

CHAIRPERSON
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RANDY MAIVILLE

LAW & COURTS COMMITTEE
KARA HOPE, CHAIR
TERI BANAS
VICTOR CELENTINO
CAROL KOENIG
BRYAN CRENSHAW
RANDY SCHAFER
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, APRIL 27, 2017
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 [April 13, 2017](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Prosecuting Attorney – Review of Evidence Report
2. Sheriff's Office
 - a. Resolution to Purchase Fifteen New [Glock Firearms, Weapon Mounted Flashlights, and Holsters](#) for the Sheriff's Office Field Services Division Using 2017 Capital Improvement Funds
 - b. Resolution to Authorize Ingham County and the Ingham County Sheriff's Office to Enter into a Contract with the Michigan State Police and Saginaw County for Participation in the [Statewide Records Management System](#)
 - c. Resolution Authorizing an Amendment to a Current Contract with the Michigan Department of Human Services for [Transport Services](#) of Specific Juveniles by Sheriff's Deputies
 - d. Resolution to [Reduce the Projected Revenue Shortfall](#) Created by the Contract Issues from the Housing of Michigan Department of Corrections and Wayne County Sheriff's Office Inmates at the Ingham County Jail
 - e. Resolution to Honor [Sergeant Eric Common](#) of the Ingham County Sheriff's Office
3. Circuit Court/Family Division – Resolution to Authorize a [Reorganization](#) in the Circuit Court Juvenile Division
4. Controller's Office – Resolution to Update Various [Fees](#) for County Services
5. Law & Courts Committee – Ingham County Jail/Circuit Court Pretrial Services ([Discussion](#))

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

April 13, 2017

Draft Minutes

Members Present: Hope, Celentino, Crenshaw, Koenig, and Maiville

Members Absent: Banas and Schafer

Others Present: Sheriff Scott Wriggelsworth, Andy Bouck, John Dinon, Tim Perrone, Kristen Bouck Kemp, Scott LeRoy, Shauna Dunnings, Liz Kane and others

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

Approval of the March 30, 2017 Minutes

MOVED BY COMM. KOENIG, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE MINUTES OF THE MARCH 30, 2017 LAW AND COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Banas and Schafer

Additions to the Agenda

None.

Additional Attachments–

Email from Andy Bouck regarding disclosure of pecuniary interest in MACNLOW Associates

Memo of analysis for reorganization of the Juvenile Division

Limited Public Comment

Sheriff Scott Wriggelsworth, Ingham County Sheriff's Office, stated that he received a call from the Undersheriff of Wayne County late the previous week where Wayne County pulled out of their contract to have Ingham County house Wayne County prisoners at \$45 per day through the end of the year that was supposed to begin May 1. He further stated that Ingham County never received any Wayne County inmates, and the Undersheriff in Wayne County had told him he didn't have inmates to give to Ingham County, nor did they have the money to pay for them.

Sheriff Wriggelsworth stated this was the second entity to back out of a contract with Ingham County this year, the first being Michigan Department of Corrections. He further stated it would be a \$690,000 budget shortfall for the rest of the year.

Sheriff Wriggelsworth stated he would meet with his command staff on Monday to work out a solution, which would likely involve cutting positions within the department. He further stated losing both contracts was out of his control, and as he had said before, Ingham County needed to be out of the contract business because they were held hostage by the other agencies that could pull out at any time.

Commissioner Koenig stated there could be a change to the contracts, in which the County would not get stuck in a situation where other agencies could drop contracts like that. She further suggested rather than not entering into contracts, the County should change their language so they would still receive something even if the other agency had to back out.

Sheriff Wriggelsworth stated those types of contracts created situations where counties sued other counties or states.

Commissioner Koenig stated this was how contracts were laid out at the federal level, where some type of minimum payment was guaranteed regardless of the amount of inmates actually received by the agency. She asked how much the Wayne County contract contributed to the budget shortfall versus the MDOC contract.

Sheriff Wriggelsworth stated that the total expected revenue from the contracts was \$1.34 million for the entire year, so both contracts contributed about equally to the revenue shortage. He further stated that Wayne County was supposed to pay \$10 more per inmate, but it was only a ten month contract, rather than a year-long contract like MDOC's was.

Sheriff Wriggelsworth stated they entered into the Wayne County contract because MDOC backed out of their contract.

Commissioner Crenshaw stated that prior to Sheriff Wriggelsworth taking office, he had argued the County should not be basing their budget on contracts. He further stated that he hoped that moving forward, the Controller's Office saw the contract business as contributing to the budget deficit and they did not lock them into this type of situation again.

Sheriff Wriggelsworth stated he would be making calls to other State and County agencies to see if there were other contracts they could enter into to make up for it, but he did not believe there would be anything. He further stated he would figure out a solution on Monday and draft a resolution to the Board of Commissioners.

1. Sheriff's Office
 - a. Resolution Authorizing Entry into a Training Services Agreement with Bouck Corporation d/b/a MACNLOW Associates on Behalf of the Sheriff's Office and 911 Central Dispatch

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

Teri Morton, Deputy Controller, stated the Controller's Office was not recommending the resolution because, regardless of disclosure by the involved parties, there was a conflict of interest.

Commissioner Maiville stated he understood that the policy, as it was written, was intended for federal compliance. He further stated he also understood that none of the training money involved federal funds, so it was not in conflict with their policy.

Ms. Morton stated the policy for federal funding was just an example and there was still a conflict of interest. She further stated there was no risk of the County losing federal funding in this instance.

Commissioner Koenig stated the County would have to be careful in the future, that any federal funding they got for training would not be subject to this contract or separate the award to ensure compliance with their policy.

Ms. Morton stated that current trainings with MACNLOW were funded through General Fund, grant training funds and the 911 fund.

Commissioner Koenig asked where the current grant funding came from.

Sheriff Wriggelsworth stated it came from State 302 funds, which were portions of traffic tickets given out in the state.

Tim Perrone, Ingham County Corporate Counsel, stated he prepared the resolution which tracked the various disclosures that were required to be made under state law to avoid any conflict of interest in the proposed contract. He further stated they had received the Undersheriff's letter of disclosure, and stated they still needed the certification from MACNLOW but it would be forthcoming.

Mr. Perrone stated that he confirmed that the potential pecuniary interest of the Undersheriff was less than \$5,000 so he would not have to make an in-person disclosure but that he already provided the written disclosure. He further stated that if the matter went on to the full Board of Commissioners, it would require a 2/3 majority vote.

Chairperson Hope asked if Mr. Perrone had any concerns on the County's behalf regarding the procurement standards from the federal government.

Mr. Perrone stated he did not look into the federal standards, but if they precluded any kind of conflict of interest, even a fully disclosed and approved one, then he suggested to keep the funds segregated.

Commissioner Maiville stated he understood this was a partnership, as MACNLOW used the Sheriff's facilities, and the Sheriff's Office would in turn receive free trainings.

Sheriff Wriggelsworth stated that was correct.

Commissioner Maiville stated there was more than just the financial part to consider, because they did receive free trainings through the partnership.

Mr. Perrone stated the Sheriff had indicated no more than \$8,000 for the contract, whereas 911 wanted up to \$25,000, which was why the total for the contract was \$33,000 and most of it was for the 911 Center.

Commissioner Koenig stated she had some concerns with the contract, as she did not think the Sheriff's Office would do anything wrong, however it was the appearance of the situation. She further stated she understood that as co-owner, Andy Bouck would not receive more than \$5,000 from the contract between the County and MACNLOW in any given year.

Mr. Perrone stated that was what the contract laid out, but it was his understanding that he would only make direct money under a contract if he were to perform the trainings himself. He further stated Undersheriff Bouck would be precluded from performing any trainings under this contract, he would not be receiving direct remuneration for this, and the funds would simply go into the business and his share would not equal more than \$5,000.

Commissioner Koenig clarified that MACNLOW would not make more than \$10,000 on a \$33,000 contract, in which Undersheriff Bouck would be entitled to half of the profit.

Mr. Perrone stated he did not look that far into it, he was more concerned with the direct pecuniary interest and whether it exceeded \$5,000.

Commissioner Koenig asked what the basis was for \$5,000 and how we knew it would not exceed \$5,000 in future years.

Discussion.

Kristen Kemp stated that Undersheriff Bouck currently did not receive compensation from MACNLOW Corporation unless he was directly involved in teaching or consulting. She further stated it was her full-time employment and she derived a paycheck from MACNLOW.

Ms. Kemp stated in the case of this contract, Undersheriff Bouck would not be teaching classes, would not be compensated as an instructor and therefore would not receive remuneration from the contract.

Commissioner Koenig asked if Undersheriff Bouck made money on his tax returns from MACNLOW last year.

Ms. Kemp stated he only made money on days when he was teaching.

Discussion.

Ms. Kemp stated Undersheriff Bouck only made money consulting on a contractual basis from other entities besides Ingham County.

Discussion.

Commissioner Maiville asked if any of the funds involved Homeland Security funds.

Sheriff Wriggelsworth stated to his knowledge, it was a little General Fund money and the rest came from 911 funds and the 302 funds.

Commissioner Koenig stated she would be voting no, because it was not worth it to keep track of the funding and it was too much of a conflict for her to tolerate.

THE MOTION CARRIED. Yeas: Crenshaw, Celentino, Hope, Maiville **Nays:** Koenig
Absent: Banas and Schafer

1. Sheriff's Office

- b. Resolution to Purchase Eight New Tasers for the Sheriff's Office Field Services Division Using 2017 Capital Improvement Funds

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION.

Commissioner Koenig asked what kind of Tasers the Sheriff's Office was getting.

Undersheriff Andy Bouck, Ingham County Sheriff's Office, stated they were Taser X-26s, electronic controlled devices.

Commissioner Koenig asked how much they were per Taser.

