THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, MARCH 14, 2013 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 28, 2013 Minutes
Additions to the Agenda
Limited Public Comment

1. Friend of the Court - Resolution Honoring Mary Jo Carroccio

2. Sheriff’s Office
   a. Resolution Authorizing the Ingham County Sheriff’s Office to Contract with Delhi Township for Parks Police Services with Seasonal Part Time Deputies
   b. Resolution to Accept State of Michigan Byrne JAG Grant Subcontract for an Ingham County Sheriff’s Deputy Position with Tri-County Metro Narcotics Unit

3. Controller’s Office
   a. Resolution Authorizing Pagegate Interface Project for the 911 Center
   b. 911 Director - Update on the Ingham County 911 Center

4. Board Referral - Report from the State of Michigan Department of Human Services Regarding their Review of the Child Care Fund for the Ingham County Court

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.
Members Present: Victor Celentino, Penelope Tsernoglou, Dianne Holman, Debbie De Leon, Kara Hope, and Randy Schafer

Members Absent: Rebecca Bahar-Cook

Others Present: John Neilson, Kerry Minshall, Dave Hall, Lance Langdon, Carol Reed, and others

The meeting was called to order by Chairperson Celentino at 6:02 p.m. in the Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the February 14, 2013 Law & Courts Minutes
The February 14, 2013 Law & Courts Minutes were approved as submitted.

Additions to the Agenda
None.

Chairperson Celentino welcomed those in attendance from the Ingham County Youth Commission.

Limited Public Comment
None.

1. 55th District Court - Resolution Authorizing the Ingham County 55th District Court Sobriety Court and/or 30th Circuit Court Family Dependency Court to Accept Donations from the Ingham County Sobriety Court Foundation

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. DE LEON, TO APPROVE THE RESOLUTION AUTHORIZING THE INGHAM COUNTY 55TH DISTRICT COURT SOBRIETY COURT AND/OR 30TH CIRCUIT COURT FAMILY DEPENDENCY COURT TO ACCEPT DONATIONS FROM THE INGHAM COUNTY SOBRIETY COURT FOUNDATION.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Bahar-Cook

2. Sheriff’s Office - Resolution to Honor Detective J Verhougstraete of the Ingham County Sheriff’s Office
MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION TO HONOR DETECTIVE J VERHOUGSTRAETE OF THE INGHAM COUNTY SHERIFF’S OFFICE.

Comm. Schafer stated he is in favor of honoring Detective J Verhougstraete for his years of service; however, is opposed to not filling positions in the Sheriff’s Office that become vacant. Comm. De Leon stated it is her understanding this position is not being eliminated because it was funded during the budget process.

Chairperson Celentino highlighted Detective J Verhougstraete’s accomplishments and years of service stating the purpose of this resolution is to honor him.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Bahar-Cook

3. Ingham County 9-1-1 Advisory Committee - Advisory Report to the Ingham County 9-1-1 Advisory Committee Regarding Findings and Recommendations of the Advisory Operations Committee

Chairperson Celentino introduced Chief David Hall, Meridian Township Police Chief and Vice-Chair of the 9-1-1 Advisory Committee and Kerry Minshall, Mason Fire Chief and Chair of the 9-1-1 Advisory Committee.

Mr. Neilsen stated this report and its recommendations are in response to this Committee’s request regarding the three incidents which were reported by the media. He informed the Committee that the 9-1-1 Advisory Committee assigned a Sub-Committee to review and respond to the Committee’s request. The Sub-Committee included representatives from Meridian Township Police Department, East Lansing Fire Department, Lansing Fire Department, Mason Fire Department, Ingham County Controller’s Office, Sheriff’s Office and 9-1-1 Center as well as Legal Counsel. Mr. Neilsen stated that the full 9-1-1 Advisory Board reviewed and accepted the recommendations being presented.

Chief Hall expressed his gratitude to everyone who worked on the Sub-Committee then reviewed the three incidents providing a brief summary of each and the subcommittee’s conclusion and recommendation to each incident including enhancements.

Chief Hall described the limitations of technology, the coordination of 9-1-1 Dispatchers and first responders plus the need to educate the public in order to improve response. Chief Minshall explained callers are calling more frequently from cell phones rather than landlines and for that reason the public needs to change their way of thinking giving the example of providing specific location information.

Comm. Holman questioned if a call is dropped does the dispatcher use caller ID to return that call. Mr. Langdon verified that the dispatcher does call that number back. Chief Minshall noted that sometimes there is no answer.
Comm. Schafer stated that he is pleased with the Ingham County 9-1-1 Center’s performance given the stresses of consolidation.

Chief Hall informed the Committee that the 9-1-1 Advisory Board and Sub-Committee took the request seriously, understood a review was needed and realize that people lost their lives. He wanted the Commissioners to know the Sub-Committee worked in a somber setting and their hearts go out to the victims and their families. Additionally, during this review it reconfirmed that the 9-1-1 Center has great dispatchers and a great system. Sadly problems occur with change and this was a painful process and outcomes.

