CHAIRPERSON
CAROL KOENIG

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

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

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

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, MARCH 29, 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 March 15, 2018 Minutes
Additions to the Agenda
Limited Public Comment

1. Sheriff's Office
   a. Resolution to Continue Contract with Dr. Jerry Gallagher for Psychological Services for the Screening of New Applicants who are given Conditional Job Offers and for Post-Traumatic Stress Reviews for Deputies
   b. Resolution to Continue Records Management Software Support from TriTech

2. District Court – Resolution to Authorize an Agreement for a Policy for the Operation of Computer Network, Internet Access, and Email with the District Court

3. Facilities – Resolution to Amend Resolution #18-063 to Provide and Install a New Dishwasher in the Family Center Kitchen

4. Animal Control – Resolution to Endorse SB 710

5. 9-1-1 Center – Resolution to Authorize the Cardinal Group II to Conduct Organization Wide Training with the Staff of the Ingham County 9-1-1 Central Dispatch Center

6. Law & Courts Committee
   a. Justice Complex Millage Draft Millage Language (*Discussion*)
   b. Update on Controller's Organizational Assessment Team (*Discussion*)

7. Board Referral – Letter from Oakland County Regarding the Passage of the Resolution Opposing the State Budget Office's Proposed Amendments to the Michigan Indigent Defense Act

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
March 15, 2018
Draft Minutes

Members Present: Anthony (left at 6:30 p.m.), Crenshaw, Banas, Hope, Celentino, and Maiville

Members Absent: Schafer

Others Present: Judge Tom Boyd, Mary Sabaj, Cynthia Johnson, Ericanne Spence, Shauna Dunnings, Jessica Escobedo-Emmons, Gregory Feamster, Jason Ferguson, Chris Trubac, Teri Morton, Lindsey LaForte, 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 March 1, 2018 Minutes

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE MINUTES OF THE MARCH 1, 2018 LAW AND COURTS COMMITTEE MEETING.

THE MOTION TO APPROVE THE MINUTES CARRIED UNANIMOUSLY. Absent: Commissioner Schafer

Additions to the Agenda

Chairperson Crenshaw stated that there were no additional items to the agenda but pointed out that there were additional supplemental materials passed out for the discussion portion of the meeting.

Limited Public Comment

None.

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

1. Sheriff's Office
    a. Resolution to Accept the 2018 Medical Marihuana Operation and Oversight Grant
    b. Resolution to Authorize an Amendment to a Current Contract with the Michigan Department of Health and Human Services for Transport Services of Specific Juveniles by Sheriff's Deputies

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer

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

2. Law & Courts Committee
   a. Justice Complex Millage Programming Options (*Discussion*)

Mary Sabaj Community Corrections Advisory Board, stated that she had provided the Community Based Programing informational sheet. She further stated that she had asked about community based programs to be included with jail-based programming at a previous meeting and was told it would be.

Ms. Sabaj stated that a group developed this proposal based on what was currently funded, as well as adding some programming. She further stated that it included funding for Sentinel electronic monitoring, substance abuse assessment and psychological evaluations, day reporting, Moral Reconation Therapy (MRT), PA5111 program referral and gatekeeper services.

Ms. Sabaj stated that incarceration alone would not reduce recidivism, but it was generally agreed that education and programming was what was needed to change behavior.

Commissioner Anthony asked if the total dollar amounts shown in the handout were based on an annual funding.

Ms. Sabaj stated that the hand out showed the funds needed annually for programming.

Commissioner Hope asked if the programs listed were already in place.

Ms. Sabaj stated that many of the programs were already in place, but the substance abuse programs were new and were critically needed.

Chairperson Crenshaw asked how many individuals would be served with the $20,000 proposed for substance abuse assessments and psychological evaluations.

Ms. Sabaj stated that it was difficult to predict, and would depend on what services were needed.

Commissioner Banas asked what kinds of outcomes were expected and how much of an impact the programs would have overall.

Ms. Sabaj stated that there were many factors, but using evidence-based curricula would help improve the impact. She further stated that research showed a 30-60 percent reduction in recidivism based on helping a medium- to high-risk population.

Commissioner Banas asked how many people would be served with the $150,000 over the current amount that was requested in the proposal.

Ms. Sabaj stated that more than double the amount of people would receive help, but needed more time to figure out exact numbers.

Cynthia Johnson, Sheriff's Office Intake Referral Coordinator, stated that she was hired in January but had a lot of experience prior to this position. She further stated that she had been looking at this with new eyes and that helped to see issues with current programming and how to improve it.

Ms. Johnson stated that there was a real need for programming for females and the proposed funding could really help that population. She further stated that the Seeking Safety program would help domestic violence victims and there was a real need for that.

Ms. Johnson stated the restorative justice program that was running needed to be expanded, especially for females. She further stated that the anger management program needed to be updated.

Commissioner Celentino asked how the Restorative Justice Program worked in the jail.

Ms. Johnson stated that the inmates usually requested to be placed in the program, and if they meet the criteria, they would be placed in the program. She further stated that the program was court-ordered for some people to go into this program, as well.

Commissioner Celentino asked how successful the programs had been and what the measure of success was.

Ms. Johnson stated that the Restorative Justice program was new, very limited, and only offered for males. She further stated that the current program had been done for no cost.

Ms. Johnson stated that she had witnessed the Restorative Justice Program happening last week and it was impressive how well it was going.

Ms. Sabaj stated that she had also observed that program in action and it was very impressive. She further stated that there was not a measure for it since it was a new program, but it was evidence-based.

Ms. Sabaj stated that the MRT program was one of the most highly researched modalities and research showed it reduced recidivism by 30-60 percent. She further stated that these programs could be continued after the individual was released, which could help additionally reduce recidivism.

Ms. Sabaj stated that the cap for the number of people in each program was pretty low and was currently between 10-20 people, in order to ensure everyone could participate fully and safely.

Ms. Johnson stated that other two initiatives were inmate initiatives. She stated that one was a gardening program with MSU Extension.

Ms. Johnson stated that there were strong educational components and would like to provide additional educational programming, including DVDs.

Ericanne Spence, Director of Corrections Mental Health Correction Assessment & Treatment Services (CATS program), stated that she wanted to thank the Committee for providing funding for a full-time position that had been requested earlier in the year. She further stated the position had been filled in the last week.

Ms. Spence stated that the number of individuals coming into the jail and needing mental health help continued to increase. She further stated that the current CATS program screened and did a risk assessment for mental health if an inmate needed attention, was suicidal, needed medication.

Ms. Spence stated that the CATS program had lacked the ability to help with actual therapy. She further stated that they wanted 3 full-time employees to work with group and individual therapy, including juveniles.

Commission Banas left at 6:25 p.m.

Ms. Spence stated that the CATS program could also use another therapist for screening. She further stated that they wanted to develop a robust jail diversion program.

Ms. Spence stated that the CMH programming was expensive, but it came with great staff, and the administrative costs were also in the proposal.

Chairperson Crenshaw asked how many people would qualify for the jail diversion program.

Commissioner Maiville left at 6:27 p.m.

Commissioner Banas returned at 6:28 p.m.

Ms. Spence stated that there was not a way to track that at the time, but there was a need but they were always in crisis mode.

Commissioner Maiville returned at 6:29 p.m.

Commissioner Maiville asked if there were any other jails participating in this programming.

Ms. Spence stated that Oakland County was closest to this since they had a jail diversion program, but the County would really be at the forefront for the State in doing this.

Commissioner Anthony left at 6:30 p.m.

Shauna Dunnings, Circuit Court Administrator, stated that she wanted to speak about pre-trial services. She further stated that they had three full-time employees and one part-time employee for Circuit Court and 54A and 55th District Court bonds.

Ms. Dunnings stated that the Court did not have any clerical help right now outside of occasional interns. She further stated that there were 185 felony arraignments in the three District Courts in

January, and from the 109 people who were referred to pre-trial services from 54A and 55 District Courts, 60 of them enrolled.

Ms. Dunnings stated that the volume was too high to properly monitor and investigate as much as needed. She stated that pretrial services believed that adding just one employee was a low cost but it would have a great impact.

Jessica Escobedo-Emmons, Circuit Court Pretrial Services, stated that many employees did not have mental health education, so it would be so beneficial for the defendants to be able to reach out to CMH and get help but they did not have the time to help make the connection now. She further stated that the staff could not take time to do anything extra now, as they had such a large workload.

Chairperson Celentino stated that intern training took so long, that by the time the interns were trained to do the clerical work, then their internship was over.

Jessica stated that it was correct.

Gregory Feamster, Circuit Court Pretrial Services, stated that the interns moved quickly once they learned the system and they made a huge impact. He further stated that it helped everyone be more productive when the clerical work was completed.

Mr. Feamster stated interns completing the clerical work reduced the entire staff's workload an incredible amount and made the staff more productive because they had information at their fingertips rather than sorting through files. He further stated that the investigator position would allow each client to have better supervision and the ability to provide better feedback to the courts and other stakeholders.

Commissioner Banas stated that it seemed that a modest increase in staffing had a potential for a large impact.

Chairperson Crenshaw stated that there were comprehensive proposals before the Committee and these proposals had helped to make the millage language better.

2. Law & Courts Committee

b. Justice Complex Millage Education and Outreach Plan (*Discussion*)

Chairperson Crenshaw stated that this had been discussed during the Joint Caucus meeting, which had included a plan for a FAQ sheet to be sent to clerks and elected officials and put on social media on County sites.

Teri Morton, Deputy Controller, stated that Board of Commissioners outreach events were being planned.

Chairperson Crenshaw stated that the Sheriff had a PowerPoint presentation being converted into a video that showed the need for the Justice Complex.

Commissioner Hope stated that she wanted more publicity for the outreach events. She further asked if a video tour could be done.

Jason Ferguson, Chief Deputy Sheriff, stated that a video tour was a security concern.

Ms. Morton stated that the PowerPoint video showed a lot of photos that may help without being an actual tour video and the photos were approved to avoid security concerns.

Chairperson Crenshaw stated that the Sheriff had sent supplemental information.

Commissioner Hope stated that reaching out to the Clergy Forum might be helpful too.

Commissioner Celentino stated that tours of the jail had begun and suggested reaching out to the superintendents of the local school districts.

