

CHAIRPERSON
BRIAN McGRAIN

VICE-CHAIRPERSON
KARA HOPE

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

LAW AND COURTS COMMITTEE
PENELOPE TSENOGLOU, 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, JULY 16, 2015 AT 6:00 P.M., **IN CONFERENCE ROOM A**, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Note: Change in Location

Agenda

Call to Order

Approval of the [June 11, 2015 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Circuit Court
 - a. Resolution for Authorization to Enter into a Three Year Contract with [Sequel](#) – TSI of Mountain Home
 - b. Resolution for Authorization to Enter into a Three Year Contract with [Rite of Passage](#)
 - c. Resolution for Authorization to Enter into a Three Year Contract with [Cornell](#) Corrections of California
2. Sheriff's Office
 - a. Resolution to Allow the Ingham County Sheriff's Office to Enter into an Interlocal Agreement with the City of Lansing and City of East Lansing for the [2015 Local Jag Grant](#)
 - b. Resolution to Accept a Michigan Municipal Risk Management ([MMRMA](#)) Risk Avoidance Program (RAP) Training Grant
 - c. Resolution to Honor [Deputy Paul Jones](#) of the Ingham County Sheriff's Office
3. Office of Homeland Security & Emergency Management - Resolution to Adopt the [Tri-County Regional Hazard Mitigation Plan](#)
4. Law & Courts Committee
 - a. Resolution to Adopt the [2016 Juvenile Justice](#) Community Agency Process Calendar
 - b. Animal Control Director Selection Process and Interim Director (Information will be presented at the meeting)
5. Controller's Office - Resolution Authorizing [Adjustments](#) to the 2015 Ingham County Budget

***THIS PART OF THE AGENDA IS FOR THOSE ATTENDING ONLY FOR THE
BRENT WILLIAMS REPORT WHICH BEGINS AT 7:00 PM***

6. Presentation by Brent Williams - “Review of [Options for Public Safety Communications](#) - Ingham County, Michigan”
 - a. Question and Answer Period
7. Board Referral - Letter from Maner Costerisan Regarding the Annual Accounting for the Ingham County [9-1-1 Service District](#)

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

June 11, 2015

Minutes

Members Present: Tsernoglou, Crenshaw, Koenig (departed at 6:48 p.m.), Celentino, Nolan, Hope, and Schafer (departed at 6:02 p.m.)

Members Absent: None

Others Present: Andrew Seltz, John Neilsen, Anne Burns, Robin Stites, 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 May 28, 2015 Minutes

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. KOENIG, TO APPROVE THE MINUTES OF THE MAY 28, 2015 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY.

Additions to Agenda

5. a. Update on the Sherriff’s Department Recent Automobile Accident
- b. Update on the 911 Advisory Board

Limited Public Comment

None.

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

1. Law & Courts Committee
 - a. Resolution Honoring Deputy Kelley Bowden
 - b. Resolution Decreasing the Size of the Ingham County/City of Lansing Community Corrections Advisory Board
2. Community Corrections Advisory Board (CCAB) - Resolution Authorizing Submission of a Grant Application and Entering into a Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Entering into Program Subcontracts for FY 2015-2016
3. Animal Control
 - a. Resolution to Accept the Two Seven Oh, Inc. Grant No. 3

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

3. Animal Control
 - b. Director's Report

Andrew Seltz, Director of Animal Control, and Anne Burns, Deputy Director of Animal Control, provided an update on the recent animal seizure in the 1700 block of Autumn Lane.

Commissioner Nolan requested that the occupants of the household be referred to the Mental Health Court.

Discussion.

Mr. Seltz and Ms. Burns presented the Director's Report.

Commissioner Crenshaw requested from John Neilsen, Chief Deputy Controller, a copy of the Sheriff's Department report regarding the break-in and theft at the surgery suite.

Mr. Neilsen stated that the investigation was currently ongoing. He further stated that when the investigation was complete the report would be provided.

Commissioner Koenig asked if the stolen medications were secured properly, per legal standards for medications of this type.

Mr. Seltz indicated they were secured properly.

Chairperson Tsernoglou requested that percentages be included in future statistic charts, making comparisons of statistics from this year to last year easier.

The Committee thanked the Animal Control Department for their recent efforts.

Mr. Seltz stated the effort was attributed to his staff's hard work and dedication.

Mr. Seltz announced that their Adopt-a- Fest event started tomorrow at Potter Park Zoo.

4. Board Referral - Letter from the Michigan Department of Health and Human Services Regarding the Child Care Fund Monitoring Unit Compliance Report

No action was taken on this item.

5. a. Update on Sheriff's Department Recent Automobile Accident

Mr. Neilsen stated that two Sheriff's Department Deputies and one prisoner, all in a transport van, were involved in an automobile accident that afternoon in the Grayling area. He further stated that all three were taken to hospital and subsequently released.

b. Update on the 911 Advisory Board

Mr. Neilsen stated that Brent Williams, a consultant, had completed the first draft of the 9-1-1 Public Safety Radio Communications Report and that the 9-1-1 Advisory Board was meeting to review it.

Discussion.

Mr. Neilsen indicated that the report would be presented at the next Law & Courts Committee meeting.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:55 p.m.

JULY 16, 2015 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

PLEASE NOTE: THIS MEETING WILL BE HELD IN CONFERENCE ROOM A OF THE HUMAN SERVICES BUILDING

***THIS PART OF THE AGENDA WILL BE FOR REGULAR COUNTY BUSINESS
STARTING AT 6:00 PM***

RESOLUTION ACTION ITEMS:

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

1. *Circuit Court/Family Division*
 - a. *Resolution for Authorization to Enter into a Three Year Contract with Sequel- TSI of Mountain Home*
 - b. *Resolution for Authorization to Enter into a Three Year Contract with Rite of Passage*
 - c. *Resolution for Authorization to Enter into a Three Year Contract with Cornell Corrections of California*

The three above resolutions authorize Family Division contracts for residential or other treatment services with the parent companies of vendors the Court has experience with and is satisfied with their services. All three of these proposed contracts are from July 28, 2015 to September 30, 2017 subject to funds within their annual Child Care fund budget. (See attached communications for details)

2. *Sheriff's Office*
 - a. *Resolution to Allow the Ingham County Sheriff's Office to Enter into an Interlocal Agreement with the City of Lansing and City of East Lansing for the 2015 Local JAG Grant*

This resolution would authorize entering into an Interlocal agreement between Ingham County, the City of Lansing and the City of East Lansing to accept the \$86,092 allocated portion of the 2015 Local JAG grant. The County would not receive any funds again this year under the proposed 2015 JAG grant because the formula requires a certain threshold of serious crime in the Sheriff's Office area of primary jurisdiction. Nonetheless, the County is still required to enter into this agreement and we have done so in previous grant cycles. However, the City of Lansing will approve allocating a voluntary \$4,000 to the County and the Sheriff for unspecified technology upgrades through a subcontract. (See attached memo)

- b. *Resolution to Accept a Michigan Municipal Risk Management Association (MMRMA) Risk Avoidance Grant (RAP) Training Grant*

This resolution authorizes acceptance of a MMRMA RAP grant in the amount of \$800 to pay for 50% of the Sheriff's/New Chief's training in June of 2015 for Ingham County Sheriff's Office attended by Chief Deputy Harless and Major Maatman. (See attached memo for details)

- c. *Resolution to Honor Deputy Paul Jones of the Ingham County Sheriff's Office*

This is an honorary resolution for Deputy Paul Jones with his upcoming retirement from the Sheriff's Office after 13 years of dedicated law enforcement service to the citizens of Ingham County.

3. Office of Homeland Security & Emergency Management - Resolution to Adopt the Tri-County Regional Hazard Mitigation Plan

This resolution authorizes approval of an updated Tri-County Regional Hazard Mitigation Plan for Ingham, Clinton, Eaton Counties as well as Delta Township. The Ingham County Office of Homeland Security and Emergency Management has been the lead agency from Ingham County government involved with this process. This replaces the last plan adopted in 2005 and renews Ingham County's eligibility for Federal Emergency Management Agency (FEMA) programs and funding. (See attached communications for details)

4. Law & Courts Committee

a. Resolution to Adopt the 2016 Juvenile Justice Community Agency Process Calendar

This resolution authorizes the adoption of the 2016 Juvenile Justice Community Agency Process calendar to establish time lines and a budget amount for the process the Law & Courts Committee has traditionally recommended a \$100,000 (on an annual basis) out of Juvenile Justice Millage funds for this program. We have been successful over the past couple of years as part of a three year deficit reduction plan. Much of the credit for this positive development is due to the Family Court decreasing expenditures over the last two years. Their 2016 budget submission continues this trend. (See attached memo for details)

b. Animal Control Director Selection Process and Interim Director
(Information will be presented at the Meeting)

With Director Andy Seltz leaving employment from Ingham County effective July 18, 2015 it is necessary to appoint an Interim Director and to begin the selection process for a successor.

5. Controller's Office - Second Quarter 2015 Budget Adjustments and Contingency Fund Update

This resolution will approve the recommended adjustments to the Ingham County budget for the second quarter of fiscal year 2015. The total increase to the General Fund is \$660,801. (See attached memo for details)

***THIS PART OF THE AGENDA IS FOR THOSE ATTENDING ONLY FOR
THE BRENT WILLIAMS REPORT WHICH BEGINS AT 7:00 PM***

6. Presentation by Brent Williams - "Review of Options for Public Safety Communications - Ingham County, Michigan"

a. Question and Answer Period

Agenda Item 1a

TO: Ingham County Law and Courts and Finance Committees

FROM: Sara Deprez

DATE: July 7, 2015

RE: Resolution for Authorization to Enter into a Three Year Contract with
Sequel- TSI of Mountain Home

This resolution would authorize entering into a three year contract with Sequel – TSI of Mountain

Home (more commonly referred to as “Mountain Home Academy”) for the care and treatment of adjudicated juveniles, specifically juveniles with sexually maladaptive behaviors. The proposed contract time frame is July 28, 2015 to September 30, 2017. Historically, the Court would enter into yearly contracts with placements. Recently, the Board has authorized entering into three year contracts with various residential facilities to allow for better forecasting of residential costs. This contract is just short of three years; however, it will allow for it to be on the same schedule as the other residential contracts.

