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LAW & COURTS COMMITTEE  
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KARA HOPE  
VICTOR CELENTINO  
TERI BANAS  
SARAH ANTHONY  
RANDY SCHAFFER  
RANDY MAIVILLE

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

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, FEBRUARY 15, 2018 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order  
Approval of the [February 1, 2018 Minutes](#)  
Additions to the Agenda  
Limited Public Comment

1. [Homeland Security and Emergency Management](#) – Resolution to Authorize Purchase of [Outdoor Warning Siren](#) from West Shore Services
2. [Sheriff's Office](#)
  - a. Resolution to Authorize Purchase of Replacement [Batteries and Microphones](#) for Sheriff Portable Radios
  - b. Resolution to Authorize a Contract with [PJ's Towing Service](#) for Ingham County Sheriff's Office Vehicles and Seized Property or Evidence
  - c. Resolution to Authorize an Amendment to a Current Contract with the Michigan Department of Human Services for [Transport Services](#) of Specific Juveniles by Sheriff's Deputies
3. [Controller's Office](#) – Resolution Authorizing Continuation Funding for Jail-Based Break Out Programming from [Wellness, InX](#)
4. [Law & Courts Committee](#) – Draft Language for Justice Complex Millage Question (*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](http://www.ingham.org).

LAW & COURTS COMMITTEE  
February 1, 2018  
Draft Minutes

Members Present: Crenshaw, Banas (arrived at 6:01 p.m.), Hope, Celentino, Anthony, and Maiville

Members Absent: Schafer

Others Present: Judge Tom Boyd, Sheriff Scott Wriggelsworth, John Dinon, Bruce Gaukel, Rick Terrill, Mary Sabaj, KC Brown, Scott LeRoy, Tom Krug, Sherry Lerner, Tim Dolehanty, Teri Morton, Liz Noel, and others

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

Approval of the January 11, 2018 Minutes

MOVED BY COMM. HOPE, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE JANUARY 11, 2018 LAW AND COURTS COMMITTEE MEETING.

THE MOTION TO APPROVE THE MINUTES CARRIED UNANIMOUSLY. Absent: Commissioners Banas and Schafer

Commissioner Banas arrived at 6:01 p.m.

Additions to the Agenda

6. 9-1-1 Center
  - f. Controller's Memo Regarding the Disbanding of the JLT (*Discussion Item*)

Limited Public Comment

Judge Thomas Boyd thanked the Committee for passing a resolution honoring Marilyn "Marty" Waugh, who was retiring after many years at the 55<sup>th</sup> District Court.

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

1. 55<sup>th</sup> District Court – Resolution Honoring Marilyn Waugh
2. Circuit Court – Family Division
  - a. Resolution to Amend Three Year Contracts with Various Residential Placements
  - b. Resolution to Amend Acceptance of Michigan Drug Court Grant for the Ingham County Family Dependency Treatment Court

3. Animal Control – Resolution to Restore an Animal Shelter Clerk Position
4. Facilities Department
  - a. Resolution to Provide and Install a New Dishwasher in the Family Center Kitchen
6. 9-1-1 Center
  - a. Resolution to Authorize Renewal of the 9-1-1 Telephone System Support Agreement with Carousel Industries, Inc.
  - b. Resolution to Approve a Contract Renewal for Pre-Employment Testing
  - c. Resolution to Authorize Purchasing Scheduling Software/Services for the 9-1-1 Center
  - d. Resolution to Authorize a Software Support Agreement with Tritech for the Arcserve Maintenance and Support

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer

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

4. Facilities Department
  - b. Resolution to Authorize Construction Services for the Ingham County Family Center Kitchen Upgrade

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

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. HOPE, TO AMEND THE RESOLUTION AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with T.H. Eifert, 3302 West St. Joseph, Lansing, Michigan ~~48794~~ **48917**, to provide construction services for the Ingham County Family Center kitchen upgrade project for a not to exceed total cost of \$120,000.00 which includes the requested \$4,000.00 contingency.

THE MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Schafer

5. Law & Courts Committee – Programming Options for Justice Complex Millage  
(Discussion Item)

Teri Morton, Deputy Controller, introduced the discussion and programming options presented to the Committee.

KC Brown, CATS Program Coordinator, explained the two proposals Community Mental Health of Clinton, Eaton and Ingham Counties (CMH) had presented to the Committee.

Chairperson Crenshaw asked what the approximate cost of the first proposal would be.

Ms. Morton stated the cost was included in the proposal and was about \$627,000.

Commissioner Banas stated she thought the proposal sounded forward-thinking. She asked what the County could expect for outcomes from their investment, as she assumed the proposals included ideas from other successful programs.

Ms. Brown stated they would hope that the programs could get people out of jail with jail diversion programs, and the rest of the treatment program would be to stabilize the inmates enough while they were in jail to get medication and continue treatment when they leave so they did not come back to the system. She further stated that case managers would do re-entry programs and provide resources to clients, as there was currently only one case manager and they focused on substance abuse.

Commissioner Banas asked if there was a ballpark number that could be provided for jail diversion programs.

Ms. Brown stated she did not know.

Commissioner Anthony stated these were exactly the kinds of services the County needed, and thanked the presenters for including full-time positions in the proposal, as she thought that was important. She asked if there were other counties in Michigan that had similar initiatives and saw success.

Ms. Brown stated there were some jail diversion pilot programs, where the offenders did not even enter jail if they qualified for the diversion program. She further stated she could provide some data and she did not know figures off the top of her head, but she knew other counties had been working on pre-charge and post-incarceration trainings.

Commissioner Anthony stated she would like to see the data, and to see if any other programs were coupled with a new jail. She further stated that the CATS program and CMH had had a hard time finding a pool of applicants they wanted to fill the current positions.

Commissioner Anthony asked if CATS and CMH had done their research, that if the millage passed, they would be able to fill those positions in a timely manner.

Ms. Brown stated CMH was having a hard time filling positions and keeping them filled, but they were now marketing and framing the positions differently. She further stated she thought a new facility would entice people to the positions, and she thought it was realistic to get them filled, but she did not know what it would look like.

