

CHAIRPERSON  
BRIAN McGRAIN

VICE-CHAIRPERSON  
KARA HOPE

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

LAW AND COURTS COMMITTEE  
PENELOPE TSERNOGLOU, CHAIR  
BRYAN CRENSHAW  
CAROL KOENIG  
VICTOR CELENTINO  
DEB NOLAN  
KARA HOPE  
RANDY SCHAFFER

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

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

THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, APRIL 16, 2015  
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 [April 2, 2015](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Law & Courts Committee - Jury Board Interviews
2. Animal Control - Resolution to Authorize an Animal Control Emergency Overcrowding Declaration Policy and to Provide for a Reduced Fee Schedule to Reduce Animal [Adoption Fees](#) as Required by the Population within the Animal Shelter
3. Community Mental Health Authority of Clinton, Eaton and Ingham Counties - Resolution Authorizing Ingham County to Enter into the Ingham County [Jail Diversion Interagency Agreement](#)
4. Circuit Court / Family Division
  - a. Resolution Honoring [Nancy Guill](#)
  - b. Resolution to Authorize Funds for a [Replacement Vehicle](#) for the Ingham County Family Center
5. Prosecuting Attorney's Office - Resolution to Authorize Three Year Contracts for [Westlaw Electronic Law Library and Clear Access](#) for Various Ingham County Departments, Offices and Courts
6. Controller's Office - Discussion: Resolution Updating Various [Fees](#) for County Services

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](http://www.ingham.org).

LAW & COURTS COMMITTEE

April 2, 2015

Draft Minutes

Members Present: Tsernoglou, Crenshaw, Koenig (arrived at 6:14 p.m.), Celentino, Nolan, Schafer and Hope

Members Absent: None

Others Present: John Neilsen, Sheriff Gene Wriggelsworth, Rick Terrill, Lance Langdon, Andy Seltz, Anne Burns, Ryan Williams, Brent Williams, Dan Robinson, Nick Scarpone, Samantha Beckley, Jennifer Shuster and Robin Stites

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

Approval of the March 12, 2015 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE THE MINUTES OF THE MARCH 12, 2015 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Substitution

6. Controller's Office
  - a. Resolution Authorizing Adjustments to the 2015 Ingham County Budget

Limited Public Comment

Randy Williams, who works at Michigan Public Safety Communication System (MPSCS), addressed the Committee. He voiced his concerns regarding the resolution authorizing a contract for 9-1-1 public safety radio communications consulting services with Brent Williams.

Dan Robinson, MPSCS, addressed the Committee. He voiced his opinion regarding the resolution and stated that he would like to see this project go through a full request for proposal (RFP) process that all vendors could bid on impartially.

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

1. Animal Control
  - e. Resolution of Appreciation to the Ingham County Animal Control Officers During National Animal Control Officer Appreciation Week April 12-18, 2015

2. District Court - Resolution Approving the Appointment of Susan Adams Attorney Magistrate of the 55<sup>th</sup> District Court
3. Law & Courts Committee - Resolution to Honor Sheriff Gene Wriggelsworth and the Ingham County Sheriff's Organization as Recipients of the 2015 Advancing Change Award
4. Sheriff's Office - Resolution to Name Sheriff's Office Training Room B the Deputy Grant Whitaker Training Room
5. 9-1-1 Center - Resolution of Appreciation to the Ingham County 9-1-1 Central Dispatch Center Telecommunicators during National Telecommunicators Week April 12-18, 2015
6. Controller's Office
  - a. Resolution Authorizing Adjustments to the 2015 Ingham County Budget

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Please note that later in the meeting, the Committee suspended the rules to allow Commissioner Koenig to vote. Commissioner Koenig voted in favor of the motion.

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

Please note that later in the meeting, the Committee suspended the rules to allow Commissioner Koenig to vote. Commissioner Koenig voted in favor of the motion.

6. Controller's Office
  - b. Resolution Authorizing a Contract for 9-1-1 Public Safety Radio Communications Consulting Services with Brent Williams - *Referred back to Law & Courts from the March 24, 2015 Board of Commissioners Meeting*

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT FOR 9-1-1 PUBLIC SAFETY RADIO COMMUNICATIONS CONSULTING SERVICES WITH BRENT WILLIAMS.

Brent Williams, a consultant, addressed the Committee.

Chairperson Tsernoglou stated that Mr. Williams would be hired to establish the pros and cons of a new public radio system if this resolution were to be approved, but that RFP would also go out.

John Neilsen, Chief Deputy Controller, disclosed that he served on the MPSCS Advisory Board in the past. Mr. Neilsen stated that he spoke with Mr. Williams in that the contracted services needed to be viewed as being independent and that Mr. Williams told him that he could be independent. Mr. Neilsen stated that the contract would be for \$3,200 in services that could take

up to 60 days to complete. He further said that Mr. Williams would serve as a resource and would not be making a recommendation, but rather pointing out pros and cons.

Mr. Williams stated that when he was approached by Mr. Neilsen and had initially hesitated to take on the contract because of his busy schedule, but agreed to do it because he was originally from Ingham County. He reiterated that he will not be making recommendations, but will be available as a resource by explaining the systems and what they would look like.

Commissioner Koenig arrived at 6:14 p.m.

Mr. Williams then explained his experience with radio systems throughout the county. He reviewed the history on consultant work in the county and how he has not made recommendations in the past.

Commissioner Nolan stated that she appreciates the work of the 9-1-1 Advisory Board, but she said that she is concerned about losing time and only looking at two vendor options.

Chairperson Tsernoglou asked Mr. Williams if he could do the work involved in the contract in 30 days instead of 60 days.

Mr. Williams said he would try his best to complete the work in 30 days, but again referred to his existing heavy workload.

Mr. Neilsen stated that the timeframe for this project is not critical and that the county can start working on an RFP.

Commissioner Celentino stated that he shares concerns with Commissioner Nolan and would be taking advisement from the 9-1-1 Advisory Board and Sheriff Gene Wriggelsworth. He also stated his concern regarding a contract with Mr. Williams resulting in other vendors being deterred from the RFP process. Commissioner Celentino asked Chairperson Tsernoglou about going to the RFP process now and follow up with services from Mr. Williams.

Commissioner Schafer stated that the 9-1-1 Advisory Board believed the county needed information from Mr. Williams in order to create the RFP. He stated that he would like Mr. Williams' opinion before the RFP process and follow what is laid in place.

Commissioner Nolan stated that she was concerned about liability with the contract given that the county would only receive pros and cons from two vendors.

Chairperson Tsernoglou asked Commissioner Nolan if she would like to table the resolution until an attorney can review the contract.

Commissioner Nolan stated she would be voting "no" on the resolution as it stands.

Discussion.

Chairperson Tsernoglou stated that the Committee could either move forward with the contract, send it back to the 9-1-1 Advisory Board, or table it to have legal concerns addressed.

Chairperson Tsernoglou asked for direction from the Committee.

Commissioner Celentino suggested obtaining legal counsel and sending the contract back to the 9-1-1 Advisory Board for further review.

Commissioner Schafer made a point of order and stated that a motion to approve the resolution was already made.

Discussion.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. NOLAN, TO SEND THIS RESOLUTION BACK TO THE 9-1-1 ADVISORY BOARD TO HAVE ADDITIONAL INFORMATION BE COLLECTED AND PRESENTED TO THE LAW & COURTS COMMITTEE AND TO HAVE THE COUNTY ATTORNEY REVIEW THIS RESOLUTION AS TO WHETHER HAVING ONLY HARRIS AND MICHIGAN PUBLIC SAFETY COMMUNICATIONS SYSTEM LISTED ON THE RESOLUTION WOULD BE PROBLEMATIC OR INCUR THE COUNTY LIABILITY.

Discussion.

Commissioner Schafer stated that the WHEREAS clauses were not binding. He further stated that the fourth WHEREAS clause that contemplated the two systems, as written, did not restrict Mr. Williams's contract to an analysis of only those two systems.

Discussion.

COMM. CRENSHAW WITHDREW HIS MOTION.

MOVED BY COMM. CRENSHAW TO SEND THIS RESOLUTION BACK TO THE 9-1-1 ADVISORY BOARD SO THAT A RECOMMENDATION COULD BE DEVELOPED ABOUT WHETHER AN RFP SHOULD BE ISSUED OR A CONSULTANT SHOULD BE HIRED AND TO HAVE THE COUNTY ATTORNEY REVIEW THIS RESOLUTION AS TO WHETHER HAVING ONLY HARRIS AND MICHIGAN PUBLIC SAFETY COMMUNICATIONS SYSTEM LISTED ON THE RESOLUTION WOULD BE PROBLEMATIC OR INCUR THE COUNTY LIABILITY.