Mountain Home Academy is a sixty-bed therapeutic residential treatment center for adjudicated adolescent males, ages 10-18 with sexually maladaptive behavior problems. The campus, located in Idaho, also includes a six-bed dorm for students with Neurodevelopmental Disorders whom also exhibit sexually maladaptive behaviors. Students participate in individual, group, and family therapy, focusing on their sexual behavior problems, as they progress toward graduation. Early stages of treatment emphasize accountability, responsibility and victim empathy. Later stages of treatment integrate a restorative justice approach as the student works through clarification and relapse prevention planning in preparation for community reintegration.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR AUTHORIZATION TO ENTER INTO A THREE YEAR CONTRACT
WITH SEQUEL -TSI OF MOUNTAIN HOME**

WHEREAS, the Ingham County Circuit Court Family Division would like to enter into a three year contract with Sequel-TSI of Mountain Home for the purpose of providing treatment intervention to adjudicated delinquent juveniles; and

WHEREAS, a three year contract allows for the County to better forecast residential costs for the coming budget years; and

WHEREAS, the Court, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, Sequel –TSI of Mountain Home runs a program commonly referred to as “Mountain Home Academy,” which serves adjudicated court wards and offers a full continuum of services specifically for youth with sexually maladaptive behavior problems.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Sequel – TSI of Mountain Home for the care and treatment services of Court adjudicated youth not to exceed \$280.00 per day for the time period of July 28, 2015 through September 30, 2017.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division’s Institution Care – Private Institution County line item (29266203 818000) within the Child Care Fund.

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

Agenda Item 1b

TO: Ingham County Law and Courts and Finance Committees

FROM: Sara Deprez

DATE: July 7, 2015

RE: Resolution for Authorization to Enter into a Three Year Contract with Rite of Passage

This resolution would authorize entering into a three year contract with Rite of Passage (more commonly referred to as “Hillcrest Academy”) for the care and treatment of adjudicated juveniles, specifically juveniles with delinquent behaviors. The proposed contract time frame is July 28, 2015 to September 30, 2017. Historically, the Court would enter into yearly contracts with placements. Recently, the Board has authorized entering into three year contracts with various residential facilities to allow for better forecasting of residential costs. This contract is just short of three years; however, it will allow for it to be on the same schedule as the other residential contracts.

Hillcrest is a 96 bed residential facility licensed in 2012 by the Ohio Department of Job and Family Services and operated by Rite of Passage. They serve male youths between the age of 12 and 18, who have a history of delinquency behaviors, mild mental health issues, abuse, neglect and special education needs. They utilize cognitive behavioral curricula including Aggressions Replacement Training and Thinking for a Change. Additionally, they utilize the Effective Practice in Community Supervision (EPICs) that the Family Division Juvenile Court Officers also use, which should make for a smoother, more effective transition back to Ingham County.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR AUTHORIZATION TO ENTER INTO A THREE YEAR CONTRACT
WITH RITE OF PASSAGE**

WHEREAS, the Ingham County Circuit Court Family Division would like to enter into a three year contract with Rite of Passage for the purpose of providing treatment intervention to adjudicated delinquent juveniles; and

WHEREAS, a three year contract allows for the County to better forecast residential costs for the coming budget years; and

WHEREAS, the Court, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, Rite of Passage runs a program called Hillcrest Academy, which serves adjudicated court wards and offers a full continuum of services, including evidence-based cognitive behavioral treatment curriculums geared towards reducing the likelihood of future criminal behavior.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Rite of Passage for the care and treatment services of Court adjudicated youth not to exceed \$255.51 per day for the time period of July 28, 2015 through September 30, 2017.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Institution Care – Private Institution County line item (29266203 818000) within the Child Care Fund.

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

Agenda Item 1c

TO: Ingham County Law and Courts and Finance Committees

FROM: Sara Deprez

DATE: July 7, 2015

RE: Resolution for Authorization to Enter into a Three Year Contract with
Cornell Corrections of California

This resolution would authorize entering into a three year contract with Cornell Correction of California (more commonly referred to as “Southern Peak”) for the care and treatment of adjudicated juveniles, specifically juveniles with a severe mental health issues. The proposed contract time frame is July 28, 2015 to September 30, 2017. Historically, the Court would enter into yearly contracts with placements. Recently, the Board has authorized entering into three year contracts with various residential facilities to allow for better forecasting of residential costs. This contract is just short of three years; however, it will allow for it to be on the same schedule as the other residential contracts.

Southern Peaks is a Joint Commission accredited residential treatment center offering an array of specialized behavioral health programs for both male and female adolescents, ages 10 to 21, who are experiencing emotional, behavioral, psychological, educational, and social problems. Located in the foothills of southern Colorado, Southern Peaks provides a highly structured and intensive therapeutic environment coupled with the flexibility to address the distinct treatment needs of each youth and his or her family system through comprehensive clinical assessments, individualized treatment planning, and diverse programs and services.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR AUTHORIZATION TO ENTER INTO A THREE YEAR CONTRACT
WITH CORNELL CORRECTIONS OF CALIFORNIA**

WHEREAS, the Ingham County Circuit Court Family Division would like to enter into a three year contract with Cornell Corrections of California for the purpose of providing treatment intervention to adjudicated delinquent juveniles; and

WHEREAS, a three year contract allows for the County to better forecast residential costs for the coming budget years; and

WHEREAS, the Court, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, Cornell Corrections of California runs a program called Southern Peaks, which serves adjudicated court wards and offers a full continuum of services, including services for youth with more extreme mental, emotional, behavioral and psychological problems.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Cornell Corrections of California for the care and treatment services of Court adjudicated youth not to exceed \$340.03 per day and for the education rate not to exceed \$82.02 per school day for the time period of July 28, 2015 through September 30, 2017.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Institution Care – Private Institution County line item (29266203 818000) within the Child Care Fund.

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

Agenda Item 2a

TO: Law & Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: June 24, 2015

RE: 2015 Local JAG Grant

This is a resolution requesting the Ingham County Sheriff's Office, be allowed to enter into an Interlocal Agreement with the City of Lansing and City of East Lansing for the 2015 Local JAG Grant.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ALLOW THE INGHAM COUNTY SHERIFF'S OFFICE TO ENTER INTO AN
INTERLOCAL AGREEMENT WITH THE CITY OF LANSING AND CITY OF EAST LANSING
FOR THE 2015 LOCAL JAG GRANT**

WHEREAS, the City of Lansing Police Department, City of East Lansing Police Department and the Ingham County Sheriff's Office was allocated \$86,092.00 from the 2015 Local JAG grant from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$0.00 for 2015 due to a lack of violent crime data for 2014; and

WHEREAS, part of the application process to receive this funding from the 2015 Local JAG grant, the Ingham County Sheriff's Office must enter into a Interlocal agreement with the City of Lansing and East Lansing, allowing for disbursement of allocated funds to both government police agencies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into the interlocal agreement between Ingham County, the City of Lansing and the City of East Lansing to accept the \$86,092.00 allocated portion of the 2015 Local JAG grant for the time period of July 1, 2015 through September 30, 2018.

BE IT FURTHER RESOLVED, that the Lansing Police Department will voluntarily allocate, from their portion of the 2015 Local JAG grant \$4,000.00 to the Ingham County Sheriff's Office to be used for technology upgrades.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is authorized to make the necessary adjustments to the 2015-2018 Sheriff's Office budgets consistent with this resolution.

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

M E M O R A N D U M

TO: Law & Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: July 6, 2015

RE: Accepting MMRMA RAP Grant Funds

This resolution requests permission for the Ingham County Sheriff's Office to accept an MMRMA RAP grant for \$800.00. This MMRMA RAP Grant check is 50% of the cost of MACNLOW Sheriffs/New Chief's training in June of 2015 for the Ingham County Sheriff's Office attended by Chief Deputy Harless and Major Maatman.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A MICHIGAN MUNICIPAL RISK MANAGEMENT (MMRMA)
RISK AVOIDANCE PROGRAM (RAP) TRAINING GRANT**

WHEREAS, Michigan Municipal Risk Management Association is the counties insurance carrier; and

WHEREAS, the Ingham County Sheriff's Office, along with MMRMA, recognizes the importance of keeping sheriff's office administrators up to date on current trends in policing; and

WHEREAS, the Ingham County Sheriff's Office and MMRMA values the training for police supervisors and administrators that MACNLOW Associates presents; and

WHEREAS, MACNLOW Associates is a preferred vendor of training for MMRMA; and

WHEREAS, MMRMA offers RAP grants to assist their members in paying for MACNLOW Associate's training; and

WHEREAS, the Ingham County Sheriff's Office submitted an MMRMA RAP grant to pay for 50% of the Sheriffs/New Chief's training in June of 2015 for Ingham County Sheriff's Office attended by Chief Deputy Harless and Major Maatman; and

WHEREAS, MMRMA awarded the Ingham County Sheriff's office a Summer 2015 grant in the amount of \$800.00 to pay for the above MACNLOW training; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Sheriff's Office to accept the MMRMA RAP grant for \$800.00.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham County Sheriff's Office 2015 budget.

