THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, SEPTEMBER 15, 2016 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of the August 31, 2016 Minutes
Additions to the Agenda
Limited Public Comment

1. Animal Control
   a. Resolution to Accept the Second 2017 Bissell Pet Foundation Super Saturday Free Adoption Grant
   b. Discussion item: Discussion on Proposed Animal Control Department Reorganization

2. Circuit Court/Family Division - Resolution to Authorize Acceptance of United States Department of Agriculture and Michigan Department of Education Grant Award to the Ingham County Family Center for Kitchen Equipment

3. Human Resources - Resolution Setting Probate Judges Annual Salaries

4. Sheriff’s Office
   a. Resolution Authorizing the Closure of Post #7 at the Ingham County Jail, Thus Reducing the Jail’s Rate of Capacity from 569 Beds to 511 Beds
   b. Resolution to Enter into a Contract with Mid-Michigan Kennels Using FY 2015 Homeland Security Grant Program Funds

5. Controllers/Administrators Office - Resolution to Proceed with Plans for Constructing, Equipping, and Financing a New County Animal Shelter Facility

6. 9-1-1 Center - Director Lance Langdon, Report on Operations


Announcements
Public Comment
Adjournment
PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING

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

Members Absent: None.


The meeting was called to order by Chairperson Crenshaw 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 August 11, 2016 Minutes

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE AUGUST 11, 2016 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

None.

Limited Public Comment

None.

1. Budget Hearings
   b. Circuit Court
   c. Circuit Court – Family Division
   d. Circuit Court – Friend of the Court Division
   e. Community Corrections
   f. District Court
   g. Ingham County 911 Dispatch Center
   i. Jury Administration
   j. Probate Court
   k. Prosecuting Attorney

Chairperson Crenshaw asked those department or affiliated entity representatives that were satisfied with their pieces of the Controller’s Recommend Budget to stand and state their name.
The following representatives stated they were satisfied with their piece of the Controller’s Recommended Budget:

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<th>Representative</th>
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<tr>
<td>George Strander</td>
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<td>Mary Sabaj</td>
<td>Community Corrections</td>
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<td>Lisa McCormick</td>
<td>Prosecuting Attorney</td>
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<td>Lance Langdon</td>
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<td>Hon. Janelle Lawless</td>
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<td>Hon. Donald Allen</td>
<td>District Court</td>
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1. **Budget Hearings**
   a. **Animal Control**

John Dinon, Animal Control Director, stated that there were changes proposed to the Controller Recommended Budget due to the passage of the Animal Control millage.

MOVED BY COMM. BANAS, SUPPORTED SCHAFER, TO ADD THE PROPOSED AMENDMENTS TO THE ANIMAL CONTROL BUDGET.

THE MOTION CARRIED UNANIMOUSLY.

1. **Budget Hearings**
   h. **Office of Homeland Security & Emergency Management**
   l. **Sheriff**
   m. **Tri-County Metro Narcotics Squad**

Sheriff Gene Wriggelsworth stated that the Sheriff’s Office was grossly understaffed to the extent that officers could be left in dangerous situations.

Allen Spyke, Undersheriff, stated that they had planned to seek service enhancements in this budget cycle. He further stated that they decided against seeking enhancements in the end due to the budget outlook for 2017 and 2018. Undersheriff Spyke stated that the Board of Commissioners needed to know that the Sheriff’s Office had experienced significant cuts over the years.

Commissioner Schafer stated that fifty percent of the County budget was discretionary and the Sheriff’s Office should not be classified as discretionary in the budget materials.

Commissioner Celentino stated that each Committee had the opportunity to add items to the Z-list, which would be reviewed again when the Finance Committee held its budget hearing in September.
Commissioner Maiville stated that Peter Cohl, County Attorney, had once advised that there was a professional duty to respond. Commissioner Maiville further stated that there was a fine line between being able to meet this duty or not given the cuts to the Sheriff’s Office over the years. Commissioner Maiville stated that the Board of Commissioners needed to support the Sheriff’s Office.

Commissioner Hope stated that the Human Services Committee did not add additional positions to the Z-list during its recent budget hearing. She further stated that the Human Services Committee added additional money to the Z-list for the purpose of the Ingham County DHHS childcare fund.

Commissioner Banas asked for the Controller’s Office to respond to the Sheriff’s Office’s statements.

Tim Dolehanty, Controller/Administrator, stated that he agreed with the Sheriff’s Office. He stated that the County needed more funds in order to add additional positions to the Sheriff’s Office. Mr. Dolehanty stated that in the alternative, the County could cut the budget elsewhere in order to add additional positions.

Commissioner Banas asked if there were any grant opportunities or alternative sources of funding.

Mr. Dolehanty answered no.

Sheriff Wriggelsworth stated that there were not federal opportunities either.

Commissioner Schafer stated that several posts had been closed.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. MAIVILLE, TO ADD A ROAD PATROL DEPUTY TO THE Z-LIST.

Commissioner Anthony stated that she supported the Sheriff’s Office, but she would vote against this motion as it would be largely symbolic. She further stated that the State had placed several unfunded mandates on the County’s shoulders.

Commissioner Banas asked how much this position would cost.

Chairperson Crenshaw stated that the total personnel cost would be $65,265.

Discussion.

Commissioner Banas asked what impact this position would have on the Sheriff’s Office.