Discussion.

Commissioner Schafer stated that he could not support the Commissioner Crenshaw's motion because Commissioner Schafer did not want to hold this project back with unnecessary delays.

Commissioner Celentino stated if we deleted the fourth WHEREAS clause, the scope of work could change.

COMM. CRENSHAW'S MOTION FAILED FOR LACK OF SUPPORT.

MOVED BY COMM. NOLAN TO AMEND THE RESOLUTION BY DELETING THE FOLLOWING CLAUSE:

~~WHEREAS, Brent Williams has been identified as an independent consultant with expertise and direct experience working with both the Harris Inc. EDACS trunked simulcast radio systems and Michigan Public Safety Communications System/ Motorola 800 MHz digital trunked radio system; and~~

Chairperson Tsernoglou asked whether deleting this clause would increase the cost and change the scope of work.

Discussion.

COMM. NOLAN WITHDREW HER MOTION.

Mr. Williams stated that he would do his best to stay within the \$3,200 contract price.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. KOENIG, TO AMEND THE RESOLUTION BY DELETING THE FOLLOWING CLAUSE AND TO HAVE THE SCOPE OF WORK RE-WRITTEN TO REFLECT THE CLAUSE'S DELETION:

~~WHEREAS, Brent Williams has been identified as an independent consultant with expertise and direct experience working with both the Harris Inc. EDACS trunked simulcast radio systems and Michigan Public Safety Communications System/ Motorola 800 MHz digital trunked radio system; and~~

This was considered a friendly amendment.

THE MOTION, AS AMENDED, MOTION CARRIED. **Yeas:** Tsernoglou, Crenshaw, Koenig, Celentino, Nolan and Schafer. **Nays:** None. **Absent:** None.

Commissioner Nolan asked that staff begin preparing the RFP.

Commissioner Koenig stated that Mr. Williams would be educating the commissioners so that a more coherent analysis and debate could be undertaken.

MOVED BY COMM. SCHAFFER, SUPPORTED BY COMM. CRENSHAW, TO SUSPEND THE RULES AND ALLOW COMM. KOENIG TO VOTE ON THE CONSENT AGENDA ITEMS FOR WHICH SHE WAS ABSENT.

THE MOTION CARRIED UNANIMOUSLY.

Commissioner Koenig stated that her vote was "yes" for the consent agenda items.

Sheriff Gene Wriggelsworth addressed the Committee regarding agenda item 6b. He stated that when the Harris system was purchased, it had been the high bid. Sheriff Wriggelsworth stated that an additional \$1 million had to be put into the system.

Discussion.

Commissioner Celentino left the meeting at 7:10 p.m.

1. Animal Control

- a. Presentation by Hobbs+Black/NickScarpone on the Building Assessment of the Ingham County Annex Facility

Nick Scarpone, Hobbs+Black, gave a presentation regarding the building assessment of the Ingham County Annex Facility. He focused on the background of the project, site assessment, building assessment, project costs, and his recommendations.

There was a discussion regarding the possible cost of land.

Commissioner Crenshaw asked Mr. Scarpone to email the entire presentation to the Committee.

Chairperson Tsernoglou asked for direction at this point.

Mr. Neilsen stated that this project, which began in 2013, was delayed until the new Animal Control Director in place. He further stated that this project was specific to the Ingham County Annex facility in Mason so we scheduled this tonight's meeting with Hobbs+Black to wrap up that portion of the project.

Mr. Neilsen stated that by way of example, to finance this proposed project, the Committee would be looking at a \$6.2 million general obligation bond with annual payments over 20 years at about \$437,000 per year with an interest rate of 3.5%. He asked the Committee if it would like to give direction to staff to move forward to begin the project by looking for a suitable site (land) and then come back to the Committee with details. Mr. Neilsen confirmed with Rick Terrill, Facilities Director, that there would be no cost involved to obtain the services of a commercial real estate broker until there was a purchase of land.

There was a discussion regarding potential land options.

Commissioner Koenig left the meeting at 7:29 p.m.

Andy Seltz, Animal Control Director, addressed to Committee. He emphasized that he would like to see a larger building to meet the needs of the growing program. Mr. Seltz stated that he does not foresee the necessity of added staff with a bigger building, but that the program relied heavily on volunteers.

Chairperson Tsernoglou stated she would like to see the building constructed in a higher-populated area of the county.

b. Director's Report

Mr. Seltz addressed the Committee again. He gave an overview of updates in the Animal Control Department. Mr. Seltz highlighted personnel changes in the department, a new blog, adoption fees, a partnership with the Michigan Humane Society, recent situations with animals, vaccination clinics, events and statistics at the shelter.

Commissioner Crenshaw asked Mr. Seltz for a comparison of statistics from previous months to compare with the recent ones in his next report to the Committee.

Chairperson Tsernoglou stated that during the budget process, the Board could look to Mr. Seltz for recommendations on fees associated with the Animal Control Department.

c. Overview of Temperament Tests on Animals

Samantha Beckley, Animal Control Department, addressed the Committee. She went over the process of the temperament evaluation that take place at the shelter.

d. Overview of Upper Respiratory Illness by the Animal Control Veterinarian

Dr. Karen Worthington, Animal Control Veterinarian, was not present to address the Committee due to family reasons. Chairperson Tsernoglou stated that this presentation could be held at a Law & Courts Committee meeting next month.

Commissioner Crenshaw thanked Mr. Seltz for his work as the Animal Control Director so far.

Announcements

None.

Public Comment

Randy Williams addressed the Committee again. He expressed his gratitude for the Committee taking the time to discuss the resolution authorizing a contract for 9-1-1 public safety radio communications consulting services with Brent Williams. He then discussed sub-system integrations that were available as options for this potential project.

Adjournment

The meeting was adjourned at 8:04 p.m.



## APRIL 16, 2015 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

**The Chief Deputy Controller is recommending approval of the following resolutions and other actions of the Committee:**

1. Law & Courts Committee – Jury Board Interviews

This is a joint appointment by the BOC and the Circuit Court.

2. Animal Control - Resolution to Grant the Animal Control Director the Ability to Reduce Animal Adoption Fees as Required by the Population within the Animal Shelter

This resolution would authorize the Animal Control Director to declare an Animal Control Overcrowding Emergency when the Shelter equals or exceeds eighty percent of its capacity provided that the Director notifies the Chair of the Board and the County Controller that an Animal Control Overcrowding Emergency is in effect. A reduced fee schedule will be in effect during Animal Control Overcrowding Emergency declarations based upon Shelter capacity. The fees will return to previously prescribed pricing as capacity returns to below eighty percent. This would be another tool in the Animal Control Directors tool box to help reduce the problems associated with an overcrowded Animal Shelter.

It is anticipated that although there likely will be a reduction in the Departments adoption fee revenues (\$49,000 Budgeted in 2015) this would be offset by a higher level of animal care and a reduction in costs related to the care of animals at the shelter. (see attached communication)

3. Community Mental Health Authority of Clinton, Eaton and Ingham Counties - Resolution Authorizing Ingham County to Enter into the Ingham County Jail Diversion Interagency Agreement

This resolution would authorizes entering into an Jail Diversion interagency agreement under 2014 PA 28, being MCL 330.1207a, to establish a collaborative program to provide mental health treatment and assistance, if permitted by law and considered appropriate, to persons with serious mental illness who are considered at risk as outlined by statute and the agreement. The County has been a party to a similar Jail Diversion interagency agreement for a number of years and this one has been updated to comport to the new statute. (see attached communication)

4. Circuit Court / Family Division
  - a. Resolution Honoring Nancy Guill

This resolution honors a long term County employee upon their retirement from the Court.

b. *Resolution to Authorize Funds for a Replacement Vehicle for the Ingham County Family Center*

This resolution authorizes the purchase of a new 2015 Dodge Grand Caravan replacement van at a cost not to exceed \$27,000, less the trade in value of a current 2008 Ford E-350, if the vehicle is mutually agreed by both parties to be included in this transaction. The vehicle will be purchased through the State purchasing contract. Funds are available in the van replacement reserve fund in the Family Division's budget. (see attached communication)

5. *Prosecuting Attorney's Office - Resolution to Authorize Three Year Contracts for Westlaw Electronic Law Library and Clear Access for Various Ingham County Departments, Offices and Courts*

This resolution will authorize three year renewals for Westlaw/CLEAR products that provide on line legal research and allows departments to locate individuals for the purposes of Child Support Enforcement and/or Collections. The products are used by the Ingham County Courts, the Prosecutor's Office and the Jail.