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

Agenda Item 2c

TO: Law & Court Committee

FROM: Major Sam Davis

DATE: June 25th, 2015

RE: Retirement Resolution for Deputy Paul Jones

Summary of Proposed Action: This resolution will honor Deputy Paul Jones of the Ingham County Sheriff's Office for dedicating 13 years of his career to corrections and law enforcement. He served the citizens of Ingham County with the highest possible standards while respecting the rights of all people.

Introduced by the Law and Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR DEPUTY PAUL JONES
OF THE INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, Deputy Paul Jones was hired by the Ingham County Sheriff's Office as a Deputy in July 2002 and assigned to the Corrections Division; and

WHEREAS, Deputy Paul Jones came to the Ingham County Sheriff's Office after retiring as a Parole Agent for 30 years; and

WHEREAS, Deputy Paul Jones chose to continue his service to the citizens and Law Enforcement community through choosing to work as a Corrections Deputy at the Ingham County Sheriff's Office, which required him to maintain long-term, frequent contact with the same, often dangerous defendants and offenders; and

WHEREAS, Deputy Paul Jones' knowledge and experience provided the ability to be empathetic to those assigned to his watch without losing sight of enforcing the statutes of the law and mission of the agency; and

WHEREAS, Deputy Paul Jones quickly gained respect from his co-workers as a result of his knowledge and experience and was well liked throughout his career; and

WHEREAS, Deputy Paul Jones was also a highly dependable employee, having never called in sick for duty in 13 years of employment with the Ingham County Sheriff's Office; and

WHEREAS, throughout his career Deputy Paul Jones was a dedicated employee and served with honor, respect, and integrity; and

WHEREAS, after 13 years of dedicated service safeguarding the citizens of Ingham County Deputy Paul Jones is retiring on July 25th, 2015.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby thanks Deputy Paul Jones, for his 13 years of dedicated service to the citizens of Ingham County and wishes him continued success in all of his future endeavors.

Agenda Item 3

TO: Law & Courts Committee

FROM: Sergeant Jeff Weiss, Ingham County Office of Homeland Security & Emergency Management

DATE: July 6, 2015

RE: Resolution to Adopt the Tri-County Regional Hazard Mitigation Plan

The Ingham County Office of Homeland Security and Emergency Management has been involved in a Tri-County Regional Hazard Mitigation Plan process to update the Plan that exists.

Michigan has experienced risks that may damage commercial, residential, and public properties; displace citizens and businesses; close streets and impair infrastructure; and present general public health and safety concerns.

This is a combined plan that incorporates updated information to the existing plan. This updated plan includes data based on current census data, updated GIS components, and updated recommendations to address hazards in the Mid-Michigan area.

The updated Tri-County Regional Hazard Mitigation Plan has been reviewed by community residents, business owners, and federal, state and local agencies to reflect their concerns.

The updated Tri-County Regional Hazard Mitigation Plan must be adopted by July 31, 2015 to ensure full Grant Funding Award.



TRI-COUNTY REGIONAL PLANNING COMMISSION

Planning for People in the Greater Lansing Region Since 1956

2015 OFFICERS

CHAIRPERSON

David Pohl, Clinton County

VICE-CHAIRPERSON

Kenneth Fletcher, Eaton County

TREASURER

Shirley M. Rodgers, City of Lansing

SECRETARY

Brian McGrain, Ingham County

TRI-COUNTY COMMISSIONERS

Kent Austin
Teri Banas
Judi Brown Clarke
Roger Eakin
Kenneth Fletcher
Kara Hope
Denise Jackson
Brian McGrain
Ralph Monsma
David Pohl
Shirley M. Rodgers
Howard Spence
Adam Stacey
Chris Swope
Darrell Tennis
Nathan Triplett
John Veenstra
Gail Watkins
Jessica Yorko

EX-OFFICIO

City of Lansing Mayor
Clinton, Eaton and Ingham County
Chairpersons

EXECUTIVE DIRECTOR

Susan M.C. Pigg, CEcD

Ingham County
Board of Commissioners
Ingham County Courthouse
P.O. Box 319, Mason, MI 48854

June 13, 2015

Dear Chairperson McGrain and Ingham County Commissioners:

I respectfully provide the *Tri-County Regional Hazard Mitigation Plan for Clinton, Eaton, and Ingham Counties and Delta Charter Township* for formal adoption by Ingham County. This is a combined plan with updated data, opportunities, and recommendations to address hazards in the mid-Michigan area. The Plan provides the process for evaluation of land use and development from a hazard mitigation perspective that will protect lives and property in our regional community. The County adopted the region's first Hazard Mitigation Plan in 2005. Adoption of this up-to-date Plan will renew the County's eligibility for Federal Emergency Management Agency (FEMA) programs and funding.

The intent of this hazard mitigation plan is not to limit development but to ensure to the extent possible, that development avoids damage from natural and technological hazards. The Plan's intent is to channel development into areas that will not pose undue risk to the owners or occupants nor cause an undue need for disaster response by local, state, and federal agencies.

The Tri-County Regional Planning Commission facilitated the grant-funded development of this multi-jurisdictional Hazard Mitigation Plan with our region's emergency management offices, land use development agencies, the Michigan State Police, affected businesses, and interested members of the public. The Michigan State Police and the Federal Emergency Management Agency (FEMA) reviewed this Plan and found that it meets the requirements of the federal Disaster Mitigation Act of 2000. Adoption by resolution of this regional Plan will complete the grant-funded update process and assure eligibility for FEMA and other Hazard Mitigation programs.

I am pleased to answer questions regarding the Plan and its development. Please contact me at 393-0342 or by email at spigg@mitcrpc.org. You may also direct comments to TCRPC Planner, Harmony Gmazel, AICP or to the staff members from your jurisdiction (copied) that helped develop this Plan. I encourage you to adopt this Plan at your next meeting. Thank you for the opportunity to plan for our regional future together.

Sincerely,

Susan M.C. Pigg, CEcD Executive Director

Enclosures

Cc: Sgt. Jeff Weiss, Ingham County Sheriff Department
Rob Dale, Ingham County Emergency Management

3135 Pine Tree Road, Suite 2C
Lansing, MI 48911
(517) 393-0342 • Fax: 393-4424
www.mitrpc.org
reception@mitcrpc.org

Executive Summary

Tri-County Regional Hazard Mitigation Plan

The Ingham County Office of Homeland Security and Emergency Management has been involved in a process to update the existing Tri-County Regional Hazard Mitigation Plan. This is a combined plan with updated data, opportunities and recommendations to address hazards in Mid-Michigan.

Michigan has experienced risks that may damage commercial, residential, and public properties; displace citizens and businesses; close streets and impair infrastructure; and present general public health and safety concerns.

Ingham County adopted the region's first Hazard Mitigation Plan in 2005. Adoption of this up-to-date Plan will renew the County's eligibility for Federal Emergency Management Agency (FEMA) programs and funding. The link to the Tri-County Regional Planning Commission website with the Tri-County Regional Hazard Mitigation Plan is:

http://www.tri-co.org/Land%20Use/2015_Hazard_Mitigation_Plan.pdf

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT THE TRI-COUNTY REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has been involved in a Tri-County Regional Hazard Mitigation Plan process to update the Plan that exists; and

WHEREAS, an adopted Hazard Mitigation Plan is required as a condition of future funding for various Federal Emergency Management Agency (FEMA) disaster mitigation programs; and

WHEREAS, Michigan has experienced risks that may damage commercial, residential, and public properties; displace citizens and businesses; close streets and impair infrastructure; and present general public health and safety concerns; and

WHEREAS, Ingham County has prepared a Hazard Mitigation Plan that outlines the community's options to reduce damages and impacts from natural and technological hazards; and

WHEREAS, the updated Tri-County Regional Hazard Mitigation Plan has been reviewed by community residents, business owners, and federal, state, and local agencies, and has been revised where appropriate to reflect their concerns.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the adoption of the updated Tri-County Regional Hazard Mitigation Plan as an official plan of Ingham County.

Agenda Item 4a

To: Ingham County Law & Courts and Finance Committees

From: John Neilsen, Chief Deputy Controller

Date: July 2, 2015

Re: Resolution to Adopt the 2016 Juvenile Justice Community Agency Process Calendar

This resolution would authorize the adoption of the attached 2016 Juvenile Justice Community Agency Process calendar to establish time lines for the process. This will be the tenth Juvenile Justice Community Agency process.

The 2014 year end audited fund balance is \$2,289,064 for the Juvenile Justice Millage Fund.

- First Juvenile Justice Community Agency Process reserved \$50,000
- Second Juvenile Justice Community Agency Process reserved \$150,000 (18 month period)
- Third through seventh Juvenile Justice Community Agency Process reserved \$100,000 (12-month period)
- The eighth Juvenile Justice Community Agency Process reserved \$96,000

The ninth year grant awards were the traditional \$100,000:

- | | |
|--|---|
| - Child and Family Services Capital Area | \$37,287 |
| - Resolution Services Center of Central Michigan | \$20,811 |
| - Lansing Teen Court | \$23,902 |
| - Small Talk Children's Assessment Center | \$18,000 (Amended by Resolution #15-230 to \$9,000) |

The 2015 operating budget for all Juvenile Justice Millage funded programs exceeds the budgeted revenue by about \$638,000 and 2016 revenues are projected to be a small increase over 2015.

In viewing the big picture of the JJM fund, we have been very successful over the past couple of years as part of a three year deficit reduction plan. The plan consisted of balanced approach to solve this problem over the three year time period of FY's 2014, 2015, and 2016. A combination of reduced JJM expenditures and a shift back to the General fund of some JJM funded programs took place in 2014 and 2015.