Undersheriff Bouck stated per unit, with related accessories for field use, they were \$1,700-\$1,800 per unit.

Commissioner Koenig asked what the training was in order for them to use them.

Undersheriff Bouck stated Taser had specific trainer and user courses.

Commissioner Koenig asked if the Sheriff's Office had someone who had been through the trainer course.

Undersheriff Bouck stated they did.

Commissioner Koenig asked if there was a course online as well.

Undersheriff Bouck stated a portion of the training was online, but there was also a practical training in person.

Commissioner Koenig asked if they had been in contact with the Potter Park Zoo, who had three Tasers sitting on their shelf currently that were probably less than two years old.

Undersheriff Bouck stated he had not contacted the Zoo, but he assumed large animal Tasers had different specifications.

Commissioner Koenig stated they were human Tasers and they were the highest caliber they had available at the time.

Discussion.

Commissioner Crenshaw stated he spoke with Ms. Morton before the meeting and they had spoken to the Zoo, and they would give two sergeants from the Sheriff's Office an opportunity to come look at the Tasers to see if they would be usable.

Discussion.

Commissioner Koenig stated the Zoo wanted a resolution to send them to the Sheriff's Office, but she thought it could be done interdepartmentally and through Purchasing to see where they went.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Banas and Schafer

2. Circuit Court/Family Division – Proposed Reorganization of Staff Psychologist
(Discussion)

Scott LeRoy, Deputy Court Administrator, provided information and a handout on the benefits of the proposed reorganization of the staff psychologist position.

Commissioner Koenig left at 6:23 p.m.

Commissioner Crenshaw asked with the potential reorganization, would they have to post for one position opening.

Mr. LeRoy stated the position would be posted.

Commissioner Crenshaw asked what they saw as the probability to find qualified, interested applicants.

Mr. LeRoy stated he expected there to be internal applicants who were qualified, as well as external applicants who have already shown interest.

Commissioner Crenshaw asked if it would be easier to fill the position versus the current state of the positions.

Mr., LeRoy stated it would be easier to fill the position, and they did not need another clinical psychologist, just another clinician but it did not have to be a psychologist.

Commissioner Crenshaw asked what the case load for the new position would be.

Mr. LeRoy stated there would be ten individual sessions per week, but they would be doing much more, including training at the detention facility, assessing the fidelity of evidence-based programs, and consultations at the Youth Center. He further stated that the staff psychologist was really taxed and they needed some of the workload alleviated.

Commissioner Koenig returned at 6:25 p.m.

Mr. LeRoy stated his court was unique because it was obvious the defendants committed a crime, but it was why they committed the crime that was the more important question. He further stated they did a lot of training with staff to make them think psychologically, which was very important when working with young people to reduce recidivism.

Commissioner Celentino asked if the reorganized salary increased from \$82,000 to \$98,000.

Mr. LeRoy stated it was more of a reclassification of the existing filled psychologist position.

Discussion.

Mr. LeRoy stated the cost savings would be \$31,835 as stated on the provided chart. He further stated that was in reference to the vacant psychologist position, and by downgrading it to a clinical mental health worker, that would be the savings.

Commissioner Maiville asked if the proposed reorganization had been reviewed by the bargaining units, and if so, if the proposed resolution could reflect that.

Mr. LeRoy stated yes and he would bring something more polished when the resolution came before the Committee.

Chairperson Hope asked what positions were covered by the bargaining unit.

Mr. LeRoy stated currently both positions were covered by the bargaining unit, but with the reorganization, the Chief Psychologist position would leave the unit. He further stated it was not really a one-for-one trade, because they could not fill the current psychologist position in the unit.

Commissioner Koenig asked what they would be offering for pay.

Mr. LeRoy referred to the provided pay scale in the handouts.

Commissioner Koenig asked for clarification on the salary.

Discussion.

Mr. LeRoy stated he had a separate sheet with the pay range for a staff psychologist with a Ph.D., which ranged from \$55,990 to \$88,890.

Ms. Morton stated that because the position was so hard to fill, the funding for the position was eliminated from the Juvenile Court budget for the last couple of years. She further stated that the position was never officially eliminated, but there would be no funding for it in the 2017 budget.

Chairperson Hope asked how they would fill the position in 2017.

Ms. Morton stated she thought the Court could hold off filling the clinical mental health position until October 1, 2017, when the Court's FY 2018 budget went into effect.

Mr. LeRoy stated they would look at what the 2018 budget would look like before bringing someone on board.

Ms. Morton stated there were places in the budget they could pull from if they decided to hire someone earlier than October 1.

Mr. LeRoy stated they would take the funding from the Community Programs line item, which was paying for a therapist. He further stated they had worked hard to keep their residential numbers down, so they would have some cost savings there barring any unforeseen circumstances.

3. Controller's Office – 2018 Update of County Fees (*Discussion*)

Ms. Morton introduced the proposed fee increases and stated that only Animal Control's sterilized and unsterilized dog license fees were different from the proposed 0.9% increase for the rest of the fees.

John Dinon, Animal Control Director, explained the reasoning for the proposed fees, in which the unsterilized dogs were charged five times as much for licenses as sterilized dogs. He further stated they compared the fees with other counties and noticed their revenues had gone down as license fees had gone up, so they decided to reset the fees.

Mr. Dinon stated the unsterilized dog licenses would drop to triple of what unsterilized dog licenses were, and they would also double the delinquent fees versus the non-delinquent fees. He further stated he expected to make up the difference in revenue by increasing the volume of dogs that were licensed.

Mr. Dinon stated he saw multiple ways to increase revenue with lower fees: by marketing lower fees to be more in line with other counties' fees, having less punitive delinquent charges, enforcement, and lowering redemption fees so owners could afford to retrieve their dogs.

Commissioner Crenshaw asked how the lowered fees compared to surrounding counties.

Mr. Dinon stated that Ingham County was still higher than most other counties in the state, but the differential between sterilized and non-sterilized, and delinquent and non-delinquent was more in line with what other counties were doing.

Commissioner Crenshaw clarified that through marketing, they hoped to have more people getting licenses.

Mr. Dinon stated through licenses and less dismissals of tickets and redemption fees, they could make up the revenue.

Commissioner Crenshaw asked if they were looking at adding more officers for enforcement, or if they would encourage current officers to be more active.

Mr. Dinon stated they would encourage the current officers to step up their game, which they had already seen in the slow season in the past year. He further stated that their current licensing officer was pulled away from their task more than they would like, so they would try to keep her on task to help with the higher volume of dog licenses.

Commissioner Koenig asked what the total loss calculated would be.

Mr. Dinon stated he expected to generate the same revenue as they had in previous years because of the increase in volume of licenses.

Commissioner Koenig asked what revenue would be lost if the same registration numbers came in next year.

Mr. Dinon stated he did not calculate that, but he could try to figure it out.

Discussion.

Commissioner Koenig asked Mr. Dinon to get back to the Committee with projected calculations of revenue lost.

Mr. Dinon stated he would send the revenue loss calculations, and he would also send historical data from the Treasurer's Office regarding unsterilized rates versus the revenue, which showed that as the rates went up, the gross revenue went down.

Commissioner Maiville stated that if the fees were reduced, it could be a good thing to help with marketing Rabies compliance in the County.

Commissioner Celentino asked Ms. Morton if there were any other fees that stood out from other departments that the Committee should look at.

Ms. Morton stated that all of the other fees were adjusted based on the recommended formula of increasing 0.9%. She further stated the only exceptions were the District Court, which had never raised their fees, and the Friend of the Court had requested not to raise their bench warrant because if they were too high they would not be paid anyway.

Announcements

Commissioner Crenshaw stated that Sobriety Court graduation would be on Tuesday, April 18, 2017 at 3:00 p.m. at Mason City Hall.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:41 p.m.

**APRIL 27, 2017 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolution:

- 2a. *Sheriff's Office – Resolution to Purchase Fifteen New Glock Firearms, Weapon Mounted Flashlights, and Holsters for the Sheriff's Office Field Services Division Using 2017 Capital Improvement Funds*

This resolution will authorize the Sheriff's Office to purchase fifteen Glock firearms, weapon mounted flashlights, and holsters for a total not to exceed \$9,030.00. The average lifespan of a firearm used for service is 7-10 years. The weapons being replaced are over 10 years old. Funds for this purchase are included in the 2017 capital budget.

- 2b. *Sheriff's Office – Resolution to Authorize Ingham County and the Ingham County Sheriff's Office to Enter into a Contract with the Michigan State Police and Saginaw County for Participation in the Statewide Records Management System*

This resolution will authorize entering into a contract with Michigan State Police and Saginaw County for the new Statewide Records Management System (SRMS) for the time period of October 1, 2017 through September 30, 2020 for an annual yearly contract cost not to exceed \$40,000.00 per year. This will replace the current records management system. The new State Records Management System will allow the Sheriff's Office to share and exchange information with all Police Agencies within Ingham as well as allow the Sheriff's Office to share Crime Statistics/Mapping, Suspect Information, and Stolen Property with other Police Agencies statewide (see attached memo for details).

- 2c. *Sheriff's Office – Resolution Authorizing an Amendment to a Current Contract with the Michigan Department of Human Services for Transport Services of Specific Juveniles by Sheriff's Deputies*

This resolution will authorize the Ingham County Sheriff's Office to continue their participation with the Michigan Department of Human Services for the transportation of specific in-custody juvenile inmates for an amount up to \$17,500 for the duration of the current contract expiring September 30th, 2017.

The Sheriff's Office uses off-duty officers to provide transportation of specific in-custody juvenile inmates under the care of MDHS when requested throughout Ingham County and its contiguous counties. These services are used on an infrequent basis and the Sheriff's Office is reimbursed the associated overtime expenses and vehicle mileage. MDHS is seeking to amend the current contract from \$10,000 to \$17,500 due to an increase in utilization of the service and anticipation of future need (see attached memo for details).

