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VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

LAW & COURTS COMMITTEE
DERRELL SLAUGHTER, CHAIR
MARK POLSDOFER
VICTOR CELENTINO
CHRIS TRUBAC
IRENE CAHILL
RANDY SCHAFER
RANDY MAIVILLE

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, JULY 14, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/81848426836>.

Agenda

Call to Order

Approval of the [June 16, 2022](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office
 - a. Resolution to Authorize a Contractual Agreement with [Axon Enterprise, Inc.](#) to Purchase Taser Cartridges
 - b. Resolution to Authorize a Contract with [Guardian RFID System](#) for the Ingham County Sheriff's Office
2. Circuit Court – Resolution Honoring [Leslie Fox](#)
3. Prosecuting Attorney's Office – Resolution to Reclassify the Vacant Ingham County Prosecutor's Office Victim/Witness Assistant (Courtroom Dog Handler) Position No. 229059 UAW H to [Victim/Witness Assistant UAW G](#)
4. Friend of the Court/Prosecuting Attorney – Resolution to Authorize a New Contract with [MGT of America Consulting LLC](#), for the Preparation of the Friend of the Court and Prosecuting Attorney Title IV-D Cooperative Reimbursement Program Application and Other Services
5. Community Corrections – Resolution to Authorize a Contract with the [City of Lansing](#) for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the 2022-2023 City Fiscal Year
6. Facilities Department – Resolution to Authorize an Agreement with [Fishbeck](#) for Architectural and Engineering Services to Assess the Ingham County Youth Center
7. Animal Control and Shelter
 - a. Resolution to Accept a Charitable Donation from the [Estate of Kathy L. Alexander](#) for the Ingham County Animal Shelter
 - b. Resolution to Accept a Charitable Donation from the [Peggy Linn Welton and Timothy Leon Welton Trust](#) Bequest for the Ingham County Animal Shelter

8. 9-1-1 Dispatch Center – Resolution to Authorize Payment of the [Inform CAD](#) Training and Test Systems Maintenance and Support for August of 2022 to August of 2023
9. Law & Courts Committee
 - a. 2022 [Justice Millage](#) Programming Report (*Discussion*)
 - b. Resolution to Adopt the 2023 [Juvenile Justice](#) Community Agency Process Calendar

Announcements

Public Comment

Adjournment

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

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

LAW & COURTS COMMITTEE

June 16, 2022

Draft Minutes

Members Present: Celentino, Cahill, Polsdofer, Maiville, Schafer and Trubac.

Members Absent: Slaughter.

Others Present: Russel Church, Heidi Williams, Dan Verhougstraete, Teri Morton, Kylie Rhoades, and others.

The meeting was called to order by Vice Chairperson Polsdofer at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/81848426836>.

Approval of the June 2, 2022 Minutes

MOVED BY COMM. TRUBAC, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE MINUTES OF THE JUNE 2, 2022 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Sheriff's Office – Resolution to Authorize Four Temporary Sheriff's Deputy Law Enforcement Recruit Sponsorship Positions
2. Circuit Court – Resolution to Continue Current Software Subscription and Jury Hosting and Service Agreement with Tyler Technologies for a County-Wide Juror Management System and Software Support
3. Circuit Court – Family Division – Resolution to Authorize Ingham County Youth Center Summer Education Program
4. 55th District Court – Resolution to Authorize the Reorganization of the 55th District Court

6. 9-1-1 Dispatch Center – Resolution Recognizing the 10th Anniversary of the Creation of the Consolidated Ingham County 9-1-1 Central Dispatch Center
7. Board of Commissioners
 - a. Resolution Appointing an Interim Chief Public Defender
 - b. Resolution Honoring Russel Church, Chief Public Defender, on the Event of His Retirement

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

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

5. Animal Control and Shelter – Update from Animal Control Director Heidi Williams

Heidi Williams, Ingham County Animal Control Director, stated that Animal Control had seen a significant increase in expenditures related to veterinary supplies and pharmaceuticals, including sutures, needles, and rabies vaccinations. She further stated that she had reached out to other shelters, and they had expressed having had similar difficulties.

Ms. Williams stated that Animal Control was concerned with the rising cost of fuel, and had looked into the option of responding virtually when possible. She further stated that they have also experienced a supply chain shortage of dog and cat food and tried to stock up when it was available.

Ms. Williams stated that there were a number of local pet supply stores, including Joey's Pet Outfitters and Soldan's Pet Supplies, who were willing to provide assistance by contacting their suppliers. She further stated that Julie Hill, Ingham County Animal Control Outreach Coordinator, had looked into several grants to help offset the costs.

Ms. Williams stated that it has been the busiest summer yet since she took over the Director position a few months before the COVID-19 Pandemic. She further stated that Animal Control was down two officers, and had one vacancy that would be filled on July 5, 2022.

Ms. Williams stated that the shelter was at the top of capacity and currently was unable to take in owner-surrendered animals. She further stated that they had to create waiting lists, which were six weeks out for owner-surrendered dogs and three for owner-surrendered cats.

Ms. Williams stated that they have still been able to prevent behavioral issues, with the assistance of the Fear Free program and support staff. She further stated that even though the length of stay has increased they have not seen dogs go crazy.

Ms. Williams stated that the shelter was not euthanizing any animal for space and did not intend to.

Ms. Williams stated that in addition to the two Officer positions, the shelter had one Clerk position open as well. She further stated that the Clerk position had been posted and received approximately 73 applicants so far.

Ms. Williams stated that overall the staff turnover has been low over the past 18 months. She further stated that the Veterinarian had taken on a lighter workload due to an injury, which required the shelter to contract additional Veterinarians to complete surgical procedures.

Dan Verhougstraete, Ingham County Animal Control Deputy Director, stated that the civil process was still ongoing for the horse neglect case on Harper Road. He further stated that what should have been a 14 day hearing has stretched into nearly a year and as a result Animal Control has accrued over \$78,000, which has depleted the Anti-Cruelty Fund.

Mr. Verhougstraete stated that the horses were in great health now. He further stated that they expected the civil case to end shortly, which would allow them to begin the criminal process for the felony case.

Mr. Verhougstraete stated that they had recently taken five living dogs and one deceased from a residence in Haslett. He further stated that while the individual had willingly surrendered the animals, Animal Control would be requesting felony charges as the condition of the residence was quite poor.

Mr. Verhougstraete stated that they had also taken one living dog from a home in Lansing that had also had a deceased dog in the backyard that had been there for some time. He further stated that they had seen an increase in serious animal neglect as citizen's resources have become tighter.

Mr. Verhougstraete stated that they have seen an increase in abandonment as well. He further stated that the Animal Control Officers take on an average of eight to twelve calls during their eight-hour shift.

Commissioner Celentino asked for clarification on how Animal Control intended to increase the Anti-Cruelty Fund. He further asked for clarification on what the fund was used for.

Ms. Williams stated that the Anti-Cruelty Fund was funded by community donations. She further stated that Animal Control had several funds that the community could contribute to.

Mr. Verhougstraete stated that the Anti-Cruelty Fund was used to pay for contracted services. He further stated that they had taken 15 goats from Onondaga over the winter and had to pay a contracted veterinarian who specialized in goat care.

Commissioner Celentino stated that those types of expenditures were very important, and should not have to wait for donations.

Teri Morton, Ingham County Deputy Controller, stated that if funds were no longer available from the donations then they could charge the expenditures to the General Fund budget. She further

stated that if their General Fund budget could not cover the expenses, then they could come before the Board of Commissioners and request additional funding.

Ms. Morton stated that there were procedures in place for emergency purchases.

Commissioner Celentino asked if they felt comfortable in the event of an emergency.

Ms. Williams stated that it would not prevent Animal Control from investigating or prosecuting.

Commissioner Maiville stated that the increase in neglect cases might be associated with the increase in food prices. He further asked if the shelter had a food bank that was still available.

Ms. Williams stated that the food bank was stocked through donations. She further stated that the community was incredibly supportive and frequently donated food and supplies.

Ms. Williams stated that the food that is not used at the shelter is donated to the public. She further stated that the shelter feeds the animals a stable diet of Purina One to avoid gastric upset caused by changing food too frequently.

Commissioner Schafer stated that in regards to the surrender waitlist, some individuals have the resources to wait longer than others do. He further asked if individuals who did not have the resources to provide for the animals were placed at a higher priority.

Ms. Williams stated that the condition of the animal is considered, and that they would take an animal right away if it was in poor health. She further stated that if an individual faced difficulty feeding the animal then the shelter would provide food until they can safely take the animal in.

Commissioner Schafer asked if there was an effort to seek reimbursement for the accrued costs if an individual was found guilty of neglect.

Ms. Williams stated that the court would issue restitution orders.

Commissioner Trubac stated that he originally had planned to ask questions regarding the Anti-Cruelty Fund, and was happy with the discussion that had been had. He further stated that it was important work and he never wanted to see a case be turned away due to lack of available funds.

Commissioner Trubac stated that the Law and Courts Committee was in support of Animal Control. He further asked for an example of the type of work that could be handled virtually.

Ms. Williams stated that the Lansing Police Department had responded and taken a report for an individual that had been bitten by a dog. She further stated they were able to take the individual's statement and information by phone.

Mr. Verhougstraete stated that the virtual interactions could occur when they located a witness or victim that did not require any physical evidence collection. He further stated that the work would

need to be done in-person in the instance of welfare, since judgement of the scene and animals was needed.

Commissioner Cahill asked for clarification on why the Harper Road civil case had taken a year.

Ms. Williams stated that Animal Control had sent the Law and Courts Committee a letter of support for House Bill 4703 and 4704. She further stated that the House Bills added a bond forfeiture similar to the one passed in 2018 for dog fighting.

Ms. Williams stated that in cases such as the dog seized from Lansing for neglect, the individual had 14 days to come forward to claim the animal and post bond or request a hearing. She further stated that if the individual did not come forward in the 14 days, then the owner forfeited their rights and the County would take the necessary action to euthanize or adopt the animal out.

Ms. Williams stated that when she took over the Director, position the shelter had been holding court animals for upwards of a year. She further stated that she had met with Prosecutor Carol Siemon and worked on the addition of forfeitures.

Ms. Williams stated that the Harper Road case had experienced scheduling conflicts within the court, and the individual had also gone through several attorneys.

Commissioner Cahill asked for clarification on where individuals could pick up food for the animals if they were in need.

Ms. Williams stated that food was available at the Outreach on Saginaw Street in Lansing, and noted that it had limited hours during the week. She further stated that food was also available at the shelter.

Russel Church, Ingham County Chief Public Defender, stated that he believed the Harper Road individual was on her fourth attorney. He further stated that a delay was added to the process each time an attorney changed.

Mr. Church stated that the first attorney had to step down due to a conflict of interest with a witness.

Commissioner Celentino asked for clarification on the Clerk vacancy.

Ms. Williams stated that the posting for the Clerk position closed on June 17, 2022.

Mr. Verhougstraete stated that they had received 73 applications, and planned on conducting interviews the following week. He further stated that he tried to complete the onboarding process as quickly as possible and hoped to have the position filled within a month.

Commissioner Celentino asked if Animal Control had the same number of volunteers as they did before the COVID-19 Pandemic.

Ms. Williams stated that they had a new Volunteer Coordinator, Richard Martel, who had excellent service experience and was helping build the volunteer program back up. She further stated that they had started the Ulti-Mutt Safari program that allowed volunteers to go around the community and help socialize a dog.

Ms. Williams stated that the number of volunteers has increased overall. She further stated that they had also begun working with individuals who were in need of community service hours as well.

Commissioner Celentino stated that Ms. Williams had done an excellent job turning the shelter around. He further stated that the shelter had previously faced some controversial situations which had monopolized a lot of the Board of Commissioners' time.

Commissioner Celentino expressed his thanks for the hard work that went into stabilizing the shelter.

Ms. Morton stated that she was very pleased to have Ms. Williams on board.

Vice Chairperson Polsdofer asked if there was a plan for outreach for the Anti-Cruelty Fund. He further stated that he was willing to contact networks and provide notice that the fund needed to be replenished.

Ms. Williams stated that she was hesitant to ask the community for donations as well as the Animal Control Millage. She further stated that 501(c)(3) had been incredibly supportive of the shelter and provided supplemental funding.

Announcements

Commissioner Cahill stated that there were several Juneteenth events in Ingham County and encouraged those present to attend if they were able to.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:25 p.m.

**JULY 14, 2022 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

1a. Sheriff's Office – Resolution to Authorize a Contractual Agreement with AXON Enterprise, Inc. to Purchase Taser Cartridges

This resolution will authorize the purchase of 265 Taser training cartridges and 18 Taser inert cartridges from AXON Enterprise, Inc. in the amount of \$10,193.49. Funds for this purchase are available within the amended Michigan Commission on Law Enforcement Standards (MCOLES) in order to facilitate an Integrated Critical Skills Grant authorized by Resolution #21-642.

See memo for details.

1b. Sheriff's Office – Resolution to Authorize a Contract with Guardian RFID System for the Ingham County Sheriff's Office

The Sheriff's Office currently uses several systems and processes to fulfill all inmate needs and movement. The Sheriff's Office has identified a leading industry product and system to track all inmate movement and all inmate specific care, custody, and management information and tasks in a single system. As part of the Justice Complex construction project, the Ingham County Building Authority approved the purchase of the Guardian RFID system with the use of Justice Millage funds. The implementation and first three years of support will be funded by the Justice Millage fund in the amount of \$140,996.75. Support will automatically renew at a guaranteed annual cost of \$29,195 per year for the next three years, to be funded from the Sheriff's operating budget.

See memo for details.

3. Prosecuting Attorney's Office – Resolution to Reclassify Vacant Ingham County Prosecutor's Office Victim/Witness Assistant (Courtroom Dog Handler) Position No. 229059 UAW H to Victim/Witness Assistant UAW G

This resolution will authorize the reclassification of vacant Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H (\$45,74.24-\$54,513.63) to Victim/Witness Assistant UAW G (\$43,185.09-\$51,501.53). In 2019, the Ingham County Prosecutor's Office (ICPO) received a support dog donated by the Crime Victim Foundation and Leader Dogs for the Blind. The dog provided emotional support for children and adults involved in the criminal justice system. Last month the advocate handler, who occupied county position number 229059, Victim/Witness Assistant (Courtroom Dog Handler), took a position with the State of Michigan, so ICPO no longer has a support dog and does not anticipate acquiring one in the near future. ICPO is requesting to reclassify position number 229059 to a standard Victim/Witness Assistant position, as was the case before the dog was obtained. The UAW is in support of this reclassification.

See memo for detail.

4. *Friend of the Court/Prosecuting Attorney – Resolution to Authorize a New Contract with MGT of America Consulting LLC, for the Preparation of the Friend of the Court and Prosecuting Attorney Title IV-D Cooperative Reimbursement Program Application and Other Services*

This resolution will approve contracts with MGT for services from October 1, 2022 until September 30, 2025, from funds within the Ingham County Friend of the Court (FOC) and Ingham County Prosecuting Attorney (ICPO) budgets to:

- (1) Prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing at a cost of \$7,200 per year for the Friend of the Court and \$7,200 per year for the Prosecuting Attorney or \$14,400 per year in total, for fiscal year 2023, 2024 and 2025.
- (2) Provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly Friend of the Court CRP billing at a cost of \$1.40 per timesheet, at a cost not to exceed \$7,500 per year.

FOC and the Family Support Unit of the ICPO receive 66% reimbursement for most of their expenditures through the Federal Cooperative Reimbursement Program (CRP), authorized by Title IV-D of the Social Security Act.

The application for CRP funding and the monthly preparation and submission of reimbursement requests to the Michigan Office of Child Support through the Electronic Grant Management System (EGrAMS), are extremely complex, detailed, and time-consuming procedures. In order to continue to apply for and receive CRP reimbursement in the most cost-effective manner possible, the FOC and ICPO are requesting a new three-year contract with MGT of America Consulting LLC, who has been preparing CRP applications and reimbursement requests in an accurate and timely fashion for the FOC and ICPO since 2010. Funds for these contracts are included in each department's operating budgets.

See memo for details.

5. *Community Corrections – Resolution to Authorize a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the 2022-2023 City Fiscal Year*

This resolution will approve entering into a contract with the City of Lansing for \$15,000 for the time period of July 1, 2022 through June 30, 2023. The allocation from the City of Lansing will be used to assist with Community Corrections Advisory Board (CCAB) administration, including supporting collaborative efforts with the City of Lansing, 54-A District Court, and 54-A District Court Probation Department.

See memo for details.

6. *Facilities Department – Resolution to Authorize an Agreement with Fishbeck for Architectural and Engineering Services to Assess the Ingham County Youth Center*

This resolution will authorize an agreement with Fishbeck for architectural and engineering services to assess the Ingham County Youth Center for an amount not to exceed \$24,950. The Youth Center building was built in 1986 and is not meeting operational requirements. An assessment of the building is needed to determine whether the County should invest in renovating the existing building or build a new one. Fishbeck, a local vendor with youth center experience, submitted a responsive and responsible proposal of \$24,950 for the assessment of the Youth Center. Funds for this project are included in the 2022 capital budget.

See memo for details.

7a. *Animal Control and Shelter – Resolution to Accept a Charitable Donation from the Estate of Kathy L. Alexander for the Ingham County Animal Shelter*

This resolution will authorize the acceptance of a bequest on behalf of the Kathy L. Alexander estate in the amount of up to \$10,000 for the Ingham County Animal Shelter, and also the acceptance of anticipated additional bequests from this estate. This charitable donation will be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals.

7b. *Animal Control and Shelter – Resolution to Accept a Charitable Donation from the Peggy Linn Welton and Timothy Leon Welton Trust Bequest for the Ingham County Animal Shelter*

This resolution will authorize the acceptance of a bequest on behalf of the Peggy Linn Welton and Timothy Leon Welton Trust in the amount of \$100,000.00 for the Ingham County Animal Shelter, and also future anticipated bequests from this trust. This charitable donation will be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals.

8. *9-1-1 Dispatch Center – Resolution to Authorize Payment of the Inform CAD Training and Test Systems Maintenance and Support for August of 2022 to August of 2023*

This resolution will approve the payment of the maintenance and support fees to Central Square Technologies for the Inform CAD & Mobile Test and Training Systems at a cost not to exceed \$4,620 for the time period of August 12, 2022 through August 12, 2023. The 9-1-1 Center does a great deal of training with the hiring of new staff as well as training of current staff. Having a training environment that mimics the live Computer Aided Dispatch (CAD) environment that can be used while not interfering with the live CAD environment has been very useful. This test system was put into place as part of the 2018 budget process, and this payment will allow for continued support of the system.

See memo for details.

9b. *Law & Courts Committee – Resolution to Adopt the 2023 Juvenile Justice Community Agency Process Calendar*

This resolution will authorize the adoption of the 2023 Juvenile Justice Community Agency Process calendar to establish time lines and a budget amount. A total of \$175,000 was allocated in 2022 out of Juvenile Justice Millage funds for this program, and grants were awarded in the same amount.

DISCUSSION ITEM:

9a. *Law & Courts Committee – 2022 Justice Millage Programming Report*

Attached are reports from Community Mental Health, the Sheriff's Office, Community Corrections, the Health Department, and the Pretrial Services Division of the Circuit Court providing information about programming funded by the Justice Millage. Representatives from each organization will be in attendance to address questions or provide additional information.

HONORARY RESOLUTION:

2. *Circuit Court – Resolution Honoring Leslie Fox*

Agenda Item 1a

TO: Board of Commissioners: Law & Courts and Finance Committees
FROM: Undersheriff Andrew R. Bouck
DATE: July 1, 2022
SUBJECT: Resolution to authorize a contractual agreement with Axon Enterprise, Inc. to purchase Taser cartridges

For the meeting agendas of July 14, 2022 and July 20, 2022

BACKGROUND

Resolution #21-642 authorized the acceptance of \$119,927.56 from the Michigan Commission on Law Enforcement Standards (MCOLES) in order to facilitate an Integrated Critical Skills Grant. The funds are designated for personnel wages, supplies, and equipment. The initial grant proposal outlined what equipment was being purchased with the grant money, which included the purchase of Taser cartridges in the amount of \$9,100.90. A grant adjustment was requested, and approved by MCOLES, to increase the amount of funds for Taser cartridges to \$10,193.49, while eliminating expenses in other line items. This request was made based on the attendance of other agencies in the first two quarters of training as well as what model Taser each agency uses. The grant adjustment did not impact the overall grant award or the in-kind match.

This resolution requests approval for the Ingham County Sheriff's Office to enter into an agreement with Axon Enterprise, Inc. to proceed with the purchase of the Taser cartridges in order to continue implementing the grant.

ALTERNATIVES

AXON is a sole source vendor and all equipment must be purchased through them exclusively.

FINANCIAL IMPACT

The total cost of the Taser cartridges is \$10,193.49. The funds will come from the MCOLES grant and in-kind match, which was outlined and accepted in Resolution #21-642.

The total cost will include 265 Taser training cartridges and 18 Taser inert cartridges.

STRATEGIC PLANNING IMPACT

Not Applicable

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for the Sheriff's Office to contract with Axon Enterprise, Inc. for the Taser cartridges.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACTUAL AGREEMENT WITH
AXON ENTERPRISE, INC. TO PURCHASE TASER CARTRIDGES**

WHEREAS, the Ingham County Sheriff's Office is responsible for implementing an Integrated Critical Skills grant; and

WHEREAS, the initial grant proposal outlined what equipment was to be purchased, including Taser cartridges; and

WHEREAS, the Ingham County Board of Commissioners accepted the grant funds as outlined in Resolution #21-642; and

WHEREAS, a grant adjustment was requested and accepted based on other agencies attendance and based on which model Taser they carry; and

WHEREAS, the grant adjustment did not affect the overall grant award or the in-kind match; and

WHEREAS, the Taser cartridges will be a beneficial training tool and help deliver the training; and

WHEREAS, AXON Enterprise, Inc. is a sole source company for this equipment; and

WHEREAS, the total expenditure for this proposal is not to exceed \$10,193.49.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase 265 Taser training cartridges and 18 Taser inert cartridges from AXON Enterprise, Inc. in an amount not to exceed \$10,193.49.

BE IT FURTHER RESOLVED, that Ingham County recognizes AXON Enterprise, Inc. as a sole source vendor for this equipment and training.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 Sheriff's Office budget.

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: Law & Courts and Finance Committees
FROM: Robert Earle, Captain, Sheriff's Office – Corrections Division
DATE: June 21, 2022
SUBJECT: Guardian RFID - Corrections Operations Tracking System
For the meeting agenda of July 14 & July 20, 2022

BACKGROUND

Corrections is a complex environment with heavy demands on staff to ensure effective medical attention, programming participation, medication passing, special dietary needs, court appearances, and all inmate movement. Through experience and networking we have learned of technology best practices to address concerns associated with these complexities. An RFP process was conducted with two respondents. We have identified an industry best practice technology to aid us in providing service excellence while reducing risk exposure through a system called Guardian RFID, a product of Codex Corporation.

ALTERNATIVES

Our current practices are flawed as they rely on multiple systems, documents, and concerted communication to execute with precision. Human error results in missed appointments, mis-medicating, unfulfilled/delayed special dietary needs, and delays with transferring inmates from housing to other destinations.

FINANCIAL IMPACT

The first cost of system install, training, hardware, and a three-year agreement is \$140,996.75. This has been planned and initially approved by the Building Authority to be covered with Justice Millage funds. A renewal fee for an extended 3 years of the contract (past the initial term of 3 years) has been proposed that will cost \$29,195 for each additional year. This extended term of the contract will be budgeted by the Sheriff's Office.

STRATEGIC PLANNING IMPACT

The Sheriff's Office employs a progressive plan to employ cutting edge, industry best practices for corrections, law enforcement, and support staff service excellence. This technology is projected to improve efficiencies, communication across shifts and work groups, reduce human resource demand, eliminate human performance errors, and reduce risk and liability for the County which is consistent with County planning deliverables.

OTHER CONSIDERATIONS

This is predominantly a Corrections operations system. It will aid us in being policy and law bound for inmate care, custody, and facilitation of due process. It will also streamline FOIA production and improve overall accountability for inmates and staff management.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support an agreement with the Guardian RFID System.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH GUARDIAN RFID SYSTEM FOR THE
INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, the Ingham County Sheriff's Office currently uses several systems and processes to fulfill all inmate needs and movement; and

WHEREAS, these multiple systems and processes involve many staff and work groups which breed inefficiency, are susceptible to human error, and thus inferior to new technologies; and

WHEREAS, the Sheriff's Office has identified, through experience, networking, and an RFP, a leading industry product and system to address these correctional environment realities; and

WHEREAS, modern, environment-focused development systems can dramatically improve accountability and enhance exceptional performance that reinforces the Mission of the Sheriff's Office while reducing risk; and

WHEREAS, Guardian RFID System is a premier inmate and corrections operations tracking system; and

WHEREAS, Guardian RFID has the ability to track all inmate movement and all inmate specific care, custody, and management information and tasks; and

WHEREAS, the Ingham County Building Authority has approved the purchase of the Guardian RFID system; and

WHEREAS, the Building Authority has approved the use of Justice Millage funds to purchase the initial three-year term with Guardian RFID, including equipment purchase, implementation, and support; and

WHEREAS, after the initial term, yearly renewal fees will be budgeted as part of the Sheriff's Office operating budget; and

WHEREAS, Guardian has offered a guaranteed rate of \$29,195 each year for maintenance and support for three years following the initial term.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Sheriff's Office recommendation and authorizes a contract with Guardian RFID System in the amount of \$140,996.75 for purchase, implementation, and support for a three year term beginning upon execution of the contract, to be funded by the proceeds of the Justice Millage.

BE IT FURTHER RESOLVED, that the contract will include an additional three years of maintenance and support at a guaranteed annual rate of \$29,195, to be funded from the Sheriff's operating budget.

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

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING LESLIE FOX

WHEREAS, Leslie Fox began her employment with Ingham County in January of 2008 as a Court Reporter for 30th Circuit Court Judge Janelle Lawless, serving with the Judge until January of 2019; and

WHEREAS, Ms. Fox has gone on to serve as Court Reporter for 30th Circuit Court Judge Wanda Stokes, and it is from this service she is now retiring; and

WHEREAS, in 1987 Ms. Fox graduated from Lansing Community College with a degree in Court and Conference Reporting; and

WHEREAS, from 1987 to 2000, Ms. Fox was a self-employed Court Reporter; and

WHEREAS, from 2000 to 2008 she worked for Bienenstock Court Reporting; and

WHEREAS, from 2004 to 2005 Ms. Fox also assisted Spectrum Health Systems as a Medical Transcriptionist; and

WHEREAS, Ms. Fox has served as a Court Reporter for 35 years, over 20 of those employing the Real Time reporting platform that enables stenographic notes to be converted in real time into text, thereby giving attorneys and the court immediate written access to live testimony; and

WHEREAS, Ms. Fox is a Certified Shorthand Reporter and a Registered Professional Reporter (Written Knowledge Test, Q&A, and Jury Charge); and

WHEREAS, during her time with Ingham County, Ms. Fox has provided valuable service to the 30th Circuit Court and to those parties, attorneys, and citizens who have used the court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Leslie Fox for over 14 years of dedicated service to the County of Ingham.

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

Agenda Item 3

TO: Law & Courts, County Services, and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: July 5, 2022

SUBJECT: Resolution to Reclassify Vacant Ingham County Prosecutor's Office Victim/Witness Assistant (Courtroom Dog Handler) Position No. 229059 UAW H to Victim/Witness Assistant UAW G

BACKGROUND

In 2019, the Ingham County Prosecutor's Office (ICPO) received a support dog donated by the Crime Victim Foundation and Leader Dogs for the Blind. The dog provided emotional support for children and adults involved in the criminal justice system. In Resolution #19-127, the Board of Commissioners authorized a sales agreement to transfer ownership of the dog to the advocate handler. Last month the advocate handler, who occupied county position number 229059, Victim/Witness Assistant (Courtroom Dog Handler), took a position with the State of Michigan. As a result, ICPO no longer has a support dog nor do we anticipate acquiring one in the near future. ICPO is requesting to reclassify position number 229059 to a standard Victim/Witness Assistant position. This was the previous title for position number 229059 before ICPO obtained a dog.

ALTERNATIVES

If the position is not reclassified, the Human Resources Department (HR) will post the vacant position as a Victim/Witness Assistant Courtroom Dog Handler. HR advised that a resolution would be necessary to post the position as a non-dog victim/witness advocate.

FINANCIAL IMPACT

The reclassification would have no financial impact as the Crime Victim Rights Act Grant, which covers both salary and fringe benefits for the position, funds position number 229059.

OTHER CONSIDERATIONS

The UAW union supports the reclassification of position number 229059, which is compensated on the UAW H salary scale, to a Victim/Witness Assistant UAW G salary scale. See attached.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

Michael Cheltenham

From: Cathy Haskins
Sent: Tuesday, July 5, 2022 2:09 PM
To: Michael Cheltenham
Subject: FW: Reclassification of Victim Advocate/Support Dog Handler

From: Teresa Carter <TCarter@ingham.org>
Sent: Friday, July 1, 2022 2:26 PM
To: Michael Cheltenham <MCheltenham@ingham.org>; Erin Gallaway <EGallaway@ingham.org>
Cc: Cathy Haskins <CHaskins@ingham.org>
Subject: Re: Reclassification of Victim Advocate/Support Dog Handler

Yes Mike I am in agreement with the change I also recall the conversation at the reclass meeting stating that the position will convert back to a G if this position becomes vacant and there is no longer a dog available, however I believe this was also a email conversation with Brad and Elisabeth Bliesener but I don't have access to that email and I am not able to locate any supporting documents.
UAW is in agreement with reverting the victim witness position back to its original G level prior to reclass

I hope this helps Mike
Let me know if you need anything Else

Teresa Carter
Unit Chair Local 2256

Teresa Carter
Office Coordinator
517-676-8374 desk
517-676-8380 fax

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RECLASSIFY THE VACANT INGHAM COUNTY PROSECUTOR'S OFFICE
VICTIM/WITNESS ASSISTANT (COURTROOM DOG HANDLER) POSITION NO. 229059 UAW H
TO VICTIM/WITNESS ASSISTANT UAW G**

WHEREAS, Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) is currently vacant; and

WHEREAS, the Ingham County Prosecutor's Office (ICPO) no longer has a courtroom support dog; and

WHEREAS, ICPO seeks to convert Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H (\$45,704.24-\$54,513.63) to a Victim/Witness Assistant UAW G (\$43,185.09-\$51,50.53) to better address operational needs; and

WHEREAS, the Human Resources Department is aware of ICPO's request and suggested the resolution process as the proper mechanism to fill the vacant position without a support dog; and

WHEREAS, the UAW Union has been notified and supports the reclassification; and

WHEREAS, the reclassification would have no financial impact as Position No. 229059 is funded through the Crime Victim Rights Act Grant which covers both salary and fringe benefits for the position; and

WHEREAS, ICPO recommends that the Board of Commissioners authorize the proposed reclassification of vacant Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H (\$45,704.24-\$54,513.63) to Victim/Witness Assistant UAW G (\$43,185.09-\$51,501.53).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the conversion of vacant Position No. 229059, Victim/Witness Assistant (Courtroom Dog Handler) UAW H (\$45,704.24-\$54,513.63) to Victim/Witness Assistant UAW G (\$43,185.09-\$51,50.53).

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is authorized to make any necessary adjustments to the budget and approved position list consistent with this resolution.

TO: Law & Courts and Finance Committees

FROM: Helen Walker, Deputy Court Administrator/FOC Director
Michael Cheltenham, Chief Assistant Prosecutor

RE: Re-Authorization of Friend of the Court and Prosecuting Attorney Contracts with MGT of America Consulting, LLC, for the Preparation of the IV-D Cooperative Reimbursement Program Application and Other Services

DATE: June 29, 2022

BACKGROUND

The Ingham County Friend of the Court (FOC) and the Family Support Unit of the Ingham County Prosecuting Attorney (ICPO) receives 66% reimbursement for most of their expenditures through the Federal Cooperative Reimbursement Program (CRP), authorized by Title IV-D of the Social Security Act. The FOC and ICPO receive over \$4 million annually in CRP reimbursement, which is administered by the Michigan Office of Child Support.

The application for CRP funding (now done every five years) and the monthly preparation and submission of reimbursement requests to the Michigan Office of Child Support through the Electronic Grant Management System (EGrAMS) are extremely complex, detailed, and time-consuming procedures.

In order to continue to apply for and receive CRP reimbursement in the most cost-effective manner possible, the FOC and ICPO request a new three-year contract with MGT of America Consulting LLC, who has been preparing CRP applications and reimbursement requests in an accurate and timely fashion for the FOC and ICPO since 2010.

ALTERNATIVES

Carrying out these procedures without the assistance of a consulting service would require the creation of a specialized accounting position within the FOC and/or ICPO office(s).

FINANCIAL IMPACT

The combined costs of the contracts with MGT of America Consulting LLC would not exceed \$21,900 for fiscal year 2023, 2024, and 2025 (\$14,700 for FOC and \$7,200 for ICPO). The rate charged by MGT for the processing of timesheets for the FOC automated time log service is \$1.40 per timesheet processed, not to exceed \$7,500, which is the same for the next three years as it was since 2015. Because the FOC and ICPO contracts with MGT are eligible for 66% CRP reimbursement, the total general fund cost for both would not exceed \$7,446 per year in 2023, 2024, and 2025.

STRATEGIC PLANNING IMPACT

Continuing to contract with MGT of America Consulting LLC will provide the necessary expertise and support to ensure that the Friend of the Court and Ingham County Prosecuting Attorney receive the maximum CRP reimbursement possible and to allow the Friend of Court and Family Support Unit of the Ingham County Prosecuting Attorney to serve the public while continuing to operate efficiently and effectively with a relatively small general fund contribution.

Thank you for your consideration. A representative of the Friend of the Court and/or Ingham County Prosecuting Attorney will be available at the July 14, 2022 Law & Courts Committee and July 20, 2022 Finance Committee meetings.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A NEW CONTRACT WITH MGT OF AMERICA CONSULTING LLC, FOR THE PREPARATION OF THE FRIEND OF THE COURT AND PROSECUTING ATTORNEY TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM APPLICATION AND OTHER SERVICES

WHEREAS, the Ingham County Friend of the Court and Ingham County Prosecuting Attorney receive Title IV-D (IV-D) funding to administer the child support program; and

WHEREAS, the application for IV-D funding, and the billing for IV-D funding, is complex and requires specialized knowledge; and

WHEREAS, since 2010 MGT of America Consulting LLC (MGT) has provided accurate and timely services to the Ingham County Friend of the Court and the Ingham County Prosecuting Attorney for the application and billing of IV-D funding; and

WHEREAS, for fiscal years 2020, 2021, and 2022, MGT charged \$6,800 to the Friend of the Court and \$6,800 for the Ingham County Prosecuting Attorney to prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly billing invoices, and the capitalization schedule for equipment purchased in excess of \$5,000; and

WHEREAS, for fiscal year 2023, 2024, and 2025, MGT provided a yearly quote of \$7,200 for the Friend of the Court and \$7,200 for the Ingham County Prosecuting Attorney to prepare the Title IV-D CRP application, the monthly billing invoices, and the capitalization schedule for equipment purchased in excess of \$5,000; and

WHEREAS, for fiscal year 2023, 2024, and 2025, MGT provided a quote of \$1.40 per timesheet processed (at a cost not to exceed \$7,500) for the Friend of the Court automatic time log processing service to assist in compiling and providing the information necessary for the monthly CRP billing, which is the same rate which has been charged for these services since 2015.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves contracts with MGT for services from October 1, 2022 until September 30, 2025, from funds within the Ingham County Friend of the Court and Ingham County Prosecuting Attorney budgets to:

- (3) Prepare the Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing at a cost of \$7,200 per year for the Friend of the Court and \$7,200 per year for the Ingham County Prosecuting Attorney or \$14,400 per year in total, for fiscal year 2023, 2024 and 2025.
- (4) Provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly Friend of the Court CRP billing at a cost of \$1.40 per timesheet, at a cost not to exceed \$7,500 per year.

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

Agenda Item 5

TO: Law & Courts Committee and Finance Committee
FROM: Nicholas J. Hefty, CCAB Manager
DATE: June 28, 2022
SUBJECT: **Resolution to Authorize a Contract with the City of Lansing**
For the meeting agendas of July 14 and July 20

BACKGROUND

This resolution approves a contract with the City of Lansing for \$15,000 to be used to support Community Corrections Advisory Board (CCAB) administrative costs and collaborative efforts with the 54-A District Court and Probation Office for City FY 2022-2023.

ALTERNATIVES

Failure to approve this resolution will result in the loss of revenue that helps support CCAB Manager personnel costs (\$7,500) and CCAB/DEI Executive Assistant costs (\$7,500).

FINANCIAL IMPACT

Community Corrections administration and programs are funded with a combination of State of Michigan Public Act 511 funds, Ingham County general funds, and City of Lansing grant funds.

OTHER CONSIDERATIONS

Community Corrections administration and all Public Act 511 treatment and service programs for the local Circuit Court probation population are dependent upon the State of Michigan, Ingham County, and the City of Lansing funding.