Commissioner Anthony asked if marketing and outreach was in the administrative part of the budget.

Ms. Brown stated marketing and outreach of the positions were part of the administrative budget.

Commissioner Banas stated she had just looked up jail diversion programs, and the State of Michigan had started one a few years ago that could be a helpful resource for the County's programs.

Ms. Brown stated she thought counties involved in the State's program were operating on grant funding. She further stated she could pull data from the program, but she did not know about the funding.

Discussion.

Chairperson Crenshaw asked how many inmates would be involved with the Intensive Detention Re-Entry Program (IDRP) in the County.

Sheriff Scott Wriggelsworth stated the contract the County had with the Michigan Department of Corrections (MDOC) was for 50 beds, but the contract was always on pins and needles. He further stated part was limited programming with IDRP, and he liked the second proposal better because he was not sure how long the County would be in the contract business.

Commissioner Hope asked how much the difference was between the two proposals.

Sheriff Wriggelsworth stated that the difference between the two proposals was about \$170,000.

Ms. Morton stated the second proposal was about \$451,000.

Commissioner Hope stated that in the future, the County could possibly work in funding for programs for those inmates into a contract with MDOC in the future.

Discussion.

Mary Sabaj, Community Corrections Director, explained the proposal put together by Community Corrections. She further explained they had also received a proposal from Wellness, InX for re-entry and case management programs, which they thought Community Corrections could work with CMH to do things together, rather than create two different types of services.

Ms. Sabaj stated she had just heard that the Moral Reconciliation Therapy (MRT) program, which had been used in the jail for years and had been funded with a fixed allocation grant through CMH, was going to start charging a fee for service and would not fund people who were in both the MRT and CATS programs.

Discussion.

Chairperson Crenshaw asked if MRT had indicated the fee they would be charging for service.

Ms. Sabaj stated the MRT program had indicated how the fee for service would be laid out, but they would not accept clients that were also in the CATS program.

Chairperson Crenshaw asked if the County would have to pay for an individual in the MRT program.

Ms. Sabaj stated upon investigation, all of their clients were enrolled in both programs, but they could explore other programs.

Discussion.

Sheriff Wriggelsworth stated he thought Community Corrections, Pretrial Services, and CMH should get together to prioritize their programs within the given budget.

Chairperson Crenshaw asked the Committee what they wanted to set as an amount for programming within the millage.

Commissioner Banas stated she would like to see what the outcomes looked like first.

Discussion

Commissioner Banas asked what kind of information Ms. Brown and Ms. Sabaj could give the Committee on their sense of outcomes.

Ms. Sabaj stated the MRT program could probably provide national data.

Commissioner Hope asked if the County wanted to offer \$1 million worth of services every year, how that translated into a millage rate.

Ms. Morton stated she estimated \$1 million worth of programming would probably be about .15 mills each year; as the jail debt service was \$5 million per year and that would translate to about .65 mills.

Commissioner Hope stated it was helpful to have a framework, because she wanted to maximize the benefit of those dollars.

Commissioner Celentino asked what the County would need to raise for the millage.

Ms. Morton stated she had run numbers, and with \$65 million for jail debt for 20 years and \$500,000 for programming each year, it would amount to 0.7 mills.

Commissioner Celentino once the agencies were given a direction and the full amount to work with, they could come back with their recommendations.

Ms. Morton stated it would be helpful to have a rough draft of the programming, so they could put that out to the public, but they would not need to work out all of the specifics.

Commissioner Anthony asked if, in the millage proposal language, the programming would be set aside as a set amount, a percentage, or not to exceed a certain amount.

Ms. Morton stated she thought they should remain silent on the dollar amount publicly, but the Committee should decide on a rough dollar amount they would like to set aside each year for programming.

Discussion.

Commissioner Banas stated she thought it would not be a slam dunk to sell the millage to the community, but word had been getting out about how crummy the jail was and that it would need to be replaced. She further stated she thought the County ought to start out modestly with services, because they needed to make sure Commissioners could sell this to their community to talk about it and she wanted data to go along with it.

Commissioner Anthony stated that an estimate of about \$1 million would be a good starting place, to see what they could get for that amount.

Commissioner Maiville asked if there was additional funding beyond what was presented, because it looked like there was.

Ms. Morton stated Pretrial Services had a proposal of about \$175,000 for two positions.

Commissioner Celentino- would support going with 1 million, have some room

Discussion.

Chairperson Crenshaw stated it looked like the consensus of the Committee was to set aside at least \$1 million, have the agencies put together a combined proposal and present it at the second Committee meeting of March.

Ms. Sabaj asked if they were looking for programming specifically within the jail, or if the programming could be within the community as well.

Chairperson Crenshaw stated it could be either-or, as he believed if serving community then it was worth looking at.

6. 9-1-1 Center
  - e. 9-1-1 Center Update

Ms. Morton explained the memo provided by Lance Langdon, 9-1-1 Center Director.

Bruce Gaukel, 9-1-1 Center Supervisor, stated the 9-1-1 Center staff had received an award from East Lansing Police.

Discussion.

Commissioner Celentino asked if the request for proposal (RFP) had been put on hold.

Ms. Morton stated that was correct, and the decision had been based on the number of applicants that were ready to be trained and they did not want to overburden the staff with trainees.

Commissioner Celentino asked if they had received a lot of applications for the open supervisor positions.

Mr. Gaukel stated the 9-1-1 Center had interviews scheduled interviews with eight applicants on February 8, 2018. He explained the selection process.

Commissioner Celentino asked if collective bargaining units were ever involved in the selection process.

Mr. Gaukel stated the collective bargaining units did not participate in the selection process, but the process was in place in the Capitol City Labor Program (CCLP) agreement.

Commissioner Banas congratulated the 9-1-1 Center for making progress. She asked of the people in the various aspects of the training process, if they seemed like they would be successful employees, because she recalled in the past the high turnover rate.

