

CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON
BRIAN McGRAIN

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

LAW AND COURTS COMMITTEE
REBECCA BAHAR-COOK, CHAIR
KARA HOPE
BRYAN CRENSHAW
VICTOR CELENTINO
PENELOPE TSENOGLOU
RANDY SCHAFER
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, SEPTEMBER 11, 2014 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 [August 28, 2014 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Law & Courts Committee - Resolution Honoring [Officer Jodi Lebombard](#) as the Recipient of the 2013 National Animal Control Officer of the Year Award
2. Circuit Court
 - a. Resolution to Accept the FY 2015 [Swift and Sure Sanctions](#) Probation Program Grant, Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator and Special Part-Time Prosecutor Positions, and Enter into Subcontracts
 - b. Resolution to Accept the FY 2015 [Michigan Mental Health Court](#) Grant Program Operational Grant and Continue the Grant Funded Three-Quarter Time ICEA Court Professional 5 Mental Health Court - Court Services Coordinator Position
3. Friend of the Court/Prosecuting Attorney's Office - Resolution Authorizing a New Contract with [MGT of America, Inc.](#) for the Preparation of the Friend of the Court and Prosecuting Attorney Title IV-D Cooperative Reimbursement Program (CRP) Application and Other Services
4. IT Department/Sheriff's Office - Resolution to Approve the Purchase, Installation and Configuration of [Carousel Industries Jail Audio System](#) for All Remaining Jail Posts at the Ingham County Jail
5. Facilities Department - Memo Regarding [Emergency Gate Operator Replacement](#) at the Jail
6. Controller's Office
 - a. Resolution to Authorize the Transfer of [MERS Retirement Funds](#) for 9-1-1 Employees - Reciprocal Retirement Act
 - b. Resolution to Authorize the Transfer of [Retiree Health Insurance Funds](#) for 9-1-1 Employees from the City of Lansing

- c. Discussion Regarding Animal Control
- d. Letter from [Maria VandenBoom](#) to the Law & Courts Committee, dated August 30, 2014

Announcements
Public Comment
Adjournment

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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

August 28, 2014

Draft - Minutes

Members Present: Rebecca Bahar-Cook, Victor Celentino, Bryan Crenshaw, Kara Hope, Randy Maiville, Randy Schafer, and Penelope Tsernoglou

Members Absent: None

Others Present: Hon. Janelle Lawless, Hon. Thomas Boyd, Gene Wriggelsworth, Tim Dolehanty, John Neilsen, Jared Cypher, Allan Spyke, Teri Morton, Shauna Dunnings, Anne Burns, Jill Bauer, Mike Dillon, Brenda Sales, Karen Worthington, Ryan Buck, and others

The meeting was called to order by Chairperson Bahar-Cook at 6:01 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the August 14, 2014 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE AUGUST 14, 2014 MEETING AS PRESENTED.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

3. Controller's Office – Update on Email to Mr. Grant regarding 911 Public Safety

Limited Public Comment

Brenda Sales stated that she was a volunteer at the Ingham County Animal Control Shelter. She stated she supported some items that were going to be requested be added to the "Z"-list for the Animal Control budget. Ms. Sales stated that supported adding two full-time veterinarian technicians and make the part-time veterinarian position a full-time position. She further stated that she was an aquatic biologist and retired from the State of Michigan. Ms. Sales stated that a full-time vet tech should be hired so that there was better care for the animals and better assistance to the veterinarian. She further stated that having a skilled vet tech would free up the veterinarian to perform other duties including spaying and neutering more animals, performing drug inventories, and training volunteers. Ms. Sales stated that the veterinarian could not do the surgeries on her own. She further stated that the veterinarian relied on volunteers, however they were not professionally trained like vet techs or veterinarians.

1. Budget Hearings

John Neilsen, Chief Deputy Controller, stated that by approving the Controller's Office's recommended 2015 Proposed Ingham County Budget, the Committee would be approving the entire operational budget and capital improvement items.

Chairperson Bahar-Cook asked the Department Heads or their representatives to state whether they agreed with or opposed the Proposed 2015 Ingham County Budget as presented by the Controller's Office.

Department Heads or their representative for the following departments and offices stated that they agreed with the Proposed 2015 Ingham County Budget as presented by the Controller's Office:

- b. Community Corrections
- c. Circuit Court
- d. Circuit Court
 - i. Family Division
 - ii. Friend of the Court Division
 - iv. Jury Administration
- f. Ingham County 911 Dispatch Center
- g. Probate Court
- h. Prosecuting Attorney
 - i. Office of Homeland Security & Emergency Management
- j. Tri-County Metro Narcotics Squad

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR COMMUNITY CORRECTIONS, CIRCUIT COURT (AGENDA ITEM NO. 1C), CIRCUIT COURT (AGENDA ITEM NO. 1D) (INCLUDING THE FAMILY DIVISION, FRIEND OF THE COURT DIVISION, AND JURY ADMINISTRATION), INGHAM COUNTY 911 DISPATCH CENTER, PROBATE COURT, PROSECUTING ATTORNEY, OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT, AND TRI-COUNTY METRO NARCOTICS SQUAD.

THE MOTION CARRIED UNANIMOUSLY.

- 1. Budget Hearings
 - a. Animal Control

Chairperson Bahar-Cook asked whether the Animal Control Advisory Board discussed the "Z"-list requests that were coming from Animal Control.

Anne Burns, Interim Director, stated these requests were discussed at the last Advisory Board meeting. She further stated that she had two "Z"-list requests and they were in the following priority:

- (1) Hire a full-time veterinarian technician, and
- (2) Increase the part-time veterinarian position to a full-time veterinarian position.

Ms. Burns stated that these “Z”-list appropriations would increase the speed of spay/neutering, increase the number and speed of adoptions, and would decrease the length of time an animal would be housed at Animal Control.

Commissioner Crenshaw asked who paid the cost of spay/neutering.

Ms. Burns stated that part of the animal adoption fee offset part of the cost of spay/neutering. She further stated that largest adoption fee was \$100 and that was to adopt a spayed/neutered puppy.

Commissioner Crenshaw asked how these “Z”-list requests would affect the cost or fee structure.

Ms. Burns stated that passing the “Z”-list requests would speed up the turnover time and decrease cost.

Chairperson Bahar-Cook asked whether Ms. Burns would prefer a full-time vet tech over a full-time veterinarian if the Committee could not make both “Z”-list appropriations.

Ms. Burns stated she would prefer the full-time vet tech because he or she could do so many duties that would speed up the turnover time.

Commissioner Hope asked whether Animal Control had sought out a relationship with the Michigan State University Veterinarian School.

Ms. Burns stated that prior to hiring our part-time veterinarian, we contracted with a veterinarian with a connection to MSU. She further stated that they had some MSU veterinarian student interns and Animal Control would bring animals up to the MSU Animal Clinic for services too.

Commissioner Tsernoglou asked if either “Z”-list request would reduce the amount Animal Control paid out to third-party vendors.

Ms. Burns stated that there would be a reduction. She further stated that approving both “Z”-list requests would make Animal Control more efficient.

Chairperson Bahar-Cook asked for a financial overview of the implications of these “Z”-list requests.

Ms. Burns provided reasons to increase the part-time veterinarian to full-time, including allowing the veterinarian to better supervise the staff, complete more spay/neuters, becoming more attractive to grants, increased ability to diagnose and treat animals, draft and revise policies, more time dedicated to animal cruelty-related cases, more time to train, and increase the ability to offer more services to the public.

Chairperson Bahar-Cook asked what the Advisory Board discussed.

Ms. Burns stated that there was a motion to table these requests, however the motion failed, and the Board was in favor of these requests being approved.

Commissioner Schafer stated that there had been prior discussions about whether Animal Control was an enforcement agency or adoption agency. He further stated that the County needed to make a decision about which type of agency it would be. Commissioner Schafer stated that he was reluctant to support this.

Commissioner Tsernoglou stated that making these appropriations would free up our Animal Control enforcement officers to perform enforcement services. Commissioner Tsernoglou stated that Animal Control had shown that they can be both an enforcement and adoption agency, and the community supported them for that.

Commissioner Celentino asked how much had been spent on the “Z”-list thus far.

Mr. Neilsen stated that \$95,681 had been approved between Human Services and County Services committees. He further stated that this amount was somewhat misleading because there was a \$1 appropriation for a single item. Mr. Neilsen there was still \$300,000 available in strategic planning funds.

Commissioner Celentino asked how approving only the full-time vet tech would affect Animal Control’s planning.

Ms. Burns stated that it would be a great start. She further stated that it would make Animal Control more attractive for grant funding.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO ADD TO THE “Z” LIST: \$62,985 TO THE ANIMAL CONTROL BUDGET FOR THE HIRING OF A FULL-TIME VETERINARIAN TECHNICIAN.

Commissioner Schafer asked how much would be recovered from adoption fees.