RECOMMENDATION

Based on the information presented, the CCAB recommends approval of the attached resolution to support Community Corrections administration.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE CITY OF LANSING FOR AN
ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING COMMUNITY
CORRECTIONS FOR THE 2022-2023 CITY FISCAL YEAR**

WHEREAS, the Community Corrections Advisory Board requests authorization for a contract between the County and the City of Lansing for an allocation of funds to support Community Corrections administration for the City 2022-2023 fiscal year; and

WHEREAS, the Michigan Community Corrections Act of 1988 (PA511) authorizes the establishment of a Community Corrections Advisory Board (CCAB) and Community Corrections programming; and

WHEREAS, Ingham County and the City of Lansing formed a joint CCAB in 1990; and

WHEREAS, a Comprehensive Community Corrections Plan was approved by the Ingham County Board of Commissioners and the Lansing City Council; and

WHEREAS, the City of Lansing approved an allocation of \$15,000 for FY 2022-2023 to be used to assist with CCAB administration, including supporting collaborative efforts with the City of Lansing, 54-A District Court, and 54-A District Court Probation Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a contract with the City of Lansing for \$15,000 for the time period of July 1, 2022 through June 30, 2023.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contracts and/or subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

Agenda Item 6

TO: Law and Courts, County Services, & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: July 5, 2022

RE: Resolution to Authorize an Agreement with Fishbeck for Architectural and Engineering Services to assess the Ingham County Youth Center Building

For the meeting agendas of: July 14, 19, & 20

BACKGROUND

The Ingham County Youth Center building was built in 1986 and is not meeting operational requirements. An assessment of the building is needed to determine whether the County should invest in renovating or building a new one. Fishbeck, a local vendor with youth center experience, submitted a responsive and responsible proposal of \$24,950 for the assessment of the Youth Center.

ALTERNATIVES

The alternative would be to forego the assessment and make a determination of how to proceed which may not be in the best interest of the County.

FINANCIAL IMPACT

Funds are available in the approved 2022 CIP line item # 264-66400-802000-22F22.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Balance
264-66400-802000-22F22	\$50,000	\$50,000	\$24,950	\$25,050
Juvenile Justice Millage				

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Fishbeck for the Architectural and Engineering Services to assess the Ingham County Youth Center.

Agenda Item 6

TO: Rick Terrill, Facilities Director

CC: Scott Leroy, Deputy Circuit Court Administrator – Juvenile Division
Annette Ellison, Youth Center Director

FROM: James Hudgins, Director of Purchasing

DATE: June 21, 2022

RE: Memorandum of Performance for RFP No. 78-22: Architectural and Engineering Assessment Services for the Ingham County Youth Center

Per your request, the Purchasing Department sought written proposals from experienced and qualified firms for entering into a contract to provide professional architectural and engineering services for performing an assessment of the Ingham County Youth Center. The assessment will focus on whether renovating the Youth Center or building a new Center is in the best interest of the County.

The scope of work includes, but is not limited to, assessing the current conditions of the building's interior and exterior, and making recommendations for the project; subsequently, providing a comprehensive facility assessment report that contains, at a minimum, an estimated construction budget for renovating the center, and an estimated construction budget for building a new center.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	131	37
Vendors attending pre-bid/proposal meeting	9	6
Vendors responding	7	4

A summary of the vendors' costs is located on the next page.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Reimbursable Expense	Reimbursable Expense	Reimbursable Expense	Total Not-to-Exceed Cost
Straub Pettitt Yaste Architects	No, Clawson MI	None listed	None listed	None listed	\$22,060.00
Fishbeck	Yes, Lansing MI	\$350.00 Included in NTE			\$24,950.00
PEA Group	Yes, Lansing MI	\$7,500 Included in the NTE			\$30,620.00
DLZ	Yes, Lansing MI	None listed	None listed	None listed	\$38,000.00
Redstone Architects Inc.	No, Bloomfield Hills MI	\$2,000.00 not included in the NTE			\$39,500.00
DiClemente Siegel Design Inc.	No, Southfield MI	None listed	None listed	None listed	\$46,000.00
Studio Intrigue	Yes, Lansing MI	\$4,500.00 Included in NTE			\$97,275.00

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH FISHBECK FOR ARCHITECTURAL
AND ENGINEERING SERVICES TO ASSESS THE INGHAM COUNTY YOUTH CENTER**

WHEREAS, the Ingham County Youth Center building was built in 1986 and is not meeting operational requirements; and

WHEREAS, an assessment of the building is needed to determine whether the County should invest in renovating or building a new one; and

WHEREAS, the Facilities Department recommends entering into an agreement with Fishbeck, a local vendor with youth center experience, for \$24,950 for architectural and engineering services to assess the Ingham County Youth Center; and

WHEREAS, funds are available in the approved 2022 CIP Juvenile Justice Millage Fund line item #264-66400-802000-22F22 which has a current balance of \$50,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Fishbeck, 5913 Executive Drive, Suite 100, Lansing, Michigan 48911, for architectural and engineering services to assess the Ingham County Youth Center for an amount not to exceed \$24,950.

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

TO: Law & Courts and Finance Committees
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: June 30, 2022
SUBJECT: Resolution to accept up to \$10,000 from the estate of Kathy L. Alexander
For the meeting agendas July 14, 2022 and July 20, 2022

BACKGROUND

Ingham County Animal Control and Shelter (ICACS) frequently receives donations, including donations from estates, trusts, and wills. On June 28, 2022, the ICACS received notice of a gift of up to \$10,000 from the estate of Kathy L. Alexander.

FINANCIAL IMPACT

The Ingham County Animal Control & Shelter will utilize these funds for the cats and dogs in our care.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services all while practicing fiscal responsibility.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept the generous donation in the amount of up to \$10,000 from the estate of Kathy L. Alexander as well as additional disbursements from this trust.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A CHARITABLE DONATION FROM THE ESTATE OF
KATHY L. ALEXANDER FOR THE INGHAM COUNTY ANIMAL SHELTER**

WHEREAS, the estate of Kathy L. Alexander provides for a distribution of up to \$10,000 beneficiary named the Ingham County Animal Shelter.

WHEREAS, there may be further disbursements from this estate, some of which may be gifted to the Ingham County Animal Shelter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts this bequest on behalf of the Kathy L. Alexander estate in the amount of up to \$10,000 for the Ingham County Animal Shelter.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners accepts additional bequests from the estate of Kathy L. Alexander.

BE IT FURTHER RESOLVED, that the charitable donation will be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners and Ingham County Animal Control and Shelter extend their sincere gratitude for this generous gift.

Agenda Item 7b

TO: Law & Courts and Finance Committees
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: June 28, 2022
SUBJECT: Resolution to accept \$100,000 donation from the Peggy Linn Welton and Timothy Leon Welton Trust
For the meeting agendas July 14, 2022 and July 20, 2022

BACKGROUND

Ingham County Animal Control and Shelter (ICACS) frequently receives donations, including donations from estates, trusts, and wills. On June 24, 2022, the ICACS received a check from the Peggy Linn Welton and Timothy Leon Welton Trust in the amount of \$100,000. There will be further disbursements of this trust before the end of 2022.

FINANCIAL IMPACT

The Ingham County Animal Control & Shelter will utilize these funds to improve facilities for the cats and dogs in our care.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services all while practicing fiscal responsibility.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept the generous donation in the amount of \$100,000 from the Peggy Linn Welton and Timothy Leon Welton Trust as well as additional disbursements from this trust.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A CHARITABLE DONATION FROM THE
PEGGY LINN WELTON AND TIMOTHY LEON WELTON TRUST BEQUEST FOR THE
INGHAM COUNTY ANIMAL SHELTER**

WHEREAS, the Peggy Linn Welton and Timothy Leon Welton Trust provides for a distribution of \$100,000 beneficiary named the Ingham County Animal Shelter; and

WHEREAS, the intent of this charitable gift is to be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals; and

WHEREAS, there will be further disbursements of this trust before the end of 2022, some of which may be gifted to the Ingham County Animal Shelter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts this bequest on behalf of the Peggy Linn Welton and Timothy Leon Welton Trust in the amount of \$100,000 for the Ingham County Animal Shelter.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners accepts additional bequests from the Peggy Linn Welton and Timothy Leon Welton Trust.

BE IT FURTHER RESOLVED, that the charitable donation will be used solely and exclusively for the Ingham County Animal Shelter for the care of rescued animals.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners and Ingham County Animal Control and Shelter extend their sincere gratitude for this generous gift.

Agenda Item 8

TO: Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: July 5, 2022
SUBJECT: Maintenance and support of CAD/Mobile Test and Training Systems
For the meeting agenda of July 14th and July 20th, 2022

BACKGROUND

The Center submitted a 2018 CIP project to purchase a test and training system for our Computer-Aided Dispatch system (CAD) and our Mobile system, an in-vehicle computer system, that are used by Dispatch, all police, and some fire agencies in the County. This was approved via resolutions #14-081 and #18-404.

We do a great deal of training with the hiring of staff as well as training of current staff. Having a training environment that mimics our live environment and can be used while accomplishing this goal while not interfering with our live CAD environment has been very useful.

Adding the test system has allowed the changing of configurations, updates, and other changes to the system to be tested and vetted to make sure they work prior to putting them into the training and production systems.

As far as the Mobile system, there was no training system in place. When the addition of this test and training environment occurred, it allowed us to test between the two systems which rely on each other to ensure that work on one system does not cause issues with the other. If needed, this test Mobile system may also be used for training.

These additions have had nothing but positive effects on our operation and we wish to continue their use.

ALTERNATIVES

We could discontinue their use but will then lose their benefits.

FINANCIAL IMPACT

\$4,620. The term of this support and maintenance coverage is August 13, 2022 to August 12, 2023.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize payment for the support and maintenance of our Central Square Test and Training systems.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PAYMENT OF THE INFORM CAD TRAINING AND TEST SYSTEMS MAINTENANCE AND SUPPORT FOR AUGUST OF 2022 TO AUGUST OF 2023

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Computer-Aided Dispatch (CAD)/Mobile systems through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a TriTech CAD System for the Ingham County 9-1-1 Center under Resolution #14-081; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a TriTech Inform CAD/Mobile Test and Training system for the Ingham County 9-1-1 Center under Resolution #18-404; and

WHEREAS, Trittech has since merged with two other companies to become Central Square Technologies; and

WHEREAS, the 9-1-1 Center acquired an Inform CAD & Mobile Test and Training Systems to assist in the configuration changes, upgrades, and enhancement of the Central Square CAD/Mobile software in use by the Ingham County 9-1-1 Center and public safety agencies with their in-vehicle mobile computer systems; and

WHEREAS, the Ingham County 9-1-1 Center was invoiced for maintenance fees and support starting on August 13, 2022 to August 12, 2023 in the amount of \$4,620.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the payment of the maintenance and support fees to Central Square Technologies for the Inform CAD & Mobile Test and Training Systems at a cost not to exceed \$4,620.

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

TO: Law & Courts Committee
FROM: Teri Morton, Deputy Controller
DATE: June 30, 2022
SUBJECT: Report on Treatment Programming Funded by the Justice Millage

For the meeting agenda of July 14

REPORT ON TREATMENT PROGRAMMING FUNDED BY THE JUSTICE MILLAGE

Resolution #21-534 allocated a total of \$1,796,559 for treatment programming funded by the Justice Millage in 2022. Funds have been allocated as follows:

- Community Based Programs: \$475,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change
- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$633,836 to continue to fund three full time mental health therapists to provide mental health therapy, case management services and to coordinate care as well as to increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. Also funded is a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment (MAT) program; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes.
- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$71,170 to fund a Peer Recovery Coach to work with inmates involved in the MAT program (managed by the Ingham County Health Department) and inmates identified as high risk by the CATS therapists to provide intensive community support for MAT and other clients.
- Ingham County Sheriff's Office/Jail Programming: \$128,400 to fund inmate initiatives, seeking safety, break out, trauma centered yoga, restorative justice, and parenting education.
- Ingham County Sheriff's Office: \$223,058 to fund two Corrections Deputies to assist in facilitating inmate programming and a portion of the Inmate Programming Coordinator.
- Ingham County Health Department Pathways to Care Program: \$89,228 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid and other substance use disorders.
- Circuit Court/Pretrial Services: \$175,267 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

Reports from each of the funded agencies are attached in the following order:

- Community Corrections
 - Electronic Monitoring
 - Psychological Evaluations
 - Day Reporting
 - Moral Reconation Therapy (MRT) – Cognitive Behavioral Change

- Community Mental Health Correctional Assessment and Treatment Services
- Ingham County Sheriff's Office
 - Hustle 2.0
 - Body Connection Yoga
 - Moral Reconciliation Therapy (MRT) & Seeking Safety Programs
 - Parenting Program
 - Restorative Justice Program
- Ingham County Health Department – Pathways to Care
- Pretrial Services Division of the Circuit Court
 - Position Expectations Summary
 - Pretrial Services Informational Guide

Funding for these programs for 2023 will be considered as part of the 2023 budget process. The request for continuation funding in 2023 totals approximately \$1.9 million.

Please feel free to contact me if you have any questions or if you would like any additional information.

**COMMUNITY CORRECTIONS MILLAGE
FUNDED PROGRAMMING
January – May 2022**

ELECTRONIC MONITORING

Provider: Judicial Monitoring Services, Ltd (JSG)

FY 2022 Millage Allocation: \$400,000 Jan-May Expenditures: \$222,338.50 Target

Population: Court Ordered and determined indigent

***COVID-19 IMPACT:** The impact of COVID-19 on electronic monitoring continues to significantly impact utilization since the onset of the pandemic. Utilization of electronic monitoring, as a direct result of COVID-19, began to increase mid-March of 2020 and has continued through the entirety of 2021 and through May, 2022. The number of indigent users has increased significantly due to lost jobs, reduced hours, and diversion from jail. Currently for 2022, 64% of individuals enrolled on an electronic monitor have been deemed indigent, which is nearly double the 32% from May of 2020. Further, Utilization of the electronic monitoring budget is on track to surpass the allocated \$400,000 before the year end considering approximately 66% of said budget allocations have been expended through the first five months of 2022.*

PROGRAM DESCRIPTION: JSG accepts referrals from Circuit and District Courts, Pretrial Services, FOC, and the Ingham County Sheriff's Office. A full range of equipment, including home monitoring, active GPS, and Breath and Transdermal Alcohol monitoring is available, as well as monitoring services to ensure continuous electronic monitoring 24 hours a day/7 days a week/365 days a year with secure web-based internet access to client referral sources. JSG services include enrollment, installation, removal and maintenance of monitoring equipment, input of monitoring specifications, equipment activation within 24 hours after referral/same day when possible, fee assessment and collection, and non-compliance alerts and notifications to referral source personnel as required as specified by the referring agency.

KEY 2022 DATA (from January 1 - May 31):

Average daily number of EM users overall has increased from 219 in May of 2020 to 306 in May of 2022 Pay

Type: Offender Pay (34%) / Indigent (64%) / Other Grants, incl. Specialty Courts (2%)

EM Devices: GPS (68%) / Soberlink Breath Alcohol (17%) / Scram Transdermal Alcohol (15%)

Referral Source: Pretrial (65%) / Probation (34%) / Early Jail Release (1%)

Terminations:

Successful Completion Rate: 58%

Unsuccessful: Jailed: (31%) / Non-Payment (3%) / Client Removal (8%)

PSYCHOLOGICAL EVALUATIONS

FY 2022 Millage Allocation: \$5,000 Jan-May Expenditures: \$0

PROGRAM DESCRIPTION: Conducting a clinical assessment is essential to understanding the nature and severity of the patient's health and social problems that may have led to or resulted from the substance use. This assessment is critical in determining the intensity of care that will be recommended and the composition of the treatment plan. Tailoring the treatment to specific needs increases the likelihood of successful treatment engagement and retention. Research shows that those who are matched with the appropriate level

of treatment using ASAM (American Society of Addiction Medicine) criteria participate more fully in treatment and typically have better outcomes. (3X improvement in addiction severity outcomes at 3 months/30% reduction in dropout from treatment/25% - 300% reduction in no shows to next stage of treatment) (ASAM, D. Gastfriend, MD).

Psychological Evaluations determine the severity of a specific mental health concern or to determine an individual's capacity for adequate functioning. Assessments and evaluations may be required to develop a sentence that includes appropriate treatment placements and programming.

DAY REPORTING

Provider: Northwest Initiative – ARRO

FY 2022 Millage Allocation: \$52,000 Jan-May Expenditures: \$12,022

Target Populations: Sentenced Misdemeanants, Felons not eligible for PA511 funding, Felons eligible for PA511 funding when funds are exhausted.

PROGRAM DESCRIPTION: Day Reporting provides supervision and rehabilitation services. Working to stabilize the client in the community and achieve successful integration into the community, the program provides fundamental needs services and addresses barriers unique to each participant. By working very closely with each participant and their assigned probation agent to create a successful outcome, Day Reporting has become the “go-to” program for agent's whose clients are dealing with multiple issues and barriers.

The program design requires participants to physically report at the appropriate frequency (1 to 3 days per week) for a minimum of three hours per report session.

A comprehensive intake including a Blueprint for Success needs assessment is conducted and an Individualized Plan for Success is developed with the full involvement of the participant. Based on individual need, Fundamental Needs Services are provided by the program including emergency food, clothing and personal hygiene distributions, assistance with acquisition of vital records including State ID, assistance with Ingham Health Plan enrollment, Medicaid, DHS, Bridge Card, transportation assistance and other appropriate FNS.

Also based on individual need, appropriate referrals are made and communicated to the assigned probation agent for non-program or off-site services (e.g., GED testing, substance abuse treatment, and employment assistance, housing resources, etc.)

During reports, progress relative to compliance with probation requirements is discussed and progress on the participant's Individual Plan for Success is reviewed, updated and modified as appropriate. Documentation verifying off-site activities is reviewed with the participant. Participants remain on-site to participate in planned activities for a minimum of three hours. Activities include working on obtaining an ID, homework required by other PA511 programs and GED preparation, filling out job applications, participating in supervised on-site activities, groups, and workshops, and mapping out personal action steps to achieve identified goals.

The program continues to improve and expand its ability to provide assistance in key criminogenic needs areas including Residential Instability, Vocational/Education, Cognitive Thinking and Behavior, and Self-Efficacy for women. This is accomplished by training program staff and developing relationships with community partners.

VOCATIONAL EDUCATION AND TRAINING: A strong focus on vocational education and training opportunities and employment assistance is provided by developing and offering onsite workshops and classes and one-on-one assistance, by cultivating relationships with employers; and, by finding and creating vocational training opportunities.

Based on experience with apprenticeship failures, the program added a curriculum called MC3 to improve outcomes. MC3 provides a pathway to union careers in the construction trades by better preparing participants to successfully complete the apprenticeship. Components of this program include: Developing a Good Work Ethic, Industry Awareness, Construction Trade Awareness, Tools and Materials, Word Key Basic Construction Math, Diversity, Green Construction, OSHA, CPR, Blueprint Reading. The curriculum also includes Employment Development, Physical Fitness, Hands on Training, Sexual Harassment, and Rights and Responsibilities.

EDUCATION: Onsite programming also includes a focus on Education with onsite access to Cyber Education which allows participants to earn a high school diploma, onsite GED preparation, facilitating and scheduling GED testing, assistance with LCC registration and financial aid applications.

HOUSING: The program helps participants find appropriate housing and assists them with the documentation and processes required for financial assistance, as well as Fair Housing Coalition advocacy as needed.

OTHER ONSITE SERVICES: Other onsite services include financial literacy, life skills, NA/AA. Other support groups available to Day Reporting participants are Restorative Justice groups, Seeking Safety support groups, CBT and MRT, Anger Management, and DBT. Day Reporting also provides onsite and offsite community service opportunities. The program monitors compliance and provides agents with reports on the number of hours completed, helping clients with Court ordered community service requirements.

MORAL RECONATION THERAPY-COGNITIVE BEHAVIOR CHANGE

Provider: Prevention and Training Services, Inc (PATS)

FY 2022 Millage Allocation: \$18,600 Jan-May Expenditures: \$3,625

Target Populations: Sentenced Misdemeanants, Felons not eligible for PA511 funding, Felons eligible for PA511 funding when funds are exhausted.

PROGRAM DESCRIPTION: Moral Reconation Therapy (MRT) is a systematic treatment strategy to decrease recidivism among adult criminal offenders by using 16 objectively defined steps focusing on seven basic treatment issues to promote positive change. MRT is a cognitive-behavioral treatment approach that is probably the most widely researched offender treatment modality (*Meta-Analysis, G. Little, 2005*). 200 outcome studies have been conducted up to 20 years after treatment and release of over 100,000 individuals. Overall, finding lower recidivism rates, improved personality variables, and enhanced treatment compliance. (S. Swan, 2013)

Expanding this State funded Community Corrections program will increase the number of offenders served, including those who are not eligible under State MDOC approved criteria.

Community Mental Health Report June 15 2021 – June 15, 2022

Correctional Assessment & Treatment Services (CATS)

Justice Behavioral Health (JBH)

Currently approximately **65%** of the jail's population has been served by CATS programming or crisis interventions from June 2021 to June 2022. **The Justice Behavioral Health (JBH) mental health program has independently served 207 unique clients.**

- JBH is staffed with three mental health therapists (MHT), one nurse care manager (NCM), one peer recovery coach (PRC) and one secretary. However, due to continued COVID-19 pandemic jail restrictions services, especially group services have been limited.
 - JBH MHT provides weekly therapy both in individual and group modalities. Overall, **JBH has provided 1,477 individual therapy sessions.** JBH considers individuals under the 18 years of age as a high priority population so youths are served as soon as possible.
 - JBH MHT facilitate weekly Coping Skills, Anger Management and Dialectical Behavioral Therapy groups. **JBH has provided 1067 group encounters.**
 - **JBH PRC provided 123 peer recovery coaching services for jail re-entry.** Focusing on clients with opioid use disorder and/or Medicated Assisted Treatment (MAT) needs.
 - JBH NCM continues to play a vital role in integrated healthcare between the CMH and jail medical for behavioral health needs. The NCM also serves as a liaison for the **122 contracted psychiatric services** that occurred during the year. The NCM creates transitional healthcare plans by linking clients with community providers upon release. **JBH has had over 73 direct care contacts.**
 - JBH secretary continues to provide clerical support, indirect client assistance and processes all of the needed paperwork for the mental health program.

Covid-19 disclaimer: JBH restarted groups again on 8/6/21. The groups had a total of 10 clients to begin but increased to 14 members in November 2021. There was a short break in group services around the end of December 2021 which picked back up late January 2022. There was also a three-month staffing leave during this time for one of the MHT positions and NCM.

Hustle 2.0

Overview

The ICJ began using the Hustle 2.0 program in February 2021. Since that time, the community graciously supported this program by supplying 175 scholarships, in the amount of \$8750.00, to obtain books for the inmates. The Jail Millage Inmate Initiative Account was used to purchase the remaining books.

The ICJ currently uses both Hustle books; the Preseason and Book One. The Preseason is the book most inmates are familiar with and inmates must complete and pass in order to request Book One. Below are some statistics for both books.

Program	Filled Out Application	Application Rejected	Released	Completed	In Process
Hustle 2.0 The Preseason	283	20	81	129	53
Hustle 2.0 Book 1	66	0	14	21	26

The below is data that Hustle 2.0 was able to provide us:

Preseason and Book One in Ingham County vs. National Average

The Ingham County population is doing well against the national average! The inmates' engagement and pass rates are higher than the national average. Their Preseason and Book One scores are slightly less than the national average (e.g., Ingham County's avg. Preseason score is 86% vs. 89% national avg.), but their confidence scales are still improving at rates equal to or greater than the national averages.

Hustle 2.0 Book One Stats

These are a few quick highlights for Ingham County:

- 47 participants have completed the Book One enrollment pack and been approved by H2.0. The average score on the Book One Pre-test is 64% for these 47.
- 21 participants have completed the Book One homework pack:
 - 19 passed and earned a certificate.
 - 90% post-test average vs. 68% pre-test average.
 - 95% said H2.0 taught them more practical skills than other programs offered at their facility.
 - 91% said H2.0 is the best program they've taken while incarcerated.
 - 100% said they want to sign up for Book Two.
- In the Book One pre-/post-Confidence Surveys, we've seen significant changes/increases in individual confidence across several key topics. For example:
 - **+14%** became confident in the protective factors they've identified to cope with trauma and triggers.
 - **+19%** now know and can confidently describe how past traumas are currently impacting their life.
 - **+14%** now know whether or not they have a learning disability—and if they have one, they now feel confident in managing it.
 - **+10%** became confident that they can make a plan to study smarter (not just harder) when they want to learn something or succeed.

Hustle 2.0 is in the process of building out a robust program management database that will allow us to provide Ingham County with some more detailed data reports later this summer. Book Two will be available in the Fall 2022.

Body Connection Yoga

Efficacy Report of Trauma Sensitive Yoga provided at Ingham County Jail Prepared by Debra Hartnagle

Founder/Provider, Deb Hart Body Connection Yoga Study Period September 24, 2020-April 2022

Report prepared April 28, 2022

Debra Hartnagle, aka 'Deb Hart', is contracted by Ingham County to provide Trauma Sensitive Yoga for inmates at the Ingham County Jail in Mason, MI. The weekly, one- hour classes, held separately for those identifying as male or female. Hart offers yoga participants an anonymous, optional survey to fill out before and after class. Copies of survey responses are provided to ICJ after classes.

The survey, copy included in this report, asks participants about their pain before and after class, as well as discomfort, anxiety/stress/agitation, ability to notice their body in contact with the floor, their breath and their mood.

Between September 24, 2020 and April 30, 2022, three hundred seventy eight inmates attended class, 363 of whom filled out the surveys. During the stated period, eighty- three classes were provided. There were several gaps in offering TSY due to COVID outbreaks in the community at-large, as well as at ICJ.

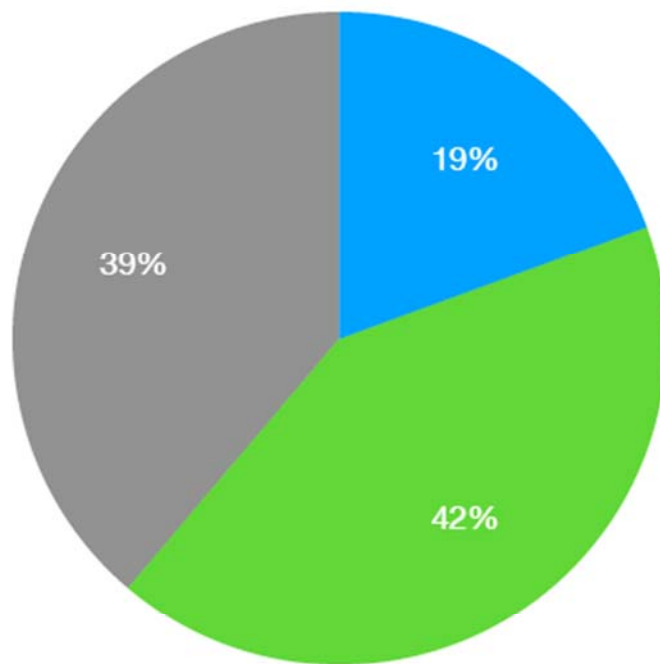
A breakdown of the numbers, as depicted in the charts on the next six pages:

- 1) Those reporting 'no pain' before class grew from 42 to 72 percent.
- 2) People reporting 'no discomfort' rose from 32 to 65 percent after.
- 3) Those indicating 'yes' to anxiety/stress/agitation levels fell from 47 percent before class to 6 percent post.
- 4) Body awareness grew by ten percent from before to after class.
- 5) Awareness of breath increased from 68 percent before, to 89 percent after class.
- 6) Sixty-seven percent of participants reported their mood as 'good' before class and after, eighty-nine percent of participants indicated their mood as 'good'.

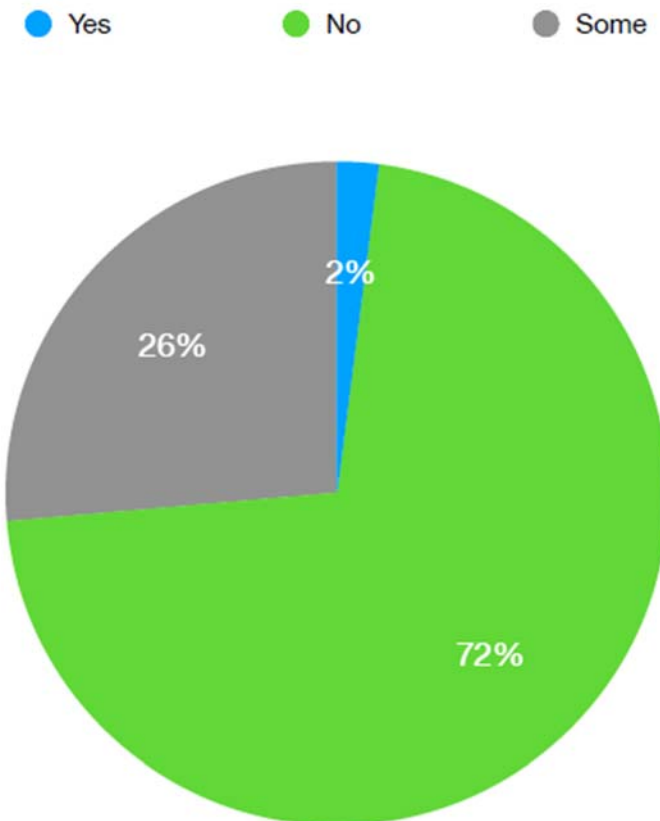
Note: Not all participants filled out the surveys. On occasion, only half of the survey is filled out, questions are skipped or more than one answer is provided.

The end of this report includes a copy of the survey offered to participants, as well as comments made by class attendants.