Mr. Gaukel stated the 9-1-1 Center currently had 17 recruits in active training, after one was lost to a position in Circuit Court and another returned after moving to the Sheriff's Office. He further stated in checking all of the reports, it all seemed like good news, and things were progressing and the previous hires were already taking a leadership role.

Mr. Gaukel stated there were more applicants ready to start, but in speaking with the trainers, he did not want to overburden them.

Commissioner Anthony asked how staff morale was, and if it was still the same as it was last year.

Mr. Gaukel stated he thought the staff morale varied, where in some aspects things were the same, but there has been some improvement. He further stated that his experience in the past few weeks has been pretty good, and he thought the employees were excited about the upcoming interviews for supervisors.

Mr. Gaukel stated there were some changes being made to the Joint Leadership Team (JLT). He further stated he thought if employees were asked what morale was like, there would be a variety of answers.

Ms. Morton stated from her perspective not working there, morale was not better yet. She further stated there were a lot of newly hired people, and it was stressful to train them, and it had not yet alleviated the overtime and shift coverage issues because the new people were not on their own yet.

Commissioner Anthony asked if the 9-1-1 Center had explored external training for the new employees.

Ms. Morton stated that because the training period was six months long, it was something that had to be done by someone who was working in the 9-1-1 Center. She further stated that she thought they were making progress, but it was a long haul.

Commissioner Anthony asked Tom Krug, CCLP Executive Director, and Sherry Larner, CCLP President and 9-1-1 Center employee, if there was anything they wanted to add to the conversation.

Ms. Larner stated there was low morale at the 9-1-1 Center, some of which could be attributed to some coincidental incidents. She further stated there were more and more people who came in and just faced the wall to do their job, and there was no teamwork because the morale was low.

Commissioner Anthony asked if a lot of the low morale issues could be attributed to the lack of staff.

Ms. Larner stated that staffing levels were part of the issue, but there had also been some policies put in place regarding the employees' time off and protective leave, as well as the way overtime was calculated.

Mr. Krug stated the bargaining unit had had a tentative agreement on a contract offer from the County which included a substantial raise.

Ms. Morton stated the bargaining unit did not have a tentative agreement.

Discussion.

Mr. Krug stated when the proposed contract had been brought to the bargaining unit's members, only three had voted to support the contract and 42 had voted against it, with about 90% participation, which could almost be seen as a vote of no confidence. He further stated he found it hard to believe things were getting better when morale was almost nonexistent at the 9-1-1 Center and he had serious concerns.

Discussion.

6. 9-1-1 Center
  - f. Controller's Memo Regarding the Disbanding of the Joint Labor-Management Team (*Discussion Item*)

Tim Dolehanty, Controller, explained the January 26, 2018 memorandum he had sent to Commissioners regarding the disbanding of the Joint Labor-Management Team (JLT) and starting the Controller's Organizational Assessment Team (COAT). His comments are included in the minutes as Attachment A.

Commissioner Maiville stated the COAT was quite a big change, and he was curious how this was rolled out. He asked if this change had been discussed with bargaining units and staff, as he had been taken aback when he received the email from the Controller.

Commissioner Maiville asked if Mr. Dolehanty had been putting feelers or giving signs that this change would take place.

Mr. Dolehanty stated the change from JLT to COAT had been discussed at the 9-1-1 Center administrative team meeting. He further stated that it had been intended to include all teams during the JLT meetings, but the thoughts presented there did not match the general thought among staff.

Mr. Dolehanty stated with JLT, new hires were not being heard and thoughts and ideas were not coming to the table. He further stated this was not a new subject.

Commissioner Hope asked what the difference was in the makeup of the two groups, JLT and COAT.

Mr. Dolehanty explained the makeup of COAT as it was described by the handout given to the Committee.

Mr. Dolehanty stated some employees were involved in the hiring process of the supervisors, and he thought input from them was important, as was having the unions at the table.

Commissioner Banas asked how the two groups were different.

Mr. Dolehanty stated JLT had been ad hoc, and there was no organization on who was represented.

Commissioner Celentino asked where the collective bargaining units were on the change from JLT to COAT.

Mr. Dolehanty stated that as the handout given to the Committee defined, they would come to the COAT group that has two seats held for union members and staff that are also part of the union. He further stated that this was to put Dr. Erin Brockman's report to use as intended and give all units involved a way to vet ideas as they were presented.

Discussion.

Commissioner Celentino stated some of the Committee members had heard of these issues continuing for some time now, and he was shocked that there was devastating morale among

employees especially if they were willing to forego a wage increase. He asked if JLT could not come up with solutions about employee morale, why Mr. Dolehanty thought COAT would.

Mr. Dolehanty stated he did not think JLT was ineffective about morale, and he had experienced employees taking matters into their own hands and presenting solutions to the JLT. He further stated he was not at the 9-1-1 Center daily, but when he did visit, he generally met upbeat people that seemed fairly excited about their future, and he thought this new work plan had been what was missing.

Chairperson Crenshaw stated the Committee had asked Mr. Langdon to do this and come up with timelines multiple times, and it had not been done.

Mr. Dolehanty stated that was why he was implementing this more aggressive approach.

Chairperson Crenshaw asked why JLT could not work to get the outcomes. He referred to a JLT agreement that had been revised as recently as November 2017.

Mr. Dolehanty stated the membership of the JLT did not include all of the active members involved in the 9-1-1 Center.

Chairperson Crenshaw asked why the Controller could not just ask the JLT to include these groups.

Mr. Dolehanty stated the room was full already, and if they added more people to the JLT, they would have to find a bigger room. He further stated that the JLT did not involve a cross-section of employees at the 9-1-1 Center.

Chairperson Crenshaw asked Ms. Larner if she would be opposed to including more people in the JLT if they could contribute to the outcomes.

Ms. Larner stated she did not know what the name change would do for the situation, but she did know that the employees needed deadlines and someone to be held accountable. She further stated she had spoken with Mr. Dolehanty and she thought it was a fair group of employees on the COAT and agreed that JLT did not represent everyone at the 9-1-1 Center.