Chairperson Crenshaw stated that Ms. Morton would communicate the information about the millage and jail tours to the Clergy Forum and the school superintendents.

Commissioner Celentino stated that Judge Boyd had sent an email with concerns including a jury assembly room or conference room.

Ms. Morton stated due to these concerns and the increased costs, Tim Dolehanty, Controller, had requested that Redstone update costs for the additional square footage and 2020 building cost since this proposal had last been updated in 2016. She further stated that the 2016 plan had a reduction in square footage from the original plan.

Chairperson Crenshaw stated that layout was on the agenda for an upcoming meeting after the language portion was completed.

Discussion.

Commissioner Celentino stated he would like a further discussion of Judge Boyd's concerns.

Chairperson Crenshaw invited Judge Boyd to join the discussion.

Judge Thomas Boyd, 55th District Court Judge, stated that the courts needed a jury assembly room for three hours twice a month, so he understood that building a standalone jury room did not make sense. He further stated that this building would have a lot of space, but the common spaces needed to be under the auspice of the Controller in the resolution language so that it may be reserved for this important use.

Judge Boyd stated that he offered language in his email to the Board of Commissioners which helped to resolve this concern.

Commissioner Banas stated she supported that language.

Chairperson Crenshaw stated that the Committee could look at adding to the resolution.

Commissioner Celentino stated that it made sense to include that language in the resolution but not in the millage language.

Judge Boyd stated that the County needed to take advantage of economies of scale when building but needed to protect the operational side or there would be further problems down the road.

Chairperson Crenshaw stated that once the millage was approved, it would be sent out for RFP.

Ms. Morton stated that Judge Boyd would like to see this in the same resolution with the language. She further stated that at the next meeting they were to discuss the millage language which was at the County attorney after Commissioner Grebner had reviewed it.

Ms. Morton stated that a draft resolution could also be brought to the Committee to work on adding in this language.

Chairperson Crenshaw asked about the will of the Committee to include Judge Boyd's suggested language into the resolution.

Commissioner Banas stated she supported the Court being assured that jury space was available when needed.

Discussion.

Chairperson Crenshaw stated that Ms. Morton would make a note that this language concerning shared space be included in the resolution in addition to the millage language.

3. Board Referral – Letter from the State 911 Committee Regarding 911 Surcharges in Michigan

   No action was taken on this item.

Announcements

None.

Public Comment

Judge Boyd stated that he had been left out of the Justice Complex process and did not know what had been planned for the Justice Complex. He further stated that Chairperson Koenig and Ms. Morton had met with him on Friday it was the first time he had been updated about the Justice Complex since 2016.

Judge Boyd stated that the programing presented tonight showed a lot of great things being done currently; however that it was happening in silos. He further stated that the presentations basically showed five silos, which were important, but the system needed to be improved.

Judge Boyd stated that he had a person in jail for 37 days because they could not get the medication they needed. He further stated that every morning, he received a list of who was going to be before him at Court and every Thursday, he received a list of who was in the County Jail due to his authority and he determined if they should still be there.

Judge Boyd stated that the communication between the groups needed to be improved. He further stated that the Health Department had a grant to help with the caseload due to the opioid crisis.

Judge Boyd stated that the County needed to look at some different ways in addition to what was already being done and proposed. He stated that there are people in jail because there are no was else to go and many needed help with medication.

Judge Boyd stated that he would like to bring the Health Department in to work with the population that needed medication. He further stated that he would like to see the building include a breezeway for people released in the middle of the night to sleep in, if necessary.

Judge Boyd stated that some programs are only in place for male; therefore, females do not have the same opportunities to reduce their sentences. He further stated that if the County was looking to do something different and make substantial changes with the Justice Complex, changes needed to be made.

Judge Boyd stated that there was a conflict with getting medication to inmates and it would help if the Health Department could be able to provide methadone. He further stated that there were a lot of things the County can do differently in order to plug the missing holes to bring the County toward the future.

Judge Boyd stated that there were a lot of examples of other jails working better than us when it came to reducing the jail population.

Commissioner Maiville stated that Oakland County had a diversion center previously mentioned by Ms. Spence.

Judge Boyd stated that Oakland County had a building where there was an immediate determination of where the person should go, like an immediate triage center, which worked well to keep those people out of jail who did not need to be in jail. He further stated that Ionia County did some similar things.

Commissioner Banas asked how we could remedy this now and bring more people to the conversation.

Judge Boyd stated that all of the people who spoke tonight did good work and the programming was important. He further stated that there was a need to do things differently in addition to the proposed programing.

Judge Boyd stated that the opioid epidemic had caused a crisis, and medication, specifically methadone, was much needed in jail. He further stated the importance of involving the Health Department in this conversation.

Judge Boyd stated that maybe the jail needed a different layout and plan to allow methadone to be given to inmates. He further stated the importance of 24/7 access to mediations, which was not happening.

Judge Boyd stated that the Health Department cannot be left out of this conversation and funding. He further stated that the Health Department's work with the Blue Cross Blue Shield grant with opioid addicts had given them the knowledge that would help craft a comprehensive plan.

Judge Boyd stated that if the goal of this programming plan was to continue to do what the County was doing and this was a fig leaf for a new jail, then that was great. He further stated that there was a real need for a new jail, but while the County was making changes, the County could maybe do more.

Chairperson Crenshaw stated that he had spoken to Ms. Morton about bringing everyone to the table when the time was right.

Ms. Morton stated that this presentation today was a discussion, and would need to be approved by the Board of Commissioners each year. She further stated that these were all concepts at this time.

Judge Boyd stated that the Health Department needed to be brought to the table.

Commissioner Banas stated that she would like to suggest that the Courts and Health Departments be brought to the table for these meetings and further talk about how opioids may need to be accounted for in this plan.

Chairperson Crenshaw stated that he had previously asked for everyone to be brought to the table, including the Courts and Health Department, once the millage language piece was completed, which would probably be in May.

Ms. Morton stated that there was a challenge because at this point the County did not know how much money would be available.

Commissioner Hope stated that the Board of Commissioners had a deadline and the agendas had been made public.

Judge Boyd stated that his office cannot read every agenda to see what action was planned in every committee without additional staff.

Ms. Morton stated that she would send agendas pertaining to this Complex directly to Judge Boyd's office.

Commissioner Hope stated that the Board of Commissioners relied on help from the groups to be experts on matters such as these, and the groups present today had come forward to offer their expertise.

Ms. Morton stated that this started process had started last year and District Court Judge Don Allen had been at that meeting. She further stated that she thought that the District Court had known about these planning meetings and was unsure where the disconnect had occurred.

Chairperson Crenshaw stated that they came up with a plan to hear various programming requests at a previous meeting and some of the groups were at that meeting.

Commissioner Banas stated that she would like to have a meeting sooner than May with everyone at the table because what happened now could make things move smoother down the road. She further stated that she was hopeful that Ms. Morton could facilitate that.

Chairperson Crenshaw asked Ms. Morton if she would have time to do this now.

Ms. Morton stated that now was the time to work on the millage and resolution language and more programming concerns could be addressed with everyone at the table a bit later.

Discussion.

Judge Boyd stated that he requested the Committee to not think in silos, or else the County would be set in silos. He further stated that collaboration was going to make this the best.

Chairperson Crenshaw stated that the thanked Judge Boyd for sharing his ideas.

Adjournment

The meeting was adjourned at 7:20 p.m.

MARCH 29, 2018 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

1a. *Sheriff's Office – Resolution to Continue Contract with Dr. Jerry Gallagher for Psychological Services for the Screening of New Applicants who are given Conditional Job Offers and for Post-Traumatic Stress Reviews for Deputies*

This resolution will approve an agreement with Dr. Jerome J. Gallagher for the time period of May 1, 2018 through December 31, 2020. Dr. Gallagher will provide psychological services for employment applicants who are given conditional job offers and assistance for Deputies who experience situations that potentially could cause post-traumatic stress syndrome or other psychological issues. Compensation for these services will be $400.00 per pre-employment encounter and $125.00 per hour for post-traumatic stress review for Deputies on an as needed basis, with a total not to exceed $12,000.00 per year. Funding for the agreement is included in the Sheriff's 2018 budget.

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

This resolution will approve continued software support with TriTech and the Sheriff's Office while transitioning from the TriTech, VisionAIR Records Management System (RMS) to the new State Records Management System (SRMS). The continued software support will allow the Ingham County Sheriff's Office to access the TriTech, VisionAIR RMS database for historical records. The cost is not to exceed $7,149.20 for the time period January 1, 2018 through December 31, 2018. Funds for this agreement are included in the 2018 Law and Order Funds for Technology (LOFT) account.

2. *District Court – Resolution to Authorize an Agreement for a Policy for the Operation of Computer Network, Internet Access, and Email with the District Court*

This resolution will authorize the Board Chairperson to sign an agreement with the 55th District Court to establish policies and procedures for the control and monitoring of the court's information to assure that the information is maintained in a protected and confidential manner. Such action is recommended by the State Court Administrative Office (SCAO) when a court is provided any of its communications systems through its funding unit.

See attached Administrative Order for additional information.

3. *Facilities – Resolution to Amend Resolution #18-063 to Provide and Install a New Dishwasher in the Family Center Kitchen*

This resolution will authorize amending Resolution #18-063, which approved a new dishwasher in the Family Center kitchen. The original resolution should have approved a new dishwasher in the Youth Center. Additionally, the Purchasing Department discovered that Prevailing Wage was not included in the original quote from HPS Food Service Equipment. This amended resolution reflects the correct location and price quote. The new total cost is $14,248.81, and funds are available within the Juvenile Justice Millage fund.

4. *Animal Control – Resolution to Endorse SB 710*

This resolution would endorse Senate Bill 710. The bill would amend Michigan's animal fighting statute to clarify that animal control agencies have the option of adopting or transferring for the purpose of adoption animals used or trained for fighting or their offspring. The law currently contains language on transfers and adoptions that some interpret as prohibiting these activities. The bill would also establish procedures for the forfeiture of fighting dogs to the seizing animal control agency 14 days after seizure if the owner fails to post a security deposit or bond for the care of the dogs or fails to appear at the bond hearing.

See attached for additional detail.