Chairperson Celentino stated the Committee appreciates the comments and understands this was not easy. He also stated the Commissioners do not take the events lightly understanding lives are at stake and that is why they have requested to be updated at each Law & Courts meeting. He noted that the Commissioners understand the dispatchers work very hard and that gets lost in the media.

Mr. Neilsen stated he wanted to publicly thank Chief Minshall and Chief Hall for being Chair and Vice-Chair of the Sub-Committee preparing the report and recommendations. Comm. Schafer thanked Mr. Neilsen for his work with the 9-1-1 Center.

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. SCHAFER, TO ACCEPT THE ADVISORY REPORT TO THE INGHAM COUNTY 9-1-1 ADVISORY COMMITTEE REGARDING FINDINGS AND RECOMMENDATIONS OF THE ADVISORY OPERATIONS COMMITTEE AND AUTHORIZE STARTING A PROCESS TO BEGIN A PUBLIC EDUCATION PROGRAM.

Mr. Neilsen stated recommendations of an education program will come back to the Committee for approval.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Bahar-Cook

4. Controller’s Office - 911 Director – Update on the Ingham County 911 Center

Mr. Langdon informed the Committee that the new Dispatch Supervisor will begin training on Monday and three new 9-1-1 dispatchers will begin their classroom training over the next two weeks plus two or three job offers will be made tomorrow. Furthermore, seventy-three applicants were invited to test with thirty-two in attendance for the video testing on Friday. Ten people passed and will be moving onto the oral board interviews next week. Those who pass the oral boards will then go through the background investigation process. Mr. Langdon informed the Committee the background investigations have been efficient and are within the expected time constraint of 20-25 hours, some less.

Comm. Celentino asked if the software issue of resizing the window has been addressed. Mr. Langdon informed the Committee that the vendor could not do a “hot fix”; however, it will be part of an update to be released near the end of June.
Comm. Schafer questioned how drug testing affects hiring. Mr. Langdon explained that background investigations are a larger deterrent for applicants plus the required four hour testing eliminates applicants who are not serious. Mr. Langdon further explained that qualifications are listed on the County’s Job Posting then described the video testing and oral board interviews. Comm. Schafer asked if Mr. Langdon could provide the Committee with more information on the requirements.

Comm. De Leon asked if there is a course or courses an individual could take to become a more desirable applicant. Mr. Langdon stated that Baker College has a course and the Community Colleges are looking into adding courses. Comm. De Leon asked if any of the applicants have had taken classes and did that make a difference. Mr. Langdon stated there have been two applicants who have had coursework but there is not an obvious difference in the applicants who have not taken the coursework.

Mr. Langdon will provide the Committee with information requested from applicants along with the requirements to pass the background investigations. Mr. Neilsen will provide the Committee with the County’s Job Posting.

Mr. Langdon informed the Committee there is a tentative agreement with the FOP on the non-economic issues and there should be a resolution before them in the next couple of weeks.

5. **Board Referral** - Letter from the Director of Ingham County 9-1-1 Dispatch Regarding Dispatchers Recognized at the 2012 East Lansing Police Awards Ceremony

The Board Referral was received and placed on file.

**Announcements**
None.

**Public Comment**
None.

The meeting adjourned at approximately 6:51 p.m.

Respectfully submitted,

Julie Buckmaster
RESOLUTION ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions:

1. **Ingham County Friend of the Court - Resolution Honoring Mary Jo Carroccio**
   This resolution authorizes honoring a long time County Friend of the Court employee upon her retirement.

2a. **Sheriff’s Office - Resolution Authorizing the Ingham County Sheriff’s Office to Contract with Delhi Township for Parks Police Services with Seasonal Part Time Deputies**
   This resolution authorizes a contract for the Sheriff’s Office to provide the Charter Township of Delhi, with seasonal part time Deputies to provide Law Enforcement services in Township Parks. This is the second year of the contract. The contract is for up to 1151 hours of service at an hourly rate of $20.68 for a total cost not to exceed $23,803 for the time period of April through September 2013. (See attached material for details.)

2b. **Sheriff’s Office - Resolution to Accept State of Michigan Byrne JAG Grant Subcontract for an Ingham County Sheriff’s Deputy Position with Tri-County Metro Narcotics Unit**
   This resolution authorizes acceptance of the Michigan State Police Grants & Community Services Division subcontract with the City of Lansing in the amount of $ 25,249.00 for the Sheriff’s Office Metro Conspiracy and Special Prosecution Grant for the time period of October 1, 2012 through September 30, 2013. Funds are anticipated and budgeted in the 2013 Sheriff’s Office budget. (See attached material for details.)

3a. **Controller’s Office /911 Center - Resolution Authorizing Pagegate Interface Project for the 911 Center**
   This resolution authorizes the expenditure of $5,510.00 from the 911 Emergency Telephone Dispatch Services - 911 fund balance for the costs associated with the purchase the Vision Air/Tritech CAD interface and PageGate program licenses (3) to allow fire call information to be broadcast to County Firefighters at the time of CAD entry/unit assignment through their third party applications and programs.