Ms. Larner stated she told members of the union to give COAT three months to see the outcome of the new plan.

Discussion.

Chairperson Crenshaw asked what actions could be taken if tasks were not completed by their deadline.

Mr. Dolehanty stated it depended on the reason why it was not done, for instance, if the 9-1-1 Center lost a lot of employees at once, then that was one thing, but if the person just did not get

around to it, then there would be discipline. He further stated part of his role was to make sure these tasks were completed and to make sure staff had resources to complete them.

Chairperson Crenshaw asked why Ms. Morton, as liaison to the Committee, would not be involved in COAT.

Mr. Dolehanty stated Ms. Morton could be involved, but she had a lot on her plate this year.

Commissioner Hope asked if the unions were open to this plan and happy with it.

Ms. Lerner stated she had discussed the plan with Mr. Dolehanty, as it had felt retaliatory that the email disbanding JLT came out right after the union had voted down the contract. She further stated the email was harsh, but she listened to Mr. Dolehanty and she liked his plan.

Ms. Lerner stated there were many things to do on the plan between now and April to see progress. She further stated she believed Mr. Dolehanty could do it, it just took someone to take control.

Commissioner Hope stated Ms. Lerner was more patient than she was, as the Committee had been hearing about employee morale for a long time.

Ms. Lerner stated the struggle had come with having deadlines, where there previously had been no leadership and no follow-through.

Commissioner Hope asked if the 9-1-1 Center Director reported to the Controller.

Mr. Dolehanty stated the 9-1-1 Center Director did report to him.

Commissioner Hope stated she had heard the Controller say he had been reluctant to intervene, and she felt like while the Board of Commissioners had no real need to be involved in the day-to-day operations of the 9-1-1 Center, they had been pulled into it. She further stated she was not sure about the new plan and she thought the roll-out was ham-handed, but she would wait and see along with the union.

Commissioner Banas stated what was happening was the top officer of the County was taking control and would have a hand in the operations of the 9-1-1 Center. She further stated that the plan had created strong guidelines for tasks and deadlines, and putting expectation on action was an important step.

Commissioner Banas stated things at the 9-1-1 Center seemed to be melting down and they had not seen progress and had seen a lack of leadership. She further stated the email announcing COAT was an example of poor communications, and in any organization there needed to be relationships and trust built, especially when people's lives were at stake.

Commissioner Banas stated she was glad there was more structure and accountability, and she was glad upper management was stepping in. She further stated she urged the building of

personal relationships at the 9-1-1 Center, because that was the only thing that will keep them going.

Commissioner Banas stated these were not just whining employees, these were people who had been suffering for a long time. She further stated she was glad to hear Ms. Larner say she was willing to keep an open mind, and the Controller was extending his hands as well, but there had to be better communication and coming together to turn a page.

Mr. Dolehanty stated that since the process began last year, he had met with employees on their turf and had accepted invitations to meetings at the union's lodge. He further stated they had made strides with the employees and now knew them personally and would continue to keep the door open with the Board of Commissioners and the staff.

Mr. Dolehanty stated it was regrettable that anyone took offense to the memo he had sent regarding the JLT, but he did believe it was time to step in.

Commissioner Maiville stated that he understood that in Ms. Larner's discussions with Mr. Dolehanty, she had gotten over the perception that the change was retaliatory. He asked if she could communicate that to employees as well.

Discussion.

Ms. Larner stated that she would stand tall and say that Mr. Dolehanty told her it was coincidental and one thing had nothing to do with the other. She further stated she hoped the contract would be worked out in mediation.

Discussion.

Mr. Dolehanty stated in his defense, he had not been that involved in the negotiations with the union. He further stated he had not been kept in the dark, but he had not been a participant in negotiations.

Commissioner Celentino stated there was a deadline of March 31, 2018 for one of the tasks on the plan. He suggested that the Controller could report back at the March 29, 2018 Committee meeting on the progress made so far.

Commissioner Hope asked if there had been any thought of reconnecting with Dr. Brockman, who had come up with the plan in the first place.

Mr. Dolehanty stated he had discussed that idea with Mr. Langdon.

Commissioner Hope asked if anything had come of the discussion.

Mr. Dolehanty stated they were trying to figure out what they wanted Dr. Brockman to do, first.

Discussion.

Commissioner Celentino stated Mr. Dolehanty should make sure Chairperson Crenshaw was updated about the plan.

Mr. Dolehanty stated he commended Mr. Krug and Ms. Larner and senior employees at the 9-1-1 Center, as he appreciated their input in the process.

#### Announcements

None.

#### Public Comment

Mr. Krug stated another issue, related to the JLT discussion, was when Mr. Dolehanty sent out the email disbanding the JLT, one of the 9-1-1 Center employees was not asked to be on COAT. He further stated that because of an email exchange with Mr. Dolehanty, the employee was now facing a discipline hearing and the union was concerned because Mr. Dolehanty was both the complainant and the staff person that would be there during discovery.

Mr. Krug stated he understood Ms. Larner had spoken to the Controller today, and it was a misunderstanding, but he could only speak to the communication received by the employee. He read the email that was sent to the employee notifying them of the disciplinary hearing.

Mr. Krug stated that 9-1-1 Center employees were discouraged from reaching out to Commissioners, and Commissioners were encouraged to forward any communication from employees to the Controller and not to answer them. He further stated that the Controller insisted that the hearing was not disciplinary, but he thought it sounded disciplinary.

Mr. Dolehanty stated that Mr. Krug was mistaken, and that the meeting was not going to be disciplinary. He further stated the email Commissioners received had stated that if they received emails asking questions from employees, they should feel free to shoot them to him, as he did not expect the Commissioners to have an in-depth knowledge of the situation.

Mr. Dolehanty stated the meeting would be to review proper etiquette when it came to the emails, as there were offensive things in the email he had received. He further stated at JLT, they had discussed being held accountable for their actions, and that was what happened.

Mr. Dolehanty stated that the situation had deteriorated and it would be addressed so it did not continue. He further stated at the meeting, they would review what it meant when an employee was asked to disengage in email communication.