5. *9-1-1 Dispatch Center – Resolution to Authorize the Cardinal Group II to Conduct Organization Wide Training with the Staff of the Ingham County 9-1-1 Central Dispatch Center*

This resolution will authorize a contract with the Cardinal Group to conduct organization wide training at the Ingham County 9-1-1 Central Dispatch Center for a cost not to exceed $65,500. The cost should be fully covered by using State 9-1-1 Committee (SNC) training funds, which are received by the Center each year. This resolution will also authorize incidental costs of up to $5,000 to be covered from the Center's operating budget.

After more than five years of operations at the consolidated 9-1-1 Center, trust issues, conflict resolution, and clearly defined expectations continue to hamper labor management operations. Bringing in an independent outside organization to conduct an organization wide training of all Center staff is the recommended solution to address these ongoing issues. The organizational training will include the desired state of affairs and a report with recommendations after the concluded training to reevaluate and propose best practices, a path forward and expected results.

See attached memo for details.

DISCUSSION ITEMS:

6a. *Law & Courts Committee – Justice Complex Millage Draft Millage Language*

6b. *Law & Courts Committee – Update on Controller's Organizational Assessment Team (COAT)*

Agenda Item 1a

TO: Law & Courts Committee
Finance Committee

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

DATE: March 15, 2018

RE: **RESOLUTION TO CONTINUE CONTRACT WITH DR. JERRY GALLAGHER FOR PSYCHOLOGICAL SERVICES FOR THE SCREENING OF NEW APPLICANTS WHO ARE GIVEN CONDITIONAL JOB OFFERS AND FOR POST-TRAUMATIC STRESS REVIEWS FOR DEPUTIES**

This is a resolution requesting the Ingham County Sheriff's Office enter into an Agreement with Dr. Jerome J. Gallagher ("Psychologist") to provide psychological services for employment applicants who are given conditional job offers, as well as assistance for Deputies who experience situations that potentially could cause post-traumatic stress syndrome or other psychological issues.

The compensation to be paid for these services is at a rate of $400.00 per pre-employment encounter and $125.00 per hour for post-traumatic stress review for Deputies on an as needed basis, and a total not to exceed $12,000.00 per year. This agreement is to be paid from Contractual Services.

The term of this Agreement covers the period of May 1, 2018 through December 31, 2020.

Agenda Item 1a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTINUE CONTRACT WITH DR. JERRY GALLAGHER FOR PSYCHOLOGICAL SERVICES FOR THE SCREENING OF NEW APPLICANTS WHO ARE GIVEN CONDITIONAL JOB OFFERS AND FOR POST-TRAUMATIC STRESS REVIEWS FOR DEPUTIES

WHEREAS, many state and local law enforcement agencies in the Tri-County area and State of Michigan conduct psychological testing for police applicants who are offered conditional job offers as well as assistance for police officers who suffer from potential or actual post-traumatic stress syndrome; and

WHEREAS, Dr. Jerry Gallagher specializes in both pre hiring psychological testing as well as providing post-traumatic stress testing/services for police for over twenty years in the Tri-County area; and

WHEREAS, Dr. Jerry Gallagher has offered his assistance to the Ingham County Sheriff's Office pro bono on several occasions over the last ten+ years, providing assistance to employees with great success, who have experienced situations that potentially could cause post-traumatic stress syndrome or other psychological issue; and

WHEREAS, Dr. Jerry Gallagher has for several years conducted applicant psychological testing for all conditional job offers for police recruits for the Lansing Police Department; and

WHEREAS, the Ingham County Sheriff's Office, for liability concerns, risk management concerns, and the desire to successfully hire applicants for the position of Sheriff Deputy, wish to contract with Dr. Gallagher, to conduct a thorough psychological testing of all applicants who are given a conditional job offer; and

WHEREAS, MMRMA our insurance carrier promotes the use of psychological testing for conditional job offers for Deputy Sheriff; and

WHEREAS, the Ingham County Sheriff's Office, for liability concerns, risk management concerns, and the desire to assist our current employees and future employees, who need assistance due to high stress situations they face every day, the ability to seek assistance with Dr. Gallagher; and

WHEREAS, the contract would not exceed $12,000.00 which is budgeted for the Sheriff's Office in the 2018 budget (line item # 10130102 818000).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to contract with Dr. Jerry Gallagher for psychological services for the Ingham County Sheriff's Office for screening of new applicants who are given conditional job offers at a rate of $400 per encounter and at a rate of $125 per hour for post-traumatic stress reviews for deputies on a as needed basis.

BE IT FURTHER RESOLVED, that the annual costs for this contract will not exceed $12,000 per year from May 1, 2018 through December 31, 2020.

BE IT FURTHER RESOLVED, that the funds for this purpose will come from the Contractual Services budget.

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

Agenda Item 1b

TO: Law & Courts Committee
Finance Committee

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

DATE: March 15, 2018

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

This resolution is for the approval to continue software systems support with TriTech and the Sheriff's Office while transitioning from the TriTech, VisionAIR Records Management System (RMS) to the new State Records Management System (SRMS). The continued software support will allow the Ingham County Sheriff's Office to access the TriTech, VisionAIR RMS database for historical records.

The cost to be paid is not to exceed $7,149.20 (1 RMS Server License @ $6,465.71 and 2 RMS User Licenses for $683.49, totaling $7,149.20).

The funds for this purpose will come from the IT LOFT Fund.

The continued software support agreement time frame would be a period of twelve (12) months beginning January 1, 2018 through December 31, 2018.

Agenda Item 1b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTINUE RECORDS MANAGEMENT SOFTWARE SUPPORT FROM TRITECH

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

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

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

WHEREAS, the continued software support agreement time frame would be a period of twelve (12) months beginning January 1, 2018; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with TriTech for limited software support for the time period of twelve months beginning January 1, 2018 for the cost not to exceed 7,149.20 (1 RMS Server License @ $6,465.71 and 2 RMS User Licenses for $683.49 given a grand total of $7,149.20).

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

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

Agenda Item 2

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT FOR A POLICY FOR THE OPERATION OF COMPUTER NETWORK, INTERNET ACCESS, AND EMAIL WITH THE DISTRICT COURT

WHEREAS, Ingham County provides certain information technology services and equipment to the 55th District Court; and

WHEREAS, the State Court Administrative Office (SCAO) has recommended to the courts of Michigan, that when a court is provided any of its communications systems through its funding unit, the court should establish policies and procedures, written in collaboration with the funding unit, for the control and monitoring of the court's information to assure that the information is maintained in a protected and confidential manner; and

WHEREAS, pursuant to MCL 15.232(d) (v), the judiciary is not a "public body" for the purposes of the Michigan Freedom of Information Act and its judicial documents are exempt from FOIA.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign the attached agreement with the District Court upon approval as to form by the County Attorney.

JUDGES

HON. DONALD ALLEN, JR.
HON. THOMAS P. BOYD

MICHAEL J. DILLON
COURT ADMINISTRATOR

MARK E. BLUMER
MAGISTRATE

STATE OF MICHIGAN
55TH JUDICIAL DISTRICT COURT
700 BUHL AVENUE • MASON, MICHIGAN 48854
517-676-8400
dc.ingham.org

ADMINISTRATIVE ORDER 2018-03

OWNERSHIP AND CONTROL OF COURT DATA

The State Court Administrative Office (SCAO) has recommended to the courts of Michigan, that when a court is provided any of its communications systems through its funding unit, the court should establish policies and procedures, written in collaboration with the funding unit, for the control and monitoring of the court's information to assure that the information is maintained in a protected and confidential manner.

Ingham County provides certain information technology services and equipment to the Court. The Court has a specific interest in confirming its sole ownership and control of its data and communications where such data and communications are handled or transmitted using the services and equipment provided to the Court by the County;

The purpose of this order is to identify that any data and/or communications created by or on the behalf of the Court using the services and equipment provided to the Court by the County is the sole property of the Court and will be maintained in a confidential manner by the County.

IT IS ORDERED:

The Court and Ingham County, acting through its Information Technology Department, agree and state as follows:

Ownership and Control of Data:

a. All data generated in all forms, by or resulting from the actions of the Court, its judges, employees, contractors, or volunteers is the property of the Court and the County has no property interests therein.

b. All data, information, or records generated in or by any communications systems utilized by the judges and employees of the Court are the property of the Court and shall not be disseminated without approval of the Chief Judge or his/her designee.

c. The Court will cooperate with operational policies promulgated by the County as the provider of computer network services and Internet access, to the degree they are not in conflict with this agreement or any other policy(s) that the Court may adopt for their efficient and effective operations. Notwithstanding the foregoing, only the Court will have the authority to monitor and review all data, information, or records generated by the judges and employees of the Court. The Court acknowledges that as part of the services provided, the County scans or otherwise checks email communications, including attachments, for computer viruses, bugs. spy-ware and other damaging or potentially damaging programming. This scanning or checking may necessitate the review of communications and attachments but all such review shall be done in a confidential manner and the County shall not make any copies of Court communications outside the normal back-up procedures.

d. The Chief Judge or his/her designee has the sole authority to authorize appropriate action should any Court employee abuse the use of any County information technology system or violate any standard of operation. However, the Chief Judge or his/her designee will work with the County to minimize any threat to or damage of the County's information technology system. In the event of an emergency or an imminent threat to the County's information technology system, the County may take immediate emergency measures to address the threat or emergency. As soon as practical, the County will inform the Court of the situation and the County and the Court will jointly agree on a long term solution to the threat or emergency.

Handling of Requests for Court Data/Information

a. Upon receipt of a Freedom of Information Request (FOIA) for court data/information, the County will respond to a FOIA request by stating that the Court is not subject to FOIA and the request will be forwarded to the Court.

b. If the request received by the County is in the form of a subpoena or court order, the County will inform the Court of the request as soon as possible. If the Court elects to contest the subpoena or court order, in whole or in part, the County will cooperate with the Court in responding to the subpoena or court order.

Effective Date: March 7, 2018

Date: _____

_____

Honorable Thomas P. Boyd
Chief Judge

Agenda Item 3

TO: Board of Commissioners, Law and Courts and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: March 16, 2018

SUBJECT: Amending Resolution #18-063 to provide and install a new dishwasher in the Ingham County Family Center kitchen

For the meeting agendas of: March 29 & April 4

BACKGROUND

Resolution #18-063 approved a new dishwasher in the Family Center kitchen.
This dishwasher was intended for the Youth Center. Also, the Purchasing Department discovered that Prevailing Wage was not included in the original quote from HPS Food Service Equipment. This amended resolution reflects the correct location and price quote.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

It is the recommendation of the Facilities Department that HPS Food Service Equipment provide and install a new Hobart dishwasher in the Youth Center kitchen for a new total cost of $14,248.81.

