

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 SCHAFER

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, FEBRUARY 12, 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 [January 29, 2015 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Circuit Court
 - a. Resolution to Enter into a Service Agreement with [Document Restoration Services](#) to Restore Damaged Files for the 30th Circuit Court
 - b. Discussion Regarding [Therapy Dog](#) for Family Court
2. Sheriff's Office - Resolution Authorizing Contract Amendment Four with [Securus Technologies](#) for Inmate Debit Service for the Inmate Telephone Calls
3. Innovation & Technology Department - Resolution to Authorize the Purchase of Twenty-Seven (27) in [Car Computer Systems](#) Using the Equipment Revolving Fund for the Ingham County Sheriff's Office
4. Controller's Office - Resolution Establishing [Priorities](#) to Guide the Development of the 2016 Budget and Activities of County Staff
5. Board Referral - Letter from the Michigan Department of Human Services Regarding [Child Care Fund](#) Expenditures

Announcements

Public Comment

Adjournment

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

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

LAW & COURTS COMMITTEE
January 29, 2015
Draft Minutes

Members Present: Tsernoglou, Crenshaw, Nolan and Hope.

Members Absent: Koenig, Celentino and Schafer.

Others Present: John Neilsen, Rick Terrill, Scott LeRoy, Bob Sheehan, Christian McDaniel, Andy Seltz, Anne Burns, Katie VanSchoick and others.

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

Approval of the January 15, 2015 Minutes

MOVED BY COMM. HOPE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE MINUTES OF THE DECEMBER 4, 2014 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig, Celentino and Schafer.

Additions to the Agenda

None.

Limited Public Comment

None.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ACTION ITEMS:

2. Facilities Department - Resolution Authorizing a One Year Contract Extension with Teachout Security Services, Inc. for Uniformed Unarmed Guard Services at Various County Facilities
4. Circuit Court/Family Division - Resolution Authorizing Entering into a Contract with the University of Cincinnati Research Institute for Effective Practices in Community Supervision (EPICS) Training

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig, Celentino and Schafer.

MOVED BY COMM.CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig, Celentino, and Schafer.

1. Law & Courts Committee - Resolution Amending Resolution #08-085 Regarding the Community Coalition for Youth Appointment to the Ingham County Family Center Advisory Board

MOTION BY COMM. CRENSHAW, SUPPORT BY COMM. HOPE, TO APPROVE THE RESOLUTION AMENDING RESOLUTION #08-085 REGARDING THE COMMUNITY COALITION FOR YOUTH APPOINTMENT TO THE INGHAM COUNTY FAMILY CENTER ADVISORY BOARD.

Chairperson Tsernoglou asked if it were possible to amend the resolution to allow the interview for applicants who are former or current recipients of services at the Continuum of Care Facility to be waived as it is often very difficult for them to attend the meeting.

John Neilsen, Chief Deputy Controller, stated that there was nothing in the original resolution stating applicants needed to be interviewed. He further stated that the interview was a customary procedure and that the Board could simply recommend an applicant.

Scott LeRoy, Juvenile Programs Director, addressed the Committee. He stated that the minutes from the Law and Courts Committee meeting when the original resolution was passed stated that the Board was not required to interview the applicants.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig, Celentino, and Schafer.

3. Community Mental Health - Resolution Authorizing a Contract with the Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMH) for Inpatient Psychiatric Services at the Ingham County Jail

MOVED BY COMM. HOPE, SUPPORTED BY COMM. CRENSHAW, TO ADOPT THE RESOLUTION AUTHORIZING A CONTRACT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES (CMH) FOR INPATIENT PSYCHIATRIC SERVICES AT THE INGHAM COUNTY JAIL.

Bob Sheehan, Community Mental Health Executive Director, addressed the Committee. Mr. Sheehan stated that Healthy Michigan, an expansion of Medicaid in Michigan, was started in April 2014. He further stated that as part of that expansion the State reduced the general fund contribution for Community Mental Health by 67%.

Mr. Sheehan stated that parts of those funds were properly cut as they are now covered by Medicaid. He further stated that services to jail inmates are one of the groups of services that cannot be covered by Medicaid.

Christian McDaniel, Adult Services Director, addressed the Committee. He stated that a report covering the past three years found an average of 14 inmates per year were in need of inpatient psychiatric care.

Mr. Sheehan stated that inpatient psychiatric care is not covered by Medicaid.

Mr. Sheehan further stated that in August of 2014 the CMH proposed to the Board that funds be provided through the Millage on the ballot in November of 2014 be set aside for juvenile treatment expenses. He further stated that since the Millage has passed the CMH will be asking that the Board set aside \$144,000 to cover inpatient stays if the inmates meet the requirement of the Millage.

Mr. Sheehan stated that Mr. McDaniel had already started working on a draft invoice addressing the criteria of the Millage.

Mr. Neilsen stated that the Board did adopt this contract in the amount of \$144,000 for the 2015 budget process contingent on the passage of the Millage.

Commissioner Nolan asked how many of the inmates who required inpatient care qualified for coverage by the Millage funding based on the report from the previous three years.