Pain Before Class



Pain After Class

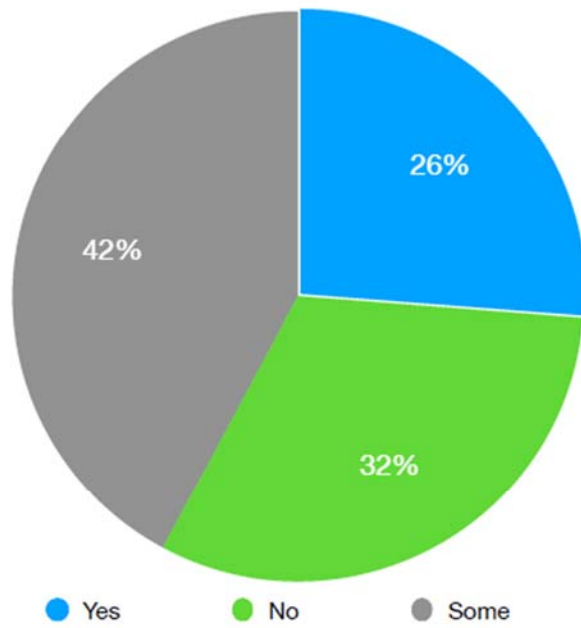


Yes

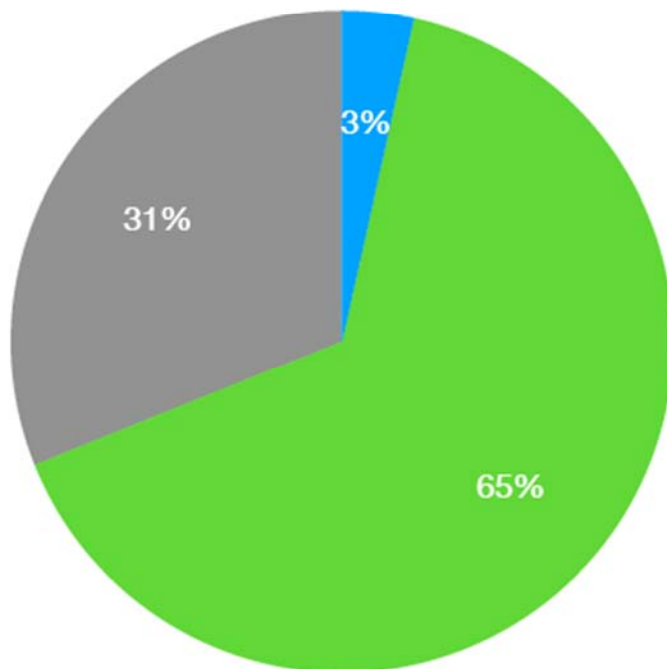
No

Some

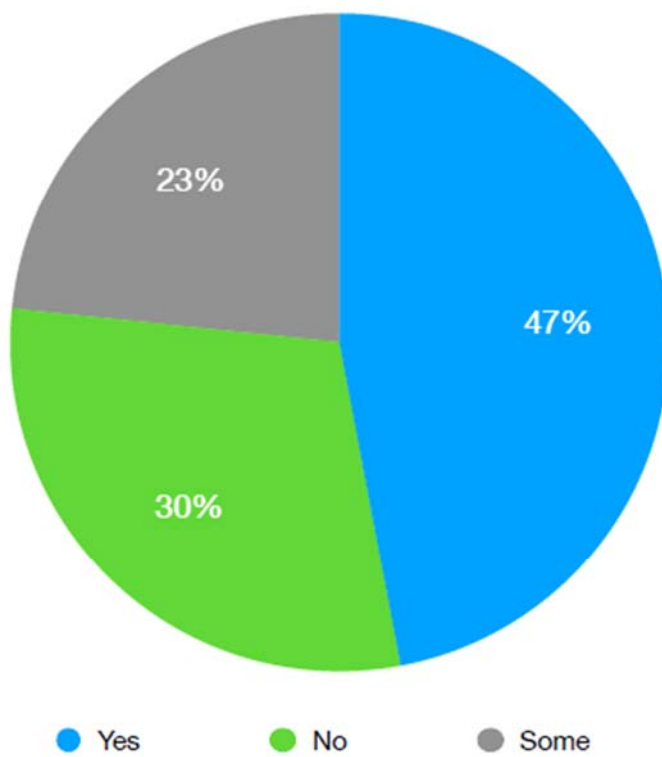
Discomfort Before Class



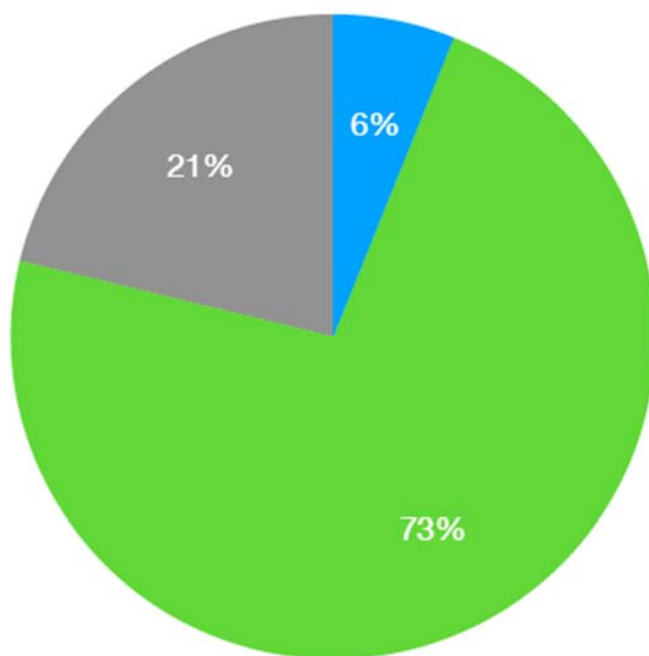
Discomfort After Class



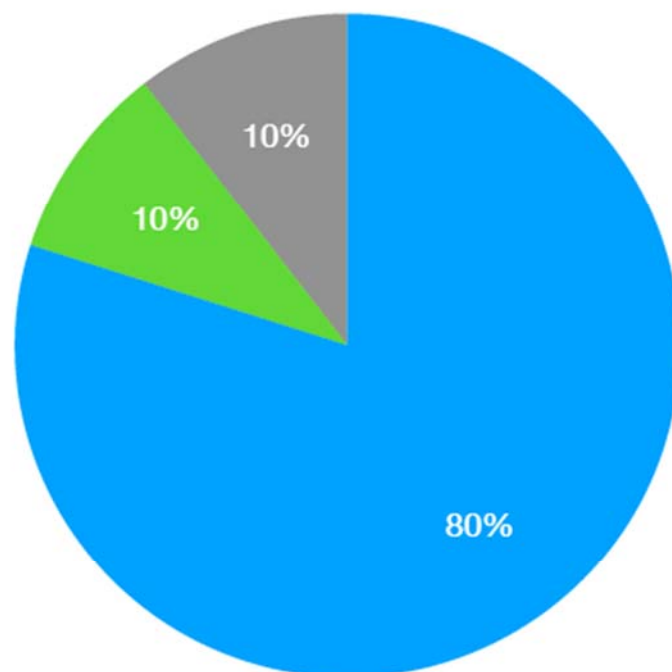
Stress Before Class



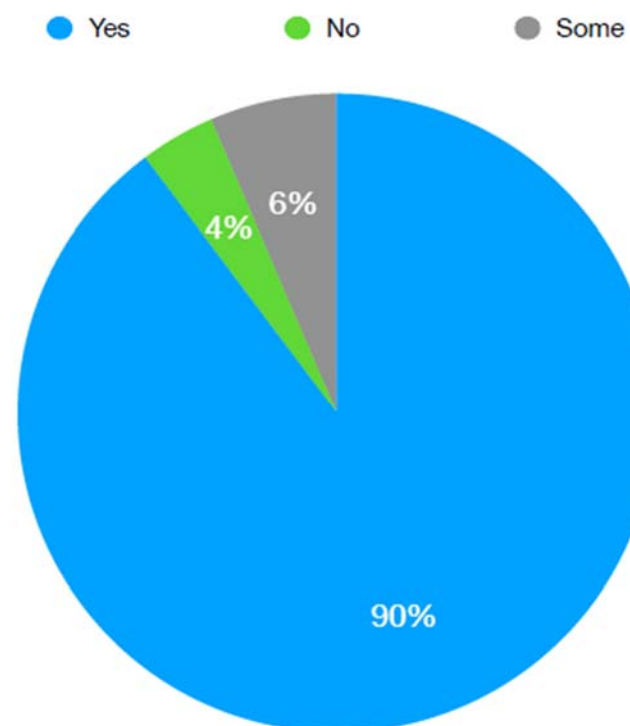
Stress After Class



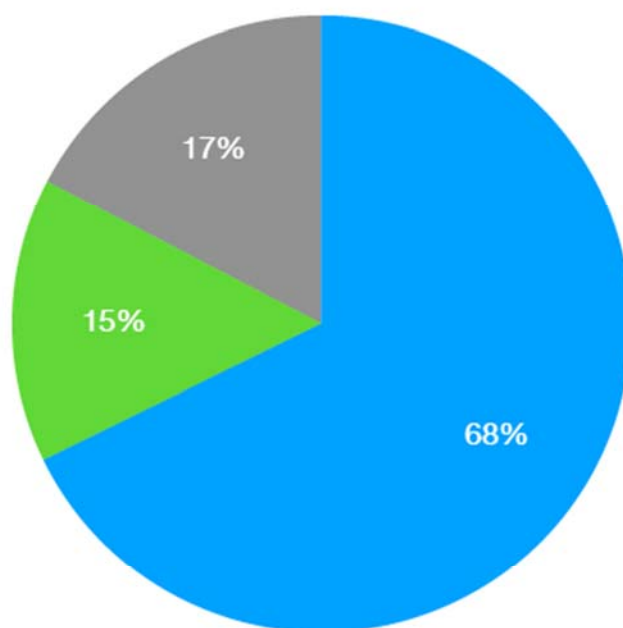
Body Awareness Before Class



Body Awareness After Class

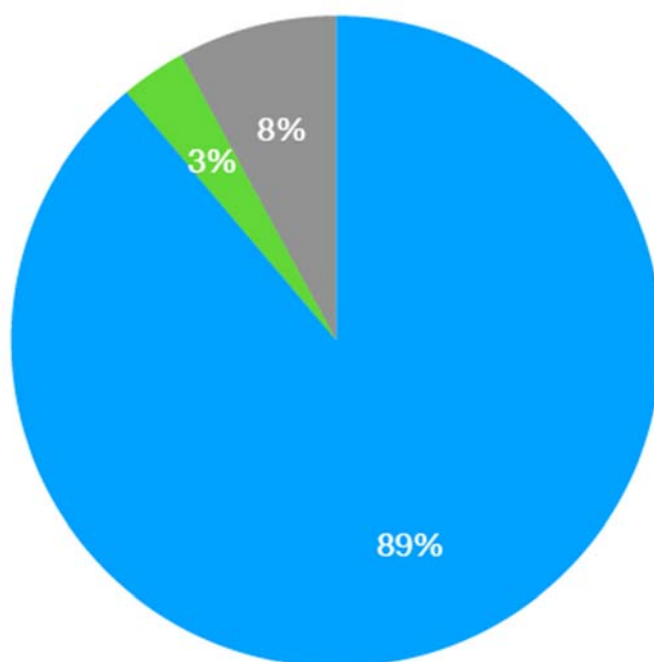


Breath Awareness Before Class

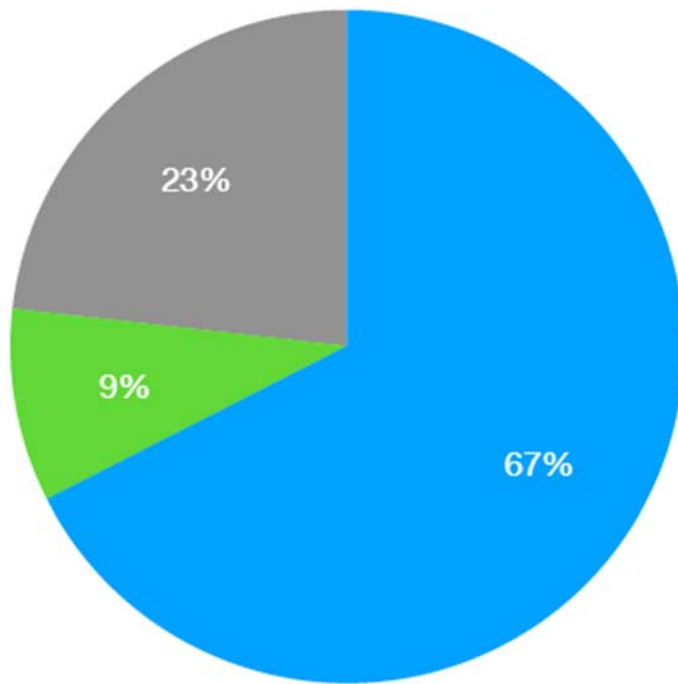


Breath Awareness After Class

● Yes ● No ● Some

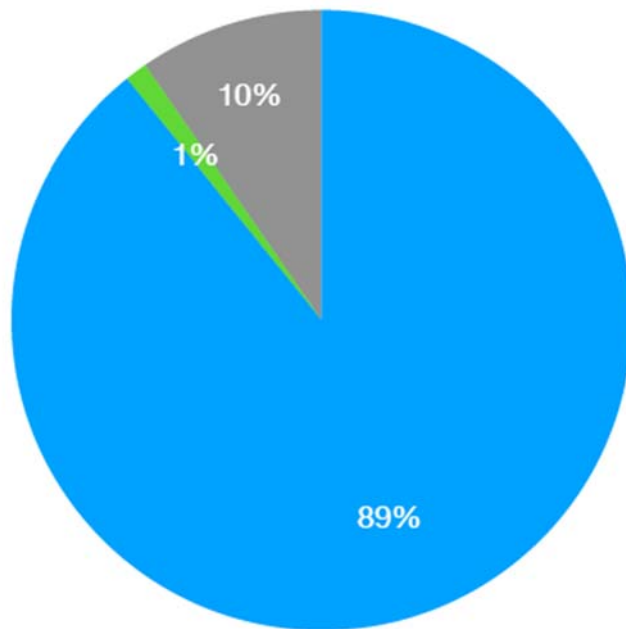


Mood Before Class



Mood After Class

● Good ● Not Good ● Not Sure



PARTICIPANT SURVEY COMMENTS:

“The best class I had/helped me.”

“Feeling better and less anxious. Thank you.”

“Thank you. Best part of my whole week. I feel better!”

“Thanks, God bless!”

“Great class. Highly recommend to everyone, not just for the physical relief by also a calm mind.” ~ Male participant 9/29/21

“Great therapy.”

“This was great.”

“Yoga saved me this week!” ~ Male participant 10/27/21

“I feel much better than when I got here. Thank you.”

“Residual cumulative benefit mentally & physically.” ~ Male participant 10/20/21

“This is my last yoga (I go home Friday). Thank you for the experience and I will definitely explore yoga at home with my family. Blessings!” ~ Female participant 10/6/21

“I like this class. I feel it really helped.”

“This was really helpful.”

“Thanks for coming. Great session. See you next class. Be safe.”

“Please come back next time. This is very helpful.”

“Thank you. I feel better physically and emotionally.” ~ Male participant August 2021

“Grateful for yoga. Grateful to be here now.”

“Still the best class ever.”

“I feel much better. Thank you.”

“This helped me breathe easier dealing with my asthma.”

“Please come back next week.”

“I love this class!”

“More relaxed. Generally better. Thank you.”

“I feel great, thank you.”

“Cool, calm and collected. Thank you.”

“We need this more in our lives.”

“I love this class, good energy and love the relaxation!”

“Thank you, I’m definitely interested.”

“Thanks Ms. Deb! Can we have more yoga sessions? 2-3x week?”

“Thanks so much. Blessings.”

“I feel much better.”

“I came into this class very tensed, but after the end of the session I feel much better. Thank you.”

“Great beginners class.”

“I enjoy coming to this class. It is so relaxing. Thanks Ms. Deb.”

“Sorry Ms. Deb for having a venting session in the beginning of class. Everyone is dealing with something different and coming to this class helps relieve stress. Thank you for everything you do!”

“Really liked today’s poses for lower back and hip pain.”

“Thank you for allowing the option to just relax.”

“Appreciated.”

BEFORE Class:

- | | | | |
|--|--------------------------|----|-----------------|
| 1. Am I in pain? | Yes | No | Some Pain |
| 2. Do I have any discomfort? | Yes | No | Some Discomfort |
| 3. Am I anxious, agitated or tense? | Yes | No | Some |
| 4. Do I notice my body in contact with the floor ? | Yes | No | Some |
| 5. Do I notice my breath movement? | Yes | No | Some |
| 6. I would describe my mood right now as: | Good, Not Good, Not Sure | | |

AFTER Class:

- | | | | |
|--|--------------------------|----|-----------------|
| 1. Am I in pain? | Yes | No | Some Pain |
| 2. Do I have any discomfort? | Yes | No | Some Discomfort |
| 3. Am I anxious, agitated or tense? | Yes | No | Some |
| 4. Do I notice my body in contact with the floor ? | Yes | No | Some |
| 5. Do I notice my breath movement? | Yes | No | Some |
| 6. I would describe my mood right now as: | Good, Not Good, Not Sure | | |

Comments/Suggestions:



Programming Report August 2021 to June
2022

**MRT/Breakout Program Seeking Safety
Program Parenting Program**

Lori Haney, PsyD (ABD) Instructor and
Owner
Life Launch Institute, LLC

June 13th, 2022

RE: Programming Report:

MRT/Breakout, Seeking Safety and Parenting Programming

Requested dates; August 2021 through May 2022

Per: Cynthia Johnson, Education Program Coordinator, Ingham County Jail From: Lori Haney, Instructor and Owner, Life Launch Institute, LLC

To Ingham County Jail;

Thank you for the opportunity to serve the Ingham County Jail (ICJ), providing instruction for ***MRT/Breakout and Seeking Safety*** Programming since contract award April 2022.

MRT/BREAKOUT PROGRAM

Moral Reconation Therapy (MRT) seeks to decrease recidivism among criminal offenders by increasing moral reasoning. MRT is systematic and implements a cognitive-behavioral approach, which positively addresses ego, social, moral, and positive behavioral growth. Men's and Women's Groups meet twice a week for 12 weeks.

In the **MRT/Breakout Program** we provide a consistent, reliable and respectful culture to create a safe learning space. When group leaders emerge in class, these student/inmates are identified. This aids in building self-confidence, teaches leadership skills and shows respect. Individuals with talents may also emerge and are encouraged to share their passions. Students can then develop life goals to help realize their dreams. For example, during a recent student presentation, the broad vocabulary and use of poetic language, prompted the instructor to ask about his talent. The student explained his 3rd grade teacher recognized his talent for writing poetry and gifted him with a dictionary and thesaurus. Reading and memorizing words and their meanings became his passion. At the end of class, the student was asked if he felt comfortable sharing one or two lines of his poetry. Meaningful lyrics were sung, and he was enthusiastically applauded by the group. This student commented to the instructor after class, *'Thank you for recognizing my talent! Others have told me I'm gifted, but I thank you for telling me.'* These positive student interactions foster support, build self-confidence and create a cohesive group. This particular student/inmate had previously been experiencing varied difficulties and after being recognized for his talents - has attended all classes and increased participation. He is viewed positively and has emerged as a class leader.

The following report will provide details regarding the ***MRT/Breakout*** Program as requested from August 2021 through May 2022.

*Please note: August through April reporting data provided by ICJ Education Program Coordinator reflecting data from previous contract holder, who did not hold classes April 2022. Current contract holder started May 1, 2022.

The bi-weekly, ***MRT/Breakout*** Program classes began May 2nd with a full class roster and high attendance for both Men and Women's groups. Individuals from both groups are presently on track to earn Certificates of Completion by the end of July 2022.

Classes canceled due to ICJ COVID-19 Safety protocols: Month of December 2021: Classes for Men and Women Month of January 2022: Classes for Men and Women Two weeks in May 2022: Classes for Women only

Enrollment: Attendance, Dropped, Released from facility, Completed/Certificate Earned Dropped = Two consecutively missed classes, or bad attitude
Released = Released from custody prior to completing

MEN

Attended = 96
Dropped = 50
Released = 14
Completed = 5

WOMEN

Attended = 57
Dropped = 15
Released = 23
Completed = 3

CLASS CAPACITY

Currently, due to COVID-19 Safety measures the current Class Capacity for enrollment is set to 14 student inmates. However, we look forward to an increase in enrollment capacity. Currently, the Men's group is at full capacity with a Waitlist of 7 student inmates.

SEEKING SAFETY PROGRAM

Seeking Safety is a program for those in need of relapse prevention who also have a history of abuse and trauma. This present-focused therapy is based on materials developed by Lisa M Najavits, PhD. Insight is gained into how loss, abuse, and trauma have impacted their personality or how they view the world, leading to poor coping skills, which led to the abuse of drugs and alcohol, and Post Traumatic Stress Disorder.

Currently, the Men's **Seeking Safety** group is comprised of 9 regularly attending student/inmates who have formed a particularly supportive group. Group members convene on Friday at 8:30 a.m. Regardless of the early hour and having attended a full week of classes, this group participates in lively conversation and enjoys the group interaction. Recently, while students were exiting class, two student inmates dropped neatly, hand-written letters on the desk of the instructor. Each letter described how they had shared living quarters as ICJ 'bunkies' and they often continue discussions after class. Thoughtful comments and class observations were relayed in each letter, stating they appreciate the opportunity to attend class and enjoy being part of the group. One letter stated;

'I believe I am here at the right time. There are no accidents why I am here to learn.' Also, 'This class shows me, as well as the others in class, a chance to set a new mindset of thinking - that can and will make a difference in each one of our lives, in the future. The seed has been planted. Thank you.'

Seeking Safety Topics

Each topic in the Seeking Safety approach offers a safe coping skill relevant to trauma and substance problems.

- **Interpersonal:** Honesty, Asking for Help, Setting Boundaries in Relationships, Getting Others to Support Your Recovery, Healthy Relationships, Community Resources
- **Cognitive:** PTSD: Taking Back Your Power, Compassion, When Substances Control You, Creating Meaning, Discovery, Integrating the Split Self, Recovery Thinking
- **Behavioral:** Taking Good Care of Yourself, Commitment, Respecting Your Time, Coping with Triggers, Self-Nurturing, Red and Green Flags, Detaching from Emotional Pain (Grounding)

The following report will provide details regarding the *Seeking Safety Program* as requested from August 2021 through May 2022.

*Please note: August through April reporting data provided by ICJ Education Program Coordinator reflecting data from previous contract holder. Current contract holder started May 1, 2022.

Enrollment: Attendance, Dropped, Released from facility, Completed/Certificate Earned Dropped = 2 consecutively missed classes, or bad attitude
Released = Released from custody prior to completing

MEN

Attended = 91
Dropped = 38
Released = 25
Completed = 15

WOMEN

Attended = 61
Dropped = 15
Released = 27
Completed = 8

ON TRACK FOR COURSE COMPLETION:

12 for Men's class and 7 for Women's class.

CLASS CAPACITY

Currently, due to COVID-19 Safety measures the current Class Capacity for enrollment is set to 14 student inmates. However, we look forward to an increase in enrollment capacity. Currently, the Men's group is at full capacity with a Waitlist of 6 and Women 1 student inmate.

PARENTING PROGRAM

Thank you for the opportunity to serve the Ingham County Jail (ICJ), providing instruction for the **Parenting Program** since contract award January 2021. During this time, *Life Launch Institute, LLC* has held once weekly classes for Men and Women.

Parenting Program utilizes a workbook *Parenting and Family Values* a 12-module program designed to help participants develop parenting skills and assess values related to family issues and relationships. Student inmates who attend the first class are welcomed and praised for signing up for the program.

At Program Finish students are asked to report the following to the group:

1. What you thought when you came into this group.
2. What you think now.
3. When you would go for outside parenting help.
4. The most important thing you learned about yourself.
5. The most important thing you learned about your child/children.
6. The best think about your group members.

The most frequent responses to the above:

1. *'I thought this class was going to expose me as a bad parent.'*
2. *'After completing this workbook, I know I'm a good parent who got off track.'*
3. *'Most report they would absolutely seek outside parenting help.'*
4. *'I'm a good parent.'*
5. *'My kids are awesome and resilient.'*
6. *'My group members supported me.'*

The following report will provide details regarding the **Parenting Program** from August 2021 through May 2022.

Enrollment: Attendance, Dropped, Released from facility, Completed/Certificate Earned. Dropped = 2 consecutively missed classes, or bad attitude)

Released = Released from custody prior to completing

Classes canceled due to ICJ COVID-19 Safety protocols: Month of December 2021: Classes for Men and Women Month of January 2022: Classes for Men and Women Two weeks in May 2022: Classes for Women only

ATTENDANCE: FEBRUARY THROUGH MAY 2022 MEN

Attended = 79
Dropped = 36
Released = 12
Completed = 17

WOMEN
Attended = 47
Dropped = 14
Released = 22
Completed = 8

ON TRACK FOR COURSE COMPLETION

To receive Certificate of Completion by July 2022: 6 for Men's class
3 for Women's class

CLASS CAPACITY

Currently, due to COVID-19 Safety measures the current Class Capacity for enrollment is set to 14 student inmates. However, we look forward to an increase in enrollment capacity. Currently, the Men's group is at full capacity with a Waitlist of 1 and Women 1 student inmate.

PROMOTION OF OTHER PROGRAMMING

Lori Haney instructs 3 class programs: MRT/Breakout, Seeking Safety and Parenting Programs. During these classes there is a consistent promotion of other programming to student/inmates for; GED, Arise, Restorative Justice, Yoga, Meditation & Mindfulness, Ministry classes/offerings, AA and NA. Students who are in one class, are encouraged to enroll in other programming.

Should you have any questions, please contact me directly. Sincerely,

Lori Haney, PsyD (ABD) Instructor and Owner
Life Launch Institute, LLC

MRT/Breakout Program Seeking
Safety Program Parenting Program

Cell (619) 726-5257
lorihaney.lli@gmail.com

Restorative Justice Report Ingham County Jail Program

JUNE 2022

Submitted by

Greta McHaney-Trice, It Takes a Village Educational Consulting 2100 Roberts

Ln, Lansing MI 48910

mchaneyt@yahoo.com

517-974-7772

CLASS OBJECTIVES

Participants will:

- **Understand** the restorative philosophy as compared to other habits of mind
- **Work** toward developing and operating with a restorative mindset
- **Improve** communication and engagement skills within professional, social and personal situations
- **Apply** restorative practices to resolve and prevent conflicts and address harm they have both caused and suffered from
- **Model** restorative behavior in jail for others in jail and with those outside the facility
- **See** possibilities of transformed circumstances and behaviors

METHODOLOGY AND CLASS COMPONENTS

- Group dialogue and lessons on the history, philosophy and values of Restorative Justice
- Role plays, activities, some homework for skill development-listening, empathy, respect and speaking
- Engage in circle or conference facilitations designed for problem solving, conflict resolution, building communication skills, fostering relationships
- Award certification of participation on basic restorative training after 15 classes
- Award certification of participation training with ability to facilitate basic circle process for conflict resolution after 30 classes

The class emphasis is on understanding that everyone's actions [*What happened?*] impact the thoughts and lives of others, [*Who's been harmed and how?*], and most critically, exploring ways to address the harm and effect of their circumstances with tangible actions [*What needs to happen to repair the harm caused?*]. Restorative justice teaches that "community" values are developed within the context of culture, race and ethnicity, gender, age, experiences, etc., and are not shared uniformly. In the class, we hold frank discussions around power, poverty, race, education, disenfranchisement, family structure, and trauma. These conversations are full of robust and lively interactions. It's nothing to have staff peek in just see what is happening. Even if disagreements arise, never result in belittling or personal insults/attacks- more often the class is full of laughter- and yes sometimes tears. Learning how to apply restorative justice affective listening and speaking builds bridges and reduces confrontations and violence. Jails and prisons are historically and culturally designed to operate in personal isolation, rather than a supportive community, notwithstanding gangs that all about hierarchy and power. Since 2016, this program continues to show positive results in teaching positive conflict resolutions skills.

It Takes a Village has been asked to conduct formal conflict resolution circles on four occasions this year, where the interactions of those involved required intervention so no one got hurt or treated. Three of these involved conflicts between certain individuals, while one circle was for a dorm issue concerning all the women residing there. All the circles successfully ended the specific conflict. The dorm circle included members deputies and the Program Coordinator. It influenced how the incarcerated women viewed staff and their role keeping the drama down. The process ended several "keep separates" that was affecting class participation throughout the jail. One of the students commented that, she never looked at guards as people before, just guards!

Next year, it is hoped that these kinds of experiences can increase. With the new facility, we are investigating the possibilities of the more advanced students conduct community circles around grief, raising children

from jail, or other pertinent issues they face. It Takes a Village and Ms. Johnson have already been in conversation and planning for how this program can be tweaked to better serve the jail and the community.

At the time of this report, both men and women's classes are above pre-COVID-19 status in terms of attendance. COVID-19 pandemic is reported to have increased stress, depression, mental health, domestic violence, and street violence in ways that statistics have yet to fully reveal. Of course, in a jail setting these effects are likely to be intensified with more isolation and reduce interactions. According to the National Institute of Justice (<https://nij.ojp.gov/topics/articles/using-data-and-science-understand-impact-covid-19-corrections>).

The impacts of the COVID-19 pandemic will be felt for years to come... The RAND report noted the pandemic-driven reduction in jail and prison populations placed increased demands on community supervision agencies. Those agencies were already under stress as they attempted to meet their regular obligations, such as responding to the needs of individuals at high-risk of offending, those who commit sex offenses and individuals requiring mental health or substance use treatment. Further complicating matters was the severe impact COVID-19 had on the service agency networks that supply much-needed programming to community supervision.

Currently, an average of six women and nine men enthusiastically attend classes weekly. The roster of attendees varies due to many factors: conflicting schedules of other classes, court appearance, visits from attorneys or family, keep separated mandates, dormitory lockdowns, or individual disciplinary actions. Many may attend only one to three classes because they are incarcerated for a short period or only hear about the class shortly before leaving jail. Acquiring a restorative transformative lifestyle requires many more lessons and is a never-ending process.

Nevertheless, we frequently see the proverbial light bulb switch to "on" in students who attend even one class.

One, women, when asked about the impact her incarceration had on her children shared that they all faced it differently; "My daughter has become obsessive-pouring herself into schoolwork; my son is rebellious and acting out; and my youngest child has totally shut down". The class then focused on figuring out what needed to happen to address this harm to her children and on herself, as a mother. "I blame myself and feel guilty- a total failure", she lamented as she became more and more engaged- struggling to find the words that she'd buried deep inside- "Why should I even try anymore"?

Responsibility is necessary in restorative justice. Guilt, shame, and blame are debilitating and are too often a mirror of denial towards wanting to change. However, this mother began to shift and take an active role in articulating a plan for what she named as harmful effects suffered by her children. Her demeanor and posture changed, and she became definitive, almost defiant, about helping her children be less rebellious, less a perfectionist and to open up to her; not merely accept it as her lasting fate. She spoke about conversations she could have, counseling she could seek out, and working *with* them to learn more about what her children individually needed and wanted. The entire class listened intently, supporting her by practicing asking open-ended questions that empower a person to find solutions- techniques that we teach in the class. She was led to be accountable for her plans and think about what assistance needed to make this happen-tangible steps.

A remarkable moment occurred when she voiced through tears:

“Now I know how my mother felt all these years, guilty, about the sexual abuse I went through and then my addictions. Now she is having to take care of *my* kids. We both need to forgive ourselves to get rid of our guilt first. It’s a cycle! It can end for my children! Oh my God!” she exclaimed, shaking her head.

It is impossible to know what happened after she got home for certain. But restorative justice had offered her at least that that one moment of relief, her one and only day in the class. She left ICJ with hope and a plan of how to make not only her life better but that of her family. It was so inspirational to the other women as well.

This incident exposes the need for continuing restorative services upon their release whether in rehabilitation or to home. Most women attending the class struggle with substance abuse – overdoses, lost parental rights or separated from family support. They leave just as their minds are recovering from the effects of the drugs or alcohol. It Takes a Village is seeking ways to have this conversation with other community agencies to address this need.

Restorative Justice exposes men and women in the jail to a philosophy that focuses on listening, empathy, respect and reflective dialogue towards positive conflict resolution and community engagement. The conflicts may be directly related to the cause of their incarceration, matriculating the criminal justice system, or even their release to home or another facility. Issues also arise while interacting with other inmates, staff, or those still on the outside. Students learn how to engage as a valued member of the “community”, often a foreign concept to those ostracized by their actions and societal conditions out of their real or perceived control.

This year the class has been intentional about bringing community members to sit in with the class from time to time to lessen the disconnect of incarcerated persons and the community.

1. Dr. Issac Kalumbu, Assistant Director, Outreach African Studies Center serves as the program manager for The MasterCard Foundation Scholars Program at Michigan State University (MSU). He taught courses on African American, Caribbean and African popular musics for twelve years in the College of Music. Dr. Issac met with us and shared how music is community building in his culture. Students learned that African music is participatory not observatory in the U.S. – “everybody *can* sing”! He led us in a musical activity that required everyone’s participation to strengthen the dependency on each other to do a part.
2. Norlynn Allen, spoken word artist and poet attended a few classes and shared his work and encouraged the participants to use this medium to begin to heal hurts from broken relationships, self-deprivation and the impact of incarceration. Both classes were intrigued and moved by the way he delivered his words as restorative processing and not just entertainment.
3. Shantel Rodriguez, Mitigation Specialist/Life History Investigator, works with attorneys to provide mitigating circumstances in criminal cases. She engaged the group in the importance of the work she and how it connects to restorative justice. She shared that visiting the class, reinforced her belief that those in jail are still can be a vital and active part of our community and what can be done to show this to the system and those caught in it. The encounter validated her commitment to the mitigation services she provides and provide new information for the students.

Making these connections with community is critical to the program and the students. They can examine how to operate in a reciprocal relationship between community members and those incarcerated. The students are reminded that life is more than ICJ and they can still be connected to it. Moreover, given ways to do so.

Community members experience first-hand the positive things happening at ICJ. It is anticipated to continue this effort next year.

DATA AND OUTCOMES:

JUNE 3, 2021 – JUNE 14, 2022	MEN	WOMEN
Classes Held	44	42
Average Participants	5	8
Highest class attendance	11	11
Certificates awarded- 15week	6	2
Certificates awarded- 30 week	2	1

Statistical data is important and indicates that attendance is growing and becoming more consistent. Over 50 men and 50 women have attended the class between June 2021- June 20, 2022, with some significant shutdown time due to COVID-19. Qualitative data which has been embedded in this report, tries to provide a fuller picture of the impact restorative justice has on the facility when students apply its principles. Numbers give an outline, but the tangential impact is immeasurable. However, in many ways it is more valuable towards transforming the environment of the jail and the lives of people who have co-exist there. They can return to become better citizens, partners, parents, friends and neighbors. The final portion of this report provides this type of data.

TESTIMONIAL STATEMENTS:

One male who has attended over 30 classes is known for his outrageous character and behavior. He pragmatically boasts about his non- conforming convictions of getting down to the “politics” by doing what “has to be done” and “taking care of business”, regardless of the consequences. He came to class as a rebel and with an ulterior motive to see another inmate. After weeks of sitting, questioning and sometimes downright debating the concepts of RJ, he has become the class’s strongest proponent. He has not been written up once since attending the class, which he states occurred constantly without him giving a ****. He meets with other inmates and while he has a lot to learn about maintaining the restorative mindset, he has come so far. He refers to his change as nothing short of a miracle!

Below another man (Identified w/permission) in a letter describes an incident. What his letter doesn’t say is the days he spent comtemplating which approach he would take, his past way or RJ. He brought it up in class saying that all that kept coming to his mind that morning was “How I’d be affected if I chose the old way”. He was more astonished this instructor.

LETTER #1 EGGS

MY NAME IS WILLIAM BALL AND I AM WRITING ABOUT MY EXPERIENCE SO FAR IN RESTORATIVE JUSTICE CLASS THIS I BELIEVE GOING ON MY 8TH CLASS AND HAVE BEEN MAKING GREAT PROGRESS IM LEARNING VERY USEFUL PROBLEM SOLVING SKILLS WHICH I HAD NO IDEA EXISTED BEFORE THIS CLASS I HAVE TO SITUATION WHICH COULD HAVE TURNED NEGATIVE WITHOUT RESTORATIVE THINKING I WOULD LIKE TO GO INTO.

SITUATION 1

ON THE MORNING OF 3-17-22 IN THE INGHAM COUNTY JAIL WE RECEIVED BOILED EGGS FOR BREAKFAST IN WHICH I TURNED MY BACK AND SOMEONE SWITCH MINE OUT FOR THOSE IN WHICH WERE DAMAGED SO I ASK WHY WAS THIS DONE THE PARTY WHO SWITCHED THEM LIED AND SAID I WAS MISTAKEN IN WHICH IM 100% POSITIVE I WAS NOT SO INSTEAD OF TURNING TO VIOLENCE WHICH I KNOW WELL TO WORK I GAVE THE RESTORATIVE MINDSET A SHOT SO TWO DAYS LATER INSTEAD OF ASKING WHY HE HAD DONE THIS I ASKED "WHAT HAPPENED THAT MY EGGS WERE SWITCHED"? HE REPLIED IM NOT GONNA LIE I DIDN'T THINK YOU WOULD NOTICE OUR SWITCH OR IT'D BE A BIG DEAL, WHICH NOW RESTORATIVELY I THINK IT WASNT I LOOK AT HOW I WAS EFFECTED AND HOW HE WAS ALSO AND BY DOING SO HE MADE UP FOR THE SITUATION BY APOLOGIZING AND GIVING ME TWO FREE EGGS FOR THE MISHAP.

RESTORATIVE JUSTICE

Since participating in this group I've found myself getting more relaxed with my anxiety issues - discussing heart-felt situations that I've experienced in my life - I'm better able to discuss and articulate these issues at hand and find a intermediary solution to my problems or questions. I have greater pride in my coping skills as a individual and am responsible more for my behavior.

I'm presently able to monitor and utilize conflict resolution in a wide variety of issues - that I would have never imagine to try to - unless I hadn't this course in my final box said can be a positive force in solving situations on a macro - or better yet a micro level of understanding. I've always believed that honesty is the best formidable medicine in any conversation - verbal wounds need to be made right.

More discussion groups are definitely needed for this type of environment (safe) to get people to wake-up to the ripple effect they're causing to themselves and to the people who love them. I feel that

The county jail would benefit greatly from this program - due to the fact that it makes you accountable to your behavior and your group members. "Practice what you preach."

Overall I think I'm in the right place with this group to better myself, equip with necessary tools to fight off the devil and the negative aspects of life in general.

Appreciate the opportunity to excel myself to a higher understanding of humanity and to present myself honestly and respectfully in my endeavor.

**Ingham County Health Department Pathways to Care New Beginnings
(Justice Millage) Program**
*a Client-Centered Approach to Working with Substance-Involved Individuals Incarcerated at the Ingham
County Jail*

7/28/2022 Ingham County Health Department Report: Treatment
Programming as Authorized by Ingham County Justice Millage

Program Description

The Pathways to Care New Beginnings Program within the Health Promotion and Prevention Division of Ingham County Health Department (ICHD) seeks reduce recidivism and fatal and non-fatal overdoses among Ingham County residents. The program utilizes evidence-based practices to assist jail residents with substance use disorders (SUD) so that jail residents are able to successfully navigate and overcome barriers to treatment, recovery and other social needs during and following incarceration. The purpose of the program is to create access and adherence to healthcare interventions and social services supports, including but not limited to Medication Assisted Treatment and other evidence-based recovery services, Harm Reduction Services (i.e. Naloxone training and kits, Syringe Exchange Services, etc.)

Staffing for this program includes one full-time Community Health Worker (CHW), Darrick Miller who is cross-trained and certified as Peer Recovery Coach, and one part-time SUD Program Specialist (currently vacant) who are overseen by a Clinical Social Worker (Sarah Kenney, MSW) and a Prevention Programs Coordinator (Tammy Maidlow-Bresnahan, MPH).

With the knowledge that access to care and social services impact rates of recidivism and overdose, program staff work collaboratively with partners in the Ingham County Jail; Community Mental Health Authority of Clinton, Eaton and Ingham; Ingham Community Health Centers; Centers for Medicaid & Medicare; private health plans; and other harm reduction, recovery and treatment providers and community partners.

Services provided by Pathways to Care New Beginnings Program include:

- Re-entry planning and coordination of services before release
- Post-release home visits for up to one year
- Navigational support to assist clients in securing long-term healthcare
- Linkage to treatment and recovery resources
- Connection to social determinates of health such as housing, food, clothing, and other person centered needs
- Employment supports
- Social connections
- Resources to increase natural healthy supports, build recovery capital, and improve the likelihood of long-term recovery
- Overdose prevention education
- Partnership with Correctional Assessment and Treatment Services (CATS) and jail medical to coordinate Medication Assisted Treatment/Medication Assisted Recovery (MAT/MAR) services starting within the jail as well as post-release

Impact of COVID-19

Restrictions on jail visiting occasionally created obstacles to service delivery as a result of COVID-19. The impact was less than experienced in the previous year. At a few points in time, the Ingham County Jail closed to visitors and service providers due to outbreaks. These closures reduce visits by program staff to jail residents. The closures also created minor barriers to developing re-entry plans with incarcerated individuals. Despite the closures, program staff worked with staff at the Ingham County Jail and with CMH-CEI to reach clients and engage them in services. Telehealth navigational support with residents post-release was reduced considerably, and in-person services increased substantially. At times immediate contact with residents upon their release from the jail was still interrupted causing delays in services as a result of COVID-19.

Projects and Accomplishments

This year, program staff worked on key projects to improve care coordination and access to care for jail residents both during and following incarceration.

Highlights include:

- Developed a new brochure for Pathways to Care Programming within the jail
- Facilitated new partnerships with the ARISE program within the Ingham County Jail
- Created Harm Reduction posters and help cards using an additional funding source and shared with partners in the jail and community
- Continued distribution of Narcan training promotional posters, which included distribution to Ingham County Jail and CMH-CEI partners
- Continued coordinating multi-agency Rapid Response team and program to provide timely outreach and assistance to those experiencing near-fatal and/or repeat overdoses in Ingham County, which serves both incarcerated and non-incarcerated residents of Ingham County
- Provided Narcan training to all jail medical staff
- Convened and began facilitating monthly MAT/MAR Jail Services Stakeholder Roundtable to coordinate services between ICHD Jail Medical, Community Mental Health Authority of Clinton, Eaton and Ingham (CMH-CEI), Ingham Community Health Centers (IHC), ICHD Pathways to Care, ICHD Prevention Programs, CMH-CEI Correction Assessment and Treatment Services (CATS)
- Served as a liaison between program participants and tether companies
- Assisted in expediting tether-contingent conditional bond releases for indigent program participants unable to bond out in order to get into residential SUD treatment
- Nurtured and created relationships with court administrators for the 30th Circuit Court and 54A, 54B and 55th District Courts
- Collaborated with 55th District Court Mental Health Court and Sobriety Court
- Increased collaboration with key personnel within Ingham County Prosecutor Office and Ingham County Public Defender Office

- Established working relationships with Probation Officers employed by local district and circuit courts

Upcoming Projects

The Pathways to Care CHW working within the jail is preparing to give an inspirational testimony to the current participants in the ARISE* program. The CHW will be sharing his own personal journey through recovery and providing guidance and resources for success upon release from the Ingham County jail.

*The ARISE Program is a high school completion and job skills program offered to qualifying residents of the Ingham County Jail

Program Outcomes

Pathways to Care New Beginnings Program - Outcomes and Data	
Total Clients Enrolled in Program Services	118
Visits in the Jail	315
Post Release Visits	271
Clothing & Food Bank Referrals	48
Treatment Referrals	41
Re-entry Plans Completed	73
Health Insurance Enrollment	23
EBT/ Food Assistance Enrollment	23
Connected to Health, Dental, Mental health Providers	33
MAT Referrals (Most Post- Release)	16
Recovery Housing Referrals	14
Shelter Placements	29
Rapid Response Referrals	225
Rapid Response Home Visits	22
Participants Successfully Connected to Employment	17

Success Stories

The services offered by the Pathways to Care New Beginnings Program are transformative. Participants find hope, resources, access to care, and connection to others who can identify with the challenges they face as they begin to rebuild their lives. The power of advocacy, nonjudgmental encouragement and the navigational supports provided through this program significantly impact individuals, families and the community. This year the Pathways to Care New Beginnings Program worked with incarcerated and/or released county residents to facilitate monumental changes. Here are two of many success stories of the people served by this program:

SAM

Sam was referred by CATS to Pathways to Care New Beginnings Program. Upon receiving the referral, Darrick Miller (Pathways to Care CHW) began meeting regularly with Sam at the jail to help Sam identify his own recovery and life goals.

Upon referral, Sam was already participating in MAR (Medication Assisted Recovery) and wanted to continue with MAR. Darrick was able to help Sam stay connected to MAR and begin a restorative process in his life.

Darrick connected Sam to potential employers, resulting in Sam obtaining paid employment upon release from jail. At present, Sam is still gainfully employed and thriving in his work environment.

Upon referral to Pathways, Sam was estranged from his family due to behaviors related to his substance use disorder and consequent incarceration. Darrick assisted Sam in navigating the child support system by helping him fill out proper documentation and resolve prior financial disputes so he could get up-to-date and maintain regular child support payments.

Darrick also assisted Sam in navigating the legal process to restore parenting time with his three minor children. Today this connection helps him stay motivated in his recovery and he is consistently re-connected with his children.