Funds for this project are available in the Juvenile Justice Millage line item #264-66400-978000.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached amended resolution to support the purchase and installation of a new Hobart dishwasher in the Ingham County Youth Center kitchen.

Agenda Item 3

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #18-063 TO PROVIDE AND INSTALL A NEW DISHWASHER IN THE FAMILY CENTER KITCHEN

WHEREAS, Resolution #18-063 approved a new dishwasher in the Family Center kitchen; and

WHEREAS, this dishwasher was intended for the Youth Center; and

WHEREAS, the Purchasing Department discovered that Prevailing Wage was not included in the original quote from HPS Food Service Equipment; and

WHEREAS, this amended resolution reflects the correct location and price quote; and

WHEREAS, funds for this project are available in the Juvenile Justice Millage line item# 264-66400-978000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes HPS Food Service Equipment, 3275 North M-37 Highway, Middleville, Michigan, 49333-0247, to provide and install a new Hobart dishwasher in the Youth Center kitchen, for a new not to exceed total cost of $14,248.81.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller to make any necessary budget adjustments, consistent with this resolution.

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

Agenda Item 4

TO: Board of Commissioners and Law & Courts Committees

FROM: John Dinon, Director – Ingham County Animal Control

DATE: 20 March 2018

SUBJECT: Resolution to endorse SB 710

For the meeting agendas of March 29 and April 10, 2018

BACKGROUND

SB 710 has been introduced in the Michigan Senate. The bill would amend Michigan's animal fighting statute – MCL 750.49 – clarifying that animal control agencies have the option of adopting or transferring for the purpose of adoption animals used or trained for fighting or their offspring. The law currently contains language on transfers and adoptions that some interpret as prohibiting these activities. SB 710 also establishes procedures for the forfeiture of fighting dogs to the seizing animal control agency 14 days after seizure if the owner fails to post a security deposit or bond for the care of the dogs or fails to appear at the bond hearing.

ALTERNATIVES

If the resolution is not adopted, the County will take no action regarding this bill.

FINANCIAL IMPACT

Adopting this resolution will have no or very minimal financial impact. Passage of SB 710 would potentially relieve animal control agencies of the cost of caring for fighting dogs held as evidence for long periods of time since it calls for prompt forfeiture or for owners to pay the cost of care if dogs are not forfeited.

OTHER CONSIDERATIONS

SB 710 is similar to SB 416 which was endorsed by the BOC on September 26, 2017 (Resolution 17-367).

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to endorse SB 710.

SENATE BILL No. 710

December 5, 2017, Introduced by Senators KNEZEK, SCHMIDT and ROBERTSON and referred to the Committee on Judiciary.

A bill to amend 1931 PA 328, entitled

"The Michigan penal code,"

by amending section 49 (MCL 750.49), as amended by 2006 PA 129.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

Sec. 49. (1) As used in this section: ~~, "animal"~~

(A) "ANIMAL" means a vertebrate other than a human **BEING.**

(B) "ANIMAL CONTROL AGENCY" MEANS AN ANIMAL CONTROL SHELTER, AN ANIMAL PROTECTION SHELTER, OR A LAW ENFORCEMENT AGENCY. AS USED IN THIS SUBDIVISION, "ANIMAL CONTROL SHELTER" AND "ANIMAL PROTECTION SHELTER" MEAN THOSE TERMS AS DEFINED IN SECTION 1 OF 1969 PA 287, MCL 287.331.

(2) A person shall not knowingly do any of the following:

(a) Own, possess, use, buy, sell, offer to buy or sell, import, or export an animal for fighting or baiting, or as a target to be shot at as a test of skill in marksmanship.

SENATE BILL No. 710

(b) Be a party to or cause the fighting, baiting, or shooting of an animal as described in subdivision (a).

(c) Rent or otherwise obtain the use of a building, shed, room, yard, ground, ~~or~~ premises, **VEHICLE, OR ANY OTHER VENUE** for fighting, baiting, or shooting an animal as described in subdivision (a).

(d) Permit the use of a building, shed, room, yard, ground, ~~or~~ premises, **VEHICLE, OR ANY OTHER VENUE** belonging to him or her or under his or her control for any of the purposes described in this section.

(e) Organize, promote, or collect money for the fighting, baiting, or shooting of an animal as described in subdivisions (a) to (d).

(f) Be present at **OR IN** a building, shed, room, yard, ground, ~~or~~ premises, **VEHICLE, OR ANY OTHER VENUE** where preparations are being made for an exhibition described in subdivisions (a) to (d), or be present at the exhibition, knowing that an exhibition is taking place or about to take place.

(g) Breed, buy, sell, offer to buy or sell, exchange, import, or export an animal the person knows has been trained or used for fighting as described in subdivisions (a) to (d). ~~, or breed, buy, sell, offer to buy or sell, exchange, import, or export the offspring of an animal the person knows has been trained or used for fighting as described in subdivisions (a) to (d).~~ This subdivision does not prohibit owning, breeding, buying, selling, offering to buy or sell, exchanging, importing, or exporting an animal for agricultural or agricultural exposition purposes. **THIS**

SUBDIVISION DOES NOT PROHIBIT AN ANIMAL CONTROL AGENCY FROM OWNING, ADOPTING, OR TRANSFERRING OWNERSHIP OF AN ANIMAL FOR THE PURPOSE OF ADOPTION OF THE ANIMAL TRAINED OR USED FOR FIGHTING, BAITING, OR SHOOTING AS DESCRIBED IN SUBDIVISION (A).

(h) Own, possess, use, buy, sell, offer to buy or sell, transport, or deliver any device or equipment intended for use in the fighting, baiting, or shooting of an animal as described in subdivisions (a) to (d).

(3) A person who violates subsection (2)(a) to (e) is guilty of a felony punishable by 1 or more of the following:

(a) Imprisonment for not more than 4 years.

(b) A fine of not less than $5,000.00 or more than $50,000.00.

(c) Not less than 500 or more than 1,000 hours of community service.

(4) A person who violates subsection (2)(f) to (h) is guilty of a felony punishable by 1 or more of the following:

(a) Imprisonment for not more than 4 years.

(b) A fine of not less than $1,000.00 or more than $5,000.00.

(c) Not less than 250 or more than 500 hours of community service.

(5) The court may order a person convicted of violating this section to pay the costs of prosecution.

(6) The court may order a person convicted of violating this section to pay the costs for **INVESTIGATING THE VIOLATION OF THIS SECTION, DISPOSITION OF THE ANIMAL, AND** housing and caring for the animal, including, but not limited to, providing veterinary medical treatment. **AS USED IN THIS SUBSECTION, "DISPOSITION" INCLUDES THE**

TRANSFER, EUTHANASIA, OR ADOPTION OF AN ANIMAL.

(7) As part of the sentence for a violation of subsection (2), the court shall order the person convicted not to own or possess an animal of the same species involved in the violation of this section for 5 years after the date of sentencing. Failure to comply with the order of the court pursuant to this subsection is punishable as contempt of court.

(8) If a person incites an animal trained or used for fighting ~~or an animal that is the first or second generation offspring of an animal trained or used for fighting~~ to attack a person and ~~thereby~~ **THE ATTACK** causes the death of that person, the owner is guilty of a felony punishable by imprisonment for life or for a term of years greater than 15 years.

(9) If a person incites an animal trained or used for fighting ~~or an animal that is the first or second generation offspring of an animal trained or used for fighting~~ to attack a person, but the attack does not result in the death of the person, the owner is guilty of a felony punishable by imprisonment for not more than 4 years or a fine of not more than $2,000.00, or both.

(10) If an animal trained or used for fighting ~~or an animal that is the first or second generation offspring of an animal trained or used for fighting~~ attacks a person without provocation and causes the death of that person, the owner of the animal is guilty of a felony punishable by imprisonment for not more than 15 years.

(11) If an animal trained or used for fighting ~~or an animal that is the first or second generation offspring of an animal~~

~~trained or used for fighting~~ attacks a person without provocation, but the attack does not cause the death of the person, the owner is guilty of a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than $1,000.00, or both.

(12) Subsections (8) to (11) do not apply if the person attacked was committing or attempting to commit an unlawful act on the property of the owner of the animal.

(13) If an animal trained or used for fighting ~~or an animal that is the first or second generation offspring of a dog trained or used for fighting~~ goes beyond the property limits of its owner without being securely restrained, the owner is guilty of a misdemeanor punishable by imprisonment for not more than 90 days or a fine of not less than $50.00 ~~nor~~ **OR** more than $500.00, or both.

(14) If an animal trained or used for fighting ~~or an animal that is the first or second generation offspring of a dog trained or used for fighting~~ is not securely enclosed or restrained on the owner's property, the owner is guilty of a misdemeanor punishable by imprisonment for not more than 90 days or a fine of not more than $500.00, or both.

(15) Subsections (8) to (14) do not apply to any of the following:

(a) A dog trained or used for fighting ~~, or the first or second generation offspring of a dog trained or used for fighting,~~ that is used by a law enforcement agency of ~~the~~ **THIS** state or a county, city, village, or township.

(b) A certified leader dog recognized and trained by a national guide dog association for the blind or for persons with

disabilities.

(c) A corporation licensed under the private security business and security alarm act, 1968 PA 330, MCL 338.1051 to ~~338.1083,~~ **338.1092,** when a dog trained or used for fighting ~~, or the first or second generation offspring of a dog trained or used for fighting,~~ is used in accordance with the private security business and security alarm act, 1968 PA 330, MCL 338.1051 to ~~338.1083.~~**338.1092.**

(D) A DOG TRAINED OR USED FOR FIGHTING THAT IS OWNED OR POSSESSED BY AN ANIMAL CONTROL AGENCY OR THAT HAS BEEN TRANSFERRED FROM AN ANIMAL CONTROL AGENCY THAT OWNED OR POSSESSED THE DOG AS PROVIDED UNDER THIS SECTION.