Sheriff Wriggelsworth answered that there would not be much impact because it took 5.5 deputies to put a deputy on the road 24 hours per day, seven days per week.
THE MOTION FAILED. **Yea**: Celentino, Maiville, and Schafer **Nay**: Anthony, Banas, Crenshaw, and Tsernoglou **Absent**: None.

Discussion.

Undersheriff Spyke stated that they were satisfied with the Office of Homeland Security and Emergency Management part of the budget.

Commissioner Banas thanked Sheriff Wriggelsworth for his service to the county.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. BANAS, TO APPROVE THE CONTROLLER RECOMMENDED BUDGET.

THE MOTION CARRIED UNANIMOUSLY.

2. **Final Ranking**

None.

**Announcements**

None.

**Public Comment**

George Strander, Probate Court Administrator, addressed the Committee regarding the Probate Court’s desire to add a part time deputy probate register position in the future.

**Adjournment**

The meeting was adjourned at 6:23 p.m.
RESOLUTION ACTION ITEMS AND PRESENTATIONS:

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

1a. **Animal Control - Resolution to Accept the Second 2017 Bissell Pet Foundation Super Saturday Free Adoption Grant**

This resolution authorizes acceptance of a second grant in 2017 to reimburse ICAC for no fee adoptions to be completed on October 22, 2016 as part of the BISSELL Pet Foundations Super Saturday Free Adoption event. The first one was held in May. ICAC will make animals available to qualifying adopters for free.

ICAC will use their regular adoption application, screening process and adoption agreement for adoptions as part of this event. The grant will facilitate an increase in adoptions and marketing of the event will help raise the profile of ICAC’s adoption program in the community.

The amount of the grant will be determined by the number, species, and ages of the animals adopted on October 22, but is anticipated not to exceed $4,000. There is no match requirement.

1b. **Animal Control - Discussion item: Discussion on Proposed Animal Control Department Reorganization**

2. **Circuit Court/Family Division - Resolution to Authorize Acceptance of United States Department of Agriculture and Michigan Department of Education Grant Award to the Ingham County Family Center for Kitchen Equipment**

This Resolution authorizes the acceptance of a grant in the amount of $17,649 from the Department of Agriculture and the Michigan Department of Education to purchase new kitchen equipment to support the Ingham Academy at the Ingham County Family Center.

This grant focuses on the implementation of smarter lunchrooms: an innovative strategy to encourage healthy eating in the cafeteria, equipment that improves the safety of food, and overall energy efficiency of the school food service operations (see attached memo for details).

3. **Human Resources - Resolution Setting Probate Judges Annual Salaries**

The resolution will provide Ingham County Probate Judges with a pay raise per Public Act 31 (2016 PA 31).

The State Court Administrator of the Michigan Supreme Court has provided a memorandum clarifying Public Act 31 (2016 PA 31) amending the statutes governing judges’ annual salaries. This legislation and memorandum provide guidelines for implementation of a one percent (1%) increase, effective October 1, 2016 for probate court judges statewide.

For calendar year 2016, probate judges will receive a total salary of $140,267.47 and for the calendar year 2017, probate judges will receive a total salary of $141,318.19 (see attached memo for details).
This resolution authorizes several things including an amendment to the agreement with Michigan Department of Corrections (MDOC) to reduce the amount of inmates to be housed by 58 inmates from 158 to 100 inmates for the remainder of their contract (September 30, 2016). Post 7 is closed effective September 1, 2016 which holds 58 inmates and is staffed by six (6) Deputies. The Deputies will continue to work as floaters to reduce overtime until they are assimilated into the workforce through natural attrition. The design rated bed capacity of the Ingham County Jail will be reduced from 569 beds to 511 beds, however the local beds capacity remains at 408.

This second post Closure (Post #6 with 32 beds was closed in July) is being taken to mitigate the loss of state prisoners being sent to the County as the MDOC has been reducing the prisoners being housed at local County jails throughout the State for some time. There are not sufficient state funds to continue this program at the same level in the State’s 2017 budget effective October 1, 2016. Therefore the 2017 budget does include contract revenue and expenses from the continuation of a 100 MDOC inmate prisoner contract, a reduction of 90 beds (see attached memo for details).

This Resolution authorizes entering into a contract with Mid-Michigan Kennels for an amount not to exceed $10,500 for the purchase of an explosive detection canine which includes training.

The Ingham County Office of Homeland Security & Emergency Management has previously applied for and was approved to receive a pass through grant funds from the FY 2015 Homeland Security Grant Program (HSGP).

NOTE: IN ORDER TO COMPLY WITH FEDERAL GRANTS POLICY REQUIREMENTS OTHER QUOTES ARE BEING SOUGHT PRIOR TO THE LAW & COURTS MEETING AND WILL BE EVALUATED.

The resolution authorizes the Ingham County Building Authority to proceed with constructing, equipping, and financing a new county animal shelter which would replace the existing facility based on the preliminary plans and cost estimates provided to the Law & Courts, County Services, and Finance Committees.

The projected cost of construction, equipment, and financing plus fees and borrowing costs is not to exceed a total project cost of $7,777,704.