   This project was requested by the Ingham County Fire Chief’s Association and will enhance their operations. Any costs associated with the individual Fire Departments to access this program will be their responsibility. (See attached material for details.)

This portion of the agenda is for informational purposes:

3b. **Controller’s Office /911 Center - 911 Director – Update on the Ingham County 911 Center**
INTRODUCED BY THE LAW AND COURTS COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING MARY JO CARROCCIO

WHEREAS, Mary Jo Carroccio was hired by the Ingham County Friend of the Court (FOC) on January 27, 1975 as a Case Auditor; and

WHEREAS, on January 26, 1976 Mary Jo Carroccio was promoted to the position of Caseworker; and

WHEREAS, on March 15, 1978 Mary Jo Carroccio was promoted to the position of Casework Supervisor; and

WHEREAS, in her current position she has been an invaluable employee with regards to the promotion and implementation of technological improvements, including the conversion to three new computer systems, and conversion to an imaging system; and

WHEREAS, there are thousands of children not only in our community but throughout the world who have benefited from her specialization and expertise in the enforcement of Foreign and Interstate Child Support Orders; and

WHEREAS, Mary Jo Carroccio’s contributions were honored in 2004 when she was selected by the Michigan Family Support Council as the statewide “FOC Employee of the Year”; and

WHEREAS, Mary Jo Carroccio continues to be recognized by her peers as an expert in the operational aspects of child support enforcement, and currently chairs the statewide Coalition of Operations Policy Specialists, and the “Catch-33” interagency Ingham County child support meeting; and

WHEREAS, in her role as Supervisor, Mary Jo Carroccio has through her patience, hard work, optimism and loyalty mentored two generations of FOC employees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Mary Jo Carroccio for more than 38 years of dedicated service to the County of Ingham and for her countless contributions to the welfare of children everywhere.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes her continued success in all of her future endeavors.
TO: Law and Courts Committee
   Finance Committee
FROM: Major Joel Maatman
DATE: March 1, 2013
RE: This resolution will allow for the hiring of Seasonal part time Deputies for Delhi Township parks.

Due to the success of this program last summer the Township has again, requested this service in addition to the present contract for police services.

The Ingham County Sheriff’s Office would hire two part time Deputies to accommodate this additional service. The cost of hiring these two part time Deputies would be paid for by the Township of Delhi. These Deputies would be for Law Enforcement service in the parks and would only leave the parks in an exigent circumstance approved by a Supervisor.
Resolutions

Agenda Item 2a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF’S OFFICE TO CONTRACT WITH DELHI TOWNSHIP FOR PARKS POLICE SERVICES WITH SEASONAL PART TIME DEPUTIES

WHEREAS, the Charter Township of Delhi has a contract with the Ingham County Sheriff’s Office for policing services; and

WHEREAS, the Charter Township of Delhi wishes to contract with the Ingham County Sheriff’s Office for seasonal part time Deputies to provide Law Enforcement services in Delhi Township Parks; and

WHEREAS, the Township of Delhi, has identified proposed scheduling for April through September totaling 1151 hours of service at an hourly rate of $20.68 for a total of $23,803.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a contract for the Sheriff’s Office to provide the Charter Township of Delhi, with seasonal part time Deputies to provide Law Enforcement services in Township Parks for up to 1151 hours of service at an hourly rate of $20.68 for a total cost not to exceed $23,803 for the time period of April through September 2013.

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 Sheriff’s Office 2013 budget and position allocation list.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair, Sheriff 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.
MEMORANDUM

TO: Law and Courts Committee
Finance Committee

FROM: John L. Neilsen, Deputy Controller

DATE: March 1, 2013

RE: State of Michigan BYRNE JAG Grant – Metro Squad partial funding for a Sheriff’s Deputy

The Sheriff’s Office has traditionally had two full time officers assigned to the Metro Squad and a third officer is assigned through the Delhi Contract.

This resolution will authorize the Sheriff’s Office to accept a subcontract grant award of $25,249.00 from the State of Michigan BYRNE JAG grant program for the purpose of partially funding one Ingham County Sheriff’s Deputy Position to be assigned to the Tri-County Metro Narcotics Unit.

In addition to these grant funds, the Metro Squad Governing Board approved for the first time a supplemental appropriation of $13,777 from the Metro forfeiture fund reserve. These two funding sources totaling $39,026 represent one half of the 2013 total personnel costs for a Deputy. These two revenue sources are anticipated within the 2013 Sheriff’s Office budget.

