

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

LAW & COURTS COMMITTEE
CAROL KOENIG, CHAIR
DERRELL SLAUGHTER
VICTOR CELENTINO
BRYAN CRENSHAW
MARK POLSDOFER
CHRIS TRUBAC
RANDY SCHAFFER

INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, MARCH 14, 2019
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 [February 28, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Continue [Records Management](#) Software Support from Tritech
2. Prosecuting Attorney's Office
 - a. Resolution Authorizing the Ingham County Prosecutors Office to Purchase [Support Dog](#)
 - b. Resolution Authorizing Creation of a [Witness Management Assistant](#) Position and Reorganization within the Ingham County Prosecutors Office Victim/Witness Unit (*Discussion*)
3. Animal Control
 - a. Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase [Medical Equipment](#) for the New Animal Shelter
 - b. Resolution to Accept Funding from the [Petco Foundation](#) for Spay/Neuter Voucher Assistance and Other Lifesaving Treatments for Animals
 - c. Resolution to Allow Monthly [Adoption Incentives](#) at the Ingham County Animal Control and Shelter
4. 9-1-1 Dispatch Center
 - a. Resolution to [Modify Resolution #19-034](#) Approving a Contract with AT&T for Telephone Services for the Ingham County 9-1-1 Center
 - b. Resolution in Opposition to [House Bill 4249](#)
 - c. Resolution Setting the Local Monthly [911 Surcharge](#) within Ingham County
5. Facilities Department – Facilities Department Overview (*Discussion, materials to be distributed*)

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
February 28, 2019
Draft Minutes

Members Present: Crenshaw, Koenig, Polsdofer, Schafer, Slaughter, and Trubac.

Members Absent: Celentino.

Others Present: Russel Church, Rick Terrill, Tim Dolehanty, George Strander, Mark Bilodeau, Mary Sabaj, Tammy Liston, Amy Prieskorn, Julie Hartner, Tyler A Smith, and others

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

Approval of the February 14, 2019 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE MINUTES OF THE FEBRUARY 14, 2019 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

Additions to the Agenda

1. A.D.A.M.
 - a. Resolution to Authorize an Agreement with TEL Systems to Upgrade Technology and Provide Maintenance Support for the Probate Court Courtrooms

Limited Public Comment

None.

1. A.D.A.M. –
 - b. Drug & Alcohol Monitoring (*Presentation*)

Mark Bilodeau, Alcohol Drug Administrative Monitoring Partner, stated that he was here to present on Alcohol Drug Administrative Monitoring, Inc. (ADAM), which had been formed in 2004. He further stated that his partners had brought him in because of his business experience.

Mr. Bilodeau stated that originally, ADAM had offered monitoring 24/7 for relatively cheap, and that after receiving welcoming responses from Da'Neese Wells, Chief Probation Officer, Beryl Frenger, Former Chief Probation Officer, and the Prosecutor's Office, ADAM opened an office in the Lansing area. He further stated that before that, all substance testing was done by Project Century, which was only open three days a week.

Mr. Bilodeau stated that the original office was on Northwind Street north of Grand River Avenue, and that the partners had taken turns staffing the office while working in Oakland County as well. He further stated that ADAM opened a second office in Holt six months later.

Mr. Bilodeau stated that Ms. Frenger had found out that the County was funding Project Century, and appeared before the Board of Commissioners, resulting in County funding for ADAM as well. He further stated that the Holt office had then been moved into the City of Lansing.

Mr. Bilodeau stated that he had learned many things about testing options, and testing procedures of various degrees of reliability, including sweat patches and onsite Ethyl Glucuronide (EtG) screens, neither of which was found to be reliable. He further stated that confirmations run on the results were often inconsistent, so ADAM would not offer those tests to clients or courts.

Mr. Bilodeau stated that ADAM had switched EtG testing to laboratory-only, and worked closely with labs, including Redwood Toxicology. He further stated that Ethyl Sulfate (EtS) testing had later been developed, which acted as an additional confirmation of EtG test results.

Commissioner Schafer asked what an EtG test was.

Mr. Bilodeau stated that an EtG test was a urine-based alcohol test.

Mr. Bilodeau stated that the testing saved several days of waiting, and that in the past, some courts had reported a delay in receiving lab results. He further stated that in response, ADAM moved all of its reporting operations into Mr. Bilodeau's main office in Waterford in order to process labs the same day they were received, and that testing now included an independent confirmation along with positive results to eliminate delays associated with retesting.

Mr. Bilodeau stated that the only delays now were out of ADAM's control, because laboratories did not test on weekends. He further stated that ADAM usually could turn around a negative test result within two days, and that results were available to courts online, or by fax if requested.

Mr. Bilodeau stated that the EtG test was the most popular test, apart from the instant tests. He further stated that a six-panel test confirmation cost \$26 per confirmation, but that the EtG tests were able to save clients money by eliminating requirements for confirmation of positive results.

Mr. Bilodeau stated that he had seen clients come in with fines and costs and obligations, and the low cost of these tests helped them out that way. He further stated that he had been doing this for fourteen years now, operating six offices in four counties, and that ADAM offered a 401(k) retirement account to its employees.

Mr. Bilodeau stated that over the years, the testing array had expanded tremendously, and that currently ADAM could test for just about anything tests were manufactured for. He further stated that ADAM had adapted to the needs of specialty courts, which included a lot of invoicing, which in turn created more work on ADAM's end.

Mr. Bilodeau stated that courts were getting their invoices on or before required dates, and that ADAM offered online testing results. He further stated that there had been only a 10% increase in prices over fourteen years, and that ADAM charged an extra \$1 per hour when the tests were invoiced out because of the extra work involved.

Chairperson Koenig stated that the Committee had some questions.

Commissioner Crenshaw stated that most of ADAM's clients were coming to ADAM because of court orders. He further asked what would happen if a client could not afford the fees.

Mr. Bilodeau stated that some courts paid for testing with grant funding, entirely or to a certain percentage. He further stated that ADAM kept very low prices, but clients had to pay to get their test.

Mr. Bilodeau stated that many clients had to call hotlines early in the morning to see if they had to test that day, and that ADAM employees advised clients to put aside a little money to make sure they could comply with court drug testing requirements.

Commissioner Crenshaw asked what would happen if a client could not pay at all.

Mr. Bilodeau stated that ADAM would then report it out as a "no money no test."

Discussion.

Commissioner Schafer asked whether ADAM did blood or urine testing.

Mr. Bilodeau stated that ADAM tested urine, breath or saliva, and that occasional hair follicle tests were conducted. He further stated that hair follicle specimens were collected either at the Waterford office or the South Lansing office by himself or one other employee, because the procedure could accidentally injure clients if done incorrectly.

Commissioner Schafer asked during what hours ADAM was open.

Mr. Bilodeau stated that ADAM was open 365 days a year, from 6:30 a.m. to 9:30 a.m., and 4:00 p.m. to 7:00 p.m. He further stated that on major holidays, only the morning hours were available.

Commissioner Schafer asked what happened if a client tested negative.

Mr. Bilodeau stated that ADAM's onsite testing was presumptive, and that there was always a percentage of possibility for false results. He further stated that some courts allowed clients to admit to use, and that if a false positive result was retested and came up negative, ADAM refunded the client.

Commissioner Schafer stated that ADAM's involvement was primarily with the court system, at least for purposes of the services the Committee was interested in.

Mr. Bilodeau agreed, and stated that there were a lot of driver's license assessments, and that clients had to submit a ten-panel drug screen to the Secretary of State during that process. He further stated that most often, results were sent to the client's counselor, who prepared a report and sent it to the Secretary of State.

Mr. Bilodeau stated that ADAM sometimes sent results directly to clients in a sealed package, which the client would give to the magistrate, still sealed.

Commissioner Schafer asked whether a chain of custody was maintained.

Mr. Bilodeau stated that clients watched as their samples were taken and packed up. He further stated that seals were placed onto the specimen and the package, and that if seals were broken when received by the lab, the lab would immediately notify ADAM.

Commissioner Schafer stated that he remembered Project Century very well, and that he had heard good things about ADAM. He further stated that ADAM was said to be very affordable.

Discussion.

Mr. Bilodeau stated that ADAM was a good program for those who needed it, and that while some clients were initially combative, they usually eventually relaxed a bit and complied.

Commissioner Slaughter asked whether ADAM had reporting requirements to County courts regarding accuracy or any other type of reporting.

Mr. Bilodeau stated that results were sent immediately to the court, and that positives and no-shows were reported immediately online or via fax. He further stated that ADAM had an automated email system for results reports, and that their software also allowed him to view statistics on how many positive results there were compared to how many total samples were tested.

Chairperson Koenig asked what the rate of false positives and negatives was.

Mr. Bilodeau stated that he did not have actual numbers, but the rate was very minimal. He further stated that he always compared new tests with known positives.