- 2d. *Sheriff's Office – Resolution to Reduce the Projected Revenue Shortfall Created by Contract Issues from the Housing of Michigan Department of Corrections and Wayne County Sheriff's Office Inmates at the Ingham County Jail*

Due to a failure of the Wayne County Sheriff's Office to ratify a proposed contract with the Ingham County Sheriff's Office for housing inmates at the Ingham County Jail, in addition to contractual issues with the Michigan Department of Corrections for the same purpose, a revenue shortfall of \$690,125.00 is projected for the Sheriff's Office in 2017.

The attached proposal from the Sheriff's Office addresses the revenue shortfall by closing Post 4 in the Ingham County Jail on or about May 10, 2017. Further budget savings are realized by eliminating four Corrections Deputy positions and one Field Services Deputy position (specifically one of three positions from the ICSO participation on the Tri-County Metro Narcotics Team). Positions will be eliminated through naturally occurring attrition. This resolution will also eliminate the Staff Services Major position from the Sheriff's Office Administration, which has been vacant since January 1, 2017.

It is recommended that the remaining shortfall of up to \$83,054 be transferred from the 2017 contingency account (see attached memo for details).

3. Circuit Court/Family Division – Resolution to Authorize a Reorganization in the Circuit Court Juvenile Division

This resolution will authorize the reorganization of a Staff Psychologist position to Chief Psychologist. The Chief Psychologist will provide administrative supervision of the clinical staff. All other previous essential duties will remain unchanged. This resolution will also add a Clinical Mental Health Professional and eliminate the second Staff Psychologist, which is currently vacant. Adding this position would benefit the Juvenile Division by providing a necessary function in individual and group treatment as well as mental health support at the Ingham County Youth Center. This position would also further the Court's commitment to best practice and aid in reducing juvenile recidivism. This reorganization will have a long term annual savings of around \$23,000 (see attached memo for details).

4. Controller's Office – Resolution to Update Various Fees for County Services

This resolution authorizes various fee increases effective the start of 2018 County fiscal year. The Controller's Office annually prepares for the Board's review details about adjustment of the fees for the upcoming budget process. This review has been completed and some adjustments are being presented to the Board of Commissioners for their consideration. This information was presented at a previous round of committee meetings as a discussion item for input from the Board. A resolution recommending certain fee increases is now being presented at this round of meetings for adoption. If approved as presented, this will generate additional annual revenue of approximately \$84,250 (see attached memo for details).

PRESENTATIONS/DISCUSSION ITEMS:

1. Prosecuting Attorney – Review of Evidence Report
5. Law and Courts Committee – Ingham County Jail/Circuit Court Pretrial Services.

HONORARY RESOLUTION:

- 2e. Sheriff's Office – Resolution to Honor Sergeant Eric Common of the Ingham County Sheriff's Office

Agenda Item 2a

TO: Law & Courts Committee
Finance Committee

FROM: Captain Elliott, Field & Staff Services

DATE: April 11, 2017

RE: RESOLUTION TO PURCHASE FIFTEEN NEW GLOCK FIREARMS,
WEAPON MOUNTED FLASHLIGHTS, AND HOLSTERS FOR THE
SHERIFF'S OFFICE FIELD SERVICES DIVISION USING 2017 CAPITAL
IMPROVEMENT FUNDS

This resolution is for the approval to purchase fifteen new Glock firearms, weapon mounted flashlights, and holsters using 2017 capital improvement funds.

The Sheriff's Office requested \$9,030.00 in Capital Improvement Funds for 2017. These funds were to purchase firearms and associated equipment. The funds will be spent at Michigan Police Equipment. Michigan Police Equipment holds the state contract for Glock Firearms. The current firearms the Sheriff's Office is utilizing were put into service in 2007. The average lifespan of a firearm used for service is 7-10 years. The weapons being replaced have gone past the 10 year mark. The weapon mounted light and new firearm will increase the safety of each Deputy and help to protect the citizens of Ingham County.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE FIFTEEN NEW GLOCK FIREARMS, WEAPON MOUNTED FLASHLIGHTS, AND HOLSTERS FOR THE SHERIFF'S OFFICE FIELD SERVICES DIVISION USING 2017 CAPITAL IMPROVEMENT FUNDS

WHEREAS, the Ingham County Sheriff's Office is responsible for police patrols for Ingham County; and

WHEREAS, the Sig Sauer P229 weapon system utilized by the Sheriff's Office has been in service since 2007; and

WHEREAS, Sig Sauer suggest replacing weapons assigned to duty after 7-10 years of service; and

WHEREAS, the Sheriff's Office has determined the need to purchase fifteen (15) new Glock firearms and associated equipment, to supply our Field Services Division; and

WHEREAS, the Glock firearm will utilize 9mm ammunition which will decrease the cost of training ammunition; and

WHEREAS, the purchase order also includes needed weapon mounted flashlights and updated holsters to replace the older holsters that will not fit the new firearm; and

WHEREAS, Michigan Police Equipment holds the State of Michigan contract for Glock firearms; and

WHEREAS, the total expenditure for this proposal is not to exceed \$9,030.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase fifteen (15) Glock firearms, weapon mounted flashlights and holsters for a total not to exceed \$9,030.00 from the 2017 CIP budget.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2017 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.

Agenda Item 2b

TO: Law & Courts Committee
Finance Committee

FROM: Sheriff Scott Wriggelsworth, Ingham County Sheriff's Office

DATE: 4-12-17

RE: RESOLUTION TO AUTHORIZE INGHAM COUNTY AND THE INGHAM COUNTY SHERIFF'S OFFICE TO ENTER INTO A CONTRACT WITH THE MICHIGAN STATE POLICE AND SAGINAW COUNTY FOR PARTICIPATION IN THE STATEWIDE RECORDS MANAGEMENT SYSTEM

This resolution is for the approval to contract with the Michigan State Police and Saginaw County for a new State Records Management System. The new State Records Management System will allow the Sheriff's Office to share and exchange information with all Police Agencies in the County of Ingham. The new State Records Management System will also allow for the Sheriff's Office to share Crime Statistics/Mapping, Suspect Information and Stolen Property to other Police Agencies utilizing the State Records Management System state wide.

The SRMS jail and record system, will afford Ingham County to be the first of 83 counties in Michigan to have all law enforcement agencies and jails on the same records system. Inter-operability with all agencies will significantly increase, as well as inmate/court information sharing between jails. All law enforcement agencies in the county being on the same records system, should afford us increased efficiencies working with the Prosecutor's Office on warrant requests and prosecutions in the future.

I request this resolution be placed on the 4-27-2017 law and courts agenda.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE INGHAM COUNTY AND THE INGHAM COUNTY
SHERIFF'S OFFICE TO ENTER INTO A CONTRACT WITH THE MICHIGAN STATE POLICE
AND SAGINAW COUNTY FOR PARTICIPATION IN THE STATEWIDE
RECORDS MANAGEMENT SYSTEM**

WHEREAS, the Ingham County Sheriff's Office wishes to contract with the Michigan State Police (MSP) and Saginaw County for Statewide Records Management System; and

WHEREAS, the focus of the Statewide Records Management System is to encourage interoperable communications between all public safety units on a regional basis; and

WHEREAS, the new Statewide Records Management System (SRMS) is being deployed by MSP and will allow for data exchange between all public safety agencies with the State of Michigan who decide to participate; and

WHEREAS, the new Statewide Records Management System (SRMS) incorporates a Jail Records Management system for all jail records as well; and

WHEREAS, Saginaw County is providing the remote access to their Saginaw County's Information Systems and Services (SCISS) Department for the Records Management System for the Ingham County Sheriff's Office to utilize SRMS which encompasses a Jail Records Management System; and

WHEREAS, the user cost for each sworn officer is \$200.00 per year for use of the SRMS, currently the total number of sworn officers who will be utilizing the system is 72 officers; and

WHEREAS, the cost for Jail Records Management is based on structural jail beds within the jail facility at a cost of \$50.00 per jail bed being utilized by the Ingham County Sheriff's Office, currently the operational use of jail beds within the facility is 512 beds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Michigan State Police and Saginaw County for the new Statewide Records Management System (SRMS) for the time period of October 1, 2017 through September 30, 2020 for an annual yearly contract cost not to exceed \$40,000.00 per year (72 users x \$200.00 = \$14,400.00 plus 512 beds x \$50.00 = \$25,600.00 give grand total of \$40,000.00).

BE IT FURTHER RESOLVED, the funds for this purpose will come from the 2017 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.

Agenda Item 2c

TO: Law & Courts Committee
Finance Committee

FROM: Chief Deputy Jason Ferguson, Ingham County Sheriff's Office

DATE: April 12th 2017

RE: AMENDING A CONTRACT WITH THE MICHIGAN DEPARTMENT OF HUMAN SERVICES

Resolution #14-234 authorized a contract with the Michigan Department of Human Services (MDHS) to participate in a pilot project where the Sheriff's Office would provide transportation of specific in-custody juvenile inmates under the care of MDHS when requested throughout Ingham County and its contiguous counties for the time period of August 1, 2014 through July 31, 2015.

The MDHS requested this service in an effort to find a safer method for their staff and in-custody juveniles to be transported to secure locations. The Sheriff's Office uses off duty officers to provide these services on an infrequent basis and is reimbursed the associated overtime expenses and vehicle mileage.

This contract has previously been extended and is currently set to expire on September 30th 2017. MDHS is seeking to amend the current contract to show an increase in payable funds from the current amount of \$10,000 to \$17,500. This is due to an increase in utilization of the service and anticipation of future need.