After twelve (12) months of respectful and nonjudgmental coaching, showing and mentoring with Darrick, Sam was able to meet all of the life goals that he had set for himself at the start of the referral and was ready to be “closed” as a participant in the program. Sam continues to stay in touch with Darrick to provide updates on his continued and ongoing journey of restoration.

Sam has remained sober and recently celebrated twelve (12) months in recovery.

JOHN

John was referred by CATS to the Pathways to Care New Beginnings Program as an individual anticipating release from the Ingham County Jail.

While John was preparing to be released, he identified his lack of housing as a significant barrier to maintaining his sobriety, health and safety.

Upon receiving the referral, Darrick Miller (Pathways to Care CHW) was able to assist John in obtaining transitional housing at a sober-living facility within the community that John was the most familiar with and comfortable returning to.

During John's time residing at the sober-living facility, Darrick was able to connect John with outpatient therapy to help join continue receiving counseling and other specific therapy and support for individuals with Substance Use Disorder. Darrick was also able to help John connect with other critical healthcare and social determinants services including food assistance, a primary care physician, a regular dentist and ongoing mental health services.

John identified his next goal as seeking regular employment. Darrick assisted John in requesting clothing support from social services agencies so that he could be prepared for job interviews. Darrick also provided John with support in navigating job-seeking steps such as obtaining applications, creating a resume, and navigating the application and interview process. This included practicing job interviews and teaching interview strategies to help build John's confidence and skill in showcasing his own skills and abilities.

Before engaging in Pathways to Care New Beginnings, John struggled with repeated and frequent incarcerations, chronic homelessness and a lack of connection to needed services. While living in transitional housing, John became gainfully employed at Peckham, and has maintained that employment. Darrick was able to coach John in financial planning and saving strategies, and John to save up and purchased a vehicle. Darrick assisted John in taking the necessary steps to get his driver's license.

John has continued on a positive path that culminated with the Darrick assisting the John in finding his own apartment. After years of being chronically unhoused, John he achieved his ultimate goal of safe and independent housing. John is thriving in his recovery with over 12 months of sobriety, safe housing, and significantly improved mental and physical health.



About Us

Pathways to Care provides services to substance involved individuals housed in the Ingham County Jail or 90 days post-release. Two Community Health Workers (CHWs) meet with participants to create a client centered plan for success. The CHW continues to provide support and connection to resources to the participant, up to one year following release.

YOUR HEALTH AND WELLNESS IS OUR PRIORITY

Our Services

A CHW will meet with participants during incarceration and after their release.

Together with their CHW, participants identify goals and the services they need to be successful when returning to the community. The CHW will support participants in connecting to health and social services.



Pathways New Beginnings connects you to substance use disorder resources in the community.



We enroll participants in health care coverage and help them find providers that fit their needs.



We connect participants to resources for food, clothing, employment,

Who Can Enroll?

In order to receive services you must be:

- A person with previous or current history of substance use disorder
- Currently Incarcerated or 90 days post release
- A person living housed or unhoused anywhere in Ingham County or the city of Lansing

housing, and so much more.



How to Enroll

Please call (517)272-4123 or email enrollmentservices@ingham.org.

YOUR HEALTH AND WELLNESS IS
OUR PRIORITY.

Experienced Care

Pathway's CHWs help you
knock down obstacles and
barriers to success.



LET US
HELP

Contact Us



517-819-2061



Ingham County Health Department



Enrollmentservices@ingham.org



Pathways to Care
New Beginnings
Program

Pretrial Services
General Trial Division
30th Circuit Court of Ingham County

POSITION EXPECTATIONS SUMMARY 2022

EXPECTATIONS FOR NEW POSITIONS

Pretrial Services Investigator:

- Pretrial Supervision / Case Management
 - The primary duties for the Pretrial Services Investigator position created by the passage of the Justice Complex Millage, have been designated as pretrial supervision and case management.
 - The additional Pretrial Services Investigator position has allowed each Pretrial Services Investigator to be more effective and efficient in their supervision responsibilities and to be more responsive to violation of bond condition / non-compliance events.
 - The additional Pretrial Services Investigator position has allowed Pretrial Services to be able to better manage the significant increase in the overall Pretrial Supervision caseload that was a result of the COVID-19 Pandemic and its subsequent impact on court operations.
 - This additional Pretrial Services Investigator position has allowed the Senior Pretrial Services Investigator, to address a number of special projects, professional development and training planning, and a number of other team lead duties and responsibilities.
- Bond Recommendation Reports
 - The new Pretrial Services Investigator has assisted with completing bond recommendation reports, pre-arraignment and post-arraignment, as needed.

Pretrial Services Clerk:

- Initial Point of Contact
 - The Pretrial Services Clerk position created by passage of the Justice Complex Millage, acts as the initial point of contact to Pretrial Services for defendants, attorneys, and other members of the public.
- Case Management
 - The Pretrial Services Clerk creates a “*Pretrial Case File*” (“*PTC*”), for each felony defendant arraigned in Ingham County. The PTC is a file used to document pretrial activity and the supervision of defendants in the COURTVIEW records management system.
 - This position manages a “*Tickler Report*” to track defendants required to report to Pretrial Services and assist in the monitoring of defendants who have not reported.
 - The Pretrial Services Clerk conducts case status checks to determine whether a defendant’s case is in an open or closed status, which assists the Pretrial Services Investigators with their assigned case management duties.
- Data Collection & Clerical Duties
 - The Pretrial Services Clerk collects, enters, and maintains pretrial data for the Pretrial Services Division.
 - The Pretrial Services Clerk assists in compiling required data and information for reports, as needed.
 - The Pretrial Services Clerk has assumed general clerical duties for the Pretrial Services Division that were previously carried out by the Pretrial Services Investigators.
- Pretrial Release Orders

- The Pretrial Services Clerk is responsible for the management and processing of pretrial release orders that are set to expire in LEIN.
- The Pretrial Services Clerk utilizes the OnBase data imaging records management system to track, prepare, and process new pretrial release orders with an amended LEIN expiration date.
- This newly developed procedure that is coordinated by the Pretrial Services Clerk, provides an essential service to the Circuit Court.
- Back-up Coverage
 - The Pretrial Services Clerk provides back-up coverage for the Bind-Over Clerk and Court Appointed Counsel Clerk, upon absences of either staff member.
 - The Pretrial Services Clerk provides back-up coverage for the bind over process for cases transitioning from the district court to the circuit court, and for felony pleas taken at the district court.
 - The Pretrial Services Clerk will provide back-up coverage for the appointment of attorneys to represent defendants charged with felony offenses, in certain limited situations where the Ingham County Public Defender's Office is unable to provide representation.
- Surrender / Rebook of a Defendant
 - The Pretrial Services Clerk provides back-up coverage for collecting and processing surrender / rebooks. The clerk will conduct verification of a defendant having been returned to custody and then forward the documentation to the judicial assistant for the judge of record.

SUMMARY

The addition of a full-time Pretrial Services Investigator and Pretrial Services Clerk, made possible through the Justice Complex Millage, have greatly assisted the Pretrial Services Division in its attempt to carry out its mission.

The resources that the Justice Complex Millage has provided the Pretrial Services Division have allowed for the development of new processes and the assignment of tasks that have directly impacted the effectiveness and efficiency of the unit.

The significant increase in the overall caseload for the Pretrial Services Division, which resulted from the COVID-19 Pandemic, has been adequately managed due to the current staffing level made possible through the funding of the Justice Complex Millage.

Prior to the COVID-19 Pandemic, the additional positions, created through the Justice Complex Millage, allowed the Pretrial Services Division to increase the number of risk assessments / bond recommendation reports completed. These positions have also increased the ability of Pretrial Services to more effectively monitor those defendants who are released into the community, while their cases are pending. Additionally, the hiring of the new Pretrial Services Investigator has allowed for the Senior Pretrial Services Investigator to focus on revising current procedures, developing new policies, and implementing new processes to assist the Pretrial Services Division in striving to accomplish its mission.

The creation of the Pretrial Services Clerk position has directly impacted the Pretrial Services Division as well. This new position has allowed for the transference of numerous clerical tasks from the Pretrial Services Investigators to the Pretrial Services Clerk, which has subsequently allowed for the Pretrial Services

Investigator to focus on their core responsibilities of:

- (1) Providing the Ingham County Courts with accurate and complete information pertaining to individuals arrested on felony offenses to assist judicial officers in the determination of appropriate pretrial release and detention decisions.
- 2) Providing supervision and monitoring activities for felony defendants who are in a pretrial status and have been released into the community on a conditional bond release.

Pretrial Services is a critically important service component of the Ingham County judicial system. Pretrial Services provides bond recommendation reports to the Courts, to assist judges and magistrates in making informed release and detention decisions. Pretrial Services also provides supervision and monitoring of defendants involved in the pretrial stages of a criminal case, which allows for a substantial reduction in the inmate population within the Ingham County Jail.

The Pretrial Services Division of Ingham County is able to assist in the mitigation of unnecessary detention of individuals and the decrease of jail costs.

**Pretrial Services General Trial
Division
30th Circuit Court of Ingham County**

INFORMATIONAL GUIDE

2022

*Ingham County Pretrial Services is Committed to the Promotion of Pretrial Justice and
Community Safety*

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INTRODUCTION

PRETRIAL SERVICES

The Ingham County Pretrial Services Division is a core component of the 30th Circuit Court of Ingham County – General Trial Division.

Pretrial Services strives to provide the Ingham County Courts with accurate and complete information pertaining to individuals arrested on felony offenses to assist judicial officers in the determination of appropriate pretrial release and detention decisions.

Pretrial Services also provides supervision and monitoring activities for felony defendants who are in a pretrial status and have been released into the community on a conditional bond release.

PRETRIAL SERVICES – PART OF THE SOLUTION

The Ingham County Courts and Ingham County Sheriff's Office are charged with the responsibility of determining an appropriate utilization of jail space and resources. Pretrial Services endeavors to assist the Courts and the Sheriff's Office with this obligation as it relates to individuals that are in a pretrial status.

As national averages show, a significant percentage of a local county jail's inmate population are "*pretrial*" detainees – those individuals who are not yet convicted of a crime and have the presumption of innocence.

The cost of pretrial detainment does add a significant burden to the budget of Ingham County. The average cost to lodge an inmate per day within the Ingham County Jail has shown annual increases over the last five years from \$68.07 (2016), to \$78.68 (2017 and 2018), to \$84.98 (2019), to \$92.85 (2020). Pretrial detainment can detrimentally impact the accused, his/her family, and the community. If an individual is identified as low-risk for court non-appearance and / or public safety, extended detainment can have adverse effects upon that individual's employment, housing, relationships, and other related quality of life issues.

It is critical that individuals identified as high-risk for court non-appearance and / or public safety are detained, or placed under an appropriate level of pretrial release supervision and monitoring.

Pretrial Services offers a mechanism to provide those services needed to better discern the proper balance between the rights of an individual, the integrity of the judicial process, and the safety of the public.

INFORMATIONAL GUIDE

The members of the Pretrial Services Division have worked together in developing an informational guide to assist the honorable members of the Ingham County Board of Commissioners, the Ingham County Bench, the 30th Circuit Court of Ingham County Administration, our community partners and stakeholders, and the citizens of Ingham County to better understand who we are and what we do.

MISSION, VISION, & PRINCIPLES

MISSION STATEMENT

Ingham County Pretrial Services is Committed to the Promotion of Pretrial Justice and Community Safety.

VISION

Ingham County Pretrial Services is dedicated to gathering and providing accurate and complete information to the Court, to be used in the determination of release / detainment decisions and conditions of pretrial release.

Ingham County Pretrial Services is dedicated to utilizing an objective evidence-based risk assessment instrument and other methodologies based on the recommended practices and standards of the National Association of Pretrial Services Agencies (NAPSA) and other pretrial professionals, in the delivery of pretrial services to Ingham County.

Ingham County Pretrial Services is dedicated to assisting the Court in recommending the least restrictive conditions of release for individuals charged with a felony offense(s), consistent with appearance for court and public safety.

Ingham County Pretrial Services is dedicated to carrying out pretrial supervision and monitoring activities and interactions in a fair, respectful, dignified, and professional manner.

PRINCIPLES

Ingham County Pretrial Services will seek to adhere to its vision and mission statement by observing the following core principles and values:

Integrity: Employees will demonstrate honesty and carry out their duties in compliance to the highest standards.

Respect: Employees will show courtesy and professionalism in their interaction with clients, visitors, co-workers, management, judicial officials, and other county employees.

Service: Employees will deliver excellent service to clients, visitors, co-workers, management, judicial officials, and other stakeholders, while utilizing effective communication skills.

Teamwork: Employees will strive to have positive interaction with co-workers, practice cooperation with one another, and recognize the contributions of all members.

Work Ethic: Employees will exhibit dependable performance of work assignments and the efficient and effective use of time and resources.

Diversity and Inclusion: Employees will embrace the cultural and individual differences of others and strive to develop a welcoming and positive environment.

Professional Development: Employees will be encouraged to seek continual learning, improvement, and professional development.

ORGANIZATIONAL STRUCTURE & CONTACT INFORMATION

ORGANIZATIONAL STRUCTURE

The Pretrial Services Division is a sub-unit within the General Trial Division of the 30th Circuit Court of Ingham County and is under the direct supervision of the Deputy Circuit Court Administrator for the General Trial Division.

Pretrial Services is currently comprised of a Senior Pretrial Services Investigator, (4) Pretrial Services Investigators, a Pretrial Services Clerk, and a part-time Pretrial Services Investigator. The part-time position is funded by a State of Michigan grant administered through the Office of Community Corrections.

The Justice Complex Millage, passed by the residents of Ingham County in August 2018, has established designated program funding in addition to the construction of a new jail and court facilities.

Pretrial Services was identified as an entity that can assist Ingham County in reducing the number of felony pretrial detainees lodged at the Ingham County Jail. The addition of a full-time Pretrial Services Investigator and Pretrial Services Clerk, made possible through the Justice Complex Millage, has provided Pretrial Services the ability to increase the number of risk assessments / bond recommendation reports completed and to more effectively and efficiently supervise those defendants who are released into the community while their cases are pending.

PRETRIAL SERVICES STAFF MEMBERS

Gregory Feamster – Senior Pretrial Services Investigator:

Mr. Feamster has been employed as a Pretrial Services Investigator since July 2015 and has been performing the duties of the Senior Pretrial Services Investigator since March 2019.

Mr. Feamster is responsible for overseeing the training and development for Pretrial Services and acts as a team leader for the Pretrial Services Division. The Senior Pretrial Services Investigator position is also responsible for assisting in the development of policies and procedures related to the duties of the Pretrial Services Investigators and Pretrial Services Clerk. The Senior Pretrial Services Investigator also serves as the LEIN Terminal Agency Coordinator (TAC) for the Pretrial Services Division. Mr. Feamster is also responsible for conducting the supervision and monitoring of defendants who have been released from custody, on conditional bond release.

Mr. Feamster previously served twenty-one years as a police officer / sergeant with the City of Fenton Police Department (1993-2014) in Genesee County, prior to entering the field of pretrial services as a Pretrial Services Investigator with the 30th Circuit Court of Ingham County.

Mr. Feamster holds a Master of Public Administration Degree with a concentration in Criminal Justice Administration, from the University of Michigan – Flint ('07) and a Bachelor of Science Degree in Criminal Justice, from Northern Michigan University ('93). Mr. Feamster is also a graduate of the Oakland Police Academy – Oakland Community College.

Mr. Feamster attended the National Association of Pretrial Services Agencies (NAPSA) national conference in Pittsburgh in 2017 and will be preparing for the NAPSA level one certification.

Professional Statement: *“I am committed to the development of a Pretrial Services structure that encompasses processes that facilitate pretrial justice and promote public safety within Ingham County, utilizing allocated Ingham County resources in an effective and efficient manner”.*

Jessica Escobedo-Emmons – Pretrial Services Investigator:

Mrs. Escobedo-Emmons has been employed as a Pretrial Services Investigator since July 2015.

Mrs. Escobedo-Emmons is responsible for interviewing individuals arrested for felonies and completing a bond recommendation report, utilizing the Michigan Risk Assessment Instrument (PRAXIS) to objectively identify a person's risk to fail to appear in court and / or commit another criminal offense if released.

Mrs. Escobedo-Emmons currently completes pre-arraignment bond recommendation reports for the 55th District Court and post-arraignment bond reports for all three district courts (54-A, 54-B, and 55th), as well as for the 30th Circuit Court.

Mrs. Escobedo-Emmons is also responsible for conducting the supervision and monitoring of defendants who have been released from custody, on conditional bond release.

Mrs. Escobedo-Emmons previously served fourteen years with Oakland County Community Corrections – Pretrial Services (2001-2015), prior to entering employment as a Pretrial Services Investigator with the 30th Circuit Court of Ingham County.

Mrs. Escobedo-Emmons served in a number of roles during her service with Oakland County Community Corrections – Pretrial Services, including the following: Pretrial Services Investigator, Pretrial Services Supervision – Case Manager, and Pretrial Services Tether Unit - GPS Tether / Step Down Program

Mrs. Escobedo-Emmons holds a Master of Public Administration Degree with a concentration in Criminal Justice Administration, from the University of Michigan – Flint ('03) and a Bachelor of Science Degree in Political Science with a concentration in Public Administration, from Central Michigan University ('97).

Mrs. Escobedo-Emmons has attended the National Association of Pretrial Services Agencies (NAPSA) national conferences in Cleveland (2007) and Fort Worth (2018). Mrs. Escobedo- Emmons has achieved NAPSA level one certification.

Professional Statement: *“As a pretrial professional for over twenty years, I hope to continue to be an advocate for the continuation of pretrial reform by promoting pretrial justice within Ingham County, by using current evidence-based best practices while maintaining community safety”.*

Nicole Guinther – Pretrial Services Investigator:

Ms. Guinther has been employed as a Pretrial Services Investigator with the 30th Circuit Court of Ingham County since March 2022. Ms. Guinther has been part of the Pretrial Services team since January 2021, where she served as the Pretrial Services Clerk for the unit prior to her promotion to a Pretrial Services Investigator.

Ms. Guinther is currently responsible for conducting the supervision and monitoring of defendants who have been released from custody, on conditional bond release.

Ms. Guinther assisted the Pretrial Services Division with carrying out the core tasks of the Pretrial Services Clerk while that position was vacant. Ms. Guinther also has been the lead trainer for the newly hired Pretrial Services Clerk.

Ms. Guinther's educational endeavors include earning a Bachelor's Degree in Criminal Justice from Ferris State University ('19). Ms. Guinther also previously participated in an internship with the Michigan Department of Corrections - Ingham County Adult Probation Section.

Professional Statement: *“I strive to treat everyone with respect and to assure our defendants the support of our Pretrial Services team throughout the pretrial process”.*

Lindsay Wight – Pretrial Services Investigator:

Ms. Wight has been employed as a Pretrial Services Investigator with the 30th Circuit Court of Ingham County since March 2022.

Ms. Wight is currently responsible for conducting the supervision and monitoring of defendants who have been released from custody, on conditional bond release.

Prior to joining the Pretrial Services team, Ms. Wight worked as a Dispatcher with the Ingham County 911 Dispatch Center

Ms. Wight relocated to Michigan in 2020 after having resided in Florida for seven years where she worked as a Detention Officer for the Orange County Department of Juvenile Justice and as a Child Protective Investigator for the State of Florida. Previously, Ms. Wight spent several years employed as a Juvenile Probation Officer in Berrien County, Michigan.

Ms. Wight's educational endeavors include two years of graduate studies in Criminal Justice at Grand Valley State University. Ms. Wight received a Bachelor's Degree in Criminal Justice with a minor in Sociology from Saginaw Valley State University, and has also attained her Corrections Certificate.

In her educational and professional endeavors, Ms. Wight has done significant research involving the issue of trafficking in persons and has had her research published in textbooks and the Australian Journal of Women in Policing.

Professional Statement: *"I believe that the work we do in Pretrial Services is vital to the overall effectiveness of the court. I am committed to this department as a catalyst for positive, cooperative progress in meeting the goals of the judicial system in a way that will both increase community safety and maximize judicial efficiency".*

Dennis Aven – Special Part-Time Grant-Funded Pretrial Services Investigator:

Mr. Aven recently began employment as a Special Part-Time Pretrial Services Investigator with the 30th Circuit Court of Ingham County in June 2022. Mr. Aven's Pretrial Services Investigator position is funded by a grant administered through the Ingham County Office of Community Corrections, in coordination with the Pretrial Services Division. This position has been allocated for 19 hours per week.

Mr. Aven is currently responsible for conducting the supervision and monitoring of a specific population of defendants who have been released from custody, on conditional bond release. Defendants placed into this grant-funded program are identified through a screening mechanism at the time of initial reporting to Pretrial Services, post-arraignment:

Defendants who are identified as having a high-risk score through utilization of the Michigan Risk Assessment Instrument (PRAXIS) are charged with a felony offense(s), meet specified program eligibility guidelines, and have posted the required bond and are on pretrial release, are enrolled into this special-grant funded intensive pretrial supervision program.

Defendants who are identified as having a low-risk score through utilization of the Michigan Risk Assessment Instrument (PRAXIS), are charged with a felony offense(s), meet specified program eligibility guidelines, and are currently lodged within the Ingham County Jail, may be considered for placement into this special-grant funded intensive pretrial supervision program. The Pretrial Services Investigator will complete a *"Request for an Order Amending Bond Report"* and submit same to the presiding judge to consider placing the defendant on a personal recognizance bond or lowering the financial bond, and then directing the defendant to report to Pretrial Services to be placed into this program.

Mr. Aven has a Bachelor's Degree in Criminal Justice from Michigan State University and an Associate's

Degree in Law Enforcement from Lansing Community College.

Mr. Aven is a retired police officer from the East Lansing Police Department. Mr. Aven also has previously served as a Deputy Court Administrator / Magistrate with the 65-B District Court of Gratiot County.

Professional Statement: *“To provide fair and impartial treatment, services, and recommendations as identified to clientele for the programming of Pretrial Services”.*

Seth Gruber – Pretrial Services Clerk:

Mr. Gruber has been employed as a Pretrial Services Clerk with the 30th Circuit Court of Ingham County since May 2022. Mr. Gruber has been hired into the position of Pretrial Services Clerk, a position specifically created through the Justice Complex Millage.

Mr. Gruber is currently responsible for administrative support to the Pretrial Services Division.

Mr. Gruber acts as the initial point of contact to Pretrial Services for defendants, attorneys, court staff, and other members of the public.

Mr. Gruber collects, enters, and maintains pretrial data for the Pretrial Services Division.

Mr. Gruber manages pretrial release orders for all felony case circuit court case files to prevent expiration and elimination from the LEIN database.

Mr. Gruber has become an integral and valued component of the Pretrial Services Division, in the short amount of time he has been employed in this role. Mr. Gruber has demonstrated initiative, dedication, a desire to learn, and organizational skills that will assist in carrying out the core tasks for this position.

Mr. Gruber will be tasked with developing and implementing revisions to existing, as well as creating new, procedures and processes for the unit. The Pretrial Services Clerk position also provides critical back-up duties for the General Trial Division, including bond surrender / rebooks and district court felony pleas.

Mr. Gruber earned a Bachelor’s Degree in Criminal Justice with a minor in Human Behavior and Social Services from Michigan State University (’22).

Ms. Gruber served in an internship role with Ingham County Circuit Court – Pretrial Services Division.

Professional Statement: *“It is my unwavering goal to provide support to defendants throughout the pretrial process with respect and the efficiency that they deserve”.*

Staff Directory:

Gregory Feamster:	<u>gfeamster@ingham.org</u>	(517)483-6351
Jessica Escobedo-Emmons:	<u>jemmons@ingham.org</u>	(517)483-6439
Nicole Guinther:	<u>nguinther@ingham.org</u>	(517)483-6528
Lindsay Wight:	<u>lwight@ingham.org</u>	(517)483-6519
Dennis Aven:	<u>daven@ingham.org</u>	(517)483-6518
Seth Gruber:	<u>sgruber@ingham.org</u>	(517)483-6529

BOND RECOMMENDATION REPORTS & PRETRIAL RISK ASSESSMENT INSTRUMENT

The Pretrial Services Division strives to provide the Ingham County Courts with accurate and complete information pertaining to individuals arrested on felony offenses to assist judicial officers in the determination of appropriate pretrial release and detention decisions.

Pretrial Services previously provided pre-arraignment bond recommendation reports for both the 54-A District Court and 55th District Court and post-arraignment recommendation reports for the aforementioned courts, as well as 54-B District Court and the 30th Circuit Court. However, due to the COVID-19 Pandemic, Pretrial Services has been unable to complete pre-arraignment bond recommendation reports for the 54-A District Court due to Pretrial Services Investigators not being able to conduct in-person interviews with defendants at the City of Lansing Police Department Detention Center.

Currently, Pretrial Services is completing pre-arraignment bond reports for the 55th District Court and post-arraignment bond recommendation reports for the 54-A and 54-B District Courts, as well as the 30th Circuit Court.

Pretrial Services Investigators utilize the objective and evidence-based Michigan Pretrial Risk Assessment Instrument (PRAXIS) to complete the bond recommendation reports provided to the Ingham County courts.

The Pretrial Services Division had been involved in discussions amongst national, state, and local pretrial professionals and entities regarding the revision of pretrial release recommendations and subsequently implemented the practice of providing bond reports recommending the following pretrial release options to the courts, in March 2019: (1) release recommended, (2) release with conditions recommended, or (3) release on own-recognizance not recommended. The Pretrial Services Division no longer would provide a financial component to bail / bond recommendations.

Ideally, as pointed out in the National Institute of Corrections (NIC) “A Framework for Pretrial Justice – Essential Elements of an Effective Pretrial System and Agency”, “*Pretrial Services agencies should screen all defendants eligible by statute for release consideration to make informed, individualized, risk-based recommendations to the court regarding release, supervision, and detention decisions.*” [p. 36].

However, due to finite staffing and resources, Pretrial Services previously had been required to set parameters and guidelines for post-arraignment bond recommendation reports. Post-arraignment bond recommendation reports had been completed only when bond had been set at arraignment as a cash / surety bond in the amount of \$7,500 or greater and the defendant remained in custody at the Ingham County Jail. An exception to this rule would be if Pretrial Services received a motion for a bond report or an order of the court.

The additional staff and dedicated funding that the Justice Complex Millage has provided to Pretrial Services has allowed the transference of a number of clerical and administrative duties from Pretrial Services Investigators to the newly created Pretrial Services Clerk position. In addition, the creation of a new Pretrial Services Investigator position, which is mainly tasked with supervision duties, has allowed for the Pretrial Services Investigator responsible for the completion of bond recommendation reports to focus efforts on this core activity.

After the passage of the Justice Complex Millage and the resulting increase in staff members, the Pretrial Services Division was granted authorization to lower the threshold for post-arraignment bond reports from \$7,500+ to \$5,000+ cash / surety bonds. This step was taken to increase the number of bond recommendation reports completed. The Pretrial Services Division implemented this positive step July 1, 2019.

After an initial training period had taken place for the newly hired Pretrial Services Investigators, the Pretrial Services Division re-examined the parameters regarding the completion of post-arraignment bond reports. At that time, it was determined that the Pretrial Services Investigators would be able to lower the threshold for post-arraignment bond reports from defendants having a \$5,000+ cash / surety bonds to defendants having a cash /

surety bond, with any the dollar amount. This step was taken to again, increase the number of bond recommendation reports completed. The Pretrial Services Division implemented this policy change November 18, 2019.

PRETRIAL SUPERVISION

The Pretrial Services Division provides for the supervision and monitoring of defendants charged with felony offenses who have been released on personal recognizance or have posted a monetary bail and who have been directed by the Court to “*Report to Pretrial Services*” and / or where bond conditions require that a defendant be placed on substance testing, electronic monitoring, or other circumstances that necessitate the services of this unit.

With the presumption of innocence being afforded to all persons placed under the authority of the Pretrial Services Division, the focus of pretrial supervision activities is to utilize the least restrictive means of supervision and monitoring to ensure court appearance and to minimize risk to public safety.

The Pretrial Services Division segregates those defendants under pretrial supervision and monitoring into the following categories: (1) General Pretrial Supervision and (2) Office of Community Corrections Pretrial Program Supervision.

As previously referenced, those defendants who meet specific eligibility requirements are placed under the supervision of the special-grant funded part-time Pretrial Services Investigator’s supervision (Office of Community Corrections Pretrial Program Supervision). All other defendants that are required to be placed under Pretrial Supervision, are supervised and monitored by the full-time Pretrial Services Investigators (General Pretrial Supervision).

The Pretrial Services Division is dedicated to treating all persons who come under its authority with respect, dignity, equity, fairness, and professionalism. Pretrial Services Investigators strive to build relationships of confidence and trust.

The Pretrial Services Investigator position, which was created with the passage of the Justice Complex Millage, has provided critically needed assistance in the division of responsibility for case management of defendants that have been placed into pretrial supervision. This additional staff member has been especially beneficial as the total caseload of defendants under pretrial supervision has increased significantly due to the onset of the COVID-19 pandemic.

This position has increased the number of full-time Pretrial Services Investigators within the Pretrial Services Division by 25%. This position, as well as the Pretrial Services Clerk position, which was also created with the passage of the Justice Complex Millage, has increased the overall full-time staffing level of the Pretrial Services Division by 40%.

PRETRIAL SERVICES CLERK

Summary of Pretrial Services Clerk Responsibilities:

- CREATING/CLOSING PRETRIAL CASE (PTC) FILES
- TICKLER
- SUPERVISION REPORT
- DEFENDANTS REPORTING
- ENTERING ALCOHOL / DRUG TEST RESULTS
- DATA COLLECTION
- PRETRIAL RELEASE ORDER RENEWALS
- SURRENDER/REBOOK OF DEFENDANT
- BACK UP FOR BIND-OVER CLERK / COURT APPOINTED COUNSEL CLERK
- MISCELLANEOUS TASKS

Introduction

This position was created as a direct result of the passage of the Justice Complex Millage. Pretrial Services did not previously have a clerk position; therefore the assigned duties and responsibilities have been developed after the position was filled.

On a daily basis, the clerk receives the Register of Actions from each district court, for all new felony cases filed within Ingham County. The clerk subsequently creates a Pretrial Case File (PTC File) for each felony case a defendant has been arraigned on. The PTC File is the foundational tool that Pretrial Services utilizes with the COURTVIEW records management system.

The PTC File allows Pretrial Services to document and track all pretrial supervision and monitoring activities involving a defendant; from the point of a pre-arraignment bond recommendation report being completed, to the arraignment of a defendant, through the various pretrial stages of a criminal case, and up until the adjudication of a case.

The Pretrial Services Clerk is the initial contact for most defendants that are required to report to Pretrial Services, as well as attorneys, court employees, and numerous other entities.

A significant portion of what the Pretrial Services Clerk does on a daily basis revolves around identifying defendants whom are required to report to Pretrial Services and assigning these defendants to a Pretrial Services Investigator, utilizing a rotational system of case assignment.

Upon defendants initially reporting to Pretrial Services, the Pretrial Services Clerk will identify the assigned Pretrial Services Investigator and transfer the defendant to that supervising Pretrial Services Investigator. The Pretrial Services Clerk will subsequently update the PTC File.

The Pretrial Services Division is working together as a team, to create more effective and efficient processes to ensure adequate supervision of all defendants that are required to report. The current duties and responsibilities of the clerk are outlined below.

A typical week involves creating **PTC Files**, while also running the **Tickler** and **Supervision Reports**.

Creating Pretrial Case (PTC) Files

Creating PTC files happens each day, at any point throughout the day. The office receives Register of Actions (ROAs) from the 54A, 54B, and 55th District Courts. The Pretrial Services Clerk will print those ROAs and check to see if the defendant is in custody. The clerk will then determine if someone has already created a PTC.

If not, the clerk creates the PTC entering all information including bond, bond conditions, and upcoming court dates. If the defendant is scheduled to report to Pretrial Services and are out of custody, the clerk will create a tickler giving those defendants 48 hours to report. If the defendant fails to report and that tickler is not completed, their name will be flagged in the tickler report.

An objective of the Pretrial Services Clerk initiating the PTC files, was to allow the assigned Pretrial Services Investigator to be able to immediately pull up the correct PTC in COURTVIEW, upon having contact with a defendant reporting to Pretrial Services, and begin entering information. This process has been beneficial to the Pretrial Services Investigators, as the time saved from the investigator having to create the PTC file has allowed the investigators to conduct a reporting contact in less time. Over the course of a work day this is very helpful, over the course of a year, the amount of time saved in the aggregate, has been substantial.

Tickler Report

Each Monday, the clerk prints the ***Tickler Report*** for the previous week. The tickler shows all defendants that were required to report. If they have not made contact, the clerk performs a case status check and follows the Tickler Report procedure. The clerk is continually updating the Tickler Report as new defendants are arraigned on felony charges and ordered to report to Pretrial Services.

The Tickler Report is maintained in a shared drive for the Pretrial Services Investigators to be able to monitor and actively work on.

Supervision Report

On Monday the clerk also prints out the ***Supervision Report*** of defendants that are supposed to report to Pretrial Services for the upcoming week. That list is sent to the investigators and the clerk keeps a copy. This allows for the office to be prepared and aware of who will be reporting that week. If they do report, the investigator will result the event in the PTC File within COURTVIEW, as the defendant has reported in.

On Friday, the clerk will review those defendants whom were supposed to have reported and update the case with a docket entry in the PTC File. Sometimes cases move quickly, so reviewing cases this often ensures that the unit is up to date on the current caseload. At the end of the week, the clerk will email the investigators again with a report about the case status of those who missed contact, had their cases closed, dismissed, or contact that was rescheduled.

Entering Alcohol & Drug Test Results

Entering alcohol / drug test results is a daily task, as investigators will send the clerk testing results from ADAM-Averhealth of Lansing, or other testing facilities. The clerk will open the results, find the corresponding case in COURTVIEW, and create a docket entry listing the results of the test. The testing facilities also send no show notifications, in which the clerk will enter that the defendant failed to report to testing. This prompts the clerk to check on the status of the case, which is sometimes closed out. If the case is closed, the clerk emails the testing facility, letting them know Pretrial Services has ended supervision on the defendant. The clerk also will notify the investigators of the case being closed or dismissed. If the case is still open, the clerk forwards this information to the assigned Pretrial Services Investigator.

Pretrial Release Orders

Reviewing the pretrial release orders for all felony case circuit court case files on a scheduled basis is critical to the maintaining of valid court orders within LEIN.

The clerk utilizes the OnBase data imaging records management system to track and process all pretrial release orders one month prior to an order's LEIN expiration date. The clerk will create a new pretrial release order with an amendment / extension of the LEIN expiration date, which is then forwarded to the presiding circuit court

judge for review and signature. The amended pretrial release orders are subsequently processed by the Circuit Court Clerk's Office and forwarded to the designated law enforcement agency for LEIN entry updating.

Surrender/Rebook of a Defendant

The Pretrial Services Clerk provides back-up coverage for collecting surrender/rebooks. A surety company will email, fax, or bring in person, proof that the defendant is in custody along with a verification form. The clerk will conduct a verification of this information and then forward the documentation to the Judicial Assistant of the Judge of Record.

Back up for Bind Over- Clerk/ Court Appointed Counsel Clerk

The Pretrial Services Clerk also provides back-up coverage for both the Bind-Over Clerk and Court Appointed Counsel Clerk. Upon the absence of either of these staff members, the Pretrial Services Clerk will handle binding over cases (felony pleas) from district court to circuit court and / or appointing attorneys, interpreters, and other associated duties.

Miscellaneous Tasks

The Pretrial Services Clerk often times, assists the investigators by completing various tasks. For example, when switching over from utilizing both a PTS and PTC file system, to solely utilizing PTC files at the start of 2019, the investigators had been unable to carry out this undertaking while still completing bond recommendation reports, enrolling new defendants into Pretrial Services, and managing their supervisory case load. So, one of the clerk's initial assignments was to create PTC files for defendants who needed them and enter any existing information that was kept on hand-written enrollment sheets.

Other typical office tasks and administrative duties include answering and transferring phone calls, keeping the lobby clean and maintained, maintaining resource sheets in the front lobby, refilling the printer, etc. The clerk, pre-pandemic, was often the first point of contact individuals encountered on floor 3R of the VMC-GPB. The clerk would regularly assist individuals that "*were lost*" when they exited the elevator. Often times, individuals were looking for the Prosecuting Attorney's Office - Child Support Division, Personal Protection Office, Mental Health Court Coordinator, restrooms, DNA testing, the court rooms, or other areas of the courthouse.

The clerk also assists with guiding interns in daily tasks. The clerk has helped teach the interns various duties during their time here; from conducting case status checks, alcohol and drug testing results data entry, closing out cases, creating cases, calling clients, etc.