Mr. McDaniel stated that he did not know but estimated that it was a majority.

Mr. Sheehan stated that the income qualifications were very high and many inmates did not meet that qualification.

Discussion regarding the price per inmate took place.

Commissioner Crenshaw stated that the time period within the resolution was October 1, 2014 to September 30, 2015. He asked whether CMH would be pursuing back billing for inmates during that time period. Commissioner Crenshaw also asked how many inmates required services during that time.

Mr. Sheehan stated that CMH would be pursuing back billing if the Board approved the funding. He further stated that he did not know the number of patients who received care during that time.

Chairperson Tsernoglou stated that she supported the resolution. She further asked what would happen if CMH was not provided the funding.

Mr. Sheehan stated that funds would be cut from other places. He further stated that the inmates in need of services would still receive care. Mr. Sheehan stated that the Human Services Committee would be seeing a second set of requests as the result of deeper budget cuts.

Mr. Sheehan stated that the cuts to CMH were overly aggressive. He further stated that he was thankful to be living in Ingham County for its progressive nature.

Chairperson Tsernoglou expressed her appreciation for their work.

THE MOTION PASSED UNANIMOUSLY. Absent: Commissioners Koenig, Celentino and Schafer.

5. Animal Control Department - Director's Report

Andy Seltz, Director of Animal Control, addressed the Board. Mr. Seltz stated that in 2014 no animals were euthanized for space. He further stated that 50 dogs and cats were successfully adopted at the Holiday All Nighter.

Mr. Seltz stated that the Animal Control staff continues to reach out and utilized local resources. He further stated that the Animal Control Outreach Center will be implementing an internship program.

Mr. Seltz stated that Animal Control had provided the Mason Police Department with a large collapsible dog kennel, food/water bowls and a small supply of food to aid the Department in the care of animals brought in on cold nights.

Chairperson Tsernoglou asked whether materials were being provided to the East Lansing Police Department.

Mr. Seltz stated that he had sent an email to all Police departments offering supplies, but that only the Mason Police Department had requested the supplies. He further stated that logistics talks were taking place with the Lansing Police Department.

Mr. Seltz stated that the Department is currently working with IT in order to address concerns regarding the accessibility, user friendliness, dated content and lack of user interactivity on the ICAC website. He further stated that the Department hopes to create a Citizen Work Shop to address the issues of the website and determine the best options to fix them. Mr. Seltz stated that he would return to the Board with an update following the Work Shop.

Chairperson Tsernoglou asked how a member of the public could get involved with the Citizen Work Shop.

Mr. Seltz stated that once logistics were determined meetings would be held at two locations which would be advertised on Facebook.

Commissioner Nolan asked that the County website issue be sent to Tim Dolehanty, Controller.

Further discussion regarding the county website took place.

Mr. Seltz stated that the collaborative relationship outreach has been furthered after a meeting between the Department, Capital Area Humane Society, Eaton County Animal Control, Clinton County Animal Control and Voiceless-MI on January 21, 2015. He further stated another meeting was planned for February 2015.

Mr. Seltz updated the Committee on the statistics of the Department for November and December.

Discussion on the euthanasia statistics of dogs took place.

Chairperson Tsernoglou asked whether the temperament tests were conducted in the same way and by the same individuals.

Mr. Seltz stated that the same staff members use the same test to conduct the temperament test.

Discussion of temperament tests took place.

Discussion on the euthanasia statistics of cats took place.

Mr. Seltz stated that the Department has been working with veterinarians at Michigan State University about the possibility of conducting exams more frequently on cats in order to detect illnesses sooner.

Discussion on handling ill cats and possibilities of euthanasia took place.

Anne Burns, Deputy Director of Animal Control, addressed the Committee. Ms. Burns stated that in high stress settings a simple cold may turn fatal for cats.

Commissioner Hope asked why individuals would request to have an animal euthanized.

Mr. Seltz stated that reasons vary from the age of the pet, poor discipline, lack of time, violence, illness and relocation of the owner.

Discussion on owner requested euthanasia took place.

Ms. Burns stated that the Department attempted to persuade owners to choose other options.

Commissioner Hope stated that a friend had adopted a pet at the Holiday All Nighter who was very pleased with the process and had a good experience with the shelter.

Commissioner Hope state that Chairperson Tsernoglou and herself had discussed suggesting the Advisory Board look into restructuring redemption fees.

Discussion on redemption fees took place.

Chairperson Tsernoglou referred the issue of redemption fees to the Advisory Board.

Commissioner Crenshaw asked what the process of a bite impound was.

Mr. Seltz stated that an animal under bite impound was held for ten days either in the shelter or the home. He further stated that if the animal was brought to the shelter it was required to remain there for ten days.

Commissioner Crenshaw clarified whether the animal was then tested for rabies and other diseases.

Mr. Seltz state that the animals were tested.

Further discussion on rabies testing took place.

Mr. Seltz updated the Committee on the Department's yearly 2013 to 2014 intake statistics.

Mr. Seltz stated that community outreach programs are finally showing results as 2014 saw fewer dog and cat intakes in addition to fewer dog adoption returns.

