

CHAIRPERSON
BRIAN McGRAIN

VICE-CHAIRPERSON
KARA HOPE

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

LAW AND COURTS COMMITTEE
PENELOPE TSEBNOGLOU, CHAIR
BRYAN CRENSHAW
CAROL KOENIG
VICTOR CELENTINO
DEB NOLAN
KARA HOPE
RANDY SCHAFFER

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, JANUARY 15, 2015 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [December 4, 2014](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Law & Courts Committee - Interviews for the Animal Control Advisory Committee Appointments
2. Sheriff's Office
 - a. Resolution Authorizing Ingham County MCOLES Licensed Deputies to Enter into a [Firearm Purchase Program](#) with the Ingham County Sheriff's Office
 - b. Resolution to Honor [Deputy Stephen McGuire](#) of the Ingham County Sheriff's Office
 - c. Resolution to Accept the 2015 Emergency Vehicle Operations [Grant](#)
3. 9-1-1 Central Dispatch Center
 - a. Resolution Approving a Contract Amendment between Erogometrics and Ingham County for [Pre-Employment Testing](#) of 9-1-1 Applicants
 - b. Resolution Approving the Letter of Understanding with the Fraternal Order of Police, Capital City Lodge No. 141 - 911 Non-Supervisory Unit Regarding [Re-Hire](#) of Past Employees
 - c. Resolution Approving the Letter of Understanding with the Fraternal Order of Police, Capital City Lodge No. 141 - 911 Non-Supervisory Unit Regarding [Vacation](#) Maximum Accumulation
4. Controller's Office - Resolution Authorizing an [Amendment](#) to Resolution #14-488

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
December 4, 2014
Draft - Minutes

Members Present: Bahar-Cook, Celentino, Hope, Crenshaw, Maiville and Schafer.

Members Absent: Tsernoglou.

Others Present: Hon. Judge Thomas Boyd, Da'neese Wells, Al Spencer, John Neilson, Kathy Murray-Rice, Tom Krug, Shauna Dunnings, Jack Petroskey and others.

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

Approval of the November 13, 2014 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE MINUTES OF THE NOVEMBER 13, 2014 LAW & COURTS COMMITTEE MEETING AS PRESENTED.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tsernoglou.

Additions to the Agenda

Chairperson Bahar-Cook added a Late Agenda Item.

6. Controller's Office
 - b. Resolution Authorizing Entering into a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the City 2014-2015 Fiscal Year.

Limited Public Comment

None.

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

1. Animal Control
 - a. Resolution Authorizing the New Classification for the Position Titled Veterinarian Technician - Animal Control Department
 - b. Resolution Approving a United Auto Workers Letter of Understanding with Regard to On-Call Animal Control Employees

2. Honorary Resolution - Resolution Honoring Sally Henschel of the 30th Judicial Circuit Court Clerk's Office
3. Circuit Court
 - b. Resolution to Enter into a Service Agreement with Linguistica International for Foreign Language Interpretation and Document Translation Services for the 30th Circuit Court
4. 55th District Court
 - a. Resolution Approving the Appointment of Krista L. Krause as Attorney Magistrate of the 55th District Court
 - b. Mental Health Court Presentation
5. Sheriff's Office
 - a. Resolution to Accept a Michigan Municipal Risk Management Association RAP Grant for the Ingham County Sheriff's Office to Purchase Nine (9) Body Cameras
 - b. Resolution to Allow the Ingham County Sheriff's Office to Enter into Memorandum of Understandings with the Webberville, Williamston and Holt Public Schools So They Can Apply for the Michigan State Police 2015 Competitive School Safety Program Grant
 - c. Resolution to Authorize the Ingham County Sheriff's Office to Enter into an Interlocal Agreement with Delhi Township and the City of East Lansing for the 2014 - 2018 Michigan Department of Treasury Competitive Grant Assistance Program
6. Controller's Office
 - b. Resolution Authorizing Entering into a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the City 2014-2015 Fiscal Year.

THE MOTION TO HAVE A CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tsernoglou.

THE MOTION APPROVING OF THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tsernoglou.

6. Controller's Office
 - a. Resolution to Enter into a Subcontract with Sentinel Offender Services, LLC for Electronic Monitoring Services for the FY 2015 Swift and Sure Sanctions Probation Program Grant

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION TO ENTER INTO A SUBCONTRACT WITH SENTINEL OFFENDER SERVICES, LLC FOR ELECTRONIC MONITORING SERVICES FOR THE FY 2015 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT.

Shauna Dunnings, Ingham County Circuit Court Administrator, addressed the committee regarding the resolution.

Commissioner Crenshaw asked Ms. Dunnings if there was another organization in Ingham County providing electronic monitoring.

Ms. Dunnings answered that there was not. She further stated that she believes that electronic monitoring is something they perceive to be beneficial.

Commissioner Crenshaw asked Ms. Dunnings if she had any idea of how many people would be using the electronic monitors.

Ms. Dunnings stated that she did not know, and that Commissioner Crenshaw should refer to Circuit Court Judge Clinton Canady for an answer.

THE MOTION PASSED UNANIMOUSLY. Absent: Commissioner Tsernoglou.

