

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
CAROL KOENIG

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

LAW & COURTS COMMITTEE
DERRELL SLAUGHTER, CHAIR
MARK POLSDOFER
VICTOR CELENTINO
BRYAN CRENSHAW
RYAN SEBOLT
CHRIS TRUBAC
RANDY SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, OCTOBER 1, 2020 AT 6:00 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/91893474811>.

Agenda

Call to Order

Approval of the [September 10, 2020](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Building Authority – [Justice Complex](#) Update (*Presentation*)
2. Sheriff's Office – Resolution to Authorize a Contract with the Michigan Department of Health and Human Services for [Transport Services](#) of Specific Juveniles by Sheriff's Deputies
3. Office of Homeland Security and Emergency Management – Resolution to Accept the Michigan State Police FY2018 [Pre-Disaster Mitigation Grant](#) to Update the Tri-County Hazard Mitigation Plan
4. Friend of the Court – Resolution to Authorize a Contract with Child and Family Charities for the [Access and Visitation Grant](#) Program
5. 9-1-1 Dispatch Center – Resolution to Authorize a Staff Services [Manager/Night Shift](#) at the 9-1-1 Center
6. Law & Courts Committee – Resolution Authorizing [2021 Agreements](#) for Juvenile Justice Community Agencies

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

September 10, 2020

Draft Minutes

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

Members Absent: Sebolt.

Others Present: Undersheriff Andrew Bouck, Gregg Todd, Teri Morton, Janice Dooley, Missy Harris, Scott LeRoy, and Michael Tanis.

The meeting was called to order by Chairperson Slaughter at 6:00 p.m. virtually via Zoom in accordance with the Governor's Executive Order 2020-154 regarding the Open Meetings Act.

Approval of the August 27, 2020 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE MINUTES OF THE AUGUST 27, 2020 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Sebolt.

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Sheriff's Office
 - a. Resolution to Authorize a Contractual Agreement Between the Ingham County Sheriff's Office and Axon Enterprise, Inc. for Body Worn Cameras and Vehicle Fleet Camera System
 - b. Resolution to Purchase Taser Training Cartridges and Associated Equipment for the Sheriff's Office from Axon Enterprise, Inc.
 - c. Resolution to Continue Patrol Car Video Storage Software Support from L3 Mobile-Vision, Inc with the Ingham County Sheriff's Office
 - d. Resolution to Honor Lieutenant Daniel Sump of the Ingham County Sheriff's Office
2. Office of Homeland Security and Emergency Management – Resolution to Authorize a Contract with West Shore Services Inc. for the Purpose of Adding and Upgrading Outdoor Warning Sirens in Ingham County

3. Circuit Court
 - a. Resolution to Accept the FY 2021 Michigan Mental Health Court Program Grant, Continue and Modify the Grant Funded Three-Quarter Time Mental Health Court-Court Services Coordinator Position and Mental Health Court-Case Coordination Specialist Position, and Authorize Subcontracts
 - b. Resolution to Accept the FY 2021 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator Position and Authorize Subcontracts
4. Circuit Court – Family Division
 - a. Resolution for Acceptance of the Child and Parent Legal Representation Grant from the Michigan Department of Health and Human Services
 - b. Resolution Authorizing the Juvenile Division to Authorize a Contract with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for Prescreening of Youth in Detention for Psychiatric Hospitalization
5. Facilities Department – Resolution to Authorize an Agreement with Smart Homes Inc. for the Architectural and Engineering Services for the Mason Courthouse Circuit Courtroom Technology Upgrades
6. 9-1-1 Dispatch Center – Resolution to Authorize Engagement of “National Testing Network, Sister Company of ErgoMetrics”

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Sebolt.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Sebolt.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:03 p.m.

OCTOBER 1, 2020 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

2. *Sheriff's Office* – Resolution to Authorize a Contract with the Michigan Department of Health and Human Services for Transport Services of Specific Juveniles by Sheriff's Deputies

This resolution will authorize the Ingham County Sheriff's Office to continue their participation with the Michigan Department of Health and Human Services (DHHS) for the transportation of specific in-custody juvenile inmates under the care of DHHS throughout Ingham County and its contiguous counties for the duration of the contract starting October 1, 2020 and expiring September 30, 2023, with an option for a 2-year extension. DHHS has previously contracted with the Sheriff's Office for these services. The previous contracts required several amendments to allow the State of Michigan to provide adequate funding and to extend the contract term. The most recent contract has expired. Due to changes in the State of Michigan's contract management system, the new proposed contract will allow for 3 years of uninterrupted service. DHHS will provide the funding for Sheriff's Office personnel to conduct the contractual service on an overtime basis.

See memo for details.

3. *Office of Homeland Security and Emergency Management* – Resolution to Accept the Michigan State Police FY2018 Pre-Disaster Mitigation Grant to Update the Tri-County Hazard Mitigation Plan

This resolution will authorize entering into contract with the Michigan Department of State Police (MSP) Emergency Management and Homeland Security Division for the FY 2018 Pre-Disaster Mitigation Grant with a total project cost of up to \$218,418.15, including a federal share in the amount of \$163,813.61, and in-kind match of \$54,604.54 for the time period of October 1, 2018 through June 18, 2022. Ingham County will participate with Eaton County, Clinton County, Delhi Charter Township, and Delta Charter Township to meet the in-kind match requirement of \$54,604.54 for this grant. The Hazard Mitigation Plan is required to be updated and resubmitted to FEMA every five years. This grant will allow the hiring of a contractor to update the current hazard Mitigation Plan for the Region.

4. *Friend of Court* – Resolution to Authorize a Contract with Child and Family Charities for the Access and Visitation Grant Program

This resolution will authorize entering into an agreement with Child and Family Charities to sub-contract the Access and Visitation Grant and to join the Friend of the Court in applying for funding through the State Court Administrative Office Access and Visitation Grant Program for the upcoming fiscal year and for an additional two years renewable for an additional two years for a total of five years at the discretion of the FOC.

The Ingham County Friend of the Court (FOC) receives between \$5,000 - \$6,000 annually for the Access and Visitation Grant Program from the State Court Administrator's Office (SCAO). This program insures that parents within the Friend of Court/Circuit Court system have access to their children when the Court requires their parenting time to be supervised by a third person. In the past, the FOC sponsored a supervised parenting time program in which individuals from the community and were paid with funds from the Access and Visitation Grant. In February 2020, FOC suspended the program after it was determined that Ingham County policy requires vendors to have liability insurance coverage, which the individuals did not have.