We are now projecting a 2016 year end surplus of \$1.216 million, although this is a positive change, a use of fund balance (\$800,000) is still projected, which is about half of what was originally projected before the implementation of the Deficit Reduction Plan.

Much of the credit for this positive development is due to the Family Court decreasing expenditures over the last two years. Their 2016 budget submission continues this trend.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2016 JUVENILE JUSTICE COMMUNITY AGENCY
PROCESS CALENDAR**

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

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a resolution to establish the 2016 Juvenile Justice Community Agency Process and to reserve Juvenile Justice Millage funds in the amount of \$ ----- for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby adopts the attached 2016 Juvenile Justice Community Agency Process Calendar to establish time lines for the process.

2016 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR

July 28, 2015	The Board of Commissioners adopts the 2016 Juvenile Justice Community Agency Process Calendar Resolution.
July 29, 2015	A press release is prepared announcing the availability of Juvenile Justice Community Agency funds and invites community organizations to submit an application. The application deadline is August 21, 2015 at 5:00pm.
August 24, 2015	The Controller's Office prepares a summary of the Juvenile Justice Community Agency applicants and forwards the summary to the County Attorney's Office to ensure that the agency's proposed purposes are legal under Michigan Law and comply with the intent of the Juvenile Justice Millage.
September 22, 2015	A Juvenile Justice Community Agency notebook is prepared by the Controller/Administrator's Office. The notebook includes all agencies who submitted applications for review by the Law & Courts Committee. (Notebook is distributed at the September 22, 2015 Board of Commissioners' Meeting)
October 1, 2015	The Law & Courts Committee reviews the Juvenile Justice Community Agency applications and makes recommendations for funding. Juvenile Justice Community Agency applicants are invited to attend the Law & Courts Committee meeting. The Law & Courts Committee makes their recommendations by resolution to the Finance Committee.
October 7, 2015	The Finance Committee approves the resolution for Juvenile Justice Community Agency funding to the Board of Commissioners.
October 13, 2015	The Board of Commissioners authorizes a resolution for the 2016 Juvenile Justice Community Agency grant awards.
October 14, 2015	The Juvenile Justice Community Agency applications are sent to the County Attorney's Office for contract preparation.
October 15, 2015	Juvenile Justice Community Agencies are notified of the County grant award and informs the agency that a County contract will be forthcoming in December.
December 2015	Contracts are received from the County Attorney's Office and mailed to the Juvenile Justice Community Agencies for appropriate signatures. When the contracts are mailed, a request is made to agencies to mail their Certificate of Insurances and a Revised Scope of Services if the grant award is different than the original requested amount.
January 2016	Fifty percent of the grant award is sent to the Juvenile Justice Community Agency upon receipt of the agency's signed contract and the appropriate documentation as listed above.
July 13, 2016	The Juvenile Justice Community Agencies send in their first six month report to the Controller's Office and upon review by staff, a check for the remaining portion of the grant is sent to the agency.

MEMORANDUM

July 7, 2015

TO: Finance and Liaison Committees

FROM: Teri Morton, Budget Director

RE: Second Quarter 2015 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the second quarter of fiscal year 2015. The total increase to the General Fund is \$660,801.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

There are a few major adjustments to the general fund this quarter. The largest is due to a negotiated wage increase of 2.5% for 2015. The budget had projected an increase of only 1%. This will be a total increase of about \$1.1 million, \$716,558 to the general fund. Luckily, there are some revenue and expenditure adjustments that will offset this increase.

Due to a higher than budgeted increase in taxable value (3.4% compared to the projected 2.5%), property tax revenue can be increased by \$400,000. Not included in the 2015 budget was a revenue increase of \$125,480 in the Delhi Township police services contract. And included in the budget was a debt service payment of \$191,078 for the Trane Energy project. The last payment for this project was made in 2014, so the budget for this item can be eliminated.

Other adjustments in the general fund are made in the Sheriff's Office to account for insurance proceeds used to replace two damaged vehicles and reimbursement revenue from local units to offset special election costs.

Adjustments outside of the general fund include transfers to personnel cost categories and increases in use of fund balance which require Board approval.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$100,322. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$317,183.

Should you require any additional information or have questions regarding this process, please don't hesitate to contact me.

2015 CONTINGENCY

Adopted Contingency Amount	\$317,183
R14-483: Digital Aerial Imagery	(15,000)
R14-494: District Court Enforcement/Court Officer	(33,876)
R15-104: Oasis Supervised Visitation and Safe Exchange Center	(40,000)
R15-229: Assessment/Study Sheriff, LPD, 55 th and 54A District Courts	(127,985)
Current Contingency Amount	\$100,322

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2015 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2015 Budget on October 28, 2014 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller's staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2015 BUDGET 7/1/15</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$80,857,125	\$660,801	\$81,517,926
208	Parks	2,064,656	0	2,064,656
245	Public Improvements	941,467	11,255	952,722
292	Family Div. Child Care	13,218,366	16,500	13,234,866
664	Mach. & Equip. Revolving	1,347,518	842	1,348,360

GENERAL FUND REVENUES

	2015 Budget – <u>7/1/15</u>	Proposed <u>Changes</u>	2015 Proposed <u>Budget</u>
Tax Revenues			
County Property Tax	43,359,737	400,000	43,759,737
Property Tax Adjustments	(300,000)		(300,000)
Delinquent Real Property Tax	15,000		15,000
Unpaid Personal Property Tax	(10,000)		(10,000)
Industrial Facility Tax	300,000		300,000
Trailer Fee Tax	15,000		15,000
Intergovernmental Transfers			
State Revenue Sharing	6,088,744		6,088,744
Convention/Tourism Tax - Liquor	2,630,338		2,630,338
Court Equity Fund	1,450,000		1,450,000
Use of Fund Balance	3,082,523		3,082,523
Department Generated Revenue			
Animal Control	704,992		704,992
Circuit Court - Family Division	1,103,831		1,103,831
Circuit Court - Friend of the Court	512,000		512,000
Circuit Crt - General Trial	2,320,737		2,320,737
Community Mental Health	1,182,830		1,182,830
Controller	3,170		3,170
Cooperative Extension	6,219		6,219
County Clerk	644,210		644,210
District Court	2,674,823		2,674,823
Drain Commissioner/Drain Tax	363,758		363,758
Economic Development	55,188		55,188
Elections	66,550	77,299	143,849

Emergency Operations	53,582		53,582
Equalization /Tax Mapping	10,100		10,100
Facilities	194,123		194,123
Financial Services	48,052		48,052
Health Department	150,000		150,000
Human Resources	80,822		80,822
Probate Court	277,178		277,178
Prosecuting Attorney	562,839		562,839
Register of Deeds	2,036,729		2,036,729
Remonumentation Grant	103,370		103,370
Sheriff	6,331,424	183,502	6,514,926
Treasurer	4,298,087		4,298,087
Tri-County Regional Planning	62,976		62,976
Veteran Affairs	378,193		378,193
Total General Fund Revenues	80,857,125	660,801	81,517,926

GENERAL FUND EXPENDITURES

	2015 Budget - <u>7/1/15</u>	Proposed <u>Changes</u>	2015 Proposed <u>Budget</u>
Board of Commissioners	557,349		557,349
Circuit Court - General Trial	8,447,849		8,447,849
District Court	2,937,115		2,937,115
Circuit Court - Friend of the Court	1,448,189		1,448,189
Jury Board	1,106		1,106
Probate Court	1,477,972		1,477,972
Circuit Court - Family Division	5,347,223		5,347,223
Jury Selection	104,598		104,598
Elections	185,202	77,299	262,501

Financial Services	707,695		707,695
County Attorney	441,158		441,158
County Clerk	866,498		866,498
Controller	1,028,746		1,028,746
Equalization/Tax Services	715,509		715,509
Human Resources	951,842		951,842
Prosecuting Attorney	6,137,474		6,137,474
Purchasing	203,715		203,715
Facilities	2,041,808		2,041,808
Register of Deeds	725,386		725,386
Remonumentation Grant	103,370		103,370
Treasurer	541,796		541,796
Drain Commissioner	915,545		915,545
Economic Development	128,645		128,645
Community Agencies	200,000		200,000
Ingham Conservation District	8,029		8,029
Equal Opportunity Committee	500		500
Women's Commission	500		500
Historical Commission	500		500
Tri-County Regional Planning	111,480		111,480
Jail Maintenance	204,750		204,750
Sheriff	20,205,217	58,022	20,263,239
Tri-County Metro Squad	75,000		75,000
Community Corrections	142,538		142,538
Animal Control	1,576,782		1,576,782
Homeland Sec./Emergency Ops.	196,901		196,901
Board of Public Works	300		300
Drain Tax at Large	430,000		430,000

Health Department	5,014,379		5,014,379
Community Health Centers	2,917,390		2,917,390
Jail Medical	1,902,084		1,902,084
Medical Examiner	334,575		334,575
Substance Abuse	1,319,484		1,319,484
Community Mental Health	2,996,298		2,996,298
Department of Human Services	2,016,850		2,016,850
Tri-County Aging	76,225		76,225
Veterans Affairs	519,083		519,083
Cooperative Extension	481,519		481,519
Library Legacy Costs	88,163		88,163
Parks and Recreation	1,618,906		1,618,906
Contingency Reserves	100,322		100,322
Legal Aid	20,000		20,000
2-1-1 Project	45,750		45,750
Community Coalition for Youth	27,000		27,000
Capital Improvements	2,210,810	(191,078)	2,019,732
Wage Increase (to be spread across departments)	0	716,558	716,558
Total General Fund Expenditures	80,857,125	660,801	81,517,926

General Fund Revenues

Property Tax	Increase property tax revenue \$400,000 based on 2015 taxable value. (Increase of 2.5% was budgeted. Actual increase was 3.4%.)
Elections	Increase revenue budget \$77,299 to reflect reimbursements for special election costs.
Sheriff	Increase Delhi Township police services contract revenue \$125,480 to reflect new contract as authorized by Resolution 14-418. Increase insurance proceeds \$58,022 to replace two damaged vehicles.