Ms. Burns stated that it would free up staff numbers to perform more duties, but it would also enable them to perform more surgeries. She further stated that adoptions alone would cover at least half of that salary.

Commissioner Schafer asked whether there were any Kennel staff positions available.

Ms. Burns stated that there were vacancies, however they were interviewing to fill them.

THE MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. TSERNOGLOU, SUPPORTED BY COMM. HOPE, TO ADD TO THE “Z” LIST: \$33,577 TO THE ANIMAL CONTROL BUDGET TO CHANGE THE PART-TIME VETERINARIAN POSITION TO A FULL-TIME VETERINARIAN POSITION.

Commissioner Maiville stated he wanted to see how the full-time vet technician would assist Animal Control before considering changing the veterinarian to full-time.

Commissioner Tsernoglou stated that she was concerned that a part-time veterinarian was managing full-time staff.

Discussion.

THE MOTION FAILED. **Yeas:** Hope, Tsernoglou **Nays:** Bahar-Cook, Celentino, Crenshaw, Maiville, Schafer **Absent:** None

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR ANIMAL CONTROL INCLUDING THE “Z”-LIST APPROPRIATION.

THE MOTION CARRIED UNANIMOUSLY.

1. Budget Hearings
 - d. Circuit Court
 - iii. General Trial

Hon. Janelle Lawless, 30th Judicial Circuit Court Chief Judge, stated that they had lost four clerk positions since 2009 and the proposed budget would eliminate their Court of Claims Clerk. Judge Lawless stated that prior to losing the Court of Claims to the Michigan Court of Appeals, the Court of Claims caseload was only 2.2% of the Circuit Court’s caseload. She further stated that the Clerk performed many other duties throughout the Circuit Court.

Judge Lawless stated that she was requesting that the Court of Claims Clerk position not be eliminated and the necessary funding be added to the “Z”-list.

Judge Lawless stated that she wanted the Court to move forward on imaging and e-filing, and having less staff would make that more difficult.

Judge Lawless stated that Shauna Dunnings, Circuit Court Administrator, had calculated savings that the Court had experienced. Judge Lawless further stated that the Court had a little less than \$84,000 in attrition savings in employee expenses in the administration area in 2013-2014. She further stated that they had saved roughly \$118,000 in the general trial division in 2014. Judge Lawless stated that she believed the attrition savings would continue into the future.

Commissioner Celentino asked whether the \$84,000 and \$118,000 were separate savings.

Judge Lawless answered yes. She stated that the cumulative savings was roughly \$202,000.

Commissioner Celentino asked whether the Controller’s Office took the savings into account when they formulated their 2015 Ingham County Proposed Budget.

Tim Dolehanty, Administrator/Controller, stated that they were looking at authorized positions whether they were vacant or not and the savings did not come into the budget process. He further stated that theoretically the vacant positions could be filled and funds expended.

Chairperson Bahar-Cook asked why the position was called “Court of Claims Clerk.”

Judge Lawless stated that the position was functionally a Deputy Court Clerk 3 position and the position’s name should be changed. She further stated that the employee who currently filled the position was currently assigned to Hon. Joyce Draganchuk, 30th Judicial Circuit Court Chief Judge Pro Tempore.

Mr. Neilsen stated that they lost about \$150,000 annually when the State took the Court of Claims out of the 30th Circuit Court.

Commissioner Crenshaw asked how the position name would be changed.

Mr. Neilsen stated that Human Resources would go through the process of reclassifying the position.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. HOPE, TO ADD TO THE “Z” LIST: \$70,100 TO THE CIRCUIT COURT GENERAL TRIAL DIVISION FOR THE CONTINUATION OF THE CURRENT COURT OF CLAIMS CLERK/DEPUTY COURT CLERK 3 POSITION.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Celentino, Crenshaw, Hope, Maiville, Tsernoglou **Nay:** Schafer **Absent:** None

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR THE CIRCUIT COURT GENERAL TRIAL DIVISION INCLUDING THE “Z”-LIST APPROPRIATION.

THE MOTION CARRIED UNANIMOUSLY.

1. Budget Hearings
 - e. District Court

MOVED BY COMM. HOPE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR THE DISTRICT COURT.

Hon. Thomas Boyd, 55th Judicial District Court Chief Judge, stated that he was fine with the Court-portion of the budget. He further stated that he was concerned with the collections-portion. Judge Boyd stated that they currently had one full-time employee for collections, the “Court/Enforcement Officer,” and the proposed budget reduced the position down to half-time.

Judge Boyd stated that there had been discussions about moving the collections operation to a different department or office, including the Treasurer's Office. He further stated that since there had been no change, the District Court would continue to perform collections operations.

Judge Boyd introduced Mike Dillon, District Court Administrator, to the Committee. Judge Boyd stated that Mr. Dillon had significant experience with collections.

Judge Boyd stated that the Court had moved from "CourtView" to "JAS" because "JAS" had a collections module. He further stated that they had fewer cases due to the cuts at the Sheriff's Office.

Judge Boyd stated that the current full-time collections employee brought in \$56,000 per month on average. He further stated that changing the position to part-time would trigger issues of revolving doors where employees would not want to stay in the part-time position and further, there would be loss of talent and experience.

There was a discussion about Resolution # 14-39, adopted on January 28, 2014, that created the full-time position and whether the Committee should postpone discussion on this issue until they reviewed the position as directed by the resolution.

Mr. Neilsen stated that the wrench in the District Court "machine" was the *Cunningham* decision. He further stated that he recommended to the District Court that they come to this budget hearing to get this position extended another year until the Legislature did something about *Cunningham*.

Mr. Neilsen stated this position was not in the proposed budget because Resolution # 14-39 was not a part of the budget process.

There was a discussion about whether the *Cunningham* decision would be reversed by the Michigan Legislature.

Gene Wriggelsworth, Sheriff, stated that another issue to consider was that by moving the position to part-time, collections activity at the Court would decrease, which would correspondingly increase the number of bench warrants that the judges would issue for the arrest of those who were not complying with collection orders. He further stated that increasing the number of bench warrants would contribute to jail overcrowding and increased expenses for the Sheriff's Office.

There was a discussion about whether this issue should be tabled until the next Law & Courts Committee meeting, scheduled for October 2.

Commissioner Tsernoglou stated that this position appeared valuable and the Committee should review it.

Chairperson Bahar-Cook stated that this issue would be addressed on October 2.

Judge Boyd stated that the *Cunningham* created a huge dent in available resources.

THE MOTION TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR THE DISTRICT COURT CARRIED UNANIMOUSLY.

1. Budget Hearings
 - i. Sheriff

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR THE SHERIFF.

Sheriff Wriggelsworth thanked the Controller's Office for their work on the proposed budget.

Allan Spyke, Undersheriff, stated that overall they were happy with the Sheriff's budget. He further stated that the Sheriff's Office was still down 32 general fund positions, of which 8 were supervisor's positions. Undersheriff Spyke stated that they were seeking that following items be added to the "Z"-list:

- (1) One sergeant position for field services, otherwise known as road patrol, and
- (2) Five corrections deputy positions

Undersheriff Spyke stated that the sergeant position was the most important position to get back. He further stated that currently they were taking a sergeant from another part of the Sheriff's Office to fill vacancies where they would arise for various reasons like vacation.

Commissioner Celentino asked what costs would be involved.

Undersheriff Spyke stated that one sergeant position would cost \$157,708 and one deputy position would cost \$91,442. He further stated that the sergeant position was important because there would be discipline issues if they did not add another supervisor.

There was a discussion about bed allocations in the jails.

Undersheriff Spyke stated that the unions had filed grievances because deputies were not able to utilize their vacation time. He further stated that their overtime budget was overwhelmed because it was hard to keep the positions full.

Commissioner Crenshaw asked whether deputies or the sergeant was most needed.

Undersheriff Spyke stated that the sergeant was the most needed because of the need for consistent supervision.

There was a discussion about bed allocations in the jails.

Commissioner Schafer asked whether the sergeant would be for field services or corrections.

Sheriff Wriggelsworth stated that there had been such a serious problem in the jails because deputies had not had time-off, however the sergeant was the most important part. He further stated that a deputy was the same cost for corrections as it was for field services.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO ADD TO THE "Z" LIST: \$249,150 TO THE SHERRIFF FOR CREATION OF ONE SERGEANT POSITION FOR FIELD SERVICES AT \$157,708 AND ONE DEPUTY POSITION FOR CORRECTIONS AT \$91,442.

Chairperson Bahar-Cook asked Commissioner Celentino to put the bed allocation issue on the agenda for the next Board Leadership meeting.