In July 2020, an RFP was issued soliciting proposals from agencies and businesses in Ingham County for programs to promote increased parenting time between non-custodial parents and their children, through the SCAO grant program. After review and evaluation of the proposals, the Evaluation Committee is recommending that Child and Family Charities be selected to provide these services.

See memo for details.

5. 9-1-1 Dispatch Center – Resolution to Authorize a Staff Services Manager/Night Shift At the 9-1-1 Center

This resolution will approve the creation of a new 9-1-1 Staff Services Manager/Night Shift position, classified as a Manager/Confidential (MC) grade 11 position. Resolution #17-386 authorized a reorganization at the 9-1-1 Center to eliminate the Deputy Director position and create a Systems Manager and a Staff Services Manager. The Staff Services Manager is responsible for the day to day people side of the organization and the creation of this position has allowed for more direct oversight and guidance of the 9-1-1 Supervisors, and an increased focus on quality assurance. Addition of another Staff Services Manager would also allow for continued expansion of quality assurance, improvements in the training program and additional access to management staff for employees working the night shift. The annual cost of the position at step 1 is \$124,686, and \$145,410 at step 5. Funds are available within the 9-1-1 fund for this ongoing cost.

As the 9-1-1 Center is a 24/7 operation and funded exclusively from a special revenue fund, it is exempt from the current moratorium on hiring, creation of new positions and filling of vacant positions are provided by Resolution #20-327.

See memo for details.

6. Law & Courts Committee – Resolution Authorizing 2021 Agreements for Juvenile Justice Community Agencies

This resolution will authorize contracts for the 2021 Juvenile Justice Community Agency Process. The Board of Commissioners previously reserved \$125,000 of the Juvenile Justice Millage (JIM) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth consistent with the provisions of the millage.

The Law and Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

For 2021 the individual agency requests for funds are:

Child and Family Charities – Nexus	\$ 40,024
Child and Family Charities – Teen Court	\$ 26,547
Resolution Services Center of Central Michigan – Restorative Justice	\$ 38,000
Resolution Services Center of Central Michigan – Youth Diversion	\$ 20,000
Small Talk Children’s Assessment Center	<u>\$ 25,000</u>
	\$149,571

PRESENTATION:

1. Building Authority – Justice Complex Update



Ingham County Justice Complex

Law and Courts Committee Presentation
October 1, 2020





Ingham County Justice Complex

Agenda

- Introductions
- Project Phasing Plan and Overall Concept
- Exterior Images
- Schedule Milestones
- Q&A