Clerk Data from 05/01/2019 – 12/31/2019

Check-ins	PTC Files	Drug Tests	Defendant Contacted	Bind-overs	Attorneys Appointed	Surrender/Rebook
1246	1446	562	262	40	48	12

Clerk Data from 01/01/2020 – 05/31/2020*

Check-ins	PTC Files	Drug Tests	Defendant Contacted	Bind-overs	Attorneys Appointed*	Surrender/Rebook
401	747	205	176	38	N/A	6

* COVID-19 Pandemic Emergency – Modified Operations Initiated 03/16/2020 – No In-Person Contact with Defendants During Modified Operations*

** Public Defender's Office Has Primary Responsibility for Appointment of Defense Counsel/ General Trial Division Appoints Counsel in Limited Circumstances **

The clerk maintains a daily log and records the following:

- Check-Ins: the number of people who check-in, whether it is a first visit or return visit. The clerk makes note of other individuals who come into Pretrial Services that need help.
- PTC Files Created/Closed: this is the number of PTC files the clerk has created or closed out in COURTVIEW. This number includes 2019 PTC files created from clients that had reported to Pretrial Services/cases that had been opened prior to 2019, but due to a lack of staffing, had not created.
- Drug Tests Entered: The number of drug tests the office receives from ADAM and other testing facilities that are entered as a docket entry in COURTVIEW.
- Defendant Contact: This is the number of times the clerk has either called a defendant, a defendant called me, or sent a “*Failed to Report letter*” to a defendant.
- Bind Over: The number of times the clerk has bound over a case file from the district court to the circuit court.
- Attorneys Appointed: The number of times the clerk appointed an attorney to a case.
- Surrender/Rebook: The number of surrender/rebooks the clerk has received and forwarded.

PERFORMANCE MEASUREMENTS & OUTCOMES

Purpose of Performance Measurements & Outcomes:

According to the National Institute of Justice, “*Pretrial Justice – How to Maximize Public Safety, Court Appearance, and Release*”, the purposes of Pretrial Release and Detention can be referred to as the “*Three Ms*”: **Maximize Release, Maximize Appearance, and Maximize Public Safety** [p. 13].

The efforts of the Ingham County Pretrial Services Division are committed to these objectives. The team members of the Pretrial Services Division have worked hard at evaluating operational procedures and when necessary, proposing, developing, and implementing revised practices and processes.

In early 2019, the Pretrial Services Investigators participated in an all-day strategic work session, where ideas were shared, discussions took place, and proposals to change certain processes were initiated. This strategic work session resulted from preliminary discussions and non-formal planning that had taken place throughout the previous few years. It was out of this work-session that the Pretrial Services Division identified its mission, its vision, and its guiding principles. These concepts have helped guide the members of this unit in striving to more fully encompass the ideals of the pretrial services field into a practical functioning component of the Ingham County judicial system. With the additional staff members made possible by the passage of the Justice Complex Millage, the Pretrial Services Division has become more effective and efficient in carrying out those important activities and tasks, which have allowed this team to be able to better serve the judicial system of Ingham County.

The addition of the new positions provided through the Justice Complex Millage, have allowed the Pretrial Services Division to better focus on the development of procedures and systems to more effectively carry out the core functions of Pretrial Services and to be able to collect data to provide information on performance measurements and outcomes.

Pretrial Services Division Data Collection Project:

The Pretrial Services Division staff has implemented a data collection process developed in part, through the efforts of Megan Gilliam, who had participated in an internship with the Pretrial Services Division for the Fall 2019 Semester. Ms. Gilliam, was a Graduate Research Assistant at Michigan State University finishing a Master’s Degree.

The Pretrial Services Data Collection Project identified three main outcome measurements that would highlight the efforts and work of this unit. The three outcome measures; *Appearance Rate*, *Safety Rate*, and *Success Rate*, are three primary measurements recognized within the Pretrial field as critical components for any Pretrial Services program.

- *Appearance Rate*: The percentage of cases in which defendants appear for all scheduled court proceedings, up to and including sentencing.
- *Safety Rate*: The percentage of cases in which defendants are not charged with a new misdemeanor and / or felony offense that occurred during the pretrial stage.
- *Success Rate*: The percentage of cases in which defendants meet all three criteria:
 - Appear for all scheduled court proceedings
 - Are not charged with a new misdemeanor and / or felony offense that occurred during pretrial supervision
 - Bond is not revoked for non-compliance reasons

Additionally, mission-critical data were identified as information to be tracked by the Pretrial Services Division:

- *Case Begin Date and End Date*
 - Begin Date = Arraignment Date at District Court
 - End Date = Case Closure Date [Dismissal, Plea at District Court, Transfer to Specialty Court, Sentencing at Circuit Court]
- *Release Type*
 - Release with Conditions / Release without Conditions
- *Disposition Type*
 - Sentenced, Dismissed, Plead at District Court, Transferred to Specialty Court, etc.
- *Custody Status* (Defendants – Never Reported)
 - Tracks whether or not a defendant who never reported when ordered to report to Pretrial Services was not released from custody, therefore the defendant was not able to report prior to the case being closed

The Data Collection Project has identified (4) subgroups of defendants that Pretrial Services tracks separately from each other. This was done due to the fact that cases / defendants in each identified category may be inherently different from one another and should not be placed into one singular group. Active and consistent supervision may impact a case in a way different from a case where there is no supervision at all, etc.

- *Supervised Defendants*: Case in which the defendants were ordered to report to Pretrial Services and are actively supervised
- *Monitoring Only*: Cases in which the defendants were ordered to report to Pretrial Services, but are not actively supervised.
- *Unsupervised Defendants*: Case in which the defendants were not ordered to report to Pretrial Services and are not supervised or monitored
- *Never Reported In*: Cases in which the defendant was ordered to report to Pretrial Services, but for any reason, never reported.

- *The only datum specifically tracked regarding the reason for the defendant never reporting into Pretrial Services is whether or not the defendant was in custody during the entire pretrial stage of the case

2021

SUPERVISED

Cases Closed

1,043 cases closed between 1/1/2021 - 12/31/2021

	# of Defendants
Failure to Appear	120
New Arrest	110
Revoked	182
Successful	815

88% of defendants made court appearances

89% of defendants did not get re-arrest/new charges

83% of defendants did not have their bond revoked

78% of defendants were considered successful

Cases Open

789 cases remained open past 12/31/2021

	# of defendants
Failure to Appear	159
New Arrest	87
Revoked	226

80% of defendants made court appearances

89% of defendants did not get re-arrest/new charges

71% of defendants did not have bond revoked

MONITORING ONLY

Cases Closed

98 cases closed between 1/1/2021-12/31/2021

	# of defendants
Failure to Appear	6
New arrest	5
Revoked	6
Successful	86

94% of defendants made court appearances

95% of defendants did not get re-arrest/new charges

94% of defendants did not have their bond revoked

88% of defendants were considered successful

Cases Open

94 cases remained open after 12/31/2021

	# of defendants
Failure to Appear	2
New Arrest	1
Revoked	3

98% of defendants made court appearances

99% of defendants did not get re-arrested/new charges

97% of defendants did not have bond revoked

UNSUPERVISED

Cases Closed

123 cases closed between 1/1/2021 – 12/31/2021

	# of defendants
Failure to Appear	14
New Arrest	10

89% of defendants made court appearances

92% of defendants did not get re-arrest/new charges

Cases Open

115 cases remained open past 12/31/2021

	# of defendants
Failure to Appear	23
New Arrest	7

80% of defendants made court appearances

94% of defendants did not get re-arrested/new charges

NEVER REPORTED IN

Cases Closed

523 cases closed between 1/1/2021 – 12/31/2021

	# of defendants
Failure to Appear	61
New Arrest	23
Revoked	67
Successful	441

88% of defendants made court appearances

96% of defendants did not get re-arrest/new charges

87% of defendants did not have their bond revoked

84% of defendants were considered successful

325 defendants out of 523 (62%) closed cases in 2021 remained in custody through the entirety of their case – no opportunity to fail to appear and/or commit a new criminal offense and the likelihood to have bond revoked for non-compliance, was significantly reduced.

Cases Open

365 cases remained open past 12/31/2021

	# of defendants
Failure to Appear	105
New Arrest	25
Revoked	119

71% of defendants made court appearances

93% of defendants did not get re-arrest/new charges

67% of defendants did not have bond revoked

192 out of 365 (53%) cases in 2021, which were in an “open” status past 12/31/2021, remained in custody while their case was pending.

2022

SUPERVISED

Cases Closed

386 cases closed 1/1/2022 – 6/15/2022

	# of defendants
Failure to Appear	60
New Arrest	48
Revoked	94
Successful	268

85% of defendants made court appearances

88% of defendants did not get re-arrest/new charges

76% of defendants did not have their bond revoked

69% of defendants were considered successful

Cases Open

1,395 cases remain open as of 6/15/2022

MONITORING ONLY

Cases Closed

54 cases closed between 1/1/2022-6/15/2022

	# of defendants
Failure to Appear	2
New Arrest	2
Revoked	3
Successful	50

96% of defendants made court appearances

96% of defendants did not get re-arrest/new charges

94% of defendants did not have their bond revoked

93% of defendants were considered successful

Cases Open

20 cases remain open as of 6/15/2022

UNSUPERVISED

Cases Closed

34 cases closed between 1/1/2022 – 6/15/2022

	# of defendants
Failure to Appear	4
New Arrest	4

88% of defendants made court appearances

88% of defendants did not get re-arrest/new charges

Cases Open

107 cases remained open as of 6/15/2022

NEVER REPORTED IN

Cases Closed

318 cases closed between 1/1/2022 – 6/15/2022

	# of defendants
Failure to Appear	50
New Arrest	16
Revoked	54
Successful	260

84% of defendants made court appearances

95% of defendants did not get re-arrest/new charges

83% of defendants did not have their bond revoked

82% of defendants were considered successful

170 defendants out of 318 (53%) closed cases in 2022 were in custody the entirety of their case.

Cases Open

8 Cases remain open as of 6/15/2022

Pretrial Services Division Output Information:

In addition to the information collected as noted above, the Pretrial Services Division has also identified specific categories of outputs to measure and assist in providing an accurate picture of what this unit has accomplished in 2020, 2021, and 2022.

The COVID-19 Emergency significantly altered County operations, including the operations of Pretrial Services. Beginning in mid-March 2020, the Pretrial Services Division had implemented modified operations, including the closing of the unit's office to the public, the ceasing of in-custody interviews at the City of Lansing Police Department Detention Center, a combination of social distancing and remote work assignments for staff members, and the suspension of student internships, etc.

The pandemic created challenges and obstacles that have subsequently decreased the overall outputs for a number of categories over the last several months, such as the number of bond recommendation reports completed. The cessation of in-person interviewing of defendants at the City of Lansing Police Department, due to COVID-19 safety measures, has directly correlated to a significant reduction in the number of bond recommendation reports completed.

There has also been a substantial increase in the caseloads of the Pretrial Services Investigators due to numerous defendants that were released from the custody of the Ingham County Jail, due to health and safety concerns. Additionally, due to the orders issued by the Governor and the Michigan State Supreme Court, the courts have been significantly impacted. The requirement to transition to limited court operations and services, created a backlog of pending cases, which increased the overall number of defendants under the supervision and monitoring of the Pretrial Services Division.

Bond Reports

- 2019: Bond Recommendation Reports Completed - [Appendix A]

o Total Reports Completed	<u>535</u>
▪ Pre-Arrestment Bond Reports	396
• 54-A District Court	230
• 54-B District Court	0
• 55th District Court	166
▪ Post-Arrestment Bond Reports	139
• 54-A District Court	78
• 54-B District Court	08
• 55th District Court	16
• 30th Circuit Court	37

- 2020: Bond Recommendation Reports Completed - [Appendix A]

o Total Reports Completed	<u>246</u>
▪ Pre-Arrestment Bond Reports	167
• 54-A District Court	108
• 54-B District Court	01
• 55th District Court	58
▪ Post-Arrestment Bond Reports	79
• 54-A District Court	17

- 54-B District Court 01
 - 55th District Court 14
 - 30th Circuit Court 47
- 2021: Bond Recommendation Reports Completed - [Appendix A]
 - o Total Reports Completed 83
 - Pre-Arrestment Bond Reports 34
 - 54-A District Court 00
 - 54-B District Court 00
 - 55th District Court 34
 - Post-Arrestment Bond Reports 49
 - 54-A District Court 00
 - 54-B District Court 00
 - 55th District Court 00
 - 30th Circuit Court 49
- 2022: Bond Recommendation Reports Completed - [Appendix A]
 - o Total Reports Completed 39
 - Pre-Arrestment Bond Reports 15
 - 54-A District Court 00
 - 54-B District Court 00
 - 55th District Court 15
 - Post-Arrestment Bond Reports 24
 - 54-A District Court 00
 - 54-B District Court 00
 - 55th District Court 00
 - 30th Circuit Court 24
- 2019: Risk Assessment Recommendation Reports - Followed/Not Followed [Appendix B]
 - o Reports Followed 340 (64%)
 - o Reports Not Followed 137 (26%)
 - o Risk Assessment Not Utilized 07 (1%)
 - o Other Dispositions 51 (9%)

(Warrant Denied, Misdemeanor Charges, Referred for Further Investigation)
- 2020: Risk Assessment Recommendation Reports - Followed/Not Followed [Appendix B]
 - o Reports Followed 148 (60%)
 - o Reports Not Followed 50 (20%)
 - o Risk Assessment Not Utilized 21 (9%)
 - o Other Dispositions 27 (11%)

(Warrant Denied, Misdemeanor Charges, Referred for Further Investigation)

- 2021: Risk Assessment Recommendation Reports - Followed/Not Followed [*Appendix B*]
 - o Reports Followed 51 (61%)
 - o Reports Not Followed 10 (12%)
 - o Risk Assessment Not Utilized 08 (10%)
 - o Other Dispositions 03 (04%)
 - o Unknown Disposition 11 (13%)

(Warrant Denied, Misdemeanor Charges, Referred for Further Investigation)
- 2022 Risk Assessment Recommendation Reports - Followed/Not Followed [*Appendix B*]
 - o Reports Followed 24 (61%)
 - o Reports Not Followed 08 (21%)
 - o Risk Assessment Not Utilized 02 (05%)
 - o Other Dispositions 00 (00%)
 - o Unknown Disposition 05 (13%)

(Warrant Denied, Misdemeanor Charges, Referred for Further Investigation)

Active Pretrial Supervision Cases – “Monthly Snapshots”

2020

- Active Pretrial Supervision Cases – 02/28/2020 [*Appendix C*]
 - o Total Supervised Cases [398 Defendants] 436
 - o General Supervision Cases [327 Defendants] 352
 - o OCC PT Program Cases [71 Defendants] 84
- Active Pretrial Supervision Cases – 03/06/2020 [*Appendix C*]
 - o Total Supervised Cases [392 Defendants] 431
 - o General Supervision Cases [319 Defendants] 345
 - o OCC PT Program Cases [73 Defendants] 86
- Active Pretrial Supervision Cases – 04/24/2020 [*Appendix C*]
 - o Total Supervised Cases [411 Defendants] 445
 - o General Supervision Cases [337 Defendants] 363
 - o OCC PT Program Cases [74 Defendants] 82
- Active Pretrial Supervision Cases – 06/18/2020 [*Appendix C*]
 - o Total Supervised Cases [478 Defendants] 528
 - o General Supervision Cases [411 Defendants] 449
 - o OCC PT Program Cases [67 Defendants] 79
- Active Pretrial Supervision Cases – 07/30/2020 [*Appendix C*]
 - o Total Supervised Cases [531 Defendants] 590
 - o General Supervision Cases [467 Defendants] 511
 - o OCC PT Program Cases [64 Defendants] 79
- Active Pretrial Supervision Cases – 09/11/2020 [*Appendix C*]
 - o Total Supervised Cases [549 Defendants] 619
 - o General Supervision Cases [470 Defendants] 523
 - o OCC PT Program Cases [79 Defendants] 96
- Active Pretrial Supervision Cases – 10/08/2020 [*Appendix C*]

○ Total Supervised Cases [586 Defendants]	664
○ General Supervision Cases [482 Defendants]	542
○ OCC PT Program Cases [104 Defendants]	122
● Active Pretrial Supervision Cases – 12/10/2020 [<i>Appendix C</i>]	
○ Total Supervised Cases [630 Defendants]	711
○ General Supervision Cases [503 Defendants]	563
○ OCC PT Program Cases [127 Defendants]	148

2021

● Active Pretrial Supervision Cases – 01/15/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [640 Defendants]	725
○ General Supervision Cases [510 Defendants]	568
○ OCC PT Program Cases [130 Defendants]	157
● Active Pretrial Supervision Cases – 03/18/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [666 Defendants]	751
○ General Supervision Cases [553 Defendants]	620
○ OCC PT Program Cases [113 Defendants]	131
● Active Pretrial Supervision Cases – 05/06/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [676 Defendants]	765
○ General Supervision Cases [569 Defendants]	644
○ OCC PT Program Cases [107 Defendants]	121
● Active Pretrial Supervision Cases – 06/03/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [733 Defendants]	831
○ General Supervision Cases [630 Defendants]	714
○ OCC PT Program Cases [103 Defendants]	117
● Active Pretrial Supervision Cases – 07/01/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [708 Defendants]	807
○ General Supervision Cases [627 Defendants]	714
○ OCC PT Program Cases [81 Defendants]	93
● Active Pretrial Supervision Cases – 08/05/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [705 Defendants]	812
○ General Supervision Cases [627 Defendants]	720
○ OCC PT Program Cases [78 Defendants]	92
● Active Pretrial Supervision Cases – 09/09/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [733 Defendants]	827
○ General Supervision Cases [663 Defendants]	748
○ OCC PT Program Cases [70 Defendants]	79
● Active Pretrial Supervision Cases – 10/21/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [702 Defendants]	793
○ General Supervision Cases [631 Defendants]	714
○ OCC PT Program Cases [71 Defendants]	79
● Active Pretrial Supervision Cases – 11/12/2021 [<i>Appendix C</i>]	
○ Total Supervised Cases [716 Defendants]	805
○ General Supervision Cases [648 Defendants]	728
○ OCC PT Program Cases [68 Defendants]	77

- Active Pretrial Supervision Cases – 12/07/2021 [*Appendix C*]
 - Total Supervised Cases [682 Defendants] 776
 - General Supervision Cases [619 Defendants] 702
 - OCC PT Program Cases [63 Defendants] 74

2022

- Active Pretrial Supervision Cases – 01/13/2022 [*Appendix C*]
 - Total Supervised Cases [703 Defendants] 797
 - General Supervision Cases [633 Defendants] 718
 - OCC PT Program Cases [70 Defendants] 79
- Active Pretrial Supervision Cases – 02/11/2022 [*Appendix C*]
 - Total Supervised Cases [676 Defendants] 763
 - General Supervision Cases [609 Defendants] 687
 - OCC PT Program Cases [67 Defendants] 76
- Active Pretrial Supervision Cases – 03/18/2022 [*Appendix C*]
 - Total Supervised Cases [699 Defendants] 787
 - General Supervision Cases [637 Defendants] 717
 - OCC PT Program Cases [62 Defendants] 70
- Active Pretrial Supervision Cases – 04/14/2022 [*Appendix C*]
 - Total Supervised Cases [719 Defendants] 806
 - General Supervision Cases [660 Defendants] 739
 - OCC PT Program Cases [59 Defendants] 67
- Active Pretrial Supervision Cases – 05/27/2022 [*Appendix C*]
 - Total Supervised Cases [712 Defendants] 813
 - General Supervision Cases [646 Defendants] 738
 - OCC PT Program Cases [66 Defendants] 75
- Active Pretrial Supervision Cases – 06/13/2022 [*Appendix C*]
 - Total Supervised Cases [680 Defendants] 780
 - General Supervision Cases [618 Defendants] 710
 - OCC PT Program Cases [62 Defendants] 70

Change of Contact Information Reports

- **2020:** Change of Contact Information Reports [Appendix D]
 - 393 PTC Files with at least one “*Change of Contact Information*” Docket Entry
 - 494 Total “*Change of Contact Information*” Docket Entries
- **2021:** Change of Contact Information Reports [Appendix D]
 - 328 PTC Files with at least one “*Change of Contact Information*” Docket Entry
 - 402 Total “*Change of Contact Information*” Docket Entries
- **2022:** Change of Contact Information Reports [Appendix D]
 - 276 PTC Files with at least one “*Change of Contact Information*” Docket Entry
 - 328 Total “*Change of Contact Information*” Docket Entries

Out of State Travel Requests

- **2020:** Out-of-State Travel Requests – Submitted [Appendix E1]
 - 71 PTC Files with at least one “*Out of State Travel Request*” Docket Entry
 - 146 Total “*Out of State Travel Request*” Docket Entries
- **2020:** Approved Out-of-State Travel Requests
 - 59 PTC Files with at least one “*Out of State Travel Request – Granted*” Docket Entry
 - 108 Total “*Out of State Travel Request – Granted*” Docket Entries
- **2020:** Denied Out-of-State Travel Requests
 - 16 PTC Files with at least one “*Out of State Travel Request – Denied*” Docket Entry
 - 16 Total “*Out of State Travel Request – Denied*” Docket Entries
- **2021:** Out-of-State Travel Requests [Appendix E2]
 - 122 PTC Files with at least one “*Out of State Travel Request*” Docket Entry
 - 307 Total “*Out of State Travel Request*” Docket Entries
- **2021:** Approved Out-of-State Travel Requests
 - 102 PTC Files with at least one “*Out of State Travel Request – Granted*” Docket Entry
 - 233 Total “*Out of State Travel Request – Granted*” Docket Entries
- **2021:** Denied Out-of-State Travel Requests
 - 23 PTC Files with at least one “*Out of State Travel Request – Denied*” Docket Entry
 - 25 Total “*Out of State Travel Request – Denied*” Docket Entries
- **2022:** Out-of-State Travel Requests [Appendix E2]
 - 51 PTC Files with at least one “*Out of State Travel Request*” Docket Entry
 - 67 Total “*Out of State Travel Request*” Docket Entries
- **2022:** Approved Out-of-State Travel Requests
 - 46 PTC Files with at least one “*Out of State Travel Request – Granted*” Docket Entry
 - 56 Total “*Out of State Travel Request – Granted*” Docket Entries
- **2022:** Denied Out-of-State Travel Requests
 - 01 PTC Files with at least one “*Out of State Travel Request – Denied*” Docket Entry
 - 01 Total “*Out of State Travel Request – Denied*” Docket Entries

Violation of Bond Condition – Informational Reports

- 2019: Violation of Bond Condition – Informational Reports [*Appendix F*]
 - Total Submitted Reports 163
 - o Prepare Bench Warrant & Bond Forfeiture 48
 - o Take No Action 24
 - o Prepare Summons Regarding Bond Violation 19
 - o Prepare Order to Show Cause 31
 - o Take Following Action (Other) 08
 - o No Response 33
- **2020:** Violation of Bond Condition – Informational Reports [*Appendix F*]
 - o 167 PTC Files with at least one “*Violation of Bond Condition – Informational Report*” Docket Entry
 - o 238 Total “*Violation of Bond Condition – Informational Report*” Docket Entries [PTC Files with at least one Docket Entry / Total Docket Entries]
 - Prepare Bench Warrant & Bond Forfeiture 92 / 95
 - Prepare Summons Regarding Bond Violation 13 / 17
 - Prepare Order to Show Cause 29 / 39
 - Take Following Action (Other) 24 / 25
 - Take No Action 48 / 53
- **2021:** Violation of Bond Condition – Informational Reports [*Appendix F*]
 - o 208 PTC Files with at least one “*Violation of Bond Condition – Informational Report*” Docket Entry
 - o 257 Total “*Violation of Bond Condition – Informational Report*” Docket Entries [PTC Files with at least one Docket Entry / Total Docket Entries]
 - Prepare Bench Warrant & Bond Forfeiture 130 / 149
 - Prepare Summons Regarding Bond Violation 08 / 09
 - Prepare Order to Show Cause 42 / 50
 - Take Following Action (Other) 28 / 31
 - Take No Action 53 / 60
- **2022:** Violation of Bond Condition – Informational Reports [*Appendix F*]
 - o 111 PTC Files with at least one “*Violation of Bond Condition – Informational Report*” Docket Entry
 - o 129 Total “*Violation of Bond Condition – Informational Report*” Docket Entries [PTC Files with at least one Docket Entry / Total Docket Entries]
 - Prepare Bench Warrant & Bond Forfeiture 68 / 73
 - Prepare Summons Regarding Bond Violation 09/ 10
 - Prepare Order to Show Cause 18 / 23
 - Take Following Action (Other) 07 / 08
 - Take No Action 16 / 16

MOVING FORWARD

Looking forward, as the Pretrial Services Division continues through 2021 and into 2022, the staff members will be working on improving processes and standardizing policies and procedures. Additionally, the Pretrial Services Division will continue to focus on data collection and reporting efforts to clarify “*who we are and what we do*”.

The Pretrial Services Division will resume scheduling monthly unit meetings so that team members can evaluate progress on the goals and objectives of the unit, as well as discuss whether current data collection categories are capturing the needed information, or determine whether revisions or the implementation of new data collection categories are needed, to provide clearer and more accurate performance measurements and outcomes.

In the initial “*2019 Pretrial Services Informational Guide*”, the Pretrial Services Division identified the following categories of information to be priority areas for data collection efforts moving forward: (1) successful / unsuccessful terminations, (2) court appearance, (3) public safety – new arrests, and (4) cost savings - jail bed days saved. At that time, it was determined that a process was needed to assist the Pretrial Services Division in identifying and collecting this information. The “*Data Collection Project*” was subsequently developed and implemented which has allowed the Pretrial Services Division to capture data pertaining to three of the four previously noted informational categories.

The Pretrial Services Division will also finalize an initial “*Standard Operating Procedures*” manual. The Senior Pretrial Services Investigator will be developing a draft copy of this document with input and assistance of team members, to be submitted to the Circuit Court Administration for review. This manual will identify the purpose of the Pretrial Services Division, including the listing of this unit’s mission, vision, and principles. This manual will provide an overview of the organizational structure of the Pretrial Services Division and focus upon standardizing the multiple duties and responsibilities carried out by the professionals that comprise this team.

Finally, the Pretrial Services Division will also be prioritizing the development and implementation of an evaluation tool to be able to better evaluate the services provided by the unit and the professionalism of its staff members, including the interactions between employees and clients, as well as other key stakeholders. One component of this instrument will be the establishment of a mechanism to capture demographical information on the clients served by the Pretrial Services Division, which would include data on ethnicity, race, gender, and other related characteristics.

CONCLUSION

The addition of a full-time Pretrial Services Investigator and Pretrial Services Clerk, made possible through the Justice Complex Millage, has provided Pretrial Services with needed staffing to successfully manage a large caseload and to be able to respond to a multitude of situations and events that need to be identified and addressed in real time. The funding from the Justice Complex Millage has allowed the Pretrial Services Division to more effectively and efficiently supervise those defendants who are released into the community, while their cases are pending.

These positions have directly resulted in the ability of the Pretrial Services Division to be proactive in accomplishing a number of essential functions and to be able to often respond in “*real time*” to issues and/or problems that need immediate attention.

Specifically, the addition of a Pretrial Services Investigator has resulted in the Pretrial Services Investigators responsible for the case management of pretrial supervision enrollees to more effectively handle their individual caseloads, as the supervision duties are being distributed equally, amongst these team members.

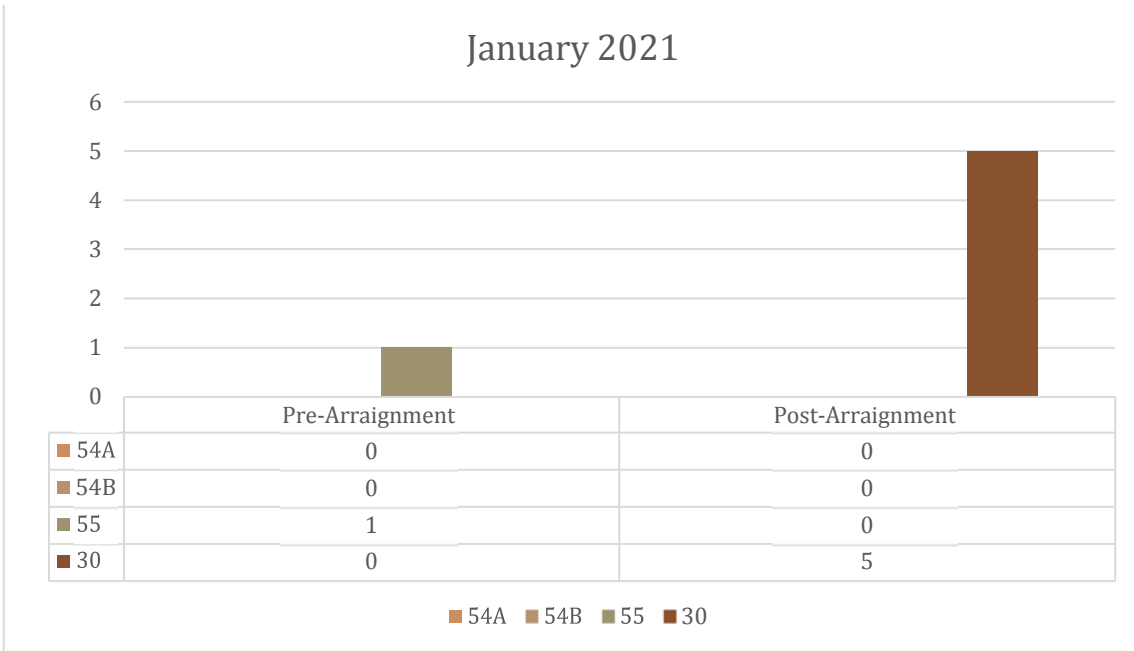
Additionally, the hiring of the new Pretrial Services Investigator has allowed for the Senior Pretrial Services Investigator to focus on constructing training modules, revising current procedures, developing new policies, and implementing new processes to assist the Pretrial Services Division in striving to accomplish its mission.

The creation of the Pretrial Services Clerk position has directly impacted the Pretrial Services Division as well. This new position has allowed for the transference of numerous clerical tasks from the Pretrial Services Investigators to the Pretrial Services Clerk, which has subsequently allowed the Pretrial Services Investigator to focus on their core responsibilities of:

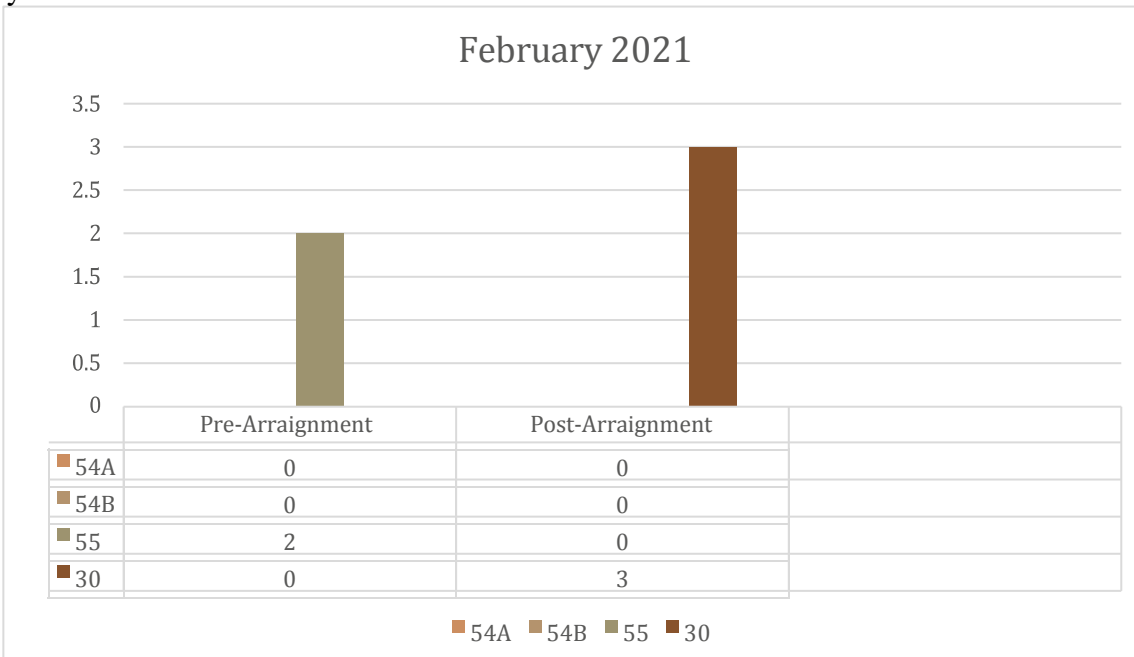
- (1) Providing the Ingham County Courts with accurate and complete information pertaining to individuals arrested on felony offenses to assist judicial officers in the determination of appropriate pretrial release and detention decisions.
- (2) Providing supervision and monitoring activities for felony defendants who are in a pretrial status and have been released into the community on a conditional bond release.

The Pretrial Services Division is greatly appreciative of the allocated resources that have resulted from the passage of the Justice Complex Millage. The Pretrial Services Division will continue to work hard toward achieving its mission of promoting pretrial justice and community safety within Ingham County.