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE 2015 PROPOSED INGHAM COUNTY BUDGET FOR THE SHERRIFF INCLUDING THE "Z"-LIST APPROPRIATIONS CARRIED. **Yeas:** Bahar-Cook, Celentino, Crenshaw, Hope, Maiville, Tsernoglou **Nay:** Schafer **Absent:** None

3. Controller's Office – Update on Email to Mr. Grant regarding 911 Public Safety

Mr. Neilsen stated that he responded to the email and they had the meeting where everyone expressed their opinions. He further stated that he stated at the meeting that their procurement policy was very open and transparent. Mr. Neilsen stated that the State admitted that they messed up but they have made a lot of positive changes.

2. Final Ranking

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO PLACE THE "Z"-LIST APPROPRIATIONS MADE DURING TONIGHT'S LAW & COURTS COMMITTEE BUDGET HEARINGS IN THE FOLLOWING ORDER OF PRIORITY:

- (1) \$157,708 TO THE SHERRIFF FOR THE CREATION OF ONE SERGEANT POSITION FOR FIELD SERVICES,
- TIED FOR (2)/(3) \$91,442 TO THE SHERRIFF FOR THE CREATION OF ONE DEPUTY POSITION FOR CORRECTIONS,
- TIED FOR (2)/(3) \$62,985 TO THE ANIMAL CONTROL BUDGET FOR THE HIRING OF A FULL-TIME VETERINARIAN TECHNICIAN, AND
- (4) \$70,100 TO THE CIRCUIT COURT GENERAL TRIAL DIVISION FOR THE CONTINUATION OF THE CURRENT COURT OF CLAIMS CLERK/DEPUTY COURT CLERK 3 POSITION.

Discussion.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

Chairperson Bahar-Cook stated that she had requested that Jury Administration review how they inform senior citizens that they were no longer required to serve on juries. She further stated that senior citizens were previously informed that they were “disqualified” from serving. Chairperson Bahar-Cook stated that Ms. Dunnings had informed her that senior citizens would be informed that they were “qualified, but excused” from serving.

Chairperson Bahar-Cook thanked Ms. Dunnings for the modification.

Public Comment

Karen Worthington, Shelter Veterinarian, addressed the Committee. She thanked the Committee for the adding the full-time vet tech position to the “Z”-list. Dr. Worthington stated that it would go a long way to help spay/neuter animals faster.

Dr. Worthington stated that she loved her volunteers, however they were limited by their capabilities. She further stated that every time she worked on an animal, her license was on the line.

Dr. Worthington stated that she was hesitant to speak about the full-time veterinarian position because it appeared self-serving. She further stated that she could only do so much in the 21 hours she worked per week. Dr. Worthington had to prioritize what she did each week.

Dr. Worthington stated that she could make it worth it to increase the veterinarian position to full-time and provided examples.

Dr. Worthington invited the commissioners to observe one of her surgeries so they would see how well-spent County money was.

Mr. Burns thanked the Committee for their time and consideration tonight.

Adjournment

The meeting was adjourned at approximately 7:40 p.m.

SEPTEMBER 11, 2014 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

The Chief Deputy Controller is recommending approval of the following resolutions/actions:

1. Law & Courts Committee – *Resolution Honoring Officer Jodi LeBombard as the Recipient of the 2013 National Animal Control Officer of the Year*

This resolution honors Animal Control Officer (ACO) Jodi LeBombard as she has been awarded the 2013 Animal Control Officer of the Year by the National Animal Care & Control Association (NACA).

2. Circuit Court
 - a. *Resolution to Accept the FY 2015 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator and Special Part-Time Prosecutor Positions, and Enter into Subcontracts*

This resolution authorizes accepting the \$181,994 State Court Administrative Office (SCAO) grant to continue the Swift and Sure Sanctions Probation Program (SSSPP). The SSSPP grant is for the time period of October 1, 2014 through September 30, 2015. There is no monetary match required. The SSSPP is an intensive supervision probation program that focuses on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations. The primary goal is to increase compliance with probation terms by imposing certain, swift, and consistent sanctions for probation violations which is consistent with the County's long term objective of providing appropriate sanctions for adult offenders.

The grant also authorizes the continuation of two grant-funded special part-time positions including a SSSPP Coordinator at Circuit Court and a SSSPP Assistant Prosecuting Attorney. Finally, the resolution also authorizes subcontracts subject to the availability of grant funds.

NOTE: As of this date, we have not been notified of the actual grant amount from the state so the resolution indicates the amount that was requested. If the final grant amount is different, the resolution will be changed as it goes through the September committee process or amended at a later date as appropriate. (see attached memo for details)

- b. *Resolution to Accept the FY 2015 Michigan Mental Health Court Grant Program Operational Grant and Continue the Grant Funded Three-Quarter Time ICEA Court Professional 5 Mental Health Court – Court Services Coordinator Position*

This resolution authorizes acceptance of a \$140,000 continuation grant award by the SCAO for the Michigan Mental Health Grant Program – Operational Grant for the time period of October 1, 2014 through September 30, 2015. The goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision, to minimize recidivism, and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle. The grant also authorizes continuation of the grant-funded three-quarter time MHC Court Services Coordinator position. (see attached memo for details)

3. *Friend of the Court/Prosecuting Attorney's Office - Resolution Authorizing a New Contract with MGT of America, Inc. for the Preparation of the Friend of the Court and Prosecuting Attorney Title IV-D Cooperative Reimbursement Program (CRP) Application and Other Services*

This resolution authorizes entering into contracts with MGT for services from October 1, 2014 until September 30, 2017, from funds within the Ingham County Friend of the Court and Ingham County Prosecuting Attorney Cooperative Reimbursement budgets to:

- (1) Prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing at a cost of \$6,000 per year for the Friend of the Court, and \$6,000 per year for the Prosecuting Attorney, or \$12,000 in total.
- (2) Provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly Friend of the Court CRP billing at a cost of \$1.40 per timesheet at a cost not to exceed \$7,500 per year.

The combined cost of the contracts would not exceed \$19,500 per year (\$6,000 for the PA and \$13,500 for the FOC) and because the contracts with MGT are eligible for 66% CRP reimbursement, the general fund cost would not exceed \$6,630 per year (\$2,040 for the PA and \$4,590 for the FOC). Funds are or will be budgeted for this purpose over the three year period. (see attached memo for details)

4. *IT Department/Sheriff's Office – Resolution to Approve the Purchase, Installation, and Configuration of Carousel Industries Jail Audio System for All Remaining Jail Posts*

This resolution authorizes the purchase of equipment, installation, and configuration of jail audio systems from Carousel Industries to finalize the total replacement of the audio systems in the remaining six jail posts (2, 6, 7, 8, 9 and 10) in an amount not to exceed \$59,600 to be funded from the Inmate Commissary Account fund balance. Post 5 was originally done as the Test Pilot post out of funds within the IT budget.

The total budget for the remaining eight occupied posts is now \$83,600. Resolution #14-338 authorized \$24,000 for posts 1 and 4 plus the current request of \$59,600 which includes a contingency amount of \$7,600. (see attached memo for details)

5. *Facilities Department – Memo regarding Emergency Gate Operator Replacement at the Jail*

This memo details the steps taken to purchase and replace the gate operator at the Ingham County Jail when it failed and was in need of immediate replacement in order to provide adequate security at the Jail.

6. *Controller's Office*

- a. *Resolution to Authorize the Transfer of Retiree Health Insurance Funds for 9-1-1 Employees from the City of Lansing*
- b. *Resolution to Authorize the Transfer of MERS Retirement Funds for 9-1-1 Employees – Reciprocal Retirement Act*

These two companion resolutions will finalize the contractual obligation to transfer certain 9-1-1 funds from the City of Lansing to Ingham County for the former City of Lansing 9-1-1 employees that became County of Ingham 9-1-1 employees for both pension and retiree health insurance (OPEB).

The Pension Resolution: The County hired an outside actuary to perform an independent review of the report prepared by the City's pension actuary. The result of this review determined that the amount to be transferred for the actuarial accrued liability for the impacted employees equals \$1,070,858. The City transferred \$968,348 on December 31, 2013, the remaining balance to be transferred is \$102,510. The City will be transferring this amount as soon as this resolution is approved.

The resolution also comports with the reciprocal retirement act which requires the Board of Commissioners accept this liability.

The OPEB Resolution: This resolution authorizes the transfer of retiree health insurance funds (OPEB) from the City of Lansing to Ingham County after joint agreements on the amount of funds and a three year payment schedule. The amount was determined by a joint agreement between the City of Lansing's Finance Director, Angie Bennett, and Jill Rhode our Director of Financial Services on the calculation methodology and assumptions used to determine the amounts. The Controller's Office agrees that the amounts and payment plan are fair to both parties.

The total amount of the OPEB transfer equals \$684,129. The City will pay the County \$228,043 per year over a three year period. The payments will be due each October beginning in 2014 and the County will deposit the funds into their Retiree Health Insurance Trust.