Mr. Dolehanty stated during the meeting, they would ask what exactly the employee was going to accomplish with the email, because he might have missed the point, but there would not be any record on the employee's file of discipline. He further stated it was unfortunate language used in the communication to the employee, but it was form language used at the 9-1-1 Center when they called an employee in.

Chairperson Crenshaw asked who the memorandum had come from.

Mr. Krug stated the initial email informing the employee of the hearing came from Barb Davidson, 9-1-1 Center Staff Services Manager, and the charges came from Mr. Langdon. He further stated perhaps they read the emails differently and stated he thought some Commissioners had been contacted.

Mr. Dolehanty stated he never said not to contact Commissioners, but he did often tell Commissioners to refer emails to him if he had any questions.

Chairperson Crenshaw asked that in the future, staff use appropriate language in communications with employees when calling them in to discuss something, because that made it seem like the employee would be disciplined.

### Adjournment

The meeting was adjourned at 7:49 p.m.

On Monday morning Law and Courts Chair Crenshaw asked that I appear before you to discuss my January 26 memorandum related to the disbanding of the Joint Labor-Management Team (JLT) and replacing it with the Controller's Organizational Assessment Team (COAT) at the 9-1-1 Dispatch Center. The memorandum was distributed to all 9-1-1 Dispatch Center Personnel and County Commissioners.

Deputy Controller Morton and I regularly attended meetings of the JLT since last April. In our first meeting with JLT I asked that the group re-engage in the most fundamental task of the Brockman Report, the identification of barriers to success. As defined by Brockman, barriers to success are those dynamics within the organization that lead to a destructive work environment (Brockman, pg. 2). Brockman suggests this task begins through identification and prioritization those barriers, coupled with a solid, transparent plan of implementation (Brockman, pg. 7). Although this task was undertaken shortly after JLT was created in 2015, we were surprised to learn the list of barriers had not been referenced in the two years since.

A new list of barriers was created and a few issues were addressed in succeeding months, such as creation of an office cleaning schedule, map displays, revised tow file procedures and a resolution to long-standing phone tree challenges. However, it would soon become clear to

me why JLT struggled to remain on task. Discussion at JLT meetings regularly deteriorated into accusatory personal attacks and airing of grievances on matters of day-to-day minutia best addressed in real time by department managers. JLT was not designed nor intended to address individual protests about scheduling, complaints about personal animosities between employees, criticisms over individual management style and airing of resentments about the process followed to create the dispatch center years earlier. The JLT itself made note of this shortcoming, observing “there should be a focus on broader issues, with priority given to the most important ones. It is hoped that by focusing on fewer issues, measurable progress can be realized” (April 21, 2017 Email report to Law and Courts Committee Chair). But there we were, month after month, losing precious time better spent on big picture issues.

Appointment of members to JLT was informal at best. No formal vetting of subgroup representation occurred resulting in some important department interests being shut out of the conversation. Brockman warned that, “Lack of input from those who must implement decisions can create confusion and “rework” which frustrates those who must implement or abide by the decisions (Brockman, pg. 6).” JLT membership structure was not created to intentionally silence anyone,

but once again, overall effectiveness was diminished because some voices were not heard.

Lastly, despite everyone's best intentions, JLT has lacked clear direction. Yes, everyone knew implementation of the Brockman Report was the priority. But what were the tasks? Who was going to follow through? What were the deadlines? These basic questions were largely unanswered. JLT meetings themselves did not conform to a regular schedule which further hampered progress.

I have been reluctant to take an active role in day-to-day Dispatch Center operations. I viewed my role more as a facilitator, someone who provides guidance to help keep the department moving forward toward achievement of its goals. Upon reflection on my experience working with the JLT, employee meetings and countless verbal and written conversations with dispatch center personnel, I have determined it will be necessary for me to be more aggressive in my approach. As you have already seen, I created an action plan citing tasks tied to the Brockman Report, assigned responsibility for completion of those tasks and set deadlines. An advisory group consciously selected from a cross-section of department subgroups would certainly enhance the likelihood of success, but the JLT format does not provide that cross-section. A new group, COAT, was created to fill that role.

I understand this action represents a dramatic departure from past practice, however I strongly believe this change will advance preferred outcomes. This is not to suggest the past work of JLT and/or dispatch center personnel was futile - far from it. Six members of COAT were active participants in JLT which will help assure continuity, and work products of the JLT provide a foundation for future activities. The work of JLT members is sincerely appreciated, and I am proud to have worked with them.

I am happy to report the first task listed in the action plan, establishment of COAT, is complete. Ten of 11 invitations to participate as members have been accepted. Tomorrow we will begin the process of coordinating schedules for our first meeting. Note, too, that none of the tasks included in the action plan requires additional financial resources. Tasks in the action plan are scheduled for completion by June 30, but I anticipate new tasks will be added throughout the year. My confidence in the success of this team is high, and I thank you for the opportunity to share this plan tonight.

## FEBRUARY 15, 2018 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

#### The Deputy Controller recommends approval of the following resolutions:

1. *Ingham County Office of Homeland Security and Emergency Management – Resolution to Authorize Purchase an Outdoor Warning Siren from West Shore Services*

This resolution will approve the purchase of one siren for Leroy Township in Ingham County. The project will be paid for from \$20,000 in FY2016 Homeland Security Grant Program Funding along with \$8,000 from the Homeland Security Special Projects budget line item. This is part of an ongoing project to upgrade, replace, and install outdoor warning sirens in Ingham County. The outdoor warning siren project has been done in phases.

See attached memo for details.

- 2a. *Sheriff's Office – Resolution to Authorize Purchase of Replacement Batteries and Microphones for Sheriff Portable Radios*

This resolution will authorize the Ingham County Sheriff's Office to purchase two hundred (200) replacement batteries and seventy (70) body worn microphones/speakers for their assigned portable radios for a total cost of \$23,746.50 with funding to be transferred from the 2018 contingency account.