The LOFT group collectively looked at possible vendors to provide this service to determine the most cost effective and efficient way to obtain the service with balancing the needs of each individual department. After a review, the LOFT committee agreed that Westlaw provided the best service for on line research and CLEAR (A product offered by Westlaw) provided the best service for Child Support Enforcement and/or Collections.

The LOFT group negotiated a three year renewal contract that expanded our licenses from 42 to 63 and gave the Probate Court access to the CLEAR product. The costs include a minimal increase for the first year with the contracts to increase by 3% each year for the last two years of the contract.

Funds for these contracts are anticipated and within the departments 2015 budgets and in the LOFT fund. (see attached memo for details)

6. *Controller's Office – Discussion: Resolution Updating Various Fees for County Services*

The Controller's Office annually prepares for BOC review, details about proposed fee adjustments for the upcoming budget process. This year's review has been completed and some adjustments are being presented to the Board of Commissioners for their future consideration. This information is being presented at the current round of committee meetings as a discussion item for input from the BOC. A resolution recommending any fee increases will be presented at the next round of meetings for adoption. A draft version for discussion is included in this packet. (see attached memo for details)

INGHAM COUNTY ANIMAL CONTROL MEMORANDUM

TO: Finance and Law & Courts Committees

FROM: Andrew Seltz, Director

DATE: April 9, 2015

CC: John Neilsen, Chief Deputy Controller

RE: Request for Resolution to Authorize an Animal Control Emergency Overcrowding Declaration Policy and to provide for a reduced fee schedule to reduce animal adoption fees as required by the population within the Animal Shelter.

The Ingham County Animal Control Department (ICAC) adoption fees are established and reviewed by the Board of Commissioners. As the Department is an open admission animal shelter, animal population can exceed healthy limits within a matter of days for no apparent reason. ICAC experiences sharp increases in its animal population during the spring and summer months due to animal breeding seasons and the increased outdoor activity of our citizens. The Department strives to maintain a high level of care for those animals within our facility as well as providing every animal the opportunity to find a new home via adoption activities.

Although current adoption pricing allows for steady adoptions to be facilitated, an alternative pricing schedule to reduce adoption prices based upon excessive animal shelter population would help to facilitate additional adoptions. The additional adoptions would, in turn, decrease the expenditure of resources being utilized on the health, care and potential euthanasia of animals in the care of the animal shelter. As shelter capacity stabilizes, fees would return back to prescribed levels.

Any declaration of an overcrowding emergency would be reported to the Board Chair and the Controller prior to activating an alternate pricing schedule. In turn, the Board Chair and Controller would be contacted upon the stabilization of the animal shelter population. It is anticipated that the greatest need for this program would be in the late spring thru late summer time frame. Historically, the fall and winter time frames are times of lower shelter populations.

Additionally, discrepancies in pricing pertaining to dogs and cats exist due to existing trends in adoption rates within those species. Cats have proven to be more challenging to place in permanent homes than dogs thus the deeper discounts for cats over dogs.

The Board of Commissioners has previously taken on a venture similar to this request via the “Whisker Wednesday” program which provides for free cat and half price dog adoptions on every Wednesday. “Whisker Wednesday” was initially a pilot program but due to its success in raising the adoption rate in both cats and dogs along with the subsequent reduction in euthanasia of healthy and friendly animals, the Board of Commissioners instituted this program permanently.

Ingham County Citizens realize the value in lower animal adoption fees and frequently donate private funds to help offset mandated fees. The donated funding provided by citizens would be diverted to established funds such as the Animal Care Fund, Spay and Neuter Fund and the Anti-Cruelty Fund, all of which raise the quality of life for our animals and citizens without additional General Fund funding.

The Department currently realizes an annual budget of \$49,000 related to animal adoptions. As reductions in adoption fees may come in the form of 50%, 75% to completely waived, a specific loss in revenue cannot be identified due to the inconsistency of potential pricing decreases (The Department realized 1,293 adoptions in 2014). The Department is estimated to experience a loss estimated in between one quarter to one half of estimated revenue. Once again, the need to reduce adoption pricing would be dictated by unforeseen rises in animal population at the animal shelter.

The results of this potential action would be improved services to the citizens, a higher level of animal care, a reduction in costs related to the care of animals at the shelter and a reduction in the euthanasia of healthy and friendly animals, all of which contribute to the Quality of Life aspect of the strategic vision and plan implemented by the Board of Commissioners.

I thank you for your consideration regarding this matter.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN ANIMAL CONTROL EMERGENCY OVERCROWDING  
DECLARATION POLICY AND TO PROVIDE FOR A REDUCED FEE SCHEDULE TO  
REDUCE ANIMAL ADOPTION FEES AS REQUIRED BY THE POPULATION WITHIN  
THE ANIMAL SHELTER**

WHEREAS, the Board of Commissioners establishes fees related to the adoption of healthy and friendly animals from the Department of Animal Control; and

WHEREAS, the Department of Animal Control provided for 1,293 animal adoptions in 2014; and

WHEREAS, there are often unforeseen and unplanned influxes in the animal population at the animal shelter creating additional occurrences of illness, disease, and potentially death due to overcrowding; and

WHEREAS, the Board of Commissioners has previously enacted programs such as “Whisker Wednesdays” that provide for free cat and half price dog adoptions; and

WHEREAS, overcrowding in the animal shelter results in additional resources being utilized in the care and feeding of animals; and

WHEREAS, the Department of Animal Control strives to provide for the highest level of animal care and the reduction of healthy and friendly animal euthanasia; and

WHEREAS, offering reduced adoption rates would promote additional animal adoptions thus reducing the shelter population to manageable levels; and

WHEREAS, future donations received to reduce adoption prices would be utilized for animal care programs; and

WHEREAS, the Board of Commissioners have a set fee schedule pertaining to adoption fees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Animal Control Director to declare an Animal Control Overcrowding Emergency when the shelter capacity equals or exceeds eighty percent of capacity provided that the Director notifies the Chair of the Board and the County Controller that an Animal Control Overcrowding Emergency is in effect.

BE IT FURTHER RESOLVED, the following fee schedule shall take effect during Animal Control Overcrowding Emergency declarations based upon Shelter capacity and return to previously prescribed pricing as capacity returns to below eighty percent:

Cats

Shelter Capacity = 80%, Adoption Fees = 80% off

Shelter Capacity = 90%, Adoption Fees = 90% off

Shelter Capacity = 100%, Adoption Fees = Waived

Dogs

Shelter Capacity = 80%, Adoption Fees = 50% off

Shelter Capacity = 90%, Adoption Fees = 75% off

Shelter Capacity = 100%, Adoption Fees = Waived

BE IT FURTHER RESOLVED, that the Controller/Administrator's Office is authorized to make any necessary budget adjustments consistent with this resolution.

### Agenda Item 3

TO: Law & Courts and Human Services Committees  
FROM: John L. Neilsen , Chief Deputy Controller  
DATE: April 3, 2015  
SUBJECT: Jail Diversion Interagency Agreement

Commissioners:

Attached you will find a resolution which approves a Jail Diversion Interagency Agreement as required by statute.

In 2014, the Legislature passed SB 558, codified at MCL 330.1207a. This statute requires each county to have a written interagency agreement in place by October 1, 2014 for a collaborative program to provide mental health treatment and assistance, if permitted by law and considered appropriate, to persons with serious mental illness who are considered at risk for entering the criminal justice system or being committed to the Department of Corrections, or at risk for not receiving mental health treatment services during incarceration in a county jail or upon release.

Community Mental Health of Clinton, Eaton and Ingham has had a standing agreement with Ingham County for many years. The above statute required the current agreement to be revised. The statute required that the interagency agreement include a minimum of six (6) parties, including the Sheriff, Prosecutor, CMH, County Board of Commissioners, a District Court Judge, and a Circuit Court Judge. The statute also required that the interagency agreement must contain provisions covering 14 enumerated items set forth at MCL 330.1207a(3)(a) through (n). All involved parties have been working since September, 2014 to insure that the agreement was inclusive of the specialty courts and the specific needs of each agency.

I recommend your approval.