Introductions



Owner's Representative

Tom Shanley
Project Director

Mike Morgan
Project Executive



Construction Manager

Rob Train
VP of Operations

Todd Butler
Sr. Project Manager

Keith Ivkovich
Project Manager

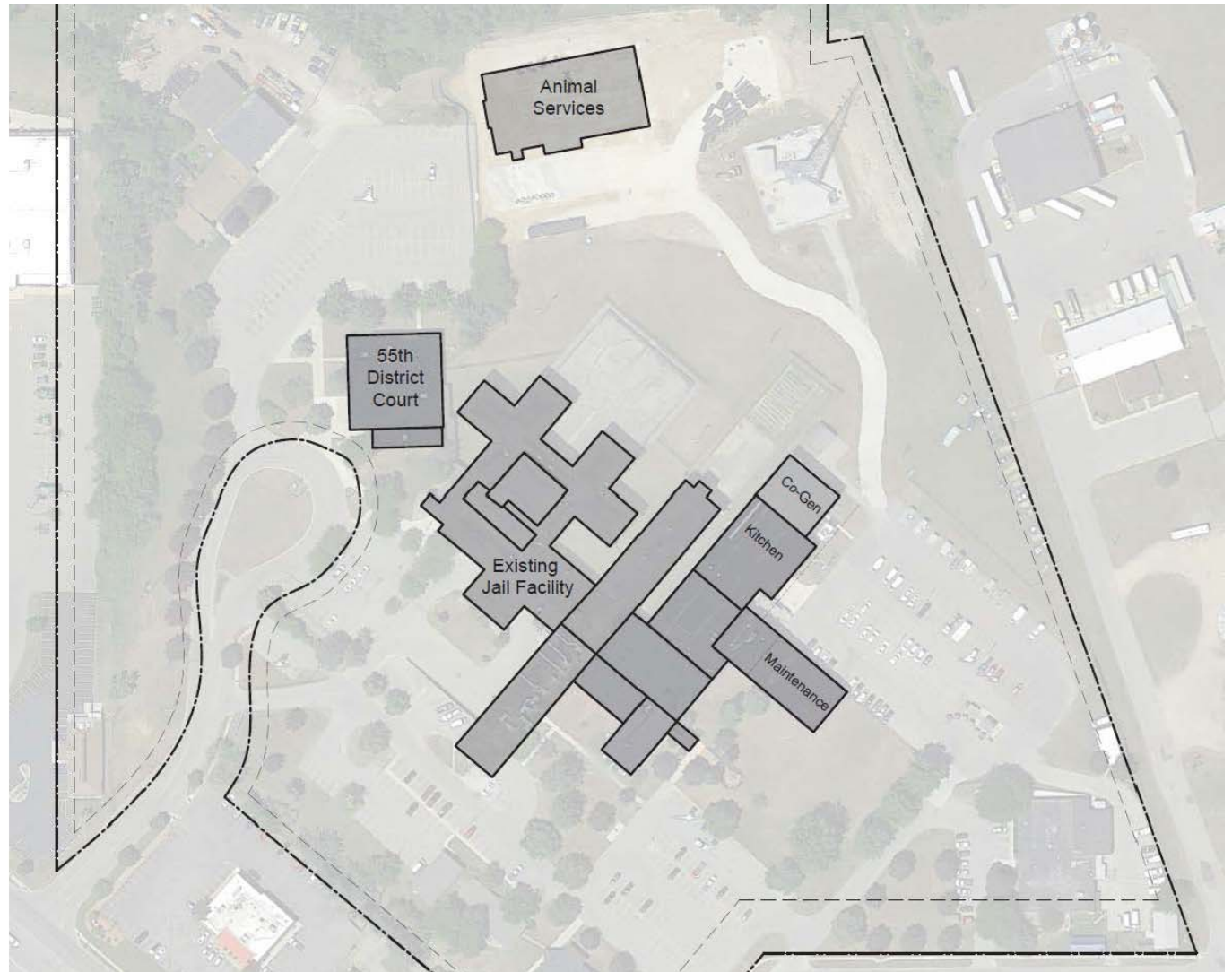


Design Team

Henry Pittner
Partner & Design Lead

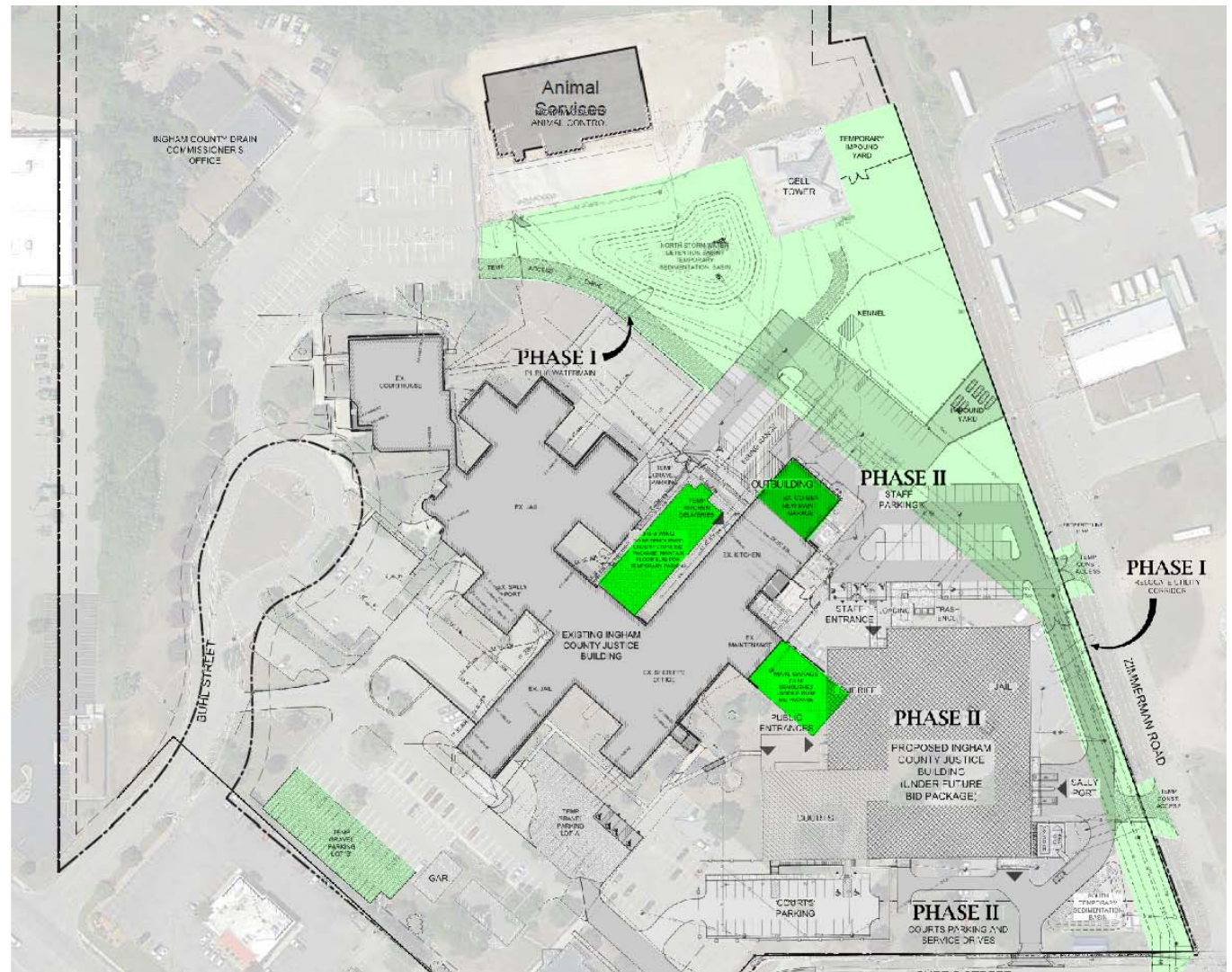
DuWayne Jones
Sr. Project Manager

Existing Site