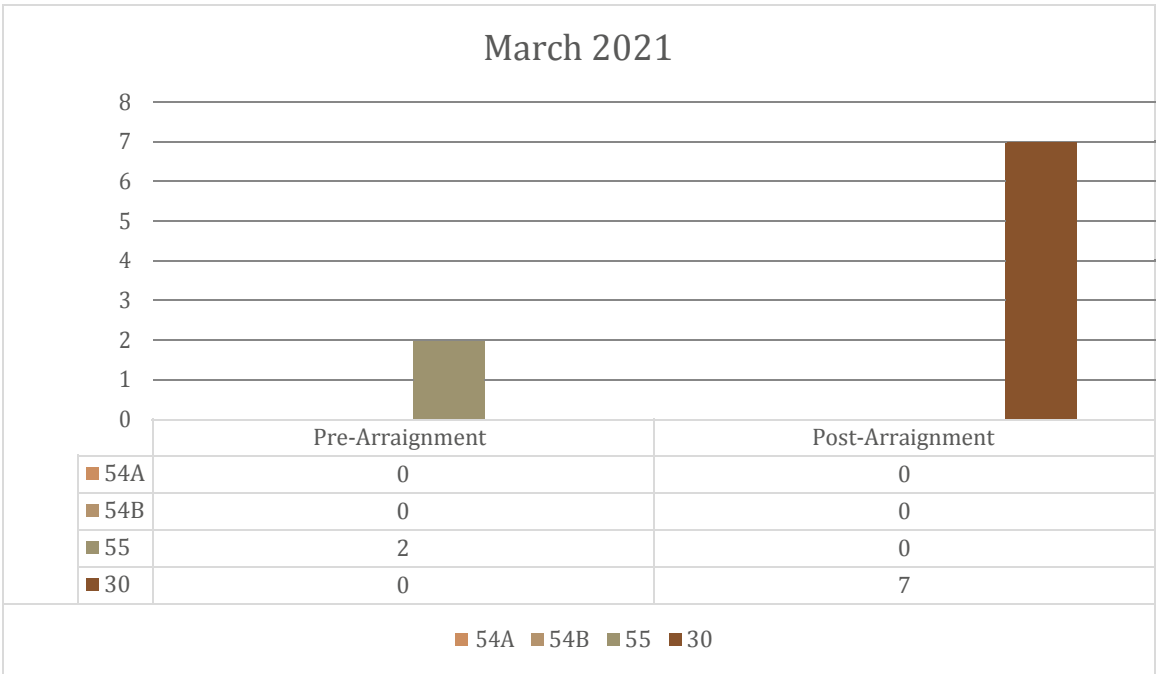
Appendix A: Bond Recommendation Reports by Court for 2021& 2022



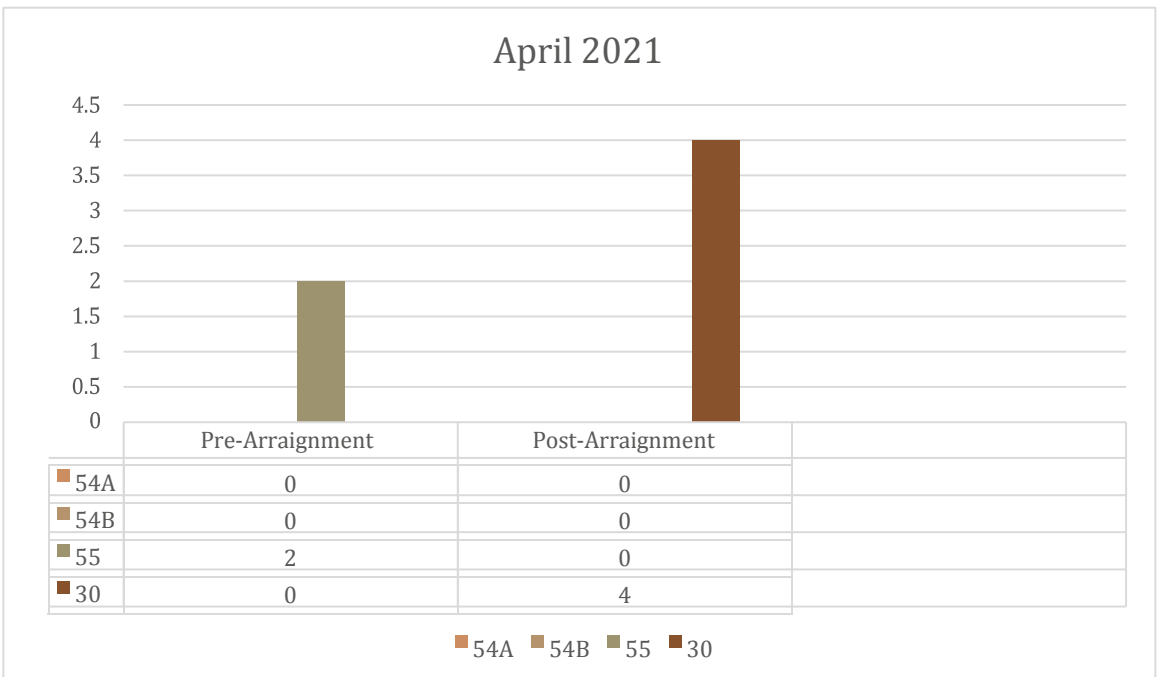
January Total = 6



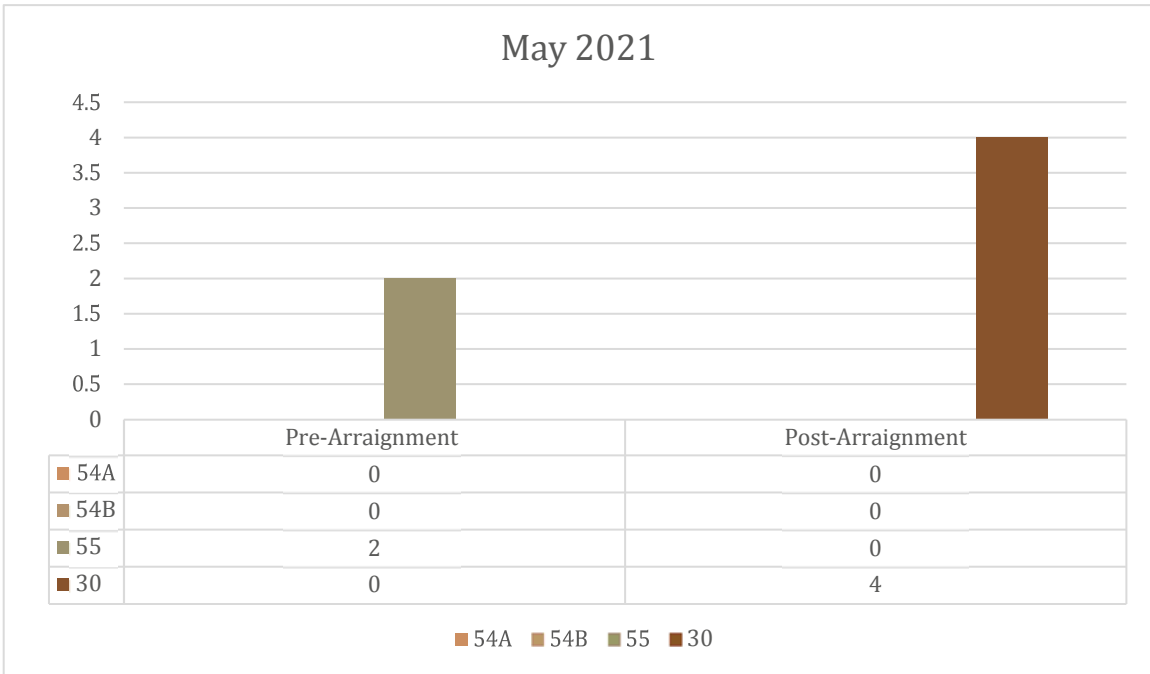
February Total = 5



March Total = 9



April Total = 6



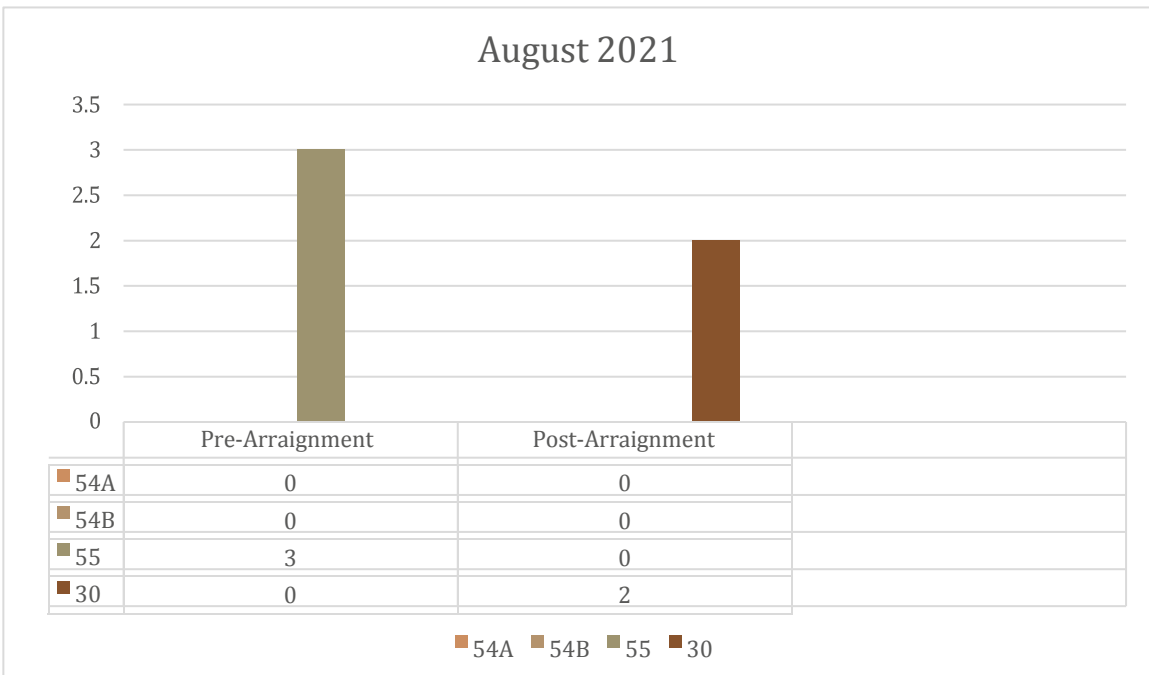
May Total = 6



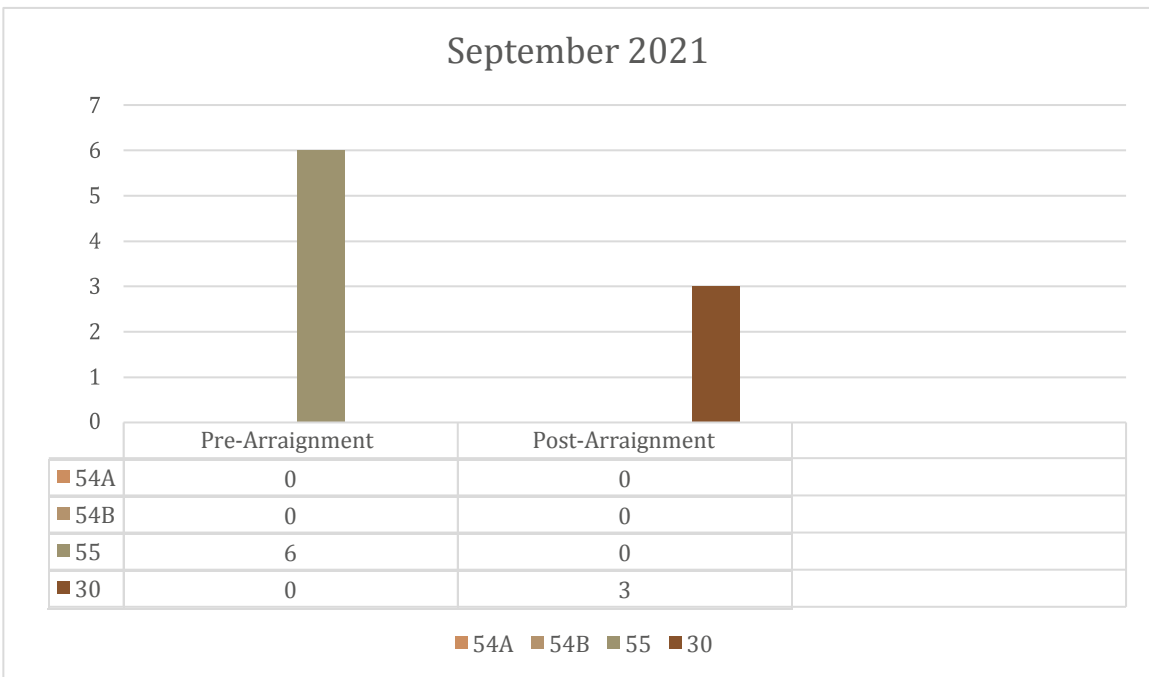
June Total = 7



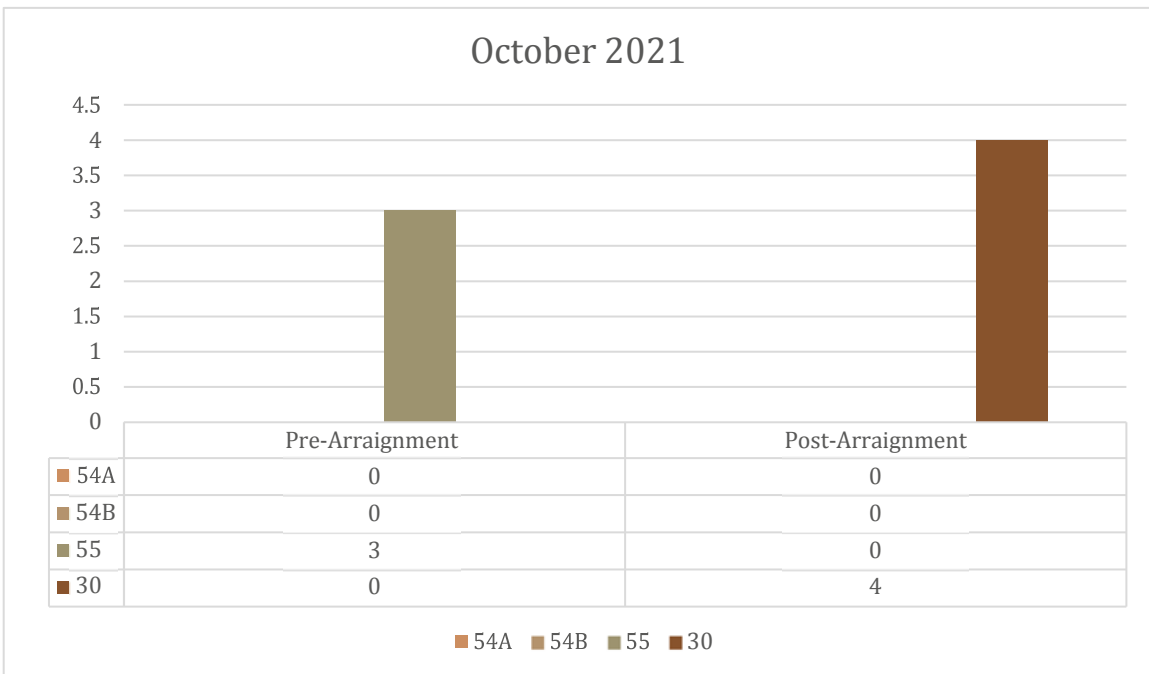
July Total = 14



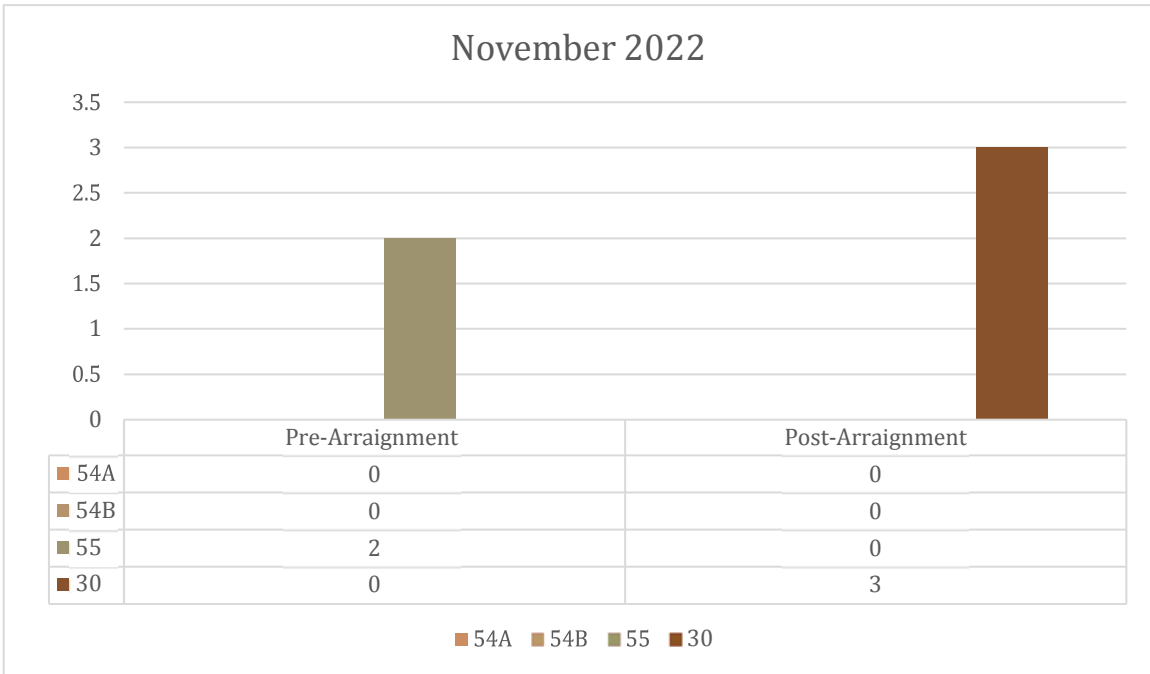
August Total = 5



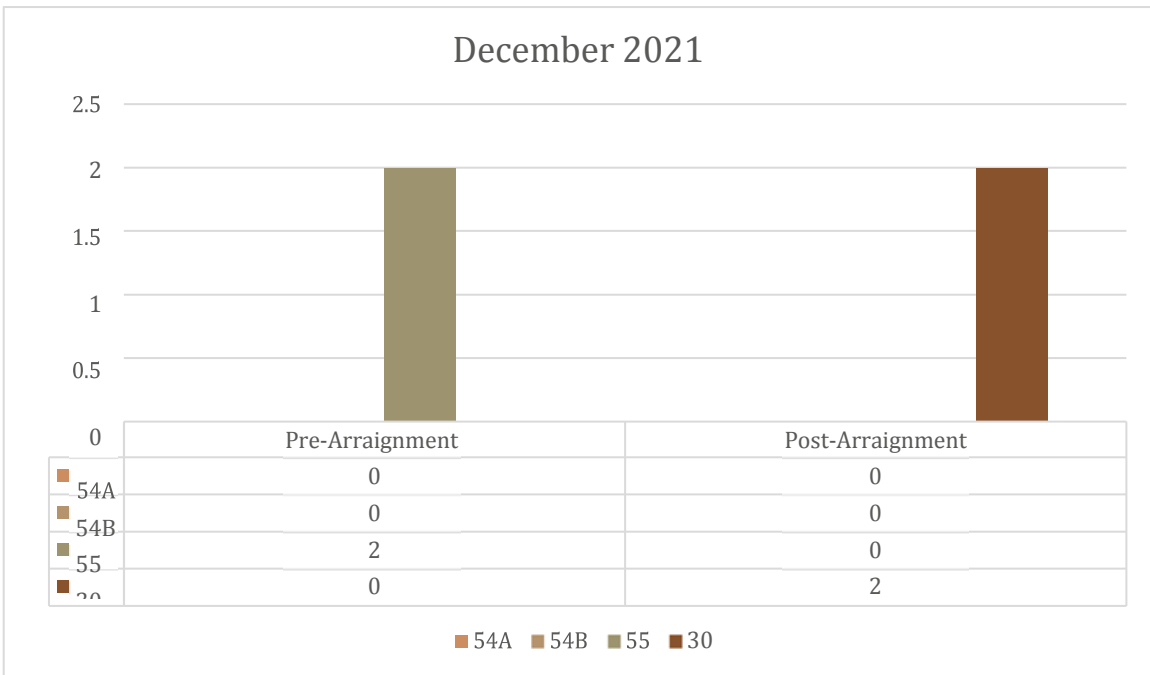
September Total = 9



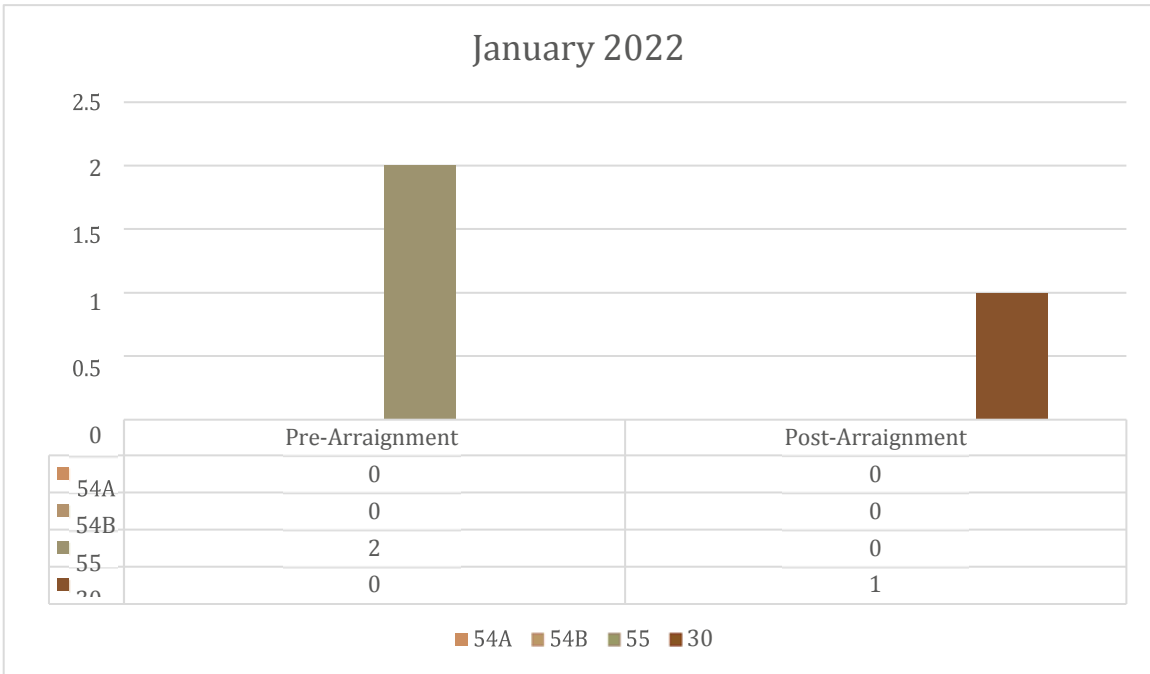
October Total = 7



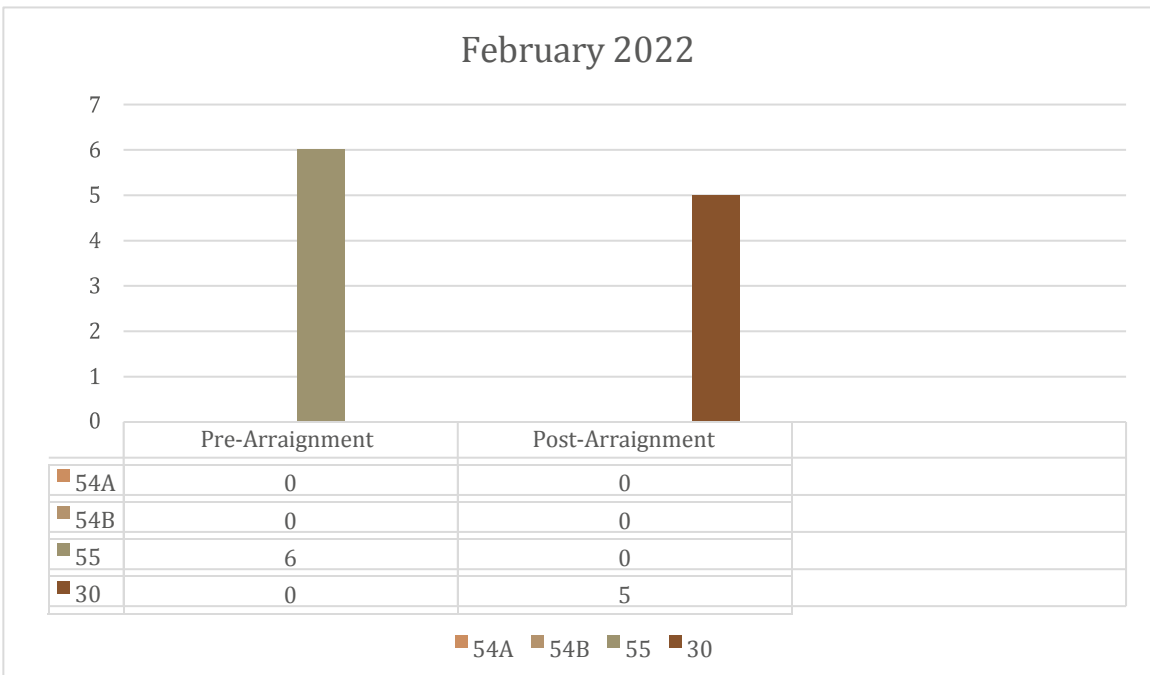
November Total = 5



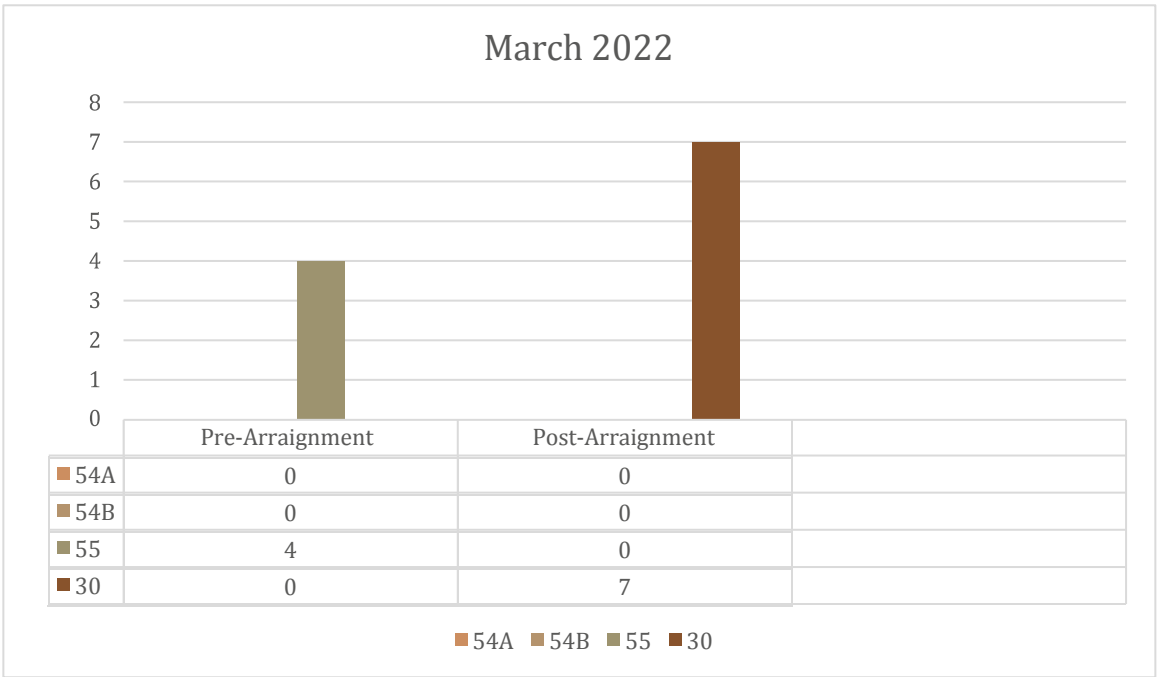
December Total = 4



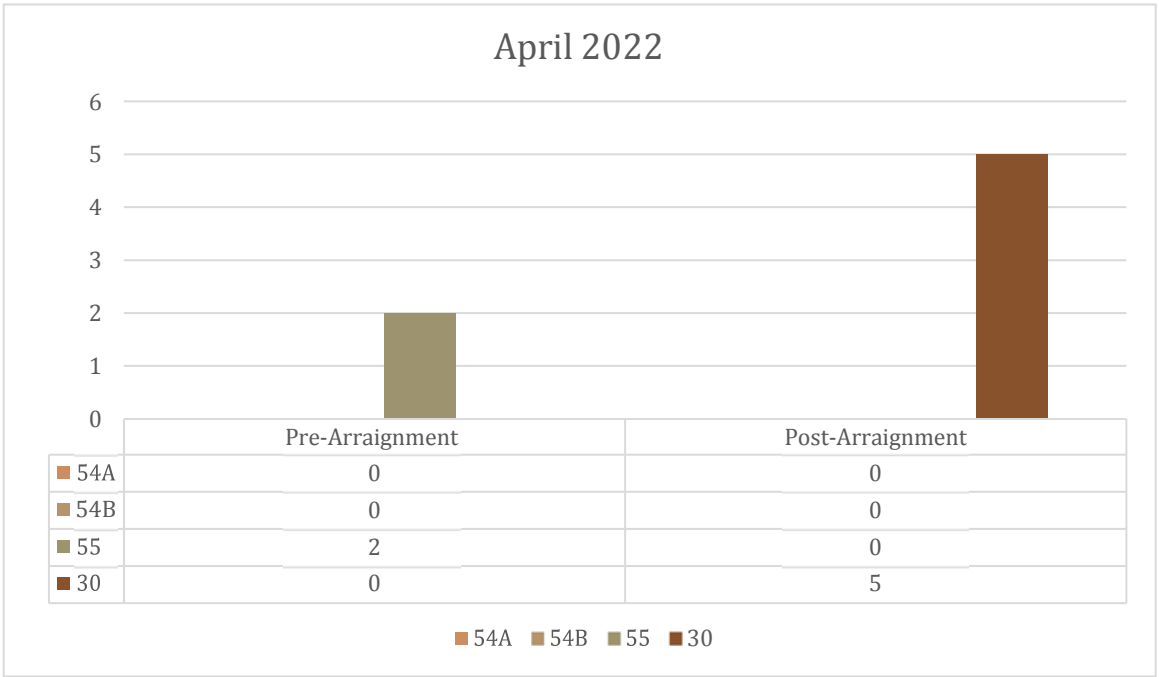
January Total = 3



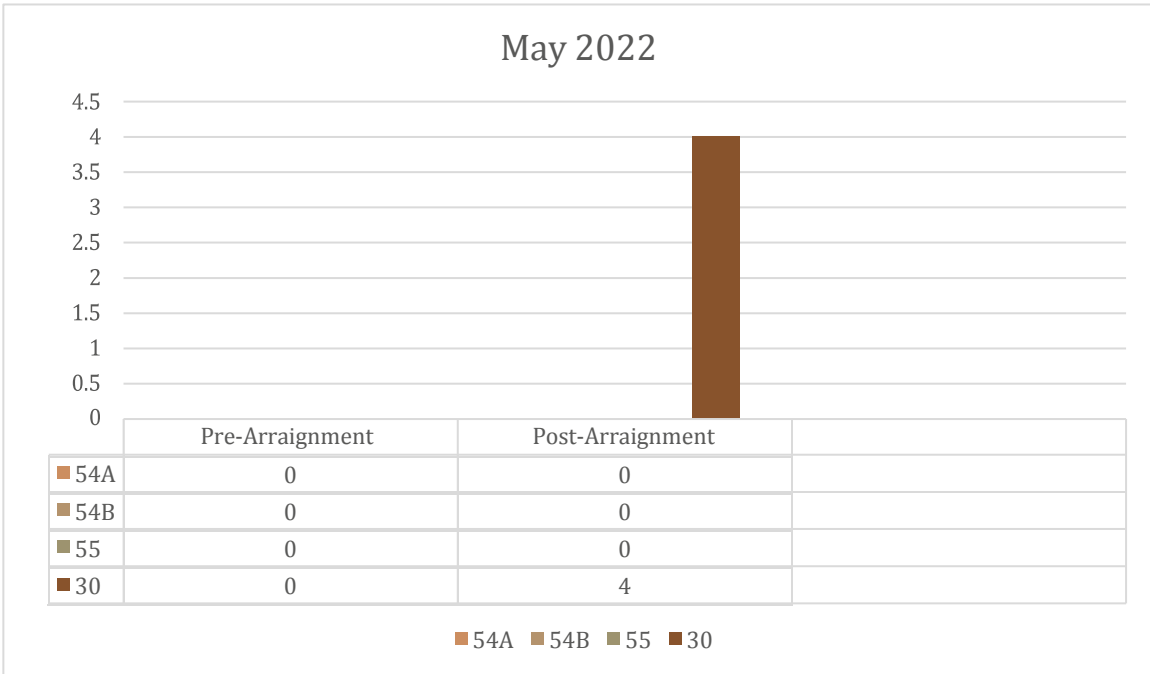
February Total = 11



March Total = 11



April Total = 7



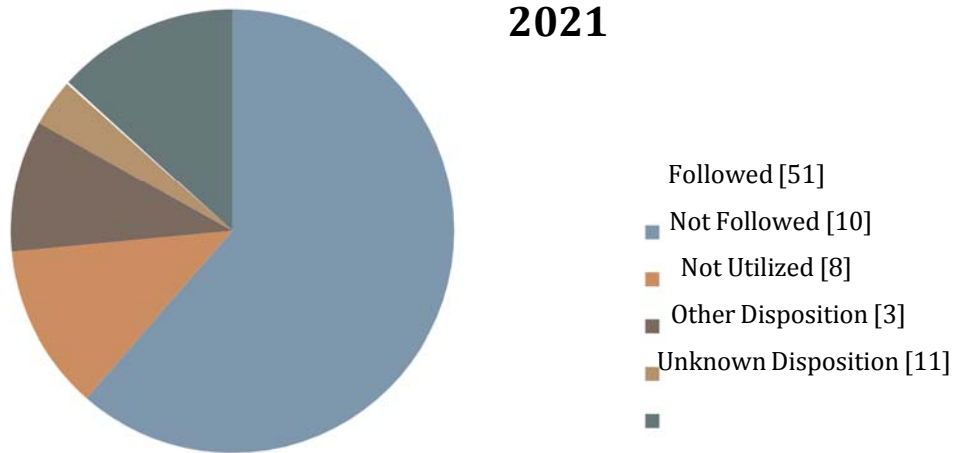
May Total = 4



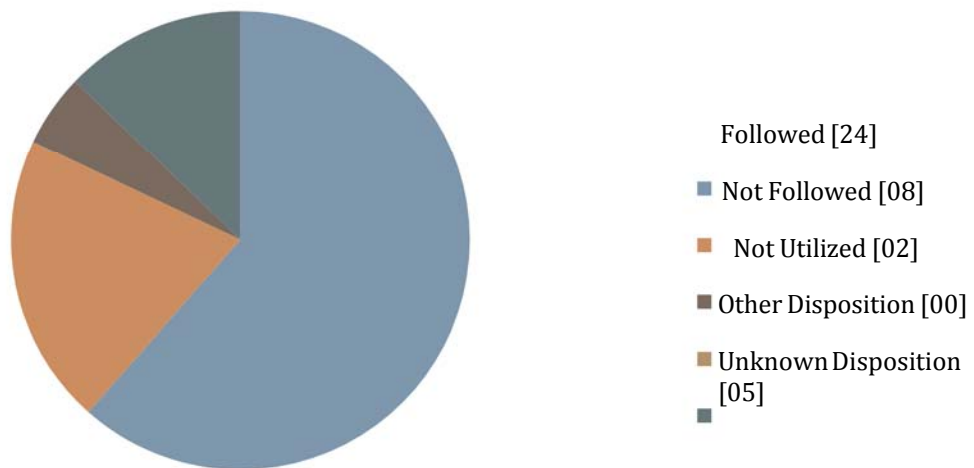
June Total = 3

**Appendix B: Risk Assessment Instrument
Recommendations for 2021 & 2022**

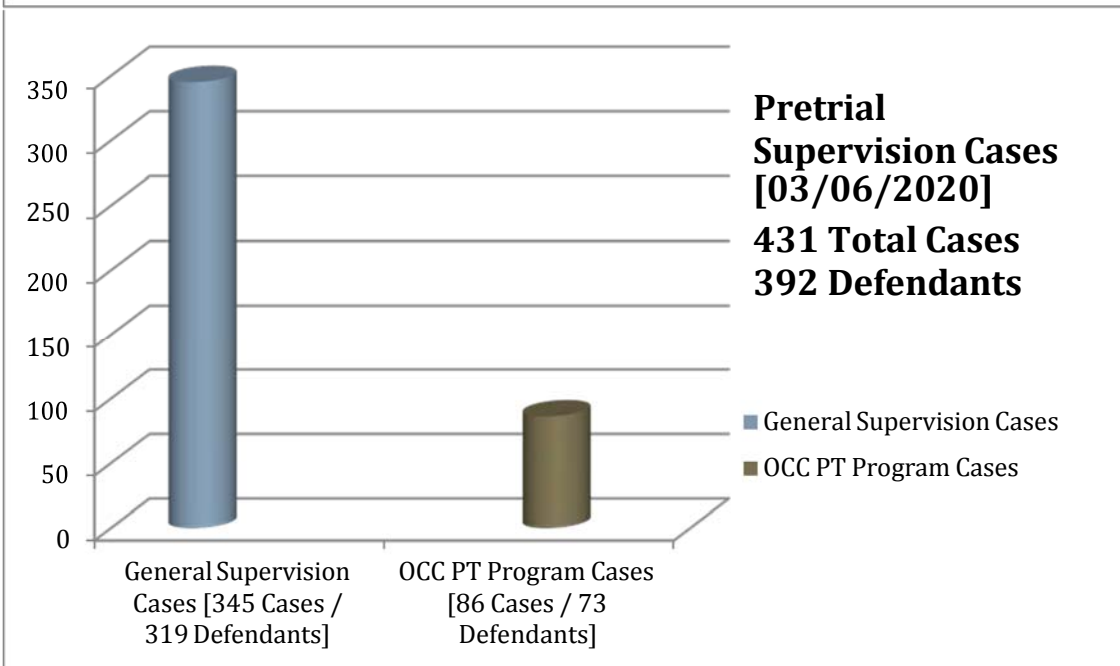
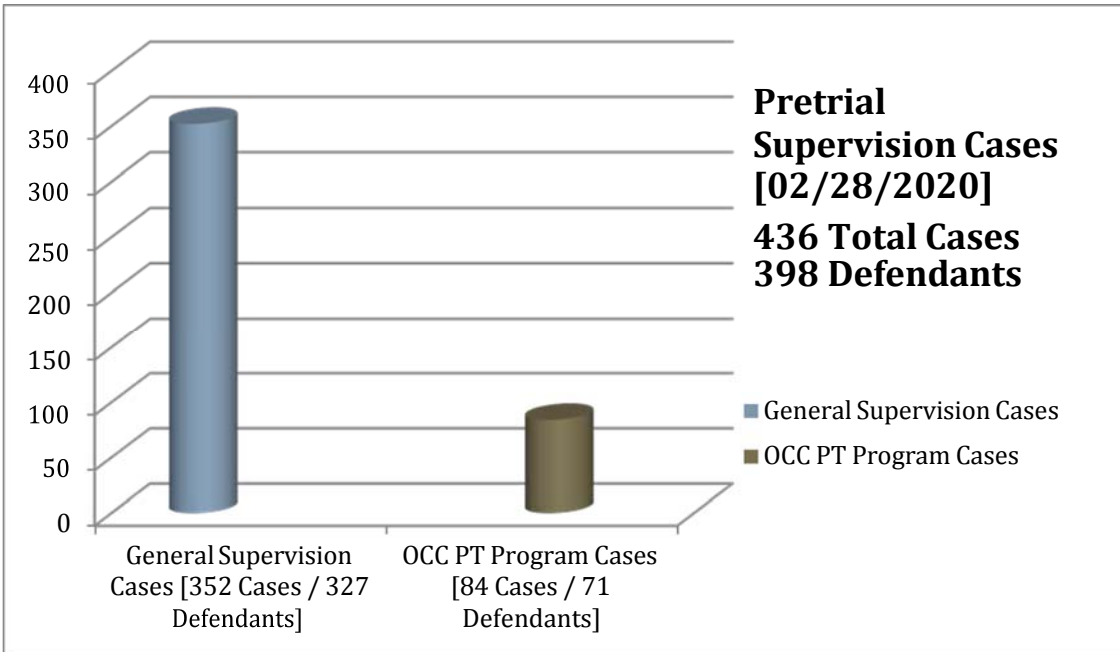
**Risk Assessment Instrument
Recommendation Reports
2021**