Areas of poor emergency radio coverage have been identified within the county over the past several months, which continue to jeopardize officer safety and customer service. Ongoing troubleshooting efforts to improve radio communication in all areas serviced by the Ingham County Sheriff's Office and direct communication with Harris Corporation, the current vendor for our radio system, have identified the replacement of this equipment as a potential solution to the problem.

- 2b. *Sheriff's Office – Resolution to Authorize a Contract with PJ's Towing Service for Ingham County Sheriff's Office Vehicles and Seized Property or Evidence*

This resolution will authorize the Ingham County Sheriff's Office to contract with PJ's Towing for towing services involving fleet vehicles of the Sheriff's Office or vehicles seized as property or evidence. The Purchasing Department sought proposals from qualified and experienced wrecker vendors to enter into a three-year contract to provide towing and other related services on an as-needed basis for vehicles owned by and in the custody of the Ingham County Sheriff's Office. Only one vendor responded within the advertised deadline. The Contractor agrees to provide towing with the use of a regular or flat-bed truck, tire changes, fuel delivery, accident or off road recovery services, and lock outs. These services will be provided inside or outside Ingham County and will be available and provided on a twenty-four hour basis, seven days a week.

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

Resolution #17-297 authorized a contract with the Michigan Department of Human Services (MDHS). The contract allows the Ingham County Sheriff's Office to provide transportation of specific in-custody juvenile inmates under the care of MDHS when requested throughout Ingham County and its contiguous counties. MDHS is seeking to amend the current contract from a maximum amount of \$10,000 to \$30,000 in reimbursement. This resolution will authorize MDHS to reimburse the Sheriff Deputies' overtime wages and transportation costs at the increased not to exceed amount of \$30,000.

See attached memo for details.

3. Controller's Office – Resolution to Authorize Continuation Funding for Jail-Based Break Out Programming from Wellness, InX

This resolution would authorize continuation funding for Break Out Program Groups provided by Wellness, InX at the Ingham County Jail in an amount not to exceed \$20,800, to be funded from the 2018 contingency account.

Since 2015, Wellness, InX has provided Break Out Program groups in the jail for male inmates, funded through a cost-reimbursement plan from the Prepaid Inpatient Health Plan (PIHP) (CEI-CMH and Mid-State Health Network). As of October 1, 2017, Wellness, InX along with CEI-CMH Correctional Assessment and Treatment Services (CATS) were switched to a fee for service model that will not allow reimbursement for participation in both CATS and Break Out. Since that time, Wellness, InX has borne the burden of the program's cost without reimbursement for services. Both programs come at problems-in-living from different angles with the same goal in mind – helping clients stay out of jail in the future by making better life choices. Offering the classes concurrently immerses clients in change talk and provides opportunities for positive reinforcement of the lessons learned in both treatments. Wellness, InX is requesting funding of \$200 per session x 2 - 1.5 hour sessions per week x 50 weeks annually for a total not to exceed \$20,800 for the time period of January 1, 2018 through December 31, 2018. If funding is not authorized, the program will be terminated

See attached memo for details.

**DISCUSSION ITEM:**

4. Law & Courts Committee – Draft Language for Justice Complex Millage Question

## Agenda Item 1

TO: LE Committee  
Finance Committee

FROM: Sergeant Mary Hull, Ingham County Office of Homeland Security and  
Emergency Management

DATE: January 26, 2018

RE: RESOLUTION TO PURCHASE AN OUTDOOR WARNING SIREN FROM  
WEST SHORE SERVICES FOR THE INGHAM COUNTY OFFICE OF  
HOMELAND SECURITY & EMERGENCY MANAGEMENT.

This Resolution is for the approval to utilize FY2016 Homeland Security Grant Program Funding along with Homeland Security Special Projects budget funds [10142604 - 967000] as part of an ongoing project to upgrade, replace, and install outdoor warning sirens in Ingham County. The Outdoor warning siren project has been done in phases.

Specifically, Grant funding will be used to purchase one siren for Leroy Township in Ingham County. This project serves to upgrade the emergency alert and warning siren system in Ingham County. Most of Ingham County is already using the newer two-way digital sirens, and this warning siren will be added to the network. This phase will include one siren for Onondaga Township. The last phase will include sirens for Dansville and Stockbridge.

The siren system is controlled jointly with the City of Lansing, with the Ingham County 9-1-1 Center serving as the primary activation point- with backups at the Lansing Emergency Operations Center and Ingham County Emergency Operations Center. All radio equipment is in compliance with FCC requirements. The Ingham County Local Planning Team has determined that the need for emergency alert and warning sirens is a funding priority.

The Michigan State Police Emergency Management and Homeland Security Division have approved the funding proposal. The FY2016 HSGP funding was approved in Resolution 16-451. West Shore Services is the sole source vendor for the siren system in place.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE PURCHASE OF OUTDOOR WARNING SIREN FROM WEST SHORE SERVICES**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY2016 Homeland Security Grant Program (HSGP); and

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

WHEREAS, the Local Planning Team has determined that the need for emergency alert and warning sirens is a funding priority; and

WHEREAS, the grant funding along with special projects budget funds will be used to purchase one siren for Leroy Township in Ingham County; and

WHEREAS, this project serves to upgrade the emergency alert and warning siren system in Ingham County that has been completed in phases; and

WHEREAS, the siren system is controlled jointly with the City of Lansing, with the Ingham County 9-1-1 Center serving as the primary activation point- with backups at the Ingham County Emergency Operations Center and City of Lansing Emergency Operations Center; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal; and

WHEREAS, the total expenditure for this proposal is \$28,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Westshore Services Inc. and utilizes \$20,000 from the FY2016 Homeland Security Grant Funding along with \$8,000 from the Homeland Security Special Projects budget to upgrade and purchase one outdoor warning siren.

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 2a**

**TO:** Law & Courts Committee  
Finance Committee

**FROM:** Undersheriff Andrew R. Bouck

**DATE:** February 5, 2018

**RE:** Contingency Funds Request

This is a resolution requesting the Ingham County Sheriff's Office be authorized to purchase two hundred (200) replacement batteries and seventy (70) body worn microphones/speakers for their assigned portable radios with county contingency funds.