General Fund Expenditures

Elections	Increase supplies budget \$77,299 for special election costs. Costs were reimbursed by other governmental units.
Sheriff	Increase budget \$58,022 to replace two damaged vehicles. Cost will be reimbursed from insurance proceeds.
Debt Service	Decrease debt service budget by \$191,078. Trane Energy project debt was paid off in 2014, but budget was not eliminated in 2015.
County-wide	Increase wages and fringes \$716,558 for 2.5% wage increase. (An increase of only 1% was included in the adopted budget. Increased cost across all funds is \$1.1 million)

Non-General Fund Adjustments

Parks (F208)	Transfer funds from permanent wages and fringes to equipment repair and maintenance. (\$19,920) Two staff vacancies have required equipment to be sent out for repair.
Public Improvements (F245)	Increase budget for office redesign to accommodate relocation of employees from Financial Services and the Road Department to space within the Budget Office (\$11,255.)
Family Div. Child Care (F292)	Reappropriate unspent funds for First Step Program and Parenting Wisely curriculum authorized by Resolution 14-327. (\$16,500) Transfer funds from contractual services to temporary salaries to provide funding for a garden coordinator at the Ingham County Family Center. (\$4,500)
Mach./Equip. Revolving (F664)	Increase CIP upgrade funds to purchase replacement CPU in Board of Commissioners Office (\$842).

Review of Options for Public Safety Communications Ingham County, MI

Ingham County has asked for a consultant to provide a review of the primary options being considered by the County for the future of its public safety radio communication system. The County Board of Commissioners also asked for a short evaluation of other options that might be available to the County.

To facilitate this study, the County staff prepared a listing of 26 general areas of concern. These can be further aggregated into major themes which were explored with the two primary vendor/service provider groups involved with the County to date.

Face to face meetings were held with senior representatives from the Harris Corporation¹, the current radio system provider for the County; and, with a combined team of senior representatives from the Michigan Public Safety Communications System (MPSCS)² and their primary vendor, Motorola Solutions³. Meetings each lasted over two hours and involved extensive questions and discussion.

A bit of History

The current Ingham County public safety two-way radio system was built just over 9 years ago, and combined for the first time all police, fire and EMS communications into one radio system. The County had looked at joining the MPSCS at that time, but ultimately opted to build its own system. The current system uses a total of 10 discrete UHF band frequencies in the 453 and 460 MHz bands. It has five major transmit sites and another 8 receive-only sites to provide a high level of coverage, particularly inside buildings.

- The system is called “EDACS” and was first introduced in 1988. The current hardware and software system, which provides for both analog and digital voice

¹ <http://pspc.harris.com/> Harris has a roughly 80 year history and provides public safety and professional two way radio products in some 125 Countries. Headquartered in Lynchburg, VA.

² <http://www.michigan.gov/mpscs> The MPSCS is a State of Michigan operated public safety radio system that provides mobile radio coverage throughout the State. Originally built by and for the Michigan State Police, it is now operated by the Michigan Dept of Technology, Management and Budget.

³ https://www.motorolasolutions.com/en_us.html Motorola Solutions traces its history to 1928, and now serves over 100,000 public safety and commercial customers in over 100 Countries. Headquartered in Schaumburg, IL.

communication, is being phased out by Harris Corporation. In 2012, Harris announced that they would begin phasing out support in December 2017.

Scope of this report

The three options submitted by the County for review are:

- Reconfiguring the current UHF system to use the now commonly accepted public safety digital modulation system known as P-25⁴
- Replace the current UHF system with a new 700 MHz system unique to the County; but, configured so that mobile and portable radios would also be able to connect to and interoperate with the MPSCS
- Replace the current system by building a new 700/800 MHz system and joining it fully into the MPSCS

A short review of other options and vendors that may have applicability to Ingham County will also be presented.

General provisions common to all solutions

Regardless of the final decision of the County as it updates the current radio system, it is expected that the new system will continue to use trunking technology to achieve more efficient channel use.

It is expected that the County will transition, with any new system, to the “P25” standard. This system would mean all digital modulation and is the de facto “standards based system” for public safety in the nation. “P25” systems can be implemented on any public safety frequency band.

Any newly built P25 based system will be capable of operating in either the “Phase 1” or “Phase 2” mode. Phase 2 allows for two simultaneous voice paths (or channels) within a single 12.5 KHz channel width which now provides for only one path under “Phase 1”. This change allows for more effective talk paths or channels, while still using the same number of physical channels. A lack of channels has not been a problem for the current County radio system, so there does not appear to be any urgency to move to a Phase 2 system immediately. Current Ingham radios (7100 models) are Phase 1 capable, with a limited number of recently purchased models also Phase 2 capable.

The current radio system operates in the “UHF” band, using frequencies in the 453 and 460 MHz public safety frequency bands as assigned by the FCC. This band is characterized by good coverage, good building penetration, and not as much impact from locally generated noise sources as lower frequency bands. It is plagued, at times, by a phenomenon known as “tropospheric ducting” that can, at times bring signals in from hundreds of miles away that have the potential to interfere with local signals. This

⁴ http://www.project25.org/images/stories/ptig/docs/Benefits_of_P25_Standards_v1_2013_09_24.pdf

phenomenon occurs infrequently in the spring and summer and usually only for a few hours in the early morning, and on only some of the system frequencies.

The other major option available to the County is to abandon the current system and to construct a totally new system using the 700/800 MHz band. This band has good coverage but since loss of signal strength through the air, known as “path loss”, does increase as frequency goes up, this band can require more or taller tower sites to cover a given area than would a system on a lower frequency band. Building penetration is good on this band and there is very low impact from locally generated electrical noise. This lower “noise floor” can result in fewer tower sites being needed, balancing out the effect of higher “path loss”.

The increasing use of “Green” building technologies has negatively impacted the in-building coverage of all radio systems. In years past, even buildings with lots of metal and concrete in the walls and roof still had window openings that allowed radio signals to get into and out of the building. Newer buildings are using windows that are covered with metallic film for energy efficiency and that film effectively blocks most all radio signals, on any frequency band. Public safety practitioners need reliable “in-building” coverage to handheld radios, and this change makes that coverage more difficult to achieve. The current County system has installed “in building amplifiers” in many of these buildings around the County. Note the discussion of the utility of these existing amplifiers, and the need for them in a new system, on the following pages of this document.

System Comparisons

On pages 4 through 12 of this report, the two primary options being considered by Ingham County will be examined.

Topics will be those listed by County staff in their request for this evaluation document. Some topics have been combined for clarity and because of their common features.

The two primary options, enhancing the current **UHF** band system; or, building a new 700-800 MHz system as part of the **MPSCS**, represent starkly different paths to a solution for the County. Given those differences, a strict “apples to apples” comparison will not be possible in every case. Each of the options will have features and abilities that may or may not be duplicated in the other.

On pages 13 through 16 other options including a “stand alone” 700/800 MHz system and the use of multiband radios will be discussed.

UHF upgrade

General System Description

Harris Corporation, the current system vendor, proposes to update the current UHF simulcast digital/analog radio system to a fully P25 digital system. This option would retain much of the current fixed infrastructure and features, and allow use of the currently used mobile and portable radios. It would also allow use of most of the “in-building amplifier” systems now in use.

As an alternate proposal, Harris is also capable of building a new 700/800 MHz radio system that would be primarily a stand-alone system as today, but would also allow for simple in-band interoperability with the MPSCS system by mobile and portable units. This option would require all new fixed and mobile hardware.

Maintaining Communication with Schools

The current radio system allows for direct communication between a responding police, fire or EMS unit and the leaders or staff of most of the school systems in the County. That is accomplished by using the UHF radios used by public safety to talk directly with the UHF radio systems in place in the schools. A UHF P25 digital system retains compatibility with the existing school UHF systems. Harris also offers “Be-On”, a system that connects standard “smart phones” to a two way radio system. This option is included in all new Harris systems.

MPSCS

In general, the MPSCS would suggest that the County build a 700/800 MHz simulcast sub-system that would be fully integrated into the Statewide MPSCS radio system. The level of coverage desired by the County, which would be specified in a formal RFP type document, would dictate how many tower locations would be needed. Until details of the coverage required are specified by the County, it is impossible to describe the system in detail, or to provide any detailed pricing information. Coverage desired can be tailored to the needs of the County, with varying costs. This option would require all new fixed and mobile/portable infrastructure. Some of the existing microwave systems may be usable in this new configuration.

The MPSCS operates in the 700/800 MHz band and thus is not set up for direct communication with school radio systems on the UHF band. MPSCS and Motorola suggest that a system now used in Ohio would be ideal for the County. That solution would provide each school with one or more radios on the MPSCS system for direct communication with responding public safety officers, or with 911 dispatch. It may also prevent the responding officers from having to switch their radios away from their primary dispatch channel to talk to schools.

UHF upgrade

Backup systems available

The County currently has a system of conventional, stand-alone repeater sites, separate from the primary trunked radio system, that provide multiple channels of backup communication in the event of a major system failure. These sites would be fully compatible with the upgraded P25 system and could be retained. The trunked radio system would continue to have the system redundancies and fault tolerances that are part of the current system. These include each site being capable of functioning on its own (not connected to the network) in the event the prime site was lost or disabled (Site Trunking). The system has full backup power capabilities at all sites and is built with a "no single point of failure" architecture.