(16) ~~An~~ **EXCEPT AS PROVIDED IN SUBSECTIONS (19), (21), AND (22), AN** animal that has been used to fight in violation of this section or that is involved in a violation of subsections (8) to (14) ~~shall~~ **MUST** be confiscated ~~as contraband~~ by a law enforcement officer and ~~shall~~ **MUST** not be returned to the owner, trainer, or possessor of the animal. The animal ~~shall~~ **MUST** be taken to a local ~~humane society or other~~ animal ~~welfare~~ **CONTROL** agency. If an animal owner, trainer, or possessor is convicted of violating subsection (2) or subsections (8) to (14), the court shall award the animal involved in the violation to the ~~local humane society or other~~ animal ~~welfare~~ **CONTROL** agency **FOR EVALUATION AND DISPOSITION.**

(17) AN ANIMAL CONTROL AGENCY TAKING CUSTODY OF AN ANIMAL UNDER SUBSECTION (16) SHALL GIVE NOTICE WITHIN 72 HOURS AFTER SEIZURE OF THE ANIMAL BY 1 OF THE FOLLOWING METHODS:

(A) POSTING AT THE LOCATION OF THE SEIZURE.

(B) DELIVERY TO A PERSON RESIDING AT THE LOCATION OF THE

SEIZURE.

(C) REGISTERED MAIL TO THE LOCATION OF THE SEIZURE, IF THE OWNER OF THE ANIMAL IS UNKNOWN.

(D) REGISTERED MAIL TO THE LAST KNOWN ADDRESS OF THE ANIMAL'S OWNER, IF THE OWNER OF THE ANIMAL IS KNOWN.

(18) THE NOTICE REQUIRED UNDER SUBSECTION (17) MUST INCLUDE ALL OF THE FOLLOWING:

(A) A DESCRIPTION OF EACH ANIMAL SEIZED.

(B) THE TIME, DATE, LOCATION, AND DESCRIPTION OF CIRCUMSTANCES UNDER WHICH THE ANIMAL WAS SEIZED.

(C) THE ADDRESS AND TELEPHONE NUMBER OF THE LOCATION WHERE THE ANIMAL IS BEING HELD AND CONTACT INFORMATION FOR THE INDIVIDUAL PRESENT AT THAT LOCATION FROM WHOM SECURITY DEPOSIT OR BOND INFORMATION MAY BE OBTAINED.

(D) A STATEMENT THAT THE OWNER OR POSSESSOR OF THE ANIMAL MAY POST A SECURITY DEPOSIT OR BOND TO PREVENT THE FORFEITURE OF THE ANIMAL, THAT FAILURE TO POST A SECURITY DEPOSIT OR BOND WITHIN 14 DAYS AFTER THE DATE ON THE NOTICE WILL RESULT IN FORFEITURE OF THE ANIMAL, AND THAT THE OWNER OR POSSESSOR OF THE ANIMAL MAY, BEFORE THE EXPIRATION OF THE 14-DAY PERIOD DESCRIBED IN THIS SUBDIVISION OR AT ANY TIME AFTER POSTING THE SECURITY DEPOSIT OR BOND UNDER SUBSECTION (21), REQUEST A HEARING UNDER SUBSECTION (19) TO CONTEST THE REQUIREMENT TO POST A SECURITY DEPOSIT OR BOND, OR THE AMOUNT OF THE SECURITY DEPOSIT OR BOND.

(E) A STATEMENT THAT THE OWNER OR POSSESSOR OF THE ANIMAL IS RESPONSIBLE FOR ALL COSTS DESCRIBED IN SUBSECTION (6) UNLESS A COURT DETERMINES, AFTER A HEARING UNDER SUBSECTION (19), THAT THE

SEIZURE OF THE ANIMAL WAS NOT JUSTIFIED.

(19) IN A HEARING TO DETERMINE IF THE SEIZURE OF THE ANIMAL IS JUSTIFIED, THE PROSECUTING ATTORNEY HAS THE BURDEN TO ESTABLISH THAT THERE IS PROBABLE CAUSE TO BELIEVE A VIOLATION OF THIS SECTION OCCURRED, AND BY A PREPONDERANCE OF THE EVIDENCE THAT THE AMOUNT OF THE SECURITY DEPOSIT OR BOND IS FAIR AND REASONABLE FOR THE CARE OF AND PROVISION FOR THE SEIZED ANIMAL AS DETERMINED UNDER SUBSECTION (21). THE FAILURE OF THE OWNER OR POSSESSOR TO APPEAR AT A SCHEDULED HEARING REQUESTED UNDER THIS SUBDIVISION WILL RESULT IN AUTOMATIC FORFEITURE OF THE ANIMAL IF THE DATE OF THE SCHEDULED HEARING IS MORE THAN 14 DAYS AFTER THE DATE ON THE NOTICE REQUIRED UNDER SUBSECTION (17). IF THE COURT FINDS THAT THE PROSECUTING ATTORNEY HAS MET THE BURDEN REQUIRED UNDER THIS SUBSECTION, THE ANIMAL WILL BE IMMEDIATELY FORFEITED TO THE ANIMAL CONTROL AGENCY CARING FOR THE ANIMAL AT THE TIME OF THE HEARING UNLESS THE OWNER OR POSSESSOR OF THE ANIMAL POSTS THE REQUIRED SECURITY DEPOSIT OR BOND UNDER SUBSECTION (21). IF THE COURT FINDS THAT THE PROSECUTING ATTORNEY HAS NOT MET THE BURDEN REQUIRED UNDER THIS SUBSECTION, THE COURT MAY ORDER EITHER OF THE FOLLOWING:

(A) THAT THE OWNER OR POSSESSOR OF THE ANIMAL DOES NOT HAVE TO POST A SECURITY DEPOSIT OR BOND TO PREVENT FORFEITURE OF THE ANIMAL BEFORE THE CRIMINAL ACTION UNDER THIS SECTION IS RESOLVED.

(B) THAT THE OWNER OR POSSESSOR OF THE ANIMAL MUST POST A SECURITY DEPOSIT OR BOND IN AN AMOUNT DETERMINED BY THE COURT TO BE FAIR AND REASONABLE FOR THE CARE OF AND PROVISION FOR THE SEIZED ANIMAL AS PROVIDED BY SUBSECTION (21) UNTIL THE CRIMINAL ACTION UNDER THIS SECTION IS RESOLVED. IF THE COURT ORDERS A SECURITY

DEPOSIT OR BOND UNDER THIS SUBDIVISION, THE COURT SHALL ORDER THE SPECIFIC DATE BY WHICH, IF THE SECURITY DEPOSIT OR BOND IS NOT POSTED, THE ANIMAL WILL BE FORFEITED.

(20) AN ANIMAL CONTROL AGENCY THAT HAS SEIZED AN ANIMAL UNDER SUBSECTION (16) SHALL HOLD THE ANIMAL FOR A PERIOD OF 14 CONSECUTIVE DAYS, INCLUDING WEEKENDS AND HOLIDAYS, BEGINNING ON THE DATE NOTICE WAS GIVEN UNDER SUBSECTION (17). AFTER THE EXPIRATION OF THE 14 DAYS, IF THE OWNER OR A POSSESSOR OF THE ANIMAL HAS NOT POSTED A SECURITY DEPOSIT OR BOND AS REQUIRED UNDER SUBSECTION (21) OR HAS NOT REQUESTED A HEARING UNDER SUBSECTION (19), THE ANIMAL IS FORFEITED, AND THE ANIMAL CONTROL AGENCY MAY DISPOSE OF THE ANIMAL BY ADOPTION, TRANSFER TO ANOTHER ANIMAL CONTROL SHELTER OR ANIMAL PROTECTION SHELTER, OR HUMANE EUTHANASIA. AN ANIMAL CONTROL AGENCY THAT TRANSFERS AN ANIMAL OR DISPOSES OF AN ANIMAL THROUGH ADOPTION AS DESCRIBED IN THIS SUBSECTION SHALL PROVIDE A COPY OF THE ANIMAL'S HISTORY, INCLUDING A DESCRIPTION OF WHY THE ANIMAL WAS SEIZED, VETERINARY RECORDS, AND BEHAVIORAL ASSESSMENTS TO THE PERSON TO WHOM THE ANIMAL IS TRANSFERRED OR ADOPTED.

(21) THE OWNER OR POSSESSOR OF AN ANIMAL SEIZED UNDER SUBSECTION (16) MAY PREVENT FORFEITURE AND DISPOSITION OF THE ANIMAL BY AN ANIMAL CONTROL AGENCY BY POSTING A SECURITY DEPOSIT OR BOND WITH THE COURT WITHIN THE 14-DAY PERIOD DESCRIBED IN SUBSECTION (20) OR WITHIN THE TIME PERIOD SET BY THE COURT UNDER SUBSECTION (19)(B). THE DEPOSIT OR BOND MUST BE IN A SUFFICIENT AMOUNT TO SECURE PAYMENT OF ALL COSTS DESCRIBED IN SUBSECTION (6) FOR A 30-DAY PERIOD OF HOUSING, CARING FOR, AND OBTAINING VETERINARY TREATMENT OF THE ANIMAL AFTER EXAMINATION BY A LICENSED

VETERINARIAN. SUBJECT TO SUBSECTION (19), THE ANIMAL CONTROL AGENCY SHALL DETERMINE THE AMOUNT OF THE BOND NO LATER THAN 72 HOURS AFTER THE SEIZURE OF THE ANIMAL, AND SHALL MAKE THE AMOUNT OF THE BOND AVAILABLE TO THE OWNER OR POSSESSOR OF THE ANIMAL UPON REQUEST. THE OWNER OR POSSESSOR OF THE ANIMAL SHALL PROVIDE PROOF TO THE ANIMAL CONTROL AGENCY OF THE POSTING OF THE SECURITY DEPOSIT OR BOND WITHIN THE 14-DAY PERIOD DESCRIBED IN SUBSECTION (20) OR WITHIN THE TIME PERIOD SET BY THE COURT FOLLOWING A HEARING UNDER SUBSECTION (19).