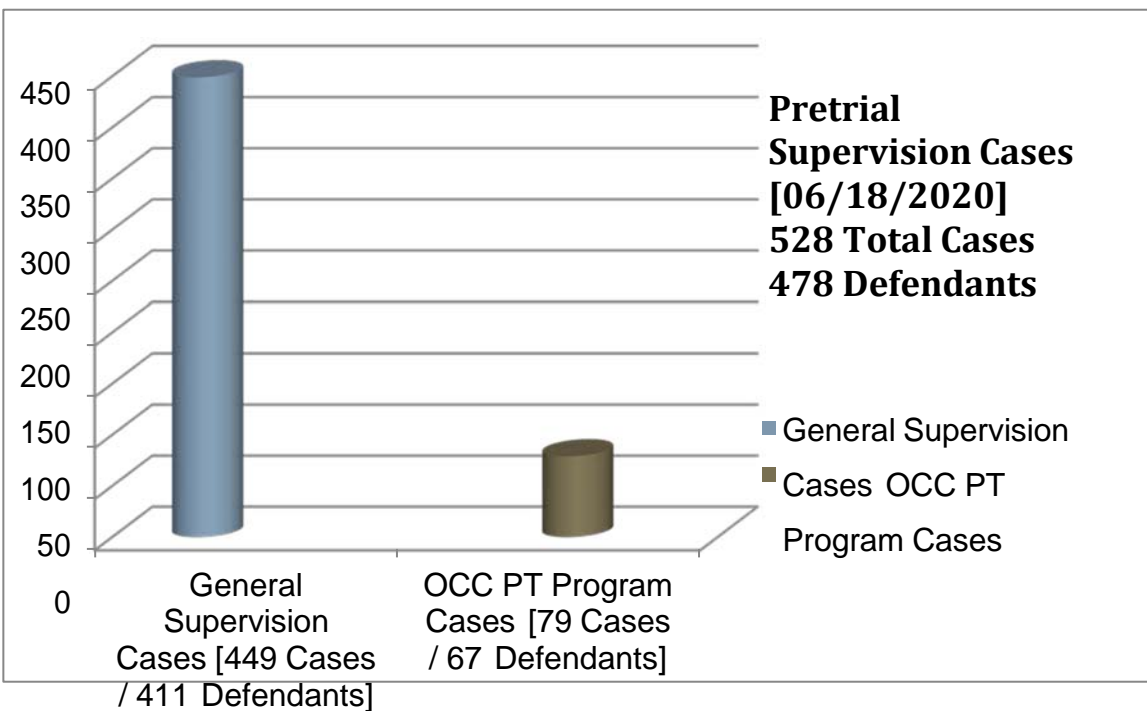
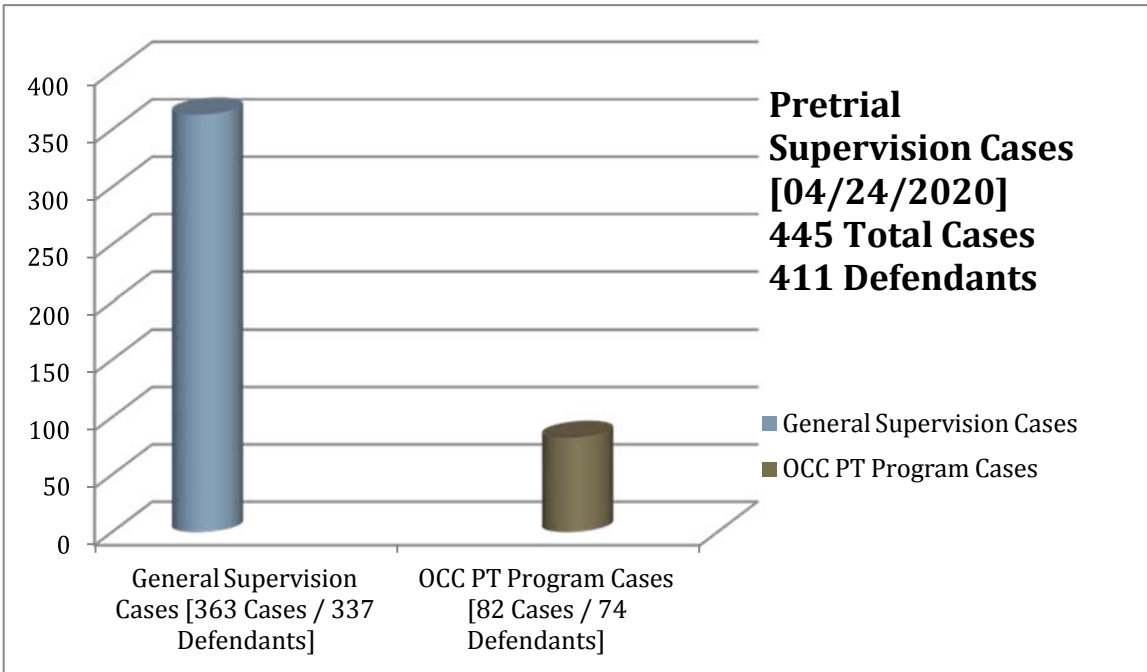


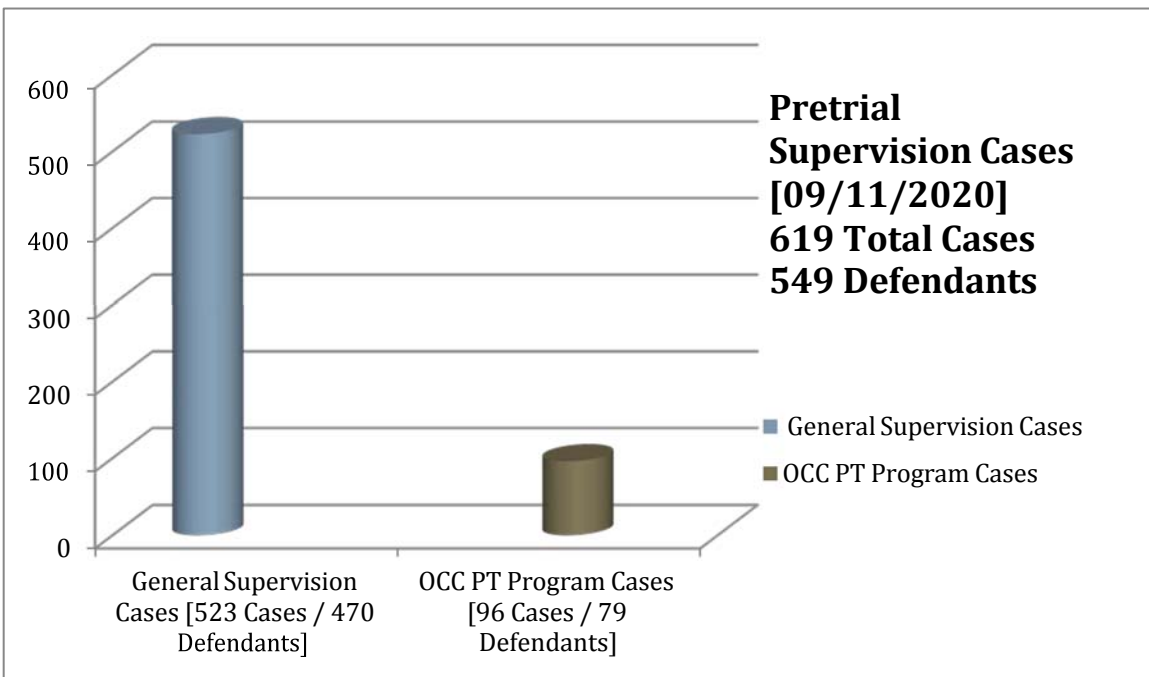
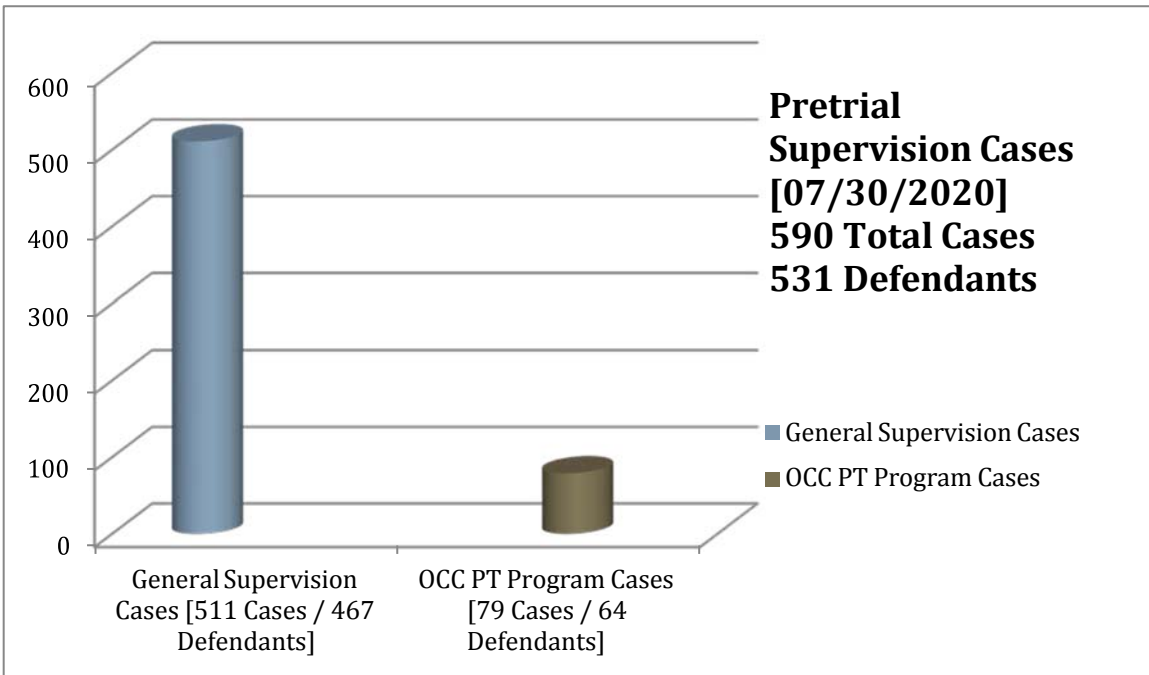
**Risk Assessment Instrument
Recommendation Reports
2022**

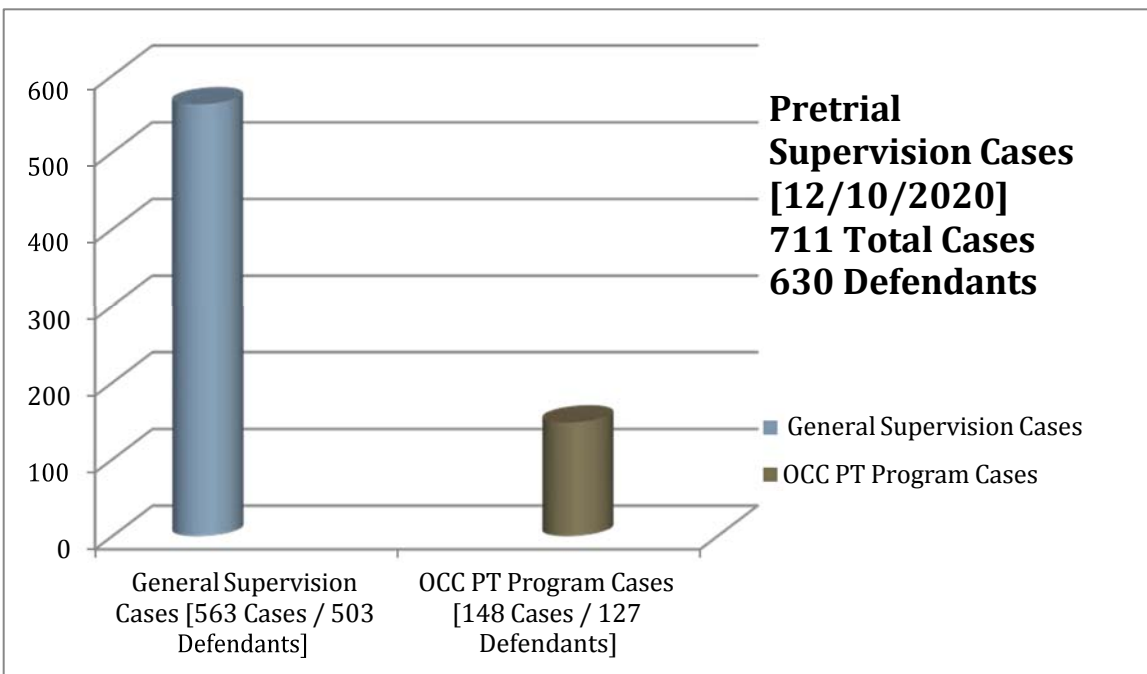
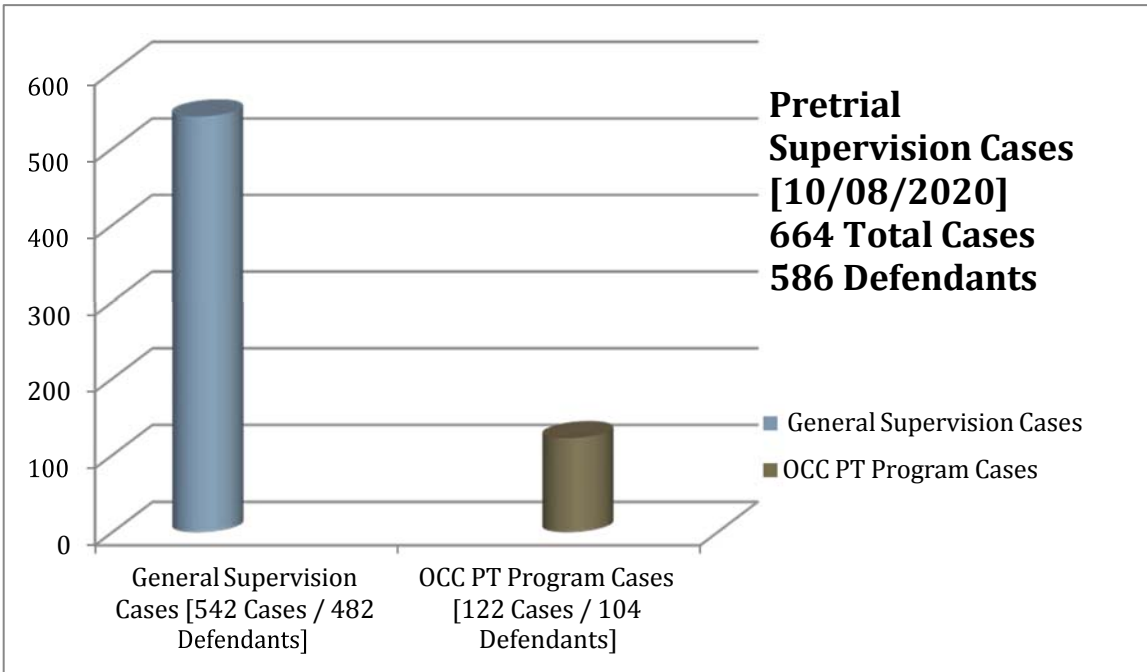


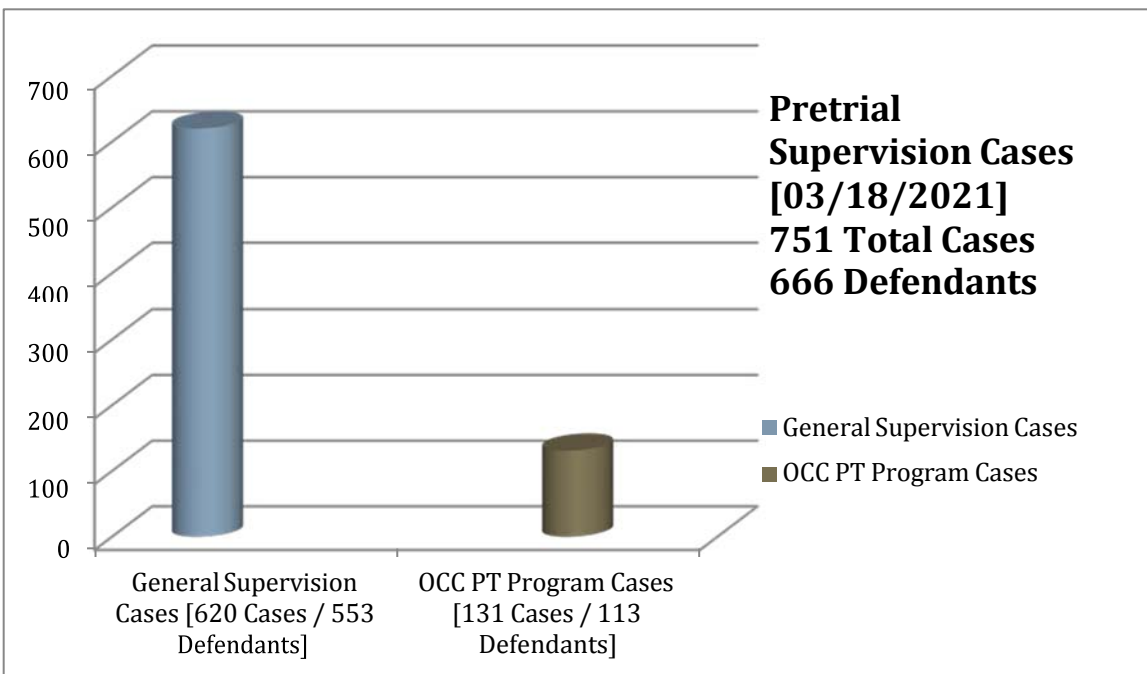
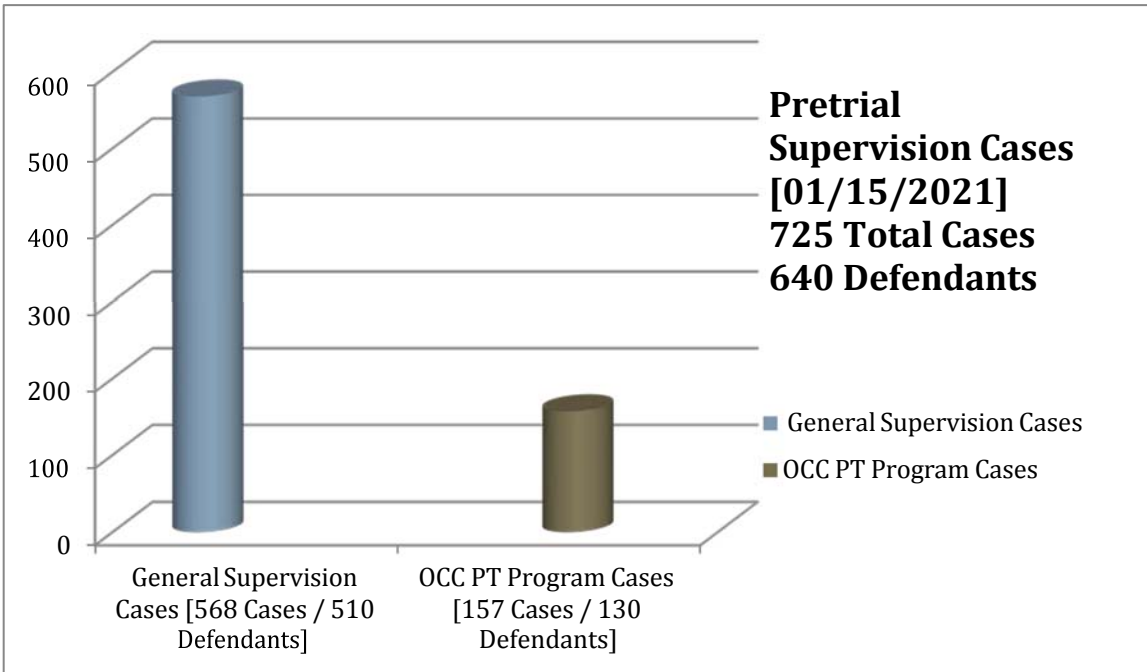
**Appendix C: Pretrial Supervision Cases
[“Monthly Snapshots”]**

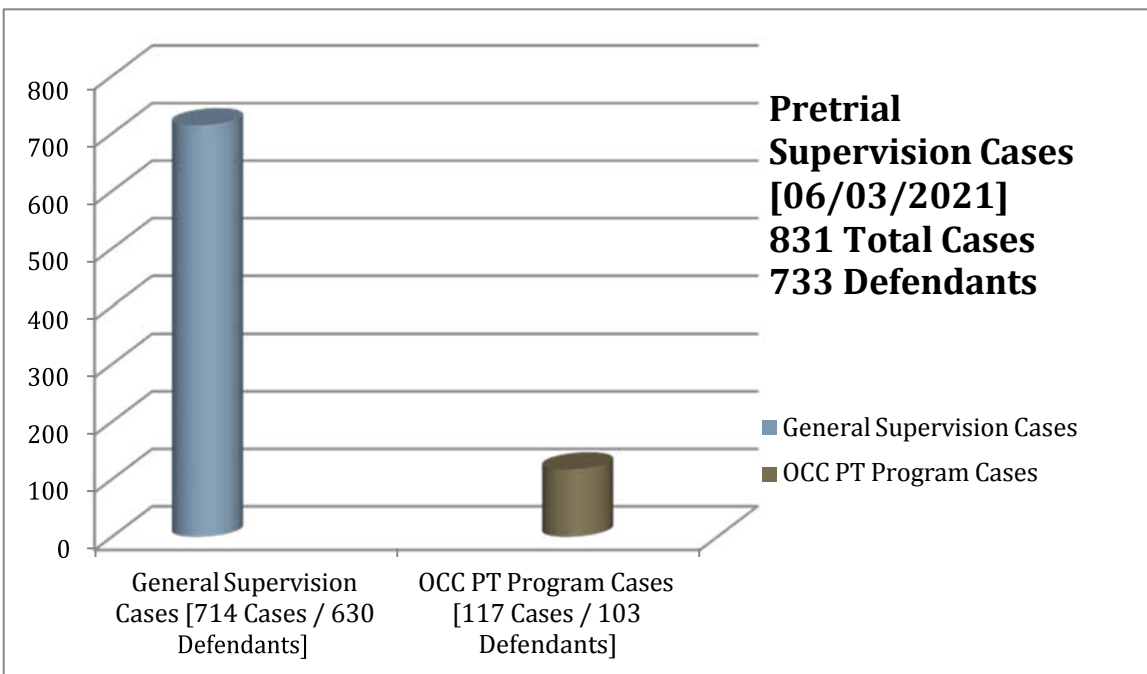
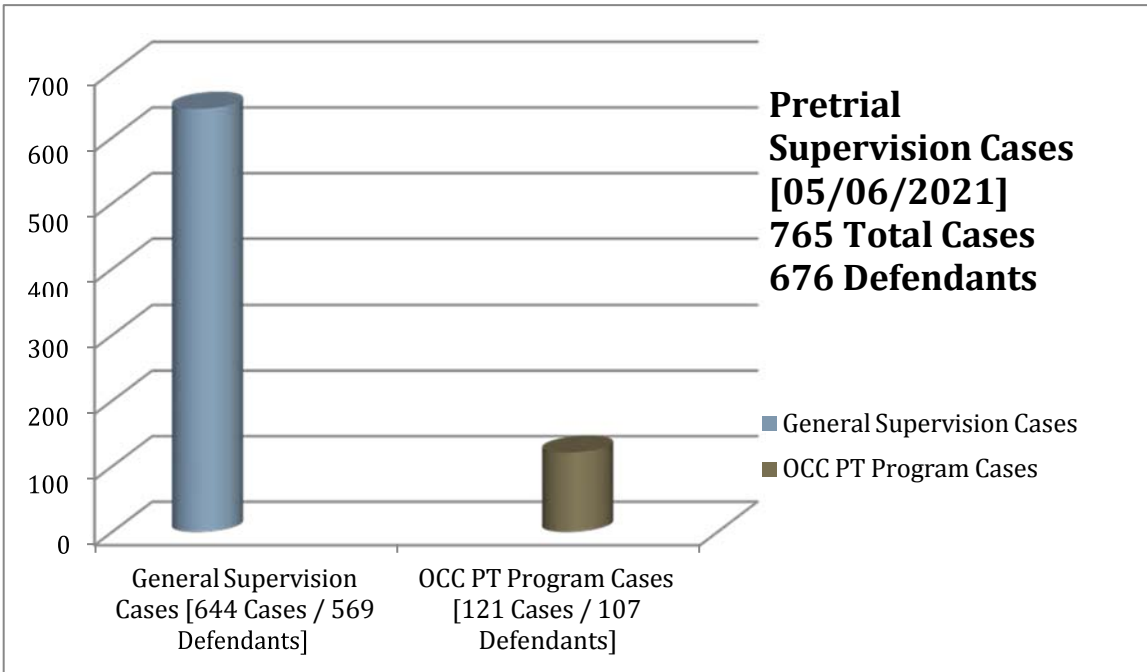


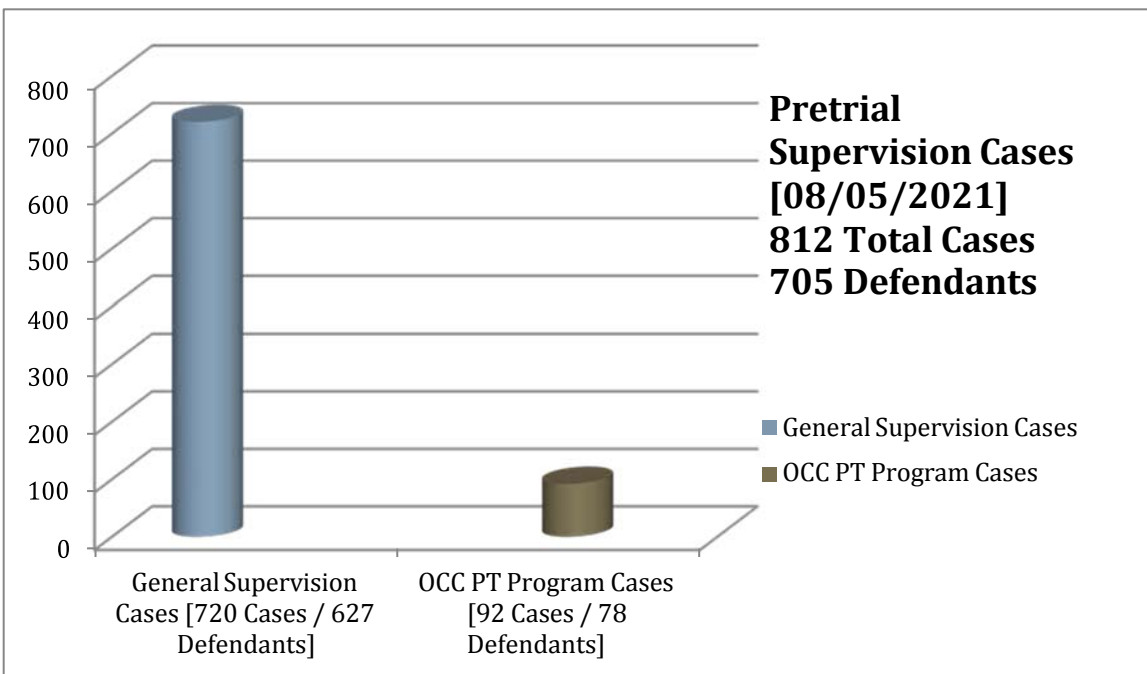
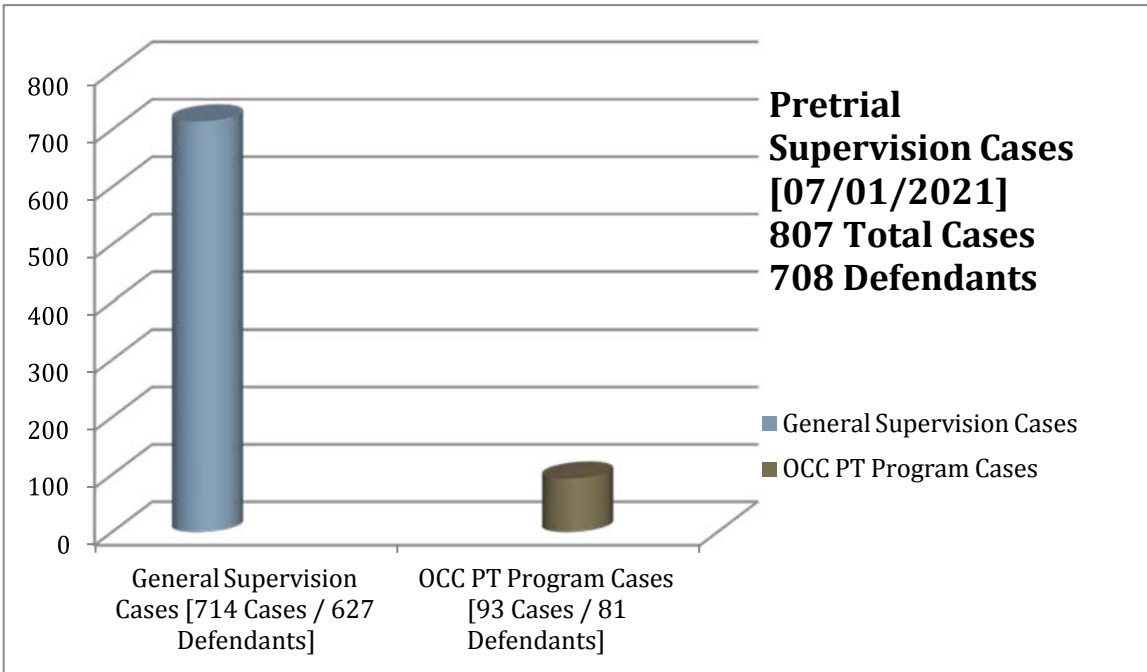


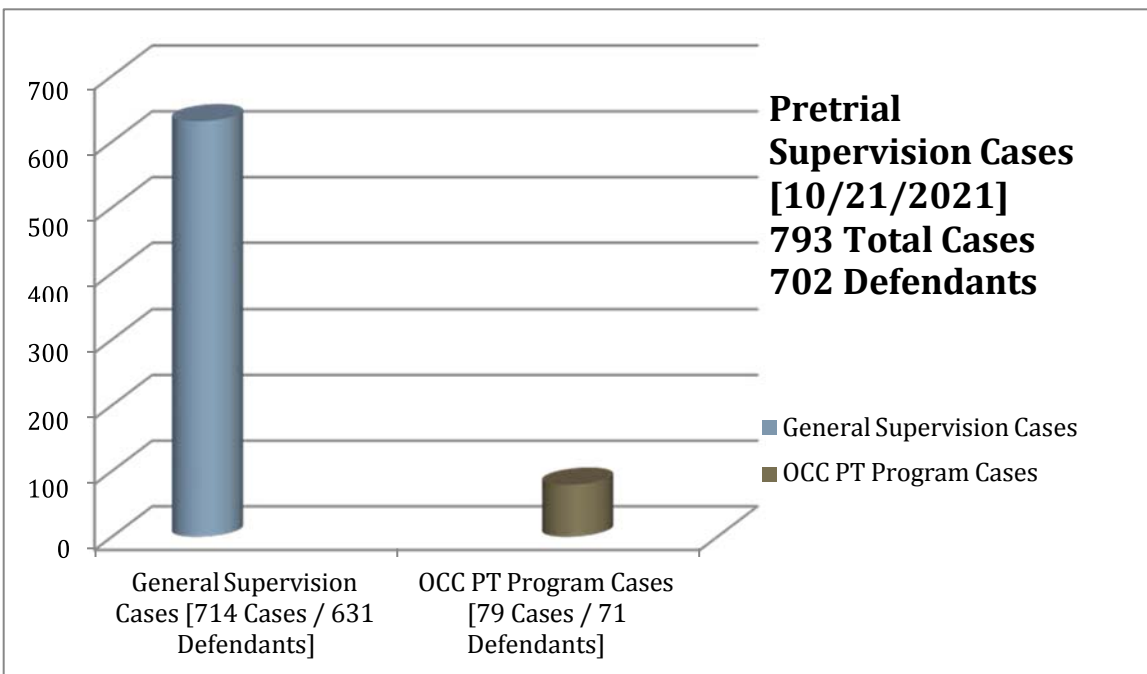
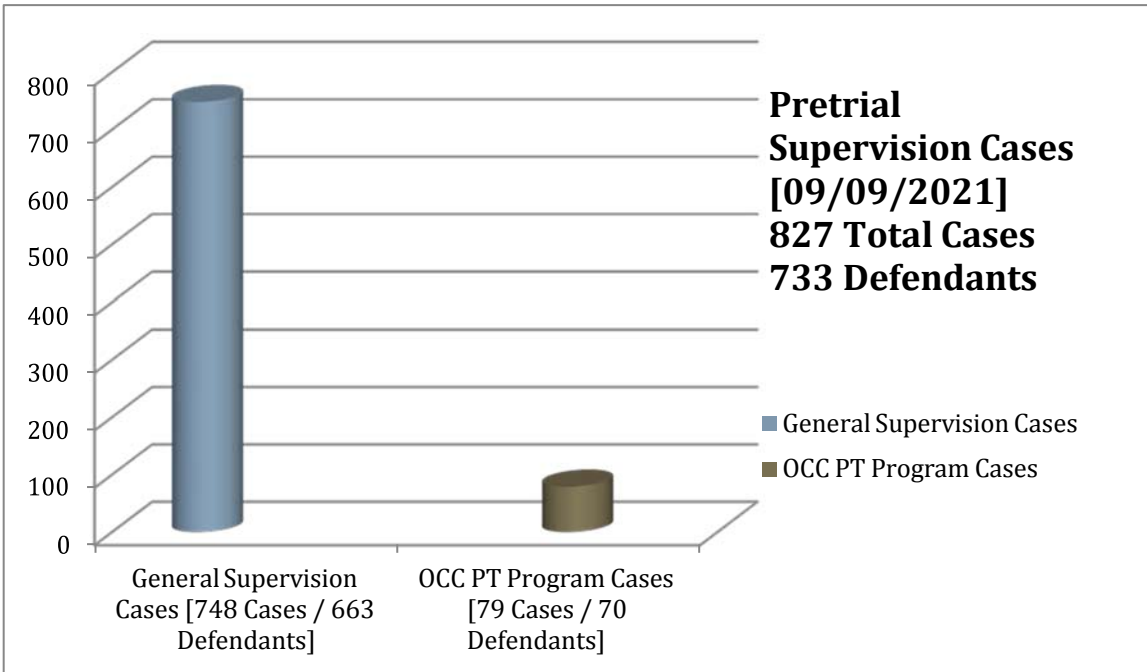


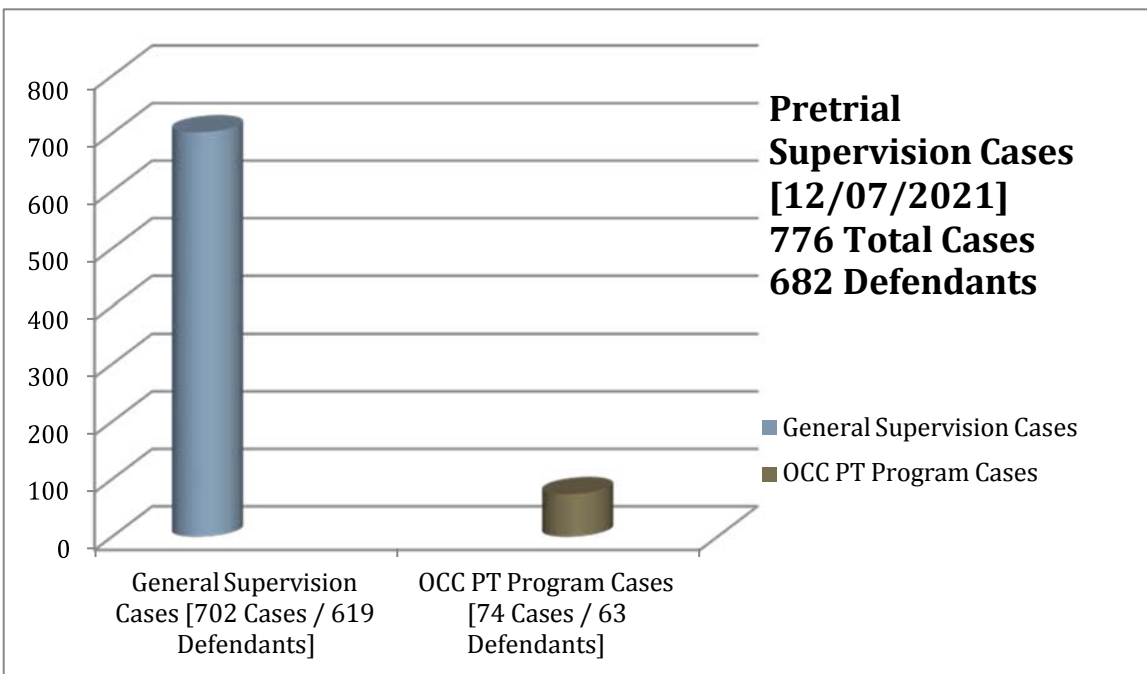
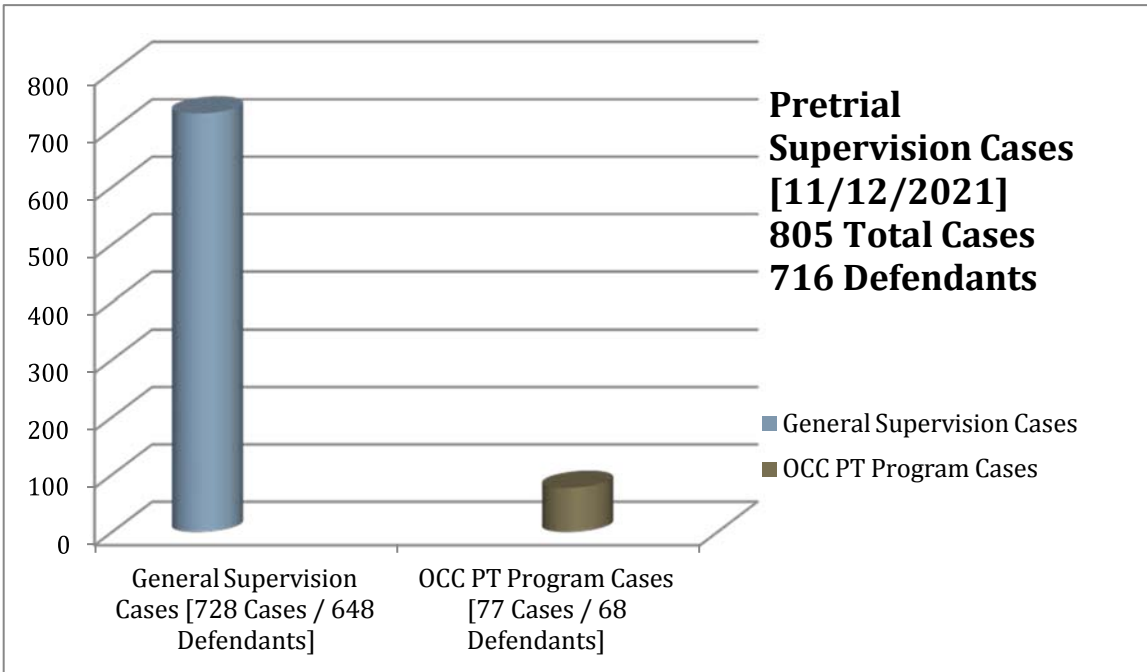