If you should have any questions, feel free to contact me.
Introducing the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT STATE OF MICHIGAN BYRNE JAG GRANT SUBCONTRACT FOR AN INGHAM COUNTY SHERIFF’S DEPUTY POSITION WITH TRI-COUNTY METRO NARCOTICS UNIT

WHEREAS, the Ingham County Sheriff’s Office understands the need for strong narcotics enforcement within Ingham County and in the Tri-County area; and

WHEREAS, the Ingham County Sheriff’s Office understands the importance of collaborative efforts of other Tri-County Law Enforcement Agencies working together and assigning police officers to the Tri-County Metro Narcotics Unit, for narcotics enforcement in the area; and

WHEREAS, the Ingham County Sheriff’s Office assigns three deputies to the Tri-County Narcotics Unit on a rotating basis to assist in the enforcement of narcotics investigations; and

WHEREAS, due to recent budget cutbacks, the Ingham County Sheriff’s Office is seeking funding to maintain our current assignments with the Tri-County Metro Narcotics Unit; and

WHEREAS, the Tri-County Metro Narcotics Unit has agreed to a subcontract, from the State of Michigan BYRNE JAG Grant, of $25,249.00 to the Ingham County Sheriff’s Office to pay a portion of (1) one deputies salary and fringe benefits for the 2012/2013 fiscal year; and

WHEREAS, the City of Lansing will be the fiduciary of this grant program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the Michigan State Police Grants & Community Services Division subcontract with the City of Lansing in the amount of $25,249.00 for the Sheriff’s Office Metro Conspiracy and Special Prosecution Grant for the time period of October 1, 2012 through September 30, 2013.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair and the County Clerk to sign any necessary contract/subcontract documents that are consistent with this resolution and approved as to form by the County Attorney.
To: Law and Courts Committee

Date: March 6, 2013

Ref: PageGate Interface purchase for Vision Air/Tritech CAD

The Ingham County 9-1-1 Center has had a request from the Ingham County Fire Chiefs to add an interface to our Vision Air CAD (Computer Aided Dispatch) system which would allow departments to get real time information directly from CAD to the firefighters, via their mobile devices (cell phones).

A few of the Fire Departments are using a program called; I am responding. They are using it as a standalone program that requires a Fire Staff member to enter a call for service, after we dispatch it to them over the radio, to send a message to the fire fighter cell phones, advising them of the type of call and location. When the fire fighter get the message on their phone, they can then respond back to the program and advise if they are able to respond and how long their response will be.

We also have Departments interested in a program called Active 911. This program also would use the interface to CAD to push a message to the Firefighters cell phones showing call information and call times. Delta Township Fire has been using this and has been very happy with the application.

The interface to CAD will allow SMS or Text messages, as well as email pushes from CAD to these or other applications that require this type of data transfer. It allows for automatic broadcasts of the fire run information to the Firefighters, eliminating their human intervention and getting call information out to them as fast as possible. As the Dispatcher assigns units to a call the broadcast message would go directly out.

Chief Richard Royston of Delhi Fire and Assistant Chief Trent Atkins have requested this interface be purchased and installed at the 9-1-1 Center, please see their letters attached. This was not a 2013 budgeted item and as such funding is being requested of 9-1-1 Funds.

The 9-1-1 Center would only purchase this interface which allows these type of messaging systems to function. Each Fire Department would be responsible for any costs of programs or applications that are needed to work with the interface.

As the 9-1-1 Director I do support the request by the Fire Departments for this purchase and would request that the Ingham County Board of Commissioners approve the use of 9-1-1 Funds for this purchase.

The Cost of this interface for our three (3) Fire Dispatch Positions is $5,510.00, with an additional yearly maintenance cost of $680.40 for 24-7 CAD support. The additional maintenance would then be added as a budget item in the 2014 budget.

Respectfully Requested,

Lance A. Langdon, Director
Ingham County 9-1-1 Central Dispatch Center
February 12, 2013

Mr. Lance Langdon, Director  
Ingham County 911  
710 E. Jolly Road  
Lansing, MI 48910

Dear Lance,

At our monthly meetings, the Ingham County Chiefs have frequently discussed the need for a system which can send out text messages or emails to support our dispatch information. It is very helpful for paid, on-call departments such as ours, who have personnel responding from home, to be capable of receiving messages of this type as "backup" information to our normal dispatch system.

It is my understanding that the current CAD system is not capable of sending text messages or emails. As a result, you have been examining programs and found that PageGate will interface with your current CAD system to make this messaging happen.

This letter is documentation that not only me, but I am confident the entire Ingham County Chiefs group is in complete support of this purchase of PageGate so that we can receive text and email messages. Anything that our new 911 center can produce to assist and improve our dispatch procedure and emergency responses is accepted by our group with open arms.

Thank you for your efforts in trying to make this change a reality, so that our dispatch center can remain up to date in dispatch technology.

If you have any questions, or if you need support at the Board of Commissioner level, please let me know.

Sincerely,

Richard J. Royston, EFO
Chief

The mission of the Delhi Township Fire Department is to minimize the impact of community emergencies through education, prevention and service.
February 12, 2013

To Whom It May Concern,

Please consider this letter as full support from the Lansing Fire Department on the purchase of the PageGate CAD Interface for the 911 Center. This technology will support not only Lansing Fire but other county fire departments in situational awareness of emergency operations by automating information sent to mobile devices. Receiving this information at this time requires a phone call to the dispatcher that distracts them from their critical communications with field units or additional process within the center to send pages and text messages.

Thank you for your serious consideration of this needed technology and support of the county fire departments.

Respectfully,

[Trent Atkins, Assistant Fire Chief]
Ingham County 911
PageGate for Three workstations Quote 9JAN13

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**Quote Total Price:** $5,510.00

Agency: Ingham County 911
State: MI
Client Account Manager Thomas Blackwell

The pricing provided is based on "Pricing Assumptions". Please see the section labeled "Pricing Assumptions" for details.