Further discussion of cat illness rates took place.

Discussion of animal foster programs took place.

Ms. Burns stated that the Department is in need of fosters willing to take in ill animals.

Commissioner Crenshaw asked why the number of euthanasias due to temperament increased in 2014.

Mr. Seltz stated the Department does not have an answer for that question.

Commissioner Crenshaw asked that the Department provide the committee with a report showing the temperament test procedures and scoring mechanism.

Mr. Seltz stated that the Department would be able to provide that information.

Commissioner Nolan complimented the Department on the data reports. Commissioner Nolan asked who coordinated the collaborative relationship outreach.

Mr. Seltz stated that Julie Palmer, President of Capital Area Humane Society, and himself organized the event.

Chairperson Tsernoglou stated that the Michigan Department of Agriculture had sent a letter to animal shelters regarding the hold time for stray animals. She further stated that the letter stated a four day holding period for animal shelters or an animal protection shelter. Chairperson Tsernoglou stated that although Ingham County has its own ordinance on hold times, the State rules must be followed.

Chairperson Tsernoglou asked whether the State rule regarding the holding period pertained to individuals holding an animal on the behalf of a shelter. She further requested the opinion of the County Attorney.

Mr. Neilsen stated that the letter would be referred to legal counsel for their opinion.

Further discussion on the State rule pertaining to individuals took place.

Mr. Neilsen asked Chairperson Tsernoglou for a copy of the letter.

Commissioner Crenshaw thanked Mr. Seltz and the Department for their prompt response to the incident in the Walnut neighborhood.

Announcements

Mr. Neilsen stated that the contract between Ingham County and the National Animal Control Association was almost complete. He further stated that the NACA would come to Ingham County and conduct a peer review and provide feedback on how to improve.

Public Comment

None.

Adjourned

The meeting was adjourned at 7:00 p.m.

FEBRUARY 12, 2015 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

- 1a. Circuit Court - Resolution to Enter into a Service Agreement with Document Restoration Services to Restore Damaged Files for the 30th Circuit Court

This resolution authorizes a contract with Document Restoration Services to restore damaged Circuit Court files for a cost not to exceed \$17,885.35. It is estimated that about twelve hundred Circuit Court files were damaged when a waterline froze and burst in the Ingham County Annex Building in February of 2014. The damaged files were then transferred to Document Restoration Services for an assessment of the damage and a cost to store the documents. The Circuit Court is statutorily required to permanently retain certain documents. The cost of these services (after the first \$1,000 deductible comes from our insurance fund) will be covered by Michigan Municipal Risk Management Authority. (see attached memo for details)

- 1b. Circuit Court/ Family Division - Discussion Regarding Therapy Dog for Family Court
2. Sheriff's Office - Resolution Authorizing Contract Amendment Four with Securus Technologies for Inmate Debit Service for the Inmate Telephone Calls

This resolution authorizes the fourth amendment to the current Ingham County contract with Securus Technologies to provide a debit card system to access local and long distance telephone service for inmates in the Ingham County Jail. This would replace the current paper card system with a debit card phone card system. A debit account would be funded by the transfer of inmate's facility trust/commissary funds to the inmate's debit account. This gives another option to the way inmates can make these correctional phone calls. The County will continue to receive a 50% commission for these prepaid debit cards as they did with the older paper card system. (see attached memo for details)

3. Innovation & Technology Department - Resolution to Authorize the Purchase of Twenty-Seven (27) In Car Computer Systems using the Equipment Revolving Fund for the Ingham County Sheriff's Office

This resolution authorizes replacing and upgrading the laptops and docking stations for the entire Sheriff's Office fleet of patrol vehicles (27 vehicles) at a cost not to exceed \$ 98,000. This purchase is being proposed at this time to coincide with the rollout of the new County 911 Computer Aided Dispatching (CAD) system in April of this year. The total replacement is recommended due to the age of the current equipment. The ICSO and IT Department met with several different vendors and looked at different options. Both the IT Department and the ICSO have agreed that the new Dell Rugged laptops are the best suited system for the cost. Funding is proposed to come from the Equipment Revolving Fund. (see attached memo for details)

4. *Controller's Office - Resolution Establishing Priorities to Guide the Development of the 2016 Budget and Activities of County Staff*

This resolution would authorize areas of priority to guide the 2016 activities and budget development. The resolution has been developed from recent discussions regarding the status of current areas of priority. We have front loaded the adoption of the priority resolution this year earlier than previous years. By adopting the priority resolution in February the Board's established 2016 priorities will be known by departments and agencies which will assist them in developing the strategic planning information they submit to the Controller's Office. Hopefully, this change in process will assist County Departments in providing us with strategic planning information that is consistent with the priorities identified by the Board.