All funds will come from the recently approved Animal Control Shelter Replacement and Operational Millage (see attached memo for details).
TO: Board of Commissioners Finance and Law & Courts Committee
FROM: John Dinon, Director – Ingham County Animal Control
DATE: 26 August 2016
SUBJECT: Resolution to accept Bissell Pet Foundation Grant

For the meeting agendas of September 15 and 21, 2016

BACKGROUND
The Ingham County Animal Control Department (ICAC) has applied for and been awarded a grant to reimburse ICAC for no fee adoptions finalized on October 22, 2016 as part of the BISSELL Pet Foundations Super Saturday Free Adoption event. ICAC will make animals available to qualifying adopters for free and The Foundation will reimburse ICAC at the following rates:

- $58/senior dog (6 years and older)
- $102/dog (6 months to 6 years)
- $135/puppy (under 6 months)
- $45/senior cat (6 years and older)
- $70/cat or kitten (under 6 years)

ICAC will use our regular adoption application, screening process and adoption agreement for adoptions done as part of this event. The grant will facilitate an increase in adoptions and marketing of the event will help raise the profile of ICAC’s adoption program in the community.

The amount of the grant will be determined by the number, species and ages of the animals adopted on October 22, but is anticipated not to exceed $4,000. There is no match requirement.

ALTERNATIVES
If the grant is not accepted, ICAC will adopt animals at the regular adoption fees that date.

FINANCIAL IMPACT
Accepting the grant may slightly enhance County revenue due to increased adoptions.

OTHER CONSIDERATIONS
The first Bissell Foundation Super Saturday on May 7, 2016 was very successful; 21 dogs and 20 cats/kittens were adopted on that day.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to accept the Bissell Pet Foundation Grant.
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE SECOND 2017 BISSELL PET FOUNDATION
SUPER SATURDAY FREE ADOPTION GRANT

WHEREAS, the Ingham County Animal Control has applied for and has been approved to receive a grant from the BISSELL Pet Foundation; and

WHEREAS, the purpose of this grant is to reimburse Ingham County Animal Control for no fee animal adoptions finalized on October 22, 2016; and

WHEREAS, the award amount of this grant is dependent on the number of animals adopted on October 22, but is anticipated to not exceed $4,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the grant from the BISSELL Pet Foundation for an amount to be determined by the number of adoptions finalized on October 22, 2016, but not to exceed $4,000 with no match requirement.

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

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.
MEMORANDUM

TO: Law and Courts Committees
FROM: Maureen Winslow, Deputy Court Administrator
DATE: August 30, 2016
SUBJECT: Resolution to Authorize Acceptance of USDA and MDE Grant Award

This resolution authorizes the acceptance of $17,649.00 in grant assistance from the United States Department of Agriculture and the Michigan Department of Education to support the Ingham Academy, located in the Ingham County Family Center, in purchasing new kitchen equipment.

This grant focuses on the implementation of smarter lunchrooms, an innovative strategy to encourage healthy eating in the cafeteria. Additionally, the focus will include equipment that improves the safety of food and overall energy efficiency of the school food service operations.
RESOLUTION TO AUTHORIZE ACCEPTANCE OF UNITED STATES DEPARTMENT OF AGRICULTURE AND MICHIGAN DEPARTMENT OF EDUCATION GRANT AWARD TO THE INGHAM COUNTY FAMILY CENTER FOR KITCHEN EQUIPMENT

WHEREAS, The United States Department of Agriculture awards grants to support schools serving healthier meals and snacks; and

WHEREAS, these funds will allow schools to purchase equipment needed to serve healthier meals, meet the new nutritional standards, improve food safety, and improve quality; and

WHEREAS, the Ingham Academy, a day treatment program for medium and high risk delinquent youth, provides breakfast and lunch for up to 90 students each school day; and

WHEREAS, on July 23, 2016, a grant application for $17,649 in federal assistance to purchase new kitchen equipment in the Ingham County Family Center was submitted; and

WHEREAS, on August 11, 2016, the United States Department of Agriculture and Michigan Department of Education awarded $17,649 to the Ingham County Family Center to be used to purchase new kitchen equipment.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners accepts the $17,649 in grant assistance from the United States Department of Agriculture and Michigan Department of Education to support the Ingham Academy, located in the Ingham County Family Center, to purchase new kitchen equipment.

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

BE IT FURTHER RESOLVED, the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract document on behalf of the County after approval as to form by the County Attorney.
TO: Board of Commissioners Law and Courts Committee and Finance Committee
FROM: Travis Parsons, Human Resources Director
DATE: September 6, 2016
SUBJECT: Amendments to the Statutes Governing Judges’ Annual Salaries
Law and Courts September15th and Finance Committee September 21st Agendas

BACKGROUND
The Board of Commissioners established a parity system in the setting of judicial salaries through Resolution 80-359, which set the Circuit Court, probate Court, and District Court salaries at a certain percentage of State Supreme Court Justice salary.

The Michigan Supreme Court, State Court Administrator, provided a memorandum (copy attached) dated August 17, 2016, providing clarification on Public Act 31 (2016 PA 31). Public Act 31 provides that judges’ annual salaries be increased. Effective October 1, 2016, judges will receive a one percent increase in their annual salary. This does not impact the local salaries paid to circuit or district court judges; however, there is an impact on the local salaries paid to probate court judges.

ALTERNATIVES
There are no alternatives.

FINANCIAL IMPACT
The financial impact is a one percent (1%) increase to the $139,919 salary of a probate judge, which increases the salary cost for the remainder of 2016 (October 1, 2016 – December 31, 2016) by $348.47 and will increase the salary cost for 2017 by $1399.19.

OTHER CONSIDERATIONS
No other consideration at this time.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the resolution.
DATE: August 17, 2016

TO: Probate Judges
    County Administrators
    Probate Registers/Administrators

FROM: Milton L. Mack, Jr.