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**Pricing Assumptions**

VisionAIR's pricing as provided herein is proposed based upon the following assumptions:

- The VisionAIR products & services are proposed based upon VisionAIR's best understanding of the requirements information available to VisionAIR at this time. The pricing may vary should additional information become available which alters the scope, quantity and/or schedule for the proposed products and/or services.
- All VisionAIR products & services will be provided according to VisionAIR's standard terms & conditions as defined and agreed to in VisionAIR's Software License Agreement and related attachments.
VisionAIR Software / Services Quote

5601 Barbados Blvd. Castle Hayne, NC 28429
Main: 800-882-2108    Fax: 910-692-6190

- All client-supplied services will be performed according to an agreed to Statement of Work and Project Schedule, if applicable.

- All prerequisite computer hardware, system software, peripherals, network components, etc., not provided by VisionAIR, will be provided by the Client according to VisionAIR’s recommended standards.

- The Client assumes responsibility for directing, coordinating and communicating with all third party agencies and vendors of every kind who have not been specifically documented as VisionAIR’s responsibility in the agreed to Statement of Work or other supporting pricing related documentation.

- Warranty Support for all proposed VisionAIR software products is twelve (12) months, starting at go-live for each product, or thirty (30) days following VisionAIR’s certification for go-live, whichever occurs first.

- All proposed prices shall remain valid for a period of ninety (90) days from the date of this quotation, unless otherwise extended in writing by VisionAIR.

- All proposed prices are exclusive of any sales, excise, or use taxes of any kind.

Payment Terms

Payments shall be made in accordance with the following schedule unless otherwise agreed to in writing:

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01/10/2013

Page 2 of 2
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING PAGEGATE INTERFACE PROJECT
FOR THE 911 CENTER

WHEREAS, the Ingham County Board of Commissioners operates the 911 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, Ingham County Fire Chiefs have requested that the 9-1-1 Center purchase an interface for the Vision Air CAD, to allow the use of various applications through a software program PageGate; and

WHEREAS, Implementation of this program will enhance the Ingham County Fire Departments Communications and response to emergencies throughout the county; and

WHEREAS, the 9-1-1 Director has obtained a quote for this program/interface from Vision Air/Tritech in the amount of $5,510.00; and

WHEREAS, the 911 Director is recommending that the Ingham County Board of Commissioners fund this request from the 911 Emergency Telephone Dispatch Services - 911 fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of $5,510.00 from the 911 Emergency Telephone Dispatch Services - 911 fund balance for the costs associated with the purchase the Vision Air /Tritech CAD interface and PageGate program licenses (3) to allow fire call information to be broadcast to County Firefighters at the time of CAD entry/unit assignment through their third party applications and programs.

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 and the County Clerk are authorized to sign any necessary contract/Purchase Order documents consistent with this resolution and approved as to form by the County Attorney.
To: Law and Courts Committee

Date: March 8, 2013

Re: 9-1-1 Center Update

Staffing Update: Since opening in June we now have 7 new employees that have been hired with three having finished their two week academy class today. I have also made three conditional job offers to bring 3 more new dispatchers aboard starting on the 18th.

We did applicant interviews on Monday the 4th and are finishing the process with 7 backgrounds going out to our investigators as we look to fill our last 5 positions. I hope to bring them on board in the first or second week of April. If we can fill all 5 positions out of the 7, we will be fully staffed at 56 dispatchers. I must point out that while we would be fully staffed, we will not be fully trained for most of this year.

Deputy Director Bruce Gaukel and I did a presentation/question answer period with the Hearing Loss Association of America, Lansing Chapter, where we explained the current status of 9-1-1 as well as the Next Gen 9-1-1’s impact on hearing impaired. We also have invited them to a tour of the center as well to test some of their members new phone equipment.

On the 26th we did tours at 10:00 am and 6:00 pm for the Lansing Neighborhood Watch group.

Respectfully submitted,

Lance A. Langdon, Director
Ingham County 9-1-1 Central Dispatch Center
Honorable Janelle Lawless
Ingham County Court
400 Ingham County Building
303 West Kalamazoo St.
Lansing, MI 48933

Dear Judge Lawless,

Enclosed is the report resulting from the on-site Program/Fiscal review of the Child Care Fund for Ingham County Court. This review took place on November 14-15, 2012. The level of cooperation and help provided by your office was extremely helpful and appreciated.

If you have any questions concerning this report, please feel free to contact me at: (517) 373-8934 or at fandelm@michigan.gov.