The resolution included in your agenda packet includes proposed changes from the 2015 resolution establishing areas of priority that are indicated through bolded and struck-out language. The adopted resolution will be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2016 and will be used to guide the development of the Controller/Administrator's Recommended Budget. (see attached memo for details)

M E M O R A N D U M

TO: INGHAM COUNTY LAW AND COURTS AND FINANCE COMMITTEES

FROM: SHAUNA DUNNINGS, CIRCUIT COURT ADMINISTRATOR

**RE: REQUEST TO ENTER INTO A SERVICE AGREEMENT WITH
DOCUMENT RESTORATION SERVICES TO RESTORE DAMAGED
FILES FOR THE 30TH CIRCUIT COURT**

DATE: FEBRUARY 4, 2015

Approximately twelve hundred Circuit Court files were damaged when a waterline froze and burst in the Ingham County Annex Building in February 2014. The damaged files were immediately transferred to Document Restoration Services for an assessment of the damage. The documents in the files must be restored because the Circuit Court is required to permanently retain certain documents in the files.

The estimate provided by Document Restoration Services to restore the files is \$17,885.35. Electronic Restoration Services is an authorized vendor for Ingham County and Document Restoration Services is a division of Electronic Restoration Services. The Purchasing Director and the Facilities Director have recommended using Document Restoration Services to restore the damaged Circuit Court files. The Financial Services Director has confirmed the cost will be covered by Michigan Municipal Risk Management Authority.

A Court representative will be in attendance at the February 12, 2015 Law and Courts Committee meeting and the February 18 Finance Committee meeting to answer any questions regarding this request.



11847 Levan Rd.
Livonia, MI 48150
(734) 464-1600

Estimate	30000988
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Received Date: 2-21-2014	Job Name: Ingham County
Insurance/Contact: SELF PAY	Address: 407 N. Cedar Street
Name:	City, State: Mason, Michigan
Phone Number:	Contact: Barb Byrum
Email:	Email:

Document Restoration		
Qty	Description	Grand Total
30	Cubic Ft. of Documents to Freeze Dry @ \$64.95 Per Cubic Foot	\$ 1,948.50
30	Cubic Ft. of Documents to Gamma Ray @ \$21.95 Per Cubic Foot	\$ 658.50
30	Cubic Ft. of Documents to Clean (Heavy) @ \$98.95 Per Cubic Foot	\$ 2,968.50
30	Cubic Ft. of Documents to Deodorize/Hydroxyl @ \$4.95 Per Cubic Foot	\$ 148.50
30	Cubic Ft. of Documents to Replace File Folders @ \$35.00 Per Cubic Foot	\$ 1,050.00
51,000	Pages of Documents to copy @ \$.19 per page	\$ 9,690.00
*dfd estimates 1700 sheets per cubic foot		
Sub-Total		\$ 16,464.00

Travel Time & Packback (these are estimated and will change with actual numbers)										
Qty	Description	Reg. Hrs	Over Time	Total Regular Hrs	Total Overtime Hrs	Stand. Rate	Overtime Rate	Standard Rate Total	Overtime Total	Grand Total
1	Supervisor	5	0	5	0	\$95.00	\$142.50	\$475.00	\$0.00	\$475.00
2	Paper Techs	5	0	10	0	\$44.50	\$66.75	\$445.00	\$0.00	\$445.00
1	\$195.00 Per Box Truck									\$ 195.00
1	Supervisor Vehicle @ \$99.95 each									\$ 99.95
12	Tote Charge @ \$14.95 Per Tote									\$ 179.40
3	Wheels for Totes \$9.00									\$ 27.00
Sub-Total										\$1,421.35

Grand Total	\$17,885.35
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Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO A SERVICE AGREEMENT WITH
DOCUMENT RESTORATION SERVICES TO RESTORE DAMAGED FILES
FOR THE 30TH CIRCUIT COURT**

WHEREAS, some Circuit Court files were damaged when a waterline froze and burst at the Ingham County Annex Building in February of 2014; and

WHEREAS, the Ingham County Facilities Director recommended transferring the damaged files to Document Restoration Services immediately to maintain the integrity of the files, and for an assessment of the damage; and

WHEREAS, the Circuit Court is required to maintain documents within the damaged files permanently, in accordance with the State Court Administrative Office Document Retention Schedule; and

WHEREAS, the estimate provided by Document Restoration Services to restore the damaged Circuit Court files is \$17,885.35; and

WHEREAS, the Financial Services Director has confirmed that this cost will be covered by Michigan Municipal Risk Management Authority; and

WHEREAS, Electronic Restoration Services is an authorized vendor for Ingham County and Document Restoration Services is a division of Electronic Restoration Services; and

WHEREAS, the Purchasing Director and the Facilities Director have recommended using Document Restoration Services to restore the damaged Circuit Court files.

THEREFORE BE IT RESOLVED, that Board of Commissioners authorizes the 30th Circuit Court to enter into a service agreement in an amount not to exceed \$17,885.35 with Document Restoration Services to restore the Circuit Court files damaged in February of 2014, to be reimbursed by the Michigan Municipal Risk Management Authority.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is hereby authorized to make any adjustments necessary to properly budget and account for these expenditures.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts or service agreements consistent with this resolution, and approved as to form by the County Attorney.