Introduced by the Law & Courts and Human Services Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING INGHAM COUNTY TO ENTER INTO  
THE INGHAM COUNTY JAIL DIVERSION INTERAGENCY AGREEMENT**

WHEREAS, Ingham County has participated in a Jail Diversion Interagency Agreement for a number of years;  
and

WHEREAS, the intention of Jail Diversion is, whenever appropriate, to assist in the diversion to alternative services of those persons with severe and persistent mental illness (SPMI), serious emotional disturbance or developmental disabilities who have been accused of or who have committed misdemeanors and non-violent felonies; and

WHEREAS, the Jail Diversion Interagency Group made up of representatives of Ingham County and between the Community Mental Health Authority of Clinton, Eaton and Ingham Counties (hereinafter referred to as the "Authority") and its contract agencies, to the extent of their respective contractual obligations to the Authority, the County of Ingham, the Ingham County Sheriff's Office, the Ingham County Prosecutor's Office, the Chief Judge of the 55th District Court, and the Chief Judge of the 30th Circuit Court; and

WHEREAS, the Authority will develop Jail Diversion services consistent with Section 207a of the Michigan Mental Health Code in cooperation with representatives of the local law enforcement agencies and the Courts;  
and

WHEREAS, the parties mutually agree to cooperate in planning, program development, and service delivery;  
and

WHEREAS, the Jail Diversion Interagency Group is requesting Ingham County enter into an interagency agreement effective October 1, 2014.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a Jail Diversion Interagency Agreement under 2014 PA 28, being MCL 330.1207a, to establish a collaborative program to provide mental health treatment and assistance, if permitted by law and considered appropriate, to persons with serious mental illness who are considered at risk for one or more of the following: (a) entering the criminal justice system; (b) not receiving needed mental health treatment services during a period of incarceration in a county jail; (c) not receiving needed mental health treatment services upon release or discharge from incarceration in a county jail, or (d) being committed to the jurisdiction of the Department of Corrections.

BE IT FURTHER RESOLVED, that as a partner in this interagency agreement, Ingham County and the other parties agree to make the commitments listed in the attached agreement.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign this agreement after approval as to form by the County Attorney.



**JAIL DIVERSION  
INTERAGENCY SERVICE AGREEMENT**

between

**Community Mental Health Authority of Clinton-Eaton-Ingham Counties,  
Ingham County Sheriff's Office  
Ingham County Prosecutor's Office  
Chief Judge of 55th District Court  
Chief Judge of 30th Circuit Court  
Ingham County Board of Commissioners**

This Interagency Service Agreement for Jail Diversion is entered into effective October 1, 2014, between the Community Mental Health Authority of Clinton, Eaton and Ingham Counties (hereinafter referred to as the "Authority") and its contract agencies, to the extent of their respective contractual obligations to the Authority, the County of Ingham (hereinafter referred to as the "County"), the Ingham County Sheriff's Office (hereinafter referred to as the "Sheriff"), the Ingham County Prosecutor's office (hereinafter referred to as the "Prosecutor"), the Chief Judge of the 55th District Court (hereinafter referred to as "Chief District Judge") and the Chief Judge of the 30th Circuit Court (hereinafter referred to as "Chief Circuit Judge"). The parties agree as follows:

**PURPOSE**

This Interagency Agreement is entered into under 2014 PA 28, being MCL 330.1207a, to establish a collaborative program to provide mental health treatment and assistance, if permitted by law and considered appropriate, to persons with serious mental illness who are considered at risk for one or more of the following: (a) entering the criminal justice system; (b) not receiving needed mental health treatment services during a period of incarceration in a county jail; (c) not receiving needed mental health treatment services upon release or discharge from incarceration in a county jail, or (d) being committed to the jurisdiction of the Department of Corrections.

This Agreement is designed 1) to maximize jail diversion efforts ensuring that persons coming in contact with the Sheriff and Prosecutor receive appropriate and necessary mental health services; 2) to assist the Sheriff and Prosecutor in assessing and evaluating inmates and subjects in order to provide better medical and custodial care as prescribed by law; 3) to coordinate services to county residents increasing quality, speed of delivery and cost effectiveness; and 4) to maximize humane treatment of mentally ill citizens in the least restrictive environment possible and 5) to make information on Jail Diversion available to citizens, family members and other stakeholders.

The intention of Jail Diversion is, whenever appropriate, to assist in the diversion to alternative services of those persons with severe and persistent mental illness (SPMI), serious emotional disturbance or developmental disabilities who have been accused of or who have committed misdemeanors and non-violent felonies. The Authority will develop Jail Diversion services consistent with Section 207a of the Michigan Mental Health Code in cooperation with representatives of the local law enforcement agencies and the Courts. The parties mutually agree to cooperate in planning, program development and service delivery.

The Authority will monitor Quality Improvement initiatives, as identified by all parties involved by sampling specific markers submitted by Authority employees via a computer based form. Data and other pertinent exchange of ideas occur in quarterly Jail Diversion meetings.

## **GENERAL PROVISIONS**

### **The Authority, County, Sheriff and Prosecutor each agree to these General Provisions:**

1. Work cooperatively to divert persons with serious mental illness, serious emotional disturbance or developmental disability from possible jail incarceration when appropriate.
2. Promote and foster public awareness of Jail Diversion Services.
3. Make informational materials available regarding Jail Diversion services, and to make available for use and distribution informational materials on each other's services as they relate to mental health problems and service needs.
4. Provide training to the staff of the parties to this Agreement as needed.
5. Exchange relevant case information where there is a need to know, pursuant to all statutory requirements of confidentiality, including the Health Insurance Portability and Accountability Act of 1996.
  - A) In receiving, storing, processing or otherwise dealing with any information from the other agency/program about clients in the other agency/program, it is fully bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Client Records (P.A.258 of 1974, Section 748(3); P.A. 368 of 1978; 42 CFR Part 2; 45 CFR Parts 160 and 164; P.A. Act 488 of 1989) and the provisions of the Health Insurance Portability and Accountability Act of 1996; PL 104-191, as amended.
  - A) They will undertake to resist in judicial proceedings any effort to obtain access to information pertaining to clients otherwise than as expressly provided for in the federal confidentiality regulations (P.A. 258 of 1974, Section 748 (3); P.A. 368 of 1978; 42 CFR part 2; 45 CFR Parts 160 and 164; P.A. Act 488 of 1989; and P.L 104-191, as amended).
6. Participate in a review of the combined Jail Diversion efforts initiated under this Agreement.
7. Forensic services are not provided under the terms of this Agreement.
8. Case Management services are not provided under the terms of this Agreement.
9. This Agreement is effective October 1, 2014, and shall remain in effect until terminated by any party with 60 days written notice to other parties.
10. The parties to this Agreement, as required by law shall not discriminate against an employee, applicant for employment, or recipient of services under this Agreement, on account of race, color, religion, age, national origin, sex, sexual orientation, gender identity, disability, height, weight, marital status or political affiliation. Breach of this provision shall be a material breach of this Agreement.

### **The Authority further agrees to:**

1. Maintain emergency mental health services, by phone or in person seven days a week, twenty four hours per day.
2. Provide diagnosis and screening of individuals referred for psychiatric inpatient admission.

3. Provide screening and assistance in regard to the petition process for individuals in need of involuntary hospital admission.
4. Provide jail-based treatment services to individuals referred by the Sheriff or Prosecutor who meet standards of service eligibility and/or medical necessity. Jail-based treatment services are deemed completed when 1) the individual's symptom(s) are stabilized and jail-based services are no longer needed; 2) the individual has been referred to a psychiatric inpatient facility; 3) the individual has been accepted into a Mental Health Court; or 4) the individual is no longer lodged in the jail.
5. Train officers and staff in the identification of mentally ill or developmentally disabled individuals and the community resources available for treating those individuals.
6. Provide direct day-to-day program administration of the Authority employees.

**The Sheriff further agrees to:**

1. Contact the Authority first for all requests for inpatient psychiatric hospitalization.
2. Participate to the extent appropriate in treatment planning and progress evaluation after referring an inmate to the Authority.
3. Refer inmates when mental health services may be necessary or advisable.
4. Allow the Authority Jail Diversion staff up to 48 hours to observe, monitor and complete a mental health assessment to determine eligibility for diversion.
5. Make medical records of referred inmates available to the Authority staff, Michigan Department of Community Health staff or third party insurance carriers, in accordance with applicable confidentiality laws or regulations.
6. Provide a private area for the Authority staff to meet with referred inmates.
7. Initiate petitions when an inmate meets criteria for involuntary hospitalization.
8. Transport an inmate to the Authority Crisis Services Department (formerly Emergency Services) or to an appropriate mental health facility as determined by the Authority when presented with a signed order for transport or a petition for admission and a physician's certificate.

**The Prosecutor further agrees to:**

1. Allow the Authority Jail Diversion staff up to 48 hours to observe, monitor and complete a mental health assessment to determine eligibility for diversion.
2. Consider recommendations from the Authority staff regarding the alternative disposition of charges or suspension of prosecution of individuals appropriate for diversion from jail.

**30<sup>th</sup> Circuit Specialty Mental Health Court agrees to:**

1. Any defendant who meets clinical definition for SPMI as defined by the DSM-V will be screened to ensure access to all eligible services.