This will complete all financial transactions between Ingham County and the City of Lansing related to the contract between the two parties. I recommend your approval. (see attached memo for details)

- c. *Discussion Regarding Animal Control*
- d. *Letter from Maria VandenBoom to the Law & Courts Committee, dated August 30, 2014*

**INGHAM COUNTY ANIMAL CONTROL
MEMORANDUM**

TO: Law & Courts Committee
FROM: Anne Burns, Interim Director
DATE: August 19, 2014
CC: John Neilsen, Chief Deputy Controller
RE: Request to honor Jodi LeBombard as the 2013 Animal Control Officer of the Year

Animal Control Officer (ACO) Jodi LeBombard has been awarded the 2013 Animal Control Officer of the Year by the National Animal Care & Control Association (NACA). One award is issued annually and she was selected from hundreds of nominees across the country.

This award is given to an individual that has been directly involved in the animal care and control profession for a minimum of five years. Recipients are nominated for outstanding achievement in animal control for exceptional performance in the animal control field. Officer LeBombard was nominated due to her exceptional performance, her excellent work ethic and her dedication to her career.

It is a great honor to be awarded the National award and Jodi LeBombard is a deserving recipient. I cannot think of another ACO at this level that deserves the award more the Officer LeBombard.

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING OFFICER JODI LEBOMBARD AS THE RECIPIENT OF THE
2013 NATIONAL ANIMAL CONTROL OFFICER OF THE YEAR AWARD**

WHEREAS, Animal Control Officer Jodi LeBombard has been an Ingham County Animal Control Officer since March 2009; and

WHEREAS, Animal Control Officer Jodi LeBombard is the recipient of the 2013 National Animal Control Officer of the Year Award, she was selected from hundreds of nominees across the United States; and

WHEREAS, one award is issued annually by the National Animal Care & Control Association (NACA) to the Animal Control Officer who has demonstrated outstanding efforts in the field of animal control work; and

WHEREAS, Animal Control Officer LeBombard was nominated due to her exceptional performance in the field of animal control work and her outstanding success in the pursuit of animal cruelty perpetrators, along with a successful record of prosecutions and restitution orders; and

WHEREAS, she has an exceptional work ethic and her dedication to the profession is profoundly revealed in all she does as she assists the citizens of our County, educates them, and when necessary, enforces the law.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Animal Control Officer Jodi LeBombard as the 2013 recipient of the National Animal Control Officer of the Year Award, the Board sincerely appreciates the contributions she has made to the citizens of Ingham County and congratulates Officer LeBombard on receiving such a prestigious award.

MEMORANDUM

To: Law & Courts and Finance Committees

From: Rhonda K. Swayze

Date: September 2, 2014

Re: Swift and Sure Sanctions Probation Program
2014 – 2015 Operational Grant Award

On June 27, 2014 the 30th Circuit Court submitted an application to receive grant funds in the amount of \$181,994 from the State Court Administrative Office (SCAO) to continue the Swift and Sure Sanctions Probation Program (SSSPP). The award is for the grant period of October 1, 2014 through September 30, 2015. While we do not yet know the amount of our award, we have been told that we can anticipate having that information before the September 11, 2014 Law and Courts Committee meeting. We will revise the award amount cited on the resolution once we learn the amount.

The SSSPP is an intensive supervision probation program that focuses on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations. The primary goal is to increase compliance with probation terms by imposing certain, swift, and consistent sanctions for probation violations which is consistent with the County's long term objective of providing appropriate sanctions for adult offenders.

Through the enclosed Resolution, we are requesting that the Board of Commissioners accept the grant award, continue the three-quarter time SSSPP Case Management Coordinator and Special Part Time Prosecuting Attorney positions, and authorize entering into subcontracts for the 2014-2015 grant period.

cc: Hon. Clinton Canady
Hon. Joyce Draganchuk
Shauna Dunnings
Stuart Dunnings
Hon. Janelle A. Lawless
Lisa McCormick

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2015 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME SSSPP CASE MANAGEMENT COORDINATOR AND SPECIAL PART-TIME PROSECUTOR POSITIONS, AND ENTER INTO SUBCONTRACTS

WHEREAS, the 30th Circuit Court has been approved to receive grant funds in the amount of \$181,994 from the Swift and Sure Sanctions Probation Program (SSSPP) Grant administered by the State Court Administrative Office for the fiscal year of October 1, 2014 through September 30, 2015; and

WHEREAS, \$58,997 of the grant award is for the grant funded salary and fringe benefits of a three-quarter time SSSPP Case Management Coordinator position and \$11,570 of the grant award is for the grant funded salary of a special part time Prosecuting Attorney position; and

WHEREAS, the primary goal of the SSSPP is to increase compliance with probation terms by imposing certain, swift and consistent sanctions for probation violations which is consistent with Ingham County's long term objective of providing appropriate sanctions for adult offenders; and

WHEREAS, continuing the SSSPP Case Management Coordinator and Special Part Time Prosecuting Attorney positions referenced in Resolution 13-390 will assist the Circuit Court in achieving the goals and objectives stated above; and

WHEREAS, the 2015 SCAO Swift and Sure Sanctions Probation Program Grant provides for grant implementation services and participant treatment and services as follows: representation by a defense attorney (not to exceed \$17,160); substance abuse evaluations to be provided by Wellness, Inx. (not to exceed \$5,000); day reporting services to be provided by NorthWest Initiative – ARRO not to exceed (\$11,999); detoxification services to be provided by CEI-CMH (not to exceed \$3,000); drug treatment and other services to be provided by Community Programs, Inc., Pine Rest Christian Mental Health Services, Kalamazoo Probation Enhancement Program, Inc., National Council on Alcoholism, Cristo-Rey, and CEI-CMH House of Commons (not to exceed \$17,775); mental health, anger management and domestic violence counseling service to be provided by Freedom Through Counseling, Cristo-Rey, and COPE (not to exceed \$5,000) and drug testing services to be provided by A.D.A.M. (not to exceed \$47,460); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2015 SCAO Swift and Sure Sanctions Probation Program Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the \$181,994 awarded by the SCAO for the Swift and Sure Sanctions Probation Program Grant which begins on October 1, 2014 and ends on September 30, 2015; authorizes continuation of the grant-funded three-quarter time SSSPP Case Management Coordinator and Special Part Time Prosecuting Attorney; and authorizes entering into subcontracts for the 2015 SCAO Swift and Sure Sanctions Probation Program Grant from October 1, 2014 – September 30, 2015 with General Trial Division C-Level Court Appointed Counsel not to exceed \$17,160; with Wellness, Inx. not to exceed \$5,000; with NorthWest Initiative – ARRO not to exceed \$11,999; with CEI-CMH

not to exceed \$3,000; with Community Programs, Inc., Pine Rest Christian Mental Health Services, Kalamazoo Probation Enhancement Program, Inc., National Council on Alcoholism, Cristo-Rey, and CEI-CMH House of Commons not to collectively exceed \$17,775; with Freedom Through Counseling, Cristo-Rey, and COPE not to collectively exceed \$5,000 and A.D.A.M. not to exceed \$47,460.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2014 and 2015 budget and position allocation lists consistent with this resolution.

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

MEMORANDUM

To: Law & Courts and Finance Committees

From: Rhonda K. Swayze

Date: August 27, 2014

Re: Michigan Mental Health Court Grant Program
2014 – 2015 Operational Grant Award

The 30th Circuit Court submitted an application for the Michigan Mental Health Court Grant Program – Operational Grant on May 15, 2014. On August 15, 2014 we were notified that we had been awarded a grant amount of \$140,000. The award is for the grant period of October 1, 2014 through September 30, 2015.

The goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision; to minimize recidivism; and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle. A team approach will be used to keep the court informed of participants' adherence to treatment and progress in other areas.

Through the enclosed Resolution, we are requesting that the Board of Commissioners accept the grant award and continue the three-quarter time Mental Health Court – Court Services Coordinator position which was initially approved in Resolution 14-229,

cc: Hon. Joyce Draganchuk
Shauna Dunnings
Stuart Dunnings
Hon. James S. Jamo
Hon. Janelle A. Lawless
Lisa McCormick

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2015 MICHIGAN MENTAL HEALTH COURT GRANT PROGRAM OPERATIONAL GRANT AND CONTINUE THE GRANT FUNDED THREE-QUARTER TIME ICEA COURT PROFESSIONAL 5 MENTAL HEALTH COURT – COURT SERVICES COORDINATOR POSITION

WHEREAS, the 30th Circuit Court has been approved to receive grant funds in the amount of \$140,000 from the Michigan Mental Health Court Grant Program – Operational Grant administered by the State Court Administrative Office for the fiscal year of October 1, 2014 through September 30, 2015; and

WHEREAS, the goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision; to minimize recidivism; and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle; and

WHEREAS, \$58,997 of the grant award is for the grant funded salary and fringe benefits of a three-quarter time Mental Health Court – Court Services Coordinator (MHC Court Services Coordinator) position, ICEA PRO05; and

WHEREAS, the MHC Court Services Coordinator position was initially approved in the planning grant phase of the program in Resolution #14-229 for the purpose of assisting the Circuit Court in achieving the goals and objectives stated above by acting as a liaison between the Ingham County circuit Court, CMH, the Ingham County Sheriff's Office, Ingham County Adult Probation, the District Courts with jurisdiction within Ingham County, and various community service agencies; and

WHEREAS, the MHC Court Services Coordinator was hired and began her employment on July 28, 2014; and

WHEREAS, continuation of the position of the MHC Court Services Coordinator through the operational phase of the grant would provide continuity of service.