3. Circuit Court

- a. Resolution to Authorize the Michigan State University School of Human Resources and Labor Relations to Conduct an Organizational Assessment of the Ingham County 9-1-1 Central Dispatch Center

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION TO AUTHORIZE THE MICHIGAN STATE UNIVERSITY SCHOOL OF HUMAN RESOURCES AND LABOR RELATIONS TO CONDUCT AN ORGANIZATIONAL ASSESSMENT OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER

Tom Krug, executive director of FOP, stated that East Lansing and Lansing 9-1-1 Call Centers merged two and half years ago. He further stated that there was not support from within the call centers to go forward with the merger, and that has led to dysfunction within the new call center. Mr. Krug stated that the East Lansing Call Center perceived the merger to be a takeover, rather than a merger. He further stated that the merger has created a lack of cohesion. Mr. Krug stated that in 2014, there were over 4,000 sick hours used in a unit of about 45 employees. He further stated that there were also 26,000 hours of overtime used in 2013, meaning that there were not enough employees staying and working in the center. Mr. Krug stated that neighboring county call centers do not have the same turnover that the Ingham County Call Center had experienced. He further stated that 12 to 13 senior employees have left the Ingham County Call Center over the past year. Mr. Krug stated that the Ingham County 9-1-1 Call Center receives the second largest call volume in Michigan. He further stated that all of these issues made it clear that a consultant would need to come in and help resolve some of these lingering issues. Mr. Krug stated that Julie Brockman, PhD from the Michigan State University School of Labor Relations would be a perfect fit to help the Ingham County 9-1-1 Center resolve its issues.

Commissioner Schafer asked Kathy Murray-Rice, 9-1-1 Emergency Communications Technician, why there were interpersonal issues between the Lansing and East Lansing Call Center Staffs.

Ms. Murray-Rice stated that the cultures within the two call centers were completely different. She further stated that East Lansing Call Center was a much more laid back and self-governing work environment than the Lansing Call Center was. Ms. Murray-Rice stated that the Lansing Call Center set the new policies within the newly-formed call center, and that became a source of conflict within the new staff. She further stated that while it was difficult, the East Lansing employees adhered to the new policies. Ms. Murray-Rice stated that she believed that there was a disconnect between employees, supervisors and management. She further stated that no issues have been resolved without having to file a grievance, which she said she did not believe was the best method for overcoming conflicts. Ms. Murray-Rice stated that this had created a work environment that was very negative, and led to a lot of people leaving the call center.

Chairperson Bahar-Cook stated that she is pleased that the County is working on fixing this issue. She further stated that she believed this resolution would pass. Chairperson Bahar-Cook stated that all of the Commissioners' concerns and questions from prior meetings had been answered in a satisfactory way. She further advised Mr. Krug and Ms. Murray-Rice to contact Commissioner McGrain and reiterate the answer that they had provided.

Mr. Krug stated that the \$50,000 that Professor Brockman is asking for is the going rate, and he further stated that she is very qualified.

Discussion.

Commissioner Maiville praised the 9-1-1 Call Center staff for the work that they do.

Commissioner Schafer stated that hiring consultants was something that the County had done in the past.

John Neilson, Chief Deputy Ingham County Controller, stated that the Controller's Office is very comfortable with the applicant and the process that they have proposed to help the Ingham County 9-1-1 Call Center. He further stated that the rate that she is asking for is competitive and fair.

Ms. Murray-Rice then introduced Terese Calkins, Sherry Lerner, Cathy Demers, and Dave Sheridan. She further stated that all of these folks were Call Center Employees.

Commissioner Crenshaw asked if they believed that the timeline in Ms. Brockman's proposal feasible.

Mr. Neilson stated that he believes it is.

Commissioner Maiville stated that despite the fact that this is a costly endeavor, he would be supporting.

THE MOTION PASSED UNANIMOUSLY. Absent: Commissioner Tsernoglou.

4. 55th District Court
 - b. Mental Health Court Presentation

Thomas Boyd, 55th District Court Judge, introduced Da'neese Wells, Chief Probation Officer and Specialty Court Office for the District Court, and Al Spencer, Mental Health Court Probation Officer.

Discussion.

Judge Boyd stated the 55th District Court awarded a grant of \$261,000 to the Mental Health Court.

Mr. Spencer then stated that there were a number of ways that potential Mental Health Court participants are identified, but he always saw potential participants being brought into the Mental Health Court within 72 Hours of their crime. He stated that most of the time, it is the Judge or the Magistrate that is arraigning a person who brings them to the Mental Health Court. Mr. Spencer then stated that he performed a criminal background check on all applicants, and he had potential participants sign a release of information.

Discussion.

Mr. Spencer stated that he provided bond conditions to the potential applicants. He further stated that he gave them his phone number so that they could contact him with questions. Mr. Spencer said he looked for a history of violent offenses of sexual misconduct. He further stated that those convictions prohibited people from taking part in the program.

Discussion.

Mr. Spencer stated that if potential participants weren't disqualified, then he would refer them on to a Mental Health Court Therapist. He further stated that Therapist gave them a clinical assessment to determine if they are eligible to take part in the Mental Health Court.

Discussion.

Mr. Spencer stated that if they were clinically able to participate, a person would go into a queue of people waiting to be a part of the Mental Health Court. He further stated that there were other ways to take part in court, like referrals.