Chairperson Koenig stated that all tests had a range of reliability, and were never 100% accurate. She further asked what the range was on tests used by ADAM.

Mr. Bilodeau stated that in his office, he might see three or four false results a year out of thousands, and that ADAM did about 1,000 six-panel tests onsite per month. He further stated that some false positives were due to medications, and that ADAM sent sample to the lab in those instances.

Commissioner Slaughter asked whether there were industry standards for the reliability range.

Mr. Bilodeau stated that there were industry standards for drug testing, and that ADAM tried to attain that standard. He further stated that most clients were in the criminal justice system, and that ADAM let the courts and officers know everything, even while some did not want to see test numbers that were below a certain cutoff.

Chairperson Koenig stated that governmental agencies were ADAM's main customers.

Mr. Bilodeau stated that Chairperson Koenig was correct.

Chairperson Koenig asked whether ADAM did testing for the Michigan Department of Corrections.

Mr. Bilodeau stated that they did, and that ADAM was affiliated with county probation departments. He further stated that it could get confusing at times when separate entities like State and County agencies got into conflicts about release of client information.

Mr. Bilodeau stated that ADAM always tried to protect its clients' legal rights.

Commissioner Schafer asked how ADAM tested for medical marijuana usage.

Mr. Bilodeau stated that medical marijuana had been available for years, and that it was the same test for recreational marijuana and medical marijuana. He further stated that marijuana stayed in the system for a long time, and that testing could not determine whether an individual was under the influence of the drug without drawing blood because marijuana traces were stored in fat cells and released over time.

Mr. Bilodeau stated that he had noticed that over the years marijuana had become concentrated into more potent forms, and that because of that, clients could test positive for marijuana for months after their last use. He further stated that some courts demanded that clients test at a zero level or get a "not detected" result before they would sign off.

Mr. Bilodeau stated that sometimes clients tested positive at low levels for months after using marijuana. He further stated that once courts received a zero result, any further positive test results would mean there had been re-use.

Discussion.

Chairperson Koenig asked what the most common trick to beat ADAM's tests was.

Mr. Bilodeau stated that dilution, no-showing, and fake urine were common tricks. He further stated that ADAM policy required that the person administering the test needed to be able to see the urine exiting the body.

Chairperson Koenig asked whether Mr. Bilodeau felt there was anything ADAM could do to improve.

Mr. Bilodeau stated that he always tried to keep aware of new things in testing and substances, including things like K2 and opiates. He further stated that ADAM was limited by demand for tests, because manufacturers did not produce tests unless they believed they would sell.

Mr. Bilodeau stated that he stayed on top of things, and that he usually had a copy of High Times or other similar materials in his office in order to keep up on new developments and test-cheating methods.

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

2. Sheriff's Office
 - b. Resolution to Allow the Ingham County Sheriff's Office to Enter into a Subcontract Agreement with the City of Lansing for the 2019 Byrne JAG State Grant
3. Public Defenders Office
 - a. Resolution Creating Positions for the Public Defenders Office
4. Community Corrections – Resolution to Authorize a Contract with Prevention and Training Services for MRT Programming as Authorized by the Justice Millage
5. 9-1-1 Dispatch Center
 - a. Resolution for the Renewal of the 9-1-1 Telephone Support Agreement with Carousel Industries Inc.
 - b. Resolution to Authorize Software Purchase Agreement with Tritech for Inform CAD Routing Server and Implementation Services to Enhance the 9-1-1 Center Computer Aided Dispatch (CAD) System
 - c. Resolution to Authorize Purchase of Scheduling Software/Services for the 9-1-1 Center
 - d. Resolution to Approve a Contract and Join the MPSCS (Michigan Public Safety Communications System) to Include System Monitoring and Infrastructure Maintenance
 - e. 9-1-1 Center Update

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

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

1. A.D.A.M.
 - a. Resolution to Authorize an Agreement with TEL Systems to Upgrade Technology and Provide Maintenance Support for the Probate Court Courtrooms

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Crenshaw stated that he had no issue with the resolution. He further stated that he thought that when RFPs went out that the supporting documents showing bids were supposed to be included with the resolution.

Commissioner Crenshaw stated that he was under the impression that these materials would be sent from the Purchasing Department. He further asked whether the Probate Court had worked with the Purchasing Department while drafting the resolution.

George Strander, Circuit Court Administrator and Former Probate Register, stated that about two years ago, he and several other interested parties had reviewed bids from four providers – TEL, Biz, Soundcom and CDW. He further stated that TEL came in lowest, and that the Probate Court had worked with them for years since then.

Mr. Strander stated that the Board of Commissioners had already approved similar systems for all courtrooms at the Veterans' Memorial Courthouse except Courtroom 1. He further stated that the draft resolution was identical to the one that had been passed the previous year, apart from changes to dates.

Commissioner Crenshaw stated that it sounded as if it had been a four year process from RFP to now this resolution.

Mr. Strander agreed, and stated that Resolutions #10-017 and #17-215 had been part of the same process as the current resolution. He further stated that he had transitioned to be the Court Administrator, but that the new Probate Register was on maternity leave.

Mr. Strander stated that the Probate Court should probably have put the resolution before the Committee earlier, but that Judge Shauna Dunnings was in judicial training in late March to early April, and that the system needed to be ready when she began holding hearings.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

2. Sheriff's Office

- a. Resolution to Authorize Contracts with Identified Service Providers as Authorized by the Justice Millage

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Schafer stated that he wanted to know who the individuals were who were providing services under this resolution, which created an agreement with It Takes a Village Educational Consulting, LLC. He further stated that there had been several past commissioners who were involved with restorative justice, and he wanted to know whether they were involved with the subject of this resolution.

Commissioner Crenshaw stated that Greta Trice was the owner and lead facilitator of It Takes a Village Educational Consulting, LLC, and she used to be the Director of Resolution Services, which received a juvenile justice grant for many years.

Commissioner Schafer stated that former Commissioners Anne Smiley and Lynne Martinez had a relationship with restorative justice organization in mid-Michigan. He further stated that he wanted to make sure that past commissioners were disclosing their involvement in County matters.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

3. Public Defenders Office

- b. Resolution to Authorize a Lease Agreement with 320 North Washington Partners and Ingham County

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Schafer stated that he wanted to compliment how the whole process of setting up the Public Defender had been conducted. He further stated that he had had a lot of questions, but that he had arrived early and spoken with Rick Terrill, Facilities Director, about them.

Commissioner Schafer stated that \$19 per square foot seemed high at first, but he had since learned that utilities, maintenance, and parking were included in that price. He further stated that he wanted to compliment County staff on their work on this process, and that all of his questions had been answered.

Commissioner Schafer stated that the building would work out as a great facility.

Mr. Terrill stated that he had been involved in this project, along with Teri Morton, Deputy Controller. He further stated that there was an excellent team at the Public Defender, and that Russel Church, Chief Public Defender, and Amy Prieskorn, Public Defenders Office Administrator, had been doing the heavy lifting.

Ms. Prieskorn stated that she did not want to exclude Tammy Liston, Executive Assistant.

Commissioner Schafer stated that he was very impressed.

Mr. Church stated that the recent regional outage in Verizon cellphone data service had occurred partly because of demolition on the building in which the Public Defender would be housed, or at least indirectly because of it. He further stated that there were no contracts imposing liability, so the Committee should not worry.

Commissioner Crenshaw stated that he used to work in the same building when it had housed a pager business. He further asked how many parking spaces were included in the lease agreement.

Mr. Church stated that fourteen of the eighteen spaces on the property were part of the agreement.

Commissioner Crenshaw asked where other employees would park.

Ms. Prieskorn stated that they were expected to park at the North Grand parking ramp.

Commissioner Crenshaw stated that that could be expensive.

Commissioner Schafer stated that they should carpool.

Chairperson Koenig asked when the Public Defenders Office would be able to use the premises as intended.

Mr. Church stated that one of the attractive things about the lease was that it included the whole second floor and about one-third of the first floor. He further stated that the landlord had stated that the Public Defender could use the rest of the first floor while renovations were being made.

Mr. Church stated that the landlord had said that the remodel would be finished in 60 to 90 days. He further stated that the landlord did work for the State of Michigan, and that he was comfortable with him when he committed to a timeframe.

Chairperson Koenig asked whether the remodel would be finished within 90 days.

Mr. Church stated that it would be finished by mid-June at the latest.

Mr. Terrill stated that once they had a signed lease, they could use the space on the first floor. He further stated that he had talked with Tim Dolehanty, Controller, about what he and Ms. Prieskorn would work through the following day, in order to get the deal wrapped up and get a contract over to the Chairperson of the Board of Commissioners for signatures.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

3. Public Defenders Office
 - c. Public Defenders Office Update (*Informational Item*)

Mr. Church stated that the Public Defenders Office was still optimistic about the timeline that had been established, and wanted to get into District Court in late March and early April, with Circuit Court soon after that. He further stated that the attorneys that would be hired to appear in Circuit Court might need more time to close down their private practices.