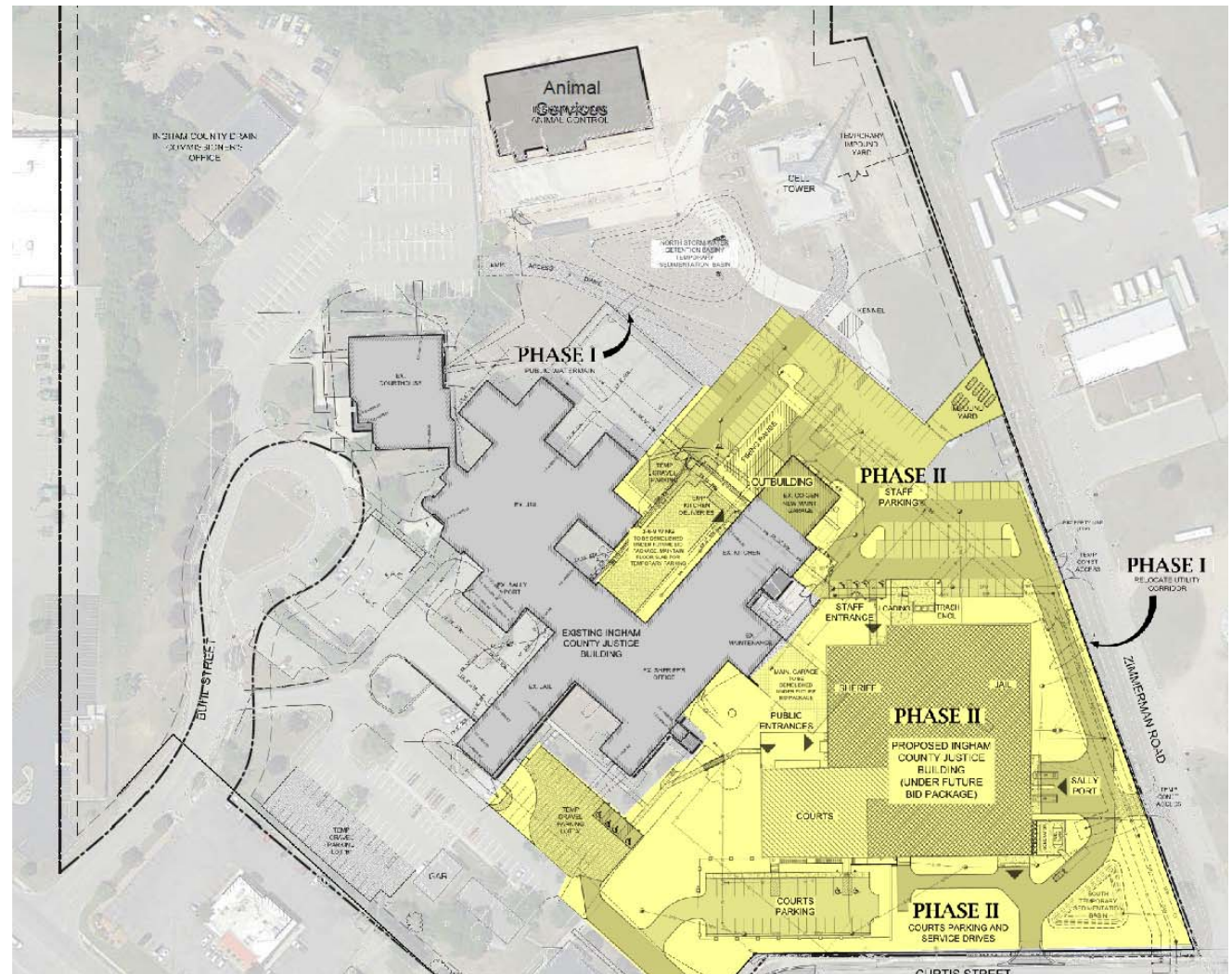
- Construction Entrances / Fences

- Construction Entrances / Fences
- Site Utilities Work
- North Stormwater
- Relocate Vehicle Maint. Shop to CoGen
- Demo of 3/6/9 & Vehicle Maint. Shop
- Add parking at facilities building



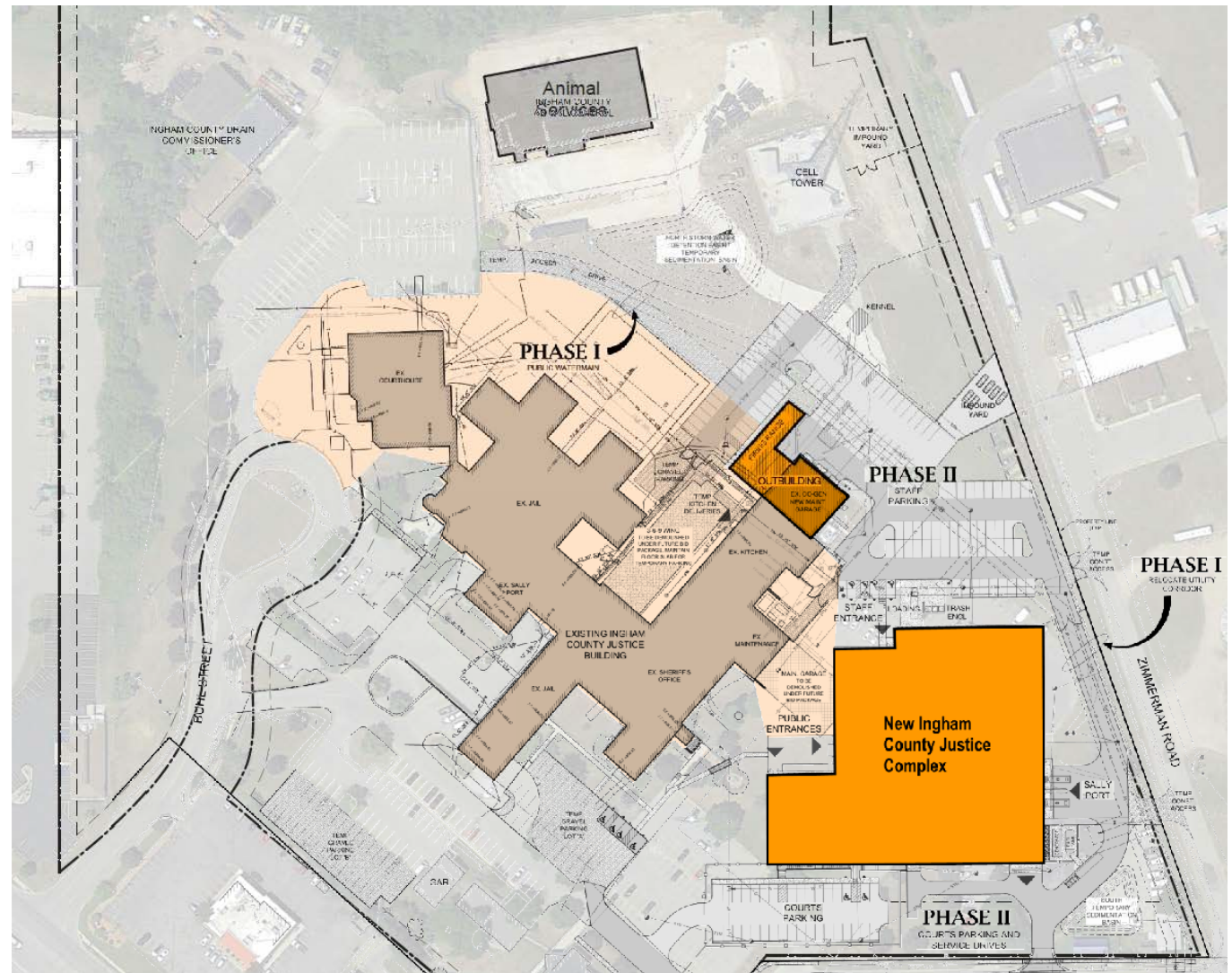
Phase 2

- Temporary Stormwater SE Corner
- New Building Construction
- Permanent Parking for Staff