2. The court will have defendants who report any history of involvement with the Authority to sign Release of Information (ROI) forms to determine utilization of services. Defendants will be interviewed by court staff to obtain data regarding the interplay of symptom management, service provision and criminal justice involvement. Relevant agencies will be notified of issues regarding access to services.
3. Review and administration will be conducted by the Mental Health Court Court Services Coordinator (MHCCSC).
4. The 30<sup>th</sup> Circuit Mental Health Court (MHC) will invite consumers, family members, advocates, professionals and other stakeholders to participate on an advisory committee that will meet bimonthly and provide guidance for the court to work collaboratively in providing mental health treatment and assistance to persons who meet the guidelines for program eligibility.
5. The court will evaluate referrals from all sources including but not limited to the jail, defense attorneys, family members, treatment providers, pre-trial services and the media regarding defendants who have been charged with a felony and who may have a significant mental illness for eligibility in the Mental Health Court. Court staff will refer all defendants suspected of having a significant mental illness to obtain an assessment as soon as possible. Information from the assessment shall be considered as early as possible in the process of adjudication to ensure that appropriate services are obtained in a timely manner.
6. Court staff involvement begins with the filing of felony criminal charges with identification of persons that meet guidelines for program eligibility. The MHCCSC may receive referrals from defendants, family members, court staff and other concerned parties regarding persons in need of mental health treatment and assistance. Persons accepted into the Mental Health Court will be provided intensive supervision and guidance in working toward recovery through the development of an effective multi-disciplinary treatment plan. The goal of the MHC is for participants to become autonomous and independent in managing the symptoms of mental health and substance abuse to the degree that they are able to become productive members of the community. The MHC will rely on collaboration with other agencies including the Authority and the offices of the Sheriff and prosecuting attorney to fulfill this objective. The Authority will share records and staff, jail will allow referrals of potentially eligible participants and access to defendants, health department will share information regarding provision of medical services to inmates pursuant to a signed Release of Information.
7. MHCCSC will screen all referrals from all sources. Those meeting eligibility requirements for Jail Diversion or Mental Health Court services will be ordered an assessment. Those with significant and persistent mental illness will be provided programmatic information as appropriate.
8. Circuit Court will maintain minimum data set information for all individuals referred for review by court officials. Information will include demographic information on defendant/participant, referral source, mental health history, criminal history and case disposition. The time between referral and assessment will be recorded.
9. The Sheriff will allow MHCCSC access to inmates in the jail who have been identified as being in need of mental health services, eligible for Jail Diversion or Mental Health Court for the purpose of obtaining data and evaluation for program eligibility. Case files for participants in the MHC will be maintained in non-public records.
10. The Circuit Court will receive and maintain information regarding mental health concerns from the jail.

11. The 30<sup>th</sup> Circuit Court will provide coordination of treatment services to individuals who have been charged with felony offenses and have a significant history of mental illness which includes an Axis I diagnosis and a history of admission to an inpatient psychiatric program through the Mental Health Court. Participation in the program is completely voluntary. Individuals who agree to participate in the program by pleading guilty to the charges will work through a program consisting of three phases. Successful completion will take from 18 to 24 months during which time the successful participant will demonstrate compliance with the treatment plan, abstinence from the use of alcohol and controlled substances, independence in housing and significant progress toward an educational or vocational goal. All treatment decisions will be determined in a person centered manner to encourage the participant to become completely independent in managing the symptoms of illness by effectively communicating with treatment providers.
12. The Circuit Court will advocate for coordination of supports for individuals demonstrating a need for mental health services at all points of contact including provision of services to individuals in jail as well as in the community. Information on public and private mental health providers will be maintained for the purpose of educating defendants of available resources.
13. Crises in the jail will be referred to the Authority CATS Program staff. Crises in the community will be referred to the Authority Crisis Services Department.
14. The Circuit Court will prepare a public report on services provided and denied to those screened for participation in the MHC to be presented to the Ingham County Board of Commissioners.

**55<sup>th</sup> District Specialty Mental Health Court agrees to:**

1. Referrals for the 55<sup>th</sup> District Court Mental Health Court (55<sup>th</sup> DC MHC) will be accepted from all members of the criminal justice system, defendants, family members, and community stakeholders.
2. Upon referral for the 55<sup>th</sup> DC MHC, legal eligibility will be determined by the 55<sup>th</sup> DC MHC probation officer and clinical eligibility will be determined by the 55<sup>th</sup> DC MHC therapist.
3. Defendants found legally eligible will be referred for clinical eligibility determination as soon as possible and clinical eligibility will be determined within ten days of referral.
4. Persons accepted into the 55<sup>th</sup> DC MHC will be provided intensive supervision and guidance in working toward recovery through the development of an effective multi-disciplinary treatment plan. The 55<sup>th</sup> DC MHC will rely on collaboration with other agencies including the Authority and the Sheriff to fulfill this objective. The Authority will share records and staff; the Sheriff will refer potentially eligible participants, allow access to inmates, and support MHC participation for inmates; the Ingham County Health Department will share information regarding provision of medical services to inmates pursuant to a signed Release of Information.
5. The District Court will maintain a minimum data set for all individuals referred for review consistent with that required by the State Court Administrative Office for grant-funded programs.
6. Participation in the program is completely voluntary.
7. The 55<sup>th</sup> DC MHC will advocate for coordination of supports for individuals demonstrating a need for mental health services at all points of contact including provision of services to individuals in jail as well as in the community. Information on public and private mental health providers will be maintained for the purpose of educating defendants of available resources.

8. The 55th DC MHC will invite community stakeholders to participate on an advisory committee that will meet quarterly and provide guidance for the court to work collaboratively in providing mental health treatment and assistance to persons who meet the guidelines for program eligibility.
9. The 55<sup>th</sup> DC MHC will prepare a report on services provided and denied to those screened for participation in the MHC to be presented to the Ingham County Board of Commissioners.

**CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT**

The persons signing on behalf of the parties certify by their signatures that they are duly authorized to sign this Agreement on behalf of the parties, and that this Agreement has been authorized by the parties.

**IN WITNESS WHEREOF**, the authorized representatives of the parties have fully executed this Agreement effective on the day and the year first above written.

**Community Mental Health Authority of Clinton, Eaton and Ingham Counties**

\_\_\_\_\_  
Robert Sheehan, Executive Director \_\_\_\_\_  
Date

**Ingham County Sheriff**

\_\_\_\_\_  
Gene Wriggelsworth \_\_\_\_\_  
Date

**Ingham County Prosecutor**

\_\_\_\_\_  
Stuart J. Dunnings, III \_\_\_\_\_  
Date

**Ingham County Board of Commissioners**

\_\_\_\_\_  
Brian McGrain, Chairperson \_\_\_\_\_  
Date

**Chief Judge, District Court**

\_\_\_\_\_  
Hon. Thomas P. Boyd \_\_\_\_\_  
Date

**Chief Judge, Circuit Court**

\_\_\_\_\_  
Hon. Janelle Lawless \_\_\_\_\_  
Date

APPROVED AS TO FORM FOR  
COUNTY OF INGHAM  
COHL, STOKER & TOSKEY, P.C.

By: \_\_\_\_\_  
Timothy M. Perrone

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING NANCY GULL**

WHEREAS, Nancy Guill began her employment as Unit Secretary in 2004 at the Family Division of the Ingham County Circuit Court after retiring from the State of Michigan; and

WHEREAS, Nancy exemplifies the best in public service through her dedication and commitment to her job responsibilities and duties through her desire to address the needs of juveniles and their families; and

WHEREAS, Nancy has recently taken on additional responsibilities in her life and deserves to dedicate herself to those additional family responsibilities that she so willingly assumed; and

WHEREAS, Nancy's wealth of knowledge, energy, and helpful attitude will be greatly missed; and

WHEREAS, Nancy has dedicated a good portion of her life to the service of the residents of Michigan and Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Nancy Guill for her many years of dedicated service to the County of Ingham and for the contributions she has made to the Circuit Court, Family Division.

BE IT FURTHER RESOLVED, that the Board wishes her continued success in all of her future endeavors.

# MEMORANDUM

TO: Law and Courts and Finance Committees

FROM: Maureen Winslow

DATE: April 7, 2015

RE: **Request for Authorization to Purchase New Vehicle for Family Center**

This resolution requests authorization to purchase a new Dodge Grand Caravan for use at the Ingham County Family Center to transport juveniles to and from the Ingham Academy and Pride Evening Reporting Programs. This new vehicle would replace a 2008 Ford E-350 15 passenger van that is in need of costly transmission repair. The 15 passenger van cannot be used to transport juveniles to and from the Ingham Academy due to a state law prohibiting that size vehicle transporting youth to school environments, so it is only used to transport to and from the Pride Evening Reporting Program. By purchasing the new minivan, both programs can put it in the transport rotation.

