He further stated that there was a need to check fidelity before considering changes to the program.

Commissioner Schafer asked where the Pride program was located.

Mr. LeRoy stated that it was located at the Ingham Academy.

Commissioner Crenshaw asked what happened when juveniles maxed out at Ingham Academy.

Judge Garcia stated that the courts committed to stick with juveniles until they graduate from high school. He further stated that some stayed to the age of 19, and some were dismissed from their high schools and finished up credits through the Academy.

Judge Garcia stated that if a juvenile was 17 or 18 and was not earning credits, they would sometimes be put in placement if they were engaging in high risk behavior, or would sometimes be referred to services.

Commissioner Slaughter asked for a history on how these programs were selected at the start of the millage.

Judge Garcia stated that in 2002, the Juvenile Justice Millage had passed, and that it was about a year until the commission decided to make investments. He further stated that first, a girls' group home was started, and that that had happened in 2005.

Judge Garcia stated that another of the early programs was the Ingham Academy, because County officials knew they wanted a day treatment program. He further stated that the County had spent a lot of time looking for a location, and that classes had originally been held at the Grady Porter Building.

Judge Garcia stated that the courts had worked with child and family services, and had used a lot of residential treatment beds, which explained the high residential placement figures at that time. He further stated that Ingham Academy was designed to allow juveniles to sleep in their own beds at night.

Judge Garcia stated that Dr. Edward Latessa, University of Cincinnati Professor, had rendered a report at the end of 2003, and that the County had waited for that report in order to assess what it should do. He further stated that the first thing to do was to train workers to do assessments properly.

Discussion.

Judge Garcia stated that after the millage had passed, the money was matched with state funds to fund these programs and make a difference. He further stated that there had been a steady decline in petitions and number of youth involved in the justice system since that time.

Judge Garcia stated that the average range of risk assessments had increased, but that this was good because it indicated that the courts were working mainly with juveniles who really needed to be there. He further stated that he would like to reduce the rates of juveniles of color being involved with the justice system.

Chairperson Koenig asked how many juveniles were seen each year, under short and long forms, total.

Mr. LeRoy stated that the figure was around 600.

Chairperson Koenig asked whether the County kept track of the juveniles as adults.

Mr. LeRoy stated that they were monitored through the CourtView application.

Chairperson Koenig asked whether that meant the figures only included incidents that occurred in Michigan.

Mr. LeRoy stated that was true, but that the County had once done a comparison between CourtView records for the County, and the Law Enforcement Information Network (LEIN) records for the entire state, and that there had been no statistical difference. He further stated that Ingham County had the largest database in the world for youth recidivism.

Chairperson Koenig asked who owned the data.

Mr. LeRoy stated that the court and MSU both owned it.

Chairperson Koenig asked, if someone wanted access to the data, whose permission would they need.

Mr. LeRoy stated that permission would be needed from both the County and MSU.

Chairperson Koenig asked who saw the report.

Mr. LeRoy stated that the slide presentation had been designed so that judges and administrators could take it and use it. He further stated that the courts wanted to share it with as many people as possible.

Discussion.

Judge Garcia stated that it was critical that the voters understood how effective the millage and the programs it funded had been. He further stated that he wanted public to know the impact of what it was paying for.

Chairperson Koenig asked how that was being achieved.

Judge Garcia stated that he went to service organizations and the media, and talked as much about this issue as he could. He further stated that he wanted to make sure everybody had this information, and that it was important for voters to know.

Judge Garcia stated that there were very few places in the country that had something like this, and that Dr. Latessa had been pleased at the implementation of the findings of his report. He further stated that the courts worked with MSU and the University of Cincinnati to provide services that were appropriately dosed, with more hours of intervention for higher risk juveniles.

Chairperson Koenig asked whether there were any suggestions that the County had not implemented.

Judge Garcia stated that the only ones that had not been implemented were the ones the County did not have the data to implement. He further stated that the Juvenile Division was a living, breathing organization that continuously kept track of best practices, and that Dr. Latessa did checkups every few years.

Commissioner Schafer stated that he appreciated the programming and the presentation. He further asked how legislation like Schools of Choice impacted recidivism, and whether the core curriculum may have had an impact.

Mr. LeRoy stated that sometimes these statistics created more questions than answers, but that that was good.

Commissioner Koenig thanked Judge Garcia, Dr. Cavanagh, and Mr. LeRoy, and stated that she appreciated the presentation.

2. Sheriff's Office

- a. Resolution to Authorize a Training Services Agreement with Bouck Corporation DBA MACNLOW Associates on Behalf of the Sheriff's Office and 9-1-1 Central Dispatch

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Sheriff Scott Wriggelsworth stated that when he became Sheriff in 2017, he had brought this issue to the Board of Commissioners. He further stated that Undersheriff Andy Bouck and his sister were each half owners of MACNLOW.

Sheriff Wriggelsworth stated that the Sheriff's Office had had this partnership for over twenty years. He further stated that the Sheriff's Office had abided by its corporate counsel's advice all along.

Sheriff Wriggelsworth stated that his Office and the 9-1-1 Center had billed MACNLOW only about \$10,000 of a cap of \$33,000. He further stated that the Sheriff's Office accounted for only 1.8% of MACNLOW's invoices for the year, and that the Ingham County Sheriff's Office got free training spots.

Sheriff Wriggelsworth stated that the 9-1-1 Center used MACNLOW almost exclusively for dispatch training, and had done so for 20 years. He further stated that if the County ended the partnership, it would only be hurting itself, and would need to pay travel and hotels for trainers to travel from somewhere else.

Sheriff Wriggelsworth stated that if the County used MACNLOW, costs for one type of training would be about \$4,300, and that other companies and police departments would charge about \$8,000 for the same thing. He further stated that the Sheriff's Office was not using MACNLOW because of Undersheriff Bouck's ownership interest in it, and never had.

Commissioner Schafer stated that he strongly supported the resolution, and that when Sheriff Wriggelsworth was first elected, he was as transparent as he could possibly be about this issue. He further stated that the agreement was good for the County's interests, and that if every potential conflict of interest was disqualifying, members of the Board of Commissioners would not be able to vote on many things.

Commissioner Schafer stated that it was time to allow the Sheriff to move on and do his job. He further stated that the City Pulse had published an article on this matter, but that there ultimately was no question about ethics or transparency.

Commissioner Celentino stated that this issue was always brought up, and that time had proven that there was no conflict. He further stated that Undersheriff Bouck had never been involved in contract negotiation between the Sheriff's Office and MACNLOW, or anything of the sort.

Sheriff Wriggelsworth stated that Undersheriff Bouck never had been, and never would be.

Commissioner Celentino stated that it appeared that would continue to be the policy, and that he had no problem with that. He further stated that he appreciated the discussion, and that all needed to provide disclosure of conflicts.

Commissioner Celentino stated that the matter appeared to be completely in compliance with the Board of Commissioners' policies, and that Undersheriff Bouck had been very good about transparency.

Sheriff Wriggelsworth stated that if the County were to go away from this, it would not negatively affect MACNLOW, because it could fill the seats easily. He further stated that he had said that if the relationship became a problem, MACNLOW would get out of doing business with the County, but that the Sheriff's Office had been using them for 20 years.

Commissioner Slaughter stated that he had had a conversation with Sheriff Wriggelsworth that afternoon, and that as a new Commissioner, seeing the parties to the contract gave him pause. He further stated that it sounded like everything was done right, but that it still sounded funny for a County employee to have a side business contracting with the County.

Commissioner Slaughter stated that it did not sit right with him.

Lance Langdon, 9-1-1 Center Director, stated that MACNLOW was one of very few places that offered certain training required by the State. He further stated that it had been a good vendor relationship, and that the County had been using MACNLOW since long before Undersheriff Bouck and his sister became involved in the company.

Mr. Langdon stated that moving away from using MACNLOW would have a very negative effect on training, and would increase costs.

Commissioner Schafer stated that the question was whether the County wanted high quality, low cost training, or not. He further asked whether the Board of Commissioners wanted to risk County employees not having the right training at all, and stated that the Sheriff's Office budget was stretched as things were.

Commissioner Slaughter asked whether the training contract had ever been put out for RFP in the past.

Sheriff Wriggelsworth stated that the training was not put out to RFP, but that the Sheriff's Office looked at the vendors who offered the training, and sent its employees for needed training.

Mr. Langdon stated that all courses taken by his employees needed to be approved through the State 9-1-1 office, and that all vendors were vetted before the 9-1-1 Center could use them.

Chairperson Koenig asked for the names of any other organizations that offered training similar to that offered by MACNLOW.

Mr. Langdon stated that Oakland Community College did some dispatch courses, and that Success Communications used to, but that he was unsure if the company still did.

Sheriff Wriggelsworth stated that Northwestern Supervision of Police Personnel, DeWolf and Associates, the Michigan State Police Training Academy, the MSU School of Criminal Justice, Finest Professional Development, and the Michigan Municipal Risk Management Authority all offered some of the same training as MACNLOW.

Chairperson Koenig stated that she had been the single no vote against this arrangement in the past. She further stated that Sheriff Wriggelsworth had been very professional and had done everything right, but that she would still vote against the resolution.

Chairperson Koenig stated that going forward, it would be helpful to have more information on other vendors who provided similar training.

Commissioner Trubac stated that he would like to see alternatives on this matter, and that he wanted to see figures in writing to be able to compare.

THE MOTION CARRIED. Yeas: Celentino, Crenshaw, Polsdofer, Schafer.

Nays: Koenig, Slaughter, Trubac.

2. Sheriff's Office

c. TV Show Cops (*Discussion*)

Sheriff Wriggelsworth stated that the Sheriff's Office had an opportunity to be on the show COPS. He further stated that he had reached out to several TV shows, because he wanted to show off how good the Ingham County Sheriff's Department was.

Sheriff Wriggelsworth stated that the COPS team wanted to come to the County to film in July and August, and wanted to ride along with Sheriff's deputies for eight weeks. He further stated that the contract looked very basic, and that he would ask the corporate counsel to review it.

Sheriff Wriggelsworth stated that the Sheriff's Office would have first and last right of refusal to cut out anything the crew filmed that the Sheriff's Office did not want shown.

Commissioner Polsdofer stated that he had not watched COPS in years, but that he would be in favor of it, if it would promote the positive side, and would not be too sensational.

Sheriff Wriggelsworth stated that the show did not tend to zero in on the negative aspects, but that if the Sheriff's Office did not want to air what the show wanted to air, it could refuse to allow it. He further stated that they were looking for positive stories, and that he would not believe they would still be doing the show after thirty years if they made police officers look bad.

Commissioner Koenig stated that COPS was pretty dramatic, and did not always seem to be promoting law enforcement. She further stated that ultimately, it was up to the Sheriff and the Sheriff's Office to decide.

Commissioner Slaughter stated that this would be a good opportunity to show off all the work the Sheriff's Office was doing.

Commissioner Schafer stated that the Sheriff's Office was often the first line of social services. He further stated that having COPS film in the County would be a very positive thing, and that he appreciated the idea.

Sheriff Wriggelsworth stated that he would not want to do it if it would create a battle with Board of Commissioners.

Discussion.

7. 9-1-1- Center – Resolution to Authorize a Contract for Tower Studies Necessary for the Replacement of the Ingham County Public Safety Radio System

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Mr. Langdon stated that in order to keep moving, the 9-1-1 Center needed to know if the towers it used could hold up the new equipment it needed to install. He further stated that the towers needed to be inspected and assessed.

Mr. Langdon stated that money had been set aside for the expense of fixing towers, or to construct a new tower. He further stated that most towers had old equipment on them, and that both the old and new equipment would need to be on the tower at once, to ensure that the new ones were working before removing the old ones.

Mr. Langdon stated that having both sets of equipment on a tower at the same time might overload the tower, and that the Federal Communications Commission had imposed regulations setting a more stringent maximum load on communication towers.

THE MOTION CARRIED UNANIMOUSLY.

5. Health Department/Sheriff's Office – Jail Medical Reorganization Discussion

Ms. Vail stated that she came here months ago to say that the Health Department was looking at alternatives for jail medical services, and were issuing an RFP. She further stated that that process began in September of 2018, and had been a long process.

Ms. Vail stated that she was present to discuss how to provide jail medical services better from a Health Department perspective. She further stated that both the Health Department and the Sheriff's Office were recommending a contract with Corizon.

Ms. Vail stated that Corizon's proposal retained all current staff, and avoided layoffs. She further stated that there was some urgency, but that it was out of her control. She further stated that the Health Department had intended to wrap up by the end of 2018, but had received 130 questions in response to the RFP.

Ms. Vail stated that answering those questions resulted in a deadline delay, and that in January of 2019, the MSU College of Nursing had terminated its contract with the County Health Department early, effective March 31, 2019.

Ms. Vail stated that with no nurse practitioners on site, the Health Department employees could no longer diagnose or provide treatment. She further stated that the best quality of care was to do it onsite instead of sending inmates out to hospitals.

Ms. Vail stated that the Health Department had multiple contracts as part of providing care – one for nurses, one for psychiatry, and more. She further stated that making an agreement with Corizon would allow for one contract between the County and the vendor, and would lead to cost containment.

Ms. Vail stated that bids from Corizon and other RFP respondents allowed for more on-site services, including X-rays, which the Health Department did not do. She further stated that using Corizon would provide consistency and staffing coverage, at a similar cost.

Ms. Vail stated that this was never a costs issue, and had been a quality of care issue from the beginning.

Commissioner Crenshaw stated that the contract for the nurse practitioner had been passed with a June 2019 deadline, but had come back to the Board of Commissioners from the MSU College of Nursing with a change to a March 31 deadline. He further stated that when he had signed it, there was no notification of the change of date.

Anne Scott, Health Department Administrator, stated that she had received a phone call with no warning that MSU was pulling its nurses out of the jail the same day. She further stated that she had negotiated to get the nurses back until March 31.

Ms. Scott stated that usually when the contract was negotiated in good faith, there was no need to rely on an executed contract, but that in this instance, MSU had refused to send the nurses back without assurances that the contract was in effect. She further stated that she would take ownership of that mistake.

Commissioner Schafer stated that this discussion went back decades. He further stated that the Sheriff's Office had handled it for a long time, and that it had been disastrous.

Commissioner Schafer stated that the Health Department had been forced to take it on, and that the current resolution reduced County risk. He further stated that he wanted to give the best service possible in County institutions.

Commissioner Schafer stated that he supported the efforts of the Sheriff and the Health Department to proceed, and that it was time to move on. He further stated that this had taken longer than it should have.

Commissioner Celentino asked whether the \$2.5 million figure would be for a completely in-house reorganization of the jail medical portion of the Health Department.