Therefore, the Michigan Department of Human Resources will reimburse Ingham County for the Sheriff Deputies overtime wages and transportation costs at an amount not to exceed \$17,500.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN AMENDMENT TO A CURRENT CONTRACT WITH THE
MICHIGAN DEPARTMENT OF HUMAN SERVICES FOR TRANSPORT SERVICES OF
SPECIFIC JUVENILES BY SHERIFF'S DEPUTIES**

WHEREAS, the Michigan Department of Human Services seeks to amend a current contract for transportation of specific juveniles; and

WHEREAS, the purpose of the amendment is to increase the payable amount from \$10,000 to \$17,500 until the current contract expires on September 30th 2017; and

WHEREAS, the Ingham County Sheriff's Office wishes to continue the service provided to the Michigan Department of Human Services for transportation of specific, in-custody juveniles; and

WHEREAS, the Michigan Department of Human Services shall reimburse Ingham County for the Sheriff Deputies' overtime wages and transportation costs in an amount not to exceed \$17,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to continue their participation with the Michigan Department of Human Services for the transportation of specific in-custody juvenile inmates for an amount up to \$17,500 for the duration of the current contract expiring September 30th 2017.

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

TO: Board of Commissioners Law & Courts Committee

FROM: Andrew Bouck, Undersheriff - Ingham County Sheriff's Office

DATE: April 18, 2017

SUBJECT: RESOLUTION TO REDUCE THE PROJECTED REVENUE SHORTFALL CREATED BY CONTRACT ISSUES FROM THE HOUSING OF MICHIGAN DEPARTMENT OF CORRECTIONS AND WAYNE COUNTY SHERIFF'S OFFICE INMATES AT THE INGHAM COUNTY JAIL

BACKGROUND

The Ingham County Sheriff's Office had contracted with the Michigan Department of Corrections prior to October of 2016 to house one hundred (100) inmates at the cost of \$35.00 per day, per inmate, and had been working with the Wayne County Sheriff's Office since October 2016 to ratify a written contract to house fifty (50) inmates at \$45.00 per day, per inmate.

The Michigan Department of Corrections initially backed out of their contract with the Ingham County Sheriff's Office on October 21, 2016 and then re-entered the agreement on January 7, 2017 and YTD has been housing on average of forty-nine (49) inmates per day at the Ingham County Jail. More recently, the April 2017 average for MDOC inmates housed daily at the Ingham County Jail is fifty-four (54).

The Wayne County Sheriff's Office failed to honor or ratify the proposed contract (verbal and written) with the Ingham County Sheriff's Office on April 11, 2017 and therefore, the Ingham County Sheriff's Office will not be housing any Wayne County Sheriff's Office inmates.

A projected revenue shortfall of \$690,125.00 was created by above mentioned contractual issues.

The proposal (attached) from the Sheriff's Office significantly reduces the revenue shortfall by closing Post 4 in the Ingham County Jail on or about May 10, 2017. Further revenue shortfall reductions are created by eliminating four (4) Corrections Deputy positions and one (1) Field Services Deputy position (specifically one of three positions from the ICSO participation on the Tri-County Metro Narcotics Team) through attrition.

This resolution will also eliminate the Staff Services Major position from the Sheriff's Office Administration, which has been vacant since January 1, 2017.

FINANCIAL IMPACT

A projected revenue shortfall of \$690,125.00 was created by contractual issues with the MDOC and the WCSO.

By implementing the proposed reductions, the revenue shortfall is projected to decrease to \$83,054.00 or be reduced even further with the fluctuation in MDOC inmates housed above and beyond the fifty (50) beds allotted on a daily basis.

OTHER CONSIDERATIONS

This revenue shortfall is at no fault of the Ingham County Sheriff's Office as we were ready to house the Michigan Department of Corrections inmates and were prepared to house the Wayne County Sheriff's Office inmates.

The closing of Post 4 will lower the capacity of the Ingham County Jail by 68 beds. Fifty (50) of these would be rental beds, and the remaining eighteen (18) would be local beds.

This revenue shortfall had an immediate and significant impact on a reorganization plan at the Ingham County Sheriff's Office that the Sheriff has been working on since taking office. Specifically, civilianizing the Sheriff's Office Quartermaster position. The Sheriff's Office will continue to work with the Board of Commissioners to create and fund this position in 2017 and beyond.

RECOMMENDATION

It is recommended that the Ingham County Board of Commissioners adopt the attached resolution as presented and finance the remaining revenue shortfall from the 2017 Contingency Fund.

ICSO PLAN FOR MDOC / WCSO REVENUE SHORTFALL

Jan 2017 Jail Capacity:	512	412 County Beds	100 Contract Beds
Post 4: 68 Inmates		Close May 10, 2017	
May 2017 Jail Capacity:	444	394 County Beds	50 Contract Beds
Reduction of Eighteen (18) ICJ County Beds			

ELIMINATE 5 Deputy Positions from ICSO without LAYOFFS

Budgeted Revenue Contract Beds for 2017	\$1,314,000
Actual Jan-Mar 2017 Revenue from MDOC beds	<u>\$195,125</u>
Balance	\$1,118,875
Estimated MDOC Revenue Apr-Dec 2017 50 MDOC X 245 days X \$35.00/day)	<u>\$428,750</u>
Balance	\$690,125
Savings eliminated 2017 budgeted Major Position	<u>\$151,283</u>
Balance	\$538,842
Savings eliminating 4 corrections positions (\$99,849X4X.66 {2/3rds of year left})	\$263,601
Savings eliminating 1 LE position (Metro) (\$94,613X.66)	<u>\$62,244</u>
Balance	\$212,917
Savings in meals (\$.98 X 3 X 68 X 245)	<u>\$48,980</u>
Balance	\$163,937
Savings U/S salary budgeted v actual	\$15,260
Savings Chief Deputy salary budgeted v actual	<u>\$24,944</u>
Balance	\$123,733
Open LE position since 2-28-17	\$13,219
Open LE position since 3-4-17	\$12,182
Open Corrections position 3-27-17	\$9,818
Savings oper with open positions prior to May 1	<u>\$35,219</u>
Balance	\$88,514

Operating loss with no layoffs	
1 corrections Deputy 31 days	\$8,680
1 Corrections Sgt. 12 days	\$5,072
1 Corrections Lt. 153 days (Oct 1 ret date)	<u>\$68,225</u>
Balance	\$170,491
Inmate medical reduction 68 less inmates	<u>\$72,437</u>
Balance	\$98,054
Est OT savings for sick calls and off site medical	<u>\$15,000</u>
Balance	\$83,054
** <i>If we Avg 55 MDOC inmates May-Dec 2017</i> **	<u>\$42,875</u>
Balance	\$40,179
Additional cost of meals (.98X23X45X5X)	<u>\$3,601</u>
Balance	\$43,780

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO REDUCE THE PROJECTED REVENUE SHORTFALL CREATED BY THE CONTRACT ISSUES FROM THE HOUSING OF MICHIGAN DEPARTMENT OF CORRECTIONS AND WAYNE COUNTY SHERIFF'S OFFICE INMATES AT THE INGHAM COUNTY JAIL

WHEREAS, the Ingham County Sheriff's Office has been in contract negotiations since October 2016 with Wayne County Sheriff's Office to house fifty (50) inmates per day at \$45.00 per inmate; and

WHEREAS, Wayne County Sheriff's Office failed to ratify the contract with Ingham County Sheriff's Office on April 11, 2017; and

WHEREAS, the Ingham County Sheriff's Office had a contract with the Michigan Department of Corrections for 100 beds for detainees and parole violators at \$35.00 a day per inmate; and

WHEREAS, the Michigan Department of Corrections backed out of their contract with Ingham County Sheriff's Office on October 21, 2016 and re-entered the contract on January 7, 2017; and

WHEREAS, the Michigan Department of Corrections has averaged only housing forty-nine (49) inmates at Ingham County Sheriff's Office since January 7, 2017; and

WHEREAS, the unused beds by the Michigan Department of Corrections and the failed contract with Wayne County Sheriff's Office has created a projected budget shortfall of \$690,125.00; and

WHEREAS, as a result of the above mentioned, Ingham County must take significant measures to reduce expenses in an attempt to minimize Ingham County Government's projected budget deficit, and to reduce the number of positions facing layoff in future years; and

WHEREAS, the Ingham County Sheriff's Office is recommending on or about May 10, 2017 the closing of Post 4 in the Ingham County Jail, which holds 68 inmates; and

WHEREAS, the Ingham County Sheriff's Office is recommending the reduction of four (4) Corrections Deputies and the reduction of one (1) Deputy from the Tri-County Metro Narcotics Squad, and one (1) Staff Services Major.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners hereby authorizes the closing of Post 4 in the Ingham County Jail on or about / effective May 10, 2017 and the reduction of four (4) Corrections Deputies and one (1) Deputy from the Tri-County Metro Narcotics Squad and one (1) Staff Services Major through natural attrition.

BE IT FURTHER RESOLVED, that the contract with the Michigan Department of Corrections for one hundred (100) beds for detainees, parole violators and virtual boarders be amended to reduce the amount of inmates to be housed by fifty (50) inmates from one hundred (100) to fifty (50) inmates while allowing for some fluctuation above the fifty (50) beds allotted on a daily basis.

BE IT FURTHER RESOLVED, that the Ingham County Jail bed count will be reduced by fifty (50) contracted beds and eighteen (18) local beds, which will reduce the total capacity of the Ingham County Jail from five hundred and twelve (512) to four hundred and forty four (444).

BE IT FURTHER RESOLVED, that up to \$83,054 will be transferred from the 2017 contingency account to fund the remaining budget shortfall.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Ingham County Sheriff's Office 2017 budget in accordance with this resolution.

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

Agenda Item 2e

TO: Law & Court Committee
FROM: Captain Vern Elliott
DATE: April 11, 2017
RE: Retirement Resolution for Sergeant Eric A. Common

Summary of Proposed Action: This resolution will honor Sergeant Eric A. Common of the Ingham County Sheriff's Office for dedicating 24 years of his career to corrections and law enforcement. He served the citizens of Ingham County with the highest possible standards while respecting the rights of all people.