Long Term Costs

Harris proposes to continue much of the same repair and update policies currently in place. Their proposal includes provision of new dispatch consoles, which would also be included in contracted repair arrangements. Harris stresses that they will be "flexible and negotiable" in any repair and maintenance agreement for the future.

MPSCS

MPSCS staff point to the many levels of redundancy built into the radio system as a first line of protection against major system failure. These include redundancy at the system "core", dual communication links between the core and the various transmitter sites, and the presence of the 24 hour monitoring provided by the State's Network Control Center. The MPSCS provides a single analog channel at most of the original State owned tower sites that is always available for communication locally, and which is not part of the main trunked radio system.

Site Trunking is available at each site, and allows that site to continue full operation, but not connected to the network.

MPSCS staff claims that they have never had a situation in which the system went fully to the "Fail Soft" mode of backup operation. The oversight offered by the NCC and the ongoing State provided service of the transmit sites, at costs spread among all users on the system, is touted as the key to MPSCS system reliability.

MPSCS costs are set by system policy and to some extent can be negotiable. It is assumed that the County would want to add several towers to the basic "State system" architecture. The cost of those towers and associated equipment would be borne by the County. (State bonding assistance is possible with those costs).

UHF upgrade

The Harris repair depot is located in the US, in Lynchburg, VA; and, they maintain a full service shop in Jackson, MI. They employ several technicians in Michigan, who are all available for emergency responses.

Since the County would own the entire system under the Harris proposal, costs of repair and maintenance would be borne by the County. Similarly, the County and the local units of government could determine among themselves the division of ongoing maintenance costs, as is the current practice. The County would be responsible for any system upgrades, hardware or software, which become necessary over the life of the radio system.

Harris equipment is provided with a standard warranty of one year for fixed infrastructure and two years for mobile and portable units. (The XG-100 model multi-band radio is supplied standard with a 3 year warranty) Again, these parameters are all negotiable.

"Mic Fees" would be determined locally. Currently they are split between the county and local units of government to help fund system maintenance and operation.

Current Ingham "mic fees" total \$155.30 annually, per radio. This amount is split 65% County funded (\$100.95) and 35% locally funded (\$54.35)

MPSCS

The County would be responsible for the cost of ongoing maintenance of those locally provided sites. Maintenance on these County provided sites can be provided by County employed techs, by a local commercial radio shop, or by State technicians, paid by the County. (It is possible to negotiate a "not to exceed" price for regular maintenance at those County owned sites) MPSCS staff says that most local units of government on the system opt for the MPSCS to provide maintenance service at the locally provided tower sites, due to lower cost compared to other options.

A major difference from the stand-alone County built radio system is that the MPSCS will provide and pay for any upgrades to equipment or software systems at the tower sites, including sites provided by the County. This policy covers any system upgrades for the life of the system. Software upgrades are typically on a two year cycle from Motorola, and hardware upgrades are done as needed to assure reliable system operation. This provision does not apply to mobile and portable units, consoles, etc.

Maintenance and repair service for mobile and portable units and dispatch consoles is a local responsibility, and can be provided via a local commercial radio shop, the County itself, or other means.

Mic fees are currently set at \$200 for each radio unit for most users. Past practice, which is negotiable, has been to give "credit" toward mic fees when the County or local unit adds infrastructure. There is a lower fee for some limited users. The MPSCS is considering, but has not adopted, a new system of "Mic Fees" in which the fees would be built into the cost of the radio, up front, with no ongoing, yearly fees.

UHF upgrade

Interoperability Connections

The Harris proposal would continue many of the current connection arrangements to other radio systems, including the MPSCS. At present, these are typically connections made at the 911 dispatch console locations, and simply connect the audio stream of one radio system to that of another.

With the move to a P25 system, there is a standard in place for interconnection of P25 systems, regardless of their manufacturer or frequency band, that makes the link appear to the user to be seamless and as if the user in the other system was operating on the local system. These "Inter-Subsystem Interface" standards are part of the P25 suite of standards.

The use of the UHF band by Ingham County, both today and under the Harris proposal for the future, allows for direct and seamless interface with the Eaton County radio system by all mobile and portable units in the Ingham system. Connection to Clinton County is via a system gateway (Harris Stargate®) that directly ties the Clinton EDACS system on the 800 MHz band to the Ingham EDACS system on UHF. Livingston and Shiawassee Counties, on the east border, use the MPSCS, and there exist today both dedicated and "steerable" connections between the Ingham radio system talkgroups and those used by those Counties on the MPSCS. Jackson County has invested heavily in recent years in their VHF radio system, which is used often by Ingham's bordering agencies. Jackson County 911 is equipped with an "Ingham" radio, too.

The use of newly available "Multi-band" radios, available from several manufacturers, can be a tool that allows interoperability connections from the field to multiple radio systems.

MPSCS

Joining the MPSCS would allow the 911 dispatch center and the mobile and portable units to have direct communication with MPSCS users statewide. This does not mean that Ingham units would be equipped with all of the "local" talkgroups (channels) used around the state by the many users of the MPSCS. There are several common talkgroups on the MPSCS system that are programmed into all MPSCS radio templates. When communication with public safety units of another locality is needed, it is a relatively simple matter to move all involved units to one of those "Statewide" or "Event" talkgroups.

The typical MPSCS radio template will also include several County specific "Event" or "Common" talkgroups for use within the County for day to day operability.

The MPSCS is not currently used by public safety in Eaton, Clinton or Jackson Counties. Thus, interoperable communication with units from those entities would require methods similar to those now used by the County radio system, even if the County moved to use of the MPSCS.

Multiband radios are now available that will allow for communication on the MPSCS and other radio systems, on multiple bands.

UHF upgrade

Paging Options

The Harris proposal to update the current system to P25 standards would retain the current analog fire paging system. That system has enjoyed good coverage within the County.

There is a new pager company, Unication, with plans to market a P25 compatible pager by later this summer. This paging system would work on the UHF band or on 700/800 MHz and brings several advantages if the County wanted to transition to this paging method.

Continuing with the current analog system would allow use of current pagers, and not require their replacement.

Sites and Frequencies

The preliminary Harris proposal to update the current system to P25 digital operation would retain the current five transmit and additional 8 receive tower sites. Coverage would be nearly identical to that enjoyed today. The system would continue to use the current 10 UHF frequencies (1 dedicated to fire paging, 1 as a "control channel", and 8 used for trunked voice communication)

The County has not had any reported events of channel overload, resulting in a denial of a channel grant to a user.

MPSCS

The MPSCS, at present, does not support a paging system. The Unication brand pager system, noted under the Harris discussion, will allow for paging on the MPSCS system when it becomes commercially available.

The County, or local units, would be required to purchase new pagers to make use of this system.

The County could also opt to retain the paging portion of the current radio system while moving the other voice communication systems to the MPSCS. This option would allow continued use of the current analog pagers by fire and other response personnel.

Until the County presents a detailed RFP, with its requirements for coverage, it is impossible to state how many tower sites would be needed.

There are 800 MHz frequencies available in Ingham County, which along with a reserved set of 700 MHz frequencies provide ample frequencies for support of the County on the MPSCS.

The MPSCS continually monitors channel use to assure adequate numbers of channels are available.

UHF upgrade

Bi-Directional Amplifiers and other hardware

The Harris system proposes to continue use of much of the fixed site hardware already in use. They would provide new dispatch consoles and other associated equipment at the 911 center to support the move to P25. Most of the remote tower site power generators, HVAC, antennas, feedlines, combiners, multi-couplers and lightning protection is all in good shape and can continue in operation.

The County has invested substantial funds into the installation of devices known as "Bi-Directional Amplifiers" (BDA's). These units are installed in large buildings to provide better "in building" radio coverage. Some of these units will continue to work with a P25 system. The 15 BDA's now in use in the system are not part of a Harris maintenance contract.

MPSCS

A move to the MPSCS would require that most of the hardware used be new. This is due largely to the fact that the MPSCS operates on the 700/800 MHz band, and many components at fixed sites are frequency dependent.

The design of the MPSCS system, based on the County's RFP specifications, could result in less need for building specific coverage solutions, such as BDA's. However, to build a system that would need few, if any, BDA's would likely be cost prohibitive. It is likely that the County's specs for system coverage would require a similar number of BDA's as are now in operation on the UHF band to assure the same level of building penetration. Antennas and any active components of a current UHF BDA system would need to be replaced. Cabling could potentially be re-used, saving on installation costs.

UHF upgrade

Response Times

Harris proposes to retain something similar to their current contractual agreement with the County related to response times. A new P25 system would include a local Network Switching Center with built in monitoring capability.

Harris' Jackson shop location, along with several technicians who live in the County, allow for prompt response. Harris is open to negotiation with the County on any level of response desired.

Harris also operates a "Network Operations Center" as part of their service to other major statewide radio systems around the nation. That service would be available to Ingham County at a price to be negotiated.

MPSCS

The MPSCS staff point to their Network Control Center (NCC) as being a major part of their system monitoring and response system. They point out that the extensive monitoring capability of the NCC often heads off major issues, with some minor issues being corrected remotely or determined to be of a nature that does not require immediate technician response.

The NCC is a standard service provided to all MPSCS users at no additional cost. NCC operation and technician response times are specified in a written policy.

Any guarantee of technician response time is subject to negotiation. Note the discussion about responsibility for costs of maintenance at fixed sites in the "Long Term Costs" section above.

UHF upgrade

Tower Loading and tower work costs

Given the planned re-use of much of the fixed site infrastructure, if Harris were to update the current system to P25, very little would need to change on the towers.