- New Building and East Site complete
- Move into new building
- Demolish existing building

- New Building and East Site complete
- Move into new building
- Demolish existing building



Phase 4

- Complete west public parking
- Complete stormwater detention



Final Site

- Easy to maintain landscape
- Security set-backs, fencing
- CATA bus stop / drop-off area
- Secure parking for courts and Sheriff's staff
- Public Parking with excellent wayfinding





WEST ELEVATION



SOUTH ELEVATION

Elevations



EAST ELEVATION



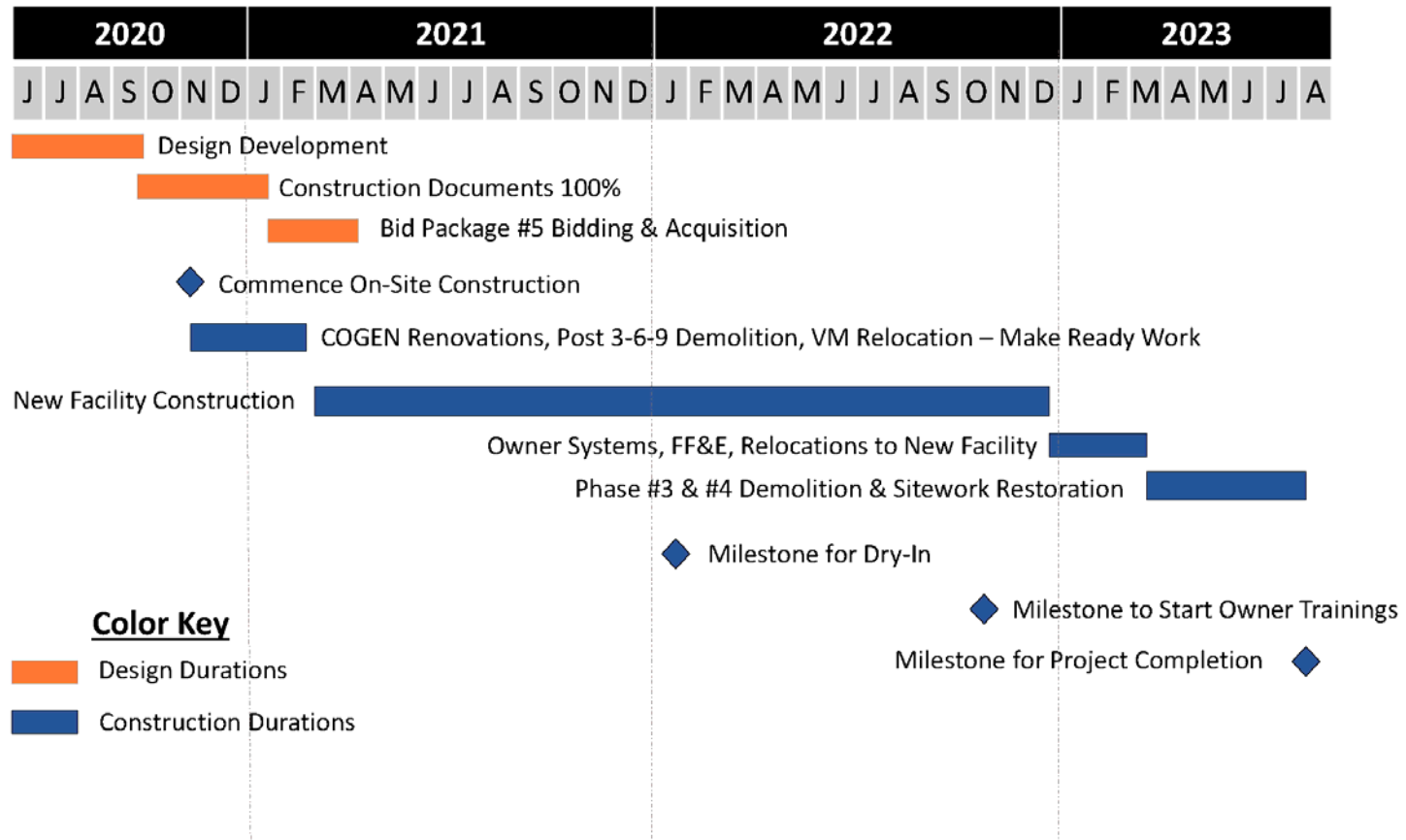
NORTH ELEVATION

Elevations

Front of Building



ICJC DESIGN & CONSTRUCTION SCHEDULE





Questions
&
Answers

Agenda Item 2

TO: Board of Commissioners / Law and Courts Committee / Finance Committee

FROM: Chief Deputy Jason Ferguson / Sheriff's Office

DATE: Tuesday, September 8th 2020

SUBJECT: DHHS Contract for Transport Services
Meeting agenda of Thursday, October 1st 2020

BACKGROUND

The Michigan Department of Health and Human Services (DHHS) has previously contracted with the Ingham County Sheriff's Office (ICSO) to transport specific in-custody juvenile inmates under the care of DHHS throughout Ingham County and its contiguous counties. The previous contracts required several amendments to allow the State of Michigan to provide adequate funding and to extend the term. The most recent contract has expired. Due to changes in the State of Michigan's contract management system, the new contract proposed here will allow for 3 years of uninterrupted service without repetitious amendments.

ALTERNATIVES

DHHS is again seeking to contract the transportation of in-custody juveniles with a licensed (MCOLES), trained, and appropriately equipped service provider within Ingham County. ICSO facilitates the custody, control, and transportation of all in-custody adult inmates within Ingham County. Therefore, the service already exists within the scope and mission of ICSO. No private practice or sufficiently licensed, trained, and equipped contractor is available for consideration by DHHS.

FINANCIAL IMPACT

DHHS will provide the funding for ICSO personnel to conduct the contractual service on an overtime basis. There will be no need for Ingham County budget amendments or funding source allocations.

STRATEGIC PLANNING IMPACT

The service sought by DHHS and provided by ICSO will have no impact on the ability of ICSO to maintain support of strategic planning.

OTHER CONSIDERATIONS

The approval of this contract will facilitate the safe transport and continuity of custody for juvenile inmates within Ingham County in partnership with DHHS.