THEREFORE BE IT RESOLVED, that that Ingham County Board of Commissioners accepts the \$140,000 awarded by the SCAO for the Michigan Mental Health Grant Program – Operational Grant which has a grant period of October 1, 2014 through September 30, 2015 and authorizes continuation of the grant-funded three-quarter time MHC Court Services Coordinator position at the ICEA PRO05 salary grade.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2014 budget and position allocation list consistent with this resolution.

MEMORANDUM

TO: LAW & COURTS AND FINANCE COMMITTEES

**FROM: HARRY MOXLEY, INTERIM FOC
LISA MCCORMICK, CHIEF ASSISTANT PROSECUTOR**

**RE: RE-AUTHORIZATION OF FRIEND OF THE COURT AND
PROSECUTOR CONTRACTS WITH MGT FOR THE
PREPARATION OF THE IV-D COOPERATIVE
REIMBURSEMENT PROGRAM (CRP) APPLICATION AND
OTHER SERVICES**

DATE: AUGUST 22, 2014

Currently the Friend of the Court and the Family Support Unit of the Prosecuting Attorney receive 66% reimbursement for most of their expenditures through the federal Cooperative Reimbursement Program (CRP), authorized by Title IV-D of the Social Security Act. Taken together, the Ingham County FOC and PA receive over \$3 million annually in CRP reimbursement, which is administered by the Michigan Office of Child Support.

The application for CRP funding (now done every three years), and the monthly preparation and submission of reimbursement requests to the Michigan Office of Child Support through the Electronic Grant Management System (EGrAMS), are extremely complex, detailed and time-consuming procedures which could easily require the creation of a specialized accounting position were they done in-house.

In order to continue to apply for and receive CRP reimbursement in the most cost-effective manner possible, the FOC and PA request new three-year contracts with MGT of America, who has been preparing CRP applications and reimbursement requests in an accurate and timely fashion for each agency since 2010. The combined cost of the contracts would not exceed \$19,500 per year (\$6,000 for the PA and \$13,500 for the FOC), and because the contracts with MGT are eligible for 66% CRP reimbursement, the general fund cost would not exceed \$6,630 per year (\$2,040 for the PA and \$4,590 for the FOC), or approximately 0.2% of the total amount of reimbursement being sought.

Although the CRP application and reimbursement request contracts are 20% higher than the contract entered into with MGT on 10/1/10 (having increased from \$5,000 to \$6,000 per agency per contract), they are still approximately the same rate as was paid to the prior vendor. The rate for the processing of timesheets for the FOC automated time log service is the same as under the prior MGT contract.

Thank you for your consideration. A representative of the Friend of the Court and/or Prosecuting Attorney will be available at the September 11 Law & Courts Committee and September 17 Finance Committee meetings.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A NEW CONTRACT WITH MGT OF AMERICA, INC. FOR THE PREPARATION OF THE FRIEND OF THE COURT AND PROSECUTING ATTORNEY TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM (CRP) APPLICATION AND OTHER SERVICES

WHEREAS, the Ingham County Friend of the Court and Ingham County Prosecuting Attorney receive Title IV-D funding to administer the child support program; and

WHEREAS, the application for IV-D funding, and the billing for IV-D funding, is complex and requires specialized knowledge; and

WHEREAS, since 2010 MGT has provided accurate and timely services to the Ingham County Friend of the Court and the Ingham County Prosecuting Attorney for the application and billing of IV-D funding; and

WHEREAS, MGT provided a yearly quote of \$6,000 for the Friend of the Court, and \$6,000 for the Prosecuting Attorney, to prepare the Title IV-D CRP application, the monthly billing invoices, and the capitalization schedule for equipment purchased in excess of \$5,000; and

WHEREAS, MGT provided a quote of \$1.40 per timesheet processed for the Friend of the Court automatic time log processing service to assist in compiling and providing the information necessary for the monthly CRP billing; and

WHEREAS, the MGT rates are approximately the same as those paid to the prior vendor providing these services four years ago.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves contracts with MGT for services from October 1, 2014 until September 30, 2017, from funds within the Ingham County Friend of the Court and Ingham County Prosecuting Attorney budgets to:

- (3) Prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing at a cost of \$6,000 per year for the Friend of the Court, and \$6,000 per year for the Prosecuting Attorney, or \$12,000 in total.
- (4) Provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly Friend of the Court CRP billing at a cost of \$1.40 per timesheet at a cost not to exceed \$7,500 per year.

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

Ingham County Innovation and Technology Department

Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: August 28, 2014
Re: Replace all remaining Grand Valley Audio controls at the Ingham County Jail

Dear Commissioners,

The Innovation and Technology Department had been requested by the Ingham County Sheriff's Office (ICSO) and the Controller's Office to review the implementation of the Jail Communications and Control system rollout and replace the failing system. The ICSO has voiced several concerns with the Grand Valley system.

In June of 2014 we replaced one of the failing intercom systems that Grand Valley installed at the Ingham County Jail. The pilot test was performed on Post 5. Testing has resulted in very positive feedback from deputies at the post. Since replacing Post 5 two additional posts (Post 1 and Post 4) have lost their ability to listen and talk through the Grand Valley intercom system. The union has meet with the Sheriff's office and have claimed the failure of the audio system on Post 1 and Post 4 are resulting in an officer safety issue.

At the August 19th County Services meeting an emergency resolution to replace Post 1 and Post 4's failed system was submitted and approved. At that time the committee asked if it was the Department's recommendation to replace the remaining posts not on the new audio system. It is the recommendation of the Chief Information Officer and the Jail administration staff that all 9 jail post audio systems be replaced with the Carousel Industries solution. Carousel has indicated that the cost to replace Post 1 and Post 4's system would be \$17,900. To replace all of the posts would be \$76,000.00 and would include interconnecting the systems. This would allow other posts to monitor each other if needed for additional officer and inmate safety during incidents. If we complete each post separately we would incur an additional \$6,000 in cost to tie the system together later.

As mentioned, Post 5 has been operational since July this year. The Jail is divided into 10 posts. Posts are numbered 1 thru 10 with Post 3 currently being closed. Replacement of the audio systems at Post 1 and 4 was approved at the August 19th County Services meeting. If we include the remaining posts (Posts 2, 6, 7, 8, 9 and 10) with Carousel now the cost would be a total of \$76,000. I would like to add a 10% contingency for any unknown issues of \$7,600. Approval of this resolution would allow us to address all the concerns in the jail with the audio monitoring and communications at all of the posts. Since the project was not funded for this fiscal year it would require the use of the Inmate Commissary account fund balance for a total not to exceed \$83,600 which includes the 10% contingency. This would be a total increase to the August 19th resolution of an amount not to exceed \$59,600 as the resolution approved on August 19th was not to exceed \$24,000. This resolution would also allow the Controller's Office and Budget Office to make any budget adjustments required for this resolution.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org.

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE, INSTALLATION AND CONFIGURATION
OF CAROUSEL INDUSTRIES JAIL AUDIO SYSTEM FOR ALL REMAINING JAIL POSTS
AT THE INGHAM COUNTY JAIL**

WHEREAS, it was discovered the Ingham County Sheriff's Office Jail Grand Valley audio system was inadequately designed and has not performed to satisfaction; and

WHEREAS, there have been several issues noted with quality and reliability with the audio equipment in several of the Ingham County Sheriff's Office Jail posts; and

WHEREAS, the audio equipment in the Ingham County Sheriff's Office Jail posts needs to be updated to provide adequate officer and inmate safety; and

WHEREAS, a pilot test system from Carousel Industries was installed in Jail Post 5 in June of this year; and

WHEREAS, Resolution #14-338, passed at the August 26, 2014 Board of Commissioners meeting, approved the emergency replacement of the audio systems in Jail Posts 1 and 4; and

WHEREAS, the failure of the audio system in Jail Posts 1 and 4 will likely occur in the remaining jail posts in the near future; and

WHEREAS, the results of the testing have proven the new system meets and exceeds expectations; and

WHEREAS, it is the recommendation of the Chief Information Officer and Ingham County Sheriff's Office that Carousel Industries replace all remaining jail posts with the Grand Valley audio system as soon as possible to prevent future officer safety concerns; and

WHEREAS, funds are not available in the current Sheriff's Office operational budget.