SUBJECT: Judges’ Salaries

On March 8, 2016, amendments to the statutes governing judges’ annual salaries were signed into law by the Governor (2016 PA 31), with immediate effect. Public Act 31 provides that judges’ annual salaries shall be increased by the percentage pay increase, excluding lump-sum payments, paid to civil service nonexclusively represented employees classified as executives and administrators on or after January 1, 2016. This pay increase takes effect on the same date as the effective date of the pay increase paid to civil service nonexclusively represented employees classified as executives and administrators.

Effective October 1, 2016, judges will receive a one percent increase in their annual salary. This does not impact the local salaries paid to circuit and district judges ($45,724); however, there is an impact on the local salaries paid to probate judges. For calendar year 2016, probate judges should receive a total salary of $140,267.47. For calendar year 2017, probate judges should receive a total salary of $141,318.19. Please adjust the amount per pay period accordingly. If there is a pay increase in 2017, we will provide you with the amounts of the calendar year salaries to be paid.

If you have any questions regarding the statutorily required annual salary of a judge, please contact Diane Giganti at 517-373-5540 or GigantiD@courts.mi.gov.
INTRODUCED BY THE LAW AND COURTS COMMITTEE AND FINANCE COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION SETTING PROBATE JUDGES ANNUAL SALARIES

WHEREAS, Public Act 31 (2016 PA 31) was signed into law by Governor Rick Snyder on March 8, 2016, amending the statutes governing judges’ annual salaries; and

WHEREAS, the State Court Administrator of the Michigan Supreme Court has provided a memorandum clarifying PA 31 and providing guidelines for implementation of a one percent (1%) increase, effective October 1, 2016; and

WHEREAS, there is an impact on local salaries paid to probate judges; and

WHEREAS, for the calendar year 2016, probate judges should receive a total salary of $140,267.47 and for the calendar year 2017, probate judges should receive a total salary of $141,318.19.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby sets the probate judges salaries in accordance with the enacted legislation.

BE IT FURTHER RESOLVED, that the County Controller be authorized to make the appropriate adjustment to reflect the above compensation rates.
TO: Law and Courts Committee
    Finance Committee

FROM: Major Sam L. Davis

DATE: August 22, 2016

RE: Request to close Post 7 at the Ingham County Jail

The Michigan Department of Corrections (MDOC) has decided that they will no longer fund the Virtual Boarder (VB) program in the county jails effective October 1, 2016.

Prior to that decision, the State was unable to fulfill their commitment to us for 90 State beds for the Ingham County VB program; therefore in July, per resolution, we eliminated 32 VB beds reducing our count to 58 which necessitated the closing of Post 6.

With the MDOC decision to eliminate the Virtual Boarder Program from their 2017 fiscal budget, we will need to eliminate the remaining 58 VB beds that we had allocated for MDOC use. To cover this loss of beds, we are requesting authorization from the Board to close Post 7 which currently has 57 beds.

No staff will be losing their job as a result of this closure; the staff will be reduced naturally by attrition.
July 28, 2016

Sheriff Gene Wriggelsworth
630 N. Cedar St.
Mason, MI 48854

Dear Sheriff Wriggelsworth,

Re: Virtual Boarders/Long Term Boarders

Governor Snyder has signed the State Budget for Fiscal Year 2017, which will begin on October 1, 2016. The appropriations for the Michigan Department of Corrections as approved by the Legislature no longer include funding for the MDOC leased beds program. This program is also known as the virtual boarders or long term boarders program in some counties.

To comply with the upcoming budget, all MDOC offenders in these leased beds will be returned to a MDOC facility prior to September 30, 2016. Robin Gilbert will be in contact with each of your agencies with the schedule of dates and times these offenders will be withdrawn from your custody.

I would like to thank the county jails for the participation in this program since 2012 and remind you that while this program has been eliminated, reimbursements under the County Jail Reimbursement Program have been increased for Fiscal Year 2017.

Sincerely,

Heidi E. Washington, Director
Agenda Item 4a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE CLOSURE OF POST #7 AT THE INGHAM COUNTY JAIL, THUS REDUCING THE JAIL’S RATE OF CAPACITY FROM 569 BEDS TO 511 BEDS

WHEREAS, the Ingham County Sheriff’s Office has a contract with the Michigan Department of Corrections for 100 beds for detainers and parole violators at $36.00 a day; an additional 58 beds that are for virtual boarders at $36.00 per day; and

WHEREAS, the Michigan Department of Corrections Director, Heidi Washington, has indicated that the Department of Corrections is going to eliminate the virtual bed rental program effective October 1, 2016; and

WHEREAS, the Michigan Department of Corrections will no longer be making use of their designated beds, the Sheriff’s Office is recommending closing Post 7, which holds 57 inmates and is staffed by six (6) deputies.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners hereby authorizes the closing of Post 7 effective October 1, 2016 and the reduction of 6 Corrections Deputies through natural attrition.

BE IT FURTHER RESOLVED, that the contract with the Michigan Department of Corrections for 158 beds for detainers, parole violators and virtual boarders be amended to reduce the amount of inmates to be housed by 58 inmates from 158 to 100 inmates.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Ingham County Sheriff’s Office 2016 budget and Position Allocation List in accordance with this resolution.

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

TO: Law & Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: September 7, 2016

RE: Purchase of new ICSO K-9

This resolution requests permission for the Ingham County Sheriff’s Office to enter into a contract for purchasing a new K-9 dog for our K-9 program. This would replace a K-9 that is now out of service. The contract for the K-9 also includes training for its new handler. This is a fully grant-funded project using FY2015 Homeland Security Grant Program (HSGP) funds designated for Ingham County. The overall grant was approved with resolution 15-421 and this project will come out of the allocation for the Law Enforcement Terrorism Prevention Program (LETPP.)