The total expense would be: \$23,746.50

This unforeseen expense is the result of direct communication with Harris Corporation and our ongoing troubleshooting efforts to improve radio communication in all areas serviced by the Ingham County Sheriff's Office.

This emergency expenditure, in addition to other improvements made will potentially improve radio communication between the 9-1-1 Center dispatchers and our employees afield. This purchase of mission essential equipment will also increase officer safety and improve customer service.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE PURCHASE OF REPLACEMENT BATTERIES AND MICROPHONES FOR SHERIFF PORTABLE RADIOS**

WHEREAS, areas of poor emergency radio coverage have been identified within the county over the past several months, which continue to jeopardize officer safety and customer service; and

WHEREAS, through ongoing troubleshooting efforts to improve radio communication in all areas serviced by the Ingham County Sheriff's Office and direct communication with Harris Corporation, the current vendor for our radio system, replacement of radio batteries and body worn microphone/speaker have been identified as potential solutions to the problem; and

WHEREAS, the purchase of two hundred (200) replacement batteries and seventy (70) body worn microphones/speakers for their assigned portable radios in addition to other modifications should improve radio communication between the 9-1-1 Center dispatchers and Sheriff employees afield.

THEREFORE BE IT RESOLVED, that the Ingham County Sheriff's Office is authorized to purchase two hundred (200) replacement batteries and seventy (70) body worn microphones/speakers for their assigned portable radios at a cost of up to \$23,746.50, with funding to be transferred from the 2018 contingency account.

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

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

## Agenda Item 2b

TO: Law & Courts Committee  
Finance Committee

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

DATE: January 26<sup>th</sup> 2018

RE: A CONTRACT WITH PJ'S TOWING SERVICE FOR INGHAM COUNTY  
SHERIFF'S OFFICE VEHICLES AND SEIZED PROPERTY

The Ingham Sheriff's Office requires the use of a tow service to transport or service fleet vehicles when they become disabled or damaged in the course of our response to and in service of the public. The use of a tow service is also required when vehicles are seized as property or to be held as evidence.

Since 2002, this contract has existed with Holt Mason Towing. RFP #6-18 was disseminated by the Purchasing Office and closed with a single respondent in PJ's Towing.

The Ingham County Sheriff's Office seeks to contract with PJ's Towing to provide this required service for fleet vehicles maintained and operated by the Ingham County Sheriff's Office or for vehicles seized in the performance of our duties.

TO: Undersheriff Bouck, Sheriff’s Office  
 Chief Deputy Ferguson, Sheriff’s Office

FROM: James Hudgins, Director of Purchasing

DATE: January 24, 2018

RE: Memorandum of performance for RFP No. 6-18: Towing Services

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Per your request, the Purchasing Department sought proposals from qualified and experienced wrecker vendors to enter into a three-year contract to provide towing and other related services on an as-needed basis for vehicles owned by and in the custody of the Ingham County Sheriff’s Office (ICSO). As you are aware, this is the second time an RFP for towing services was issued.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	12	12
Vendors responding	1	1
Vendors responding after the deadline	1	1

A summary of the vendor’s costs is located on the next page.

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

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

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

<b>Vendor Name:</b>	<b>P.J.'s Towing</b>
<b>Local Preference:</b>	<b>Yes, Lansing</b>
Towing anywhere inside Ingham County	\$50.00
Towing outside of Ingham County	\$50.00 + \$2.50/Mile
Use of flatbed, tire changes, fuel delivery, and accidents anywhere inside Ingham County	50.00 Tow
	\$50.00 Tire Change
	\$50.00 + Fuel
	\$50.00 Tow + Labor (Winch) Depends on Call
Use of flatbed, tire changes, fuel delivery, and accidents outside Ingham County	\$50.00 + \$2.50 mile loaded/depends on job
Extrication/off road recover anywhere inside Ingham County	Above Rates
Extrication/off road recover outside Ingham County	Same + Milage \$2.50 Mile
Lock-outs anywhere inside Ingham County	\$50.00
Lock-outs outside Ingham County	\$50.00 + \$2.50/Mile
Heavy Rescue towing anywhere inside Ingham County	N/A
Heavy Rescue towing outside of Ingham County	N/A
Heavy Rescue extrication/off road recover anywhere inside Ingham County	N/A
Heavy Rescue extrication/off road recover outside of Ingham County	N/A

INGHAM COUNTY PURCHASING DEPARTMENT  
 RECORD OF BID/PROPOSAL OPENING

Timestamp: 1/24/18 AM 11:01 PUR

**PACKET #6-18 Towing Services**

Attendees - Sign by the X, and include the Company name	
X PJ Daley	
Vendor Name:	P.J.'s Towing
Local Preference:	Yes, Lansing
Addendum:	Yes
Timestamp:	1/24/18 AM 10:55 PUR

Towing anywhere inside Ingham County	\$50.00
Towing outside of Ingham County	\$50.00 + \$2.50/Mile
	50.00 Tow
Use of flatbed, tire changes, fuel delivery, and accidents anywhere inside Ingham County	\$50.00 Tire Change
	\$50.00 + Fuel
	\$50.00 Tow + Labor (Winch) Depends on Call
Use of flatbed, tire changes, fuel delivery, and accidents outside Ingham County	\$50.00 + \$2.50 mile loaded/depends on job
Extrication/off road recover anywhere inside Ingham County	Above Rates
Extrication/off road recover outside Ingham County	Same + Mileage \$2.50 Mile
Lock-outs anywhere inside Ingham County	\$50.00
Lock-outs outside Ingham County	\$50.00 + \$2.50/Mile
Heavy Rescue towing anywhere inside Ingham County	N/A
Heavy Rescue towing outside of Ingham County	N/A
Heavy Rescue extrication/off road recover anywhere inside Ingham County	N/A
Heavy Rescue extrication/off road recover outside of Ingham County	N/A