Discussion.

Teri Morton, Deputy Controller, stated that \$1.9 million to \$2.084 million would be the correct figure.

Discussion.

Commissioner Celentino stated that the costs of an in-house reorganization would be \$2.032 million, and the private vendor would be \$2.332 million.

Ms. Vail stated that the reorganization option added a full-time manager to take control of things there. She further stated that currently, even with full staffing, the jail medical staff would be in crisis management all the time.

Ms. Vail stated that 0.15 FTE of employee's time was currently devoted to managing jail medical services. She further stated that the employee got pulled from her other responsibilities whenever jail medical services issues arose, and that as long she was expected to cover both roles, it would just be crisis management.

Ms. Vail stated that creating a full time manager, and adding another County job would allow for 24/7 coverage. She further stated that it was important to note that the Health Department had put together the reorganization proposal because it had promised to do so.

Ms. Vail stated that the reorganization proposal did not solve historical problem of recruiting and retaining staff to work in the jail, and that there were nurse positions open currently that had not been filled since 2014. She further stated that there were five positions – one senior nurse and four nurses.

Ms. Vail stated that the reorganization proposal still called for five registered nurses, but did nothing to help recruit or retain them. She further stated that the reorganization did not change the salary or anything else than may be attractive.

Sheriff Wriggelsworth stated that it was a “paper reorganization.”

Commissioner Celentino asked why the MSU College of Nursing decided to leave early.

Ms. Vail stated that there was a current lawsuit out there, but that she did not know. She further stated that MSU legal was what put a halt to it.

Ms. Scott stated that the MSU College of Nursing let the Health Department know that they did not want to renew the contract because it was no longer of value to them as a teaching opportunity.

Ms. Vail stated that the early termination was because they felt the needs of the workers were not being met. She further stated that the workers were faculty at MSU, and that jail medical services were not the kind of advanced-practice that these mid-level professionals needed.

Sheriff Wriggelsworth stated that with few exceptions, jail medical services were not a coveted position by anyone except those who worked in the industry exclusively.

Commissioner Celentino asked whether the Health Department had reached out to union bargaining units involved.

Ms. Vail stated that the Health Department had met with the bargaining units several times.

Ms. Scott stated that she had reached out, and had spoken with the Human Resources Department, but that if the Human Resources Department had received any statements from the unions, she was not aware of it. She further stated that the reorganization would bring in the Michigan Nurses Association, which was not currently involved.

Ms. Scott stated that the Health Department had been open and transparent toward the labor unions involved, and that County positions were County positions, which the nurses wanted. She further stated that the nurses understood the reality of working in the jail.

Sheriff Wriggelsworth stated that the Sheriff’s Office had been open with the unions, and had disclosed all relevant information about the job from very early on in the process. He further stated that no one was trying to go behind anyone’s back.

Commissioner Celentino stated that he was against privatization, and had a responsibility to ask these questions. He further stated that he did not fault or disrespect anyone present, but that he believed strongly on this.

Commissioner Celentino stated that all were looking at the same goal, but differed on how to get there. He further stated that he wanted to thank the Sheriff and the Health Department for bringing the questions to the Committee.

Ms. Vail stated that it might appear that the Health Department was backing the Board of Commissioners into a corner on the issue, but that it was never the Health Department's intention to get to this point, with this sense of urgency. She further stated that she did not mean to put that burden on the Board of Commissioners.

Commissioner Celentino stated that he was not accusing, and had been around long enough to know that crises happened in minutes.

Sheriff Wriggelsworth stated that this was priority number one for the Sheriff's Office, and that the system did not work well at all. He further stated that his deputies spent all sorts of time guarding inmates at hospitals, and that they spent more time offsite at hospitals than any other Sheriff's Office in the state.

Sheriff Wriggelsworth stated that it might be necessary to build a litigation buffer into the funding for the County. He further stated that the Sheriff's Office was in litigation at present with the estate of a woman who had died in the jail, and that corporate counsel had indicated that acts of employees not directly employed by the County could impose liability on the vendor, instead of the County.

Sheriff Wriggelsworth stated that transfer of liability would put the County in a better position, and that state case law established that deputies were not medical professionals, and protected them from medical suits. He further stated that the reorganization plan did nothing to make the nurse positions more attractive, and that it was currently very difficult to fill them.

Sheriff Wriggelsworth stated that if the County could not do a better job, the likelihood of inmates participating in programming would go down because the inmates did not feel well physically. He further stated that Sparrow and McLaren Hospitals had not responded to the RFP.

Commissioner Polsdofer asked how much it cost to guard inmates at hospitals while they received medical services there.

Sheriff Wriggelsworth stated that in 2018, there had been \$90,000 in overtime alone, and that deputies transported and guarded inmates all the time.

Discussion.

Ms. Scott stated that Eaton County was much smaller than Ingham County, and that the idea of Emergency Medical Technicians (EMTs) providing jail medical services had come up during

some discussions, but that would lose the diagnosis capability. She further stated that it would leave no medical provider in that picture to make assessments, and that she would not stand behind that model for Ingham County.

Ms. Vail stated that EMTs in the jail might seem like a good idea, but that the nurses' unions did not like that idea at all.

Commissioner Crenshaw stated that he had wanted to compare things with Eaton County, but that the size difference made that unhelpful.

Ms. Scott stated that one of the reasons the reorganization cost more was that jail medical providers were being asked to do detox, medication assisted treatment, transition to communities, and more services. She further stated that that was a bigger ask than the Health Department had historically been doing, but that it was trying to do more to meet the needs of people of the County.

Sheriff Wriggelsworth stated that people coming into the jail were sicker and sicker, and that people on opiates were fine when they came in, but then got very sick within a day or two from withdrawal. He further stated that when staff at the jail went out on leave, that position did not get covered, and the Sheriff's Office stepped in to transport and guard inmates.

Sheriff Wriggelsworth stated that there were safety issues for deputies in doing that. He further stated that both major hospitals had recently stated that they would not relieve deputies even for a minute or two, possibly requiring coordination with local police departments just to provide for a short break.

Chairperson Koenig asked what Darin Southworth, Corrections Major, thought.

Major Southworth stated that the jail medical issue was priority number one to fix. He further stated that he meant nothing against the current staff, who were doing the best they could, but that the issue was about wanting to do things better.

Major Southworth stated that there was a need to look after the welfare of the County, both financially and in the human dimension, and that this was not where the County wanted to be. He further stated that he had learned a great deal through the RFP process about what correctional healthcare can look like, and that the models were all very professional, done by people who had been in the industry for decades.

Major Southworth stated that all were trying to do the best they could. He further stated that the Sheriff's Office got out of healthcare for a good reason, and the Health Department adopted it because they had to.

Major Southworth stated that if the reorganization were done within the County, it would need to make some major changes, and recruitment, retention and training would need to be looked at. He further stated that he had tried to reach out through professional networks to try and add to the nurse applicant pool, without noticeable success.

Commissioner Schafer stated that it was important to understand that the Sheriff's Office did 10,000 bookings per year.

Major Southworth stated that the figure was closer to 9,000.

Commissioner Schafer stated that there were lots of people coming through who needed better care and more opportunity. He further stated that there was no way he would ever second guess what the Sheriff and Health Officers recommended.

Sheriff Wriggelsworth stated that Corizon would do medical screening at intake, and that currently, it could be two or three days from intake to health assessment.

Ms. Vail stated that the statutory requirement for health assessment required it to be done within 14 days. She further stated that the Health Department would not be able to offer some things that Corizon offered, even under the reorganization plan.

Commissioner Slaughter asked what was known about the Corizon staff, regarding their certifications and where they were recruited from.

Ms. Vail stated that Corizon had submitted a package in response to the RFP with information on staff. She further stated that when it comes to asking questions about Corizon, it was better to ask Corizon than to ask the Health Department.

Ms. Scott stated that LPNs and RNs were licensed, and had a similar level of credential to what the County was hiring for.

Discussion.

Chairperson Koenig asked what the plan was to handle the withdrawal of the MSU nurses on March 31, 2019.

Ms. Scott stated that the Health Department had an existing staffing contract with Cross Country Staffing that was currently limited to medication passer staff. She further stated that she would put a resolution forward to expand that for the interim, which would be costly, but that something needed to be done.

Ms. Vail stated that the loss of the nurse practitioner from MSU Nursing was unfortunate. She further stated that that was an excellent standard of care, and that it was not common in other counties to have a full time physician at all.

Ms. Vail stated that the Health Department had already established that level of care, so they wrote the requirement for a mid-level medical professional into the RFP. She further stated that if the County were without that for a while, it would not be much different from the way other counties operated all the time.

Chairperson Koenig stated that she had seen many lawsuits involving illness and death, and that Corizon ended up on a lot of lists being sued. She further stated that the County would always be on the hook in lawsuits, regardless of whether services were delegated out to a contractor.

Chairperson Koenig stated that the County would never be able to just hand it off, and could even open itself up to more liability by doing so. She further stated that the Board of Commissioners needed to fix this, and do whatever it took to do it right, before another crisis arose.

Discussion.

8. Animal Control – Resolution Commending the Staff of the Ingham County Animal Control and Shelter

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

MOVED BY COMM. CRENSHAW, TO AMEND THE RESOLUTION AS FOLLOWS:

BE IT FURTHER RESOLVED, that each employee of the Ingham County Animal Control and Shelter who was working during this time be ~~commended~~ **presented** with **a copy of** this resolution as our appreciation for the hard work, time and energy they gave to help resolve the issues the shelter was facing.

This was considered a friendly amendment.

THE MOTION CARRIED UNANIMOUSLY.

6. Board Referral – Resolution #01-19.06 from the Jackson County Board of Commissioners Regarding Michigan Indigent Defense Commission Funding

No action was taken on this item.

Announcements

Commissioner Crenshaw stated that the Prosecutor's Office had sworn in a service dog recently, and it was ready to start assisting in court.

Commissioner Schafer stated that the Arrestee Drug Abuse Monitoring (ADAM) presentation had been delayed, but should be on next meeting's agenda.

Discussion.

Public Comment

None.

Adjournment

The meeting was adjourned at 8:13 p.m

Attachment A – Submitted by Judge Richard Garcia

Cole, Tracy

From: Cavanagh, Caitlin <cavana81@msu.edu>
Sent: Wednesday, February 13, 2019 2:09 PM
To: Leroy, Scott
Cc: Cole, Tracy; Thelen, Lisa
Subject: Re: Dr. Cavanaugh

Hi Scott,

Yes, see below-- and please let me know if this isn't what you're looking for.

Dr. Caitlin Cavanagh, a developmental psychologist, is an assistant professor of Criminal Justice and an adjunct professor of Ecological-Community Psychology at Michigan State University. After completing her B.A. in Psychology at the University of Rochester, Dr. Cavanagh worked in the European Union Parliament in Brussels, Belgium. Through this experience, she learned first-hand how high-quality social science research can affect public policy. As a result, she shifted her interest in studying adolescent development broadly to producing policy-applicable research to help youth and their families interact with the law. In 2016, she received her Ph.D. in Developmental Psychology at UC Irvine, with specializations in Psychology and Law and Quantitative Methods. Broadly, Dr. Cavanagh's research focuses on the intersections of psychology, social policy, and criminology to explain how social contexts shape adolescent behavior. Specifically, her research team focuses on three interrelated concerns: (1) the dynamic, reciprocal relation between adolescent development and contact with the juvenile justice system; (2) how youth develop attitudes about the law; and (3) ways that law and policy can better support families whose children come into contact with the justice system. Her goal is to use developmentally-sound research to improve how the juvenile justice system interfaces with children and families. Learn more about her current research at <https://www.theadjustlab.com/>

On Wed, Feb 13, 2019 at 1:45 PM Leroy, Scott <SLeroy@ingham.org> wrote:

Dr. Cavanagh,

Do you have a short bio that I can share with Judge Garcia?

Scott

From: Cole, Tracy
Sent: Wednesday, February 13, 2019 1:27 PM
To: Leroy, Scott
Cc: Thelen, Lisa
Subject: Dr. Cavanaugh

Attachment A – Submitted by Judge Richard Garcia

**FEBRUARY 28, 2019 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

2a. Sheriff's Office – Resolution to Authorize Contracts with Identified Service Providers as Authorized by the Justice Millage

This resolution will authorize a contract not to exceed \$19,600 per year with “It Takes A Village Educational Consulting, LLC,” for Restorative Justice services for the period of March 1, 2019 through December 31, 2020. Restorative Justice teaches life changing skills designed to reduce recidivism and repair relationships through accountability, problem solving and conflict resolution. Funding for the program is included in the Justice Millage funds reserved for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons.”

Two vendors responded to the Request for Proposals (RFP). “It Takes A Village Educational Consulting, LLC,” submitted a cost proposal of \$21,170. The owner is willing to match Beginning Of Independence Group LLC’s (BIG) low bid of \$19,600, in compliance with the County’s Local Purchasing Preference Policy. BIG’s bid was \$1,570 less per year for programming but required technology procurements and upgrades that are cost prohibitive at this time.

See memo for details.

2b. Sheriff's Office – Resolution to Allow the Ingham County Sheriff's Office to Enter into a Subcontract Agreement with the City of Lansing for the 2019 Byrne JAG State Grant

This resolution will authorize the Ingham County Sheriff’s Office to enter into a Subcontract Agreement with the City of Lansing for the time period of October 1, 2018 through September 30, 2019. The Sheriff’s Office will receive a 2019 Byrne JAG State grant in the amount of \$41,844 to be applied to the wages and benefits of the Sheriff Deputy assigned 100% to the Tri-County Metro Narcotics Squad.

3a. Public Defender's Office – Resolution Creating Positions for the Public Defenders Office

This resolution will create seven additional positions for the Public Defender’s Office. The Human Resources Department is recommending, with union support, position classifications as follows:

- Clerk – Public Defender’s Office (2 positions) – UAW/D (salary range \$33,048.96 to \$39,344.00)
- Part-Time Clerk – Public Defender’s Office (1 position) – UAW/D (salary range \$16,524.48 to \$19,672.00)
- Investigator (2 positions) – ICEA Prof 5 (salary range \$44,839.76 to \$53,828.83)
- Paralegal (2 positions) – ICEA Prof 5 (salary range \$44,839.76 to \$53,828.83)

Funds are included in the 2018-2019 Michigan Indigent Defense Commission (MIDC) grant budget for the cost of these positions.

See memo for details.