THEREFORE IT BE RESOLVED, that the Board of Commissioners authorizes the purchase of equipment, installation, and configuration of jail audio systems from Carousel Industries to replace the audio systems in the remaining jail posts (2, 5, 6, 7, 8, 9 and 10).

BE IT FURTHER RESOLVED, the cost of the audio systems, in an amount not to exceed \$59,600, will be paid from the Inmate Commissary Account fund balance.

BE IT FURTHER RESOLVED, that the Controller is authorized to make any necessary budget adjustments as related to this resolution.

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

MEMORANDUM

TO: Law and Courts and Finance Committees
FROM: Rick Terrill, Facilities Director
DATE: August 25, 2014
SUBJECT: Emergency gate operator replacement at the Jail

This memo is to inform you of an emergency purchase that was made prior to receiving approval from the Law and Courts and Finance Committees.

The gate operator at the Ingham County Jail failed and was in need of immediate replacement in order to provide adequate security at the Jail. The gate operator was old and deteriorated, it was more cost efficient to have it replaced as opposed to using costly replacement parts to make necessary repairs. A purchase order has been issued to Overhead Door Company of Lansing for a total cost of \$5,380.00.

Due to the urgency of the replacement, the Facilities Department is requesting a line item transfer of \$5,380.00 from account 245-31199-976000-4FC05 for warmers at the Jail, which has a balance of \$17,043.47, into account 245-30199-931000-4FC28 for Jail gate operator. The project for Jail warmers is complete.

Due to the dollar amount (more than \$5,000 and less than \$25,000), this transfer request requires approval by the Law and Courts and Finance Committees.

Upon approval of the requested line item transfer, funds for this purchase are available in Line Item 245-30199-931000-4FC28 for Jail gate operator.

Both the Controller and Facility Director approved this purchase.

INGHAM COUNTY

Financial Services Department

Jill Rhode, Director

P.O. Box 319 ● Mason, MI. 48854 ● Phone: (517) 676-7328 ● Fax: (517) 676-7337

TO: The Board of Commissioners
FROM: Jill Rhode, Director of Financial Services
DATE: August 25, 2014
RE: City of Lansing Pension and OPEB Transfer for 9-1-1 Employees

As you are aware, the City of Lansing and Ingham County have been working on finalizing the transfer of funds for the 9-1-1 employees for both pension and retiree health insurance (OPEB). Attached are two resolutions which resolve both issues.

The first resolution finalizes the issue concerning the pension. The County hired an outside actuary to perform an independent review of the report prepared by the City's pension actuary. The result of this review determined that the amount to be transferred for the actuarial accrued liability for the impacted employees equals \$1,070,858. Since the City transferred \$968,348 on December 31, 2013, the remaining balance to be transferred is \$102,510. The City will be transferring this amount as soon as this resolution is approved.

In addition, the reciprocal retirement act requires that the Board of Commissioners accept this liability. This is also accomplished by the resolution.

The second resolution deals with the retiree health insurance (OPEB). The amount was determined by a joint effort between Angie Bennett, City of Lansing Finance Director, and myself. We agreed on a calculation method and assumptions which were fair to both sides. Using this methodology, it was determined that the total amount of the transfer equaled \$684,129.

There was an issue concerning the source of funds for this transfer. The City has these funds under trust in a Voluntary Employee Benefit Association Trust (VEBA). The Internal Revenue Service has very stringent requirements concerning the transfer of money out of a VEBA. Both the City Attorney and the County's Benefit Attorney have reviewed the situation and determined that these funds could not be transferred from the City's VEBA into the County's Non-VEBA trust. This means that the City needed to find a different funding source for this liability. Once this was discovered, the County offered the City the option of a multi-year payment plan.

It was determined that the City would pay the County \$228,043 per year over a three year period. The payments will be due each October beginning in 2014 and the County will deposit the funds into their Retiree Health Insurance Trust.

We believe that the approval of these two resolutions will complete all financial transactions between the City and the County resulting from the transfer of employees for the consolidated 9-1-1 Center.

If you have any questions or wish to discuss, please let me know.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF MERS RETIREMENT FUNDS
FOR 9-1-1 EMPLOYEES – RECIPROCAL RETIREMENT ACT**

WHEREAS, on or about September 14, 2010, the City of Lansing and Ingham County entered into an Agreement (the “Agreement”) for the establishment and operation of a consolidated 9-1-1 Dispatch Center; and

WHEREAS, pursuant to the Agreement, it was envisioned that certain City employees who worked as 9-1-1 operators in the City’s Emergency Communications Division would be provided the opportunity to continue employment as Ingham County employees, would be placed in no worse position regarding retirement benefits than if they had continued as City of Lansing employees, and would continue to receive eligibility for City of Lansing retiree health benefits; and

WHEREAS, Section 6(1) of the Reciprocal Retirement Act, MCL 38.1106(1) authorizes an agreement to transfer the credited service towards retirement of a member from his or her preceding reciprocal unit (in this instance, the City of Lansing) to his or her succeeding reciprocal unit (in this instance, Ingham County); and

WHEREAS, the Agreement provided as follows:

The City’s Retirement System shall transfer to the County designated MERS plan(s) the trust pension assets equal to the funded value of the actuarially accrued liabilities as determined in the most recent actuarial valuation for those former City employees employed by the County. The County will assume remaining unfunded accrued liabilities for those former City employees employed by the County. The City shall provide such further and/or additional information or resolutions as may be required by MERS or the County. The County will establish with MERS such pension plan or plans providing former City employees employed by The County with such pension benefits as negotiated with the appropriate recognized union or as designated by the County and shall provide for prior service credit. However, the County recognizes that the accrued benefits for service credit accrued by former City employees employed by the County while employed by the City shall not be diminished. Future 9-1-1 Employees shall be placed in such plan as is negotiated with the applicable union or as established by the County.

WHEREAS, the actuarial accrued liability (“AAL”) for each City of Lansing employee that has elected to transfer to employment with the County has been calculated by Boomershine Consulting Group as of November 25, 2013; and

WHEREAS, County officials had an independent review of the Boomershine Consulting Groups’s calculations and which validated the calculation in the amount of \$1,070,858.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby accepts the transfer of credited service for all employees included in Appendix A and the funds designated for each transferred employee from the City of Lansing to Ingham County for credit towards the transferred employee’s retirement in the Municipal Employees Retirement System (“MERS”) account established by Ingham County pursuant to the Agreement.

BE IT FURTHER RESOLVED, that the County will agree to accept the \$1,070,858 as payment on the AAL of the transferred employees which includes the \$968,348 paid by the City on December 31, 2013 and \$102,510 which will be paid after passage of this resolution.

BE IT FURTHER RESOLVED, that the provisions of this resolution apply to each of the transferred employees referenced on Appendix A individually and are not dependent upon application to all of the transferred employees.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized on behalf of the County to sign and execute all contract and legal documents to effectuate and finalize this transaction, subject to prior approval as to form, by the County Attorney.

APPENDIX A

City of Lansing Employee's Retirement System

As of June 27, 2012

Current Listing of employees transferred to Ingham County

Last Name	First Name
Baert (Stephens)	Angela
Booker	Bobbie
Buren Priebe (Girard)	Amada
Calkins	Therese
Cameron	Andrew
Clickner	James
Davidson	Barbara J.
Demers	Catherine
Feier (Carranco)	Kyla
Fell	Kristen
Felton	Lynette
Forbis	Jessica
French	Danielle
Gaskill	Cassandra
Gross	Trisha
Harris	Melissa
Harvey	Stacy
Henrys	Kacie
Howland	Elizabeth
Jordan	Julia
Longo	Terri
Longoria (Johchkeere) (Larner)	Sherry
Merillat	Vicki
Miller	Kim
Murphy	Danielle
Murphy	Marci
Sahr (Harrison)	Lisa
Spottek	Diana
Thurston	Andrew
Treanor	Theresa
Wykowski	Victoria
Wykowski	Julie

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF RETIREE HEALTH INSURANCE FUNDS
FOR 9-1-1 EMPLOYEES FROM THE CITY OF LANSING**

WHEREAS, on or about September 14, 2010, the City of Lansing and Ingham County entered into an Agreement (the "Legacy Agreement") for the establishment and operation of a consolidated 9-1-1 Dispatch Center; and

WHEREAS, the City of Lansing had been contributing to a Voluntary Employee Benefit Association Trust (VEBA) for retiree health insurance benefits for many years and has been including this expense in the amount reimbursed by the County; and

WHEREAS, the Legacy Agreement required that the City transferred the 9-1-1 employees portion of this fund to the County; and

WHEREAS, it was determined that the amount of the required transfer equals \$684,129; and

WHEREAS, it was found that Internal Revenue Service has very stringent requirements concerning the transferring of funds from a VEBA so the City and County needed to determine other options concerning the payment of these funds; and

WHEREAS, the administration of the City and County have reviewed all the options and are recommending that the City pay this amount to the County over a three year period in the annual installment amount of \$228,043 due in October of each year; and

WHEREAS, the County will need to contribute this amount to the Ingham County Retiree Health Insurance Trust under the management of Morgan Stanley.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners agrees to accept the \$684,129 in three equal installments from the City of Lansing paid to the County over a three year period in the annual installment amount of \$228,043 due in October of 2014, 2015, and 2016 each year and that this amount will be contributed to the County's Retiree Health Insurance Trust.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized on behalf of the County to sign and execute all contract and legal documents to effectuate and finalize this transaction, subject to prior approval as to form, by the County Attorney.