Mr. Church stated that the Public Defenders Office had received 65 applicants for the 26 available positions, and that they planned to interview 85% of them. He further stated that they would interview everyone who had applied who was on the Circuit Court contract list.

Mr. Church stated that he had left a few applications off the interview list because he did not see the passion, and that each interviewee would be given 30 minutes to convince him why they should be one of the 26. He further stated that his mind was blown by how many good candidates had applied, and that it would be hard to make some of the hiring decisions.

Mr. Church stated that the Public Defenders Office would be very busy doing interviews.

Chairperson Koenig asked how many interviews would be done.

Mr. Church stated that 55 or 56 of the 65 to 68 applicants would be interviewed, and that the job listing had not closed yet, so more applications might still be received. He further stated that most of the people who he did not choose to interview were left off due to their work history, and that holding five jobs in two years was a bad sign.

Commissioner Schafer stated the Public Defenders Office would need to work overtime if it wanted to do more than 50 half-hour interviews in three days.

Mr. Church stated that the interviews would probably spill over into additional days. He further stated that he wanted to introduce Tammy Liston, Public Defenders Office Executive Assistant, and that she used to be in charge of assigning and facilitating the court appointed people.

Mr. Church stated that Amy Prieskorn, Public Defenders Office Administrator, worked for the Prosecutor's Office with him, and had worked for the State for a short time. He further stated that Ms. Prieskorn had worked with the OnBase case management program, and that she was good with technology.

Mr. Church stated that the only glitch now was the software, and that the vendor stated they were the only people in the country that did a case management system specifically designed for indigent delivery service programs. He further stated that the Federal Defender used the same vendor, and the whole state of Tennessee.

Mr. Church stated that he had spoken with a few people he knew from his time working in Tennessee about the system, and they were satisfied with it. He further stated that the State had an open competition clause for government contracting which Mr. Church wanted to ask them to waive, but that in this case there was only one vendor that was experienced.

Chairperson Koenig stated that the County also had a policy with additional requirements for allowing sole-source contracts.

Discussion.

Commissioner Slaughter stated that he had taken a tour of the Prosecutor's Office, and that he had spoken with Mr. Church as well. He further stated that it would be important to figure out how to capture data and statistics about Public Defender cases, and that he hoped the Public Defender's data and the Prosecutor's data would sync up.

Mr. Church stated he was not sure whether the data would sync up with Prosecutor's, and that the OnBase system was mainly a document manager.

Ms. Prieskorn stated that the Prosecutor's database did not come from OnBase, but rather had to come from wherever they stored their data.

Commissioner Slaughter stated that he had intended to ask about tracking specific categories with regard to Public Defender cases.

Ms. Prieskorn stated that the State had a list of categories that the Public Defender planned to track and compile data on.

Mr. Church stated that he was not interested in the Prosecutor's data and the Public Defender's looking alike. He further stated that he wanted a report stating how busy the Office was, and wanted the data to be comparable to other public defenders' offices.

Mr. Church stated that another system called ACT had been developed, but could not be implemented because it was owned by the Prosecuting Attorneys' Association.

Ms. Prieskorn stated that the Prosecutor's Office used to use an Excel spreadsheet to track data, and that ACT was an archaic system at best now, from which prosecutors had to pull data in pieces.

Chairperson Koenig stated that the Prosecutor's Office was interested in doing some more broad thinking, and wanted to find out how defendants got to where they were. She further stated that it sounded as if the Public Defender planned to look mainly for basic information.

Ms. Prieskorn stated that the Michigan Indigent Defense Commission grant would require the Public Defender to provide certain data to the State.

Chairperson Koenig asked whether the Public Defenders Office was thinking more broadly.

Mr. Church stated that that could be built in if there was sufficient lead time. He further stated that there were some issues to confront as to the changing landscape in fees and costs, and distinction between partial indigency and full indigency.

Mr. Church stated that as part of process, the Public Defender needed to know whether the defendant was indigent or not. He further stated that there was one category he would like to ask the vendor to customize the software to track, and that they had already built a model with most criminal codes programmed into it.

Mr. Church stated that anything his Office asked the vendor to customize that would be beneficial to the vendor would be done free of charge.

Chairperson Koenig asked how much the Public Defender's data system would cost.

Mr. Church stated that the cost would be \$2,400 per month for licenses for all attorneys.

Chairperson Koenig asked Mr. Church to keep coming back to tell the Committee what was happening. She further stated that she wanted to be able to respond to press inquiries with accurate information.

Discussion.

6. Board of Commissioners – Resolution Reaffirming Support for Legislation to “Raise the Age” for Juvenile Offenders in Michigan

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Slaughter stated that the resolution reaffirmed the County’s support for the Raise the Age Initiative. He further stated that Michigan was one of only four states that tried 17-year-olds as adults, and the initiative would raise that age to 18.

Commissioner Slaughter stated that he thanked Commissioners Koenig, Schafer and Crenshaw for supporting the resolution in the previous year. He further stated that to his knowledge, the County would be the first Michigan county to pass a resolution supporting the Raise the Age Initiative in 2019.

Chairperson Koenig stated that the resolution appeared to be identical to the previous year’s.

Commissioner Slaughter stated that it was essentially identical.

Commissioner Schafer stated that Commissioner Slaughter’s dynamic presentation to the Board of Commissioners before he had been elected made the difference.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

Announcements

Commissioner Schafer stated that he was very disappointed in an email from the Sheriff’s Office earlier in the day about training. He further stated that the conflicts over training sources created problems with costs and coverage, and that Sheriff Wriggelsworth may be feeling pressure due to the Jail Medical process, the training issues, and the court consolidation process.

Commissioner Schafer stated that he respected his colleagues’ concerns, but that Sheriff Wriggelsworth had been very transparent. He further stated that if the same transparency standard were applied to all County offices and departments, the Board of Commissioners would find matters to look into everywhere.

Chairperson Koenig stated that she did not disagree, and that the Sheriff's Office had been as very transparent. She further stated that transparency was not the problem, but that the problem was the close nexus between Undersheriff Andy Bouck and the MACNLOW company.

Chairperson Koenig stated that she had been trying to think of a way to separate Undersheriff Bouck's business interests from the Office effectively. She further stated that the County should look elsewhere if at all possible.

Commissioner Schafer stated that he just wanted Sheriff's staff in the County doing their jobs, instead of traveling for training.

Public Comment

Julie Hartner, Plant Justice Grow Peace Member, asked whether the Raise the Age Initiative was being brought up in Congress.

Commissioner Slaughter stated that there were currently two bill packages in the State legislature, one in each house. He further stated that each package would implement several fixes to address the issue, and that the Board of Commissioners' resolution was meant to reaffirm its support.

Ms. Hartner stated that she had heard the Raise the Age Initiative would cost \$61 million to implement, and that that figure was outrageous and just negative.

Commissioner Slaughter stated that he had not heard that, but that estimates from various organizations had been published. He further stated that he had not heard any specific figures.

Ms. Hartner stated that it would probably be good to have a reliable cost estimate ready, so it could be referred to in response to statements in opposition.

Commissioner Crenshaw stated that the State House of Representatives and State Senate fiscal agencies would do an analysis of the bill packages, and that anyone interested in cost estimates or other fiscal information could go to their websites and sign up for email updates.

Discussion.

Adjournment

The meeting was adjourned at 7:05 p.m.

**MARCH 14, 2019 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

1. *Sheriff's Office* – *Resolution to Continue Records Management Software Support from Tritech*

This resolution will authorize entering into a contract with TriTech for limited records management software support for the time period of January 1 through December 31, 2019 for a cost not to exceed \$7,149.20 (1 RMS Server License at \$6,465.71 and 2 RMS User Licenses for \$683.49).

Funds for this purpose are included in the LOFT Fund, within the IT budget.

2a. *Prosecuting Attorney's Office* – *Resolution Authorizing the Ingham County Prosecutors Office to Purchase Support Dog*

This resolution will authorize the Ingham County Prosecutor's Office (ICPO) to enter into a sale agreement with Jessica A. Carls to purchase the support dog for the nominal fee of \$15. This support dog, Kory, was donated to ICPO Victim Advocate Jessica Carls by the Michigan Crime Victim Foundation in late 2018. ICPO intends to use the dog to provide emotional support for children and adults involved in the criminal justice system. The foundation transferred ownership of Kory directly to Ms. Carls. Under Michigan law, liability for any injury or bite caused by Kory would attribute solely to Ms. Carls as the owner of the animal. After discussions with the county's attorneys, the Michigan Municipal Risk Management Authority (MMRMA), Human Resources, and the Controller's Office, ICPO determined that the county should assume liability by purchasing the dog.