RECOMMENDATION

Based on the information presented here and in the attached resolution, I respectfully recommend approval of the contractual partnership with ICSO being sought by DHHS.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE MICHIGAN DEPARTMENT OF
HEALTH AND HUMAN SERVICES FOR TRANSPORT SERVICES OF
SPECIFIC JUVENILES BY SHERIFF'S DEPUTIES**

WHEREAS, the Michigan Department of Health and Human Services and the Ingham County Sheriff's Office have previously contracted for transportation services of specific in-custody juveniles; and

WHEREAS, the Michigan Department of Health and Human Services seeks to enter into a new 3-year contract for the transportation of specific in-custody juveniles by Ingham County Sheriff's Deputies; and

WHEREAS, the Ingham County Sheriff's Office wishes to continue the service and partnership previously provided to the Michigan Department of Health and Human Services; and

WHEREAS, this contract will again authorize the Ingham County Sheriff's Office to provide secure transportation for specific in-custody juveniles at the request of the Michigan Department of Health and Human Services; and

WHEREAS, the Michigan Department of Health and Human Services shall reimburse Ingham County for overtime wages and transportation costs associated with the service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to continue their participation with the Michigan Department of Health and Human Services for the transportation of specific in-custody juvenile inmates for the duration of the contract starting October 1st 2020 and expiring September 30th 2023 with an option for a 2-year extension.

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

Agenda Item 3

TO: Board of Commissioners Law & Courts Committee, Finance Committee
FROM: Robert Boerkoel, Sergeant, Office of Homeland Security and Emergency Management
DATE: September 3, 2020
SUBJECT: Resolution to accept the Michigan State Police FY2018 Pre-Disaster Mitigation Grant
For the meeting agenda of *October 1, 2020*

BACKGROUND

The Ingham County Office of Homeland Security and Emergency Management applied to receive a Pre-Disaster Mitigation Grant from the Federal Emergency Management Agency (FEMA) to update the Hazard Mitigation Plan for the Region (Ingham, Clinton, Eaton, Counties and Delhi Charter Township and Delta Charter Township). The grant will allow the hiring of a contractor to update the current hazard Mitigation Plan for the Region.

ALTERNATIVES

Without this grant to hire a contractor to update the current Hazard Mitigation Plan for the Region, the responsibility for the project of updating the Hazard Mitigation Plan will rest with the Ingham County Office of Homeland Security and Emergency Management personnel.

FINANCIAL IMPACT

The project cost totals \$218,418.15, inclusive of a federal share in the amount of \$163,813.61 and an in-kind match of \$54,604.54. The in-kind match of \$54,604.54 is to be assumed by Ingham County, Eaton County, Clinton County, Delhi Charter Township, and Delta Charter Township in personnel wages, meeting space, and equipment.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost-effective services that promote well-being and quality of life for the residents of Ingham County through pre-planning for hazard mitigation; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it utilizes available grant monies awarded to Ingham County.

OTHER CONSIDERATIONS

The Hazard Mitigation Plan is required to be updated and resubmitted to FEMA every five years.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support accepting the Michigan State Police FY2018 Pre-Disaster Mitigation Grant from the Federal Emergency Management Agency to update the Tri-County Hazard Mitigation Plan.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE MICHIGAN STATE POLICE FY2018 PRE-DISASTER
MITIGATION GRANT TO UPDATE THE TRI-COUNTY HAZARD MITIGATION PLAN**

WHEREAS, the Ingham County Office of Homeland Security and Emergency Management has applied to receive a Pre-Disaster Mitigation Grant from the Federal Emergency Management Agency (FEMA) and passed through the Michigan State Police Emergency Management & Homeland Security Division; and

WHEREAS, the amount of the grant is up to \$163,813.61, with an additional required in-kind match of 25% (\$54,604.54) assumed by Ingham County, Eaton County, Clinton County, Delhi Charter Township, and Delta Charter Township in personnel wages, meeting space, and equipment; and

WHEREAS, the grant will allow the hiring of a contractor to update the current Hazard Mitigation Plan for the Region (Ingham, Clinton, Eaton Counties along with Delhi Charter Township and Delta Charter Township), originally authored in 2005.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the Michigan Department of State Police (MSP) Emergency Management and Homeland Security Division for the FY 2018 Pre-Disaster Mitigation Grant with a total project cost of up to \$218,418.15, including a federal share in the amount of \$163,813.61, and in-kind match of \$54,604.54 for the time period of October 1, 2018 through June 18, 2022.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners agrees to participate with Eaton County, Clinton County, Delhi Charter Township, and Delta Charter Township to meet the in-kind match requirement of \$54,604.54 for this grant.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham County Office of Homeland Security & Emergency Management Office's 2020 and subsequent grant period budgets.

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

Agenda Item 4

TO: Law and Courts & Finance Committees

FROM: Helen Walker, Deputy Court Administrator/FOC Director

DATE: September 14, 2020

SUBJECT: Authorization to Enter into an Agreement with Child and Family Charities for the Access and Visitation Grant Program

BACKGROUND:

The Ingham County Friend of the Court receives between \$5,000 - \$6,000 annually for the Access and Visitation Grant Program from the State Court Administrator's Office. The Access and Visitation Grant program ensures that parents within the Friend of the Court/Circuit Court system have access to their children when the Court requires their parenting time to be supervised by a third person. In the past, the Ingham County Friend of the Court sponsored a Friend of the Court Independent Supervised Parenting Time Program whereby parenting time supervisors were comprised of individuals from the community and were paid with funds from the Access and Visitation Grant. In February 2020, Ingham County Friend of the Court suspended the Independent Supervised Parenting Time Program after it was determined that Ingham County policy requires vendors to have liability insurance coverage, which the Independent Supervisors did not have.

In July 2020, the Ingham County Purchasing Department issued RFP #112-20 soliciting proposals from agencies and businesses in Ingham County for programs to promote increased parenting time between non-custodial parents and their children, through the State Court Administrative Office Access and Visitation Grant Program. Three (3) proposals were received and reviewed by an Evaluation Committee comprised of the Deputy Court Administrator/FOC Director Helen Walker and Assistant Friend of the Court/Legal Robert Hotchkiss.