3b. Public Defender's Office – Resolution to Authorize a Lease Agreement with 320 North Washington Partners and Ingham County

This resolution will authorize a lease, including 14 parking spaces, to be used as office space for the new Public Defender's Office. The lease is for approximately 8,900 square feet of space beginning the date the facility renovation is complete and fully operational. The length of the lease would be for five years for a total cost of \$845,500. The 14 parking spaces will cost \$100 per space per month for the duration of the agreement for an additional annual cost of \$16,800 and a five year total of \$84,000. Funding for the first year is included in the 2018-2019 Michigan Indigent Defense Commission (MIDC) grant budget.

4. Community Corrections – Resolution to Authorize a Contract with Prevention and Training Services for MRT Programming as Authorized by the Justice Millage

This resolution will authorize entering an agreement with Prevention and Training Services for MRT program services in an amount not to exceed \$18,600 for the period from the date of the fully executed agreement through December 31, 2019. Funding for these services is included in the Justice Millage funds reserved for "programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons."

A Request for Proposal process was completed in 2018 by Community Corrections in conjunction with the Purchasing Department for State funded MRT programming which resulted in the selection of this vendor. Prevention and Training Services is also willing and prepared to provide MRT program services to the County through a millage funded contract.

This contract, with funding from the Justice Millage, will make available MRT programming for those who would not be eligible through State Community Corrections grant funding. Participants in this program will be required to complete 16 Steps, progressing at an individual pace to the next Step only after demonstrating an understanding of the current Step. At a cost of \$25 for a workbook and \$25 per participant per group for between a minimum of 16 weeks and a maximum of 32 weeks, \$18,600 will provide funding for between 22 to 43 participants.

See memo for details.

5a. 9-1-1 Dispatch Center – Resolution for the Renewal of the 9-1-1 Telephone Support Agreement with Carousel Industries Inc.

This resolution will authorize extending the contract with Carousel Industries, Inc. for system maintenance and support for the period of February 1, 2019 through December 31, 2019 for a total cost of \$95,090.49. This resolution is to continue the yearly support and maintenance of our system through December 2019. Carousel has billed for the parts of the support and maintenance that include: Carousel Essential Services \$40,994.00 and Airbus/Motorola Value Care Support \$54,096.49 for a total cost of \$95,090.49. The 9-1-1 Center Staff have released an RFP to replace the current 9-1-1 System with an estimated replacement date of December 31, 2019.

Funds for this agreement are included in the 2019 operating budget for the 9-1-1 Dispatch Center.

See memo for details.

5b. 9-1-1 Dispatch Center – Resolution to Authorize Software Purchase Agreement with Tritech for Inform CAD Routing Server and Implementation Services to Enhance the 9-1-1 Center Computer Aided Dispatch (CAD) System

This resolution will approve the purchase of the TriTech Inform CAD routing server/services for the Ingham County 9-1-1 Center, at a cost not to exceed \$41,223, which includes the first year's software support. As the Center upgrades its computer aided dispatch (CAD) system, a new routing server needs to be added. This will move the unit routing off the CAD platform/computers and place it on a separate server to make the system run more efficiently and allow an upgrade to current software. This upgrade has also been requested by the City of Lansing to allow the in-car mobile systems to use less expensive equipment.

Funds for this project are available with the 9-1-1 fund balance.

See memo for details.

5c. 9-1-1 Dispatch Center – Resolution to Authorize Purchase of Scheduling Software/Services for the 9-1-1 Center

This resolution will authorize the expenditure of \$8,035.20 for the costs associated with the purchase of the Schedule Express Software and Services for up to five (5) years as approved by the 9-1-1 Director. The Board approved the purchase of this and support of this software from Informer Systems in 2016 (R16-454). The program has resolved several scheduling issues for the center and is accessed daily by staff members to request time off, volunteer for overtime, trade days off, and keep track of their schedule. The program renewal date runs December 1 through November 30 each year. This resolution would approve continuing this purchase/support for up to the next 5 years at the same annual cost, unless it is determined by the Director that the software/service is no longer needed or should be replaced within that timeframe.

Funds for this purchase are included in the Center's operating budget.

See memo for details.

5d. 9-1-1 Dispatch Center – Resolution to Approve a Contract and Join the MPSCS (Michigan Public Safety Communications System) to Include System Monitoring and Infrastructure Maintenance

This resolution will authorize contracts with the Michigan Public Safety Communications System (MPSCS) to join their radio system, and to provide monitoring, maintenance and support of the radio system infrastructure at a cost not to exceed \$200,000 per year. The Board of Commissioners approved joining MPSCS in June 2018 (R18-260). This maintenance cost is included in the 9-1-1 Center's operating budget, but there will be some overlap in costs as the County transitions from the old system to the new.

See memo for details.

6. Law and Courts Committee – Resolution Reaffirming Support for Legislation to "Raise The Age" for Juvenile Offenders in Michigan

This is a resolution in support of legislation "raising the age," for treating 17 year olds as juvenile offenders instead of automatically treating them as adults as is currently the law in Michigan. This is a policy decision at the discretion of the Board of Commissioners. A similar resolution was passed by the Board in December 2017.

PRESENTATION:

1. A.D.A.M. – Drug & Alcohol Monitoring

INFORMATIONAL ITEMS:

3c. Public Defender's Office – Progress Update

5d. 9-1-1 Dispatch Center –9-1-1 Center Update

TO: Law and Courts Committee & Finance Committee

FROM: Darin J. Southworth, Major – Sheriff’s Office

DATE: February 12, 2019

SUBJECT: Restorative Justice Program Provider Selection
For the meeting agenda of February 28, 2019

BACKGROUND

RFP 15-19, for Restorative Justice Training Services (RJ) was conducted to identify providers for our inmate population, utilizing Millage Program Funds. RJ touts broad success through teaching life changing skills designed to reduce recidivism and repair relationships through accountability, problem solving and conflict resolution. RJ is popular with our inmate population, evidenced by attendance levels. Recent changes with providers and funding (2018) resulted in suspension of RJ in our facility. Our desire has been to continue RJ and fund it with Justice Millage funds.

PROPOSAL EVALUATION

Two vendors responded, were independently vetted by Cynthia Johnson, Program Coordinator and myself; a clear choice emerged in, “It Takes A Village Educational Consulting, LLC.” We utilized an Evaluation Template and Performance Memo provided by the Purchasing Department, attached for review.

FINANCIAL IMPACT

“It Takes A Village Educational Consulting, LLC” submitted a cost proposal of \$21,170. The owner is willing to match Beginning Of Independence Group LLC’s (BIG) low bid of \$19,600, in compliance with the County’s Local Purchasing Preference Policy. BIG’s bid was \$1,570 less per year for programming but required technology procurements and upgrades that are cost prohibitive at this time. \$19,600 would be sufficiently covered with Millage Funding specifically encumbered for Restorative Justice Programming.

OTHER CONSIDERATIONS

References for “It Takes A Village Educational Consulting, LLC” were from local entities about work done with local populations including our inmates. Greta Trice is the owner and lead instructor who has taught our population with great passion. BIG presented well but only intended to deliver via webinar and online mediums. ICJ cannot support the cost of infrastructure improvements and hardware acquisition currently. BIG is not local.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support “It Takes A Village Educational Consulting, LLC” to provide Restorative Justice programming for Ingham County Jail inmates with Justice Millage funds.

TO: Darin Southworth, Corrections Major
FROM: James Hudgins, Director of Purchasing
DATE: January 30, 2019
RE: Memorandum of Performance for RFP No. 15-19 Restorative Justice Training Services

Per your request, the Purchasing Department sought proposals from qualified and experienced firms for restorative justice training services. The services will be provided for Ingham County Courts and agencies, as well as for Courts and agencies outside Ingham County in cases where the referred clients live or work in Ingham County.

The scope of services includes but is not limited to facilitation by the vendor's employee who is trained in mediation, conflict resolution and problem solving using Restorative Justice Practices and Facilitation. Classes will be held two times per week, one class per gender for a total of 50 weeks unless changes are approved by the I.C. Jail Program Director. The facilitator of each class shall keep a master list of attendees with information that would be beneficial in tracking the requirement for completing a basic certificate in the 15 week time frame. The vendor must provide a report mid-year with information about achievements and effectiveness of the program.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	21	12
Vendors responding	2	1

A summary of the vendors' costs is located on the next page.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

VENDOR NAME	LOCAL PREF	COST
Beginning of Independence Group LLC	No, St. Clair Shores, MI	\$19,600.00
It Takes a Village Educational Consulting LLC	Yes, Lansing, MI	\$21,170.00

EVALUATION FOR REQUEST FOR PROPOSAL

Packet Number: 15-19 Restorative Justice Training Services

VENDOR NAME	LOCAL PREF	COST
Beginning of Independence Group LLC	No, St. Clair Shores, MI	\$19,600.00
It Takes a Village Educational Consulting LLC	Yes, Lansing, MI	\$21,170.00

Scale 1=Poor 2=Fair 3=Good 4=Very Good 5=Excellent	Criteria					
	Compliance with RFP Instructions	Project Approach	Qualifications & Experience	References	Cost	
Vendor / Local Preference	Insert Ranking in this column	Insert Ranking in this column	Insert Ranking in this column	Insert Ranking in this column	Insert Ranking in this column	TOTAL
Beginning of Independence Group LLC	5	2	3	3	4	3.5
It Takes a Village Educational Consulting LLC	5	4	5	5	4	4.4

Adheres to the instructions in this RFP on preparing and submitting the proposal - 5%
Qualifications & Experience - 25%

Project Approach - 10%
References - 10%

Cost - 50%

Comments:

Beginning of Independence Group LLC	This is not a local vendor. Program delivery intended to be online webinars/e-learning. Infrastructure, hardware, connectivity needs are not realistic for ICJ, pg 6 & 14. Experienced firm and trainers but not with incarcerants.
It Takes a Village Educational Consulting LLC	Local vendor. Prior experience teaching inmate population, RJ content. Great resume with meaningful/population relevant references. Face to Face delivery. Quote is \$1570 higher than competitor but no technology expences.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS WITH IDENTIFIED SERVICE PROVIDERS
AS AUTHORIZED BY THE JUSTICE MILLAGE**

WHEREAS, on August 7, 2018 the electorate of Ingham County approved the Justice Millage; and

WHEREAS, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, on November 27, 2018 the Board of Commissioners adopted Resolution #18-497 that included \$99,000 to fund several Ingham County Sheriff’s Office coordinated programs that include Restorative Justice (Attachment #1); and

WHEREAS, an RFP process was completed by the Purchasing Department which resulted in two vendor proposals, a review process being completed, and a clear choice emerging; and

WHEREAS, “It Takes A Village Educational Consulting, LLC,” has been identified as the preferred vendor having the requisite qualifications to provide Restorative Justice programming and has done so for the jail population previously; and

WHEREAS, “It Takes A Village Educational Consulting, LLC,” is prepared to provide service to the County immediately.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes Corporate Counsel to proceed with an agreement between the identified vendor and the County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$19,600 per year with “It Takes A Village Educational Consulting, LLC,” for services as described in Attachment #1 for the period of March 1, 2019 through December 31, 2020.

BE IT FURTHER RESOLVED, that funds for these contracts will come from the Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

Ingham County Jail Education Programming

SEEKING SAFETY

Program price: \$20,800.00

The Seeking Safety program is an evidenced-based present-focused counseling model to help people attain safety from trauma and/or substance abuse. The program will serve both male and female inmates, providing two sessions per gender per week at a rate of \$200 per session.

TRAUMA CENTERED YOGA

Program price: \$10,400.00

Trauma Centered Yoga is a very specific protocol of evidence based treatment designed for people who have experienced 'complex trauma/PTSD', and has been found to be useful as an adjunct to Cognitive Behavioral Therapy (Seeking Safety). The program will serve both male and female inmates, providing one session per gender per week at a rate of \$200 per session.

BREAK OUT

Program price: \$42,000.00

This program is based on Moral Recognition Therapy (MRT) which is a form of cognitive-behavioral programming that focuses on recovery from substance misusing, abusing and dependent behaviors, identifying thinking errors that led to criminogenic thinking and identify goals to achieve once released. The program will serve both male and female inmates, providing two sessions per gender per week at a rate of \$200 per session.

RESTORATIVE JUSTICE

Program price: \$20,800.00

The Restorative Justice Program offers inmates an opportunity to take accountability and repair the harm done by their crimes, while teaching mediation, conflict resolution, and problem solving. The program will serve both male and female inmates, providing one session per gender per week at a rate of \$200 per session.

INMATE INITIATIVES

PROGRAM PRICE: \$2000.00

The Inmate Garden Initiative: There is strong evidence pointing to the importance of education in reducing recidivism. In addition to the classroom programs offered at the Ingham County Jail, education will be taking place outside by way of a vegetable garden. Inmates will be taught new skills such as how to use garden tools, prepare land, plant seeds and plants, and read planting information. There are items that need to be purchased yearly in order to sustain the garden such as seeds, plants and garden tools.

INMATE INITIATIVES

PROGRAM PRICE: \$3000.00

Educational DVD's: These DVD's would assist inmates in increasing their chances of making a successful transition to the community, overcoming barriers to employment and building their motivation and self-esteem.

Agenda Item 2b

TO: Law & Courts Committee
Finance Committee

FROM: Undersheriff Andrew R. Bouck

DATE: February 20, 2019

RE: Byrne JAG State FY 2019 / Tri-County Metro Narcotics Squad

This is a resolution requesting the Ingham County Sheriff's Office be allowed to enter into a Subcontract Agreement with the City of Lansing.

The Ingham County Sheriff's Office will receive a 2019 Byrne JAG State grant amount of \$41,844.00 to be applied to the salary/wages and fringe benefits of the Sheriff Deputy assigned 100% to the Tri-County Metro Narcotics Squad.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ALLOW THE INGHAM COUNTY SHERIFF'S OFFICE TO
ENTER INTO A SUBCONTRACT AGREEMENT WITH THE CITY OF LANSING
FOR THE 2019 BYRNE JAG STATE GRANT**

WHEREAS, the Ingham County Sheriff's Office was allocated \$41,844.00 from the Byrne JAG State FY 2019 from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$41,844.00; and

WHEREAS, part of the application process to receive this funding from the 2019 Local JAG grant, the Ingham County Sheriff's Office must enter into a Subcontract Agreement with the City of Lansing allowing for disbursement of allocated funds to the governmental police agency; and

WHEREAS, the portion allocated for the Ingham County Sheriff's Office will be spent on the salary / wages and fringe benefits of the Sheriff Deputy assigned 100% to the Tri-County Metro Narcotics Squad.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a Subcontract Agreement between Ingham County and the City of Lansing to accept the \$41,844.00 allocated portion of the Byrne JAG State FY 2019 for the time period of October 1, 2018 thru September 30, 2019.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$41,844.00 to the Ingham County Sheriff's Office to be spent on the salary/wages and fringe benefits of the Sheriff Deputy assigned 100% to the Tri-County Metro Narcotics Squad.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller to make the necessary adjustments to the 2018 and 2019 Sheriff's Office budgets consistent with this resolution.