(22) IF A SECURITY DEPOSIT OR BOND HAS BEEN POSTED UNDER SUBSECTION (21), AND TRIAL IN THE CRIMINAL ACTION DOES NOT OCCUR WITHIN THE INITIAL 30-DAY BOND PERIOD OR IS CONTINUED TO A LATER DATE, TO PREVENT FORFEITURE OF THE ANIMAL BEFORE THE CRIMINAL ACTION IS RESOLVED, THE OWNER OR POSSESSOR OF THE ANIMAL MUST POST AN ADDITIONAL SECURITY DEPOSIT OR BOND IN THE AMOUNT PREVIOUSLY DETERMINED UNDER SUBSECTION (19) OR (21). IF THE OWNER OR POSSESSOR OF THE ANIMAL FAILS TO POST AN ADDITIONAL SECURITY DEPOSIT OR BOND UNDER THIS SUBSECTION WITH THE COURT BEFORE THE PREVIOUS 30-DAY BOND PERIOD EXPIRES, THE ANIMAL IS FORFEITED TO THE ANIMAL CONTROL AGENCY CARING FOR THE ANIMAL AT THAT TIME.

(23) AN ANIMAL CONTROL AGENCY THAT IS HOLDING OR REQUIRING TO BE HELD A SEIZED ANIMAL AS PROVIDED IN THIS SECTION MAY, IN 30-DAY INCREMENTS, DRAW ON A SECURITY DEPOSIT OR BOND POSTED UNDER SUBSECTION (21) OR (22) TO COVER THE ACTUAL REASONABLE COSTS INCURRED IN THE SEIZURE, CARE, KEEPING, AND DISPOSITION OF THE ANIMAL AS DESCRIBED IN SUBSECTION (6) FROM THE DATE OF THE SEIZURE TO THE DATE OF THE OFFICIAL DISPOSITION OF THE ANIMAL IN THE

CRIMINAL ACTION.

(24) IF THE OWNER OR POSSESSOR IS FOUND NOT GUILTY IN THE CRIMINAL ACTION, THE AMOUNT OF THE SECURITY DEPOSIT OR BOND POSTED TO PREVENT DISPOSITION OF THE ANIMAL MAY BE RETURNED TO THE OWNER OR POSSESSOR AT THE COURT'S DISCRETION, AND, EXCEPT AS PROVIDED IN SUBSECTIONS (26) AND (27), THE ANIMAL MUST BE RETURNED TO THE OWNER.

(25) IF A SECURITY DEPOSIT OR BOND IS POSTED BY AN OWNER OR POSSESSOR OF AN ANIMAL UNDER THIS SECTION AND THE COURT DETERMINES THAT THE ANIMAL POSES A THREAT TO PUBLIC SAFETY UNDER SUBSECTION (27), THE POSTING OF THE SECURITY DEPOSIT OR BOND MUST NOT PREVENT DISPOSITION OF THE ANIMAL. THE AMOUNT OF THE SECURITY DEPOSIT OR BOND POSTED TO PREVENT DISPOSITION OF THE ANIMAL MUST BE RETURNED TO THE OWNER OR POSSESSOR, MINUS THE REASONABLE COSTS INCURRED BY THE ANIMAL CONTROL AGENCY FOR THE CARE AND EUTHANASIA OF THE ANIMAL AS DESCRIBED IN SUBSECTION (6).

(26) ~~(17)~~ Upon receiving an animal ~~confiscated~~ **SEIZED** under this section, or at any time thereafter, an ~~appointed veterinarian, the humane society, or other~~ animal ~~welfare~~ **CONTROL** agency may humanely euthanize the animal **OR HAVE THE ANIMAL EUTHANIZED** if, in the opinion of ~~that~~ **A LICENSED** veterinarian, ~~humane society, or other animal welfare agency,~~ the animal is injured or diseased past recovery or the animal's continued existence is inhumane so that euthanasia is necessary to relieve pain and suffering. **THIS SUBSECTION APPLIES TO AN ANIMAL WHETHER OR NOT A SECURITY DEPOSIT OR BOND HAS BEEN POSTED UNDER THIS SECTION.**

(27) ~~(18) A humane society or other animal welfare~~ **AN ANIMAL**

CONTROL agency that receives an animal under this section ~~shall~~ **MAY** apply to the district court or municipal court for a hearing to determine whether the animal ~~shall~~ **MUST** be humanely euthanized because of ~~its lack of any useful purpose and~~ the public safety threat it poses. The court shall hold a hearing not more than 30 days after the filing of the application and shall give notice of the hearing to the owner of the animal. Upon a finding by the court that the animal ~~lacks any useful purpose and~~ poses a threat to public safety, the ~~humane society or other~~ animal ~~welfare~~ **CONTROL** agency shall humanely euthanize the animal **OR HAVE THE ANIMAL EUTHANIZED**. Expenses incurred in connection with the housing, care, upkeep, or euthanasia of the animal by ~~a humane society or other~~ **AN** animal ~~welfare~~ **CONTROL** agency, or by a person, firm, partnership, corporation, or other entity, ~~shall~~ **MAY, IN THE COURT'S DISCRETION,** be assessed against the owner of the animal.

(28) ~~(19)~~ Subject to subsections (16), ~~to (18),~~ **(26), AND (27),** all animals being used or to be used in fighting, equipment, devices and money involved in a violation of subsection (2) ~~shall~~ **MUST** be forfeited to ~~the~~ **THIS** state. All other instrumentalities, proceeds, and substituted proceeds of a violation of subsection (2) are subject to forfeiture under chapter 47 of the revised judicature act of 1961, 1961 PA 236, MCL 600.4701 to ~~600.4709.~~**600.4710.**

(29) ~~(20)~~ The seizing agency may deposit money seized under subsection ~~(19)~~ **(28)** into an interest-bearing account in a financial institution. As used in this subsection, "financial institution" means a state or nationally chartered bank or a state

or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this state under the laws of this state or the United States.

(30) ~~(21)~~ An attorney for a person who is charged with a violation of subsection (2) involving or related to money seized under subsection ~~(19) shall~~ **(28) MUST** be afforded a period of 60 days within which to examine that money. This 60-day period ~~shall begin~~ **BEGINS** to run after notice of forfeiture is given but before the money is deposited into a financial institution under subsection ~~(20).~~ **(29).**

(31) If the attorney general, prosecuting attorney, or city or township attorney fails to sustain his or her burden of proof in forfeiture proceedings under subsection ~~(19),~~ **(28),** the court shall order the return of the money, including any interest earned on money deposited into a financial institution under subsection ~~(20).~~**(29).**

(32) ~~(22)~~ This section does not apply to conduct that is permitted by and is in compliance with any of the following:

(a) Part 401 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.40101 to ~~324.40119.~~**324.40120.**

(b) Part 435 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.43501 to 324.43561.

(c) Part 427 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.42701 to 324.42714.

(d) Part 417 of the natural resources and environmental

protection act, 1994 PA 451, MCL 324.41701 to 324.41712.

(33) ~~(23)~~ This section does not prohibit a person from being charged with, convicted of, or punished for any other violation of law that is committed by that person while violating this section.

Enacting section 1. This amendatory act takes effect 90 days after the date it is enacted into law.

Agenda Item 4

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENDORSE SB 710

WHEREAS, Ingham County Animal Control takes possession of fighting animals in the course of their duties; and

WHEREAS, Michigan law - MCL 750.49 (2) (g) - currently states, "… a person shall not knowingly breed, buy, sell, offer to buy or sell, exchange, import, or export an animal the person knows has been trained or used for fighting as described in subdivisions (a) to (d), or breed, buy, sell, offer to buy or sell, exchange, import, or export the offspring of an animal the person knows has been trained or used for fighting as described in subdivisions (a) to (d)"; and

WHEREAS, SB 701 would amend MCL 750.49 by stating, "This subdivision does not prohibit an animal control agency from owning, adopting, or transferring ownership of an animals for the purpose of adoption of the animal trained or used for fighting, baiting, or shooting as described in subdivision (A)"; and

WHEREAS, SB 710 also establishes procedures for the forfeiture of fighting dogs to the seizing animal control agency 14 days after seizure if the owner fails to post a security deposit or bond for the care of the dogs or fails to appear at the bond hearing provided that the prosecuting attorney has established that there is probable cause to believe that a violation of MCL 750.49 has occurred.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners endorses SB 710 and authorizes County employees to advocate for passage of the bill.

Agenda Item 5

TO: Board of Commissioners Law & Courts and Finance Committee

FROM: Barb Davidson, 911 Staff Services Manager

DATE: March 12, 2018

SUBJECT: Cardinal Group Training Proposal

For the meeting agenda of March 29, 2018

BACKGROUND

Although the Ingham County Central Dispatch leadership team has confidence in the organization's service delivery, we also realize that the organization has not maximized its fullest potential. The following barriers have been identified as significant inhibitors to organizational success:

-Supervisors lack the training to effectively perform some of their duties. Despite the best intentions of the supervisory staff, this lack of training results in a variety of challenges, including poor communication, mistrust, and reduced motivation/morale.

-The staff generally performs well despite motivation/morale challenges. However, staff performance is inconsistent due to a lack of articulated performance expectations, quality assurance processes and quality supervision.

-Ingham County Central Dispatch have policy and guidelines in place but need to re-evaluate, enhance, and align them to its mission statement, values, and operational philosophy.

-Staff often perceives their work environment to be unfair and inequitable.

The training strategy provided by the Cardinal Group is designed to both meet the needs identified and establish the cultural foundation required of a healthy and effective dispatch organization.

ALTERNATIVES

Other vendors were considered but Cardinal Group was the best choice because they are based out of Ann Arbor which will reduce travel costs and increase availability. Our Center and jurisdiction partners interact with their Center and jurisdiction partners which gives them added incentive to see us succeed. The Cardinal Group is working on a tentative schedule with a targeted start in April where we have less scheduled vacations. They have committed to reducing the impact on our staff to include conducting classes at night and weekends if necessary. Both Cardinal Group partners have extensive management experience as well as dispatch and public safety experience. Lastly, our staff has taken classes with one of the Cardinal Group partners, J. Eric Waddell and enjoyed his instruction. Mr. Waddell has continued contact with some of our staff in a mentor role.

FINANCIAL IMPACT

The Cardinal Group training proposal will cost $65,500. The classes detailed in the proposal have been approved by the State 911 committee (SNC) for the use of wireless training funds to pay for the training. We would like to add $5,000 for any incidental costs that may arise.