After review and evaluation of the proposals, the Evaluation Committee found that Child and Family Charities is in the best position to offer comprehensive virtual and in-person supervised parenting time services at a reasonable cost in a safe, quick and efficient manner. The Evaluation Committee overwhelmingly recommends that the Ingham County Board of Commissioners authorize entering into an agreement with Child and Family Charities to sub-contract the Access and Visitation Grant and to join the Friend of Court in applying for funding through the State Court Administrative Office Access and Visitation Grant Program for the upcoming fiscal year and for an additional two years renewable for an additional two years for a total of five years at the discretion of the FOC.

ALTERNATIVES:

The Friend of Court could forgo utilizing the available funds from the State Court Administrative Office Access and Visitation Grant Program, which could have a negative impact on the ability of indigent and low-income clients to have access to their children through supervised parenting time services.

FINANCIAL IMPACT:

Board of Commissioners Resolution #19-542 approved the contract between the Ingham County Friend of Court and the State Court Administrative Office Access for the Visitation Grant Program in the amount of \$5,000.00. There are funds available in line item: 215-14300-818000.

OTHER CONSIDERATIONS:

Several other counties in Michigan have entered into contracts with outside agencies to outsource their Access and Visitation Grant.

STRATEGIC PLANNING IMPACT:

This resolution supports the preservation of parent/child relationships in Ingham County by continuing to enable the Friend of the Court to offer supervised parenting time services to indigent and low-income clients.

RECOMMENDATION:

I respectfully recommend approval of the following resolution.

Agenda Item 4

TO: Helen Walker, Deputy Court Administrator/FOC Director

FROM: James Hudgins, Director of Purchasing

DATE: August 6, 2020

RE: Memorandum of Performance for RFP No. 112-20 Access and Visitation Grant Program

Per your request, the Purchasing Department sought proposals from agencies and businesses in Ingham County for programs to promote increased parenting time between non-custodial parents and their children, through the State Court Administrative Office Access and Visitation Grant Program.

The scope of work includes, but is not limited to, all grant writing, statistical reporting and budget preparation and maintenance as required by the Access and Visitation Grant process. The chosen vendor also will be responsible for program management. The Friend of the Court, the Circuit Court and the County will have no responsibility for providing funding if a grant is not received.

1. Parent Exchanges. Under this service, a neutral location is provided for the safe transfer of children between the noncustodial parent (or guardian) and the custodial parent (or guardian). A neutral third party (someone other than the parents or parties) observes the adults' behavior during the transfer of children. In the event threatening or violent behavior is observed, the agency's safety plan will be followed.
2. Supervised Parenting Time. This service includes monitored and therapeutic parenting time provided by a neutral third party (someone other than the parents or parties) who is present and observes or facilitates the interaction between the child and noncustodial parent during parenting time sessions. The direct service provider is present before, during, and after the parenting time to ensure the safety of the children and safe exchanges of the children from one parent (or guardian) to the other parent (or guardian).

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	54	23
Vendors responding	3	3

A summary of the vendors' costs is located on page 3.

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	Rate per Hour	Sliding Fee Scale	Total Cost
MSU - Chance at Childhood	Yes, East Lansing MI	\$16.82		\$19,506.00
Cognitive Consultants, LLC	Yes, Holt & Lansing MI	\$35.00		
Child and Family Charities	Yes, East Lansing MI	\$40.00	See Packet	

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH CHILD AND FAMILY CHARITIES
FOR THE ACCESS AND VISITATION GRANT PROGRAM**

WHEREAS, the Ingham County Friend of the Court (FOC) accepted the “Access and Visitation Grant” in the amount of \$5,000.00 from the State Court Administrative Office for purposes of insuring supervised parenting time to parents within the Friend of the Court and judicial system; and

WHEREAS, for several years the Ingham County Friend of the Court sponsored a Friend of the Court Independent Supervised Parenting Time Program whereby parenting time supervisors were paid with funds from the Access and Visitation Grant; and

WHEREAS, the Friend of the Court Independent Supervised Parenting Time Program was suspended in February 2020; and

WHEREAS, the Friend of the Court desires to continue to offer supervised parenting time services to indigent and low-income clients; and

WHEREAS, it is necessary to subcontract the Access and Visitation Grant to an outside agency; and

WHEREAS, the Ingham County Purchasing Department sought proposals from agencies and businesses in Ingham County for programs to promote increased parenting time between non-custodial parents and their children, through the State Supreme Court Administrative Office Access and Visitation Grant Program; and

WHEREAS, after review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Child and Family Charities, who provides supervised parenting time services in Ingham County for parents of children in foster care for Child Protective Services and the courts through their Child Welfare Division; and

WHEREAS, Child and Family Charities has the infrastructure in place to offer comprehensive supervised parenting time services for Friend of the Court/Court cases at a reasonable cost in a safe, quick and efficient manner.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Child and Family Charities, located at 4287 Five Oaks Dr., Lansing, MI 48911, based on its proposal submitted in response to RFP #112-20, Access and Visitation Grant Program.

BE IT FURTHER RESOLVED, that Child and Family Charities will be eligible to apply for State Court Administrative Office (SCAO) funding in partnership with the Friend of the Court (FOC) for the upcoming fiscal year and for an additional two years renewable for an additional two years for a total of five years at the discretion of the FOC.

BE IT FURTHER RESOLVED, that Ingham County will sub-contract the Access and Visitation Grant funds to Child and Family Charities for up to \$5,000.00.

BE IT FURTHER RESOLVED, that there are funds available in line item 215-14300-818000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to the 2020 and 2021 budgets in accordance with this resolution.

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

Agenda Item 5

TO: Board of Commissioners Law & Courts, County Services and Finance Committees
FROM: Terri Thornberry, Director, 9-1-1 Center
DATE: August 31, 2020
SUBJECT: Resolution Authorizing the Creation of an Additional Staff Services Manager to Oversee Night Shift

For the meeting agendas of October 1, 6, and 7

BACKGROUND

Resolution #17-386 authorized a reorganization at the 9-1-1 Center to eliminate the Deputy Director position and create a Systems Manager and a Staff Services Manager. This reorganization has allowed the 9-1-1 Center Administration to complete projects in a timelier manner and to work with staff more directly and regularly. The Staff Services Manager is responsible for the day to day people side of the organization. The creation of this position has allowed for more direct oversight and guidance of the 9-1-1 Supervisors, and an increased focus on quality assurance. However, as a 24-7 operation, it has become apparent that this same oversight and guidance is needed on the night shift, and cannot be accomplished with only one position. Addition of another Staff Services Manager would also allow for continued expansion of quality assurance, improvements in the training program and additional access to management staff for employees.