Ingham County is able to receive 50% reimbursement from the State's Child Care Fund for mileage accrued by driving juveniles to and from community programs, when the program is part of the juvenile's treatment plan. The reimbursement funds are put in a reserve which is targeted for van replacement. Currently, this line item has \$84,546 available.

It is believed a new van would not exceed \$27,000 in cost. The Family Division would like to see an attempt made to trade in the 2008 Ford E-350 to offset the cost of a new vehicle. If a trade in is not feasible, the old van would go to the next Ingham County auction. If authorized, this vehicle will be purchased through the state government purchasing contract as previously done with the other Family Center vehicles.



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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE FUNDS FOR A REPLACEMENT VEHICLE  
FOR THE INGHAM COUNTY FAMILY CENTER**

WHEREAS, the Family Division has a fleet of nine vehicles to transport juveniles to and from Ingham Academy as well as the Pride Evening Reporting Program; and

WHEREAS, one of the nine vehicles, a 2008 Ford E-350, a 15 passenger van used specifically for the Pride Evening Reporting Program is in need of extensive transmission repair; and

WHEREAS, replacing the 2008 Ford E-350 with a 2015 Dodge Grand Caravan minivan would allow the vehicle to be used in both the Ingham Academy and Pride Evening Reporting Programs as state law prohibits transporting youth to and from a school environment using a 15 passenger van; and

WHEREAS, the Family Division's budget includes a line item for van replacement and the funds deposited in this reserve come from the Child Care Fund's reimbursement for each van's usage, transporting youth to and from community programs; and

WHEREAS, as of April 6, 2015, there is a balance of \$84,546 in the van replacement reserve portion of the Family Division's budget; and

WHEREAS, a request is made through this resolution to trade in the 2008 Ford E-350 van and purchase a new Dodge Grand Caravan minivan at a cost not to exceed \$27,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a new 2015 Dodge Grand Caravan replacement van at a cost not to exceed \$27,000, less the trade in value of a 2008 Ford E-350, if the vehicle is mutually agreed by both parties to be included in this transaction.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budgetary transfers from van replacement reserve in the 2015 Family Division Budget.

## Agenda Item 5

TO: Law & Courts and Finance Committees  
FROM: Lisa McCormick, Chief Assistant Prosecutor, LOFT Chairperson  
RE: Renewal of Westlaw and Clear Contracts  
DATE: April 7, 2015

This memo is on behalf of the LOFT committee which includes a representative from the Circuit Court, Friend of the Court, Probate Court, 55<sup>th</sup>, Sheriff, and Prosecutor's office.

Currently our Westlaw and Clear contracts are due to expire December 31, 2015. Our Westlaw representative retired at the end of 2014. When we were assigned our new Westlaw Representative it was brought to the attention after a review of our account that we were over our number of licenses which is currently 42. This would cause a substantial increase to our current contract. We were currently using 63 licenses which is an accurate reflection of the number of licenses we need county wide.

Due to this the LOFT group met and re-negotiated a three (3) year contract that covered the number of licenses that were needed county wide. We were also able to continue with our existing Westlaw plans and expanded our content to all users. The increase in the first year is a minimal .47 cents per month. The last two (2) years of the contract will increase by 3% each year. The proposed resolution outlines the costs for the life of the three (3) year contract. Probate court also added a Clear license.

Due to the reasons outlined, we are proposing a new three (3) year contact that would start June 1, 2015 through to May 31, 2018. Westlaw/Clear is the only vendor that can provide all the on line research that all the departments need so we believe this is the most effective way to proceed.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THREE YEAR CONTRACTS FOR WESTLAW ELECTRONIC LAW LIBRARY AND CLEAR ACCESS FOR VARIOUS INGHAM COUNTY DEPARTMENTS, OFFICES AND COURTS**

WHEREAS, various Ingham County criminal justice agencies utilize automated Law Library access through a vendor; and

WHEREAS, the LOFT – the Law and Order Fund for Technology: Sheriff, Prosecutor, 55<sup>th</sup> District, 30<sup>th</sup> Circuit and Probate Courts collectively looked at various vendors to provide this service to determine the most cost effective and efficient way to obtain this service; and

WHEREAS, the LOFT Committee recommended Westlaw/Clear as the best vendor to provide this service and entered into previous contracts with Westlaw/Clear; and

WHEREAS, the LOFT Committee recommends Westlaw/Clear again to provide this service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the LOFT Committee’s recommendation and authorizes three year contracts with Westlaw from June 1, 2015 through May 31, 2018 out of budgeted operational and LOFT Funds with the exception of Friend of the Court and Prosecuting Attorney’s Office Family Support which will be paid through the Title IV-D Cooperative Reimbursement Program Contract with State of Michigan as follows:

**WESTLAW:**

**YEAR 1:**

Circuit/Probate/FOC	2015/16	\$ 1115.95 a month * 12 = \$ 13,391.40
Prosecutor	2015/16	\$ 1334.13 a month * 12 = \$ 16,009.56
55 <sup>th</sup>	2015/16	\$ 263.20 a month * 12 = \$ 3,158.40
Sheriff	2015/16	\$ 332.00 a month * 12 = \$ 3,984.00
Total:	2015/16	\$ 3,045.28 a month
Total:	2015/16	\$ 36,543.36 a year

**YEAR 2:**

Circuit/Probate/FOC	2016/17	\$ 1149.42 a month *12 = \$13,793.04
Prosecutor	2016/17	\$ 1374.15 a month *12 = \$16,489.80
55 <sup>th</sup>	2016/17	\$ 271.09 a month *12 = \$3,253.08
Sheriff	2016/17	\$ 341.96 a month *12 = \$4,103.52
Total:	2016/17	\$ 3,136.62 a month
Total:	2016/17	\$ 37,639.44 a year

**YEAR 3:**

Circuit/Probate/FOC	2017/18	\$ 1183.90 a month * 12 = \$ 14,206.80
Prosecutor	2017/18	\$ 1415.37 a month * 12 = \$ 16,984.44
55 <sup>th</sup>	2017/18	\$ 279.22 a month * 12 = \$ 3,350.64
Sheriff	2017/18	\$ 352.22 a month * 12 = \$ 4,226.64
Total:	2017/18	\$ 3,230.71 a month
Total:	2017/18	\$ 38,768.52 a year

**CLEAR:**

**YEAR 1:**

Circuit Court	2015/2016	\$ 115.77 a month * 12 = \$ 1,389.24
55 <sup>th</sup>	2015/2016	\$ 115.77 a month * 12 = \$ 1,389.24
Probate	2015/2016	\$ 115.77 a month * 12 = \$ 1,389.24
Prosecutor	2015/2016	\$ 267.15 a month * 12 = \$ 3,205.80
FOC	2015/2016	\$ 380.70 a month * 12 = \$ 4,568.40
Total:	2015/2016	from LOFT a month \$ 347.31
Total:	2015/2016	from LOFT a year \$ 4,167.72
Total:	2015/2016	from Title IV-D Cooperative Reimbursement Program with State of MI – Prosecutor/FOC \$ 647.85
Total:	2015/2016	from Title IV-D Cooperative Reimbursement Program with State of MI – Prosecutor/FOC \$ 7,774.20

**YEAR 2:**

Circuit Court	2016/2017	\$ 119.24 a month * 12 = \$ 1,430.88
55 <sup>th</sup>	2016/2017	\$ 119.24 a month * 12 = \$ 1,430.88
Probate	2016/2017	\$ 119.24 a month * 12 = \$ 1,430.88
Prosecutor	2016/2017	\$ 275.16 a month * 12 = \$ 3,301.92
FOC	2016/2017	\$ 392.12 a month * 12 = \$ 4,705.44
Total:	2016/2017	from LOFT a month \$ 357.72
Total:	2016/2017	from LOFT a year \$ 4,292.64
Total:	2016/2017	from Title IV-D Cooperative Reimbursement Program with State of MI – Prosecutor/FOC \$ 667.28
Total:	2016/2017	from Title IV-D Cooperative Reimbursement Program with State of MI – Prosecutor/FOC \$ 8,007.36

**YEAR 3:**

Circuit Court	2017/2018	\$ 122.82 a month * 12 = \$ 1,473.84
55 <sup>th</sup>	2017/2018	\$ 122.82 a month * 12 = \$ 1,473.84
Probate	2017/2018	\$ 122.82 a month * 12 = \$ 1,473.84
Prosecutor	2017/2018	\$ 283.42 a month * 12 = \$ 3,401.04
FOC	2017/2018	\$ 403.88 a month * 12 = \$ 4,846.56
Total:	2017/2018	from LOFT a month \$ 368.46
Total:	2017/2018	from LOFT \$ a year \$ 4,421.52
Total:	2017/2018	from Title IV-D Cooperative Reimbursement Program with State of MI – Prosecutor/FOC \$ 687.30
Total:	2017/2018	from Title IV-D Cooperative Reimbursement Program with State of MI – Prosecutor/FOC \$ 8,247.60

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

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

MEMORANDUM

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller

DATE: April 3, 2015

SUBJECT: 2016 Update of County Fees

---

When the Board of Commissioners adopted Resolution #02-155, setting various fees for county services, the Controller's Office was directed to annually review the fees and to recommend adjustments. We have completed our review for fiscal year 2016 consistent with this standing directive and offer a few adjustments for your consideration. This information will appear as a discussion item on the current round of committee meetings. We anticipate presentation of a resolution at the next round of meetings to recommend increases to certain fees, addition of a few fees and some proposed eliminated fees. A draft version of the resolution is attached for your review and consideration.