BE IT FURTHER RESOLVED that the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign any necessary contract documents that are consistent with this resolution and approved as to form by the County Attorney.

TO: Law & Courts, County Services and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: February 19, 2019
SUBJECT: Resolution Creating Positions for the Public Defenders Office

For the meeting agendas of February 28, March 5 and 6

BACKGROUND

Every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes. In November 2017, as approved by Resolution 17-445, the Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee. The State of Michigan has approved full funding of the plan effective October 1, 2018.

The plan recommended a Public Defenders Office to be administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court. The MIDC Compliance plan authorized the creation of a total of 36.5 full-time equivalent positions, twenty-nine of which have been authorized by the Board of Commissioners. The next set of positions, below, have been classified by the Human Resources Department as follows:

- Clerk – Public Defender’s Office (2 positions) – UAW/D (salary range \$33,048.96 to \$39,344.00)
- Part-Time Clerk – Public Defender’s Office (1 position) – UAW/D (salary range \$16,524.48 to \$19,672.00)
- Investigator (2 positions) – ICEA Prof 5 (salary range \$44,839.76 to \$53,828.83)
- Paralegal (2 positions) – ICEA Prof 5 (salary range \$44,839.76 to \$53,828.83)

FINANCIAL IMPACT

The long-term (topped out) annual cost of these seven new positions including wages and fringes, would be \$538,149. Funds are included in the 2018-2019 MIDC grant budget for these positions.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of assuring fair and efficient judicial processing, specifically section A 2. (c) of the Action Plan – Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC)

OTHER CONSIDERATIONS

The ICEA Professionals union and the UAW union support these job descriptions and classifications.

Following the approval of this resolution, only one position remains in the compliance plan to be authorized by the Board of Commissioners. That position description and classification (Technology Liaison) is currently under review by Human Resources, the ICEA Court Professionals union, and the Chief Public Defender.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

**INGHAM COUNTY
JOB DESCRIPTION**

CLERK – PUBLIC DEFENDER’S OFFICE

General Summary:

Under the supervision of the Administrator and the Chief Public Defender, manages all aspects of file maintenance within the Public Defender’s Office. Monitors receipt of documents from the Courts, the Prosecuting Attorney’s Office, police agencies and others to ensure that files are kept up to date. Opens files, disseminates as directed information received to the clients, ensures the accuracy of files and closes them when the case is completed. Responsible for preparing and issuing subpoenas, assisting in maintaining case files, setting up and maintaining case files, updating information in computer database, preparing miscellaneous motions, writs, and other legal documents, and providing related clerical support. Serves as receptionist for the office on a rotating basis with the other clerks.

Essential Functions:

1. Responsible for ensuring that incoming case appointments are entered into the case management database in a time sensitive manner.
2. Monitors receipt of documents from the Courts, the Prosecuting Attorney’s Office, police agencies and others to ensure that files are kept up to date.
3. Completes a conflict of interest investigation on every case when appointed.
4. Ensure that initial documentation is received from other sources in a timely manner and integrated into the office database.
5. Opens files, disseminates as directed information received to the clients, ensures the accuracy of files and closes them when the case is completed.
6. Responsible for preparing and issuing subpoenas, assisting in maintaining case files, setting up and maintaining case files, updating information in computer database, preparing miscellaneous motions, writs, and other legal documents, and providing related clerical support.
7. Responsible, along with the other clerks, with ensuring the database is accurate and current. Prepare subpoenas, correspondence to clients, prosecutors and Courts.
8. Prepare writs of habeas corpus for incarcerated witnesses.
9. Closing case files as notified when Public Defender representation.
10. Share primary responsibility for reception duties on a rotating basis.
11. Enters information to database on the status of cases and enters updates and corrections.
12. Performs a variety of clerical support tasks such as typing forms, copying, faxing, and filing.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: High school graduation or equivalent. Prefer advanced coursework in word processing and legal secretarial areas.

Experience: One year of clerical support experience in a legal setting providing a knowledge of legal terminology and court procedures. Requires experience with computer systems similar to those in the Public Defender's office.

Other Requirements:

- None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures or weather conditions.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require little to no stamina in.....
- This position's physical requirements require periodic stamina in climbing, balancing, twisting, bending, stooping/crouching, squatting, kneeling, crawling, pushing, pulling, grasping, handling and pinching.
- This position's physical requirements require regular stamina in standing, walking, traversing, lifting, carrying and reaching.
- This position's physical requirements require continuous stamina in sitting, typing and enduring repetitive movements of the wrists, hands or fingers.
- This position performs medium work requiring the ability to exert between 20-50 pounds of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

***Union
Pay Grade***

**INGHAM COUNTY
JOB DESCRIPTION**

CLERK PART-TIME – PUBLIC DEFENDER’S OFFICE

General Summary:

Under the supervision of the Administrator and the Chief Public Defender, manages all aspects of file maintenance within the Public Defender’s Office. Monitors receipt of documents from the Courts, the Prosecuting Attorney’s Office, police agencies and others to ensure that files are kept up to date. Opens files, disseminates as directed information received to the clients, ensures the accuracy of files and closes them when the case is completed. Responsible for preparing and issuing subpoenas, assisting in maintaining case files, setting up and maintaining case files, updating information in computer database, preparing miscellaneous motions, writs, and other legal documents, and providing related clerical support. Serves as receptionist for the office on a rotating basis with the other clerks.

Essential Functions:

1. Responsible for ensuring that incoming case appointments are entered into the case management database in a time sensitive manner.
2. Monitors receipt of documents from the Courts, the Prosecuting Attorney’s Office, police agencies and others to ensure that files are kept up to date.
3. Completes a conflict of interest investigation on every case when appointed.
4. Ensure that initial documentation is received from other sources in a timely manner and integrated into the office database.
5. Opens files, disseminates as directed information received to the clients, ensures the accuracy of files and closes them when the case is completed.
6. Responsible for preparing and issuing subpoenas, assisting in maintaining case files, setting up and maintaining case files, updating information in computer database, preparing miscellaneous motions, writs, and other legal documents, and providing related clerical support.
7. Responsible, along with the other clerks, with ensuring the database is accurate and current. Prepare subpoenas, correspondence to clients, prosecutors and Courts.
8. Prepare writs of habeas corpus for incarcerated witnesses.
9. Closing case files as notified when Public Defender representation.
10. Share primary responsibility for reception duties on a rotating basis.
11. Enters information to database on the status of cases and enters updates and corrections.
12. Performs a variety of clerical support tasks such as typing forms, copying, faxing, and filing.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: High school graduation or equivalent. Prefer advanced coursework in word processing and legal secretarial areas.

Experience: One year of clerical support experience in a legal setting providing a knowledge of legal terminology and court procedures. Requires experience with computer systems similar to those in the Public Defender's office.

Other Requirements:

- None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures or weather conditions.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require little to no stamina in.....
- This position's physical requirements require periodic stamina in climbing, balancing, twisting, bending, stooping/crouching, squatting, kneeling, crawling, pushing, pulling, grasping, handling and pinching.
- This position's physical requirements require regular stamina in standing, walking, traversing, lifting, carrying and reaching.
- This position's physical requirements require continuous stamina in sitting, typing and enduring repetitive movements of the wrists, hands or fingers.
- This position performs medium work requiring the ability to exert between 20-50 pounds of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

***Union
Pay Grade***

INGHAM COUNTY JOB DESCRIPTION

PARALEGAL – PUBLIC DEFENDER’S OFFICE

General Summary:

Under the direction of the Ingham County Chief Public Defender, assists County Public Defender Staff Attorneys in preparing for court cases including, but not limited to; hearings, and trials. Provides legal support to attorneys including law research and assistance with case preparation. Analyzes and organizes information to help attorneys develop case strategy. Prepares, reviews and distributes memorandums, correspondence, reports, PowerPoint presentations, forms, reports and other documents as assigned. Logs and tracks all forms of correspondence. Also organizes and tracks files and make them easily accessible to attorneys.

Essential Functions:

1. Assists attorneys with the preparation of legal documents including, but not limited to, briefs, pleadings, appeals, affidavits, witness statements and discovery notices.
2. Prepares, reviews and distributes memorandums, correspondence, reports, PowerPoint presentations, forms, reports and other documents as assigned. Logs and tracks all forms of correspondence.
3. Assist in investigation and information gathering to provide effective assistance to clients.
4. Perform case preparation at the direction of the Chief Public Defender or Assistant Public Defender.
5. Participate in conflict screening to ensure the office does not violate ethical rules and standards.
6. Draft correspondence, motions and other pleadings, supplemental discovery requests and other items necessary to move cases toward resolution.
7. Ensure that case management systems and document management systems are update in a timely manner reflecting actions taken by the employee.
8. Coordinate with other staff members expenditures for outside support (expert witnesses, additional investigators, etc.) Assist office attorneys with trials and hearings.
9. May be required to supervise student interns.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: Associate’s Degree in Criminal Justice or a related field is required. Paralegal certification is strongly preferred.

Experience: Two years of relevant experience in a law firm, office or court is required.

Other Requirements:

- None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not

be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures or weather conditions.
2. This position is required to travel for meetings and appointments. Some appointments may be held at personal residences where levels of cleanliness and safety vary.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require periodic stamina in traversing, climbing, balancing, stooping/crouching, squatting, kneeling, crawling, grasping, handling and pinching.
- This position's physical requirements require regular stamina in walking, twisting, bending, lifting, carrying, pushing, pulling, and reaching.
- This position's physical requirements require continuous stamina in sitting, standing, typing and enduring repetitive movements of the wrists, hands or fingers.
- This position performs medium work requiring the ability to exert between 20-50 pounds of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

**INGHAM COUNTY
JOB DESCRIPTION**

INVESTIGATOR – PUBLIC DEFENDER’S OFFICE

General Summary:

Under the supervision of the Chief Public Defender, makes inquiries into cases relating to criminal matters. Locates individuals and serves subpoenas and other legal papers on them. Conducts investigations as assigned and assists in trial preparation. Interviews witnesses in cases being investigated.

Essential Functions:

1. Provide investigative support to the Public Defender’s Office.
2. Using available information, cultivates matters that require further inquiry.
3. Can utilize all resources lawfully available to generate information.
4. Assists the attorneys in the office with trial preparation.
5. Locate and interview witnesses, including victims.
6. Meet clients with or without an Assistant Public Defender.
7. Serves subpoenas and co-ordinates the attendance of witnesses at court appearances.
8. Participates in planning discussions with attorneys and other staff members.
9. Participates and teaches in office training.
10. Handles special projects and other duties as assigned by Chief Public Defender or designate.
11. May be required to take photographs, create drawings or models and if appropriate, preserve interviews and other evidence by recordings.
12. May be required to testify as to the findings of investigations.
13. Ability to perform the duties as outlined above in time sensitive manner and documents activities in the case management system promptly.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: Associate’s degree in Criminal Justice. Specialized training in any areas of forensic investigation preferred.

Experience: A minimum of three (3) years of experience in government investigations.

Other Requirements:

- May be required to obtain a concealed pistol license.
- Must have and maintain a valid State of Michigan driver’s license
- Must have access to reliable transportation.

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in both an indoor and outdoor environment. While indoors, there is no planned exposure to notable lights, noises, odors, temperatures or weather conditions. While outdoors, exposure to lights, noises, odors, temperatures or weather conditions cannot be controlled and may be extreme.
2. This position is exposed to individuals in crisis. These individuals may suffer from mental or emotional illness, have violent tendencies or be unconcerned with their personal safety and hygiene.
3. This position is required to travel for meetings and appointments. Some appointments may be held at personal residences where levels of cleanliness and safety vary.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require little to no stamina in.....
- This position's physical requirements require periodic stamina in balancing, twisting, kneeling, crawling, pushing, pulling, handling and pinching.
- This position's physical requirements require regular stamina in standing, walking, traversing, climbing, bending, stooping/crouching, squatting, lifting, carrying, reaching, and grasping.
- This position's physical requirements require continuous stamina in sitting, typing and enduring repetitive movements of the wrists, hands or fingers.
- This position performs medium work requiring the ability to exert between 20-50 pounds of force in the physical requirements above.
- This position primarily requires far visual acuity to perform tasks significantly beyond arm's reach such as making general observations about buildings, people or situations, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

***Union
Pay Grade***

From: [Clous, Joan](#)
To: [Morton, Teri](#); [Church, Russel](#)
Cc: [Graham, Sue](#)
Subject: FW: New positions for Public Defender's Office
Date: Monday, February 11, 2019 9:00:51 AM
Attachments: [01PTClerkPublicDefender_01-16-19.doc](#)
[01ClerkPublicDefender_01-16-19.doc](#)

Teri,

Attached are the JDs for the PT Clerk and Clerk that have been supported by the UAW at a level D \$33,048.96 - \$39,344.00
Please let me know if you need anything else from me.

Joan

From: Prehn, Bradley
Sent: Monday, February 11, 2019 8:53 AM
To: Clous, Joan
Subject: Re: New positions for Public Defender's Office

Joan,

The UAW supports the classification for the Clerk-Public Derfender's Office (full-time) and Clerk-Public Defender's Office (part-time) positions as UAW D on the pay scale.

Thank you,

Brad Prehn
UAW Chairperson

From: Clous, Joan
Sent: Monday, February 11, 2019 8:39 AM
To: Prehn, Bradley
Subject: RE: New positions for Public Defender's Office

Brad,

We are good with that. I just need an email from you that you are in agreement with the placement of the 2 positions.

Joan

From: Prehn, Bradley
Sent: Sunday, February 10, 2019 7:57 PM

To: Clous, Joan

Subject: Re: New positions for Public Defender's Office

Joan,

I pointed out the Clerk-Public Defender's Office and this is what I came up with,

1- 45

2- 90

3- 45

4- 80

5- 50

6- 70

7- 50

8a- 35

8b- 60

9- 10

10- 10

11- 10

555

The only one we were different on is number 4. Let me know thoughts.