Quotes for purchasing records: Other Quotes have been requested and will be evaluated prior to September 15, 2016 Law & Courts Meeting.

Mid-Michigan Kennels: $10,500
Oakland Police Academy: $12,000 + travel / hotel / per diem
K-9 Academy: $11,600 + travel / hotel / per diem
Agenda Item 4b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENTER INTO A CONTRACT WITH MID-MICHIGAN KENNELS USING FY 2015 HOMELAND SECURITY GRANT PROGRAM FUNDS

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has previously applied for and approved to receive pass through grant funds from the FY2015 Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the following request has been submitted and approved by the Michigan State Police Emergency Management and Homeland Security Division; and

WHEREAS, the Sheriff’s Office has demonstrated the need for a dual-purpose Explosive Detection / Patrol Canine for CBRNE Detection/Prevention and requested use of the grant funds.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Mid-Michigan Kennels for an amount not to exceed $10,500 for the purchase of an explosive detection canine which includes training.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary subcontract or purchase documents that are consistent with this resolution and approved as to form by the County Attorney.
Agenda Item 5

TO: Law & Courts, County Services, and Finance Committees
FROM: John Neilsen, Chief Deputy Controller
DATE: September 5, 2016
SUBJECT: Resolution to Proceed with Plans for Constructing, Equipping, and Financing a New County Animal Shelter Policy

For the meeting agenda of LC September 15, 2016, CS on September 20, 2016 and Finance September 21, 2016

BACKGROUND
The resolution authorizes the Ingham County Building Authority to proceed with the constructing, equipping, and financing a new county animal shelter which would replace the existing facility based on the preliminary plans and cost estimates provided to the Law & Courts Committee on September 15, 2016, County Services on September 20, 2016 and to the Finance Committee on September 21, 2016.

ALTERNATIVES
This follows the customary practice of using the Ingham County Building Authority for this type of significant building project.

FINANCIAL IMPACT
The projected cost of construction, equipment, and financing plus fees, is not to exceed $ 7.14 million for this new replacement Animal Control Shelter Facility. Funds will come from the recently approved the Animal Control Shelter Replacement and Operational Millage

Approved Millage: Up to .24/100 (0.24) of one (1) mill, $0.24 per thousand dollars of state taxable valuation, for a period of six (6) years (2016-2021). First year of millage would raise approximately $1,638,500.

$ 6,800,000 million estimate for construction and other project costs

$ 200,000 construction cost contingency fund

$ 140,000 estimated bond financing costs

$ 7,140,000 Estimated Total Project Costs

Total Project Cost is estimated to be $7,777,704
$7,140,000 6 years, 2.5%, Payment $1,296,000

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**OTHER CONSIDERATION**
There are no other considerations for this project.

**RECOMMENDATION**
Based on the information presented, I recommend approval of the attached resolution.
Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROCEED WITH PLANS FOR CONSTRUCTING, EQUIPPING, AND FINANCING A NEW COUNTY ANIMAL SHELTER FACILITY

WHEREAS, on August 2 the electorate of Ingham County approved the Animal Control Shelter Replacement and Operational Millage; and

WHEREAS, the Architectural/Engineering Firm of Hobbs and Black have completed preliminary plans and budgets for a new replacement Animal Control Shelter Facility; and

WHEREAS, the new county animal shelter which would replace the existing facility will be more sanitary, humane, and efficient to meet the needs of the Shelter animals, staff and the public.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Building Authority to proceed with the constructing, equipping, and financing a new county animal shelter which would replace the existing facility based on the preliminary plans and cost estimates provided to the Law & Courts Committee on September 15, 2016, County Services on September 20, 2016 and to the Finance Committee on September 21, 2016.

BE IT FURTHER RESOLVED, that the projected cost of construction, equipment, financing plus fees and borrowing costs, is not to exceed a total project cost of $7,777,704.

BE IT FURTHER RESOLVED, that any and all costs incurred by the County and the Ingham County Building Authority with respect to this project shall be reimbursed by the Animal Control Shelter Replacement and Operational Millage.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this Resolution and upon approval as to form by the County Attorney.
INGHAM COUNTY 9-1-1 CENTRAL DISPATCH
LAW AND COURTS COMMITTEE UPDATE

September 6, 2016

It has been some time since I have been before you to provide the Committee with an update on operations here at the 9-1-1 Center; I would like to take the opportunity to do so today.

Smart911 was implemented in 2015 and as of today 1,252 safety profiles and 11 facility profiles have been created. Since the first of the year there have been 576 safety profile pops and 8,361 Smart911 chat text messages sent with 117,273 inbound 9-1-1 calls in their system. We reached out to the County’s school superintendents and principals by providing them with information on Smart911 for the start of the new school year in an effort to receive their help and interest to distribute information and increase participation.

We started the process to provide text to 9-1-1 service by submitting letters to major cell carriers. This process can take up to 6 months after vendor questionnaires are returned. Once in place callers will be able to make a call to 9-1-1 through their cell phone by text.

We continue to work with our JLT (Joint Labor Team) which consists of members from COAM, CCLP and Administration. We have made good progress and our greatest accomplishment is in opening up communication with the members of this group which consolidation had strained. Recent discussion topics are on employee retention.