See memo for details.

3a. *Animal Control* – *Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase Medical Equipment for the New Animal Shelter*

This resolution will authorize the acceptance of a donation of up to \$55,225 from the Ingham County Animal Shelter Fund (ICASF) which will be used to purchase medical equipment and community room supplies for the new shelter. ICASF initiated a Capital Campaign in March 2018, and met its fundraising goal of \$300,000. In 2018, ICASF transferred \$110,000 of this amount to the county as authorized by Resolution #18-499.

The balance of the Capital Campaign funds will be held by ICASF for a period of six months from the time of occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time. After six months from the time of occupancy, any remaining Capital Campaign funds will then revert to unrestricted funds with ICASF for future donations to the shelter's needs for medical care, public programs, etc. as guided by ICASF's mission statement.

A list of the equipment to be purchased is included in the resolution. See memo for details.

3b. *Animal Control – Resolution to Accept Funding from the Petco Foundation for Spay/Neuter Voucher Assistance and Other Lifesaving Treatments for Animals*

This resolution will approve the acceptance of funding from the Petco Foundation for an amount of \$15,000. This donation will continue the low cost Spay and Neuter Voucher Program at Ingham County Animal Control and Shelter (ICACS). These funds are being sent to the shelter with no additional contract, but with the donor intent of being used to help fund the low cost spay/neuter voucher program, to allow additional opportunities for spay/neuters through no-cost vouchers provided to the public from the Animal Control Officers, and for other lifesaving medical procedures at ICACS's discretion.

See memo for details.

3c. *Animal Control – Resolution to Allow Monthly Adoption Incentives at the Ingham County Animal Control and Shelter*

This resolution will approve monthly adoption incentives at Ingham County Animal Control and Shelter (ICACS) effective April 2019, which will allow for free and donation-based adoptions for a selected group or organization each month. ICAC Shelter works continually to promote adoptions and community involvement at the Shelter. As an adoption incentive program, ICACS proposes to allow for free and donation-based adoptions for a selected group or organization each month.

A noticeable decrease in adoption revenue is not anticipated. Cost will be reduced in the areas of daily feeding, medicating, cleaning, and general care of the animals if animals are swiftly adopted from the shelter. Targeted free and donation-based monthly adoption incentives are also expected to build positive relationships and support within the community.

See memo for details.

4a. *9-1-1 Dispatch Center – Resolution to Modify Resolution #19-034 Approving a Contract with AT&T for Telephone Services for the Ingham County 9-1-1 Center*

This resolution will authorize the modification of the contract term with AT&T for the 9-1-1 Center phone services, as approved by Resolution #19-034, for a 36 month period starting upon contract signature by AT&T from the originally approved term of November 26, 2018 through October 31, 2021. After approval of the resolution, AT&T and the County Attorney determined that the contract language needed by AT&T requires a change to 36 months from the signature date by AT&T on the contract documents. The remaining terms and costs for the agreement remain unchanged.

See memo for details.

4b. *9-1-1 Dispatch Center – Resolution in Opposition to House Bill 4249*

This resolution would express the Board of Commissioners opposition to House Bill 4249. This bill would eliminate the requirements for Multi-Line Telephone systems (MLTS) to provide an Emergency Response Location (ERL) when calling 9-1-1 from these systems. These MLTS may be housed in buildings that are nowhere near the location of an emergency. They may be in other counties, cities or buildings separate of the location of the actual emergency. In multi floor buildings, if the MLTS is actually in the building, without the requirements under the emergency 9-1-1 Service Enabling Act, the phone system would only provide the building address, and not require the address, floor, room or zone of the building where the emergency is.

Adding these requirements to the Emergency 9-1-1 Service Enabling Act was a great step forward in providing location information for 9-1-1 and first responders, reducing response time and ultimately saving lives.

This is a policy decision at the discretion of the Board of Commissioners. See memo for details.

4c. 9-1-1 Dispatch Center – Resolution Setting the Local Monthly 911 Surcharge within Ingham County

This resolution will set the local 9-1-1 surcharge at \$1.80 per line per month. In 2018, Ingham County voters approved the increased surcharge as proposed for the funding of 9-1-1 Emergency telephone call answering and dispatch services within Ingham County, including facilities, infrastructure, equipment and maintenance, and operating costs. In order to implement the surcharge increase, the Board of Commissioners must set the new amount by resolution so that a certified copy can be sent to the State of Michigan, who will then notify the vendors of the requirements to charge the increased amount.

See memo for details.

DISCUSSION:

2b. Prosecuting Attorney's Office – DRAFT Resolution Authorizing Creation of a Witness Management Assistant Position and Reorganization within the Ingham County Prosecutors Office Victim/Witness Unit

The Ingham County Prosecutor's Office receives the Michigan Crime Victim Rights (CVR) grant which is used to partially fund four full time victim advocates in the office's Victim/Witness Unit. The original allocation for the grant for 2019 was \$249,325. The Michigan Department of Health and Human Services has proposed to increase that amount by \$83,150.00. The Board of Commissioners approved acceptance of the grant increase via Resolution #19-017. Currently the CVR grant covers the majority of salary and fringes for the advocates assigned to the Victim/Witness Unit. The 2019 county budget allocates \$73,805 from the general fund to cover the shortfall which results from the unit's \$323,130 total cost. The proposed amendment increase exceeds the county's allocation thus resulting in a savings for the county. ICPO is proposing using the savings to cover the salary and fringe benefits of a new position.

The proposed new position is a Witness Management Assistant position, to be classified as UAW F (salary range \$37,206 to \$44,339). A draft resolution is included for the purpose of discussion.

See memo for details.

5. Facilities Department – Facilities Department Overview (materials to be distributed)

This overview will include an update on the Justice Complex project.

Agenda Item 1

TO: Law & Courts Committee
Finance Committee

FROM: Undersheriff Andrew Bouck

DATE: March 5, 2019

RE: **RESOLUTION TO CONTINUE RECORDS MANAGEMENT SOFTWARE
SUPPORT FROM TRITECH**

This resolution is requesting the Ingham County Sheriff's Office be allowed to continue limited software support with Tritech.

The Sheriff's Office has been using Tritech Software Systems since January 2011. The limited software support agreement allows the continued support of Tritech to maintain software should the system have application issues. The Sheriff's Office is requesting the limited software support agreement be paid from the IT LOFT fund in the amount of \$7,149.20

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONTINUE RECORDS MANAGEMENT
SOFTWARE SUPPORT FROM TRITECH**

WHEREAS, the Ingham County Sheriff's Office and TriTech Software Systems entered into a software license agreement in January of 2011 for the license and support of certain VisionAIR software applications, and added the VisionAIR Records Management Systems (RMS); and

WHEREAS, the Ingham County Sheriff's Office wishes to continue limited software support with TriTech for their records management system; and

WHEREAS, the limited software support will include assistance in accessing the TriTech RMS database during the agreed time frame; and

WHEREAS, the continued software support agreement time frame would be a period of twelve (12) months beginning January 1, 2019; and

WHEREAS, the Ingham County Sheriff's Office at the end of the twelve months of software support will review the need to continue another period of time of software support with TriTech.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with TriTech for limited software support for the time period of twelve months beginning January 1, 2019 for the cost not to exceed \$7,149.20 (1 RMS Server License at \$6,465.71 and 2 RMS User Licenses for \$683.49, given a grand total of \$7,149.20).

BE IT FURTHER RESOLVED, that the funds for this purpose will come from the IT LOFT Fund.

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

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: March 5, 2019

SUBJECT: Resolution to Authorize Ingham County Prosecutor's Office to Purchase Support Dog

BACKGROUND

On February 13, 2019, the Ingham County Prosecutor's Office support dog was sworn in by the Honorable Richard Garcia. The canine, named Kory, was donated to ICPO Victim Advocate Jessica Carls by the Michigan Crime Victim Foundation in late 2018. The foundation transferred ownership of Kory directly to Ms. Carls. Under Michigan law, liability for any injury or bite caused by Kory would attribute solely to Ms. Carls as the owner of the animal. After discussions with the county's attorneys, the Michigan Municipal Risk Management Authority (MMRMA), Human Resources, and the Controller's office, ICPO determined that the county should assume liability by purchasing the dog.

ALTERNATIVES

Ms. Carls could carry liability insurance for Kory under her personal homeowner's policy. The MMRMA recommended amount of liability coverage needed would be \$1,000,000.00 (One Million U.S. Dollars and 00/100 Cents). This would increase the total cost of Ms. Carls' insurance premiums. Given that Kory was primarily obtained to provide emotional support to the county's crime victims, the increase in personal cost and liability was determined to be an unfair burden for Ms. Carls.