ALTERNATIVES

The alternative would be to continue the status quo. Center Administration would continue to work toward organizational improvements to the extent possible.

FINANCIAL IMPACT

The Staff Services Manager is classified as a Manager/Confidential (MC) grade 11 position. The annual cost at Step 1 is \$124,686, and \$145,410 at Step 5. Funds are available within the 9-1-1 fund for this ongoing cost.

OTHER CONSIDERATIONS

As the 9-1-1 Center is a 24/7 operation and funded exclusively from a special revenue fund, it is exempt from the current moratorium on hiring, creation of new positions and filling of vacant positions are provided by Resolution 20-327.

With the large number of complex projects ongoing at the Center, it would be beneficial for the Director to have another manager available for additional delegation of personnel matters. Also, a management position assigned specifically to the night shift would allow for management attention and oversight to be given to these employees on a more consistent basis as day shift employees currently are provided.

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A STAFF SERVICES MANAGER/NIGHT SHIFT
AT THE 9-1-1 CENTER**

WHEREAS, Resolution #17-386 authorized a reorganization at the 9-1-1 Center to eliminate the Deputy Director position and create a Systems Manager and a Staff Services Manager, which has allowed the 9-1-1 Center Administration to complete projects in a timelier manner and to work with staff more directly and regularly; and

WHEREAS, the creation of the Staff Services Manager has allowed for more direct oversight and guidance of the 9-1-1 Supervisors, and an increased focus on quality assurance; and

WHEREAS, since the creation of this position, it has become apparent that this same oversight and guidance is needed on the night shift, and cannot be accomplished with only one position; and

WHEREAS, the addition of another Staff Services Manager would also allow for continued expansion of quality assurance, improvements in the training program and additional access to management staff for employees; and

WHEREAS, funds are available within the 9-1-1 fund for this ongoing cost.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the creation of a new 9-1-1 Staff Services Manager/Night Shift position, classified as a Manager/Confidential (MC) Grade 11 position (wage range of \$69,923.85 - \$83,930.39).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Budget and Position Allocation List in accordance with this resolution.

Agenda Item 6

TO: Law & Courts and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: September 22, 2020
SUBJECT: Resolution Authorizing 2021 Agreements for Juvenile Justice Community Agencies

For the meeting agendas of October 1 and 7

BACKGROUND

This resolution would authorize contracts for the 2021 Juvenile Justice Community Agency Process. The Board of Commissioners has reserved \$125,000 in Juvenile Justice Millage (JJM) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth consistent with the provisions of the millage.

The Law and Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

Copies of the JJM Community Agencies Applications, Resolution #20-316 “Resolution to Adopt the 2021 Juvenile Justice Community Agency Process Calendar” and other background material will be distributed electronically to the Board of Commissioners prior to the October 1 Law and Courts Committee meeting.

The current 2020 allocation is as follows:

Child and Family Charities –Nexus Program	\$ 40,024
Child and Family Charities – Teen Court	\$ 26,547
Resolution Services Center of Central Michigan – Restorative Justice	\$ 37,500
Resolution Services Center of Central Michigan – Youth Diversion	\$ 20,000
Small Talk Children’s Assessment Center – Sexual Trauma Recovery	<u>\$ 19,000</u>
	\$143,071

FINANCIAL IMPACT

For 2021, \$125,000 is available for this purpose.

For 2021 the individual agency requests for funds are:

Child and Family Charities – Nexus	\$ 40,024
Child and Family Charities - Teen Court	\$ 26,547
Resolution Services Center of Central Michigan – Restorative Justice	\$ 38,000
New Request - Resolution Services Center of Central Michigan – Youth Diversion	\$ 20,000
Small Talk Children’s Assessment Center	<u>\$ 25,000</u>
	\$149,571

The requests total \$24,571 more than the \$125,000 available for this purpose.

OTHER CONSIDERATIONS

Attached is some additional historical background information on the last four years of JJM funding for these organizations.

RECOMMENDATION

Funding for these agencies consistent with the provisions of the millage is at the discretion of the Board of Commissioners.

	2017		2018		2019		2020	
Organization	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted
Child & Family Charities Nexus Program	\$39,341.00	\$39,341.00	\$39,600.00	\$39,600.00	\$39,600.00	\$39,600.00	\$40,024.00	\$40,024.00
Child & Family Charities Teen Court	\$26,114.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,547.00	\$26,547.00
Resolution Services Center of Central Michigan - Restorative Justice	\$32,500.00	\$32,500.00	\$32,500.00	\$32,500.00	\$37,500.00	\$37,500.00	\$37,500.00	\$37,500.00
Resolution Services Center of Central Michigan - Youth Diversion	----	----	----	----	----	----	\$20,000.00	\$20,000.00
Small Talk Children's Assessment Center	\$10,011.45	\$10,011.45	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00
Total	\$107,966.45	\$107,966.45	\$117,214.00	\$117,214.00	\$122,214.00	\$122,214.00	\$143,071.00	\$143,071.00

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING 2021 AGREEMENTS FOR
JUVENILE JUSTICE COMMUNITY AGENCIES**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002, then renewed in 2006, 2012, and 2016 for the purpose of funding an increase to Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners established a Juvenile Justice Community Agency Process, through Resolution #20-316, reserving a pool of \$125,000 in Juvenile Justice Millage funds, to seek and fund proposals from qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth which the County believes to be consistent with the provisions of the millage proposal approved by the voters; and

WHEREAS, the County has received applications for the 2021 Juvenile Justice Community Agency process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2021 through December 31, 2021, for each Community Agency listed below in accordance with the dollar amounts allocated in the 2021 Budget as stated below, and for the services to Ingham County residents previously approved by the Law & Courts Committee:

- Child and Family Charities – Nexus Program \$ _____
- Child and Family Charities – Teen Court \$ _____
- Resolution Services Center of Central Michigan – Restorative Justice \$ _____
- Resolution Services Center of Central Michigan – Youth Diversion \$ _____
- Small Talk Children's Assessment Center \$ _____

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