Attached spreadsheets provide details of recommended fee adjustments to be effective for the Health Department and the Friend of the Court on October 1, 2015, park and zoo winter seasonal fees on November 1, 2015, and for all other departments on January 1, 2016. As noted in the fee schedule, seasonal fees will continue through March 31, 2016.

The first attachment (Attachment A) offers analysis of proposed fees for 2016. The annual average United States' consumer price index was used to do the calculation. This rate of 1.6% was also used by the State of Michigan for the inflation rate multiplier.

The following information is included for each fee:

1. Location of Service
2. Fee Description
3. The 2015 cost as calculated in last year's fee update process.
4. The 2016 cost, which was calculated by multiplying the 2015 cost by the consumer price index.
5. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution #02-155. For other fees added after the passage of Resolution #02-155, in most cases, it was assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.

6. The 2016 calculated fee is based on the 2016 cost multiplied by the target percent.
7. Although many fees were proposed to remain unchanged in 2016, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount and, in the case of some larger fees, rounded to the lower \$5 or \$10 increment. In some cases the cost multiplied by the target percent is much greater than the current fee, so only an incremental increase was proposed in anticipation of further upward adjustments over several years. Fees that are proposed to increase are presented in **bold type**.
8. Units. This variable was used to calculate anticipated revenue generated by a proposed fee. Initial information was provided in the Maximus study, and in some cases has been updated by the departments.
9. Department/Controller Recommendation. Department heads agreed with the initial proposed fees in most cases. Where there was disagreement, the department head was asked to provide supporting information such as a memorandum of explanation. In all such cases, the Controller ultimately agreed with recommendations of the department head as follows:
  - a. CS: The Clerk's Office would like to maintain the 2015 rate for the Marriage Solemnize fee (line 10) in recognition of a significant increase a few years ago. The Clerk indicated that she charges the largest fee in the County already for marriages.
  - b. CS: The Parks Department would like to maintain their 2015 fees. They feel that the fees have been increased significantly over the past few years and would like the parks to be affordable. However, they would like to simplify the fee schedule by removing some fees and creating new fees in an effort to eliminate keeping track of weekend and weekday rates. The lines that are struck out would be removed with new fees being added on Lines 120, 137-138 and 181-182 and 184. Also, Line 77 is a new fee added to recoup the cost of additional seasonal labor for reservations outside of normal business hours.
  - c. CS: The Zoo agreed with most of the proposed fee increases. They would prefer not to raise lines 202, 204, 205, 208-209 and 211 because they would like to be in line with the Parks Department and to stay within AZA compliance with Zoos of their size.
  - d. CS: The Register of Deeds agrees with most of the proposed fee increases. However, Line 228 and 229 they don't agree with increasing due to state law and only being able to charge 1.00 per copy with the rest going to their vendor Fidler for maintaining the system.
  - e. HS: The Health Department would like to change the medical examiner fees for autopsy reports to mirror the fees that Sparrow charges in lines 20 and 21. On lines 23, 24, 26 and 33 Office for Young Children staff feel the proposed fees are above the market rates for these services. They would like to increase the fee, just not as drastically. Environmental Health fees are not included this year due to the Maximus Study that is currently underway.

- f. L&C: Animal Control proposed fee increases are supported by the department except the following: In Lines 8-9, 11-15, 25 and 37 increases are not recommended because current rates far exceed the rates in neighboring counties and municipalities with similar operational capacity. They feel high fees will continue to deter animal owners from complying with requirements.
  - g. L&C: The District Court does not recommend any fee increase for 2016.
  - h. L&C: In line 65, the Circuit Court raised the per page copy cost to \$1.50 per page. This increase, which has been approved by the State Court Administrative Office (SCAO), was made to keep abreast of increased supply costs and to mitigate the loss of revenue we would experience by no longer being able to charge for online access to Register of Actions and name searches. In line 66, pursuant to various changes in the record reproduction court rule, and most recently in MCR 8.119(H), the court is no longer able to charge for online criminal history or name searches. Parties who are seeking criminal history reports are directed to the Michigan State Police or the Michigan Secretary of State. In line 67, pursuant to the amendment of MCL 769.1k, the Court requested that the SCAO calculate the average costs of a criminal case. Based on three years of budget data, and the assumption that we would continue to assess attorney fees separately, the SCAO has calculated our average cost of a criminal case at \$1,471. The Circuit Court Judges have agreed that they will assess up to \$1,470 in court costs based on the specifics of each case. The additional revenue amount is not available at this time due to uncertainty of how much will actually be charged and how much will be collected. In line 69, the Circuit Court has adopted a bench warrant fee of \$150. All other proposed increases are agreed upon by the court. The Friend of the Court does not want to increase the bench warrant fee in line 77. They feel it has been increased enough over the years and that these fees are very difficult to collect and have a very high outstanding balance.
10. Additional revenue is projected from the department head/Controller recommended increase in fees multiplied by the units.

A summary of proposed fee increases for 2016 is presented in the final spreadsheet (Attachment B). The spreadsheet simply lists the 2015 fee, department head and Controller recommendations, and projected revenue for each fee where an increase was proposed.

Fee increases recommended by the Controller's Office would generate approximately \$82,000 in additional revenue in 2016. Total revenue generated by the listed fees is approximately \$5.7 million, meaning the proposed adjustments would increase the base by about 1.5%.

Please do not hesitate to contact me if you have any questions regarding this information.

Attachments



## **DRAFT – FOR REVIEW & CONSIDERATION ONLY**

Introduced by the Finance Committee of the:

### **INGHAM COUNTY BOARD OF COMMISSIONERS**

#### **RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2016 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2015 and the Park and Zoo winter seasonal fees which will be effective starting November 1, 2015.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