FINANCIAL IMPACT

The amount of the contract, \$15.00 (Fifteen Dollars and 00/100 Cents), was determined by the amount needed to justify the county's expenses in paperwork to obtain the dog and still be nominal consideration for an enforceable contract.

OTHER CONSIDERATIONS

As of this date and without proper liability insurance, Kory has been unable to perform his support duties for crime victims in Ingham County.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution to authorize a contract to purchase Kory.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY PROSECUTORS OFFICE
TO PURCHASE SUPPORT DOG**

WHEREAS, the Ingham County Prosecutors Office (ICPO) has received a support dog who has been trained and evaluated consistent with the Assistance Dogs International Standards to provide emotional support to children and adults within the court system; and

WHEREAS, the support dog was donated by the Crime Victim Foundation through Leader Dogs for the Blind and ownership of the dog was transferred to Ingham County Prosecutor's Office Victim Advocate Jessica A. Carls; and

WHEREAS, the Ingham County Prosecutors Office intends to use the dog to provide emotional support for children and adults involved in the criminal justice system as authorized under Michigan Compiled Law 600.2163; and

WHEREAS, Michigan is a strict liability state where the owner of the dog is liable for any injury or bite caused by the dog under MCL 287.351 regardless of where the injury occurs; and

WHEREAS, the Prosecutors Office has consulted with Cohl, Stoker & Toskey, P.C., the Michigan Municipal Risk Management Authority, and the Controller's office regarding potential liability and determined that liability should be assumed by ICPO as a county agency; and

WHEREAS, ICPO and Jessica A. Carls wish to enter into a sale agreement wherein ICPO will purchase the support dog for the sum of \$15.00 (Fifteen U.S. Dollars and 00/100 Cents).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Prosecutor's Office to enter into a sale agreement with Jessica A. Carls to purchase the support dog.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign any necessary contracts that are consistent with this resolution and approved by the county attorney.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator's Office to make the necessary budgetary adjustments to the 2019 budget.

SALE AGREEMENT

THIS AGREEMENT, made and entered into on this _____ day of _____, 2019, by and between the **INGHAM COUNTY PROSECUTOR'S OFFICE**, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the "Purchaser") and **JESSICA A. CARLS**, of 2531 E. Dexter Trail, Dansville, Michigan 48819 (hereinafter referred to as "Seller").

RECITALS

WHEREAS, the Purchaser wishes to purchase a canine from the Seller; and

WHEREAS, the parties agree, as a condition to purchasing such animal, to comply with the restrictions and/or conditions as set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** as follows:

1. Subject to the terms and conditions of this Agreement, the Purchaser agrees to purchase a golden retriever canine named "Kory" from the Seller for the purchase price of Fifteen U.S. Dollars and 00/100 Cents (\$15.00).
2. As a condition of this sale, the canine must pass be certified and approved as a canine advocate by the Canine Advocacy Program.
3. In the event that the Seller terminates her employment with the Ingham County Prosecutor's Office, the Seller has the option to buy back the canine.
4. Indemnification and Hold Harmless. The Seller shall, at her own expense, protect, defend, indemnify and hold harmless the Purchaser and its elected and appointed officers, employees, and agents from all claims, damages, costs, lawsuits and expenses that they may incur as a result of Seller's breach of any of the provisions of this Agreement.
5. Applicable Law and Venue. This Agreement shall be construed according to the laws of the State of Michigan. The Purchaser and the Seller agree that the venue for the bringing of any legal or equitable action under this Agreement shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event that any action is brought under this Agreement in Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Western District.
6. Waivers. No failure or delay on the part of either the Purchaser or Seller in exercising any right, power or privilege under this Agreement shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or exercise of any other right, power or privilege.
7. Amendments. All modifications, amendments or waivers of any provision of this Agreement shall be made only by the written mutual consent of the parties hereto.

8. Assignment. Seller may not sell, assign, transfer or convey this Agreement in whole or in part.
9. Complete Agreement. This Agreement contains all the terms and conditions agreed upon by the Purchaser and Seller, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind either the Purchaser or Seller.
10. Invalid/Unenforceable Provisions. If any clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement. Where the deletion of the invalid or unenforceable clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the clause or provision was rendered invalid or unenforceable.
11. Certification of Authority to Sign Agreement. The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

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

**FOR THE COUNTY
OF INGHAM:**

Date

SELLER:

Date

Jessica A. Carls

TO: Board of Commissioners Law & Courts

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: March 5, 2019

SUBJECT: Discussion Item Packet: Draft Resolution Authorizing Creation of a Witness Management Assistant Position and Reorganization within the ICPO Victim/Witness Unit

BACKGROUND

The Ingham County Prosecutor’s Office receives the Michigan Crime Victim Rights grant which is used to partially fund four (4) full time victim advocates in the office’s Victim/Witness Unit. The original allocation for the grant for 2019 was \$249,325.00. The MDHHS has proposed to increase that amount by \$83,150.00. The proposed increase would make the unit fully grant funded. However, the terms of the grant prohibit the advocates from engaging in functions deemed general witness management. These functions include: witness notification, coordinating witness subpoenas, arranging witness travel, lodging and transportation to court, scheduling witnesses to testify, and updating databases regarding hearings, dispositions, and case status. These are all functions previously performed by the advocates in the unit.

ALTERNATIVES

The Board of Commissioners approved acceptance of the grant increase on February 26, 2019 (see Resolution #19-017). Prior to seeking BOC approval to accept the additional funds our office considered the possibility of refusing the increase. However, the amendment comes with a \$15,832.00 Ancillary Direct Victim Needs allocation. These funds can be used to cover costs essential to ensure victim participation in the criminal justice system. These costs include home security assistance, transportation, childcare, temporary pet housing, and relocation expenses if necessary. Given the significant impact the additional allocation could have, our office determined that refusing the grant amendment was not a prudent alternative.

FINANCIAL IMPACT

Currently the CVR grant covers the majority of salary and fringes for the advocates assigned to the Victim/Witness Unit. The 2019 county budget allocates \$73,805.00 from the general fund to cover the shortfall which results from the unit’s \$323,130.00 total cost. The proposed amendment increase exceeds the county’s allocation thus resulting in a savings for the county. ICPO is proposing using the savings to cover the salary and fringe benefits of the new position. However, the current allocation amount will not cover the position’s costs through the entire five step salary increase. Please note that by year five (5) the position would cost \$79,281.00.

OTHER CONSIDERATIONS

Not authorizing the creation of the new position would leave ICPO in the position of having the shift these duties to other staff or attorneys. Given the resources currently available this would be untenable.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution to create the proposed position.

DRAFT FOR DISCUSSION

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE CREATION OF A WITNESS MANAGEMENT ASSISTANT POSITION AND REORGANIZATION WITHIN THE INGHAM COUNTY PROSECUTORS OFFICE VICTIM/WITNESS UNIT

WHEREAS, the Ingham County Prosecutors' Office (ICPO) currently maintains a unit dedicated to providing direct services to crime victims as required by the Michigan Constitution, Michigan statutory law, and the corresponding federal laws; and

WHEREAS, this unit is staffed by victim advocates whose positions were previously partially funded through the Crime Victims' Rights Fund administered by the Michigan Department of Health and Human Services (MDHHS); and

WHEREAS, the Board of Commissioners has approved a resolution (#19-071) to accept an amended grant increase from MDHHS of \$83,150.00 which would allow the ICPO Victim/Witness Unit to be fully grant funded since the increase would cover salary and fringe benefits now paid for by the county; and

WHEREAS, once fully funded the Crime Victim Rights grant prohibits general witness management and notification services that are often performed by the Victim/Witness Unit; and

WHEREAS, witness management, witness notification, subpoena management, witness travel, lodging and transportation, and related duties are all functions essential to operation of ICPO and regularly performed by the Victim/Witness Unit; and

WHEREAS, these job duties will now need to be performed by a non-grant funded position to continue providing routine witness management functions, ICPO is seeking authorization for creation of a Witness Management Assistant position; and

WHEREAS, a job description has been created and the Human Resources Department has point-rated the job description and is recommending this position be classified UAW F (salary range \$37,206 to \$44,339); and

WHEREAS, the 2019 budget currently lists the county's contribution to the Victim/Witness Unit to cover the grant shortfall at \$73,805 and the grant increase would result in a savings to the county in that amount; and

WHEREAS, ICPO requests that savings be used to fund the new Witness Management Assistant; and

WHEREAS, it is desirable to have the position created so that ICPO may accept the grant amendment increase, stay in compliance with the grant terms, and further use the increased funding to assist crime victims.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creation of an ICPO Witness Management Assistant, effective immediately.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget and position allocation list.