The greatest struggle since opening the center is in hiring and retention. We are not alone as this is the largest hurdle that most centers are dealing with. We started in 2012 down 14 people, 13 Dispatchers and 1 Supervisor. As of today we are down 10 Dispatch positions, with an additional 2 new openings that were approved as part of the 2016 budget. Some statistics are listed below with regard to staffing.

<table>
<thead>
<tr>
<th>Year</th>
<th>Hired</th>
<th>Current Employee</th>
<th>Failed Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>13</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>2015</td>
<td>20</td>
<td>7</td>
<td>9</td>
</tr>
<tr>
<td>2014</td>
<td>6</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>2013</td>
<td>27</td>
<td>5</td>
<td>15</td>
</tr>
<tr>
<td>2012</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

The chart indicates that some trainees left the center for reasons other than failing the training program. Reasons provided when leaving included: the job was not what the trainee expected, personal reasons, and other job opportunities.

Work on the hiring process has continued in order to find candidates that will be successful and remain employed with the center. Furthermore, the training program is monitored to ensure that the training given is within the program structure and guidelines. This program is used by many centers and follows the Law Enforcement FTO program processes.
The hiring process starts with an online application which is received by Human Resources who forwards the applications to Ingham 9-1-1. We screen the applications to look for three minimum requirements: High School Diploma/GED, keyboarding/computer experience, and ability to pass a criminal background investigation. Applicants are then given a typing test, of which a passing score is 35 wpm, a spelling test, and video-based tests on note taking and dispatching/problem-solving. If the applicants successfully pass testing then the applicants have an oral panel interview with Supervisors and Trainers. Successful applicants are then put through an extensive criminal background investigation. When an applicant passes all tests and requirements, I meet with them and extend a conditional offer of employment.

The training program starts with 2-3 weeks of classroom instruction; the actual length is determined by the number of new hires in a class. Larger numbers of students require additional time so each new employee has enough hands on training with the equipment. The Trainee is then assigned to a CTO (Communications Training Officer) for one-on-one training which covers an assortment of training tasks that provide explanation, demonstration, and performance. Training and performance are evaluated based on several different areas and scored based on documented anchors for each category.

In working toward a better system to identify successful applicants staff has participated in training on staffing and retention with both APCO (Association of Public Safety Communications Officials) and NENA (National Emergency Number Association) over the last year and a half. While no magic answer has been found, it was apparent that this is a national problem and not just with Ingham 9-1-1.

I reached out to some neighboring counties to see what their staffing numbers were like and found the following. Please note that each Center did not provide similar data.

<table>
<thead>
<tr>
<th>Center</th>
<th>Staff</th>
<th>Current Openings</th>
<th>Hired 2015</th>
<th>Hired 2016</th>
<th>% Open Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ingham County*</td>
<td>56</td>
<td>10</td>
<td>20</td>
<td>13</td>
<td>18%</td>
</tr>
<tr>
<td>Eaton County</td>
<td>18</td>
<td>3</td>
<td>20</td>
<td>13</td>
<td>17%</td>
</tr>
<tr>
<td>Clinton County</td>
<td>10</td>
<td>2</td>
<td>20</td>
<td>13</td>
<td>20%</td>
</tr>
<tr>
<td>Jackson County</td>
<td>19</td>
<td>Unknown</td>
<td>8</td>
<td>2</td>
<td>0%</td>
</tr>
<tr>
<td>Calhoun County</td>
<td>28</td>
<td>3</td>
<td>6</td>
<td>2</td>
<td>11%</td>
</tr>
<tr>
<td>Livingston County</td>
<td>41</td>
<td>12</td>
<td>18</td>
<td>Unknown</td>
<td>29%</td>
</tr>
<tr>
<td>Oakland County</td>
<td>70</td>
<td>10</td>
<td>9</td>
<td>11*</td>
<td>14%</td>
</tr>
<tr>
<td>Grand Rapids**</td>
<td>51</td>
<td>None</td>
<td>8</td>
<td>Unknown</td>
<td>16%</td>
</tr>
</tbody>
</table>

**Center Staff Current Openings Hired 2015 Hired 2016 % Open Positions Additional Notes**

Staffing Information

<table>
<thead>
<tr>
<th>Center</th>
<th>Staff</th>
<th>Current Openings</th>
<th>Hired 2015</th>
<th>Hired 2016</th>
<th>% Open Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ingham County*</td>
<td>56</td>
<td>10</td>
<td>20</td>
<td>13</td>
<td>18%</td>
</tr>
<tr>
<td>Eaton County</td>
<td>18</td>
<td>3</td>
<td>20</td>
<td>13</td>
<td>17%</td>
</tr>
<tr>
<td>Clinton County</td>
<td>10</td>
<td>2</td>
<td>20</td>
<td>13</td>
<td>20%</td>
</tr>
<tr>
<td>Jackson County</td>
<td>19</td>
<td>Unknown</td>
<td>8</td>
<td>2</td>
<td>0%</td>
</tr>
<tr>
<td>Calhoun County</td>
<td>28</td>
<td>3</td>
<td>6</td>
<td>2</td>
<td>11%</td>
</tr>
<tr>
<td>Livingston County</td>
<td>41</td>
<td>12</td>
<td>18</td>
<td>Unknown</td>
<td>29%</td>
</tr>
<tr>
<td>Oakland County</td>
<td>70</td>
<td>10</td>
<td>9</td>
<td>11*</td>
<td>14%</td>
</tr>
<tr>
<td>Grand Rapids**</td>
<td>51</td>
<td>None</td>
<td>8</td>
<td>Unknown</td>
<td>16%</td>
</tr>
</tbody>
</table>

Hiring and Training is a top priority. We are running the seventh testing session of the year this week and ran 8 test sessions in 2015, 5 test sessions in 2014, and 4 test sessions in 2013.