Since the system is owned by the County, the County would continue to be responsible for any costs involved in tower maintenance.

Over the air programming / encryption

The ability to re-program or make changes to the radio operating template remotely “over the air”, without having a technician actually touch and connect cabling to the radio, is available as an option, at additional cost, on the Harris proposed system. This capability can result in significant time and costs savings in the future, because radios can be configured easily, by radio signal.

MPSCS

The MPSCS maintains, at State expense, towers that are part of the original MPSCS system. Any towers added by the County, to obtain better coverage, would be the responsibility of the County. Current radio system tower sites could, potentially, be used for the new sites on the MPSCS. Those sites would need evaluation to see if they could support the current system and new antennas and supporting equipment long term and during a transition period.

Locally provided towers can be at any location chosen by the County, so long as they meet the needs of the vendor and designer of the system.

The MPSCS employs steeplejacks and will maintain their towers. They will, for a negotiated fee, also maintain County provided towers, but only equipment on those “local” towers that is directly related to MPSCS radio systems. Local paging, for instance, would not be supported or maintained by MPSCS staff.

The MPSCS system, at present, does not support “Over the Air Re-Programming”. It does support “re-Keying” over the air, which refers to the ability to change an encryption key over the air without physically touching the radio itself.

UHF upgrade

All currently used radios on the system have this remote programming capability, but it is not used at present.

The Harris system also supports over the air re-keying of encryption systems.

Sheriff's Transport Vans

The prisoner transport vans used by the Sheriff have the need for reliable communication when outside of the County. The current UHF system does provide service to some extent outside of the County, such as to Charlotte, Jackson, St. Johns, and Howell.

The only public safety grade communications option for wide area coverage is the MPSCS. A discreet MPSCS radio, or a dual band unit that could work on both the County UHF system and the MPSCS would be ways to meet that need.

MPSCS

MPSCS tightly controls the "system key" which is a method of controlling the radio sets used on the system. Thus, original radio templates must be created and approved by MPSCS staff. Local technicians can load a "serial specific" template, applicable only to those radios working in a specific system, which has been provided by MPSCS staff.

MPSCS radios are capable of the latest types of digital signal encryption, known as "DES-OFB", and the only cost involved is the software needed to enable that encryption in the radio itself. There is no additional charge for use of encryption on the MPSCS system.

If the County were to adopt the MPSCS as its primary communication system, the transport vans and any other vehicles that travel outside of the County would have solid and reliable mobile communication, statewide, on selected MPSCS talkgroups for communication with Ingham County 911 dispatch and other units.

The Issue of “Control”

The County currently owns and operates its own radio system. Thus, it enjoys total “control” over the use and feature set of the system. It is also solely responsible for the cost of the entire system.

Joining the MPSCS would bring about a change in that system. Once the County has decided on the local system design standards, and has purchased that system using its own bidding system, the radio system then will be operated by the MPSCS. That change in operational method can be seen as a “loss of control” of a vital public safety activity by the local unit of government.

The MPSCS staff and leadership explain that the “perception” of loss of control is balanced by the fact that responsibility for maintenance of the system infrastructure is now moved to the MPSCS. As discussed above, the County would still be responsible to pay for maintenance of “Local” towers in the system, but the operational details, monitoring, and keeping the system updated and running would all fall to MPSCS staff.

Licensing of the actual frequencies used in the system built for Ingham County is agreed upon as part of the “Integration Agreement” that would be concluded between the County and the MPSCS.

Dual/Multi Band Radios

In the past couple of years, a new option has come on the market that has potential for Ingham County. That is the availability of radio sets, both mobile (vehicle mounted) and portable (hand carried), that are capable of operation on more than one frequency band or multiple radio systems. Use of the P25 standard makes it possible to use dual band radios from more than one manufacturer.

In the case of Ingham County, if the County decided to retain and update the existing UHF radio system, it could also provide connectivity to, and realize the benefits of, the MPSCS by equipping units with a dual band radio that could operate seamlessly on both systems. To be clear, none of the current mobile or portable radios have this capability, and local agencies would need to determine which vehicles or personnel to equip with this new option. But, by equipping, at least as a start, only those units with an immediate need for longer range communication, current users could ease into this type of operation with gradual replacement of existing mobile and portable stock, as needed.

The current (FY 2015) Grant Guidance from the Department of Homeland Security, Office of Emergency Communications, lists as one of the “key changes” for this year that use of multi-band radios is “encouraged”. This grant guidance applies to at least seven major federal grant programs, including several Homeland Security Grant Programs, Emergency Management Performance Grants, Assistance to Firefighters Grants, and others.

Operability and Interoperability

These two terms are often used in discussing the need for new radio systems. “Operability” is used to describe the use of the radio system for day to day, either routine or emergency, communications within a particular system or geographic boundary. In the case of the County, it would refer to the ongoing communications of police, fire and EMS users in the County, talking with each other and with their local dispatch. It is commonly accepted that this type of communication accounts for well over 95% of all public safety radio traffic. Very good operable communications can be provided by virtually any radio system, since this need is not dependent upon what is being used by neighboring entities.

“Interoperability” describes the need to communicate with those around you. In the case of the County, that would mean communicating with units from surrounding Counties or others who may not be equipped with the Ingham County radio system. Such uses could be law enforcement pursuing a suspect outside of the County, Fire mutual aid to a neighboring entity outside of the County, or EMS transporting a patient to a facility outside of the County. (In the case of EMS, there are existing State standards that provide common frequencies and communication paths for all EMS and hospitals in the State).

The Dept of Homeland Security has done extensive work to define public safety interoperability and best practices to achieve it. Their “Interoperability Continuum”⁵ makes a strong case that the technology involved, simply buying a particular radio system, is only one piece of the interoperability puzzle. A careful and full reading of this document will provide a much greater understanding of how interoperability can and should be achieved.

Neighboring Radio Systems

Looking at the other Counties around Ingham, there is a mix of frequency bands and radio systems being used. Eaton County uses the UHF band in a “conventional” mode. This type of system uses discrete frequencies for each “channel”, but radios that work on the Ingham UHF system also work well on the Eaton system. Many of the Eaton County public safety units operating along the Ingham border are equipped with Harris radios that also work on the Ingham trunked radio system. There is very good day to day operability and interoperability between these two counties.

To the north, Clinton County uses a Harris EDACS trunked radio system, very similar to that used by Ingham, but operating on the 800 MHz band. These two systems are tied together with a “bridge” system that allows for seamless communication between units on each system, so long as they are within the footprint of their “home” county system. Both Clinton and Ingham EDACS systems face the same manufacturer “end of support” deadline that is officially listed as the end of 2017. However, Harris notes that it is

⁵ http://www.dhs.gov/sites/default/files/publications/interoperability_continuum_brochure_2.pdf

contractually obligated to continue support to the State of Florida statewide radio system, using the EDACS system, until 2021.

To the east, Livingston and Shiawassee County use the MPSCS for most all of its operations. Ingham has worked with these Counties to create common connections between the 911 dispatch centers that connect their radio systems. These connections make it possible for field units from each County to communicate with each other, so long as they remain within the coverage of their home system.

To the south, Jackson County uses a VHF (155 MHz band) radio system. Jackson County has invested considerable funding into that system over the past few years. There is some connectivity between the two 911 centers, and the Ingham local agencies on the Jackson County border are equipped to communicate directly with Jackson units on the VHF band.

Other Options

The information presented above in this report is generally looking at the two primary options identified by County staff for the future of the County public safety radio system. There are other options that may be of interest to the County.

In terms of frequency band to be used, the County would most likely either remain on the UHF band (453 and 460 MHz), or move to the 700/800 MHz band. 700/800 is popular for new public safety systems in many cases due to the lack of available frequencies in other bands. One of the primary reasons that the MPSCS is on the 800 MHz band is frequency availability at the time the system was being designed and built. The VHF and UHF bands remain popular for public safety use, but both are crowded in this geographic area making system expansions more difficult.

An option open to the County would be to abandon the current UHF system, and build its own 700/800 system. Frequencies are readily available for this option, and several vendors would be capable of providing this type of system. A recent example using this option was chosen by the Downriver Mutual Aid Consortium⁶. This collaboration of about 20 communities in southern Wayne County decided to update their older analog 800 MHz radio system to P25, but to keep it separate from the MPSCS. They did include the common interoperability zones and talkgroups of the MPSCS in their mobile and portable radios, to give them full access to that valuable resource. Under current MPSCS guidelines, those radio zones and talkgroups are available at no cost to any public safety user with approved radio equipment.

The "Downriver" option would require that the County abandon the UHF band and most investments made in the current system, but does allow for the same, single band, radio in the field to operate directly on both the MPSCS and the local "Downriver" systems.

⁶ Downriver Community Conference, Bob Heck, System Administrator, 734-362-3432

Operationally, this option would be similar to the County keeping and updating the UHF radio system, with the difference being that dual or multiband radios would be needed to bridge the difference between the UHF and 700/800 bands.

If the County elects to build a stand-alone system, it has some options as to vendor. If it elects to keep and upgrade the current UHF system, it would make the most sense to continue to use Harris as the vendor, given their long involvement and use of Harris equipment in the system to date (although other vendors could provide hardware needed for the P25 upgrade). If the County elects to build its own 700-800 system, there are several vendors that could provide that service. These would include, Harris, Motorola, Airbus DS / EADS, and others. (The Downriver group used Airbus DS to build their fixed infrastructure and opted for Motorola mobile and portable radios)

Once the County has settled on either retaining and upgrading the UHF system, or moving in some fashion to the 700/800 band, there are numerous manufacturers who make very robust mobile and portable radios that are fully compatible with any P25 system. These manufacturers include Kenwood, Johnson, Tait, Airbus DS, and others, in addition to Motorola and Harris.