Sincerely,

Melinda Fandel
Child Care Fund Analyst

Cc: David Easterday, Court Administrator
    Maureen Winslow, Deputy Court Administrator
    Zoe Lyon, DHS County Director
    Deb Nolan, County Commissioner
GENERAL PROGRAM STANDARDS AND CRITERIA:

The program was reviewed for the following In-Home Care program standards and criteria:

- Expenditures are not for judicial costs.
- Services are intensive, 1-20 ratios or less, not less than as an average of one face to face contact per week.
- Staff meets the qualifications established in the Juvenile Court Standards and Administrative Guidelines for the Care of Children and not used to meet 1-6000
- Non-scheduled payments are not for basic family needs otherwise available through public assistance programs.
- Fiscal reviews are completed to verify compliance with Child Care Fund Rules and Policy. Vouchers are reviewed to verify eligibility of expenses for state reimbursement, proper authorization, proper documentation and appropriate submittal on the monthly DHS-207 report.

A. INGHAM COUNTY FISCAL REVIEW

A fiscal review of the Child Care Fund expenditures was completed on November 15, 2012. The review included a sampling of vouchers for a four month period, April through May of the 2012 budget year. Vouchers were reviewed to verify eligibility for State reimbursement. They were also reviewed for proper authorization, back-up documentation, and proper submittal on the monthly DHS-207 reports.
Findings:

1. Determination of Care forms for Intensive Foster Care rates were authorized current to within six months.

2. One invoice did not meet eligibility requirements for Child Care Fund reimbursement. This invoice was for the purchase of a Delta Airlines plane ticket in the amount of $688.80 – which exceeds the $500 limit on CCF purchases, along with reimbursing for transportation costs for youth that was not for treatment purposes. Please refer to page 26 Section B, #8, and page 17, part (d) in the CCF Handbook.

3. Revenue collections were reviewed and properly reported on the DHS-207 reports.

4. Amounts on the vouchers matched the general ledger, which matched the DHS-207 reports.

5. Receipts or clothing inventories are attached to vouchers from service providers for youth receiving initial and semi-annual clothing allowances in Foster Care.

Recommendations

None

Requirements

Please make the adjustment of $688.88 on next month’s DHS 207 report for the cost of the Delta Airlines plane ticket.

B. INGHAM COUNTY COURT IN-HOME CARE PROGRAM REVIEW

The review included assessment of the program as described in the Annual Plan and Budget, and the results reflected in the period of review. The areas of review included the following:

- YOUTH/FAMILIES SERVED (Number Projected – Number Served).
- FOCUS-Prevent placement, early return (focus state in the plan, focus reflected in the cases reviewed).
- TARGET POPULATION-Youth/Families to be served as stated in Annual Plan and Budget. Population served as indicated by test sample.
- AREA(S) OF IMPACT-Area(s) of intended impact as stated in the Annual Plan and Budget as reflected in date summary and impact on county’s totals.
- FISCAL-Expenditures approved in the Annual Plan and Budget and expenditures made as evidenced by reviewed voucher.
- DOCUMENTATION-Files and support forms meet the standards for record keeping as defined by the Child Care Fund.

PROGRAM SPECIFIC:

A review of the program component occurred November 14-15, 2012. Ingham County Court was approved for eleven In-Home Care programs for the 2012 budget year.

Aftercare/Truancy Program

The Aftercare program serves youth who are being discharged from out-of-home residential placements. Court staff work to meet the needs of the youth once they are placed back into the community. These
specific needs deal with, but are not limited to, education, job placement and training, health care, mental health, and substance abuse. The Truancy Program enforces the State Truancy Law. This is a collaborative effort between the Circuit Court Family Division and the school districts of Ingham County to make sure that students are showing up for classes every day.

The ten case files randomly selected for review were:

63454-TY-DL  51726-5-TY  70709-1-DL  70408-2TY  68856-1-TY  
70242-1-TY  71830-1-TY  70289-2-TY  54579-2-TY  67972-4-TY

**Findings**

1. Youth and families served were within the projected number of youth anticipated to be served.

2. Youth within this test sample were at risk of out of home placement based on the severity of the complaint or multiple offenses.

3. Out of the ten files reviewed, five files were closed successfully with the youth remaining in his/her home. The remaining five files were still open. Three of the open files were currently at home while receiving services, one had the truancy ticket dismissed, and the remaining file was still open with the youth currently placed in a residential facility in Wyoming.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Out-of-Home Detention and Residential Placement. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

**Recommendations**

None

**Requirements**

None

**Community Program Services**

This program provides a variety of services to meet the needs of troubled youth. Some of these services include substance abuse assessments and treatment, as well as anger management for youth charged with domestic violence, a short term in home behavioral workshop to address behavior problems as well as other treatment interventions meant to work with youth in their family home.

The ten case files randomly selected for review were:

66707-1DL  70560-1DL  42388-5DL  68157-1DL  67895-1DL
Findings

1. Youth and family served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out of home placement based on the severity of the complaint or multiple offenses.

3. Of the 10 files reviewed, five files were still open and receiving services. The remaining five files were closed, four of them successfully. One file was closed unsuccessfully and transferred to adult court due to the youth’s age.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Foster Care and Residential Placement. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

Recommendations

None

Requirements

None

Juvenile Assessment Center

This program makes all youth who are petitioned to the Court for delinquent behavior take an initial YLS assessment. This is given by either the Intake Referees or the Juvenile Court Officers. The information obtained from this assessment helps the Court in case planning and assessing the risk and need level of the juveniles.