Commissioner Crenshaw asked what happened to those who were deemed ineligible.

Judge Boyd stated that their case would proceed.

Discussion.

Mr. Spencer stated that they tried to bring those deemed ineligible into the 55th District Court's Jurisdiction, or determine if there is another Court that they should have been working with.

Discussion.

Mr. Spencer then stated that he followed the participants in the court throughout the process, providing them with whatever kind of assistance that he is capable of providing.

Discussion.

Chairperson Bahar-Cook asked if the team was comprised of Judge Boyd, Mr. Spencer and Ms. Wells only.

Judge Boyd then stated that the Mental Health Court has a team that meets quarterly. There are representatives from the 55th District Court, the Community Mental Health Authority, Jail Medical, the Jail, the Sheriff's Office, as well as several other representatives from non-profit organization.

Discussion.

Judge Boyd stated that the team meets and discusses all of the participants that the court works with.

Discussion.

Ms. Wells stated that they determined how often they saw participants based on the stages of change. She further stated that Mental Health Court was intentionally individualized. Ms. Wells stated that they did not want to prescribe a certain amount of time for everyone in the Court. She further stated that they had implemented a phase structure based on the goal of keeping the program focused on the individual.

Chairperson Bahar-Cook asked if the stages of change were similar to those in sobriety court.

Ms. Wells stated that the stages of change can be applied to both, but the stages of change for sobriety court were more based on length of sobriety. She further stated that in Mental Health Court, they were forced to redefine success for their participants. Ms. Wells stated that the Mental Health Court was designed to have many layers in order to keep up with individual needs. She further stated that one of the biggest surprises that the Mental Health court had faced is helping participants meet their basic human needs.

Chairperson Bahar-Cook asked if the Community Mental Health Authority helped participants meet their basic human needs.

Judge Boyd stated that there was a vast network that worked on this in Ingham County. He further stated that CMH, the Department of Human Services, and several other federal agencies helped deliver resources to their Mental Health Court.

Ms. Wells stated that some participants met their criteria, but may not meet CMH's or DHS's requirements.

Discussion.

Ms. Wells stated that she created a line item in the grant application for unexpected participant needs.

Commissioner Celentino asked what the average age of participants in Mental Health Court was.

Ms. Wells stated that the age range of participants was 17 to 58, and the average age is in the high 20's. She further stated that the community was well represented in Mental Health Court. Ms. Wells stated there were 53 participants in the program today. She further stated that 31 were male, while 22 were female. Ms. Wells stated the seven of the participants were employed, and two of them worked 35 hours or more a weeks. She further stated that most of the participants weren't able to work due to their mental illness, and she also said that it is very hard to get those participants to file for disability unemployment benefits.

Commissioner Celentino asked what happened when the Mental Health Court surpasses its 60-person cap.

Ms. Wells stated that the Mental Health Court has a filing system that will allow them to maintain a list of potential participants. She further stated that those participants will be reviewed in the same way the other participants are reviewed. Ms. Wells said that the participants will be chosen by level of need.

Discussion.

Chairperson Bahar-Cook stated that she believed the Court would exceed its cap very quickly.

Ms. Wells stated that even if the Mental Health Court did meet its cap, it doesn't mean that those people would not be assisted by the Court staff in some way.

Discussion.

Commissioner Crenshaw asked what the average time was for a participant to graduate Mental Health Court.

Ms. Wells stated that there was no average time frame, because each case was so individualized.

Commissioner Maiville asked what happens to participants after they graduate.

Ms. Wells stated that a participant needed to have spent at least 90 days in the maintenance phase. She further stated that required them to have providers. Ms. Wells stated that the goal is to build a habit of dedication to participants' mental health needs.

Commissioner Celentino asked if that included health needs and medication needs. He further asked if a major problem was participants not taking their medication consistently.

Ms. Wells said that making sure participants are taking their medication consistently was one of their biggest concerns. She further stated that medication made a huge difference for most of their participants.

Discussion.

Commissioner Celentino stated that his experience as a teacher had been that children with mental health needs are completely different people when they were not medicated consistently. Commissioner Celentino asked if there would be increase in young people in the Mental Health Court because younger people had a harder time being consistent with their medication than adults.

Ms. Wells stated that the court had experienced younger people who had not been given the adult treatment that they needed. She further stated that the resources dedicated to maintenance and participant care that are needed to help the participants of the Mental Health Court were truly immense.

Discussion.

Commissioner Hope expressed her gratitude to Ms. Wells for the information that she provided. She asked if most of the defendants had a history of mental illness.

Ms. Wells stated that each of their participants have a diagnosis of mental illness. She further stated that it was not a requirement to enter into the court.

Discussion.

Commissioner Hope then asked what the illnesses were that the mental health court saw most in its patients.

Ms. Wells stated that they had 14 participants with bipolar disorder, ten with schizophrenia, ten with major depressive disorder, six with psychotic disorder, four with post-traumatic stress disorder, three with mood disorders, three with development disabilities, and one with kleptomania.

Discussion.

Announcements

Commissioner Maiville stated that he would not be on the Law and Courts Committee in 2015.