Introduced by the Law and Courts Committee:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR SERGEANT ERIC COMMON OF THE
INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, Sergeant Eric Common was hired by the Ingham County Sheriff's Office as a Deputy in July of 1993 and assigned to Corrections; and

WHEREAS, Sergeant Common worked as a Deputy in the Corrections Division for the Ingham County Sheriff's Office until February of 1997; and

WHEREAS, in February of 1997, Sergeant Common was transferred to the transport unit, which he was on until May of 1997; and

WHEREAS, in May of 1997, Sergeant Common was transferred to the Field Services Division; and

WHEREAS, in November of 2003, Sergeant Common was promoted to the rank of Sergeant; and

WHEREAS, in November of 2003, Sergeant Common was assigned to supervise the Veteran's Memorial Court unit as a Sergeant; and

WHEREAS, in September 2007, Sergeant Common was transferred to the Corrections Division; and

WHEREAS, throughout his career, Sergeant Common was a dedicated employee and well respected by his peers; and

WHEREAS, over his 24 year career with the Ingham County Sheriff's Office, Sergeant Common received numerous letters of recognition and Unit Citations; and

WHEREAS, after 24 years of dedicated service to the citizens of Ingham County, Sergeant Common is retiring on May 12, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Sergeant Eric Common, for his 24 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

FROM: Scott LeRoy, Deputy Court Administrator

DATE: March 31, 2017

SUBJECT: Reorganize Staff Psychologist Position

The Juvenile Division is committed to best practices and values expert opinion regarding delinquent activity and behavior. The Juvenile Division's mission is reducing juvenile recidivism and processing legal matters, taking into account psychological process, trauma, maladaptive behavior and treatment effectiveness. To that end, the Juvenile Division has previously employed three Staff Psychologists. In recent years, the psychological staff has been reduced to two positions, with one working psychologist.

Two years ago, a Staff Psychologist position was posted with no successful outcome. Since that time, the position has remained vacant. Many of the essential functions of the Staff Psychologist position have been compromised due to this vacancy.

The Juvenile Division is requesting to reorganize the Staff Psychologist position to Chief Psychologist. With reorganizing this position the Chief Psychologist will provide administrative supervision of the clinical staff. All other previous essential duties will remain unchanged.

The Juvenile Division is also requesting to add a Clinical Mental Health Professional in lieu of the vacant Staff Psychologist, thus eliminating the second Staff Psychologist position. Adding this position would benefit the Juvenile Division by providing a necessary function in individual and group treatment as well as mental health support at the Ingham County Youth Center. This position would also further the Court's commitment to best practice and aid in reducing juvenile recidivism by providing Continuous Quality Improvement* of the Court's evidence-based curriculums.

In addition to maximizing the Court's function and treatment capacity, this reorganization and request of new position will universally aid the Court in reducing cost.

**Program fidelity is the principle of effective intervention most overlooked. While we have an extensive body of literature that supports the use of cognitive-behavioral interventions as an effective approach, we often pay little attention to fidelity. Recognizing that the delivery of treatment is just as important as the type of treatment provided, Continuous Quality Improvement aims to assess, monitor and coach to assure program fidelity is correctly employed.*

County of Ingham

HUMAN RESOURCES DEPARTMENT
5303 S. Cedar Street, Suite 2102
Lansing, MI 48911-3895

Administration: 517.887.4327
Employee Services: 517.887.4373
Internet: www.ingham.org

Employment: 517.887.4328
FAX Number: 517.887.4396



TO: Scott LeRoy, Deputy Court Administrator Juvenile Division
FROM: Beth Bliesener, Employment Specialist
DATE: 4-13-17
RE: Memo of analysis for reorganization of the Juvenile Division

The Juvenile Division of the Circuit Court is reorganizing to enhance their ability to serve the residents of Ingham County. As such, HR can confirm the following:

Position #140002, Staff Psychologist OPEIU/Family Court, is currently vacant. The Juvenile Division would like to eliminate this position and create a Clinical Mental Health Professional. The essential functions reflect the work that needs to be performed to meet the needs of the Juvenile Division. After analysis, the job will be compensated at an OPEIU Court Pro 06.

Position #140004, Staff Psychologist OPEIU/Family Court, is currently occupied. The Juvenile Division would like to convert this position to a Chief Staff Psychologist. The job description has been updated to reflect the work that needs to be performed to meet the needs of the Juvenile Division. After analysis, the job will now be compensated at a MCF 14 \$82,347.47 to \$98,840.80.

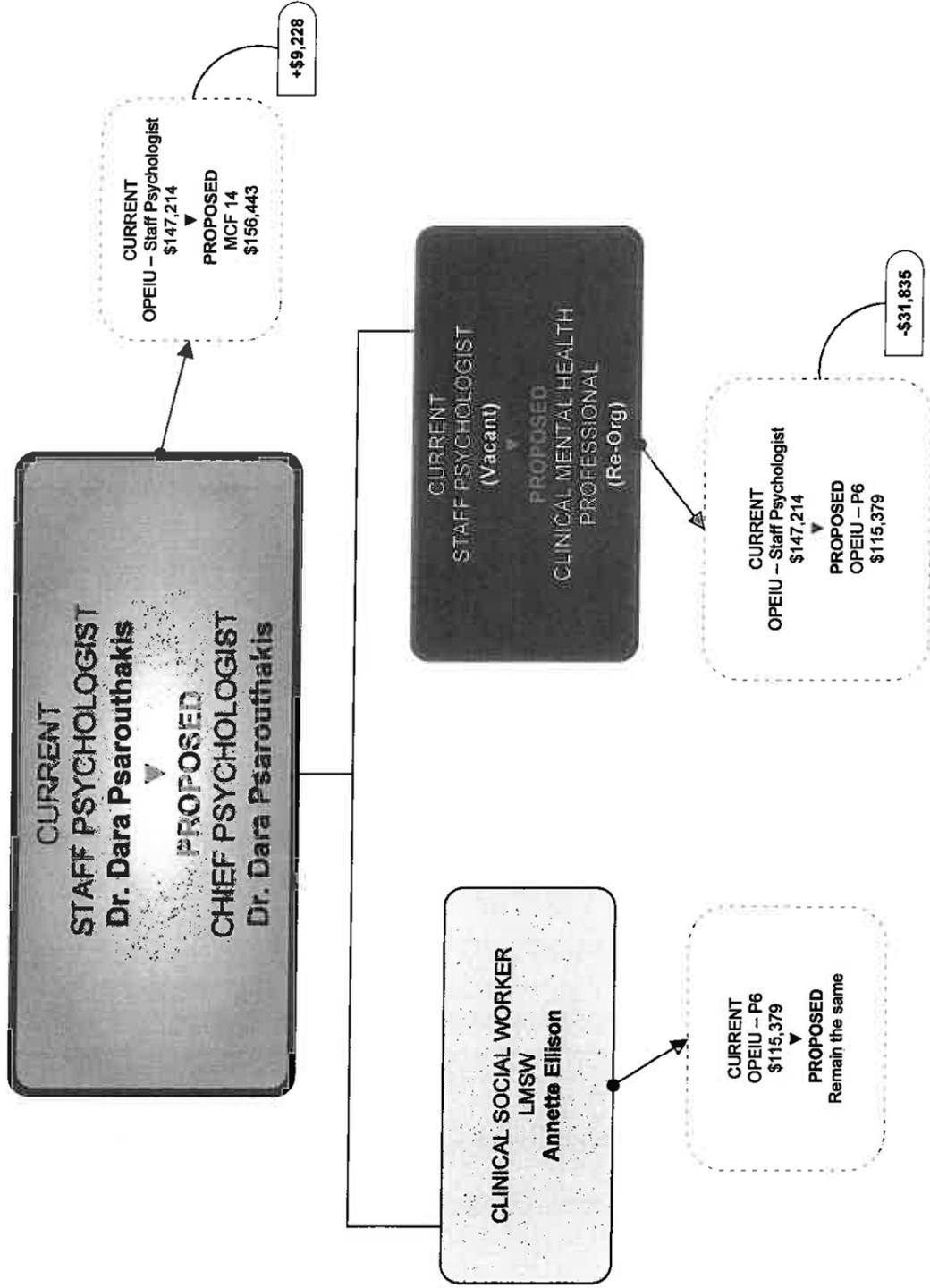
The OPEIU/Family Court union has been notified. They support the changes and salary placements.

The current staff member has been notified and supports the changes and salary placement.

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

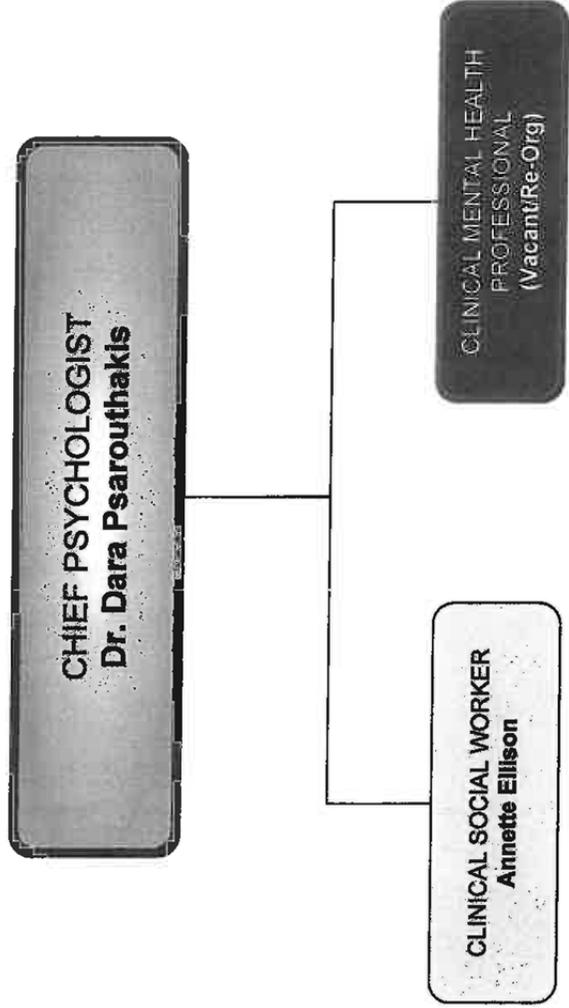
If I can be of further assistance, please email or call me (887-4375).