The ten case files randomly selected for review were:

66522-4DL  71524-2DL  72038-1DL  47680-3DL  47480-4DL
32687-2DL  32487-3DL  71888-1DL  45688-1DL  71608-1DL

Findings

1. Youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out of home placement based on the severity of the complaint or multiple offenses.
3. Of the ten files reviewed, all ten youth were petitioned to the court and received YLS assessments.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of adjudications and days of out-of-home detention. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

**Recommendations**

None

**Requirements**

None

**MSU Adolescent Project**

The primary goal of this program is to divert youth petitioned to the court from being placed in detention and becoming involved in the formal court process. Diverting youth at intake provides the court with a much less intrusive and costly option, compared to more formal consequences such as in-home detention, electronic monitoring, or use of secure detention. Services in this program are provided by Michigan State University Student-Advocates. The Student-Advocate meets with their assigned youth 6-8 hours a week and assists them in areas such as improving relationships with parents, improving school performance, finding jobs, etc. The youth who successfully complete the 18 week program have their petition dismissed and there is no formal record retained by the court.

The ten case files randomly selected for review were:

48704-5DL 47480-4TY 48897-3DL 68991-2TY 71549-1DL
70870-1DL 71083-1DL 70805-1DL 70882-1DL 62810-4DL

**Findings**

1. Youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out-of-home placement based on the severity of the complaint or multiple offenses.

3. Of the ten files reviewed, two files were still open and receiving services. The remaining eight files were closed. Of the eight file that were closed, seven were closed successfully with the petition being dismissed. One file was closed early due to non-compliance from the youth's parent.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days of out-of-home detention. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.
5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

**Recommendations**

None

**Requirements**

None

**Sex Offenders Program**

The program is an out-patient, community based treatment program for youth who have been adjudicated for a sex offense. Due to the severity of the offense and the subsequent risk to the community for additional sexual assaults, the offender would be a likely candidate for out-of-home placement in a long term juvenile residential facility if not for this program. The youth in the program meet with the worker once a week individually, plus they attend group meetings twice a week.

The ten case files randomly selected for review were:

70780-1DL  51800-2DL  71923-1DL  70351-1DL  71813-1DL
71868-1DL  71735-1DL  69208-1DL  71676-1DL  70252-1DL

**Findings**

1. Youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out of home placement based on the severity of the complaint or multiple offenses.

3. Out of the ten files reviewed, seven files were still open and receiving services. The remaining three files were closed successfully with the youth avoiding any type of out-of-home placement.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Residential Treatment Care. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meets the In-Home Care requirements for record keeping.
Recommendations

None

Requirements

None

Intensive Probation Services

The Intensive Probation Services program was designed and has successfully achieved the goal of providing intensive probationary supervision and counseling for youth who are adjudicated court wards. These youth would otherwise be committed to the M.D.H.S., placed in private residential care, or would have been placed in a family foster care. Youth are subsequently classified as being able to remain home with aid of intensive supervision as they are seen at least two or three times a week.

The ten case files randomly selected for review were:

64112-2DL  719106-1DL  71029-1DL  69463-2DL  66858-4DL
70028-1DL  70408-2TU  68856-1TY  51726-TY  65834-4DL

Findings

1. Youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out of home placement based on the severity of the complaint or multiple offenses.

3. Of the ten files reviewed, only one file was closed, unsuccessfully, with the youth currently placed in residential treatment in Wyoming. The remaining nine files were still open, with the youth at home while receiving services.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Family Foster Care, Residential Treatment Care, and the number of State Wards Committed. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

Recommendations

None

Requirements

None
Intensive Neglect and Family Support

The Intensive Neglect Services Program provides enhanced casework services to assist families who are at high risk to have their children removed from their home due to abuse or neglect. This program also facilitates in the early return home of children already removed from their parents' care. The main goal of the I.N.S. Program is to eliminate or reduce neglectful and/or abusive behaviors of parents and ensure that children are raised in a home environment which is more prone to healthy emotional, physical and intellectual development. The goal of the Family Support Services Program is to aid in preventing the placement of a juvenile in out-of-home care or to provide for an earlier return of the youth in the family home. This is accomplished by providing treatment intervention to parents identified by the Court as showing signs of needing additional support either because of inadequate parenting or an unstable home environment.

The ten case files randomly selected for review were:

70533-23NA  71060-1234NA  67012-12345NA  70510-1234NA  71550-12345NA
70872-123NA  70000-12NA   71567-1NA   70185-12NA   67322-3456789NA

Findings

1. The youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out-of-home placement based on the severity of the complaint or multiple offenses.

3. Out of the ten files reviewed, two were open with the youth at home while receiving services. The remaining eight files were closed – one unsuccessfully with the children put in the care of MDHS.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Family Foster Care and days in Residential Treatment. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders updated reports, contact sheets, etc.) meets the In-Home Care requirements for record keeping.