Commissioner Hope stated that she had tickets to attend a Celebrity Luncheon event in February at the South Lansing Rotary Club. She further stated that the proceeds from the event go to students from college tuition.

Mr. Neilson stated that he would like to have a Request for Proposal regarding the need to bring in a consultant to inspect the jail facilities at the Sheriff's Office ready by early 2015.

Chairperson Bahar-Cook stated that she had enjoyed her time as the Chair of the Law & Courts Committee. She further stated that it was her proudest moment on the Board of Commissioners.

Commissioner Celentino stated the Chairperson Bahar-Cook has been an excellent Chair, and that she should be proud of her work on the Law & Courts Committee.

Public Comment

None.

The meeting was adjourned at approximately 7:26 p.m.

JANUARY 15, 2015 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

1. Law & Courts Committee – *Interviews for Animal Control Advisory Committee*

This is a Board of Commissioners appointment.

2. Sheriff's Office

a. *Resolution Authorizing Ingham County MCOLES Licensed Deputies to Enter into a Firearm Purchase Program with the Ingham County Sheriff's Office*

This resolution authorizes the Ingham County Sheriff's Office to initiate the second edition of a previously approved rifle or firearm purchase program subject to the conditions outlined by the County Attorney and approval of the affected unions. The County would initially purchase the Department approved Firearm (Rifles, Shotguns, and/or handguns and firearm accessories) for each MCOLES licensed or firearms instructor deputy (estimated to be up to 97) through the firearm purchase program. Each eligible deputy could then voluntarily choose to purchase the firearms and/or accessories through a two year payroll deduction period (52 paychecks). The initial purchase would be made by the County with funds from the employee benefit fund to be reimbursed by employees. The current county owned firearms would continue to be used by any deputy that chooses not to participate in this program. The estimate is that approximately 97 staff may participate and those staff will be allowed to purchase up to \$3,500.00 worth of firearms for a total of up to \$339,500.00. (See the attached memo for details)

b. *Resolution to Honor Deputy Stephen McGuire of the Ingham County Sheriff's Office*

This is an honorary resolution for a long term County employee that is retiring.

c. *Resolution to Accept the 2015 Emergency Vehicle Operations Grant*

This resolution authorizes acceptance of the 2015 Emergency Vehicle Operations Grant from the Michigan Commission on Law Enforcement Standards in the amount of \$73,185.90, with a twenty five percent in kind match of \$24,395.00 (from already approved positions personnel costs) for a total budget of \$97,580.90 for the time period of January 1, 2015 through December 31, 2015. This is a competitive grant that the Sheriff's Office has been successful in securing several times over the past several years. The training in Emergency Vehicle Operations includes a two day driving session and a one day refresher course. The precision driving course consists of driving skills, civil liability, vehicle inspections, stop-stick training, and reality based pursuit training. (See attached memo for details)

3. 9-1-1 Center

a. *Resolution Approving a Contract Amendment between Ergometrics and Ingham County for Pre-Employment Testing of 9-1-1 Applicants*

This resolution authorizes an amended contract between Ergometrics and Ingham County 9-1-1 Central Dispatch for pre-employment testing services effective February 1, 2015 for an annual cost of \$3,600.00 and a fee of \$3.00 per applicant with a \$25.00 minimum. This is a contract of continuous effect that will continue under the amended terms and conditions until either party terminates the agreement or new terms are negotiated and approved between both parties. (See attached memo for details)

b. *Resolution Approving the Letter of Understanding with the Fraternal Order of Police, Capital City Lodge No. 141 – 911 Non-Supervisory Unit Regarding Re-Hire of Past Employees*

This resolution authorizes a Letter of Understanding with respect to the amendment of Article 23 of the Collective Bargaining Unit (CBA). An experienced senior 9-1-1 employee recently left the Center for another job, but has since reconsidered and has requested to return to the 9-1-1 Center. The current CBA under Article 23, limits discretion for consideration of prior dispatch experience and only allows an employee to be placed at a pay level of up to step or grade 3. Therefore absent this LOU it is not financially viable for this experienced employee to return. Ingham County Human Resources and 9-1-1 Administration negotiated this LOU with the FOP Non-supervisory unit to modify the Collective Bargaining Unit (CBA) under Salary Article 23, in the area of Implementation. This modification would allow the County to re-hire an employee who left the center no more than 6 months prior at a pay level, one level below the pay level the person was at when they left employment. This is a mutually beneficial solution for both the employee and the County as we are seeking to alleviate staff shortages. (See attached memo for details)

c. *Resolution Approving the Letter of Understanding with the Fraternal Order of Police, Capital City Lodge No. 141 – 911 Non-Supervisory Unit Regarding Vacation Maximum Accumulation*

This resolution approves a Letter of Understanding with respect to payment of vacation hours in excess of the maximum accrual between Ingham County and the FOP 911 Non-Supervisory Unit through 2015. Ingham County Human Resources and 9-1-1 Administration negotiated this solution with the FOP Non-Supervisory Unit to the problem of some employees reaching their vacation caps due to current staffing shortages. The LOU calls for a pay out of the hours of vacation time over the cap (320 hours) in January and July. This solution provides the few staff members that would lose time because of the vacation cap with payment at regular rates for these excess hours. (See attached memo for details)