We have had 1,324 applicants since 2013 of which 1,199 met the minimum qualifications and were invited to test. Of the 1,199 invited, only 561 took the test, and of those 52 were hired and 17 are still employed with us. Those hired or tested do not include the last two testing groups because they are still in progress.
The number of applicants and results by testing session are listed above. Note that some testing sessions have resulted in no hiring. In these cases applicants either did not complete the process well enough to move to background investigation or were washed out of the process as the result of their background investigation.

The current test, Test E, is in the Background Phase and may result in up to three conditional job offers by the time of this Law and Courts meeting. If so, I will verbally update you at that time.

Test F is on September 6th and 7th. The number of those that passed the test should also be available by the time of the Law and Courts meeting.

A great deal of information on the Ingham 9-1-1 hiring process and history has been provided because not all members of the committee may be aware of the process and it has a large impact on our operations. We maintain 11 Dispatchers/Call Takers on duty with at least 1 Supervisor as regular staffing. They are split into 4 teams working 12 hour days, as called for in their contract, so there is staffing every day.

<table>
<thead>
<tr>
<th>Test Group</th>
<th>Applicants</th>
<th>Invited to test</th>
<th>Tested</th>
<th>Hired</th>
<th>Still Employed</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013 Test B</td>
<td>68</td>
<td>62</td>
<td>34</td>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td>2013 Test C</td>
<td>58</td>
<td>54</td>
<td>27</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>2013 Test D</td>
<td>46</td>
<td>40</td>
<td>17</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>2013 Test E</td>
<td>93</td>
<td>89</td>
<td>44</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>2014 Test A</td>
<td>111</td>
<td>102</td>
<td>51</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2014 Test B</td>
<td>72</td>
<td>67</td>
<td>32</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>2014 Test C</td>
<td>54</td>
<td>50</td>
<td>27</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2014 Test D</td>
<td>94</td>
<td>78</td>
<td>27</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>2014 Test E</td>
<td>56</td>
<td>50</td>
<td>23</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>2015 Test A</td>
<td>23</td>
<td>20</td>
<td>14</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>2015 Test B</td>
<td>98</td>
<td>83</td>
<td>40</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>2015 Test C</td>
<td>61</td>
<td>56</td>
<td>20</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>2015 Test D</td>
<td>23</td>
<td>22</td>
<td>9</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>2015 Test E</td>
<td>28</td>
<td>12</td>
<td>10</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2015 Test F</td>
<td>24</td>
<td>21</td>
<td>10</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2015 Test G</td>
<td>41</td>
<td>36</td>
<td>16</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2015 Test H</td>
<td>40</td>
<td>37</td>
<td>17</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2016 Test A</td>
<td>39</td>
<td>36</td>
<td>22</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>2016 Test B</td>
<td>31</td>
<td>31</td>
<td>17</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>2016 Test C</td>
<td>17</td>
<td>17</td>
<td>11</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2016 Test D</td>
<td>61</td>
<td>61</td>
<td>38</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>2016 Test E</td>
<td>131</td>
<td>121</td>
<td>55</td>
<td>?</td>
<td>?</td>
</tr>
<tr>
<td>2016 Test F</td>
<td>55</td>
<td>54</td>
<td>?</td>
<td>?</td>
<td>?</td>
</tr>
</tbody>
</table>

Totals 1324 1199 561 52 17
Lack of staffing results in overtime any time someone takes a vacation day, sick day or personal leave day. Each absence or day off requires someone else to cover the absence and work overtime. As of today the Dispatchers have worked 17,200 hours of overtime. While they quite often volunteer to cover much of this overtime, often they are required or forced to work days off to cover staffing. This lack of staffing and required overtime takes its toll on staff and has resulted in some of the staff to seek employment elsewhere.

The two current testing groups are for the new Call Taker position approved by the Board with the last contract renewal with the CCLP. New staff will only be trained for the Call taker position and not the Radio Dispatch positions. Dispatch hopes to train them on the one position and have them start counting as a person on a team, sooner (estimate 5 months) rather than the year or more that it takes currently for a Dispatcher. The Call Taker can later be promoted to a Dispatcher position, when staffing numbers have increased to full or near full.

Again this staffing problem is not an issue unique to Ingham 9-1-1. Centers all over the country, as well as Law Enforcement and Fire Services are struggling to find qualified employees.

Ingham 9-1-1 will be posting a promotional process this week for the position of Dispatch Supervisor, due to the retirement of Supervisor Wyskowski planned for early December. Because we do not want to shorten Dispatcher staffing further over the holidays, the position will be filled immediately after the first of the new year.

Despite staffing issues and overtime, I would like say that our staff does an excellent job each and every day by getting help to our citizens and visitors as soon as possible while also keeping a watchful eye over the Police, Fire, and EMS partners around the county. I am very proud of the work they do, day in and day out. Each and every day they are at work they are helping and are truly unsung heroes!