Recommendations

None

Requirements

None
In-Home Detention

This program has an In-Home Detention Monitor that has daily contact with each juvenile/family and daily contact with the schools. The Monitors are available to the juvenile/family on a 24 hour (on-call) basis. Juveniles are placed on In-Home Detention as an early release or alternative to secure detention. The program’s services to the juvenile/family are provided on an in-home basis utilizing community-based resources. Electronic monitoring is an additional resource to the In Home Detention Program. Electronic monitoring is used when the serious offenders are released from detention or as a way of avoiding the need for detention. Not all juveniles placed on In Home Detention are placed on electronic monitoring.

The ten case files randomly selected for review were:

70709-1DL  68157-1DL  70492-1DL  70560-1DL  69483-1TY
63454-1DL  71868-1DL  70028-1DL  69463-2DL  71029-1DL

Findings

1. The youth and families served were within the projected number of youth anticipated to be served.

2. All of the youth within this test sample were at risk of out-of-home placement based on the severity of the complaint or multiple offenses.

3. Out of the ten files reviewed, six of the youth completed in-home detention successfully. Two youth are currently AWOL, and the other remaining two youth are currently in placement.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Out-of-Home Detention. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders updated reports, contact sheets, etc.) meets the In-Home Care requirements for record keeping.

Recommendations

None

Requirements

None

Impact

The IMPACT program, started by Community Mental Health, was implemented to help meet the needs of court youth diagnosed with Serious Emotional Disturbance by providing intensive, in-home, community-based intervention. This program uses a team approach with each youth and their family. The team includes the Juvenile Court Officer, a Family Guidance therapist, Wraparound facilitator and a Parent...
Advocate. The team provides intensive treatment intervention every week for as many sessions per week needed to stabilize the youth and family. The minimum number of contacts made is one per week. Due to less use of the program, there were no service referrals made in FY 12.

There were no new cases for this program in FY 12. Expenditures paid were for old year bills.

**Day Treatment**

The Day Treatment Program is a highly structured and intensive program. The goal of Day Treatment is to provide youth with an individualized learning environment that will provide both educational and community supports to meet each youth’s needs. The Day Treatment Program focuses on ensuring that youth have the opportunity to receive the fundamental tools needed to excel academically and within their community.

The ten case files randomly selected for review were:

- 67895-1DL
- 68991-1DL
- 42388-5DL
- 51726-5TY
- 63454-1DL
- 68157-1DL
- 70028-1DL
- 70492-1DL
- 69483-1TY
- 70560-1DL

**Findings**

1. Youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out-of-home placement based on the severity of the complaint or multiple offenses.

3. Out of the ten files reviewed, two files are still open with the youth currently AWOL. Five file remain open with one youth currently placed at Boystown, and the other four at home while receiving Day Treatment services. The remaining three files are close, two successfully, and one unsuccessfully with the youth transferring to adult court.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Residential Treatment. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

**Recommendations**

None

**Requirements**

None
**Evening Reporting**

This program is also referred to as the “Pride Program”. The goal of the Pride program is to make a positive difference in the lives of youth, mainly through providing safe, supervised educational and recreational programming that allows for academic achievement. This helps youth to realize their highest potential. The Pride program is a risk specific program. High risk youth attend the program three nights a week and moderate risk attend two nights a week. Transportation is provided for both groups. Students are picked up at school and taken to the program. The program begins with an hour of educational support, which includes doing homework, tutoring, and quiet reading. The youth then participate in a cognitive behavioral group for approximately ninety minutes. After eating dinner, the youth finish the evening with a structured recreational activity or a community service project.

The ten case files randomly selected for review were:

- 51726-5TY
- 63454-1DL
- 70492-1DL
- 70560-1DL
- 71029-1DL
- 69463-2DL
- 65834-4DL
- 66858-4DL
- 67972-4TY
- 70031-2DL

**Findings**

1. Youth and families served were within the projected number of youth anticipated to be served.

2. All youth within this test sample were at risk of out-of-home placement based on the severity of the complaint or multiple offenses.

3. Out of the ten files reviewed, nine files were still open, one is currently AWOL and one is in placement at Boystown. One file was closed successfully from the program. The remaining seven files that were open are at home while receiving services from the Pride Program.

4. The program goal is to work with the youth and families in the home or in placement to reduce the number of days in Out-of-Home Detention and Residential Treatment. The test sample reviewed verified the area of intended impact as projected in the Child Care Fund, Annual Plan and Budget.

5. The fiscal expenditures approved and the expenditures made were consistent with the Annual Plan and Budget.

6. Documentation in the files was complete and comprehensive. The documentation within each of the program files (petitions, current orders, updated reports, contact sheets, etc.) meet the In-Home Care requirements for record keeping.

**Recommendations**

None

**Requirements**

None

**Conclusion:**

After reviewing 110 case files and completing a four month fiscal review, Ingham County Court is in compliance with the Child Care Fund rules and policies. Fiscal documentation was kept in excellent
order which made it easy to find and accessible. There will have to be an adjustment on next month’s DHS 207 report for the amount of $688.80 for the purchase of a Delta Airlines plane ticket. The program files were well organized and had all the necessary information needed to complete the review. The Court staff was extremely helpful in assisting with the program and fiscal reviews, providing all the necessary information when requested.