Agenda Item 2b

TO: Michael Cheltenham, Chief Assistant Prosecuting Attorney
FROM: Beth Bliesener, Human Resources Specialist
DATE: Feb 11, 2019
RE: Memo of Analysis for New Classification: Witness Management Assistant

Per your request, Human Resources has created a new classification titled Witness Management Assistant

After analysis, the classification has a community of interest with UAW - TOPS and is appropriately compensated at UAW F (\$37,205.80 - \$44,338.87). UAW has been notified. They support the classification and salary placement.

Please use this memo as acknowledgement of Human Resources' participation and analysis of your proposed classification. You are now ready to complete the final step in the process: contact Budgeting, write a memo of explanation and prepare a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).

**INGHAM COUNTY
JOB DESCRIPTION
WITNESS MANAGEMENT ASSISTANT**

General Summary:

Under the supervision of the Chief Assistant Prosecuting Attorney, this position provides varied clerical support functions for the legal staff of the office of the Prosecuting Attorney. Responsible for coordinating subpoenas, witnesses, witness attendance, travel and lodging. Updates information in computer data bases and provides related clerical support.

Essential Functions:

1. Responsible for coordinating all subpoenas generated by the office and ensuring the appropriate designation to all witnesses in computer system.
2. Coordinates with assistant prosecuting attorney, victim advocates, and support staff to ensure that all witnesses are notified of upcoming court appearances.
3. Schedules appointments with assistant prosecutors for witnesses to prepare for court hearings.
4. Meets with and/or assists witnesses in preparing for court and provides support by familiarizing them with the court process. May serve subpoenas to witnesses during scheduled meetings and to other witnesses outside of the office.
5. Arranges travel, transportation, and lodging for witnesses (both lay and expert witnesses) from outside the local area.
6. Enters information to database on the status of cases and enters updates and corrections.
7. Performs computer look-ups cases for police officers, attorneys, and others.
8. Reviews files following receipt of disposition of the case to ensure notations regarding sentence and restitution are correct. Enters dispositions of cases to the records management system if needed.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: A minimum of two years of college level coursework in criminal justice or a human services field is required.

Experience: A minimum of one year of experience in a Prosecutor's office or other legal setting which would provide familiarity with the judicial system.

Other Requirements: None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures or weather conditions.

Physical Requirements:

- This position requires the ability to sit, stand, traverse, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require continuous stamina (more than 50%) sitting. This position's physical requirements require regular stamina (21-50% of the time) traversing, typing, repetitive movements of the wrists hands or fingers. This position's physical requirements require periodic stamina (5-20% of the time) standing, carrying, reaching, grasping and handling. This position's physical requirements require little to no stamina (less than 5%) lifting, pushing, pulling, pinching.
- This position performs light work requiring the ability to exert 20 pounds or less of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

***UAW F
February 2019***

2019 Rates

	<u>UAW F, Step 1</u>	<u>UAW F, Step 5</u>
Wages	<u>\$37,206</u>	<u>\$44,339</u>
Unemployment	186	222
FICA	2,846	3,392
Health	15,067	15,067
Dental	936	936
Vision	132	132
Retirement	6,504	7,750
Retirement	372	443
Future Retiree Health	1,674	1,995
Life	86	86
Disability	48	58
Current Retiree Health	3,447	3,447
Liability	508	605
C.A.R.E.S.	33	33
Separation	651	776
Total Cost	<u>\$69,696</u>	<u>\$79,281</u>

Good Morning Brad,

The Prosecutor's office would like to create a new Full-time position, Witness Management Assistant.

HR has pointed the job description to be a UAW F.

Please let me know if the Union supports the new job description and the placement of the position.

Let me know if you have any questions.

Thanks,

Beth Bliesener
Ingham County
Human Resources Department
Human Resources Specialist
517-887-4375

Transmission is Privileged and Confidential.

Confidentiality Notice: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to whom it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of this e-mail message is strictly prohibited. If you have received this message in error, please immediately notify me by e-mail reply and delete the original message from your system.

Beth,

The UAW is in support of the Witness Management Assistant's classification as a UAW F.

Thank you,

Brad Prehn
UAW Chairperson

TO: Board of Commissioners, Finance and Law & Courts Committee
FROM: Jodi Lebombard, Director of Ingham County Animal Control and Shelter
DATE: March 5th, 2019
SUBJECT: RESOLUTION RECOMMENDING ACCEPTANCE OF A DONATION FROM THE INGHAM COUNTY ANIMAL SHELTER FUND TO PURCHASE MEDICAL EQUIPMENT FOR THE NEW ANIMAL SHELTER

For the meeting agendas of March 14 and 20

BACKGROUND

Ingham County Animal Shelter Fund (ICASF) ran a major fundraising Capital Campaign in 2017 raising \$300,000 in funds for enhancements to the new Ingham County Animal Shelter Building. The intent of this capital campaign was to raise funds for medical facilities and equipment, and community room equipment to best serve the animals in its care and to further support community programs. Ingham County Animal Shelter Fund has already provided \$110,000 of the funds raised to support these building enhancements and equipment. They would like to donate a further \$55,225 to the shelter for more medical equipment. The items and their purposes and approximate costs are outlined below.

ALTERNATIVES

If this funding is not accepted, the animal shelter building will not have these items when the building is completed and may not be able to acquire the items until additional funding is found.

FINANCIAL IMPACT

The support of this donation will allow funding from Ingham County to be used for other services and financial needs.

OTHER CONSIDERATIONS

ICACS desires to become a full service animal shelter and to be able to provide high end animal care and provide much needed services to the public. To be able to provide these services funding for appropriate equipment is necessary.

RECOMMENDATION

I strongly recommend the support of accepting the funds from Ingham County Animal Shelter Fund. ICAC feels the support would ultimately better the animals at the shelter and within Ingham County.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOMMENDING ACCEPTANCE OF A DONATION FROM THE
INGHAM COUNTY ANIMAL SHELTER FUND TO PURCHASE MEDICAL EQUIPMENT
FOR THE NEW ANIMAL SHELTER**

WHEREAS, a new Animal Shelter is currently being built using funds primarily supplied by the taxpayer-supported Animal Control Shelter Replacement and Operational Millage, passed overwhelmingly in 2016; and

WHEREAS, the Ingham County Animal Shelter Fund (ICASF) has been in existence since 2012 and raises money to help pay for food, shelter, and medical care for animals at the shelter; and

WHEREAS, with the passing of the millage for the new shelter, ICASF wants to make sure that the new shelter has improved veterinary medical facilities; and

WHEREAS, improved medical and surgical facilities will allow the shelter to save even more animals that arrive with serious illnesses or injuries; and

WHEREAS, with the addition of the new equipment, animal care staff will be able to take better care of and monitor the shelter animals that are treated more effectively; and

WHEREAS, improved veterinary facilities will also enhance the shelter's partnership with the Michigan State University College of Veterinary Medicine, which expands the capacity for care and helps train the next generation of veterinarians in surgery and shelter medicine; and

WHEREAS, the Ingham County Animal Shelter Fund (ICASF) initiated a Capital Campaign in March 2018 with a goal of raising \$300,000; and

WHEREAS, this fund raising goal has been attained; and

WHEREAS, ICASF and Animal Control and Shelter Staff have developed a list of medical equipment that will enhance medical care at the shelter; and

WHEREAS, the ICASF has already donated \$110,000 for the medical equipment that will be built-in to the shelter; and

WHEREAS, the ICASF wishes to donate funds in the amount of up to \$55,225 for additional medical equipment; and

WHEREAS, it is the intent of the ICASF that the balance of the Capital Campaign funds will be held by the ICASF for a period of six months following occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the donation of up to \$55,225 from the Ingham County Animal Shelter Fund which will be used to purchase the following equipment:

ITEM	ITEM DESC	ITEM #	Approx \$
Secondary X Ray Monitor	Computer	Ingham IT installed	900
	Monitor-	IT recommendation	1500
	wall mount and keyboard/mouse pad	IT recommendation	100
Community room projector	Short throw wall mount	IT Recommendation	2300
	Installation equipment	Ingham IT installed	2000
	Special projector wall paint	B&J Painting	1000
Cat Wheel	One Fast Cat Wheel- Black with Washable carpet	https://onefastcat.com/index.php/amazing-cat-wheel/cat-exercise-wheel-black-86.html	250
Surgery Packs (6), (1), (1)	Meisterhand Canine Spay Kit	#MH6810 (order 6)	4100
	Eye Pack- optical surgeries	basic pack, Midwest Vet 6830	500
	Bladder Pack- Bladder Surgery	Individual instruments from Veterinary Supply co	300
Microscope	Boggs Specialty- Microscope with dual screen		3100
Heart Rate Monitors	Cardell Monitors (watches heart rate, blood pressure, EKG during surgery)	Midwest Vet- Order 2 8013-002	10,000
Handheld Monitor	Monitor for dental x-ray, wet table	SENTIER Vetcorder Midwest Vet 48525	850
Warming Unit	Bair Hugger Warming unit	Main unit	1500
		Blankets/attachments	150
Portable O2 unit (Order 2 of each for 2 total units)	O2 Cart/tank/tubing	Checking brands/options	750
Scope and Attachments (may reduce if package is available)	Handle	MWV 71000-A	175
	Ophthalmic Scope (eyes)	MWV 11720	250
	Otoscope (ears)	MWV 21760	250