Thank you,

Brad

From: Clous, Joan

Sent: Thursday, February 7, 2019 2:10 PM

To: Prehn, Bradley

Subject: New positions for Public Defender's Office

Brad,

We are creating a Clerk and a Part-time Clerk same JD for both, see attached

1 - 45

2 - 90

3 - 45

4 - 60

5 - 50
6 - 70
7 - 50
8a - 35
8b - 60
9 - 10
10 - 10
11 - 10

Total = 535 level D salary range \$33,048.96 - \$39,344.00

Joan Clous

Human Resources Specialist

Ingham County

5303 S. Cedar Bldg 2 Suite 2102

Lansing MI 48911

517-887-4374 – Office

517-887-4396 – Fax

“Fame changes a lot of things but it can’t change a lightbulb” – Gilda Radner

From: [Clous, Joan](#)
To: [Morton, Teri](#); [Church, Russel](#)
Cc: [Graham, Sue](#)
Subject: FW: New positions for Public Defender's Office
Date: Friday, February 08, 2019 9:03:51 AM
Attachments: [01InvestigatorPD_01-16-19.doc](#)
[02Paralegal_01-22-19.doc](#)

Teri,

We have approval from ICEA County Pro for the positions listed below. As the other unions send me their approval I will forward it on to you as well. I have attached the job descriptions for you to include in the packet. Please let me know if you need anything else from me.

Joan

From: Cook, Desiree
Sent: Friday, February 8, 2019 8:33 AM
To: Clous, Joan
Subject: RE: New positions for Public Defender's Office

Looks good. Thank you.

From: Clous, Joan <JClous@ingham.org>
Sent: Thursday, February 7, 2019 2:27 PM
To: Cook, Desiree <DCook@ingham.org>
Subject: New positions for Public Defender's Office

Desiree,

Attached are the newly created job descriptions for the Public Defender's Office for your review

Investigator		Paralegal	
1	140	1	140
2	180	2	135
3	125	3	100
4	120	4	100
5	50	5	50
6	20	6	90
7	110	7	90
8a	15	8a	60
8b	85	8b	85
9	10	9	10
10	25	10	10
11	45	11	20
Total	925	Total	890

Investigator Level 5 salary \$44,839.76 - \$53828.83
\$53828.83

Paralegal Level 5 \$44,839.76 -

Thanks

Joan Clous

Human Resources Specialist

Ingham County

5303 S. Cedar Bldg 2 Suite 2102

Lansing MI 48911

517-887-4374 – Office

517-887-4396 – Fax

“Fame changes a lot of things but it can’t change a lightbulb” – Gilda Radner

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CREATING POSITIONS FOR THE PUBLIC DEFENDERS OFFICE

WHEREAS, every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes; and

WHEREAS, the Ingham County Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee and funding has been approved by the State of Michigan, effective October 1, 2018; and

WHEREAS, the recommended Public Defenders Office included in this plan will be administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, the Board of Commissioners must authorize the staffing and budget in order to create the Public Defenders Office; and

WHEREAS, the MIDC Compliance plan authorized the creation of a total of 36.5 full-time equivalent positions, twenty-nine of which have been authorized by the Board of Commissioners; and

WHEREAS, the positions below have been classified by the Human Resources Department as follows:

- Clerk – Public Defender’s Office – UAW/D (salary range \$33,048.96 to \$39,344.00)
- Part-Time Clerk – Public Defender’s Office – UAW/D (salary range \$16,524.48 to \$19,672.00)
- Investigator – ICEA Prof 5 (salary range \$44,839.76 to \$53,828.83)
- Paralegal – ICEA Prof 5 (salary range \$44,839.76 to \$53,828.83); and

WHEREAS, the ICEA Professionals union and the UAW union support the job descriptions and classifications; and

WHEREAS, the budget for these positions is included in the grant budget authorized by Resolution #18-476.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creation of the following positions:

- Two (2) Clerks – Public Defender’s Office
- One (1) Part-Time Clerk – Public Defender’s Office
- Two (2) Investigators
- Two (2) Paralegals.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget and position allocation list.

Agenda Item 3b

TO: Board of Commissioners, Law & Courts, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: February 22, 2019

RE: Resolution authorizing a lease agreement with 320 North Washington Partners

For the meeting agendas of: February 28, March 5 & 6

BACKGROUND

The Public Defender's Office is in need of office space to meet the needs of their staff and to meet with clients in a confidential setting. Office space at 320 North Washington in Lansing has the adequate space and location to meet the needs for the Public Defender's staff.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

The lease rate per square foot is \$19.00, the monthly rate is \$14,091.67, and the annual rate is \$169,100.00. The lease duration would be for five years for a total cost of \$845,500.00. There is an additional cost for 14 parking spaces for the duration of the agreement for a five year total of \$84,000.00 bringing the grand total to \$929,500.00.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a lease agreement with 320 North Washington Partners for the Public Defender's office.

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A LEASE AGREEMENT WITH
320 NORTH WASHINGTON PARTNERS AND INGHAM COUNTY**

WHEREAS, the Facilities Department is requesting approval to enter into a full service lease agreement with 320 North Washington Partners to lease approximately 8,900 square feet of space at 320 N. Washington, Lansing, Michigan.; and

WHEREAS, Public Defenders Office will use the leased space to meet clients for their criminal defense.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a lease agreement with 320 North Washington Partners Lansing, Michigan 48933 and Ingham County to lease approximately 8,900 square feet of space beginning the date the facility renovation is complete and is fully operational.

BE IT FURTHER RESOLVED, the length of the lease would be for five (5) years for a total cost of \$845,500 as follows:

<u>Year</u>	<u>Lease Rate/Sq. FT.</u>	<u>Monthly Payment</u>	<u>Annual</u>
Year 1 - 5	\$19.00	\$14,091.67	\$169,100

BE IT FURTHER RESOLVED, that this agreement will also include 14 parking spaces at a cost of \$100 per space per month for the duration of the agreement for an annual cost of \$16,800 and five (5) year total of \$84,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any documents necessary to implement this resolution upon approval as to form by the County Attorney.

INGHAM COUNTY LAW & COURTS



February 28, 2019

INGHAM COUNTY PUBLIC DEFENDER

INGHAM COUNTY PUBLIC DEFENDER'S OFFICE

Progress Update

February 8, 2019 – Michigan Indigent Defense Conference

February 12, 2019 – Board of Commissioners approved 26 Public Defender positions

February 19, 2019 – Met with Gentilozzi Real Estate to finalize floor plans and review terms of potential lease agreement

February 21, 2019 – Met with Konica Minolta representative to discuss copy machine purchase

February 22, 2019 - Russ Church interview with Stateside on Michigan Radio

February 25, 2019 – Met with Gentilozzi Real Estate to discuss potential purchase of office furniture

February 25, 2019 – Move into Pre-Trial Services offices old location

“The Ingham County Public Defender’s Office is committed to excellence in the representation of indigent citizens charged with misdemeanor and felonies.”

UP COMING EVENTS:

February 28, 2019 – Meeting with Circuit Judges to discuss status of location

March 4-6, 2019 – Interviews for Public Defenders

March 7, 2019 – Meeting with IT to discuss creation of web page for Public Defender's Office

March 12, 2019 – Seek Board Of Commissioners approval for lease at 320 North Washington Square

March 15, 2019 – Potential move date into temporary office space at 320 North Washington Square

March 20, 2019 – Construction on office space at 320 North Washington begins

Agenda Item 4

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: February 19, 2019
SUBJECT: Resolution Authorizing Entering an Agreement with Prevention and Training Services, Inc. for MRT Programming as Authorized by the Justice Millage
For the meeting agendas of February 28 and March 12

BACKGROUND

Resolution 18-497 adopted by the Board of Commissioners on November 27, 2018 approved funding in the amount of \$120,600 for community based programs that included \$18,600 for MRT cognitive change based groups.

ALTERNATIVES

Without these funds, MRT programming will only be available through State Community Corrections grant funding which imposes strict eligibility limitations and on a client pay basis which will limit or preclude access to much needed programming.

FINANCIAL IMPACT

All FY 2019 expenditures, not to exceed \$18,600, will be covered by Justice Millage funding approved for this purpose. Pursuant to the curriculum, participants will be required to complete 16 Steps, progressing at an individual pace to the next Step only after demonstrating an understanding of the current Step. At a cost of \$25 for a workbook and \$25 per participant per group for between a minimum of 16 – 32 weeks maximum, \$18,600 will provide funding for between 22 to 43 participants.

STRATEGIC PLANNING IMPACT

This Resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost effective services that promote well-being and quality of life for the residents of Ingham County, specifically section A 2. (e) of the Action Plan – Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.

OTHER CONSIDERATIONS

Justice Millage funds for programming were approved “to provide treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons.” MRT is an evidence based curriculum designed to decrease recidivism amount adult criminal offenders. Pursuant to Resolution 18-528 a report will be submitted in July to “provide information about achievements and effectiveness” of this program.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support millage funded MRT programming in FY2019.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH PREVENTION AND TRAINING SERVICES FOR MRT PROGRAMMING AS AUTHORIZED BY THE JUSTICE MILLAGE

WHEREAS, on August 7, 2018 the Ingham County Board of Commissioners approved the Justice Millage; and

WHEREAS, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, on November 27, 2018 the Board of Commissioners adopted a Resolution 18-497 that included \$120,600 to fund community based programs, including \$18,600 for MRT cognitive change based groups; and

WHEREAS, an RFP process was completed in 2018 by Community Corrections in conjunction with the Purchasing Department for State funded MRT programming which resulted in the selection of Prevention and Training Services; and

WHEREAS, Prevention and Training Services is also willing and prepared to provide MRT program services to the County through a millage funded contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering an agreement with Prevention and Training Services for MRT program services in an amount not to exceed \$18,600 for the period from the date of the fully executed agreement through December 31, 2019.

BE IT FURTHER RESOLVED, that funds for these contracts will come from the Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: February 18, 2019
SUBJECT: *Approval of Renewal Software Support and Maintenance for 9-1-1 Telephone system with Carousel Industries for 2019.*
For the meeting agenda of *February 28th and March 6th, 2019*

BACKGROUND

The Board approved the purchase of equipment and support with Carousel Industries, Inc., under Resolution #13- 419 to address problems with the phone system, changing it from a geo-diverse system involving 4 counties to a single standalone Ingham County System. With this complex phone system, there is the need for ongoing support and maintenance. This resolution is to continue the yearly support and maintenance of our system through December 2019. Carousel has billed for the parts of the support and maintenance that include: Carousel Essential Services \$40,994.00, Airbus/Motorola Value Care Support \$54,096.49 for a total cost of \$95,090.49.

ALTERNATIVES

There are really no alternatives, as we must keep the maintenance and support of our system.

FINANCIAL IMPACT

Cost for this has been accounted for in the Center's 2018 budget at a total cost paid to Carousel in the amount of \$95,090.49

OTHER CONSIDERATIONS

The center had budgeted a CIP project to upgrade the current phone equipment, but with some issues identified as possible problems in making the upgrade, it was not pursued. An RFP has been released and we are waiting responses to replace the existing equipment that is at end of life. This maintenance agreement takes us through the expected period for the replacement to take place.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to continue maintenance and support agreement with Carousel Industries for the remainder of 2019.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR THE RENEWAL OF THE 9-1-1 TELEPHONE SUPPORT AGREEMENT
WITH CAROUSEL INDUSTRIES INC.**

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners last approved, under Resolution #18-065, the system support and maintenance for the 9-1-1 Center's 9-1-1 phone system; and

WHEREAS, the system maintenance and support contract is needed with an extension of the current contract from February 1, 2019 through December 31, 2019, at a cost of \$95,090.49, to properly maintain our 9-1-1 telephone system; and

WHEREAS, the 9-1-1 Center Staff have released an RFP to replace the current 9-1-1 System with an estimated replacement date of December 31, 2019; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners approve the continuation of the Contract and Services Agreement with Carousel for the current 9-1-1 telephone system through 2019; and

WHEREAS, the 9-1-1 Center budget contains funding for the continuation of this system maintenance and support with Carousel Industries.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the contract with Carousel Industries, Inc. for system maintenance and support for the period of February 1, 2019 through December 31, 2019 for a total cost of \$95,090.49.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that are consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract/purchase order documents consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 5b

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: February 18, 2019
SUBJECT: Purchase of TriTech Inform CAD Routing Server and Services
For the meeting agenda of February 28th and March 6, 2019

BACKGROUND

The Center in upgrading our Computer aided dispatch CAD system, need to add new equipment called a routing server to our system. The main purpose of this system is to move the unit routing off the CAD platform/computers and place it on a separate server to make the system run more efficiently as well as to allow an upgrade in the version of software that we use. The upgrade that the routing server allows us to make also has been requested by Lansing's IT department as it will allow the in car mobile systems to use less expensive equipment in their vehicles. Mapping is a large part of our CAD system and providing 9-1-1 service, as we determine the location of emergencies and dispatch the appropriate units to the location needed.

ALTERNATIVES

Without this added server we are unable to upgrade to the newest version of the CAD system.

FINANCIAL IMPACT

This upgrade was not considered with our 2019 CIP projects at budget time last year. As a result 9-1-1 Fund Balance would be needed in the amount of \$41,223.00 for the server/services/maintenance of the equipment.

OTHER CONSIDERATIONS

Like cell phones, computers and tables used in everyday life, CAD software is fixed, enhanced and the impact and advantages of moving up to the newest version of software are evaluated. We do need to move up and this equipment allows for that. If not, we stay at an older version of the product, with lesser functionality and security.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the purchase the TriTech, Inform CAD API program.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE SOFTWARE PURCHASE AGREEMENT WITH TRITECH FOR INFORM CAD ROUTING SERVER AND IMPLEMENTATION SERVICES TO ENHANCE THE 9-1-1 CENTER COMPUTER AIDED DISPATCH (CAD) SYSTEM

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a TriTech Computer Aided Dispatch System (CAD) for the Ingham County 9-1-1 Center under Resolution #14-081; and

WHEREAS, the 9-1-1 Center needs to acquire the Inform CAD Routing Server, to enhance with TriTech CAD software in use as the Ingham County 9-1-1 CAD system; and

WHEREAS, the 9-1-1 Center needs to install the routing server so that we can move to a newer version of the TriTech (Central Square) software to improve the system functionality; and

WHEREAS, the 9-1-1 Director recommends the purchase of this software/services/maintenance from TriTech to enhance CAD system, at a cost of \$41,223.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the purchase of the TriTech Inform CAD routing server/services for the Ingham County 9-1-1 Center, at a cost not to exceed \$41,223.00, from the 9-1-1 fund balance, which includes the first year's software support.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contract/documents or purchase order, on behalf of the County after approval as to form by the County Attorney.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: February 18, 2019
SUBJECT: Approval of Renewal up to 5 years of Software/Service with Informer Systems for scheduling software for 9-1-1 Center
For the meeting agenda of February 28th and March 6th, 2019

BACKGROUND

The Board approved the purchase of software and support of scheduling software from Informer Systems under Resolution #16-454 and the program was put in place. This is a yearly purchase of the program and support which was also approved under Resolution #18-066 to continue the software for 2017-2018, which is the same cost as was previously approved with no increase. The program renewal date runs December 1 through November 30 each year. I am requesting that the Board approve continuing this purchase/support for up to the next 5 years at the same yearly cost, \$8,035.20, giving the Director the discretion to continue the service each year unless it is found that the software/service is no longer needed or to be replaced with some other program in the future. This will allow the yearly renewals without seeking yearly approvals for an extended period. This program will then be submitted with each year's budget as a planned contract

ALTERNATIVES

Our only option would be to move to another system & replace this system at an unknown cost. We had reviewed several programs in selecting Informer Systems, and found this to fit our needs and budget.