Maria VandenBoom
925 N. Edgar
Mason, Mi. 48854

August 30, 2014

Ingham County Board of Commissioners
Law and Courts Committee
Rebecca Bahar-Cook, Chairperson
Kara Hope, Vice-Chairperson
Bryan Crenshaw
Victor Celentino
Penelope Tsernoglou
Randy Schafer
Randy Maiville

Dear Commissioners:

I have been privileged to see close up, the work and challenges faced by Ingham County Animal Control and those other programs directly and indirectly impacted by that department such as the Jail trustee program etc. as a long-time resident and volunteer in Ingham County. I appreciated the opportunity to observe the most recent Law and Courts Meeting last week. I was able to personally thank, Mr. Neilsen for his follow up on the recent foster puppy Peanut situation over the past few weeks. And as a result of that incident and others like it, I hope to support and contribute to the development of cost efficient sustainable veterinary care to the extent that animals under the care and control of ICAC are not jeopardized and is in accordance with State and Local laws.

Because this is such an important issue whether one is concerned about the sheltering or lawful provision of care, I'm sending this note to obtain further information to help prepare for an endorsement at the next meeting and express my recommendations. I am fully willing to be disagreed with or disliked because I would rather have that outcome than apathy or disengagement. In my opinion, allowance such as this to be heard, is one of the things that makes being an American a blessing.

I had hoped to hear information that would give me objective data for a thoughtful endorsement of additional funding to support more hours for needed in house Veterinary care. I was a few minutes late so I may have missed the entire cost benefit portion of the proposal.

OBJECTIVE (my interpretation from the presentations)

To obtain substantial increased funding (I didn't receive a handout of the spreadsheet with the breakdown of costs) to allow for a full time shelter Veterinarian and licensed Veterinary Technician.

Stated Benefits per the staff requesting this funding:

- A. Would permit animals to more quickly leave the shelter because the sooner they are spayed or neutered, the sooner they can leave.
- B. The program would be self- sustaining due to increased adoptions and related fees.
- C. It would free up time for Kennel Staff to focus exclusively on cleaning the shelter. The acting Director said, "All they would be doing is cleaning".
- D. It would reduce costs spent on community based/private sector Veterinary Care.
- E. It would free up time for the Shelter Veterinarian to adequately supervise the 3.5 FTE kennel staff.
- F. Since the current Shelter Veterinarian is paid for 21 hours per week and the presenters stated she spends 90% of her time spaying and neutering animals, increasing her hours to full time would allow her to train staff, educate the community, maintain records, diagnose diseases and even help other departments. There was also mention of the personal benefit to the current shelter Veterinarian who stated she puts her license on the line daily under these current conditions, her role as animal advocate for cruelty and abuse cases and student loans she is paying on. Increasing her hours and pay would also allow her to mitigate those personal concerns.

Questions raised by the members of the Committee:

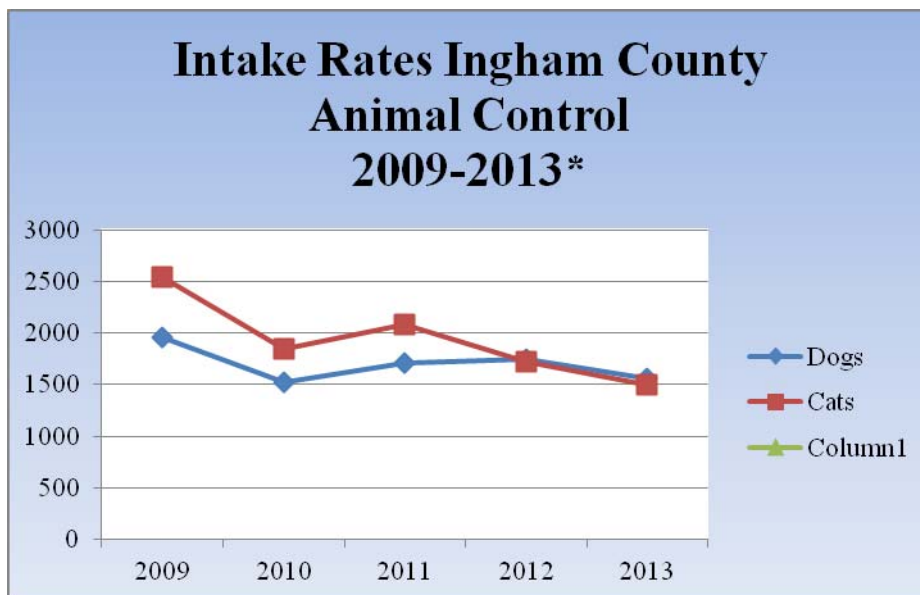
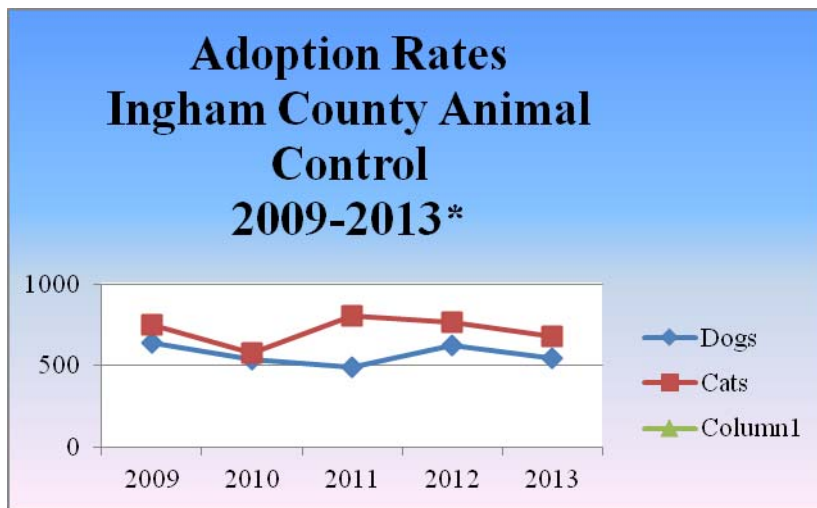
- A. How much money of the adoption fee goes towards the cost of spay neuter? The response was \$135 (There were several fees stated so my recollection of \$135 could be wrong) for young dogs and less for older and senior dogs.
- B. Could Ingham County Animal Control work with MSU VTH including working with Veterinary Students and Student Technicians? The response wasn't audible to me.
- C. Is the role of ICAC really that of sheltering and care one might expect from a Humane Society vs. a municipal department that is there to protect the public from dangerous dogs etc.?
- D. What are the hourly wages for Kennel Staff? The response was \$16 per hour.

Questions I have that would greatly help support an endorsement of the proposal.

1. How were Veterinary services paid for and provided previous to this current arrangement? In the years I've been involved, I've volunteered under at least 5 previous Veterinarians. Some were contracted by the county to come from their private practices on site and were on call as needed. Others were hired as Ingham County employees which included benefits and paid holidays. Below is a link to the resolutions listing some of the previous arrangements and costs.