Recorder: Julie Buckmaster

Witness: James Hudgins

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH PJ'S TOWING SERVICE FOR  
INGHAM COUNTY SHERIFF'S OFFICE VEHICLES AND SEIZED PROPERTY OR  
EVIDENCE**

WHEREAS, the Ingham County Sheriff's Office requires towing and related service for fleet vehicles and for vehicles seized as property or evidence; and

WHEREAS, the Contractor has responded to RFP #6-18 with a proposal to provide the Sheriff's Office with towing and related services that are required for operations; and

WHEREAS, the Contractor agrees to provide towing with the use of a regular or flat-bed truck, tire changes, fuel delivery, accident or off road recovery services, and lock outs; and

WHEREAS, these services will be provided inside or outside Ingham County; and

WHEREAS, the Contractor agrees that these services shall be available and provided on a twenty-four (24) hour basis, seven (7) days a week; and

WHEREAS, the Contractor agrees to provide the services at rates pursuant to the record of bid/proposal cited in RFP #6-18 (01-24-18).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to contract with PJ's Towing for the above cited services involving fleet vehicles of the Sheriff's Office or vehicles seized as property or evidence.

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.

**Agenda Item 2c**

TO: Law & Courts Committee  
Finance Committee

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

DATE: January 24<sup>th</sup> 2018

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

Resolution #17-297 authorized a contract with the Michigan Department of Human Services (MDHS). The contract allows the Ingham County Sheriff's Office to provide transportation of specific in-custody juvenile inmates under the care of MDHS when requested throughout Ingham County and its contiguous counties.

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.

MDHS is seeking to amend the current contract from a maximum amount of \$10,000 to \$30,000 in reimbursement.

Therefore, the Michigan Department of Human Services will reimburse Ingham County for the Sheriff Deputy's overtime wages and transportation costs at an amount not to exceed \$30,000.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE 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 (Resolution 17-297) for transportation of specific juveniles; and

WHEREAS, the purpose of the amendment is to increase the payable amount from \$10,000 to \$30,000 until the current contract expires on September 30<sup>th</sup>, 2018; 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 \$30,000.

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 \$30,000 for the duration of the current contract expiring September 30<sup>th</sup>, 2018.

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 and Courts and Finance Committees  
**FROM:** Teri Morton, Deputy Controller  
**DATE:** February 6, 2018  
**SUBJECT: Jail-based Break Out (MRT Based Program)**  
For the meeting agenda of February 15, 2018

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**BACKGROUND**

Since 2015, Wellness, InX has provided Break Out Program MRT based groups in the jail for male inmates. Between 2015 and September 30, 2017, Wellness received funding for this program through a cost-reimbursement plan from the PIHP (CEI-CMH and Mid-State Health Network). In CY 2017, Wellness provided 200 sessions and served 216 participants.

As of October 1, 2017, Wellness, InX, along with CEI-CMH CATS, was switched to a fee-for service model that will not allow reimbursement for participation in CATS and Break Out. However, both programs come at problems-in-living from different angles with the same goal in mind – helping clients stay out of jail in the future by making better life choices. Offering the classes concurrently immerses clients in opportunities for positive reinforcement of the lessons learned in both treatments. Since October 1, 2017, Wellness, InX has borne the burden of the programs cost without reimbursement for services.

**ALTERNATIVES**

Without these funds, the Break Out program will no longer be available in the jail. Inmate access to this beneficial program will be terminated.

**FINANCIAL IMPACT**

Wellness, InX is requesting funding of \$200 per session x 2 - 1.5 hour sessions per week x 50 weeks annually for a total not to exceed \$20,800 annually. Under this plan, Wellness requests a maximum of ten participants per class with completion at 12 MRT steps considered a successful completion

**OTHER CONSIDERATIONS**

The class will include provision of all class materials, classroom instruction, participant presentations on assigned topics, homework, follow up reporting to jail regarding attendance, and a Certificate of Completion for completion of twelve MRT steps while in jail and a continuation option offered post incarceration for participants to complete the full MRT program at Wellness, InX.

Under this plan Wellness requests a maximum of ten participants per class with an option to discuss an increase in class size (Cap at 12 for ratio 12/1) and/or additional classes should the need arise. Wellness, InX continues to be open to discussions regarding women’s MRT programming as well.

Continuation of this program is supported by Community Corrections and the Sheriff’s Office.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution funding this program for the current budget year from the 2018 contingency account. Future funding should be discussed as part of the 2019 budget process.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING CONTINUATION FUNDING FOR JAIL-BASED  
BREAK OUT PROGRAMMING FROM WELLNESS, INX**

WHEREAS, since 2015, Wellness, InX has provided Break Out Program groups in the jail for male inmates, funded through a cost-reimbursement plan from the Prepaid Inpatient Health Plan (PIHP) (CEI-CMH and Mid-State Health Network); and

WHEREAS, in 2017, Wellness, InX provided 200 sessions and served 216 participants; and

WHEREAS, as of October 1, 2017, Wellness, InX along with CEI-CMH Correctional Assessment and Treatment Services (CATS) were switched to a fee for service model that will not allow reimbursement for participation in both CATS and Break Out; and

WHEREAS, both programs come at problems-in-living from different angles with the same goal in mind – helping clients stay out of jail in the future by making better life choices; and

WHEREAS, offering the classes concurrently immerses clients in change talk and provides opportunities for positive reinforcement of the lessons learned in both treatments; and

WHEREAS, since October 1, 2017, Wellness, InX has borne the burden of the program's cost without reimbursement for services; and

WHEREAS, Wellness, InX is requesting funding of \$200 per session x 2 - 1.5 hour sessions per week x 50 weeks annually for a total not to exceed \$20,800 for the time period of January 1, 2018 through December 31, 2018; and

WHEREAS, without these funds, the Break Out program will no longer be available in the jail and inmate access to this beneficial program will be terminated.

THEREFORE BE IT RESOLVED, that funding to continue Break Out Program Groups provided by Wellness, InX at the Ingham County Jail in an amount not to exceed \$20,800 be provided from the 2018 contingency account for the time period of January 1, 2018 through December 31, 2018.

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

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