FINANCIAL IMPACT

This has been placed in the center budget for the last two years. The yearly cost has not changed, and the 5 year approval requested accounts for no increase in the yearly costs of the program, which is and has been \$8,035.20. This would be placed in the Centers budget as an ongoing annual cost.

OTHER CONSIDERATIONS

The program has resolved several scheduling issues for the center and is accessed daily by staff members to request time off, volunteer for overtime, trade days off, and keep track of their schedule. This system moved us from paper and pencil schedules for our 24 hour operation.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to purchase the software/support over the next 5 years from Informer Systems for their Schedule Express program.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASE OF SCHEDULING SOFTWARE/SERVICES
FOR THE 9-1-1 CENTER**

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners approved under Resolution #16-454 the purchase of software and services with Informer Systems in October of 2016; and

WHEREAS, the Ingham County Board of Commissioners approved under Resolution #18-066 the renewal of software and services with Informer Systems in February of 2018; and

WHEREAS, the Ingham County 9-1-1 Center continues to be pleased with the program and services provided by Informer Systems; and

WHEREAS, the yearly contract with Informer Systems for their Schedule Express program includes, training, support and upgrades from December 2018 through November 2019, with the continued annual cost of \$8,035.20; and

WHEREAS, the 9-1-1 Director has budgeted for this software and service each year and is recommending that the Ingham County Board of Commissioners approve yearly renewal of this purchase for the next five (5) years, under the current terms and yearly cost, as approved by the 9-1-1 Director each year to continue with Informer Systems.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of \$8,035.20 from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 funds for the costs associated with the purchase of the Schedule Express Software and Services for up to five (5) years as approved by the 9-1-1 Director.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that are consistent with this resolution.

Agenda Item 5d

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: February 19, 2019
SUBJECT: Approval of Contracts with MPSCS to join the system, monitoring, support & maintenance of the system infrastructure
For the meeting agenda of February 28th and March 6th, 2019

BACKGROUND

The Board of Commissioners through Resolutions #18-260, #18-550 & #18-552 has authorized the move from our current Harris radio system which is end of life, to a Motorola Radio System as part of the Michigan Public Safety Communications System (MPSCS). The MPSCS requires contracts to join the system and to provide system monitoring, support and maintenance, of the new system. The MPSCS has been fully involved with the system design in working with Ingham County and Motorola.

ALTERNATIVES

We must enter into a contact with the MPSCS to be a part of the system. We could seek system support and maintenance through other channels, but with the configuration of the system, the MPSCS is better suited and provides the service at a lesser cost.

FINANCIAL IMPACT

Cost for the radio system has been accounted for in the Center's budget each year, with the current maintenance costing just over \$300,000.00 per year. The monitoring which we do not have today, the support and maintenance, at a cost not to exceed \$200,000.00 per year.

OTHER CONSIDERATIONS

There will be the need for additional maintenance costs for the 9-1-1 Center radio consoles, back up and portable radios used by the center. A separate contract with a Motorola vendor will be sought at a later time, as the MPSCS does not support this equipment.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into contracts with the MPSCS for monitoring, maintenance, and support of the new Ingham County public safety radio system.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A CONTRACT AND JOIN THE MPSCS (MICHIGAN PUBLIC SAFETY COMMUNICATIONS SYSTEM) TO INCLUDE SYSTEM MONITORING AND INFRASTRUCTURE MAINTENANCE

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County Public Safety Radio System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners approved, under Resolution #18-260, the 9-1-1 Advisory Boards recommendation to move to the MPSCS Radio System and request a proposal from Motorola Solutions for the system; and

WHEREAS, the Ingham County Board of Commissioners approved, under Resolution #18-550, a contract with Motorola Solutions for the replacement of the Ingham County Public Safety Radio System Infrastructure and end user equipment; and

WHEREAS, the Ingham County Board of Commissioners approved, under Resolution #18-552, a lease purchase agreement with Motorola Solutions for the replacement of the Ingham County Public Safety Radio System Infrastructure and end user equipment; and

WHEREAS, the Ingham County Board of Commissioners wishes to enter into contracts with the MPSCS to join their radio system, and to provide monitoring, maintenance and support of the radio system infrastructure at a cost not to exceed \$200,000.00 per year; and

WHEREAS, the 9-1-1 Center budgets over \$300,000.00 for radio system maintenance each year for the Harris Radio System currently used, that will end with the transition to the new system; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners approve Contracts with the MPSCS to join the system, and for monitoring, maintenance and support of the radio system infrastructure at a cost not to exceed \$200,000.00 per year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes contracts with the MPSCS to join the system, and for monitoring, maintenance and support of the radio system infrastructure at a cost not to exceed \$200,000.00 per year.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that are consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contracts and/or subcontracts consistent with this resolution subject to approval as to form by the County Attorney.



Ingham County 9-1-1 Central Dispatch Center

2019 Report to Law & Courts



Ingham County 9-1-1 Mission

Provide exemplary service, safeguard life and well-being, align resources to those in need

Our Mission is a direct reflection of our purpose and values. It serves as an unwavering, perpetual guide to service, strategy, structure and decision-making in an often challenging and dynamic public safety service environment.

Ingham County 9-1-1 Vision

Ingham County 9-1-1 serves as the public safety communications hub, coordinating emergency and community services in response to the needs of the communities we serve. Our reputation as a leader in the emergency dispatch profession will be a direct result of our dedication to service excellence, progressive training philosophy, unwavering professionalism and undeniable contribution to the overall public safety in Ingham County.

Our Vision is what our organization would like to accomplish in the future. It is intended to serve as a clear guide to our goals and used for future courses of action.

Ingham County 9-1-1 Values

DIGNITY AND RESPECT is shown by treating each other as you would like to be treated – with tolerance, consideration and compassion – as well as by providing constructive feedback, making eye contact, being prompt, being honest and being open to other's ideas.

SERVICE ALIGNMENT WITH POLICY, PROCEDURE AND TRAINING is shown by being an active member of the team, knowing your strengths and weaknesses and working to improve yourself in all areas. This includes being a helpful partner, being willing to adapt to change, owning mistakes and working toward fixing them, being curious about your job and seeking out opportunities to review and improve your knowledge of it.

CUSTOMER SERVICE ORIENTATION is shown by empathizing with our customers and their challenges, following up and following through, taking personal and professional pride in being part of the public safety community and the role you play in that community, doing the right thing by exploring options and being consistent.

ACCURATE AND COMPLETE INFORMATION GATHERING is shown by being able to quickly adjust questioning to rapidly changing conditions and making necessary decisions without hesitation based upon available information.

RESPONDER AND COMMUNITY SAFETY is demonstrated by embracing the responsibility of being accountable for the welfare and safety of others. It is also shown by keeping accurate responder statuses and locations and being prepared to assist in any situation from the highly unique to the most mundane.

TIMELY AND ACCURATE RESPONSES are established by quickly answering phone calls, accurately processing and prioritizing calls for service, and demonstrated by actively monitoring and controlling field units' movements to get the closest resource to the problem.

ANTICIPATE AND FULFILL NEEDS is demonstrated by seeking out challenges and thriving on being able to bring order to chaotic situations, knowing your resources and when to utilize them as well as continually promoting our learning environment by sharing knowledge with our team members.

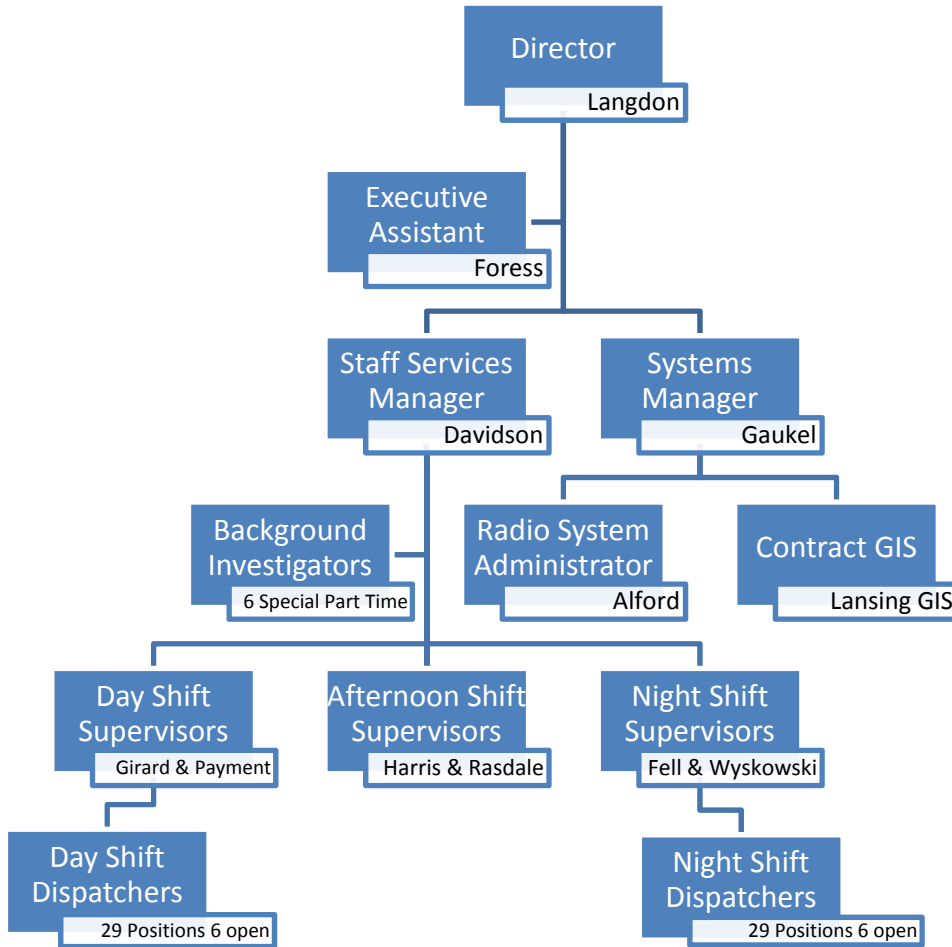
Our values are a reflection of our fundamental beliefs. These values are reflective in everything we do including how we interact externally with the community and service partners as well as how we interact with each other internally. These values are present in every strategy, decision and service interaction. It is our belief that the strict adherence to these values will result in the continued achievement of Ingham County's mission.

Ingham County 9-1-1 Operational Philosophy

Ingham County 9-1-1's operational philosophy fully integrates and operationalizes point of contact/point of service, service enhancing technology, collaborative problem-solving, and a diverse and professional workforce.

Our operational philosophy is comprised of our basic fundamental beliefs, concepts and principles that when operationalized, guide the behavior and performance of our organization. The Mission reflects our purpose, our operational philosophy is the guide in which we achieve the Mission.

Ingham County 9-1-1 Staff / Organization



Ingham County 9-1-1 Staffing Challenges

Staffing continues to be the biggest challenge to center operations. The end of the year found us losing two employees in December and two employees starting after the first of the year. We are still at 12 open dispatcher positions.

There were seven hiring processes run in 2018. Of the 358 applications received in 2018, we again saw greatly reduced participation once the applicants received invitations to participate in the testing process. Of those who completed the hiring process, eleven were hired, with seven still in their positions.

We started to work with the recruiting firm at year's end. We are working with them on the process they plan to implement to vet potential candidates and help us stream line our hiring process.

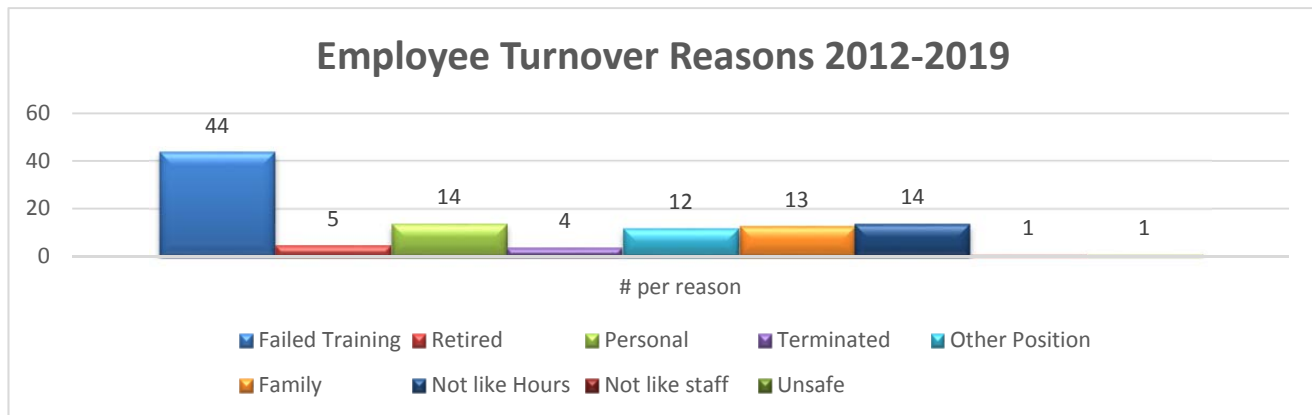
With our hiring and retention in 2018, we lost 36% of the eleven hired. Of those who left employment, the average length of their employment was four months, with three failing their training and one deciding the job was not for them.

By comparison in 2017 we lost 41% of those hired (17) with an average employment length of seven months with five of the seven having failed training, one deciding the job was not for him and one who moved out of state with family member.

In looking at retention of staff, the chart below shows the hire origin of employees and the number of staff members from that location who left the center, for assorted reasons. Boxes in yellow indicate that in that year one person retired and left employment that year. The green boxes in the chart show where one employee left the center, but was rehired when they applied to return.

Hire Location	2018	2017	2016	2015	2014	2013	2012
Lansing	1	3	3	4	2	3	2
East Lansing	1	1	0	1	2	1	0
Ingham County	12	13	18	14	8	14	0

The reasons employees have given for leaving are listed in the following graph.