<http://bc.ingham.org/MeetingInformation/Resolutions/Resolutions/tabid/2220/articleType/CategoryView/categoryId/2/Animal-Control.aspx>

2. Since there are significantly less animals coming in since 2009 and until the last 8 months or so, more adoptions yearly, one may conclude that the work load may be getting less, yet the need is for more on site Veterinary care. What accounts for the increased need with the decreased number of animals? It is also noted that ICAC no longer takes in wildlife which was a significant burden to the staff. See chart below. Stats are from the Department of Agriculture Shelter Reports 2009-2013



3. What other no or low cost solutions have been explored, identified and/or tried? What fees or discounts are private business owners giving or willing to give to ICAC animals? When MSU VTH assigned Professor Valerie Chadwick DVM to ICAC, the fees paid to MSU were less than half of the current part time salary and wages and offered no benefits, but in addition to in house Veterinary care and procedures, she conducted routine spay neuter events to also train and benefit entire classes of Veterinary Students including use of MSU VTH operating rooms and supplies. She also engaged the community by allowing and encouraging volunteer help which allowed volunteers young and old to learn from an expert skills such as sanitation procedures, intake and discharge processes. To me this brings community value to include young people that may then pursue a career in animal care because of their positive experience. She also had Veterinary Students at ICAC weekly where they not only benefitted from the speed of her diagnosing and treating a variety of animals and conditions, but the quantity of animals treated was substantial. The students were not paid by ICAC for their services but gained invaluable experience. For several years, ICAC had a licensed experienced Veterinary Technician, Debra Kaufman, provide the highest quality Vet Tech care 10-30 hours per week at no cost to ICAC. She had over 15 years of experience at MSU VTH and many contacts to bring in extra support as needed. Is it possible to find out from generous community donors like her, why she no longer volunteers her desperately needed services to ICAC and what she would recommend to recruit or engage her or others like her?
4. Has there been any consideration to outsourcing the routine spay neuter services so the Shelter Veterinarian can use the 21 hours to more efficiently and effectively provide evaluation and treatment to resident and foster animals where continuity of care is paramount? It seems as though the current Veterinarian has less than 10% of her time (2 hours total per week) to devote to supervision of staff and the medical needs of all resident and foster animals which then must be denied care or outsourced if care is to be provided outside of her 2 hour availability per week.
5. What amount of veterinary and basic care is covered by ICAC Foster Parents that do not request or expect reimbursement from the ICAC? I would argue that the savings to the County by continuing and building a vibrant foster care program probably saves tens of thousands of dollars per year. I, for example, did not ask for or expect any reimbursement for the money I spent getting emergency care and treatment for Foster Puppy Peanut. As another example of the generous community support for animals in the custody of ICAC, there is a foster family that has been fostering two dogs that are high needs due to age, chronic illness and deafness. The foster parents, both US Veterans, spend \$80 per month on needed medications, \$40 per month on flea and heartworm preventative, \$110 per year on Veterinary Care and all food. They have been fostering these dogs for close to a year. They do not ask for reimbursement or expect reimbursement. The question remains, what external comparable sources of funding have we tapped into and used? Can we expand our foster care program so more animals are with citizens that have the will and means to cover their living and/or medical expenses?

6. What programs or policies have been explored to further decrease the intake and subsequent costs of housing and caring for resident animals? How many animals are not returned to their owners because of the comparably high redemption fines and fees charged by ICAC ? As a long-time volunteer at ICAC and networking with other organizations, I learned about the positive and cost saving impact lost and found programs can have on shelter intakes and the perception of shelters. ICAC was not able to endorse a lost and found page or program so I personally developed a no cost portal to help people in our community. The success has been overwhelming and frankly unexpected. However, people do report back to us the outcome of their lost pet experience and we routinely have people tell us they could not afford to get their pet out of ICAC. Sometimes their pet is euthanized, sometimes not. To date, we have not had complaints to us from people stating they could not afford to get their pet out of the other two municipal shelters in our area. I believe people have a responsibility to license and pay for the care someone else provides via a shelter when their pet is lost, however, when comparing fees, fines and special fees, the other administrators in our Lost and Found group can appreciate why people end up surrendering their pet entirely due to the inability to come up with \$200-\$600. Included are some charts of the fees for ICAC and other local shelters as well as shelters in comparable populations in Michigan.

**Ingham County Animal Control
Redemption Fees**

	1 st Offense	2 nd Offense	3 rd Offense
Redemption Fee	\$30.00	\$49.00	\$100.00
Daily Boarding Fee ¹	\$30.00	\$30.00	\$ 30.00
Daily Boarding Fee if dangerous ²	\$70.00	\$70.00	\$ 70.00
Un-Sterilized ³	\$78.00 Deposit	\$78.00 Deposit	\$78.00 Deposit
After Hours Fee ⁴	\$30.00	\$30.00	\$30.00
Vaccination Fee ⁵	\$10.00	\$10.00	\$10.00
Rabies Vaccination Fee ⁶	\$15.00	\$15.00	\$15.00
Delinquent License Fee ⁶	Unfixed: \$165.00 Fixed: \$ 45.00	Unfixed: \$165.00 Fixed: \$ 45.00	Unfixed: \$165.00 Fixed: \$ 45.00

¹ If not claimed by the next day.
² Refunded upon proof of sterilization|
³ If impounded during non-business hours
⁴ Refunded if proof of previous up to date vaccination is provided
⁵ Refunded if proof of previous up to date vaccination is provided
⁶ If you do not have a current valid dog license in Ingham County

**Eaton County Animal Control
Redemption Fees ***

	1 st Offense	2 nd Offense	3 rd Offense
Redemption Fee	\$30.00	\$30.00	\$50.00
Daily Boarding Fee 1 st Day	\$ 5.00	\$ 5.00	\$ 5.00
Daily Boarding Fee after 1 st Day	\$ 4.00	\$ 4.00	\$ 4.00
After Hours Fee ¹	\$0.00	\$0.00	\$0.00
Normal License Fee	Unfixed: \$15.00 Fixed: \$10.00		
Late License Fee	Unfixed: \$30.00 Fixed: \$30.00	Unfixed: \$30.00 Fixed: \$30.00	Unfixed: \$30.00 Fixed: \$30.00

* Taken from the ECAC web site.
<http://www.eatoncounty.org/departments/animal-control>

Fees Schedule

Macomb County AC

Fees are effective January 1, 2013 through December 31, 2014

Initial Impound	\$30.00
- Dog	
- 1st Offence	\$30.00
- 2nd Offence	\$50.00
- 3rd Offence	\$100.00
- Cat	\$30.00
- Livestock	\$100.00
- Livestock hauler fee	\$200.00
Board Fee - Daily rate	\$25.00

7. If the proposal was accepted and allowed for the Kennel Care staff to exclusively do cleaning, what tasks would the no cost Trustee labor encumber? That is assuming ICAC isn't charged for the labor. I believe the skill and consistency of Trustee Labor varies, however, I'm also aware of past trustees that were so committed to the welfare of the animals that they made soft comfortable beds with hospital corners for some elderly pets. This particular Trustee was an RN. In order to make a point, I must make a personal disclosure. I have worked with individuals that have chronic severe mental illness, developmental disabilities, various types of criminal records including NGRI (Not Guilty by Reason of Insanity) in inpatient, outpatient and vocational programs. Opportunity to rehabilitate and/or teach marketable skills to the trustee population while at the same time getting needed tasks done at the shelter is possible, cost saving and beneficial. It does require oversight, clear and consistent rules/policies and mutual respect. In that same vein, is it possible for ICAC to develop a residential dog training program at the House of Commons across the street that models other corrections based dog training and rehabilitation programs. Most of those programs are self-sustaining and revenue building.
8. How much per adoption fee goes towards spay neuter costs? What budget does the spay neuter fees come out of to cover the free cat adoptions that are weekly and thankfully very successful? I have a personal bias that nothing in life is free or should be free especially in the exchange of goods, services or animals. Has there been any thought to continue the 'Free Cat' specials but at least ask people to donate goods or services as good will and responsible citizenship? That could result in additional food or volunteers rather than a simple handout of a cat or kitten that (according to the rationale for getting more pets adopted and hence compensation for the spay neuter costs) is costing the shelter in non-compensated Veterinary fees. If Veterinary fees the County currently pays are double what they used to be for the shelter Veterinarian to provide care, for those few animals that are waiting for the surgery but have an adopter waiting, could ICAC restore the spay neuter deposit as an alternative to holding the animal for days or weeks, particularly when an adoptive home is ready and able to take the pet?

After hearing about the conditions the current shelter Veterinarian is working under just trying to provide care to the entire shelter animal population in two hours per week, is justification enough to immediately warrant additional hours or help. However, listening to the issues raised, the problem is much larger than adding some hours and the solutions may be more complex and at the same time perhaps a little less costly than the current proposal. Adequate and appropriate funding is one part of the solution, however, building a sustainable program that includes community members, local businesses that have shown to be invested in the well-being of our shelter and the shelter animals is critical and possible with leadership that builds mutually beneficial relationships. The recent experience we had fostering Peanut further illustrates the need to allow for the Veterinarian to have time to notice, examine and treat an animal in such dire condition. I do not know what medical care if any was provided to her during the weeks prior, where she was under the direct supervision of the shelter as part of a legal case. What I do know, is that I was told I did not have permission to have her seen by a Veterinarian even if I paid and even though she was suffering. I'm still not sure what to call that. But that experience

tells me all is not well at Ingham County Animal Control and that money alone may not fill the gap of needed, legally mandated humane care. The cost effective sustainable health of ICAC depends on everyone and based on inclusion in my opinion.

Again, I appreciate the time so many of you have given to the Peanut situation and related concerns pertaining to Ingham County Animal Control. I also appreciate those of you that have acknowledged the problems and have begun making decisions and taking action towards fixing the past mistakes and building a better future for all. I look forward to getting further information to allow me to give a thoughtful and substantive endorsement of the proposal.

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