Respectfully submitted,

Lance Langdon
July 28, 2016

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:kp
Enclosures
cc: 911 coordinator
INGHAM COUNTY

E911 TECHNICAL SURCHARGE POOL

FINANCIAL STATEMENTS

YEARS ENDED DECEMBER 31, 2015 AND 2014
## CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountant’s disclaimer report</td>
<td>3</td>
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<tr>
<td>Financial statements</td>
<td></td>
</tr>
<tr>
<td>Statements of trust assets and liabilities</td>
<td>4</td>
</tr>
<tr>
<td>Statements of trust additions and deductions</td>
<td>5</td>
</tr>
<tr>
<td>Notes to financial statements</td>
<td>6 - 8</td>
</tr>
</tbody>
</table>
ACCOUNTANT'S DISCLAIMER REPORT

To the Telephone Service Suppliers of
Ingham County E911 Technical Surcharge Pool

The accompanying financial statements of Ingham County E911 Technical Surcharge Pool as of and for the years ended December 31, 2015 and 2014, were not subjected to an audit, review, or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

Maner Costerisan PC

July 25, 2016
### INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL
(AN ASSOCIATION)
STATEMENTS OF TRUST ASSETS AND LIABILITIES
DECEMBER 31, 2015 AND 2014

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRENT ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amounts due from common funds</td>
<td>$77,395</td>
<td>$118,285</td>
</tr>
<tr>
<td>Accounts receivable - service suppliers</td>
<td>$31,680</td>
<td>$24,300</td>
</tr>
<tr>
<td>Total current assets</td>
<td>$109,075</td>
<td>$142,585</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRENT LIABILITIES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable - service suppliers</td>
<td>$45,173</td>
<td>$49,193</td>
</tr>
<tr>
<td>Surplus</td>
<td>$63,902</td>
<td>$93,392</td>
</tr>
<tr>
<td>Total current liabilities</td>
<td>$109,075</td>
<td>$142,585</td>
</tr>
<tr>
<td>Description</td>
<td>2015</td>
<td>2014</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>ADDITIONS - technical surcharges</td>
<td>$146,305</td>
<td>$156,161</td>
</tr>
<tr>
<td>DEDUCTIONS - provision of service costs</td>
<td>175,795</td>
<td>188,318</td>
</tr>
<tr>
<td>DEFICIT</td>
<td>(29,490)</td>
<td>(32,157)</td>
</tr>
<tr>
<td>SURPLUS, beginning of year</td>
<td>93,392</td>
<td>125,549</td>
</tr>
<tr>
<td>SURPLUS, end of year</td>
<td>$63,902</td>
<td>$93,392</td>
</tr>
</tbody>
</table>
NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting - These financial statements are prepared on the accrual basis of accounting. Additions are recorded when billed and deductions are recorded based upon the provisions of tariffs filed with the Michigan Public Service Commission. Since the statute mandates cost recoveries, there is no income, loss or corresponding fund balance.

Common funds - The service suppliers utilize a common bank account for the seventy-nine service districts within the State of Michigan (the Pool). All funds within the Pool are held in trust solely for participating service suppliers. 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 service districts to reduce reported costs.

Accounts receivable - Accounts receivable are reported at the amount management expects to collect on balances outstanding at year-end. Receivable amounts are charged to bad debt expense when they are determined to be uncollectible based upon a periodic review of the accounts by management. 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.

Federal income tax - 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.

Amounts due to or from common funds - represents the service district’s cash and cash equivalents or advances from the Pool bank account.

Accounts payable or receivable - service suppliers - represents the amounts due to or from the emergency telephone service suppliers within the service district. Accounts receivable are carried at their estimated collectible amounts and do not bear interest.

Additions - represent the monthly billings of technical surcharges to end users by the 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.

Deductions - represent the costs of providing the emergency telephone network, switching, billing and collection, and similar amounts by the service suppliers to end users in the service district.

Surplus or deficit - represents future refunds or billings to adjust for the over or under collection of surcharges from the service end users. Adjustments are generally made on an annual basis.
NOTE 2 - NATURE OF ORGANIZATION, RISKS, AND UNCERTAINTIES

The Ingham County E911 Technical Surcharge 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 service suppliers as required by Public Act 32 (P.A. 32) of 1986, as amended.

The service suppliers for this service district 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 service suppliers are entitled to recovery of costs as defined by the statute. In addition, the statute requires uniform billing on a geographic basis. Each service supplier reports its billings and costs. These amounts are then pooled and settlements for over or under collections are made.

The Pool is required to disclose significant concentrations of credit risk regardless of the degree of such risk. Financial instruments that potentially subject the Pool to concentrations of credit risk consist principally of temporary cash investments. The Pool places its temporary cash investments with FDIC insured financial institutions. Although such investments and cash balances may exceed the federally insured limits at certain times during the year, they are, in the opinion of management, subject to minimal risk.

Management evaluates events and transactions that occur after year end for potential recognition or disclosure in the financial statements. These subsequent events have been considered through July 25, 2016, which is the date the financial statements were available to be issued.

In the preparation of tax returns, tax positions are taken based on interpretation of federal, state and local income tax laws. Management periodically reviews and evaluates the status of uncertain tax positions and makes estimates of amounts, including interest and penalties, ultimately due or owed. No amounts have been identified, or recorded, as uncertain tax positions. Federal, state and local tax returns generally remain open for examination by the various taxing authorities for a period of three to four years.

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions that affect the reported amounts of assets, and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from estimated amounts.
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:

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recurring</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Nonrecurring</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Total</td>
<td>$0.23</td>
<td>$0.20</td>
</tr>
</tbody>
</table>

Effective July 1, 2016, the recurring rate will be increased by $0.01 resulting in a total rate of $0.24.