4. Controller's Office - *Resolution Authorizing an Amendment to Resolution #14-488*

This resolution authorizes an amendment to Resolution #14-488 in order for the 2015 Agreement for Guardian Ad Litem Services to properly reflect the \$72,000 compensation which is budgeted for in the 2015 Probate Court budget. Resolution 14-488 authorized a contract in the amount of \$48,000 or \$24,000 less than the actual 2014 contract amount. The full \$72,000 was anticipated and budgeted in the Probate Court's 2015 budget. (See attached memo for details)

MEMORANDUM

TO: Law & Courts Committee
Finance Committee

FROM: Chief Deputy Greg S. Harless

DATE: December 23, 2014

RE: 2015 Firearm Purchase Program for MCOLES Licensed and Firearm Instructor Staff of the Ingham County Sheriff's Office

This resolution requests permission for MCOLES Licensed and Firearm Instructor Staff Ingham County Sheriff's Office to once again enter into an agreement Ingham County to purchase Rifles and Firearms for individual ownership to maintain service to Ingham County and its residents as well as to keep up to date with the most current firearms technology.

This resolution is similar to Resolution #13-82 which was adopted in February 2013 allowing individual MCOLES licensed or firearm instructor deputies to purchase a rifle and to make payments via payroll deductions equal to the cost of the said purchased rifle over a two year period of time (52 paychecks). This year's program will allow staff to purchase rifles and other firearms to include shotguns as well as handguns (that the member can use as a second weapon and for off duty carry as allowed by policy however not required) that the Sheriff's Office does not have the financial means to otherwise provide for each deputy.

The program if approved would require deputies to begin the repayment process in April of 2015 and continue until March of 2017. We estimate approximately 97 staff may participate and those staff will be allowed to purchase up to \$3,500.00 worth of firearms for a total of \$339,500.00.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING INGHAM COUNTY MCOLES LICENSED DEPUTIES TO ENTER INTO A FIREARM PURCHASE PROGRAM WITH THE INGHAM COUNTY SHERIFF'S OFFICE

WHEREAS, Ingham County Licensed Deputies are required to utilize a firearm while in the course of their duties while employed by the Ingham County Sheriff's Office; and

WHEREAS, Ingham County Sheriff's Office does not have the financial means to provide each Deputy with the industry's standard of firearm and equipment; and

WHEREAS, by initiation this program, the Sheriff's Office will lower county liability by allowing Deputies to have the most current, up to date firearm technology systems; and

WHEREAS, this program is structured similar to the East Lansing Police Department, Meridian Township Police Department, Eaton County Sheriff's Office, Warren City Police Department, Montcalm County Sheriff's Office and Southfield Police Department, Officer/Deputy rifle or firearm purchase programs; and

WHEREAS Ingham County MCOLES Licensed Deputies will enter an agreement to purchase individual rifles and firearms to maintain service to Ingham County while upholding the safety of the county citizens; and

WHEREAS, this program will allow Ingham County Deputies to enter an agreement to purchase individual rifles and firearms for their ownership, but use said firearms to maintain service to Ingham County while upholding the safety of the county citizens; and

WHEREAS, the Ingham County Sheriff's Office Firearms Purchase Program would run from April 2015 through March 2017 totaling 97 Officers rifles, firearms and firearms accessories purchased at a rate of no more than \$3500.00 per officer, for a total of \$339,500.00; and

WHEREAS, each individual MCOLES Licensed or Firearms Instructor Deputy will payback via payroll deductions the cost of said firearms over a two year period (52 paychecks).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to purchase firearms for each MCOLES Licensed or Firearms Instructor Deputy to purchase through the Firearms Purchase Program and provide Ingham County with Law Enforcement services while maintaining the industry firearms standard.

BE IT FURTHER RESOLVED, that the Ingham County Sheriff's Office Firearms Purchase Program would run from April 2015 through March 2017 totaling up to 97 Officer's rifles, firearms and firearms accessories purchased at a rate of no more than \$3,500.00 per officers, for a total of up to \$339,500.

BE IT FURTHER RESOLVED, that this program will be funded with cash from the employee benefit fund to be reimbursed by employees.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller to make the necessary budget adjustments in the Ingham County Sheriff's Office 2015- 2017 budgets.

BE IT FURTHER RESOLVED, that the Sheriff's Office is authorized to establish an agreement with the unions representing employees that will participate in the program to clarify the voluntary nature of the program and potential forfeiture of funds if not paid in full or if an employee does not remain employed for the full two year period.

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

Agenda Item 2b

TO: Law & Courts Committee
FROM: Major Joel Maatman
DATE: December 23, 2014
RE: Retirement resolution for Deputy Stephen McGuire

Summary of Proposed Action: This resolution will honor retired Deputy Stephen McGuire of the Ingham County Sheriff's Office for his dedicated 25 years of law enforcement career protecting the citizens of Ingham County.