OTHER CONSIDERATIONS

As set forth in M.C.L. 484.1413 (1)(b), the Michigan Public Service Commission (MPSC) has established administrative rules mandating all primary Public Service Answering Points (PSAP, the point where the 911 call is answered) across the State of Michigan maintain a minimum training standard for every telecommunicator (those persons answering 911 calls and dispatching public safety units to the scene). Module III requires all designated telecommunicators to attend 24 hours of approved training every 24 months. All SNC approved training can be used for continuing education or Module III. This proposed training will meet this requirement.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the Cardinal Group training proposal.

Training Proposal
DEVELOPING AND SUSTAINING A HEALTHY/EFFECTIVE DISPATCH ORGANIZATION

Prepared for

Ingham County 9-1-1 Central Dispatch Center

Submitted by

The Cardinal Group II
PO Box 130718, Green RD
Ann Arbor, MI 48107

February 12, 2018

ABOUT THE CARDINAL GROUP II

Founded in 2015, The Cardinal Group II offers professional development consulting and training curricula development covering topics including executive leadership, communications training program design and interpersonal communications for police service professionals.

The Cardinal Group II brings an innovative approach to training design and delivery by incorporating its "Ultimate Outcomes" philosophy, allowing forward-thinking organizations to maximize their effectiveness by deliberately targeting specific behavioral changes of its employees. These behavioral changes translate into enhanced performance, higher quality interactions and achievement of organizational goals.

The Cardinal Group II is comprised of public safety professionals, curriculum design experts, and research partners in a variety of fields and disciplines.

ABOUT JERRY L. CLAYTON, CEO

Jerry L Clayton is a 30-year criminal justice professional with experience in police service, corrections and special weapons and tactics. Jerry has provided training, consulting and subject matter services to a wide array of public and private sector clients. Jerry has leveraged his experience and training to deliver progressive instruction to his clients based on an "Ultimate Outcomes" philosophy.

ABOUT J. ERIC WADDELL, CLO

J. Eric Waddell is a 17-year public safety professional specializing in public safety communications, training curricula design and instructor development. Eric has designed adult learning based courses for police service professionals, public safety dispatchers, corrections officers and other government agencies. In addition to curricula development, Eric is a frequent presenter at the Michigan APCO and NENA conferences covering topics ranging from interpersonal communications to effective leadership.

PROBLEM STATEMENT

Although the Ingham County Central Dispatch leadership team has expressed confidence in the organizations service delivery. They also realize that the organization has not maximized their fullest potential. The leadership team has identified the following as significant inhibitors to organizational success:

- Supervisors lack the training to effectively perform some of their duties. Despite the best intentions of the supervisory staff, this lack of training results in a variety of challenges, including poor communication, mistrust, and reduced motivation/morale.
- All parties agree that staff generally perform well despite motivation/morale challenges. However, staff performance is inconsistent due to a lack of articulated performance expectations, quality assurance processes and quality supervision.
- All parties agree that Ingham County Central Dispatch have policy and guidelines in place but need to re-evaluate, enhance, and align them to its mission statement, values, and operational philosophy.
- Staff often perceive their work environment to be unfair and inequitable.

TRAINING STRATEGY

The training strategy recommended in this proposal is designed to both meet the needs identified by the Ingham County Central Dispatch Administrative Team and establish the cultural foundation required of a healthy and effective dispatch organization. The design of this program intentionally delivers knowledge and skills in a system-based approach, creating alignment and support an agency change effort at all levels in the organization.

SUSTAINABILITY

The knowledge and skills offered in this training/professional leadership development program is designed to extend beyond the initial change effort. Each participant will be exposed to concepts and information intended to enhance their ability to effectively support and lead future organizational change efforts. Thus, positioning the organization to effectively take advantage of opportunities or navigate challenges to the Ingham County Central Dispatch Center's mission.

PROPOSED APPROACH

The Cardinal Group II develops training curricula utilizing best design practices identified to maximize retention of knowledge and skills in adult learners. This adult learning approach incorporates instructional strategies built upon the Experiential Learning Cycle which not only leverages the adult learner's personal and professional experience to achieve training objectives but also provides participants with job-related context allowing them to operationalize course topics into their daily duties and tasks. Based on our understanding of the stated request, TCGII proposes the following curriculum:

DEVELOPING AND SUSTAINING A HEALTHY/EFFECTIVE DISPATCH ORGANIZATION

Course: The Administrator/Executive's Role (5 Days)

Intended Audience: Director, Systems Manager, Staff Services Manager

Module: Mission, Values and Operational Philosophy

This module introduces participants to the purpose of mission, values and operational philosophy as the foundation of effective leadership in a dispatch center. Following completion of this module:

- Participants will understand the value and role of the organizations mission, values and operational philosophy for their organization.
- Participants will describe the importance of aligning organizational Mission-Strategy-Structure-Culture.
- Participants will identify how clearly communicated mission, values and operational philosophy support consistent, effective decision making in the dispatch center.
- Participants will review, evaluate and develop a draft revision of the revise agency mission statement.
- Participants will identify the values of their dispatch center.
- Participants will begin to craft an operational philosophy which supports the agency mission and is reflective of agency values.

Module: Executive Leadership

This module introduces participants to the role and responsibilities of the executive leader. Deliberate cultural transformation of an organization starts with the leader(s) of the organization and can succeed or fail based on the leader's vision, communication, modeling and support of change efforts. Following completion of this module:

- Participants will describe the critical importance of effective leadership towards initiating and sustaining a positive organizational cultural transformation.
- Participants will describe how individuals serve as effective leaders. Employing: clear and compelling vision, thoughtful and deliberate communication and staff inclusion/engagement.

Module: Leadership Assessments

Self-awareness is the cornerstone of professional leadership development. Leaders cannot maximize their effectiveness without a knowledge of their own personal strengths and weaknesses. Ineffective leaders contribute to an unhealthy work climate and undermine the organizations ability to realize its mission. This module is designed to provide the participants with the information they need to develop a personal professional leadership development plan. Each assessment addresses a foundational element for effective leadership:

- **Kouzes and Posner- Leadership Practices Inventory 5th (LPI)**
  The 360-degree assessment tool by Jim Kouzes and Barry Posner is based on The Five Practices of Exemplary Leadership® model. It provides multi-dimensional feedback to the leader relative to the level of observed and experienced leadership practiced by the participant while on the job. The focus is on behaviors that are consistent amongst effective leaders in healthy organizations world-wide.
- **DiSC Work Behavior Profile**
  The DiSC® model provides a common language that people can use to better understand their personal behavioral preferences and develop adaptation strategies when interacting with others in general or within various work teams.
- **CPP Power Base Inventory**
  The Power Base Inventory is designed to help individuals positively lead and influence others. It indicates a person's level of use of each of the six "power bases": Information, Expertise, Goodwill, Authority, Reward, and Discipline. Feedback is included that highlights appropriate uses for each of the power bases, identifies warning signals of both overuse and underuse of each style and suggests ways to strengthen one's ability to use each style appropriately.
- **TKI Conflict Mode Instrument**
  Serves as a platform for open and positive discussions related to managing interpersonal conflict. Participants are exposed to the different conflict-handling modes and the tactics most appropriate for managing personal, group, and organizational dynamics.
- **DISC Team Dimensions Profile**
  This profile explores the strengths and challenges associated with each participant preferred role as a team member. The participants will discover their strengths in a team atmosphere, and will gain valuable insight into their work habits. In addition, they will learn about other team members' contributions, the value that each approach brings to the process, and how to work most effectively together.

Module: Creating a Healthy Work Climate

A healthy work climate is fundamental for retaining staff and sustaining motivation. Research indicates that workplaces with a healthy work climate are: more productive, have high staff morale, and successfully attracts and retains talent in highly competitive job markets. Following completion of this module:

- Participants will identify ten leadership behaviors that help to establish conditions for a health workplace climate.
- Participants will identify opportunities to maximize and utilize employee potential.
- Participants will identify three opportunities to invest in and maintain employee professional development.
- Participants will review motivators and de-motivators in the workplace.
- Participants will identify opportunities to remove de-motivators from the workplace.

Module: Individual Commitment and Organizational Approach

Changing organizational culture is an intentional, long-term process. Successful culture change in any organization requires sustained organizational and individual, commitment, hard work and strategic thinking. This module focuses on strategies for developing an all-inclusive, healthy organizational culture. Following completion of this module:

- Participants will review the six steps of organizational culture change.
- Participants will assess the current culture of their organization.
- Participants will assess their "heads up" and "heads down" responsibilities to identify a balance between people oriented and task-oriented duties.
- Participants will complete an individual commitment statement which outlines actions, partnerships and needs required to promote the desired cultural change.

Module: Leading Change

This module focuses on the three phases and two levels of organizational change leadership/management. Providing the participants specific strategies and tools for leading change within their organization. Participants will identify a change initiative and the related Case for Change. All exercises in the module build on the change initiative identified by the executive leadership team. Finally, participants will complete a self-assessment based on concepts presented in class and develop a plan for personal improvement.

- Participants will draft components of a plan to prepare for and implement a change initiative.
- Participants will assess their ability to lead change.
- Participants will complete a self-assessment based on this module.

Module: Communications Planning

An effective communications plan can lead to better outcomes during change processes. Effective communication is necessary, and not just during a change effort. The best communications plan is effective, efficient, accountable, and transparent. Successful agencies have proactive communication plans designed to engage, inform and solicit feedback from all critical stakeholders. Following completion of this module:

- Participants will fully develop communication objectives for their change initiative.
- Participants will fully develop a communication message designed to achieve their desired organizational objectives.
- Participants will develop a communication plan designed to deliver the message, encourage open communication and assess the outcomes of the communication plan.

Module: Establishing Core Elements, Behavioral and Performance Expectations

Effective organizations employ a systems approach to meet their goals. Each system has roles, responsibilities and performance expectations for staff that must be consistent in order to meet the service obligations of the organization. This consistency of service cannot be attained if expectations and behavioral/performance expectations at all levels of the organization, are not clearly defined and communicated. Following completion of this module:

- Participants will have developed a draft of core elements, behavioral/performance expectations (Executive, Supervisor and Dispatch level) which are objective, clear and easily evaluated.
- Participants will understand the difference between duty-level proficiencies, behavior indicators and job tasks.
- Participants will identify opportunities to utilize these core elements, behavioral/performance expectations for a variety of executive level tasks such as quality assurance, training development, hiring and promotional processes.