Our work with the staff and the Cardinal Group continues. All staff were involved with the training and expectations were set for all positions in the center. Each employee developed commitments for themselves and for our team as we move forward. We have had the opportunity to see some of the professional goals set by some come to light as we have added two new trainers. We have also had many volunteer to help on committees like our recognition committee and new policy committee. The policy committee was set up after feedback from the Cardinal training and the one on one conversations that the executive team had with staff. This committee has 4 dispatchers, 1 supervisor, and the Staff Services Manager on it. They review policy and help develop new policy that will continue to promote our Mission.

We started the year launching out billboard and social media recruiting with Adams Outdoor. We did have people see the billboards but they did not bring us more than a couple of applicants, none of which made it through our hiring process. This was the second advertising campaign we used, with the mobile billboards used in fall of 2017.



2018 billboard located on I496 in Lansing



2017 mobile on home MSU football weekends

Several job fairs were attended again in 2018 with members of our recruiting team taking an active role in talking with potential applicants. We also increased our activity with community events including school open houses, Girl and Boy scout events, and a trick or treat event.

Our Staff Services Manager Barb Davidson also did speak at several classes with Eaton Intermediate Schools for their criminal justice program. We also have had interest from Hill Vocational in Lansing. We did a tour for them and are in communication with them to have her do a presentation to more of their classes. We believe that we are planting the seed for these students to consider 9-1-1 as a possible career. We have also been doing tours with citizen police academies and CERT.

2018 Ballot Proposal

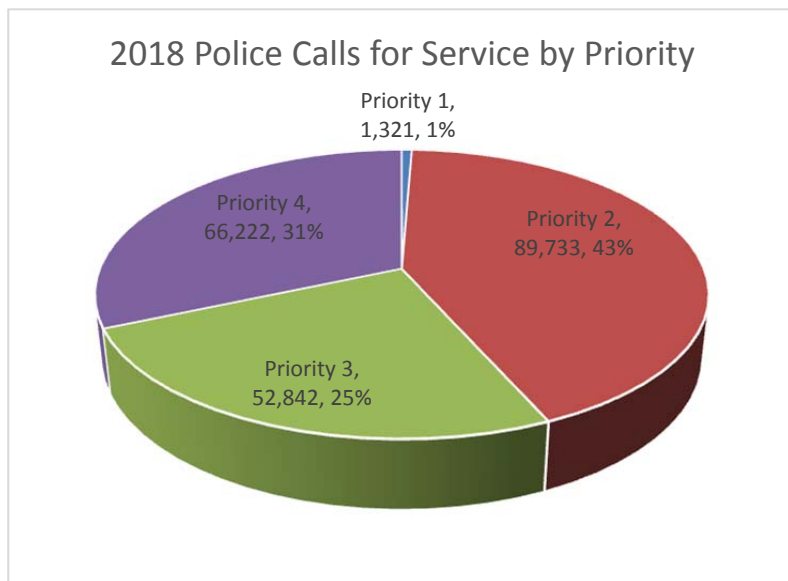
The 9-1-1 Center Management team was very active in educating our citizens about the proposal and explaining the needs of public safety and the radio system. The managers, supervisors and director met with community groups, boards, councils and committees to talk with as many people possible to educate them about the issue. We were very pleased that the proposal passed and has resulted in our starting the replacement of the current Public Safety Radio System as we move to the MPSCS radio system.

Replacement of the Ingham County Public Safety Radio System

A committee was formed that included representatives from each area of public safety: Police, Fire, EMS and 9-1-1. There were several days of discussion with Motorola and the MPSCS staff. A system plan and proposal was developed by Motorola and contracts were approved by the Board of Commissioners in December.

This will be a lengthy process that is expected to be concluded with the new system in place by April of 2021. This new system will provide the needed communication for our public safety partners within the county, as well as outside the county, as needed, for mutual aid situations.

2018 Police Agency Calls for Service



Priority 1 Law Calls	
AIRC4L- aircraft crash	1
ALARMH- hold up alarm	290
BOMB- bomb threat device located	20
PININL- accident w/entrapment	155
SHOOT- shooting	55
STAB- stabbing	67
WEAPON- incident involves a weapon	724

Priority 2 Law Calls			
911HU- 911 hang up	1,127	OUI- operating under the influence	204
ALARMB- B & E alarm	5,837	PASST- police assist	1,955
ALARMO- other alarm	279	PDACC- property damage accident	8,362
ASSAULT- assault complaint	3,151	PIACCL- injury accident	1,241
ATL- attempt to locate	534	PPFDA- Private Prop accident	398
BURG- home invasion/B&E	2,239	PROWL- prowler complaint	131
CHASE- pursuit	22	PRT- person requiring treatment	310
CHILD- child abuse/neglect	564	RECK- reckless driving complaint	734
DISORD- disorderly subject	30	RETAIL - retail fraud/shoplift	1,615
DOA- deceased subject	80	ROBBER- robbery	228
DOG- dog complaint	1,399	SECUR- check security of building	1,787
DOMES- domestic assault	2,016	SHOTS- shots fired	835
DRUNK- intoxicated subject	176	STALK- stalking complaint	176
FIGHT- fight	3,405	SUBJDOWN- subject down	179
FIREL- police assist on fire	1,337	SUICID- suicidal subject	431

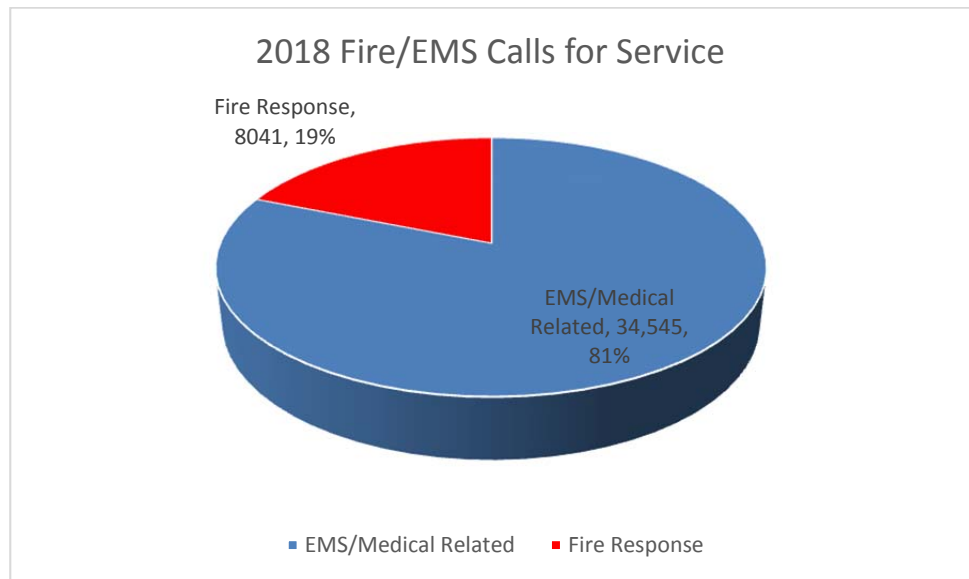
HAZARD- road hazard	2,408	SUSPER- suspicious person	7,168
HAZMAT- hazmat situation	2	SUSPKG- suspicious package	80
HITRUN- hit and run accident	2,192	SUSSIT- suspicious situation	2,260
KIDNAP- kidnapping	51	TBLSUB- trouble subject no assault	5,812
LOCK- lock out	109	UNKACC- unknown injury accident	512
MDOP- malicious destruction prop.	2,009	UNKTBL- unknown trouble	2,219
MEDICL- police assist on medical	5,166	UNWANT- unwanted guest	3,852
MISSIN- missing person	653	UTIL- utility complaint	211
MOTOR- motorist assist	3,707	WARRANT- warrant pick up	1,770
OIWARRANT- officer initiated warrant pickup	396	WELFAR- check welfare	8,374

Priority 3 Law Calls			
ABANDVE- abandoned vehicle	1,113	NEIGHBOR- neighbor complaint	572
ACCNON- accident non traffic	22	NOISE- noise complaint	2,740
ADMIN- administrative call	4,634	OBSCEN- obscenity complaint	221
ANIMAL- animal complaint	702	ORDVIOL- ordinance violation	289
ARSON- arson comp	5	PARK- parking complaint	4,465
BARCHK- bar checks	510	PARTY- party complaint	378
CHKID- check id	99	PBT- preliminary breath test	272
CIVIL- civil disturbance	775	PEACE- peace officer	130
CROWD- crowd control	8	PPO- personal protection order	567
CSC- sexual assault	685	PROSTITUTE- prostitute	27
DELMSG- deliver message	127	PUPROP- pick up property	1,311
DRUGS- suspected drug activity	1,087	RAW- runaway	769
ESCORT- bank escort	38	REPO- Repossession	4
FIREWK- fireworks complaint	427	SCHOOL- school check	1,503
FOLLOW- follow-up	6,914	SUBPOENA- subpoena service	659
FRAUD - fraud	2,171	SUSVEH- suspicious vehicle	3,512
HARASS- harassment	1,155	THREAT- threats complaint	1,733
INMATE- prisoner trans/guard	346	TRAFF- traffic control	261
JUVIE- juvenile complaint	732	TRANS- transport	4,083
K9ASST- police k9 assist	359	TRASH- illegal dumping complaint	216
KEYRUN- key run	103	TRESP- trespassing complaint	320
LARCEN - larceny	4,960	UDAA - stolen auto	1,550
LIQUOR- liquor violations	99	VINCHK- vehicle id number check	189

Priority 4 Law Calls	
COMMTG- community meeting	309
CROSSING- school cross guard	421
ESCAPE- prisoner escape	4
FOOT- foot patrol	1,611
SPECAS- special assignment	1,955
TEST- test cad call	18
TSTOP- traffic stop	60,624
VPC- visual/vacation prop check	1,280

All calls are assigned a call type by the dispatcher, based on the information provided by the caller.

2018 FIRE/EMS Agency Calls for Service



CITAST- fallen and can't get up	1,623	MEDICA- alpha response	5,300
DROWN1F- drown in still water	5	MEDICB- bravo response	1,811
DROWN2F- drown in moving water	12	MEDICC- Charlie response	4,937
ELEVAT- stuck in elevator	57	MEDICD- delta response	6,446
FALARM- fire alarm	2,274	MEDICE- echo response	316
FBRUSH- brush fire	120	MUTAMB- mutual aid	71
FBURN - Illegal burns	261	MUTFIR- mutual aid	341
FMAJOR- commercial bldg. fire	10	MUTRES- mutual aid	132
FMINOR- car/dumpster fire	1,107	PIACCF- injury accident	1,042
FRAMP- fire in parking structure	4	PININ- accident with extrication	165
FSTAND- stand by with police	25	PROGRAM- community programs	358
FSTILL- smoke investigation	515	SHOOTF - MED/FIRE RESPONSE	39
FSTRUC- res structure fire	400	STABF - MED/FIRE RESPONSE	40
HAZMAJ- hazmat effect < than 1	1	TECRES- res confined/high angle	4
HAZMIN- effects 1 household	22	TESTF	1
MED - start Emergency Medical Dispatch	10,672	UNKACCF- unknown injury accident	272
MEDIC- medical response	3,702	UTILF- utility problem requires fire	501

Medical calls are listed as various response levels based on the classification of problem type. Alpha responses are less emergent than Echo responses, with all needing EMS to respond.

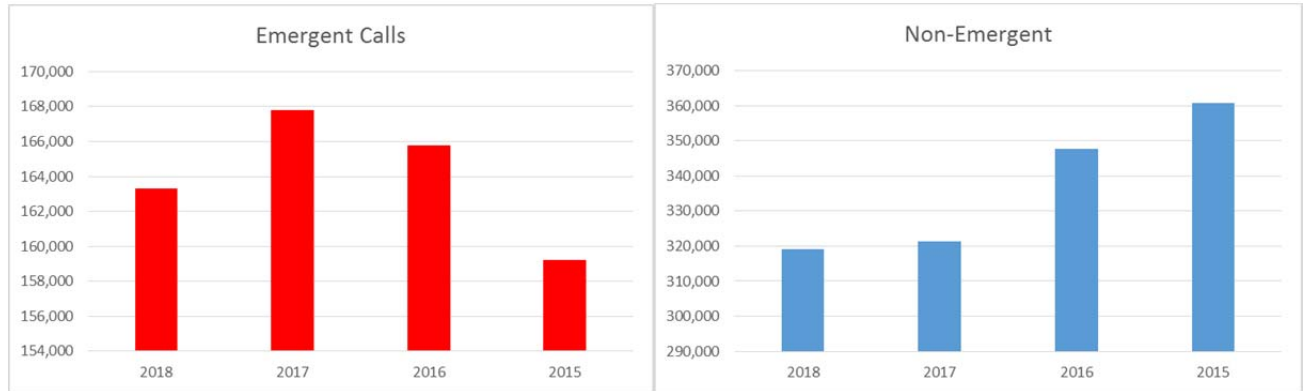
2018 Emergency Medical Dispatch related statistics

Chief Complaint Classifications with EMD	Number of Calls
Abdominal Pain/Problems	937
Allergies (reactions)/Stings, Bites	233
Animal Bites/Attacks	37
Assault / Sexual Assault	137
Back Pain (non-traumatic)	402
Breathing Problems	2638
Burns (scalds) / Explosion	31
Carbon Monoxide / Inhalation	11
Cardiac or respiratory Arrest / Death	505
Chest Pain (non-traumatic)	1922
Choking	124
Convulsions	1264
Diabetic Problems	623
Drowning (near)	20
Electrocution	8
Eye problems / Injuries	39
Falls	2138
Headache	186
Heart Problems	410
Heat / Cold Exposure	42
Hemorrhage / Lacerations	770
Inaccessible Incident / Other Entrapments	2
Overdose / Poisoning (ingestion)	921
Pregnancy / Childbirth/ Miscarriage	235
Psychiatric / Abnormal Behavior/ Suicide Attempt	420
Sick Person	4069
Stab / Gunshot / Penetrating Trauma	29
Stroke (CVA)	513
Traffic / Transportation Accidents	266
Traumatic Injuries	360
Unconscious / Fainting (near)	1549
Unknown Problem (collapse - 3rd party)	214
Transfer / Interfacility	120

Our Dispatchers use Emergency Medical Dispatch protocols in the processing of medical related calls. When initial information is received, Fire/EMS are dispatched as the Dispatcher continues to gather information and provide pre arrival instructions. There were 21,175 calls for service that EMD was used for in 2018.