Introduced by the Law and Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR DEPUTY STEPHEN MCGUIRE
OF THE INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, Deputy Stephen McGuire was hired by the Ingham County Sheriff's Office as a Deputy on January 20, 1990 and assigned to the Corrections Division assigned to the Post Duty and Receiving Unit; and

WHEREAS, while assigned to Corrections, Deputy McGuire put himself through LCC's EMT and Paramedic programs and, in 1994 Deputy McGuire was sent to the Mid-Michigan Police Academy where he graduated and became a licensed MCOLES police officer; and

WHEREAS, upon his graduation from the Police Academy Stephen was assigned to the Field Services Division of the Sheriff's Office, serving as a Deputy Sheriff in the patrol unit, both in Delhi and Out-County Patrol, as well as the Paramedic Unit; and

WHEREAS, in 1998 Stephen was assigned to the Detective Bureau as an Detective for a six month assignment; and

WHEREAS, from 1991 thru 2010, Deputy McGuire was assigned to the Ingham County Dive Team, receiving the status of Dive Master; and

WHEREAS, in June 2008, Stephen was assigned to the Transport Unit where he served thru his retirement in 2015; and

WHEREAS, during his 25 year career in law enforcement, Stephen served as a Defensive Tactics Instructor, Firearms Officer, and Accident Investigator for the Ingham County Sheriff's Office; and

WHEREAS, throughout his career Deputy McGuire was a dedicated deputy, receiving multiple awards, including lifesaving awards from other police agencies, Meritorious Service Award, Professional Excellent Awards and Unit Citations; and

WHEREAS, due to his professionalism, dedication and police knowledge Stephen throughout his career, received numerous letters of thanks, recognition and praise, including having his name and actions printed in the FBI quarterly magazine; and

WHEREAS, after 25 years of dedicated service to the citizens of Ingham County Deputy Stephen McGuire is retiring on February 1, 2015.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Deputy Stephen McGuire for his 25 years of dedicated service to the citizens of Ingham County and wishes him continued success in all of his future endeavors.

MEMORANDUM

TO: Law and Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: December 22, 2015

RE: Acceptance of the 2015 MCOLES Emergency Vehicle Operations Training Grant

This resolution will authorize the Sheriff's Office to accept from the Michigan Commission on Law Enforcement Standards (MCOLES) 2015 Emergency Vehicle Operations Training Grant for \$73,185.90.

This sum will be matched on an in kind contribution of \$24,395.00 for employee costs.

Summary of Proposed Action: This resolution will authorize the Sheriffs Office to accept this training grant and to enter into contract with the Michigan Commission on Law Enforcement Standards.

Financial Implications: There are no new positions created and a 25% in kind match requirement (\$24,395.00 worth of existing trainer costs) for this training grant.

Summary of Financial Grant: Michigan Commission on Law Enforcement Standards, \$73,185.90 for the 2015 Emergency Vehicle Operations Grant:

\$36,868.10	Personnel Wages
\$30,116.25	Supplies and Operating Expense
\$4,488.75	Tuition Costs
<u>\$1,712.80</u>	Travel Costs
\$73,185.90	TOTAL DIRECT GRANT EXPENSES

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE 2015 EMERGENCY VEHICLE OPERATIONS GRANT

WHEREAS, the Ingham County Sheriff's Office applied to receive an emergency police drivers training grant from the Michigan Commission on Law Enforcement Standards (MCOLES); and

WHEREAS, the purpose of the training is to improve emergency driving skills and reduce risk; and

WHEREAS, the amount of the grant is \$73,185.90, with a required in-kind match of \$24,395.00 assumed by the Ingham County Sheriff's Office in personnel wages and equipment, for a total project cost of \$97,580.10; and

WHEREAS, \$36,868.10 of the 2015 Emergency Vehicle Operations Grant is for personnel wages; and

WHEREAS, \$30,116.25 of the 2015 Emergency Vehicle Operations Grant is for supplies and operating expense; and

WHEREAS, \$6,201.55 of the 2015 Emergency Vehicle Operations Grant is for Tuition and Travel expenses.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the acceptance of the 2015 Emergency Vehicle Operations Grant from the Michigan Commission on Law Enforcement Standards in the amount of \$73,185.90, with a in kind match of \$24,395.00 for a total budget of \$97,580.90 for the time period of January 1, 2015 through December 31, 2015.

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

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

Agenda Item 3a

To: Ingham County Board of Commissioners
From: Lance Langdon
Date: January 6, 2015
Reference: Cover letter for proposed Agreement with Ergometrics for Pre-Employment testing

We have been using the Ergometrics pre-employment testing with our hiring process after transferring the licensing for the program from the City of Lansing to Ingham County in late 2012.

This is a video based test which is administered by Center staff in a group setting to applicants. We have been pleased with this program, which up until this year has been a perpetual license that had no reoccurring costs other than a per test fee.

The program has been upgraded and the old version will no longer be supported. Ergometrics has offered a reduced yearly licensing fee for current customers that move to the updated program. Because of this the contract with Ergometrics now has a cost that requires a formal contract approval rather than the Contract under \$5,000.00 form that was completed in 2012.

We have budgeted for this increased cost which is \$3,600.00 per year and a fee of \$3.00 per applicant with a \$25.00 minimum.

This program has worked well as part of our hiring process, and in 2014 we did test 158 applicants for our Emergency Telecommunicator position.