Ingham County Circuit Court Juvenile Division



Date: 3-31-17
*Employee cost reflects total 2017 Personnel Cost

Ingham County Circuit Court Juvenile Division



**2017 PERSONNEL COST PROJECTION
CURRENT STAFF PSYCHOLOGIST**

**2017 PERSONNEL COST PROJECTION
NEW CHIEF PSYCHOLOGIST**

	<u>STEP 7 PSYC</u>		<u>STEP 5 MCF 14</u>	
Salary	\$88,892	Salary	\$98,841	
Longevity	1,400	Longevity	1,400	
Wages	\$90,292	Wages	\$100,241	
Unemployment	451	Unemployment	501	
FICA	6,907	FICA	7,668	
Health	16,362	Health	16,362	
Dental	904	Dental	904	
Vision	124	Vision	124	
Current Retiree Hlth	3,347	Current Retiree Hlth	3,347	
Future Retiree Hlth	4,063	Future Retiree Hlth	4,511	
Life	115	Life	115	
Disability	117	Disability	130	
Retirement	24,225	Retirement	22,203	
Workers Comp	181	Workers Comp	200	
C.A.R.E.S.	33	C.A.R.E.S.	33	
Liability	91	Liability	101	
Separation Buyout	1,129	Separation Buyout	1,253	
Total Cost	\$147,214	Total Cost	\$156,443	increase of \$9,228

**2017 PERSONNEL COST PROJECTION
CURRENT STAFF PSYCHOLOGIST**

**2017 PERSONNEL COST PROJECTION
NEW CLINICAL MENTAL HEALTH PROFESSIONAL**

	<u>STEP 7 PSYC</u>		<u>OPEIU STEP 6 GRADE 06 FAMCT</u>	
Salary	\$88,892	Salary	\$66,538	
Longevity	1,400	Longevity	1,000	
Wages	\$90,292	Wages	\$67,538	
Unemployment	451	Unemployment	338	
FICA	6,907	FICA	5,167	
Health	16,362	Health	16,362	
Dental	904	Dental	904	
Vision	124	Vision	124	
Current Retiree Hlth	3,347	Current Retiree Hlth	3,347	
Future Retiree Hlth	4,063	Future Retiree Hlth	3,039	
Life	115	Life	115	
Disability	117	Disability	88	
Retirement	24,225	Retirement	18,120	
Workers Comp	181	Workers Comp	135	
C.A.R.E.S.	33	C.A.R.E.S.	33	
Liability	91	Liability	68	
Separation Buyout	1,129	Separation Buyout	844	
Total Cost	\$147,214	Total Cost	\$115,379	decrease of (\$31,835)
				net decrease (\$22,607) *

*Note - no funds are budgeted for second psychologist position in 2017.

Ingham County Job Description

Clinical ~~Social Worker~~ Mental Health Professional

General Summary:

Under the direction and supervision of the ~~Juvenile Programs Director~~ **Chief Staff Psychologist** and as part of a team of other Family Court personnel, provides treatment and therapy to individual youth and their families. Focus of this position is to provide treatment to ~~adolescents who have committed sexual offenses~~ **adolescents who have been brought to the attention of the court**. Provides **individual and** group therapy services to the adolescents and their families. ~~which may include the victim of the offense~~. Will be a mandatory reporter as provided by the Child Protection Act. Testifies in court as appropriate to report on a client's treatment, progress, assessment and maintains detailed documentation. Makes recommendations for placement and treatment needs. Facilitates or Co-facilitates group counseling programs for youth and other offenders as well as Parent Support groups. Provides standardized assessments using approved tools to determine appropriate courses of action. **The Clinical Mental Health Professional will also assess and measures treatment fidelity for group interventions, individual sessions, and staff adherence to best practices**. Will be on call to serve clients in crisis. Participates in case staffing reviews. Performs other duties as assigned.

Essential Functions:

1. Provides treatment to individual adolescents under the supervision of the Family Court. ~~for offenses of sexual misconduct, assault and other sexually related behaviors~~.
2. Provides group/individual therapy to ~~offenders~~ **adolescents** and/or their families.
3. Serves as a member of the ~~sex-offender treatment~~ **clinical** team working with other disciplines in diagnosing problems, formulating treatment plans and evaluating progress.
4. Prepares written treatment plans, goals and reports for the Court as directed.
5. Facilitates and/or co-facilitates support groups for parents, juveniles, other family members.
6. Provides assessments of youth and parents brought to the attention of the Court, as directed by a Judge/Referee.
7. May provide field supervision and instruction of graduate level students.
8. Testifies in court as directed by a Judge and the court process.
9. Provides emergency interventions with clients.
10. Conducts staff training in best practice ~~social work-clinical~~ techniques.
11. Participates in general staff meetings, case supervision and treatment team meetings.
12. **Assesses and measures treatment fidelity for group interventions, individual sessions, and staff adherence to best practices.**
13. **Develops and implements staff trainings related to evidence based programming.**

Other Functions: None

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

Employment Qualifications:

Education: ~~Must have completed a Masters of Social Work. Licensed Masters Social Worker (LMSW) required.~~ **Must have completed Masters degree in Social Work, Psychology, Counseling or other related Social Science discipline. Must be fully licensed or on track to obtain a license in related mental health field.**

Experience: Must have 2 years or more years related work experience in providing treatment with ~~adolescent sex offenders~~ **at-risk youth**. Knowledge of best practice treatment for ~~adolescent sex offenders~~, and experience in implementing such programming preferred. Must have a good driving record and a valid Michigan's Driver's License.

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

Physical Requirements: [This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:

- Ability to travel throughout the County.
- Ability to climb stairs to access clients in their homes.
- Ability to access office files.
- Lifts and transports materials and equipment.

Working Conditions:

Works in office conditions and travels throughout the County to attend meetings.

INGHAM COUNTY
JOB DESCRIPTION

CHIEF STAFF PSYCHOLOGIST

General Summary:

1. Evaluate children and/or parents referred by Court staff and Judges and provide written psychological reports to the Court. Testify in Court relative to findings when requested to do so. Evaluate prospective employees, foster and group home parents when requested and provide recommendations as to the personality and stability of these persons. Assist in conducting training programs and provide consultation to the staff. **Supervises the Clinical Social Worker and Clinical Mental Health Professional, which includes but is not limited to approval of time off request and ensuring coverage of duties, approval of time sheets, approval of purchase requests for equipment and supplies, together with responding to various individual request and/or complains and taking disciplinary action as needed.**

Essential Functions:

2. **Supervises Clinical Social Worker and Clinical Mental Health Professional, which includes but is not limited to approval of time off request and ensuring coverage of duties, approval of time sheets, approval of purchase requests for equipment and supplies, together with responding to various individual request and/or complains and taking disciplinary action as needed.**
3. **Conducts clinical supervision for licensed clinical staff as well as periodic staff meetings**
4. **Attends managers and judicial meetings as directed**
5. **Responsible for interviewing new applicants for various Family Division positions and making recommendations to the Family Division Administrator for hiring such staff**
6. Evaluation of children and parents who are being dealt with by the Court due to neglect, abuse or delinquency.
7. Prepare written evaluation reports as a result of testing and consultation.
8. Testify when necessary at hearings.
9. Attend staff meetings, case conferences and planning meetings.
10. Provide consultation to staff and Judges on cases processed by the Court.
11. Assist with in-service presentations to Court staff, volunteers, group home parents and foster home parents.
12. Provide individual and/or group therapy to children and/or parents being supervised by the Court.
13. Evaluate prospective foster home and group home parents and provide recommendations relative to such evaluation.
14. Evaluate prospective employees in the professional ranks of the Court and provide recommendations relative to such evaluation.
15. Provide emergency assistance and/or consultation for the staff concerning problems at the Youth Center or in other placements (possibly after normal hours and on weekends).
16. Assist with overall planning in the areas of treatment, detention and placement services.
17. **Provides the management team with assessment of treatment fidelity for group**

interventions, individual sessions, and staff adherence to best practices.

Other Functions:

Performs other work duties as assigned.

(The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified)

Employment Qualifications:

Education: A Ph. D. in the Counseling, Clinical Psychology or other related Psychological disciplines is required.

Experience: A minimum of 5-7 years of progressively increased responsibilities as it relates to counseling and criminal justice is required. Experience with counseling adolescents and their respective families is preferred.

Other Requirements: Must be fully licensed or on track to obtain licensure as a Psychologist with the State of Michigan. Must be able to pass a court screening process.

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

Physical Requirements:

- Ability to sit, stand, walk, bend and stretch in order to retrieve supplies and operate standard office equipment.
- Ability to lift, hold and carry objects weighing up to 25 pounds.
- Ability to communicate and respond to inquiries both in person and over the phone.
- Ability to operate a PC/laptop and other office equipment.
- Ability to handle varying and often high levels of stress.

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

Working Conditions:

The work environment is a typical office setting. Safe work practices in regard to office equipment, avoiding trips/falls and fire regulations are required. Will be scheduled for some on-call hours (evenings, nights, weekends).