2018 Telephone related statistics

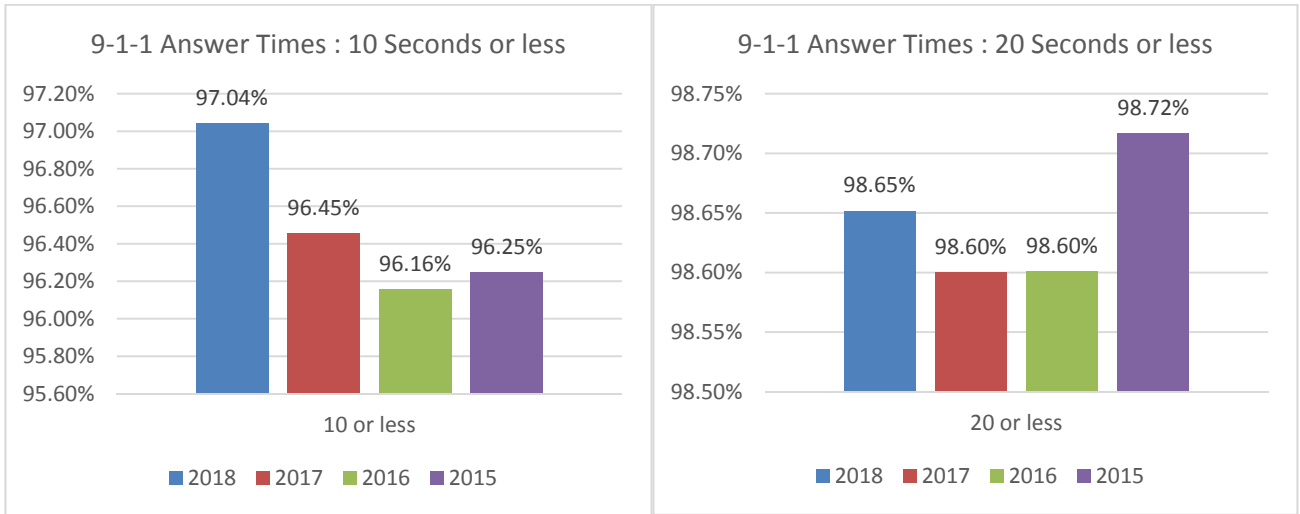
	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Emergent	163,288	167,795	165,783	159,222
Non-Emergent	319,156	321,383	347,847	360,793
Total Calls	482,444	489,178	513,630	520,015



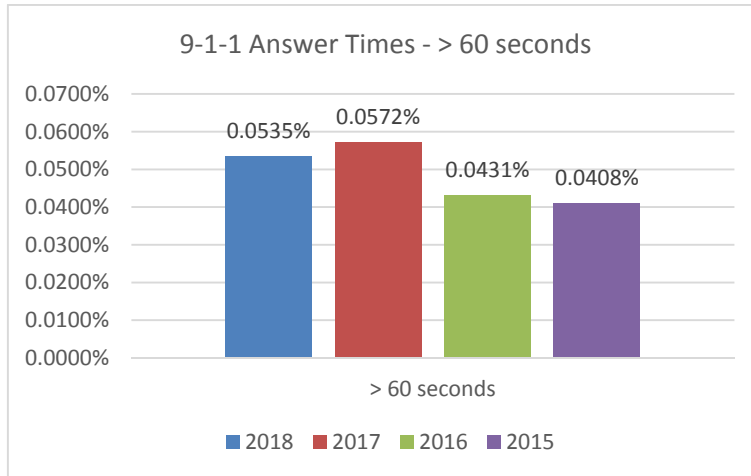
2018 9-1-1 Call Answer Statistics

Seconds	2018	2017	2016	2015
0-10	170517	170219	171734	167308
11-20	2828	3786	4366	4294
21-30	212	304	365	112
31-40	20	25	24	13
41-50	15	14	12	10
51-60	10	10	4	9
>61	94	101	77	71
Total	175714	176476	178598	173832

The chart above shows the amount of time taken to answer 9-1-1 calls over the past four years. Public is reminded that if they call 9-1-1 and hang up prior to the dispatcher answering the line, they do lose their place in line for the call being answered. Calling back does place them at the end of the line. Callers should always remain on the line as directed.



The National Emergency Number Association standards for answering 9-1-1 calls states that ninety percent (90%) of all 9-1-1 calls arriving at the Public Safety Answering Point (PSAP) shall be answered within ten (10) seconds during the busy hour (the hour each day with the greatest call volume, as defined in the NENA Master Glossary). Ninety-five (95%) of all 9-1-1 calls should be answered within twenty (20) seconds.



While Ingham County 9-1-1 staff members work to answer 9-1-1 calls as fast as possible, the volume of calls can quickly be greater than the number of staff available. These high call volumes result in being unable to answer each call as quickly as possible. Emergent 9-1-1 calls are given priority over non-emergent calls received by the center.

2018 Employee Recognition

TYPE OF AWARD	AWARDED EMPLOYEE
LIFE SAVING	Dispatcher VANLAKE
BEST PARTNER	Dispatcher BARAJAS
TEAMWORK	Dispatcher BARAJAS
CUSTOMER SERVICE	Dispatcher BONDAR
ABOVE AND BEYOND	Dispatcher BOOKER
TEAMWORK	Dispatcher BOOKER
ABOVE AND BEYOND	Dispatcher TORGERSON
LIFE SAVING	Dispatcher TORGERSON
ABOVE AND BEYOND	Dispatcher GASKILL
TEAMWORK	Dispatcher GASKILL
ABOVE AND BEYOND	Dispatcher PARODY
ABOVE AND BEYOND	Dispatcher PARODY
TEAMWORK	Dispatcher PARODY
ABOVE AND BEYOND	Dispatcher THOMPSON
ABOVE AND BEYOND	Dispatcher THOMPSON
ABOVE AND BEYOND	Dispatcher THOMPSON
TEAMWORK	Dispatcher THOMPSON
TEAMWORK	Dispatcher THOMPSON
LIFE SAVING	Dispatcher PAGE
ROOKIE OF THE YEAR	Dispatcher PAGE
BEST PARTNER	Dispatcher BAUER
CUSTOMER SERVICE	Dispatcher BAUER
ABOVE AND BEYOND	Supervisor PAYMENT

TYPE OF AWARD	AWARDED EMPLOYEE
TEAMWORK	Dispatcher JORDAN
LIFE SAVING	Dispatcher WOJNAROSKI
ABOVE AND BEYOND	Supervisor FELL
BEST PARTNER	Dispatcher SPARKES
LIFE SAVING	Dispatcher CROSS
ABOVE AND BEYOND	Dispatcher HAYES
TEAMWORK	Dispatcher HAYES
ABOVE AND BEYOND	Dispatcher HARRISON
TEAMWORK	Dispatcher HARRISON
TEAMWORK	Dispatcher HARRISON
BEST PARTNER	Dispatcher GEDDERT
TEAMWORK	Dispatcher HARRIS
ABOVE AND BEYOND	Dispatcher COLE
ABOVE AND BEYOND	Dispatcher COLE
TEAMWORK	Dispatcher COLE
CATHY D HUM. AWARD	Dispatcher COLE
TEAMWORK	Dispatcher RASDALE
LIFE SAVING	Dispatcher LARNER
TEAMWORK	Dispatcher LARNER
TEAMWORK	Dispatcher RANKENS
ABOVE AND BEYOND	Dispatcher HARVEY
ABOVE AND BEYOND	Dispatcher HARVEY
CUSTOMER SERVICE	Dispatcher HARVEY

ABOVE AND BEYOND	Dispatcher SHERIDAN
BEST PARTNER	Dispatcher SPOTTEK
TEAMWORK	Dispatcher SPOTTEK
ABOVE AND BEYOND	Dispatcher PECORA
TEAMWORK	Dispatcher BONDARENKO
ABOVE AND BEYOND	Dispatcher BOWDEN
TEAMWORK	Dispatcher BOWDEN
EMPLOYEE OF THE YEAR	Dispatcher BOWDEN
ABOVE AND BEYOND	Dispatcher CLICKNER
ABOVE AND BEYOND	Dispatcher CLICKNER
TEAMWORK	Dispatcher CLICKNER
ABOVE AND BEYOND	Dispatcher JORDAN

TEAMWORK	Dispatcher HARVEY
TEAMWORK	Dispatcher HARVEY
TEAMWORK	Dispatcher CLEMONS
TEAMWORK	Dispatcher CALKINS
TEAMWORK	Dispatcher CALKINS
ABOVE AND BEYOND	Dispatcher GROSS
CUSTOMER SERVICE	Dispatcher GROSS
ABOVE AND BEYOND	Dispatcher MERILLAT
ABOVE AND BEYOND	Supervisor WYSKOWSKI
ABOVE AND BEYOND	Supervisor WYSKOWSKI
TEAMWORK	Supervisor WYSKOWSKI

Our recognition team was busy last year. Not only did they coordinate all of the awards listed below but they also put together some fun events to show our appreciation to all the staff. Last year they did Pi (e) day in March. They put together shadow boxes for all the police and fire partners we dispatch for to appreciate them during their appreciation weeks. They put on a great summer BBQ. We had Popsicle day, cake day, happy fall y'all, Halloween party, and ugly sweater contest. It was fun and they are already planning out 2019.

Awards given are nominated by staff members and submitted to the recognition committee which consists of members from each employee group. These nominations can also come from outside individuals or agencies, who report the exceptional work done by staff members.

The description of the awards received are described below.

Above and Beyond award: The recipient of the Above and Beyond award is an individual or team who has shown exemplary service on behalf of the Ingham County 911 Center. Recipients of this award demonstrate an attitude of excellence, teamwork, and go Above and Beyond the expectations of their job/duties.

Customer Service award: The recipient of the Customer Service award consistently and substantially demonstrates an ability and willingness to work positively, respectfully, and effectively with others. This person represents our department in a positive manner and communicates effectively.

Life Saving award: The recipient of the Life -Saving award demonstrated an extraordinary skill and resourcefulness in saving or attempting to save a life.

Teamwork award: The recipient of the Teamwork award recognizes a group or teams of staff who foster cooperation, collaboration and open communication. This person may have helped his or her coworker and responded positively to requests for assistance. This person also shows enthusiasm towards other members of group and actively participates. They also encourage and inspire other team members to perform better.

Best Partner award: The recipient of the Best Partner award recognizes the co-operation between those who are working on a task. Communication and cooperation are the most important aspects of this award.

Cathy Demers Humanitarian award: The recipient of the Cathy Demers Humanitarian award should be the embodiment of the type of person Cathy is. Cathy is a kind, supportive, honest, helpful, caring, positive and patient person. She genuinely cared about her co-workers and everyone felt special in her presence.

Employee of the Year award: The recipient of the Employee of the Year award demonstrates continuing exemplary performance. Consideration will be given to work habits, knowledge of work, quality and quantity of work, judgment, initiative and adaptability and reliability. The recipient is recognized for consistently going the extra mile in serving the public, the officers, deputies, troopers, fire fighters, EMS personnel, administration, other agencies and co-workers.

Rookie of the Year: The recipient of the Rookie of the Year award should be an employee with less than 2 years of service. Consideration will be given to work habits, knowledge of work, quality and quantity of work, judgment, initiative and adaptability and reliability.

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION REAFFIRMING SUPPORT FOR LEGISLATION TO “RAISE THE AGE”
FOR JUVENILE OFFENDERS IN MICHIGAN**

WHEREAS, the Ingham County Board of Commissioners adopted Resolution 17-507 Supporting Legislation to “Raise the Age” for Juvenile Offenders in Michigan; and

WHEREAS, Michigan remains one of four states in the U.S. that automatically prosecutes 17-year-olds as adults, regardless of the severity of the crime, which is unaligned with national best practices, U.S. Supreme Court decisions, and Michigan’s other governing laws that define “youth” as any individual under the age of 18; and

WHEREAS, the majority of 17-year-olds entering the criminal justice system are arrested for nonviolent, misdemeanor offenses, many of whom would be eligible for diversion in the juvenile justice system; and

WHEREAS, research on adolescent brain development shows that teens are more inclined to take risks, act impulsively, and succumb to peer pressure, which may lead to delinquent behavior, yet are very responsive to rehabilitative programs and behavior modification during these formative years; and

WHEREAS, recent research from the Justice Policy Institute shows that projected costs associated with raising the age of juvenile jurisdiction to 18 were consistently overstated and that states that have raised the age to 18 have instead contained costs by reallocating funds to keeping young people in the community, thus reducing confinement and improving community safety; and

WHEREAS, research shows that youths tried before an adult court were 44% more likely to be re-arrested for felony property crimes and 85% more likely to be re-arrested for violent crimes compared to those tried before a juvenile court; and

WHEREAS, when adolescents are tried as adults, their conviction data is public and thus accessible to employers and other professionals resulting in lifelong consequences, including significant barriers to accessing housing, employment, and higher education, and these obstacles lead to a lifetime of poor physical and mental health outcomes; and

WHEREAS, the juvenile justice system prioritizes developmentally appropriate community-based programs and diversion services designed to rehabilitate and encourage family involvement in treatment, but these programs and services are not made available to 17-year-olds in the adult system; and

WHEREAS, according to the Center for Disease Control, prosecuting youths as adults increases recidivism, and states that have transferred their 17-year-olds to the juvenile justice system have experienced improvements in public safety (Justice Policy Institute, 2017); and

WHEREAS, the “Raise the Age - Youth In Prison” legislative package, including House Bills 4133, 4134, 4135, 4136, 4137, 4138, 4139, 4140, 4141, 4142, 4143, 4144, 4145 and 4146, and Senate Bills 84, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101 and 102, was reintroduced to the Michigan Legislature recently to raise the age of juvenile court jurisdiction from 17 to 18 years of age.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby urges the Michigan Legislature to pass the “Raise the Age - Youth in Prison” package, including House Bills 4133, 4134, 4135, 4136, 4137, 4138, 4139, 4140, 4141, 4142, 4143, 4144, 4145 and 4146, and Senate Bills 84, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101 and 102 to align Michigan’s procedures with standard national practices and raise the age of juvenile court jurisdiction from 17 to 18.

BE IT FURTHER RESOLVED, that the Board of Commissioners further urges the Legislature to monitor and adopt an appropriate funding mechanism through the Department of Health and Human Services to cover the additional costs associated with increasing the age of the juvenile court jurisdiction from 17 to 18.

BE IT FURTHER RESOLVED, that the County Clerk shall send copies of this resolution to the Governor of the State of Michigan, Ingham County’s State Legislative delegation, and the Michigan Association of Counties.