My Coworker has Four Paws and Says 'Woof': The Use of Canine Advocacy Dogs in Court



By Katherine Ambrose, Court Administrator/Attorney Magistrate, 10th District Court (Calhoun County)

When you walk a dog through the hallways of a courthouse, you will see the facial expressions of those that are focused on their anger, intimidation, or confusion change to a relaxed state when they bend down to tousele the fur of the dog. Should we concern ourselves with the feelings or attitudes of our courthouse patrons? I'm not sure how I would have answered that question before I met Holli.

Three months ago, our prosecutor's office partnered with the Canine Advocacy Program to receive an advocacy dog for criminal victims. Originally, Holli was intended to act as a comfort and relaxing point of focus for children who had to testify in court. Prosecutor's office staff are trained to be Holli's handlers and the prosecutor welcomed Holli as a family member after work hours. The courts did not play a role in obtaining Holli, but when she arrived, employees throughout the building were excited to see her sniffing around and wagging her tail in wonder. In an instant, every department wanted Holli as a coworker.

Not too long after she arrived, prosecutor's office staff began noticing that Holli would shy away from younger children, growl quietly at them, or even bark. While the prosecutor's office was contacting the Canine Advocacy Program for insight and advice into Holli's behavior, they offered her services to both our veterans treatment court and sobriety court. I was unsure whether either of the programs' judges would approve of a dog being in the courtroom, but both eagerly welcomed Holli. She was instantly a hit with participants. You could see whatever tension was in the courtroom melt away when Holli entered with her sweet face.

Holli's original trainer responded to the concerns of the prosecutor's office by watching Holli interact and react to the public and employees, especially children. Ultimately, the handler said that Holli should not be used as an advocate with children. I tagged along with prosecutor's office staff and the handler as he took Holli through the courthouse hallways. I was so impressed with the responses Holli received from the public that I began thinking of other possible ways district court could use Holli outside of veterans treatment court and sobriety court. So now my answer to the earlier question is, why not? If the tool exists, why not use it in any situation where it might be helpful? Maybe Holli's presence would deescalate that possible outburst during arraignments or a preliminary examination. District court will continue to use Holli's presence in veterans treatment and sobriety courts, but we will also see what other roles Holli can assist in throughout District Court.

Some courts will be intrigued by this idea and some will say it is not for them. If you are curious about what an advocacy dog could offer your court, here are some of the things that you need to consider:



Holli

- ☛ Who will keep the dog outside of work hours?
- ☛ Who will be trained to handle the dog during work hours? Once Holli began attending our veterans treatment and sobriety courts, probation staff were trained to be handlers. A staff member who has dogs or is familiar with dogs is preferable.
- ☛ Do you have an area outside of your courthouse for a dog to take potty breaks?
- ☛ Where will the dog stay during work hours when not being used? Holli shares an office with a prosecutor's office staff member when she is not in court.

Your budget will have to include veterinarian bills and the advocacy dog does need to be insured. Our county insures Holli the same as we insure our sheriff's department K-9 deputies. The county is insured through Michigan Municipal Risk Management Authority and did not have to obtain a separate liability insurance rider. However, the county is required to keep documentation on any previous owners, health screenings, and shots. In addition, a prescreening of behavior and temperament was required to ensure that the dog is well-behaved around strangers and other animals.

Canine Advocacy Dog

(continued from page 5)

A canine advocacy dog is a nontraditional workplace commitment, but one with possibly more benefits than we are aware of currently. Author Dean Koontz wrote, "[p]etting, scratching, and cuddling a dog could be as soothing to the mind and heart as deep meditation and almost as good for the soul as prayer." ■

Katherine Ambrose is the 10th District Court Administrator/Attorney Magistrate. Prior to her current role, Ms. Ambrose was the Deputy District Court Administrator and was also a Calhoun County Assistant Prosecuting Attorney.



Questions? Comments? Suggestions?

Contact the Connections team at connections@courts.mi.gov or 517-373-7496

Dan Bauer - bauerd@courts.mi.gov

Deb Marks - marksd@courts.mi.gov

Jodi Latuszek - latuszeki@courts.mi.gov

Robin Eagleson - eaglesonr@courts.mi.gov

Bobbi Morrow - morrowb@courts.mi.gov

Julia Norton - nortonj@courts.mi.gov

Answer to courthouse location from page 1: Wayne County (Frank Murphy Hall of Justice)

Agenda Item 2

To: Law and Courts and Finance

From: Sam L. Davis, Major

Date: January 26, 2015

Re: Amendment No.4 to Communications Service Agreement

Please be advised that the Sheriff's Office would like to enter into an agreement with SECURUS TECHNOLOGIES, INC to provide an Inmate Debit Calling system

SECURUS TECHNOLOGIES,INC was providing this service for us by providing the inmates with paper calling cards. This new system would replace the calling cards with an electronic debit sytem that is controlled by the inmates. The new sytem would no longer require Sheriff's Office staff handle or issue paper phone cards. All of the options that are in place for inmates telephone calls will remain, including the ability for inmates to place collect calls.