**July 2009
OPEIU PSYC-7**

Leroy, Scott

From: Jeff Fleming <jfleming@local459.org>
Sent: Thursday, April 13, 2017 1:23 PM
To: Bliesener, Elisabeth
Cc: Leroy, Scott; Parsons, Travis
Subject: Re: Re-organization for the Juvenile Division

Beth -

With what you added re: the current Staff Psychologist classification, OPEIU Local 459 supports the reorganisation outlined below.

Thanks.

Jeff

On 13 Apr 2017, at 12:54 pm, Bliesener, Elisabeth <EBliesener@ingham.org> wrote:

We do keep on file the job descriptions, if there was a need for the Juvenile Division to resurrect the staff psychologist position, we would still have the job description and that it would be in the OPEIU / Family Court union and the salary scale. For the time being the classification would be inactive rather than active since they do not plan on filling a staff psychologist after the reorganization.

Does that sound agreeable to the union?

Let me know if have any other questions.

Thanks,
Beth

From: Jeff Fleming [<mailto:jfleming@local459.org>]
Sent: Thursday, April 13, 2017 12:16 PM
To: Bliesener, Elisabeth
Cc: Leroy, Scott; Parsons, Travis
Subject: Re: Re-organization for the Juvenile Division

Beth -

Could we leave the Staff Psychologist classification still in the bargaining unit? We understand it would not be occupied after the reorganisation?

Thanks.

Jeff

On 13 Apr 2017, at 11:22 am, Bliesener, Elisabeth <EBliesener@ingham.org> wrote:

Good Morning Jeff,

The Juvenile Division would like to reorganize the following two positions.

Position #140002, Staff Psychologist OPEIU/Family Court, is currently vacant. The Juvenile Division would like to eliminate this position and create a Clinical Mental Health Professional. After analysis, the job will be compensated at an OPEIU Court Pro 06.

Position #140004, Staff Psychologist OPEIU/Family Court is currently occupied. The Juvenile Division would like to convert this position to a Chief Staff Psychologist. After analysis, the job will now be compensated at a MCF 14.

Does the union give their support for this reorganization?

Please let us know if you have any questions.

Thank-you,
Beth

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

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Agenda Item 3

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A REORGANIZATION IN THE CIRCUIT COURT
JUVENILE DIVISION**

WHEREAS, the Circuit Court Juvenile Division currently has two Staff Psychologists (#140002, OPEIU and #140004, OPEIU); and

WHEREAS, one Staff Psychologist position (#140002, OPEIU) has been vacant since December 6, 2013 as a result of a resignation; and

WHEREAS, the Circuit Court Juvenile Division having had sufficient time to evaluate the impact of this vacancy wishes to eliminate the vacant Staff Psychologist position (#140002, OPEIU) and add a new position of Clinical Mental Health Professional; and

WHEREAS, the Circuit Court Juvenile Division has reviewed the proposed Clinical Mental Health Professional job description with Human Resources and after analysis, the position will be compensated at an OPEIU Court Pro 6; and

WHEREAS, the Circuit Court Juvenile Division wishes to convert the second Staff Psychologist position (#140004, OPEIU) to Chief Psychologist (MCF 14); and

WHEREAS, the Circuit Court Juvenile Division has reviewed the proposed Chief Psychologist job description with Human Resources and after analysis, the position will be compensated at an MCF 14; and

WHEREAS, it is the belief of the Circuit Court Juvenile Division that this re-organization will be cost-effective and will universally aid the court; and

WHEREAS, the Budget Office has calculated that this re-organization will result in annual savings of \$22,607.00; and

WHEREAS, the OPEIU Union has reviewed the proposed re-organization and has no objections.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the elimination of Staff Psychologist position (#140002, OPEIU).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the creation of a Clinical Mental Health Professional (OPEIU Court Pro 6).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the conversion of Staff Psychologist (#140004, OPEIU) to Chief Psychologist.

BE IT FURTHER RESOLVED, the reorganization will become effective June 1, 2017.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Circuit Court Juvenile Division 2017 Budget and Position Allocation List in accordance with this Resolution.

MEMORANDUM

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller/Administrator

DATE: April 19, 2017

SUBJECT: Resolution Updating Various Fees for County Services

This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2017, for the Park and Zoo winter seasonal fees on November 1, 2017, and for all other departments with the exception of the Zoo, on January 1, 2018. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2018 cost was calculated by multiplying the 2017 cost by the 2018 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at previous rounds of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$84,250. Any additional revenue will be recognized in the 2018 Controller Recommended Budget.

As directed by the Board of Commissioners, the Controller’s Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

Please contact me if you have any questions regarding this information.

Attachments

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO UPDATE VARIOUS FEES FOR COUNTY SERVICES

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2018 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2017, the Park and Zoo winter seasonal fees and the Park Annual Passes which will be effective starting November 1, 2017.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

**Attachment A: Fees Which Are Adjusted
Law and Courts Committee**

Location of Service	Fee Description	Target Percent	2017 Fee	2018 Fee
Animal Control	Sterilized	25.0%	\$14.00	\$15.00
Animal Control	Sterilized - Delinquent	25.0%	\$46.00	\$30.00
Animal Control	Sterilized - 3 year License	25.0%	\$34.00	\$35.00
Animal Control	Un-Sterilized	75.0%	\$70.00	\$45.00
Animal Control	Un-Sterilized - Delinquent	75.0%	\$140.00	\$90.00
Animal Control	Un-Sterilized - 3 year License	75.0%	\$155.00	\$125.00
Animal Control	Boarding Fee-Dangerous Animals	100.0%	\$76.00	\$77.00
Animal Control	Boarding Fee per day-others	75.0%	\$34.00	\$35.00
Animal Control	Dogs(under six years of age)	75.0%	\$74.00	\$75.00
Animal Control	Euthanasia Fee	100.0%	\$130.00	\$135.00
Animal Control	Rabies vaccination on redeemed dogs	100.0%	\$20.00	\$21.00
Pros Atty	Diversion - Initial Interview	50.0%	\$35.00	\$36.00
Pros Atty	Diversion - Misdemeanor Offender	50.0%	\$455.00	\$460.00
Pros Atty	Diversion - Felony Offender	50.0%	\$805.00	\$810.00
Jail	Day Rate	100.0%	\$54.00	\$55.00
Sheriff	Costs for Command per hour	100.0%	\$65.01	\$65.60
Sheriff	Costs for Deputy per hour	100.0%	\$58.31	\$58.84

Attachment A: Fees Which Are Adjusted
Human Services Committee

Location of Service	Fee Description	Target Percent	2017 Fee	2018 Fee
BCCCP	Patient Education - Non Physician Provider	100%	\$169.00	\$170.00
Comm. Health	MIHP Tran. Bus/Van	100%	\$35.60	\$36.02
Comm. Health	MIHP - Trans Taxi	100%	\$32.56	\$32.95
Comm. Health	MIHP Trans. Volunteer	100%	\$0.35	\$0.36
Med Examiner	Cremation Permits	100%	\$27.00	\$28.00
Med Examiner	Autopsy Report Copies (others)	100%	\$25.00	\$26.00
OYC	Consultation Request (per hr.)	100%	\$73.00	\$74.00
OYC	Agency Training Request- Base, 2.5 hr.	100%	\$360.00	\$365.00
OYC	OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending)	100%	\$29.00	\$30.00
OYC	OYC-Advertised Train.- 2.5-4.5 hr./per person (min. 15 attending)	100%	\$36.00	\$37.00
OYC	OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending).	100%	\$72.00	\$75.00
OYC	OYC-Agency Request Head Start CPR & 1st Aide	100%	\$70.00	\$71.00
Env. Health	Category 1 (see definition below) - Full Plan Review	80%	\$970.00	\$975.00
Env. Health	Category 1 (see definition below) - New Owner/Eval	80%	\$515.00	\$520.00
Env. Health	Category 1 (see definition below) - New Owner w/minimal plan review	80%	\$620.00	\$625.00
Env. Health	Category 2 (see definition below) - License Fee	80%	\$645.00	\$650.00
Env. Health	Category 2 (see definition below) - Full Plan Review	80%	\$1,350.00	\$1,355.00
Env. Health	Category 2 (see definition below) - New Owner/Eval	80%	\$725.00	\$730.00
Env. Health	Category 2 (see definition below) - New Owner w/minimal plan review	80%	\$760.00	\$765.00
Env. Health	Category 3 (see definition below) - License Fee	80%	\$915.00	\$920.00
Env. Health	Category 3 (see definition below) - Full Plan Review	80%	\$1,945.00	\$1,950.00
Env. Health	Category 3 (see definition below) - New Owner/Eval	80%	\$1,055.00	\$1,060.00
Env. Health	Category 3 (see definition below) - New Owner w/minimal plan review	80%	\$1,170.00	\$1,175.00
Env. Health	Mobile - License Fee	80%	\$360.00	\$365.00
Env. Health	Mobile - Full Plan Review	80%	\$495.00	\$500.00
Env. Health	STFU - Full Plan Review	80%	\$495.00	\$500.00
Env. Health	STFU - New Owner/Eval	80%	\$445.00	\$450.00
Env. Health	Constuction/Remodeling that begins without approved plans	80%	\$790.00	\$795.00
Env. Health	Informal Hearing Fee	100%	\$1,126.00	\$1,130.00
Env. Health	Formal Hearing Fee	100%	\$1,126.00	\$1,130.00
Env. Health	Follow Up inspection to assess compliance for critical violations	100%	\$524.00	\$530.00
Env. Health	Fee for new owner operating without new license	80%	\$650.00	\$655.00
Env. Health	Septic - new or repair permit for residential or commercial	90%	\$850.00	\$855.00
Env. Health	Combined - well & septic	90%	\$1,050.00	\$1,055.00