Surgical Loops	magnification lenses to wear during surgery for fine detail work	The Rose Company- TBD	350
Eye pressure gauge	tonometry Pen	MWV DSA-TP-AVIAVET	3500
Fluid Pump	IV fluid pump- universal fluid acceptance	MWV j1060Q	900
Retractors	Surgery retractors for solo surgery	MWV	350
Blood Pressure Doppler	quick check for blood pressure	MWV J0563	1100
Laser	Laser stimulation for healing, can be used for any surgery/dental and arthritis	Antech/Heska	18000
Animal Handling Equipment	EZ- Nabbers (clam shell cat holders)	2x 14' frame, 2x 15" frame	550
	Cat Graspers (moving feral cats)	3x 28", 2x38" graspers	500
		Total	55,225

BE IT FURTHER RESOLVED, that this equipment will be purchased and accounted for following Ingham County's policies and procedures.

BE IT FURTHER RESOLVED, that the balance of the Capital Campaign funds will be held by ICASF for a period of six months from the time of occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time.

BE IT FURTHER RESOLVED, that these additional items to be purchased will need full ICASF Board approval prior to disbursement to Ingham County.

BE IT FURTHER RESOLVED, that after six months from the time of occupancy, any remaining Capital Campaign funds will then revert to unrestricted funds with ICASF for future donations to the shelter's needs for medical care, public programs, etc. as guided by ICASF's mission statement.

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

Agenda Item 3b

TO: Board of Commissioners, Finance and Law & Courts Committee
FROM: Jodi Lebombard, Director; Ingham County Animal Control
DATE: February 19, 2019
SUBJECT: Resolution to accept Petco Foundation Financial Support Donation
For the meeting agendas of March 14 and 20

BACKGROUND

The Ingham County Animal Control and Shelter (ICACS) has applied for and been awarded a grant donation to continue the low cost Spay and Neuter Voucher Program ICACS. The amount awarded to ICACS from the Petco Foundation is \$15,000. These funds are being sent to the shelter with no additional contract, but with the donor intent of being used to help fund the low cost spay/neuter voucher program, to allow additional opportunities for spay/neuters through no-cost vouchers provided to the public from the Animal Control Officers, and for other lifesaving medical procedures at ICACS's discretion.

ALTERNATIVES

If the grant is not accepted, ICACS will have to use operating expenses and donations to cover the cost differential of the Spay/Neuter Voucher program and other surgeries for adoptable animals.

FINANCIAL IMPACT

Accepting the grant will reduce County and Department costs for the Spay/Neuter Voucher subsidies and may increase revenue due to additional adoptions being possible.

OTHER CONSIDERATIONS

The Petco Foundation allows for ICACS to use the funds for programs at its discretion as long as the funds are not being used to supplant or replace existing government funding; the funds may not be appropriated to the general funds of Ingham County

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept the Petco Foundation funding.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FUNDING FROM THE PETCO FOUNDATION FOR SPAY/NEUTER VOUCHER ASSISTANCE AND OTHER LIFESAVING TREATMENTS FOR ANIMALS

WHEREAS, the Ingham County Animal Control and Shelter has applied for and has been approved to receive funding from the Petco Foundation; and

WHEREAS, the purpose of this funding is to assist in subsidizing the Low Cost Spay/Neuter Vouchers made available by Ingham County Animal Control and Shelter; and

WHEREAS, the award amount of this grant is \$15,000; and

WHEREAS, the funding is also able to be allocated to other lifesaving medical procedures at the discretion of Ingham County Animal Control and Shelter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the funding from the Petco Foundation for an amount of \$15,000.

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.

TO: Board of Commissioners, Finance and Law & Courts Committee
FROM: Jodi Lebombard, Director of Ingham County Animal Control and Shelter
DATE: February 22, 2019
SUBJECT: Resolution to allow ongoing monthly adoption incentives
For the meeting agendas of March 14 and 20

BACKGROUND

The Ingham County Animal Control and Shelter is constantly developing creative approaches to promote adoptions and community involvement at the ICAC Shelter. It is extremely important that the shelter animals flow out of the shelter into loving homes as quickly as they flow into the shelter. With this, ICACS seeks permission from the Board of Commissioners to allow a change in the adoption price of shelter animals to free monetary donation-based for a selected group or organization each month for the purpose of promoting a new adoption incentive program.

With this, ICACS would choose one community group or organization each month to offer free monetary donation-based adoptions. ICACS has begun a draft list of several reputable organizations and groups in the community as monthly. For example in JULY of this year we hope to offer free donation-based adoption to all SCHOOL TEACHERS. In October we hope to offer free-donation based adoption to all of our FIRST RESPONDERS. In November it would be the VETERANS in our community. These groups or organization members would be able to adopt a cat or dog from the shelter at no cost unless they wanted to make a voluntary monetary donation.

We would like to kick off our adoption incentives to all INGHAM COUNTY EMPLOYEES in the month of April. This promotional adoption incentive would be ongoing with no end date, similar to our WHISKER WEDNESDAYS-FREE CATS' DAY. Every month a different organization or group would be chosen as the organization or group of the month.

Groups will be chosen by themes around holidays, by social media nomination campaigns, and suggestions. For example in the month of November in observance of the Veterans Day holiday, veterans in the community would be eligible for this no cost adoption promotion. Groups may encompass large numbers of individuals to be eligible for the adoption promotion.

ALTERNATIVES

If support of this adoption incentive is not received, ICACS will need to pursue alternative adoption specials as the spring and summer seasons bring in an overwhelming amount of animals.

FINANCIAL IMPACT

The support of this adoption incentive does not leave ICACS concerned about a noticeable decrease in adoption revenue. If animals are swiftly adopted from the shelter, the daily feeding, medicating, cleaning, and general care of the animals would be eliminated ultimately saving costs on the other end. Additionally, last year ICACS ran adoption specials for a majority of the year substantially decreasing the costs of ALL animals due to extreme capacity issues.

OTHER CONSIDERATIONS

ICACS desires to become as involved as possible with the community including individuals, organizations, and groups. A targeted free donation-based monthly adoption incentive would be a great way to build positive relationships and support.

RECOMMENDATION

I strongly recommend the support of ICACS's proposed adoption incentive request. ICAC feels the support would ultimately better the animals at the shelter and within Ingham County.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ALLOW MONTHLY ADOPTION INCENTIVES AT THE
INGHAM COUNTY ANIMAL CONTROL AND SHELTER**

WHEREAS, the Ingham County Board of Commissioners reviews and approves adjustments to fees for county services each year; and

WHEREAS, Ingham County Animal Control and Shelter (ICACS) seeks a change in the adoption fee for shelter animals to allow for free and donation-based adoptions for a selected group or organization each month for the purpose of promoting a new adoption incentive program; and

WHEREAS, ICACS would choose one community group or organization each month to offer free and donation-based adoptions; and

WHEREAS, the promotional adoption incentive would be ongoing with a different organization or group to be chosen each month; and

WHEREAS, a noticeable decrease in adoption revenue is not anticipated, and if animals are swiftly adopted from the shelter, the daily feeding, medicating, cleaning, and general care of the animals will be reduced resulting in cost savings; and

WHEREAS, targeted free and donation-based monthly adoption incentives are expected to build positive relationships and support within the community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves monthly adoption incentives at ICACS effective April 2019, which will allow for free and donation-based adoptions for a selected group or organization each month.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: March 4, 2019
SUBJECT: Approval for Modification of Resolution 19-034 Contact Renewal with AT&T
For the meeting agenda of March 14, and March 20, 2019

BACKGROUND

The Ingham County BOC approved Resolution #19-034 to contract with AT&T for 9-1-1 Center Telephone services for a 3 year period from November 26, 2018 through October 31, 2021. In working with AT&T and the County Attorney, the language needed by AT&T requires a change to 36 months from the date of AT&T on the contract documents. The remaining terms and costs for the agreement remain unchanged.

The County Attorney approved the documents other than the term as it differs from the approved resolution, requiring us to request this modification.

The 9-1-1 Center has been working with AT&T representatives on this renewal and bills for services that have moved this agreement starting after the prior agreement ended. Services and rates have remained unchanged.

ALTERNATIVES

We must continue with AT&T for our phone services; this modification is needed to meet the company's language requirements as to term beginning.