I would request that this resolution be approved entering into a new contract with Ergometrics.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A CONTRACT AMENDMENT BETWEEN EROGOMETRICS AND INGHAM COUNTY FOR PRE-EMPLOYMENT TESTING OF 9-1-1 APPLICANTS

WHEREAS, a contract is currently in place between Ergometrics and Ingham County for pre-employment testing of 9-1-1 Center applicants, approved by the Board Chairperson on September 18, 2012; and

WHEREAS, the program currently used is no longer going to be supported, and the licensing process has been changed by Ergometrics; and

WHEREAS, the 9-1-1 Central Dispatch Director has determined that the program has been a necessary and valuable part of the 9-1-1 Center's hiring process; and

WHEREAS, the provisions of the contract have been reviewed and approved by the County Attorney.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the amended contract between Ergometrics and Ingham County 9-1-1 Central Dispatch for pre-employment testing, effective February 1, 2015 for an annual cost of \$3,600.00 and a fee of \$3.00 per applicant with a \$25.00 minimum.

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

Agenda Item 3b

To: Ingham County Board of Commissioners
From: Lance Langdon
Date: January 6, 2015
Reference: Cover letter for proposed resolution to amend Article 23 Salary
FOP 9-1-1 Non-Supervisory Unit

The center as you are aware has been working hard to fill open positions in our non-supervisory unit, but we have not yet been able to fill all of our authorized positions. We have had several employees leave the Center in 2014 for various reasons. We do have the opportunity to re-employ a fully trained staff member, who when they left the county was at the top of the pay levels.

Mr. Parsons and I have discussed this matter with the FOP Non-supervisory unit and have reached an agreement to modify the Salary Article 23, in the area of Implementation. This modification would allow the County to re-hire an employee who left the center no more than 6 months prior at a pay level, one level below the pay level the person was at when they left employment.

Currently the Article allows consideration of prior dispatch experience to be considered in placing someone at a pay level of up to step or grade 3. The amendment allows for someone with experience specifically to the Ingham County 9-1-1 Center if returning within 6 months to be brought in at a higher level.

If a staff member left employment in good standing and the 9-1-1 Director wished to re-hire them, this amendment would be available to bring them in closer to their prior pay level.

This amendment will provide the opportunity to bring fully trained employees back to the Center who are able to with a minimal review, fill positions in the center quickly and save thousands of dollars in training and overtime costs.

I would request that this resolution be approved amending the collective bargaining agreement as stated in the letter of understanding.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE LETTER OF UNDERSTANDING WITH THE FRATERNAL
ORDER OF POLICE, CAPITAL CITY LODGE NO. 141 – 911 NON-SUPERVISORY UNIT
REGARDING RE-HIRE OF PAST EMPLOYEES**

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the Fraternal Order of Police (FOP), Capital City Lodge No. 141 – 911 Non-Supervisory Unit for the period March 26, 2013 through December 31, 2015; and

WHEREAS, the parties wish to amend the Agreement; and

WHEREAS, the Human Resources Director and the 9-1-1 Central Dispatch Director have discussed with the FOP 911 Non-Supervisory Unit the opportunity to re-hire a fully trained prior employee(s) of the 9-1-1 Center, at a time when the 9-1-1 Dispatch Center is still working to fill staffing shortages, and have prepared the attached Letter of Understanding between Ingham County and the FOP 911 Non-Supervisory Unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding with respect to the amendment of Article 23 Salary, for the re-hire of past 9-1-1 Dispatch Center employees between Ingham County and the FOP 9-1-1 Non-Supervisory Unit.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

LETTER OF UNDERSTANDING BETWEEN
COUNTY OF INGHAM AND
CAPITOL CITY LODGE #141 - FRATERNAL ORDER OF POLICE - 911 NON-SUPERVISORY UNIT

SALARY LEVEL FOR RE-HIRED INGHAM COUNTY 9-1-1 EMPLOYEES

WHEREAS, the current contract between the parties provides in Article 23, Salary, The Director may based on prior dispatch experience, may place a new hire up to the third pay grade level; and

WHEREAS, with the current staffing shortages presently existing in the Ingham County 911 Center, the parties want to amend Article 23 Salary of the collective bargaining agreement, Sections 23.6 through 23.9; and

WHEREAS, the parties have come to an agreement for the amendment.

THEREFORE, the parties agree to amend Article 23 to the following;

Implementation

23.6 The above salary schedules shall be effective as indicated.

23.7 New hires will normally be paid at Step 1. The 911 Director has the discretion, based on prior dispatch experience, to place any New Hire up to the third pay grade.

23.8 If a prior Ingham County 9-1-1 Dispatcher were to apply and return to employment as a “New Hire”, within 6 months of leaving employment with county, the 911 Director shall have the discretion to place this New Hire at a pay level of up to one level below the pay grade they had received with their prior employment with the Center,

23.8.1 Any employee hired and moved to a pay grade over Step 1, as allowed in 23.7 and 23.8 will for all other purposes be treated as a new hire for all other compensation and benefits.

23.9 No retroactive payment and benefits will be made except as permitted by law and unless the employee is employed upon the date of ratification of this Agreement by both Parties.

This Letter of Understanding shall modify the parties’ Contract only to the extent expressly provided herein.