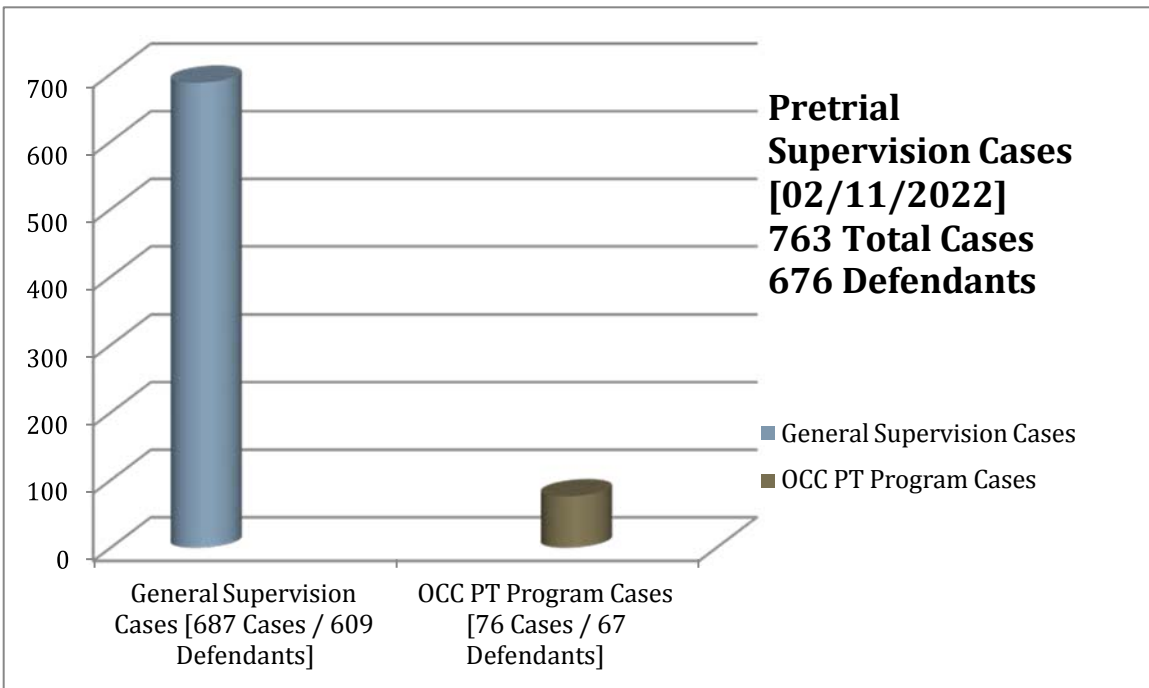
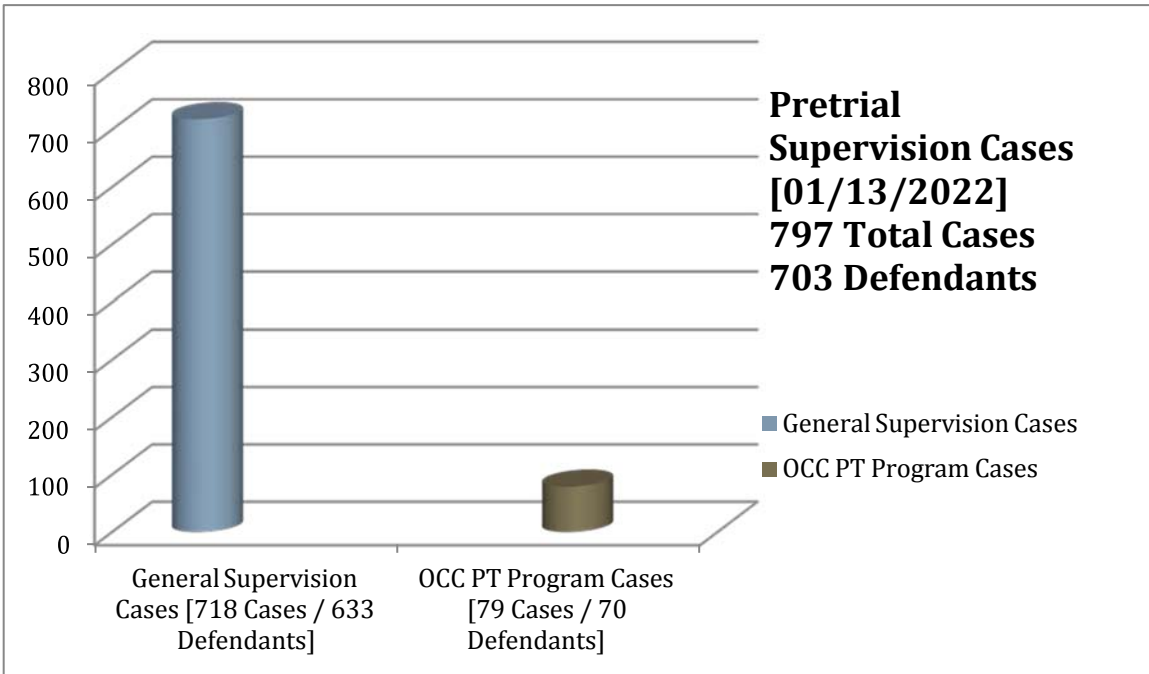


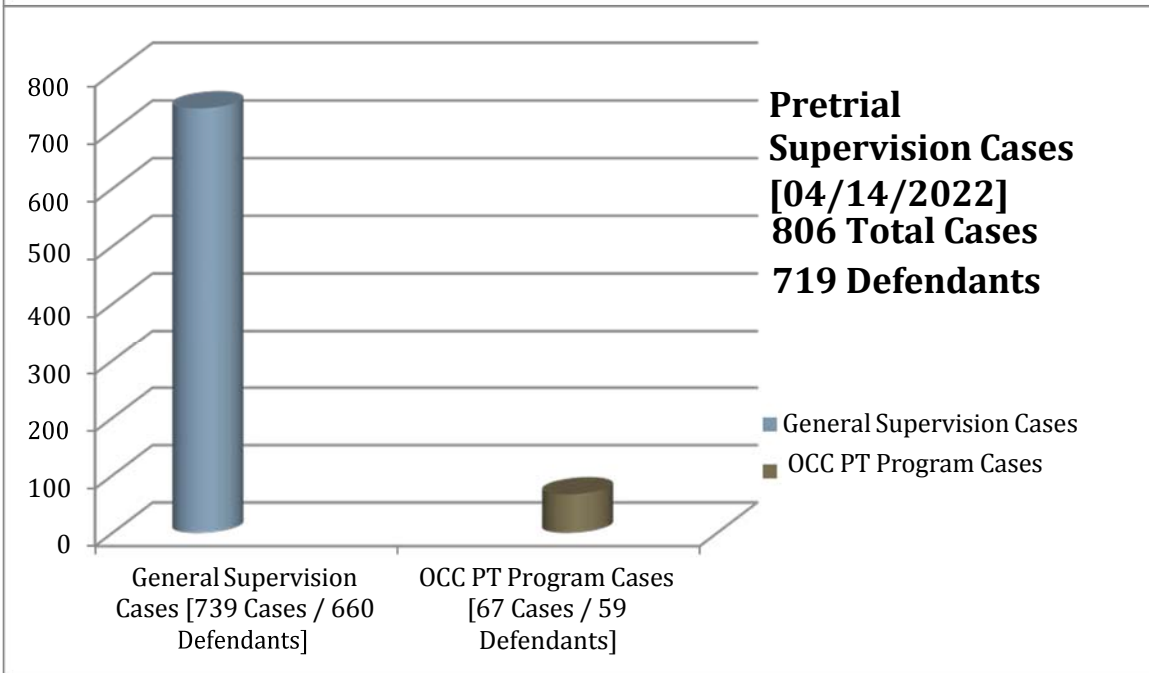
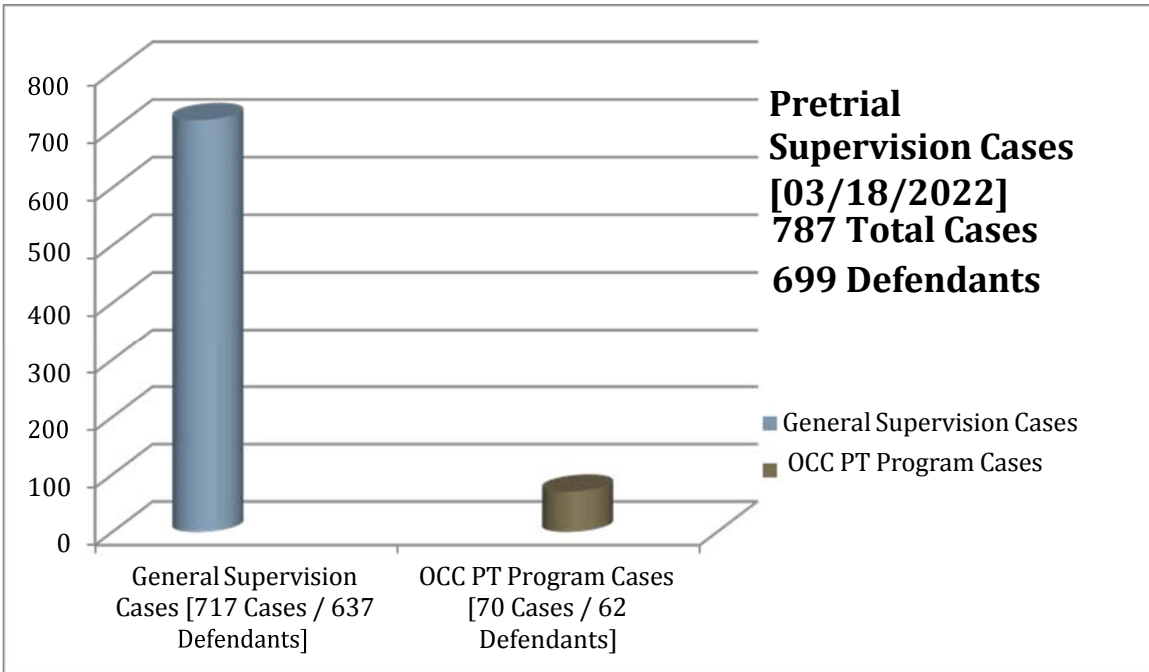


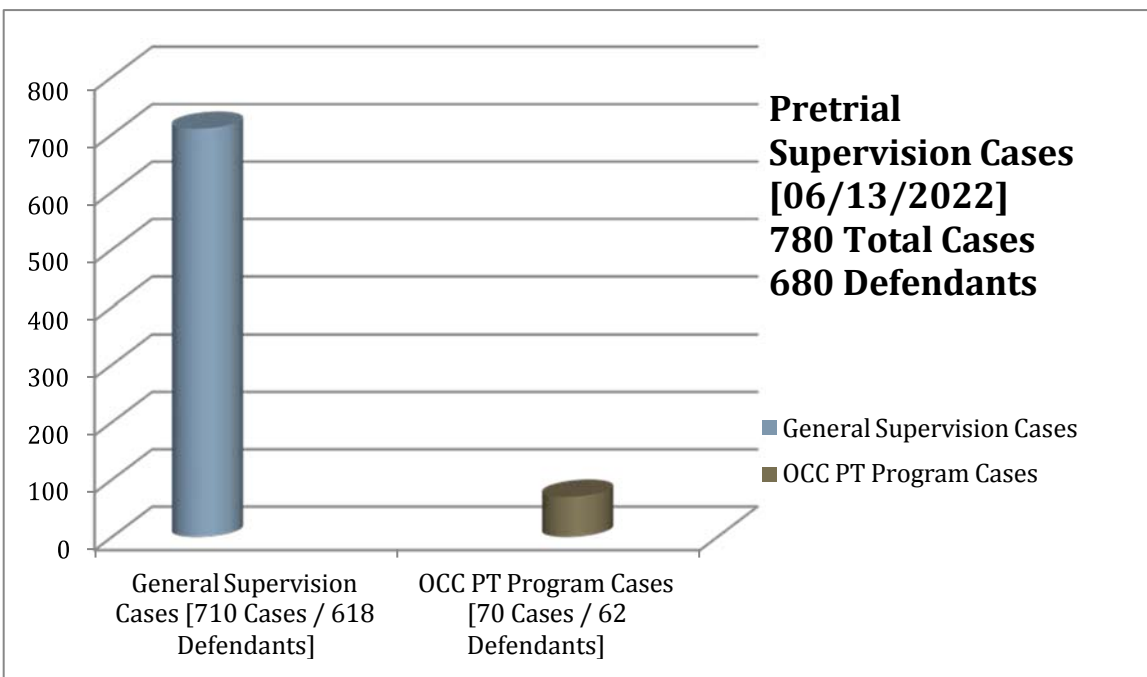
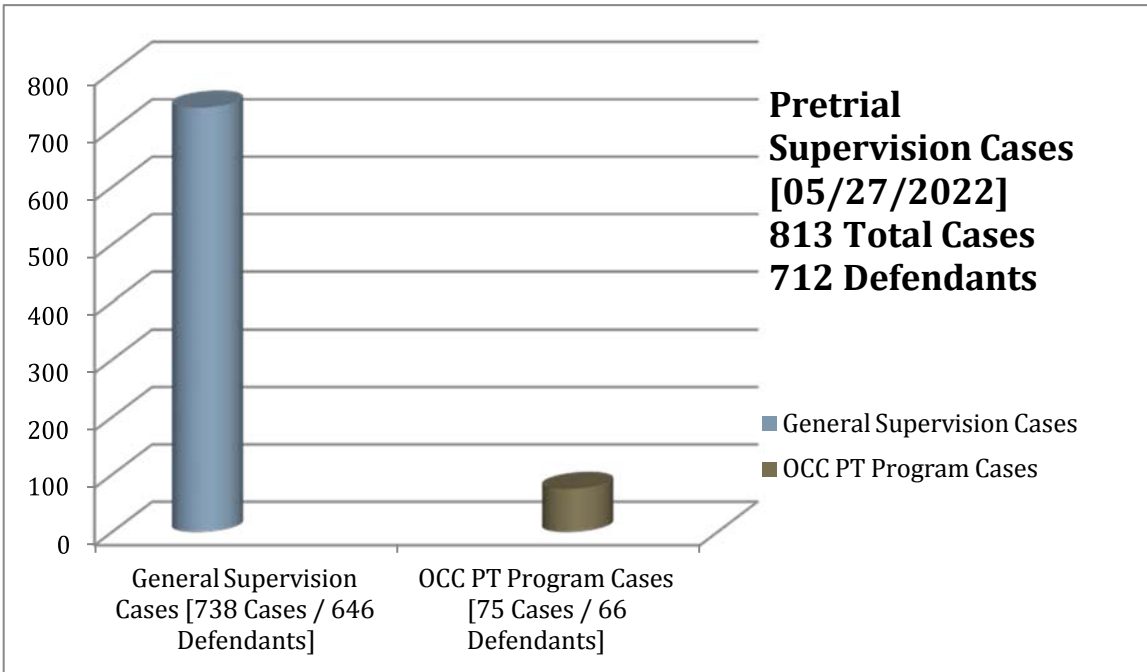




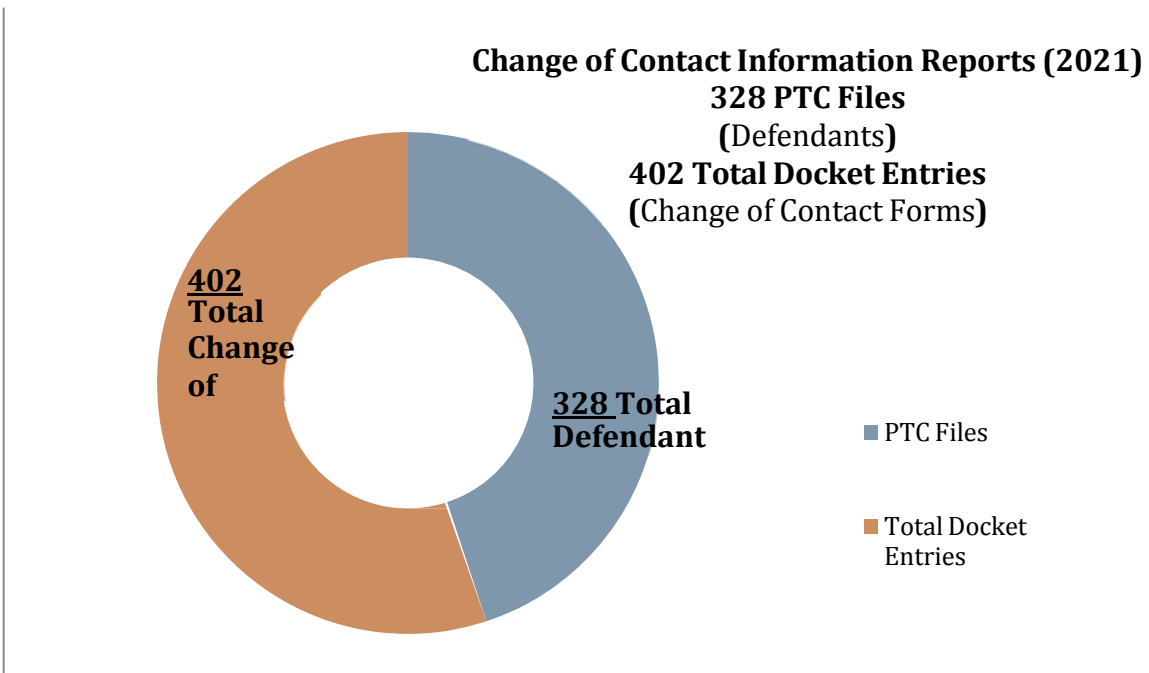
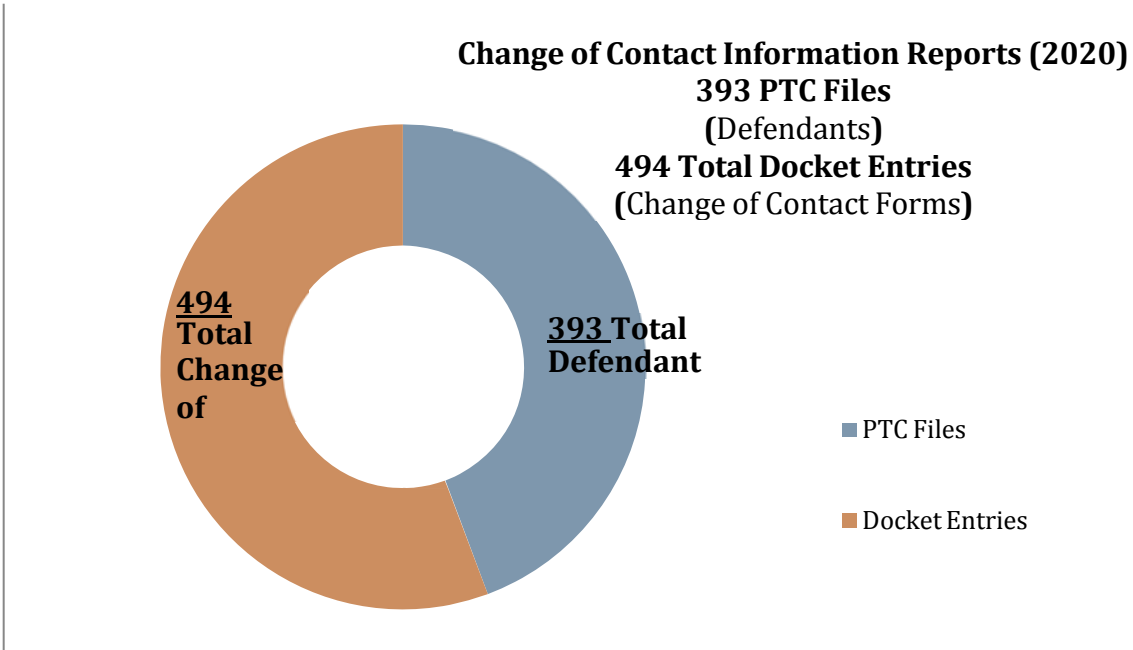








**Appendix D: Change of Contact Information
Reports for 2020, 2021 & 2022**



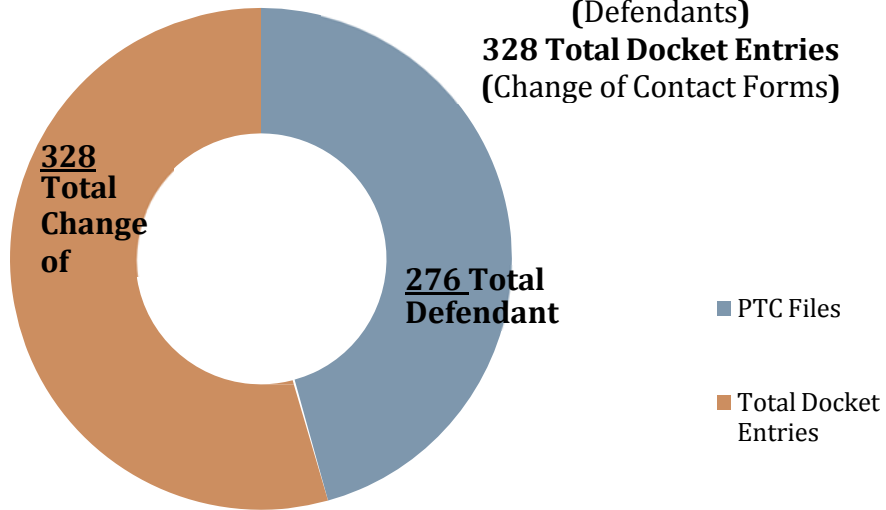
Change of Contact Information Reports (2022)

276 PTC Files

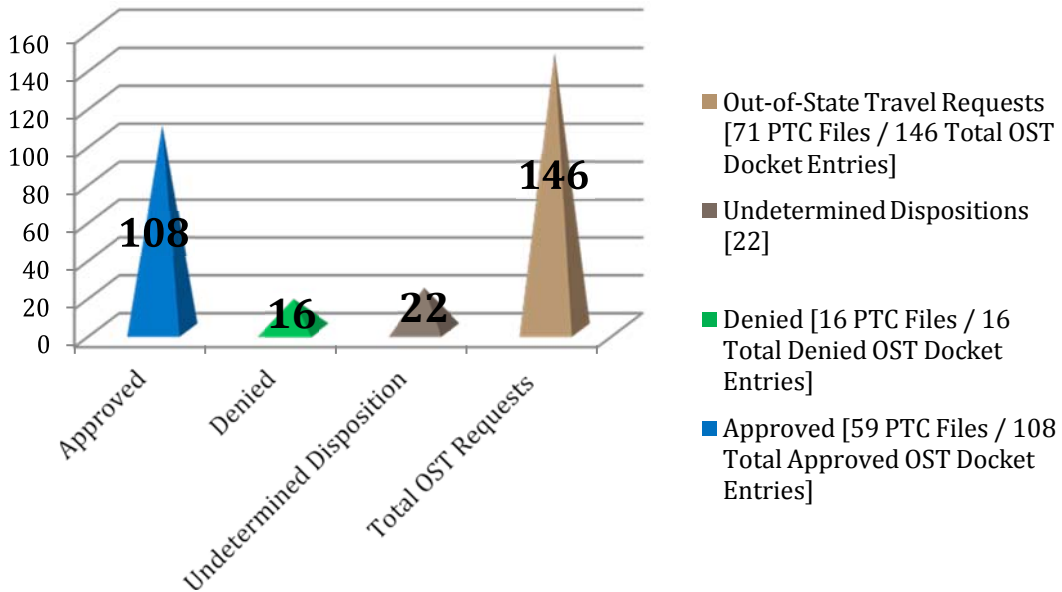
(Defendants)

328 Total Docket Entries

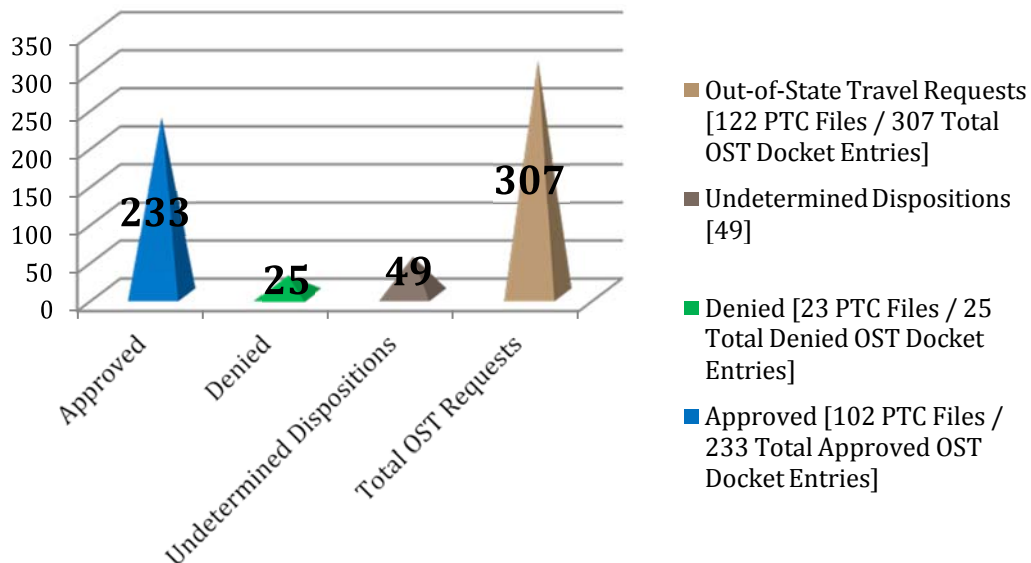
(Change of Contact Forms)



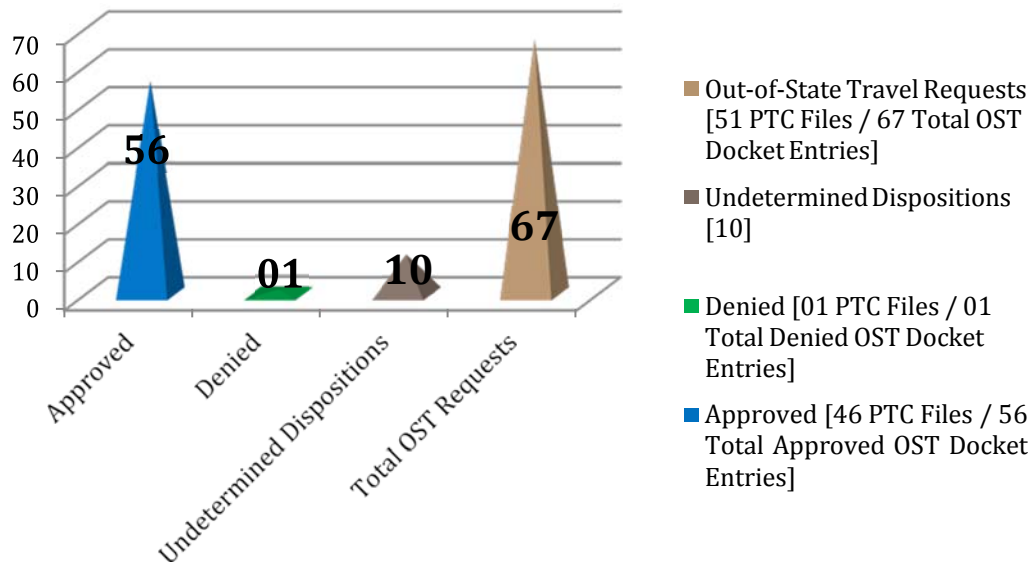
Appendix E1: Out-of-State Travel Requests for 2020



Appendix E2: Out-of-State Travel Requests for 2021

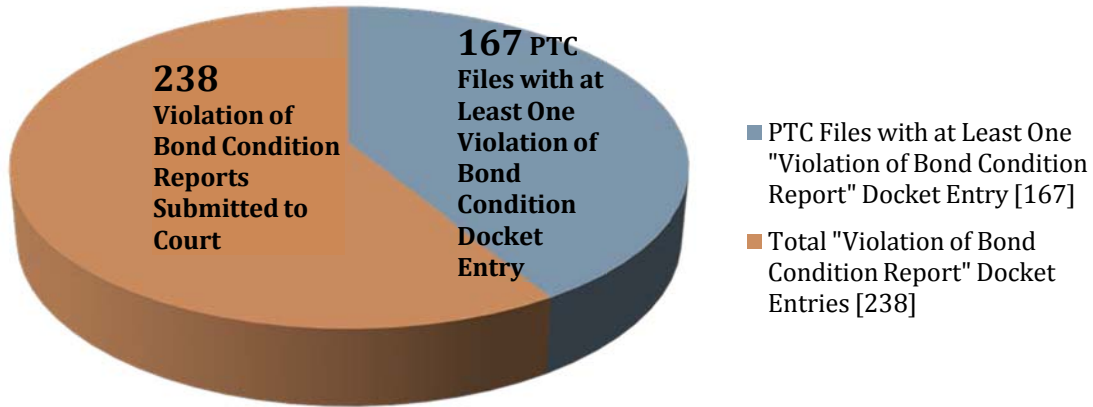


Appendix E3: Out-of-State Travel Requests for 2022

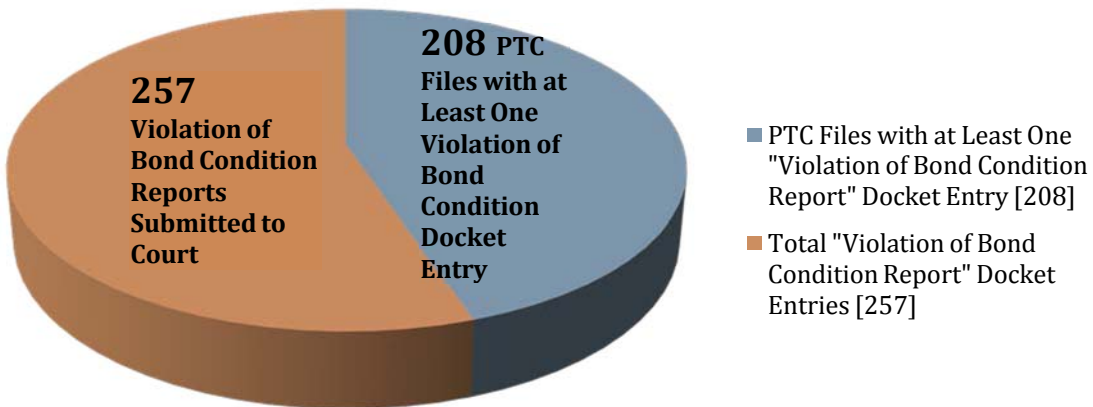


**Appendix F: Violation of Bond Condition-
Informational Reports for 2020, 2021, & 2022**

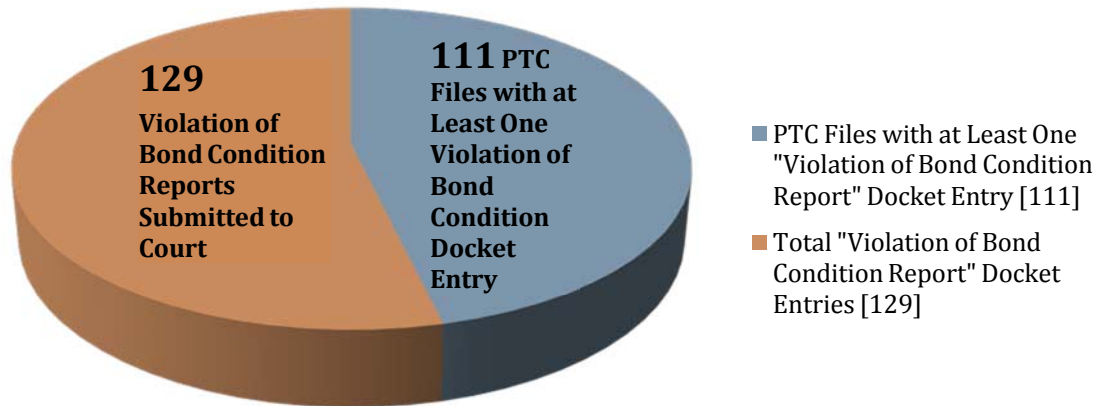
**Violation of Bond Condition - Informational
Reports (2020)**



**Violation of Bond Condition - Informational
Reports (2021)**



Violation of Bond Condition - Informational Reports (2022)



REFERENCES

Pretrial Services Agency for the District of Columbia – <https://www.psa.gov>

National Association of Pretrial Services Agencies – <https://napsa.org>

National Institute of Corrections – <https://nicic.gov/pretrial>

- *“A Framework for Pretrial Justice – Essential Elements of an Effective Pretrial System and Agency”*
- *“Measuring What Matters – Outcome and Performance Measures for the Pretrial Services Field”*
- *“Measuring for Results – Outcome and Performance Measures for Pretrial Diversion Field”*
- *“Fundamentals of Bail – A Resource Guide for Pretrial Practitioners and a Framework for American Pretrial Reform”*
- *“Money as a Criminal Justice Stakeholder: The Judge’s Decision to Release or Detain a Defendant Pretrial”*

TO: Law & Courts and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: July 5, 2022

SUBJECT: Resolution to Adopt the 2023 Juvenile Justice Community Agency Process Calendar
For the meeting agendas of Law & Courts July 14 and Finance July 20

BACKGROUND

This resolution would authorize the adoption of the attached 2023 Juvenile Justice Community Agency Process calendar to establish time lines and a budgeted amount for the process. The Board of Commissioners has reserved a portion of the Juvenile Justice Millage annually to enable this grant process. This process partners with local agencies to provide some preventive services to eligible at-risk county youth outside the formal judicial process to help reduce the Court's formal dockets.

ALTERNATIVES

This is a discretionary program and is not required.

FINANCIAL IMPACT

In 2022, the Board of Commissioners allocated \$175,000 in funding for this program from the Juvenile Justice Millage proceeds. The 2021 year end fund balance is \$2,827,693 for the Juvenile Justice Millage Fund.

OTHER CONSIDERATIONS

Grant awards for 2022 were in the amount of \$175,000:

- Child & Family Charities – Juvenile Screening & Assessment Program \$46,712.60
- Child and Family Charities – Teen Court \$31,869.60
- Resolution Services Center of Central Michigan – Restorative Justice \$42,472.60
- Resolution Services Center of Central Michigan – Youth Diversion \$24,472.60
- Small Talk – Health Boundaries/Mental Health Therapy \$29,472.60

The history of initial allocation vs. final appropriation over the last three years is as follows:

	2020	2021	2022
Allocation Set in Calendar Resolution	\$125,000	\$125,000	\$175,000
Total Requested	\$143,021	\$149,571	\$152,637
Total Allocated in Funding Resolution	\$143,021	\$149,571	\$175,000

RECOMMENDATION

I recommend approval of the attached resolution after the Board of Commissioners establishes an amount for the 2023 Juvenile Justice Millage Community Agency Process along with the attached calendar.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2023 JUVENILE JUSTICE
COMMUNITY AGENCY PROCESS CALENDAR**

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

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a resolution to establish the 2023 Juvenile Justice Community Agency Process and to reserve Juvenile Justice Millage funds in the amount of \$_____ for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached 2023 Juvenile Justice Community Agency Process Calendar to establish time lines for the process.

2023 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR

July 26, 2022	The Board of Commissioners adopts the 2023 Juvenile Justice Community Agency Process Calendar Resolution.
July 27, 2022	A press release is prepared announcing the availability of Juvenile Justice Community Agency funds and invites community organizations to submit an application. The application deadline is August 17, 2022 at 5:00pm.
August 19, 2022	The Controller's Office prepares a summary of the Juvenile Justice Community Agency applicants and forwards the summary to the County Attorney's Office to ensure that the agency's proposed purposes are legal under Michigan Law and comply with the intent of the Juvenile Justice Millage.
September 27, 2022	A Juvenile Justice Community Agency notebook is prepared by the Controller/Administrator's Office. The notebook includes all agencies who submitted applications for review by the Law & Courts Committee. (Notebook is distributed at the September 27, 2022 Board of Commissioners' Meeting)
September 29, 2022	The Law & Courts Committee reviews the Juvenile Justice Community Agency applications and makes recommendations for funding. Juvenile Justice Community Agency applicants are invited to attend the Law & Courts Committee meeting. The Law & Courts Committee makes their recommendations by resolution to the Finance Committee.
October 5, 2022	The Finance Committee approves the resolution for Juvenile Justice Community Agency funding to the Board of Commissioners.
October 11, 2022	The Board of Commissioners authorizes a resolution for the 2023 Juvenile Justice Community Agency grant awards.
October 14, 2022	The Juvenile Justice Community Agency applications are sent to the County Attorney's Office for contract preparation.
October 14, 2022	Juvenile Justice Community Agencies are notified of the County grant award and that a County contract will be forthcoming in December.
December 2022	Contracts are received from the County Attorney's Office and mailed to the Juvenile Justice Community Agencies for appropriate signatures. When the contracts are mailed, a request is made to agencies to mail their Certificate of Insurances and a Revised Scope of Services if the grant award is different than the original requested amount.
January 2023	Fifty percent of the grant award is sent to the Juvenile Justice Community Agency upon receipt of the agency's signed contract and the appropriate documentation as listed above.
July 7, 2023	The Juvenile Justice Community Agencies send in their first six month report to the Controller's Office and upon review by staff, a check for the remaining portion of the grant is sent to the agency.