Attachment A

2016 County Fees Analysis  
Law and Courts Committee

FEES PROPOSED TO CHANGE ARE IN BOLD

	Location of Service	Fee Description	2015 Cost	2016 Cost Increase Factor	2016 Cost	Target Percent	2015 Fee	2016 Calc. Fee	2016 Initial Prop. Fee	Units	Department Recommend	Additional Revenue
7	<b>Animal Control</b>	<b>Enforcement/Dog License Fees</b>										
8	Animal Control	Sterilized	\$59.83	1.60%	\$60.79	25.0%	\$14.00	\$15.20	\$15.00	15,000	\$14.00	\$0
9	Animal Control	Sterilized - Delinquent	\$192.99	1.60%	\$196.08	25.0%	\$46.00	\$49.02	\$47.00	2,500	\$46.00	\$0
10	Animal Control	Sterilized - 3 year License	\$136.46	1.60%	\$138.65	25.0%	\$34.00	\$34.66	\$34.00	3,000	\$34.00	\$0
11	Animal Control	Un-Sterilized	\$188.94	1.60%	\$191.97	75.0%	\$70.00	\$143.97	\$75.00	4,000	\$70.00	\$0
12	Animal Control	Un-Sterilized - Delinquent	\$377.88	1.60%	\$383.93	75.0%	\$140.00	\$287.95	\$145.00	500	\$140.00	\$0
13	Animal Control	Un-Sterilized - 3 year License	\$454.88	1.60%	\$462.16	75.0%	\$155.00	\$346.62	\$160.00	250	\$155.00	\$0
14	Animal Control	Boarding Fee-Dangerous Animals	\$92.37	1.60%	\$93.85	100.0%	\$75.00	\$93.85	\$80.00	300	\$75.00	\$0
15	Animal Control	Boarding Fee per day-others	\$45.49	1.60%	\$46.22	75.0%	\$33.00	\$34.66	\$34.00	1,900	\$33.00	\$0
16	<b>Animal Control</b>	<b>Adoption Fee</b>										\$0
17	Animal Control	Dogs(under six years of age)	\$97.48	1.60%	\$99.04	75.0%	\$72.00	\$74.28	\$73.00	550	\$73.00	\$550
18	Animal Control	Dogs(six years or older)	\$25.19	1.60%	\$25.60	75.0%	\$18.00	\$19.20	\$19.00	100	\$19.00	\$100
19	Animal Control	Puppies(age-four months or less)	\$146.22	1.60%	\$148.56	75.0%	\$110.00	\$111.42	\$110.00	190	\$110.00	\$0
20	Animal Control	Cats(under six years of age)	\$83.97	1.60%	\$85.32	75.0%	\$62.00	\$63.99	\$63.00	450	\$63.00	\$450
21	Animal Control	Cats(six years or older)	\$33.59	1.60%	\$34.13	75.0%	\$25.00	\$25.60	\$25.00	50	\$25.00	\$0
22	Animal Control	Kittens(age-four months or less)	\$67.18	1.60%	\$68.25	75.0%	\$59.00	\$51.19	\$59.00	190	\$59.00	\$0
23	<b>Animal Control</b>	<b>Animal Redemption</b>										\$0
24	Animal Control	Animal Redemption - 1st offense	\$41.99	1.60%	\$42.66	75.0%	\$31.00	\$31.99	\$31.00	350	\$31.00	\$0
25	Animal Control	Animal Redemption - 2nd offense	\$50.38	1.60%	\$51.19	100.0%	\$50.00	\$51.19	\$51.00	50	\$50.00	\$0
26	Animal Control	Animal Redemption - 3rd offense	\$96.49	1.60%	\$98.04	100.0%	\$100.00	\$98.04	\$100.00	20	\$100.00	\$0
27	Animal Control	Animal Redemption - after 3rd offense	\$151.15	1.60%	\$153.57	100.0%	\$150.00	\$153.57	\$150.00	3	\$150.00	\$0
28	Animal Control	Euthanasia Fee	\$179.62	1.60%	\$182.49	100.0%	\$120.00	\$182.49	\$125.00	50	\$125.00	\$250
29	Animal Control	Ten Dog Kennel Inspection Fee	\$153.96	1.60%	\$156.42	100.0%	\$150.00	\$156.42	\$155.00	10	\$155.00	\$50
30	Animal Control	Over Ten Dog Kennel Inspection Fee	\$179.62	1.60%	\$182.49	100.0%	\$175.00	\$182.49	\$180.00	10	\$180.00	\$50
31	Animal Control	Owner Surrender	\$45.49	1.60%	\$46.22	100.0%	\$44.00	\$46.22	\$45.00	1,100	\$45.00	\$1,100
32	Animal Control	Owner Pick-up Fee	\$45.49	1.60%	\$46.22	100.0%	\$45.00	\$46.22	\$46.00	40	\$46.00	\$40
33	Animal Control	Rabies Decap	\$45.49	1.60%	\$46.22	100.0%	\$50.00	\$46.22	\$50.00	20	\$50.00	\$0
34	Animal Control	Tranq. At-Large Fee	\$45.49	1.60%	\$46.22	100.0%	\$45.00	\$46.22	\$46.00	40	\$46.00	\$40
35	Animal Control	Rabies vaccination on redeemed dogs	\$20.53	1.60%	\$20.86	100.0%	\$20.00	\$20.86	\$20.00	350	\$20.00	\$0
36	Animal Control	Bordatella Vaccination-redeemed dogs	\$19.39	1.60%	\$19.70	100.0%	\$19.00	\$19.70	\$19.00	490	\$19.00	\$0
37	Animal Control	Spay/neuter deposit-Owners redeeming pet	\$80.14	1.60%	\$81.42	100.0%	\$80.00	\$81.42	\$81.00	212	\$80.00	\$0
38	Pros Atty	Diversion - Initial Interview	\$70.11	1.60%	\$71.23	50.0%	\$34.00	\$35.61	\$35.00	450	\$35.00	\$450
39	Pros Atty	Diversion - Misdemeanor Offender	\$915.98	1.60%	\$930.63	50.0%	\$445.00	\$465.32	\$450.00	488	\$450.00	\$2,440
40	Pros Atty	Diversion - Felony Offender	\$1,648.76	1.60%	\$1,675.14	50.0%	\$795.00	\$837.57	\$800.00	112	\$800.00	\$560
41	Pros Atty	Costs-eligible convictions - Guilty Plea	\$144.92	1.60%	\$147.23	75.0%	\$106.00	\$110.43	\$110.00	600	\$110.00	\$2,400
42	Pros Atty	Costs for eligible convictions - Trial	\$2,318.94	1.60%	\$2,356.04	10.0%	\$225.00	\$235.60	\$230.00	11	\$230.00	\$55
43	Jail	Day Rate (1)	\$53.66	1.60%	\$54.52	100.0%	\$53.66	\$54.52	\$53.66	22,448	\$53.66	\$0



\* - \$5.00 per page for first two pages, \$1.00 per additional page after the first two pages (this includes Accident & Incident Reports, Proof of Incarceration, and Background Checks)

\*\*The additional revenue amount is not available at this time due to uncertainty of what will actually be charged by each individual case/judge and what will be collected.

(1) The Prisoner Reimbursement to the County Act was increased from a maximum of \$30 per day, to \$60 per day, as currently set forth in MCL 801.83. The reimbursement rate for the contracted beds with the Michigan Department of Corrections is currently set at \$36.00.

(2) As stated in MCL 55.285, the fee charged for performing a notarial act shall not be more than \$10.00 for an individual transaction or notarial act.

(3) As stated in MCL 28.422a, a local police or sheriff may charge up to \$1.00 for the cost of providing, to the owner, a copy of information that was entered in the pistol entry database.

(4) Courts ordering work release are encouraged to recognize that the cost of administering work release at the jail has been calculated at \$50.00 per day, but is charged at 50% of that amount, \$25/day, if paid in certain time. Sometimes, the Judge will order a different amount.

(5) As stated in in MCL 445.483 (4) the fee cannot exceed \$50.00

Attachment B				
<b>2016 County Fees Analysis</b>				
<b>Law and Courts Committee</b>				

Location of Service	Fee Description	2015 Fee	Controller/ Department Recommend	Additional Revenue
Animal Control	Adoption Fee- Dogs(under six years of age)	\$72.00	\$73.00	\$550
Animal Control	Adoption Fee - Dogs(six years or older)	\$18.00	\$19.00	\$100
Animal Control	Adoption Fee - Cats(under six years of age)	\$62.00	\$63.00	\$450
Animal Control	Euthanasia Fee	\$120.00	\$125.00	\$250
Animal Control	Ten Dog Kennel Inspection Fee	\$150.00	\$155.00	\$50
Animal Control	Over Ten Dog Kennel Inspection Fee	\$175.00	\$180.00	\$50
Animal Control	Owner Surrender	\$44.00	\$45.00	\$1,100
Animal Control	Owner Pick-up Fee	\$45.00	\$46.00	\$40
Animal Control	Tranq. At-Large Fee	\$45.00	\$46.00	\$40
Pros Atty	Diversions - Initial Interview	\$34.00	\$35.00	\$450
Pros Atty	Diversions - Misdemeanor Offender	\$445.00	\$450.00	\$2,440
Pros Atty	Diversions - Felony Offender	\$795.00	\$800.00	\$560
Pros Atty	Costs-eligible convictions - Guilty Plea	\$106.00	\$110.00	\$2,400
Pros Atty	Costs for eligible convictions - Trial	\$225.00	\$230.00	\$55
Sheriff	Costs for Command per hour	\$63.80	\$64.82	\$0
Sheriff	Costs for Deputy per hour	\$57.22	\$58.14	\$0
Sheriff	False Alarm Fee- third offense	\$42.00	\$43.00	\$0
Circuit Court	Copies	\$1.00	\$1.50	\$12,500
<del>Circuit Court</del>	<del>Criminal Histories</del>	<del>\$10.00</del>	<del>\$0.00</del>	<del>(\$10,000)</del>
Circuit Court	Felony Case Costs	\$650.00	\$1,470.00	\$0
Circuit Court	Show Cause - Probation	\$150.00	\$175.00	\$2,000
Circuit Court	GTD Bench Warrants NEW	\$0.00	\$150.00	\$7,500
Family Division	Delinquency Court Costs	\$250.00	\$275.00	\$43,125
Family Division	Tether	\$30.00	\$31.00	\$2,625
<b>TOTALS</b>				<b>\$66,285</b>