COUNTY OF INGHAM

FOP

Brian McGrain, Chairperson Date

Steven T. Lett, Attorney Date

Lance Langdon, Director 911 Date

Tom Krug, Executive Director Date

Sherry Larner, President Date

Agenda Item 3c

To: Ingham County Board of Commissioners
From: Lance Langdon
Date: January 6, 2015
Reference: Cover letter for proposed resolution on vacation time pay out for FOP 9-1-1 Non-Supervisory Unit

The center as you are aware has been working hard to fill open positions in our non-supervisory unit, but we have not yet been able to fill all of our authorized positions. We have been allowing each employee a total of 4 weeks of vacation per year but have not been granting additional vacation time in excess of the 4 weeks due to our staffing issues.

With the twelve hour schedule our staff works, they can take a weeks' vacation burning only 24 hours of leave time. We have some employees that have put in and taken their vacations but have not been able to use their vacation time faster than they can earn it.

Mr. Parsons and I have discussed this matter with the FOP Non-supervisory unit and have reached a solution on this problem for 2015, which calls for a pay out of the hours of vacation time over the cap in January and July.

This solution brings the few staff members that would lose time down to the cap with payment at strait time for these hours. If we were to allow them to take the time off instead of payment we would then further burden staff with additional overtime hours to cover the additional vacation leaves and the cost would be 50% higher as it would cause overtime that would be paid at an overtime rate rather than a strait time rate.

I would request that this resolution be approved amending the collective bargaining agreement as stated in the letter of understanding.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE LETTER OF UNDERSTANDING WITH THE FRATERNAL ORDER OF POLICE, CAPITAL CITY LODGE NO. 141 – 911 NON-SUPERVISORY UNIT REGARDING VACATION MAXIMUM ACCUMULATION

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the Fraternal Order of Police (FOP), Capital City Lodge No. 141 – 911 Non-Supervisory Unit for the period March 26, 2013 through December 31, 2015; and

WHEREAS, the parties wish to amend the Agreement; and

WHEREAS, the Human Resources Director and the 9-1-1 Central Dispatch Director have discussed with the FOP 911 Non-Supervisory Unit the need for payment of hours excess of the maximum vacation accumulation due to current staffing shortages and have prepared the attached Letter of Understanding between Ingham County and the FOP 911 Non-Supervisory Unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding with respect to payment of vacation hours in excess of the maximum accrual between Ingham County and the FOP 911 Non-Supervisory Unit.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM
AND
CAPITOL CITY LODGE #141
FRATERNAL ORDER OF POLICE
911 NON-SUPERVISORY UNIT

VACATION PAYMENT EXCESS OF MAXIMUM ACCUMULATION

WHEREAS, the current contract between the parties provides in Article 30, Vacation, Section 30.12, that vacation leave time not used may only be accumulated to a maximum of 320 hours; and

WHEREAS, due to the current staffing shortages presently existing in the Ingham County 911 Center, the parties want to establish a temporary procedure to pay employees for hours in excess of the maximum 320 hours; and

WHEREAS, the parties have come to an agreement for the payment procedure.

THEREFORE, the parties agree to the following;

Employees who have vacation leave time accumulations over 320 hours on January 1, 2015 and/or July 1, 2015 will be paid at their regular hourly rate for hours over the maximum, provided they have requested two weeks off in the periods vacation selection process.

Further, this Letter of Understanding will be effective through the end of the current contract which expires on December 31, 2015, at which time the temporary procedure for payment for hours excess of the 320 hour maximum shall expire.

This Letter of Understanding shall modify the parties' Contract only to the extent expressly provided herein.

COUNTY OF INGHAM

FOP

Brian McGrain, Chairperson

Date

Steven T. Lett, Attorney

Date

Lance Langdon, Director 911

Date

Tom Krug, Executive Director

Date

Sherry Larner, President

Date

Agenda Item 4

TO: Law & Courts and Finance Committees

FROM: John L. Neilsen , Chief Deputy Controller

DATE: January 7, 2015

SUBJECT: Corrective Resolution for Probate Court Guardian Ad Litem Services Contract Amount

Commissioners:

The 2015 Contracts Approval Resolution (Resolution #14-488) erroneously stated the amount of compensation for the Probate Court contract for Guardian Ad Litem Services, which is line item #10 in the Law and Courts Committee attachment to the resolution. This line item listed the 2014 cost as \$48,000 and calls for the same \$48,000 compensation for 2015. However, the 2014 amount was \$72,000, and should have stated the same for the 2015 contracts resolution. This resolution proposes an amendment to Resolution #14-488, in order for the 2015 Agreement for Guardian Ad Litem Services to properly reflect the \$72,000 compensation which is budgeted for in the 2015 Probate Court budget.

I recommend approval of this corrective resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION #14-488

WHEREAS, the Board of Commissioners adopted Resolution #14-488 on November 25, 2014 to approve the 2015 Contracts based on the adopted 2015 Budget; and

WHEREAS, Resolution #14-488 approved a renewal contract in the amount of \$48,000 with Robert Refior and Louis Kafantaris for guardian ad litem services for general probate matters; and

WHEREAS, the correct contract amount should have been \$72,000 and this amount is included in the 2015 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves an amendment to Resolution #14-488 in order for the 2015 Agreement for Guardian Ad Litem Services with Robert Refior and Louis Kafantaris to properly reflect the \$72,000 compensation which is budgeted for in the 2015 Probate Court budget.

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

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