The Sheriff's Office has determined that it is the best interest of the inmates and our operational needs to enter into this agreement with SECURUS to increase efficiecnies and to provide the inmate with direct accountability for their own phone call ordering services.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING CONTRACT AMENDMENT FOUR WITH SECURUS TECHNOLOGIES FOR INMATE DEBIT SERVICE FOR THE INMATE TELEPHONE CALLS

WHEREAS, Ingham County currently contracts with Securus Technologies to provide a phone card system for local and long distance telephone service for all inmates in Ingham County; and

WHEREAS, the Sheriff's Office recommends that the County authorize a contract amendment with Securus Technologies to enhance these services by providing Inmate Debit Service; and debit account; and

WHEREAS, the Inmate Debit account is a pre-paid, inmate-owned account used to pay for inmate telephone calls.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes contract amendment number four with Securus Technologies to provide Inmate Debit Services.

BE IT FURTHER RESOLVED, that unless otherwise agreed by Ingham County and Securus Technologies, Ingham County will receive a 50% monthly commission payment for these services.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any contract documents consistent with this resolution subject to review and approval by the County Attorney.

Ingham County Management Information Services

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

TO: Law & Courts, County Services and Finance Committees

FROM: Michael E. Ashton, CIO

DATE: February 4, 2015

RE: EQUIPMENT PURCHASE – Ingham County Sheriff’s Office in Car Computer System

The Innovation and Technology (IT) Department had been requested by the Ingham County Sheriff’s Office (ICSO) to review their current in car computers. At the recommendation of the IT Department and the ICSO it has been determined it would be best practices to update the entire fleet (27 cars) to a new system. This decision was based on the new County 911 Computer Aided Dispatching (CAD) system and the age of the current equipment. The ICSO and IT Department met with several different vendors and looked at several different options. Both the IT Department and the ICSO have agreed that the new Dell Rugged laptops are the best suited system for the cost. In the past the IT Department has supplied the patrol cars with Panasonic mobile units. These units currently cost \$4,100 and \$4,600 each to replace. The Dell Rugged laptops will cost \$3,200-\$3,600 per system to replace.

We are requesting to purchase 27 Dell Rugged laptop computers and docking systems for the Ingham County Sheriff’s patrol cars to run the new 911 Mobile CAD system more effectively and efficiently.

In April of 2015, the new 911 Center CAD system is scheduled to be implemented in Ingham County. Some of the current laptops in the patrol cars are over 9 years old. The rest of the computers are between 3 and 5 years old. With the new mobile CAD system, the requirements for the laptops have changed and many of the older laptops will not run the new mobile system.

We are requesting to use Equipment Revolving Funds for the purchase of this equipment. This purchase was not included in the current budget cycle and the IT Department and Budgeting office agree the project can be funded using the fund balance available in this account. The amount requested to be added from the fund balance is not to exceed \$98,000.

Thanks for your consideration of this request. If you have further questions please feel to contact me at 517-676-7371 or via e-mail at fchain@ingham.org.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF TWENTY-SEVEN (27) IN CAR
COMPUTER SYSTEMS USING THE EQUIPMENT REVOLVING FUND
FOR THE INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, the Innovation and Technology (IT) Department had been requested by the Ingham County Sheriff's Office (ICSO) to review their current in car computers; and

WHEREAS, with the new County 911 Computer Aided Dispatching (CAD) system and the age of the current equipment it is recommended that several systems be replaced; and

WHEREAS, after meeting with several different vendors the IT Department and the ICSO have agreed that the new Dell Rugged laptops are the best suited system for the cost; and

WHEREAS, the current laptops are between 3 and 5 years old with some units as old as 9 years; and

WHEREAS, the Dell Rugged laptops will cost between \$3,200 and \$3,600 per system to replace; and

WHEREAS, it is the recommendation of the Chief Information Officer to purchase 27 Dell Rugged laptop computers and docking systems for the Ingham County Sheriff's patrol cars to run the new 911 Mobile CAD system more effectively and efficiently; and

WHEREAS, this project is to be funded using the Equipment Revolving Fund for the purchase of this equipment.

THEREFORE BE IT RESOLVED, that the IT Department and Purchasing Department are hereby authorized to execute a purchase order for 27 Dell Rugged laptop computers and docking systems from the Dell Corporation for the Ingham County Sheriff's patrol cars at a cost not to exceed \$98,000.

BE IT FURTHER RESOLVED, the total cost, not to exceed \$98,000, will be paid from the Equipment Revolving Fund.

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

MEMORANDUM

TO: Board of Commissioners

FROM: Jared Cypher, Deputy Controller

RE: Priorities Guiding 2016 Activities and Budget

DATE: February 4, 2015

Attached for your consideration is a proposed resolution establishing areas of priority to guide the 2016 activities and budget development. The resolution has been developed from recent discussions regarding the status of current areas of priority. Proposed changes from the 2015 resolution establishing areas of priority are indicated through bolded and struck-out language.

Usually, as a part of Ingham County's budget and priority setting process, in early February we ask departments and agencies for a variety of information, including activity indicators and performance measures. This year, we will not be asking for that information until late March or early April.

This year, we are recommending that the Board of Commissioners adopt their priority resolution for the upcoming budget year in February. We will then ask departments and agencies to use that resolution as a tool to develop the strategic planning information that they submit to the Controller's Office. Our hope is that this change in process will assist them in providing us with information that is consistent with the priorities identified by the Board.