Location of Service	Fee Description	Target Percent	2017 Fee	2018 Fee
Env. Health	Septic - new/repair septic tank only	90%	\$350.00	\$355.00
Env. Health	Well - Sanitary survey, public non community Type II non - transient Well	90%	\$495.00	\$500.00
Env. Health	License renewal	80%	\$330.00	\$335.00
Env. Health	Full plan review	80%	\$430.00	\$435.00
Env. Health	Permanent Campground	100%	\$415.00	\$420.00
Env. Health	Temporary Campground	100%	\$185.00	\$190.00
Env. Health	Full inspection, water system, sewage disposal, building and grounds	100%	\$280.00	\$285.00
Env. Health	Tobacco & E- cigarette sales license - Not East Lansing	90%	\$335.00	\$340.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - East Lansing	100%	\$130.00	\$135.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - Not East Lansing	100%	\$150.00	\$155.00
Env. Health	Tobacco & E- cigarette sales license vending machine	100%	\$335.00	\$340.00
Env. Health	Temporary Tobacco License - Sampling Permit	100%	\$130.00	\$135.00
Env. Health	Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Reporting Fee	50%	\$70.00	\$71.00
Env. Health	Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Inspection Fee	50%	\$145.00	\$150.00
Env. Health	Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) Reporting Fee	50%	\$145.00	\$150.00
Env. Health	Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) Inspection Fee	50%	\$235.00	\$240.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Reporting Fee	50%	\$220.00	\$225.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Inspection Fee	50%	\$350.00	\$355.00

Attachment A: Fees Which Are Adjusted
County Services Committee

Location of Service	Fee Description	Target Percent	2017 Fee	2018 Fee
Clerk	Expedited Svc - copies of Vital Records	100.0%	\$25.00	\$30.00
Drain Comm.	Photography	100.0%	\$280.00	\$285.00
Drain Comm.	Topography	100.0%	\$565.00	\$570.00
Drain Comm.	Preliminary Comm. Site Plan Review	75.0%	\$695.00	\$700.00
Drain Comm.	Preliminary Plat Review	75.0%	\$695.00	\$700.00
Drain Comm.	Plat and Commercial Drainage Review - First acre	100.0%	\$695.00	\$700.00
Drain Comm.	Additional acre	100.0%	\$78.00	\$79.00
Drain Comm.	Plat Drain Administration Fee	75.0%	\$2,500.00	\$2,510.00
Drain Comm.	Drain Crossing Permits, Review (Commercial)	100.0%	\$495.00	\$500.00
Drain Comm.	Tap-in Permit - Commercial	75.0%	\$410.00	\$415.00
Drain Comm.	Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less	100.0%	\$605.00	\$610.00
Drain Comm.	Soil Erosion (12 mo.) - Commercial- each additional acre	100.0%	\$60.00	\$61.00
Drain Comm.	Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less	100.0%	\$530.00	\$535.00
Drain Comm.	Soil Erosion Permit - Commercial - 6 mo. Duration - 1/2 acre or less	100.0%	\$450.00	\$455.00
Drain Comm.	Soil Erosion (6 mo.) - Commercial- each add'l acre	100.0%	\$45.00	\$46.00
Drain Comm.	Escrow account-1/2 acre or less	100.0%	\$565.00	\$570.00
Drain Comm.	Escrow account - 1/2 to 1 acre	100.0%	\$1,700.00	\$1,710.00
Drain Comm.	Escrow account - 1 to 5 acres	100.0%	\$3,400.00	\$3,410.00
Drain Comm.	Escrow account - 5 to 10 acres	100.0%	\$5,625.00	\$5,635.00
Drain Comm.	Escrow account - each add'l 10 acres	100.0%	\$2,825.00	\$2,835.00
Drain Comm.	Soil Erosion Permit - 9 month duration	75.0%	\$250.00	\$255.00
Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection	75.0%	\$325.00	\$330.00
Drain Comm.	Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection	75.0%	\$47.00	\$48.00
Drain Comm.	Violation and Cease&Desist Order	100.0%	\$295.00	\$300.00
Econ. Devel.	Application Fee - Brownfield	100.0%	\$1,500.00	\$1,510.00
Equalization	Pre-2005 Paper Maps/Aerial photos (blueprints)	100.0%	12.00	\$13.00
Equalization	28" x 40" Digitally Produced Paper Maps- Parcel Layer	100.0%	\$31.00	\$32.00
Equalization	28" x 40" Digitally Produced Paper Maps - Parcel layer w/2010 Digital Photo Layer	100.0%	\$63.00	\$64.00
Equalization	34" x 44" Digitally Produced Paper Maps - Parcel layer w/2010 Digital Photo Layer	100.0%	\$76.00	\$77.00
Parks	Resident Annual Parking	75.0%	\$30.00	\$32.00
Parks	Non-Resident Annual Parking	100.0%	\$40.00	\$42.00
Parks	Winter Sports Building (100 Person Capacity) ****	100.0%	\$95.00	\$96.00
Parks	Lake Lansing South Lakeview Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Lake Lansing North Oak Knoll Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Lake Lansing North Sandhill Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Hawk Island Kestrel Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Hawk Island 1/2 of Peregrine Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Burchfield Deer Run Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Burchfield Pine Knoll Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Burchfield Southridge Shelter 60 person	100.0%	\$75.00	\$80.00
Parks	Lake Lansing - North - Main Shelter 240 Person	100.0%	\$180.00	\$185.00
Parks	Burchfield - North Bluff Shelter 240 Person	100.0%	\$180.00	\$185.00
Parks	Burchfield - Woodsong Shelter 240 Person	100.0%	\$180.00	\$185.00
Parks	Lake Lansing - South - Main Shelter 300 Person	100.0%	\$180.00	\$185.00
Parks	Burchfield - Overlook Shelter 300 Person	100.0%	\$180.00	\$185.00

Location of Service	Fee Description	Target Percent	2017 Fee	2018 Fee
Parks	Hawk Island - Red Tail Shelter 375 Person	100.0%	\$255.00	\$260.00
Parks	Hawk Island Cabanas 30 person capacity	100.0%	\$75.00	\$80.00
Parks	Lake Lansing South 30 person capacity	100.0%	\$75.00	\$80.00
Parks	Burchfield 30 person capacity	100.0%	\$75.00	\$80.00
Parks	Abandonment Recovery Fee	100.0%	\$40.00	\$41.00
Parks	Late Fee (arriving 1/2 hour or later after closing)	100.0%	\$20.00	\$21.00
Parks	Resident Monday-Friday 9am-4pm Day Camp	100.0%	\$95.00	\$96.00
Parks	Resident Mon-Fri 7:30am-5:30pm	100.0%	\$125.00	\$130.00
Parks	Non-Resident Mon-Fri 7:30am-5:30pm	100.0%	\$135.00	\$140.00
Parks	Moonwalk	100.0%	\$280.00	\$285.00
Parks	Dunk Tank	100.0%	\$230.00	\$235.00
Parks	Giant Slide	100.0%	\$410.00	\$415.00
Zoo	Resident - daily (April - October) Parking Fee	75.0%	\$3.00	\$4.00
Zoo	Resident Annual Parking Fee	75.0%	\$30.00	\$31.00
Zoo	Non-Resident Annual Parking Fee	100.0%	\$40.00	\$41.00
Zoo	Non-Resident Adult (April - October) Admission	100.0%	\$11.00	\$12.00
Zoo	Non-Resident Senior (April - October) Admission	100.0%	\$10.00	\$11.00
Zoo	Potter Park Penguin Cove Shelter	100.0%	\$100.00	\$110.00
Zoo	Potter Park Eagle Landing Shelter	100.0%	\$125.00	\$135.00
Zoo	Potter Park - Tiger Den Shelter	100.0%	\$200.00	\$205.00
Treasurer	NSF Checks	100.0%	31.00	\$32.00

Attachment B: Fee Which Adjustment is Recommended
Law and Courts Committee

Location of Service	Fee Description	Target Percent	2017 Fee	2018 Fee
Circuit Court	Show Cause - Probation	100.0%	\$180.00	\$185.00
Family Division	Delinquency Court Costs	100.0%	\$280.00	\$285.00
Family Division	Tether	25.0%	\$32.00	\$33.00

TO: Law & Courts Committee

FROM: Commissioner Kara Hope

DATE: April 19, 2017

Below are some of the topics that I'd like Law & Courts to hear about in coming months as part of the larger discussion concerning planning for a new public safety and justice complex:

1. Who is the Ingham County Jail inmate, and why are they in jail?

Under this broad question, here is what I'm hoping for the committee to learn:

- demographic info (age, sex, education level, race, residence, etc.);
- how the population breaks out in terms of where they are in the judicial process (pre-arraignment, awaiting trial, post-sentence, etc.);
- how long do the inmates stay in jail;
- what needs (medical, mental health) do inmates bring with them to jail;
- what trends are emerging in both the "who" and the "why" parts of this inquiry;
- what offenses have they been accused of/convicted of/sentenced for; and
- any other information that will help commissioners understand who is in our jail and why they're there.

2. What programs and services are currently provided in our jail? How many inmates participate? What barriers -- if any -- are there to participation?

3. What programs and services are offered *instead of* jail? How many individuals participate? What barriers -- if any -- are there to participation?

4. How are jail inmates prepared to return to the community?

5. What can Ingham County do to restrict jail to just the "worst of the worst" (if that emerges as commissioners' preference)? What can we do to make sure that jail or jail alternatives are rehabilitative and not merely punitive (again, if that emerges as commissioners' priority)?

All of these questions are big, I realize. My hope is that this information is relatively easy to access -- that it's already compiled or can be compiled without creating too much extra work. I hope and expect, too, that -- along with commissioners and ICSO personnel -- representatives from the prosecutor's office, the judiciary, and community corrections will participate in this conversation that will continue over the next several months.

Even though these questions are numbered, they don't necessarily need to be taken in this order. The Law and Courts Committee schedule can be flexible, and it should be adjusted as needed to accommodate staff's ability to amass and present the information sought. We have plenty of time, so there is no need to rush.

Also, I didn't include it in the questions above, but information on costs should be presented where relevant.