If the County elects to fully join the MPSCS, that system uses Motorola exclusively for their infrastructure needs. However, multiple vendors can supply the mobile and portable units that would work with the MPSCS system.

Any option that moves away from the current UHF system would mean abandoning the investment made in major components of that system, since they would not likely continue to be used. The currently used mobile and portable radios are all approaching or just over 10 years old and replacement could be an issue in coming years. The current field radios (7100 series) are fully capable of P25 operation, but are not P25 Phase 2 capable, which is only a factor if the County in the future finds the need to move to Phase 2. That decision would be driven by capacity needs (i.e. more channels or talk paths due to higher usage) and not be any regulatory mandate or standard.

6/4/2015
Brent A Williams
Communications Consulting Services
Marshall, MI
(517) 285-6678
emsradio@core.com



AGENDA ITEM # 7
Maner Costerisan PC
2425 E. Grand River Ave.
Suite 1
Lansing, MI 48912-3291
T: 517 323 7500
F: 517 323 6346
www.manercpa.com

June 11, 2015

RECEIVED

JUN 15 2015

Chairperson
Ingham County Board of Commissioners
County Building
Mason, MI 48854

Dear Sir or Madam:

You will find enclosed an annual accounting for the Ingham County 9-1-1 Service District. Section 405 of Senate Bill No. 303 of 1986 requires that telephone service providers of each service district prepare an annual accounting of the 9-1-1 technical (network) revenues and expenses.

We have been retained by the service providers listed on the attached statement to compile this information. This report provides your district's information for each listed provider of 9-1-1 service in your district. The over (under) collection amount may result in a change in the 9-1-1 technical rate. Rate changes are generally done annually in May to be effective July 1.

If you have any questions regarding the information, please contact our office.

Very truly yours,

Edward B. Rebman, CPA
Principal

EBR:las
Enclosures
cc: 911 coordinator

INGHAM COUNTY

E911 Technical Surcharge Pool

Compiled Financial Statements

December 31, 2014 and 2013

- Contents -

	<u>Page</u>
Accountant's Compilation Report	1
Financial Statements	
Statements of Trust Assets and Liabilities	2
Statements of Trust Receipts and Expenditures	3
Statements of Cash Flows	4
Notes to Financial Statements	5 - 6

Accountant's Compilation Report

Telephone Service Suppliers
Ingham County E911 Technical Surcharge Pool
Lansing, MI

We have compiled the accompanying statements of trust assets and liabilities of the Ingham County E911 Technical Surcharge Pool (an association) as of December 31, 2014 and 2013, and the related statements of trust receipts and expenditures and cash flows for the years then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Telephone Service Suppliers are responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist the Telephone Service Suppliers in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

We are not independent with respect to the Ingham County E911 Technical Surcharge Pool.

Maner Costerisan PC
June 1, 2015

Ingham County E911 Technical Surcharge Pool
(An Association)
Statements of Trust Assets and Liabilities
As of December 31, 2014 and 2013

	<u>2014</u>	<u>2013</u>
Current Assets		
Equity in Common Funds	\$ 118,285	\$ 139,059
Accounts Receivable -		
Service Suppliers	<u>24,300</u>	<u>29,082</u>
Total Current Assets	\$ <u>142,585</u>	\$ <u>168,141</u>
Current Liabilities		
Accounts Payable -		
Service Suppliers	\$ 49,193	\$ 42,592
Service Users	<u>93,392</u>	<u>125,549</u>
Total Current Liabilities	\$ <u>142,585</u>	\$ <u>168,141</u>

See accountant's report and notes to the financial statements.

Ingham County E911 Technical Surcharge Pool
(An Association)
Statements of Trust Receipts and Expenditures
For the Years Ended December 31, 2014 and 2013

	<u>2014</u>	<u>2013</u>
Receipts - Technical Surcharges	\$ 156,158	\$ 221,322
Expenditures - Provision of Service	<u>188,315</u>	<u>199,015</u>
Surplus (Deficit) of Receipts Over Expenditures	(32,157)	22,307
Accounts Payable - Service Users, Beginning of Year	<u>125,549</u>	<u>103,242</u>
Accounts Payable - Service Users, End of Year	\$ <u><u>93,392</u></u>	\$ <u><u>125,549</u></u>

See accountant's report and notes to the financial statements.

Ingham County E911 Technical Surcharge Pool
(An Association)
Statements of Cash Flows
For the Years Ended December 31, 2014 and 2013

	<u>2014</u>	<u>2013</u>
Cash Flows from Operating Activities		
Accounts Receivable	\$ 4,782	\$ 30,798
Accounts Payable	<u>(25,556)</u>	<u>35,833</u>
Net Cash Flows Provided (Used) by Operating Activities	<u>(20,774)</u>	<u>66,631</u>
Increase (Decrease) in Common Funds	(20,774)	66,631
Equity in Common Funds, Beginning of Year	<u>139,059</u>	<u>72,428</u>
Equity in Common Funds, End of Year	<u>\$ 118,285</u>	<u>\$ 139,059</u>

See accountant's report and notes to the financial statements.

Ingham County E911 Technical Surcharge Pool
(An Association)

Notes to Financial Statements

Note 1 - Nature of Activities

The Ingham County E911 Technical Surcharge Pool (Pool) is an unincorporated association of suppliers of emergency (911) telephone service within Ingham County, in the State of Michigan. It was formed to provide for the settlement of costs between suppliers as required by Public Act 32 (P.A. 32) of 1986, as amended.

The service suppliers for this Pool are CenturyTel of Upper Michigan, Comcast, Frontier Communications, AT&T, Matrix Telecom, Shiawassee Telephone Company, Springport Telephone Company, TDS Metrocom, and TelNet Worldwide. In accordance with P.A. 32, these suppliers are entitled to recovery of costs as defined by the statute. In addition, the statute requires uniform billing on a geographic basis. Each supplier reports its billings and costs. These amounts are then pooled and settlements for over or under collections are made.

Note 2 - Significant Accounting Policies

Basis of Accounting: These financial statements are prepared on the accrual basis of accounting. Receipts are recorded when billed and expenditures are recorded based upon the provisions of tariffs filed with the Michigan Public Service Commission.

Trust Funds: All funds within the Pool are held in trust solely for the service suppliers. Since the statute mandates cost recoveries, there is no income, loss or corresponding fund balance. Due to the nature of the Pool, taxes on income are not applicable. Accordingly, these financial statements do not reflect a provision for income taxes and the Pool has no other tax positions which must be considered for disclosure. Management has evaluated income tax positions taken or expected to be taken, if any, and the likelihood that upon examination by relevant jurisdictions, those income tax positions would be sustained. Based on the results of this evaluation, management determined there are no positions that necessitated disclosures and/or adjustments.

Accounts Receivable or Payable - Service Users: These amounts represent future billings or refunds to adjust for the over or under collection of telephone surcharges from the service users. These adjustments are normally made on an annual basis. Accounts receivable are carried at their estimated collectible amounts and do not bear interest.

Accounts Receivable or Payable - Service Suppliers: These amounts represent the corresponding contra asset or liability to the Accounts Receivable or Payable - Service Users and are amounts due to or from the service suppliers. Accounts receivable are carried at their estimated collectible amounts and do not bear interest.

Equity or Deficiency in Common Funds: The service suppliers utilize a common bank account for the seventy-nine service districts within the State of Michigan. Equity or Deficiency in Common Funds represents the Pool's cash and cash equivalents or advances from this bank account. Cash and cash equivalents consist of cash on deposit and short-term investments with maturities of three months or less. Interest earnings, generally immaterial, are credited to the various pools to reduce reported costs.

Technical Surcharges: Technical surcharges represent the monthly billings by the telephone service suppliers. These amounts are determined in accordance with the provisions of P.A. 32 and are subject to maximum caps as stipulated by that statute.

Ingham County E911 Technical Surcharge Pool
(An Association)

Notes to Financial Statements

Note 2 - Continued

Expenditures: Expenditures represent the costs of providing the emergency telephone network, switching, billing and collection and similar amounts.

Bad Debts: No provision for bad debt expense or allowance for uncollectible amounts is deemed necessary. Management writes off receivables as they are determined to be uncollectible based upon a periodic review of the accounts. Accounting principles generally accepted in the United States of America require that the allowance method be used to recognize bad debts; however, the effect of using the direct write-off method is not materially different from the results that would have been obtained under the allowance method.

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires the suppliers to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 3 - Surcharge Rates

P.A. 32 permits the recovery of both recurring and nonrecurring charges. Recurring charges are defined as the amounts necessary for the ongoing operation of the system. Nonrecurring charges are for the initial setup and non-operational installation of trunks, circuits and similar items. Depending on the date of commencement of service, the nonrecurring charges are subject to various amortization rates and periods of up to ten years. At December 31, the Ingham County billed access-facility monthly rates were:

	<u>2014</u>	<u>2013</u>
Recurring	\$ 0.20	\$ 0.22
Nonrecurring	<u>0.00</u>	<u>0.00</u>
Total	<u>\$ 0.20</u>	<u>\$ 0.22</u>

Effective July 1, 2015, the recurring rate will be increased by \$0.03 resulting in a total rate of \$0.23.

Note 4 - Fair Value of Financial Instruments

The fair value of short-term financial instruments, including accounts receivable and accounts payable, approximates the carrying amount due to the short maturity of these instruments.

Note 5 - Subsequent Events

The date to which events occurring after December 31, 2014 have been evaluated for possible adjustment to the financial statements or disclosure is June 1, 2015, which is the date on which the financial statements were available to be issued.