The adopted resolution will also be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2016, and will be used to guide the development of the Controller/Administrator's Recommended Budget. Thank you for your consideration of these priorities as we begin to develop the budget for 2016. Please contact me if you have any questions.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE
2016 BUDGET AND ACTIVITIES OF COUNTY STAFF**

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County services are focused on these long term objectives:

- *Enhancing access to county records
- *Providing a quality transportation system including roads
- *Providing a suitable and ecologically sensitive drainage system
- *Providing recreational opportunities
- *Fostering economic well being
- *Promoting environmental protection, smart growth and conservation
- *Preventing and controlling disease
- *Promoting accessible health care
- *Assisting in meeting basic needs
- *Fostering youth development
- *Supporting public safety
- *Assuring fair and efficient judicial processing
- *Providing appropriate evidence based sanctions for adult offenders
- *Providing appropriate evidence based treatment and sanctions for at-risk juveniles; and

WHEREAS, these long term objectives are intended to promote:

- A healthy and active population
- A safe community
- A thriving economy and high quality of life
- A clean and protected environment
- An innovative approach to government; and

WHEREAS, these services are to be delivered to promote fairness, equity, and social justice; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2016 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2016:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the 2016 Budget.
2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long term objectives should be continued in 2016, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.
3. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for 2016.
4. Priority consideration should be given to producing the following outcomes:
 - a) A healthy and active population
 1. Maintain and expand access to health care for Ingham County residents, with an emphasis on the uninsured and under-insured.
 2. Implement the long range plan for the operation and location of Community Health Centers.
 3. Provide accessible recreational opportunities throughout the County guided by the County Parks Master Plan and the Potter Park Master Plan. **Update the County Parks Master Plan and include a long-range plan for the utilization of the Parks and Trails Millage.**
 4. Maximize ability to capture more federal funds for health care.
 5. ~~Evaluate the Health Department budget to determine the appropriate amount of support that is necessary from the County General Fund in order to continue operations at an acceptable level.~~ **Develop and implement a long-range plan for the utilization of the Health Services Millage.**
 - b) A safe community
 1. Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population.
 2. Maximize use of the Juvenile Justice Millage funds to provide the most appropriate community-based programming for at-risk juveniles and juvenile offenders. ~~Implement an independent assessment of the success of the Ingham County Juvenile Justice Programs every 3 years beginning in 2014. Explore the cost benefits of providing a male group home.~~
 3. **Develop a plan for renovating or new construction for the Ingham County Jail, 55th District Court, and Animal Control facilities including a financing plan with regional and private partners where appropriate.**
 - c) A thriving economy and high quality of life
 1. Encourage re-use of abandoned, polluted, and tax-reverted properties through various redevelopment tools.
 2. Direct resources towards maintenance of and reinvestment in existing assets.
 3. **Prepare to work with County Departments and Agencies as appropriate in anticipation of additional revenue for road maintenance should the statewide ballot proposal be approved in the Spring of 2015.**

d) A clean and protected environment

1. Encourage County-funded projects to be environmentally sensitive, when appropriate.
2. Monitor environmental hazards and seek to prevent and mitigate pollution.
3. Expend resources to preserve farmland and open space and to prevent urban sprawl.

e) An innovative approach to government

1. Exploration of efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.
2. Enhanced use of technology to provide information and transparency to the public.
- ~~3. Assess current facility assets to determine current uses and future needs.~~



STATE OF MICHIGAN
DEPARTMENT OF HUMAN SERVICES
LANSING

RICK SNYDER
GOVERNOR

MAURA D. CORRIGAN
DIRECTOR

December 10, 2014

Victor Celentino, Chairperson
Ingham County Board of Commissioners
315 S. Jefferson
Mason, Michigan 48854

RECEIVED
JAN 01 2015

Dear Commissioner Celentino:

Your 2014-15 annual plan and budget for Child Care Fund expenditures is approved for state reimbursement in the amount of \$8,418,751.53. This amount is 50% of your county's gross annual plan and budget which is \$16,837,503.05.

Act 87, P.A. 1978 prohibits the state from reimbursing county Child Care Fund expenditures which exceed a county's approved budget. Child Care Fund policy prohibits reimbursement of capital, rental, lease and certain equipment and repair costs. To be eligible for reimbursement if your expenditures exceed your **original** approved budget of \$16,837,503.05, it will be necessary to submit a new/approved budget no later than September 1, 2015, with the three required signatures. Failure to comply with this requirement will result in state reimbursement being limited to the prior authorized budget.

Reimbursement for In-Home Care and Basic Grant will only be made up to the amount approved for individual service components. Each county is responsible for monitoring their expenditures and notifying this office of changes, adjustments or increases to assure reimbursement. Failure to comply with these requirements (which are detailed in the Annual Plan and Budget Guidelines) will result in forfeiture of entitlement to state reimbursement.