FINANCIAL IMPACT

As stated in the prior resolution, this is MIDEAL pricing for the 61 lines in use.

OTHER CONSIDERATIONS

9-1-1 answers both emergent and non-emergent lines. The large number of calls received under the current plans available with AT&T have been reported to be on their least expensive plan for these types of business lines.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution modifying the renewal contract with AT&T for a term of 36 months from date of signature/execution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO MODIFY RESOLUTION #19-034 APPROVING A CONTRACT WITH AT&T FOR TELEPHONE SERVICES FOR THE INGHAM COUNTY 9-1-1 CENTER

WHEREAS, the Ingham County Board of Commissioners has established a 9 -1-1 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County Emergency 9-1-1 Dispatch System; and

WHEREAS, the Ingham County Board of Commissioners approved Resolution #19-034 approving a contract with AT&T for telephone services for the Ingham County 9-1-1 Central Dispatch Center period of November 26, 2018 through October 31, 2021; and

WHEREAS, the discussions for this contract resulted in the period of this agreement being modified to meet the requirement of AT&T; and

WHEREAS, the new period for this contract with AT&T will be the 36 month period after execution/signature by AT&T; and

WHEREAS, the remaining conditions of Resolution #19-034 as approved remain in place.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the modification of Resolution #19-034 as to the contract term with AT&T for the 9-1-1 Center phone services, for a 36 month period starting upon contract signature by AT&T from the originally approved term of November 26, 2018 through October 31, 2021.

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

TO: Board of Commissioners Law & Courts Committees

FROM: Lance Langdon, Director 9-1-1

DATE: March 5, 2019

SUBJECT: Resolution in opposition to HB4249

For the meeting agenda March 14, 2019

BACKGROUND

House Bill 4249 has been introduced by Rep. Hoitenga, which has been referred to the Communications and Technology committee of the legislature, which he chairs. This bill would eliminate the requirements for Multi-Line Telephone systems (MLTS) to provide an Emergency Response Location (ERL) when calling 9-1-1 from these systems.

These MLTS may be housed in buildings that are nowhere near the location of an emergency. They may be in other counties, cities or buildings separate of the location of the actual emergency. In multi floor buildings if the MLTS is actually in the building, without the requirements under the emergency 9-1-1 Service Enabling Act, the phone system would only provide the building address, and not require the address, floor, room or zone of the building where the emergency is.

Adding these requirements to the Emergency 9-1-1 Service Enabling Act was a great step forward in providing location information for 9-1-1 and first responders, reducing time and ultimately saving lives.

ALTERNATIVES

If this bill were to amend the Emergency 9-1-1 Service Enabling Act, time that the requirements for these systems have sought to reduce, will continue to be longer resulting in unnecessary time added to responses in life and death situations in large or multi storied buildings that don't provide an ERL.

FINANCIAL IMPACT

Ingham County Board of Commissioners through Resolution #17-401 with the County IT department has already made changes to its IP phone system to show the ERL for 9-1-1 calls in all the Ingham County buildings. As a result there would be no additional financial costs to meeting the requirements.

OTHER CONSIDERATIONS

When Ingham County put its current phone system in place, (a multi-line phone system) there was not a requirement to identify the ERL of the call. I can use my personal example of shortly after we opened our 9-1-1 Center.

I misdialed my office phone (part of an MLTS) and in calling a 910 area code, dialed 911. Finding my call not going through to the number I wanted, I hung up and dialed again not realizing that I had dialed 911 from right here in the 911 center. The address shown to the Dispatcher was for the Hilliard Building in Mason, as that is where the county phone system is located. Responders were sent to the location and they could find no emergency. After some time, looking into the county's phone system records they were able to determine that the call came from my office, 9 miles away from where the phone call said I was. If I had an actual health emergency, with the call showing that I called 9 miles away and the resources being sent to a wrong location, I might not be here writing to oppose this bill on rescinding these important requirements on multi-line phone systems.

The Michigan Communication Directors Association is as a group also opposed to this legislation and its detrimental effects on emergency response and the public's safety.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to oppose House Bill 4249, rescinding the requirements for MLTS, in the Emergency 9-1-1 Service Enabling Act.

I also request permission to send letters of opposition the legislators on behalf of the 9-1-1 Center Executive team.

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION IN OPPOSITION TO HOUSE BILL 4249

WHEREAS, House Bill 4249 has been introduced by Representative Hoitenga in the Michigan Legislature and would amend the Emergency 9-1-1 Service Enabling Act, P.A. 32 of 1986, as amended by 2008 P.A. 379, rescinding the requirements for Multi-Line Telephone Systems (MLTS) to provide an Emergency Response Location (ERL) for every telephone capable of dialing 911 on a multi-line telephone system by December 31, 2019 as required; and

WHEREAS, this bill's proposed elimination of the requirements to provide ERL for every telephone capable of dialing 911 on a multi-line telephone would result in the 9-1-1 Center in Ingham County and centers around the state not getting accurate call location information in an emergency; and

WHEREAS, receiving accurate location information through the MLTS allows 9-1-1 operators to reduce the time of processing calls and as a result to dispatch first responders to the correct location, in situations where time saves lives; and

WHEREAS, the elimination of the requirements for MLTS to provide a ERL will result in calls being directed to the wrong 911 centers; and

WHEREAS, the elimination of the requirements for MLTS to provide a ERL will result in responders spending greater time finding the location of an emergency in large or multi-storied buildings; and

WHEREAS, the legislature provided extensions to the original deadline to meet the requirements in 2016 to the current deadline of December 31, 2019; and

WHEREAS, the membership of the Michigan Communication Directors Association is opposed to eliminating the requirements for the MLTS system due to its impact on the public's safety around the state and here in Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts this resolution in opposition to House Bill 4249.

BE IT FURTHER RESOLVED, that copies of this resolution shall be forwarded to Governor Gretchen Whitmer, Representative Hoitenga, and the Ingham County state legislative delegation.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, 9-1-1 Director
DATE: March 5, 2019
SUBJECT: Resolution Setting the 911 Surcharge Effective July 1, 2019
For the meeting agendas of March 14 and March 20, 2019

BACKGROUND

The BOC sent to the voters a proposal to increase the 9-1-1 surcharge to \$1.80 which was approved. To put this new surcharge in place requires that the BOC set the new amount by resolution so that a certified copy of the resolution may be sent to the State who then notifies the vendors of the requirements to charge the increased amount.

As stated in the resolution the surcharge was initially set at \$0.31 in 2008 and then set to the maximum allowed without voter approval in 2009 at \$0.42 per device. This resolution sets the new amount of \$1.80 until changed by law or by Board action.

ALTERNATIVES

This must be done to put the new surcharge in place; there are no alternatives.

FINANCIAL IMPACT

This increase provides the funding for the 9-1-1 system, to include 9-1-1 Emergency telephone call answering and dispatch services within Ingham County, including facilities, infrastructure, equipment and maintenance, and operating costs.

STRATEGIC PLANNING IMPACT

This action falls in line with the plans long term objective of supporting public safety, and the service provided to our citizens.

OTHER CONSIDERATIONS

When the Radio System lease purchase is completed, the BOC can then consider the appropriate level of surcharge funds needed for operational costs and can decide to lower the surcharge amount if the level of funding is no longer needed.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to implement the new 9-1-1 surcharge amount of \$1.80.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION SETTING THE LOCAL MONTHLY 911 SURCHARGE WITHIN INGHAM COUNTY

WHEREAS, under the Emergency 9-1-1 Service Enabling Act (P.A. 32 of 1986 as amended) the Ingham County Board of Commissioners approved the final 9-1-1 service plan on December 15, 1987, and amended the service plan on October 22, 1996 and August 28, 2001, and June 12, 2012 to benefit the citizens of Ingham County by providing a uniform and well known emergency telephone number; and

WHEREAS, the Ingham County Board of Commissioners continues to believe that 9-1-1 service will benefit the citizens of Ingham County; and

WHEREAS, Ingham County Resolution #08-018 set Ingham County's initial surcharge at \$0.31; and

WHEREAS, Ingham County Resolution #09-126 increased Ingham County's surcharge to \$0.42; and

WHEREAS, Ingham County Resolution #18-322 submitted to the electorate, for their approval, an increase of Ingham County's 9-1-1 surcharge of up to \$1.80 for each service user; and

WHEREAS, Ingham County voters approved the increased surcharge as proposed for the funding of 9-1-1 Emergency telephone call answering and dispatch services within Ingham County, including facilities, infrastructure, equipment and maintenance, and operating costs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the county-based 9-1-1 monthly surcharge of \$1.80, on communications devices effective July 1, 2019 to remain in effect until changed by law or future Ingham County Board of Commissioners action, as permitted under P.A. 379 of 2008.

BE IT FURTHER RESOLVED, the Ingham County Board Chairperson is authorized to sign any required documents.