The following In-Home Care components are authorized:

<u>Title</u>	<u>Administrative Unit</u>	<u>Gross Expenditures</u>
After Care	Court	\$ 444,893.03
Truancy	Court	\$ 247,551.80
Sexual Offenders	Court	\$ 292,950.31
Intensive Probation	Court	\$ 287,276.65
Community Service Programs	Court	\$ 384,831.00
MSU Adolescent Project	Court	\$ 160,721.00
Juvenile Assessment Center	Court	\$ 191,801.49
Ingham Academy/Day Treatment	Court	\$ 2,671,990.04
Intensive Neglect Services	Court	\$ 1,270,090.19
Evening Reporting	Court	\$ 505,842.98
In-Home Detention	Court	\$ 303,574.56
Impact-DHS	DHS	\$ 24,000.00
In-Home are Psychological Services	DHS	\$ 201,310.00

The following Basic Grant components are authorized:

<u>Title</u>	<u>Administrative Unit</u>	<u>Gross Expenditures</u>
N/A		

Victor Celentino, Chairperson
December 10, 2014
Page 2

In order to assure full annual reimbursement for costs of approved Basic Grant and In-Home Care Services, it will be necessary to report all expenditures and/or costs incurred for the month of September, and any prior months within the fiscal year, on the September report. In-Home Care & Basic Grant expenditures are not to be carried to fiscal year 2016 or they will be charged against the new fiscal year amount approved for reimbursement.

Act 87, P.A. 1978, also restricts reimbursement for In-Home Care to programs that are alternatives to out-of-home institutional or foster care. Basic Grant expenditures must meet established qualifying criteria.

Child Care Fund policies, including expenditure classification, reporting requirements, and In-Home Care and Basic Grant program requirements are contained in the Child Care Fund Handbook and the Annual Plan and Budget Guidelines. Copies of each are available upon request.

It is important that you fully understand the policies and requirements and that you remain in full compliance. County expenditures that do not meet classification definitions or program requirements are not eligible for state reimbursement. If upon review or audit it is found non-reimbursable payments were made, repayment shall be required.

The Agency acknowledges the county's written confirmation to follow its formal contract approval process as specified in the amended Annual Plan and Budget Guidelines. The Agency neither assumes the authority to approve county contracts nor opens itself to liability arising from them. All contract documents must be kept on file in the county and be made available at the time of fiscal audit.

Any claim for state monies from the Child Care Fund to cover expenditures incurred between October 1, 2014 and September 30, 2015, will signify your acceptance of the terms of this approval letter.

If you have any questions or concerns regarding this letter, please contact me at (517) 241-4780.

Sincerely,

Magdalen Thomas 12.12.14

Magdalen Thomas, Manager
Child Care Fund Monitoring Unit

cc: The Honorable Janelle A. Lawless, Family Court Judge, Ingham County
Carol Kehoe, Director, Ingham County DHS
Keith Schafer, Governmental Benefits/County Chargebacks
Child Care Fund File

COUNTY CHILD CARE BUDGET SUMMARY
Michigan Department of Human Services (DHS)
Child and Family Services

County Ingham	Court Contact Person Winslow, Maureen (Ingham)	Telephone Number 517-483-6267	E-Mail Address mwinslow@ingham.org
Fiscal Year October 1, 2014 through September 30, 2015	DHS Contact Person Kehoe, Carol (Ingham)	Telephone Number 517-887-9403	E-Mail Address kehoec@michigan.gov

TYPE OF CARE	ANTICIPATED EXPENDITURES		
	DHS	COURT	COMBINED
I. CHILD CARE FUND			
A. Family Foster Care	\$1,165,000.00	\$98,700.00	\$1,263,700.00
B. Institutional Care	\$2,307,653.00	\$6,085,257.00	\$8,392,910.00
C. In Home Care	\$225,310.00	\$6,761,523.05	\$6,986,833.05
D. Independent Living	\$300,335.00	\$	\$300,335.00
E. SUBTOTALS	\$3,998,298.00	\$12,945,480.05	\$16,943,778.05
F. Revenue	\$35,000.00	\$71,275.00	\$106,275.00
G. Net Expenditure	\$3,963,298.00	\$12,874,205.05	\$16,837,503.05

COST SHARING RATIOS	County 50%/State 50%
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	\$	\$0.00
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II. CHILD CARE FUND
Foster Care During Release Appeal Period

COST SHARING RATIOS	County 0%/State 100%
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\$	\$	\$0.00
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III. JUVENILE JUSTICE SERVICES FUND
Basic Grant

COST SHARING RATIOS	County 0%/State 100% \$15,000.00 Maximum
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IV. TOTAL EXPENDITURE	\$16,837,503.05
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BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2014 through September 30, 2015

Presiding Judge	Date
County Director of DHS Signature	Date
Chairperson, Board of Commissioner's Signature	Date
And/Or County Executive Signature	Date
<p>The Family Independence Agency will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an DHS office in your county.</p>	
<p>AUTHORITY: Act 87, Publication of 1978, as amended. COMPLETION: Required PENALTY: State reimbursement will be withheld from local government.</p>	

Notes

Edit	Date	Saved By	Comments
DHS-2091 (Rev. 5-00) Previous edition may be used. MS Word-97			