Course: The Thin Gold Line (3 Days)

Intended Audience: Dispatchers, Call Takers & Dispatch Supervisors

Module: Communicating the Change

Dispatch staff cannot be expected to commit to change if they have not been conditioned for the change. In this module, participants will be introduced to the agency's plan to improve the dispatch center including an overview of the following: why the change is important to the organization, organizational goals, the investment made in the change, commitments of the administrators and a timeline/agenda for the change process. The message delivered in this module will be a culmination of the work completed by the agency administrators during their training sessions. Following completion of this module:

- Participants will understand why the organization is implementing the change.
- Participants will understand the organization commitment to the change.
- Participants will understand the administrators' commitment to the change.
- Participants will understand their roles and responsibilities related to the proposed organizational change.
- Participants will review a timeline and training agenda related to the change.

Module: Mission, Values and Organizational Philosophy

This module aligns dispatcher expectations with the mission, values and organizational philosophy developed by the administrative team. Dispatchers will have the opportunity to provide feedback and offer suggestions with the goal of attaining mutual agreement and commitment to the organizations formal mission, values and operational philosophy. Following completion of this module:

- Participants will review the agency developed mission, values and organizational philosophy.
- Participants will understand the value of mission, values and operational philosophy as tool for dispatch staff.
- Participants will identify organizational values from their perspective within the agency.
- Participants will identify goals for the dispatch center.

Module: The Role of the Dispatcher and their Value to the Organization

Dispatchers are the unseen glue that holds the public safety process together. When the process works well they are often forgotten, when it fails they are identified. This leads to a misperception of the value they bring to the public safety profession. Staff cannot be expected to demonstrate pride in their role if they do not understand the true nature of the value they bring to the agency, the responders and the communities they serve. Following completion of this module:

- Participants will identify the primary roles and expectations of the dispatcher.
- Participants will identify the impact of their actions on the agency, responders and community.
- Participants will identify areas of professional pride that should be continually reinforced in the dispatch center.

Module: Core Elements, Behavioral and Performance Expectations

Dispatch staff will never meet performance expectations if they do not first understand what is expected of them. This module is designed to introduce supervisors and dispatch staff to the core elements, behavioral and performance expectations developed by the agency administrative team. Following completion of this module:

- Participants will compile a list of objective expectations for the administrators, supervisors and dispatchers.
- Participants will compare their lists of expectations with the list developed by the administrative team.
- Participants will identify the operational and organizational impacts related to these performance expectations.

Module: Creating and Supporting a Healthy Work Climate

This module identifies and explores organizational culture, the characteristics of an unhealthy workplace climate, the characteristics of a healthy workplace climate and how to develop and sustain a healthy climate in the workplace. Participants are provided an opportunity to examine staff perceptions of the internal beliefs, values, policies, practices and staff interactions of the dispatch center. The participants will explore the impact of the workplace climate on an individual's behavior and performance and on the overall organization. Following completion of this module:

- Participants will explore thirteen attributes of a healthy work climate.
- Participants will identify ten attributes of an unhealthy work climate.
- Participants will identify impacts of both healthy and unhealthy work climates on all stakeholders.
- Participants will identify roles and responsibilities of Administrators, Supervisors and Staff related to creating a healthy work climate.

Module: Organizational Trust

Organizational change cannot occur if we have not developed a culture of trust within the workplace. Building a culture of trust is a long-term investment which is the culmination of small transactions over an extended period of time. A common misconception is that a culture of trust is the sole responsibility of the agency leaders. The reality is that developing trust within an organization is the responsibility of all of its members. Following completion of this module:

- Participants will identify nine components of trust in the workplace.
- Participants will identify a variety of actions at the administrative, supervisory and dispatch level that undermine trust in the organization.
- Participants will identify a variety of actions at the administrative, supervisory and dispatch level that promote trust in the organization.
- Participants will identify behavioral practices they will commit to that helps create an organizational climate of trust.

Module: Conflict Resolution

The dispatch environment is different from more traditional places of employment for a variety of reasons such as long hours, strong dependence on team performance, working in close proximity and the nature of the public safety profession. Unresolved conflict in the dispatch center prevents the organization from meeting service expectations, degrades morale and damages employee retention. This module is designed to identify common areas of conflict in the dispatch center and provide participants with tools to resolve the conflict before it becomes toxic. Following completion of this module:

- Participants will identify areas of conflict within their dispatch center.
- Participants will demonstrate ten steps to resolve conflict in the workplace.
- Participants will identify responsibilities of the administrators, supervisors and dispatchers related to resolving conflict in the workplace.

Module: Effective Team Building

Dispatchers and dispatch centers normally succeed or fail based on the staff's ability and willingness to work effectively as a team. In a traditional workplace, the failure to work as an effective team may result in missing a deadline or inadequate service. In a dispatch center, the results of a lack of effective teamwork can be disastrous. Following completion of this module:

- Participants will complete the DISC Team Dimensions Profile
- Participants will identify their preferred role and explore their strengths and challenges as it relates to working with their dispatch teams.
- Participants will gain valuable insight into your work habits.
- Participants will learn about other team members' contributions, the value that they bring to the process, and how to work most effectively together.

Module: Individual Commitment to the Dispatch Center

This module is designed to review all of the previous modules and develop individual commitments to promote successful change to improve the dispatch center. In addition to these commitments, participants will identify what they need from the administration, supervisors and fellow dispatch staff to assist in achieving their commitments. Following completion of this module:

- Participants will review all materials from previous training modules.
- Participants will identify individual commitments to promote positive cultural change in the dispatch center.
- Participants will identify success indicators for each of their individual commitments.
- Participants will identify what they need from administration, supervisors and peers that will support them as they practice the organizational values and move closer to achieving the organizations mission.

Module: Communicating to the Administration

Change, even well intended change designed to address an obvious need, can still be a disconcerting prospect for staff. Healthy communication between staff and the administration can alleviate fears and provide voice to the staff impacted by the change. This module is designed to craft a communication between staff and the administration related to the change effort. Following completion of this module:

- Participants will craft a message to the administration related to their perspective on the culture of the dispatch center.
- Participants will offer recommendations on improving the culture of the dispatch center.
- Participants will list items of concern and support that may not be clear to the administrators.
- Communication from staff will be delivered to the administrative team at a separate workgroup session.

Course: Leadership/Management for Dispatch Supervisors (4 days)

Intended Audience: Dispatch Supervisors

Module: Roles and Responsibilities of the Dispatch Supervisor

This module focuses on the variety of roles and responsibilities related to the dispatch supervisor position. Performance expectations for dispatch supervisors can seem daunting and unattainable for leaders that have not been prepared to find an effective balance between "heads-up" and "heads-down" tasks. This lack of understanding and preparedness often translates into inconsistent performance, motivation/morale issues and burn-out. Participants will identify the core elements, behavior/performance expectations, roles and responsibilities related to their position of leadership and the plausible impacts of failing to meet these expectations.

Upon completion of this module, participants will develop a strategic daily plan for balancing their responsibilities and assessing personal performance through deliberate feedback and disclosure practices. Following completion of this module:

- Participants will identify role and responsibilities related to the dispatch supervisor position.
- Participants will identify workplace factors which undermine their ability to be successful.
- Participants will define "heads-up" and "heads-down" tasks in their dispatch environment.
- Participants will identify the plausible impacts of failing to fulfill the roles and responsibilities of the position.
- Participants will utilize the Johari Window as a leadership self-assessment tool.
- Participants will identify the value of deliberately focused feedback/disclosure sessions.
- Participants will utilize multiple strategies to manage their time and tasks.
- Participants will develop a daily strategic plan to manage their time and effectiveness

Module: Serving as an Effective Leader

This module focuses on the significance and range of each dispatch supervisor's leadership role and responsibilities and, therefore, the importance of becoming an effective leader. Participants are given Jim Collins' definition of an "effective leader" as one who "catalyzes commitment to and vigorous pursuit of a clear and compelling vision, stimulating higher performance standards." The module also presents Kouzes and Posner's five practices of exemplary leadership as strategies to encourage support for the dispatch center's commitment to internal and external service and support.

Participants will complete the Leadership Practices Inventory, scoring the inventories and determining scoring norms for the class. During the module, participants review their scores and compare them to scoring norms. Additionally, each of the five practices are explored and discussed in the context of their current workplace reality. At the end of the module, participants complete a self-assessment related to effective leadership and the five practices of exemplary leadership. Following completion of this module:

- Participants will describe the range and significance of the leadership role and responsibilities inherent to that of dispatch supervisors.
- Participants will assess behaviors shown in a role play against the definition of an effective leader.
- Participants will evaluate personal examples of leadership behavior against the five practices of exemplary leaders.
- Participants will complete a self-assessment based on concepts presented in this module.

Module: Self-Awareness

This module introduces the idea that, to be effective, leaders must understand their personality preferences and the effect of those preferences on their ability to lead. Participants complete the DISC personal assessment tool (DISC®) as part of an in-class activity and learn about their behavioral preferences associated with personal motivation, responding to conflict, problem-solving and stress. The instrument is discussed generally and several exercises help participants understand different personality dimensions and the applicability of this understanding to solving leadership and team membership challenges. Finally, participants complete a self-assessment worksheet to develop strategies to enhance their leadership capabilities by using their strengths and compensating for their weaknesses, as identified by the DISC®. Following completion of this module:

- Participants will identify their personal preferences and explore how people differ according to the DISC®.
- Participants will apply the DISC® to solve leadership and team membership challenges. Given a self-assessment worksheet, participants will develop strategies to enhance individual leadership capabilities by using strengths and compensating for weaknesses identified by the DISC®.

Module: Power, Influence and Conflict

This module defines power and influence and their relation to each participant's role as a supervisor in the dispatch center, their commitment to service and overall effectiveness as a leader. Participants complete the Power Base Inventory® to assess their own preferred style of influencing others, then focus on the six power bases and how each might be used effectively. At the end of the module, participants complete a self-assessment based on concepts presented in class and develop a plan for improvement. They also assess the strengths and weaknesses of their dispatch supervision team members related to use of power and develop a plan for improvement. Following completion of this module:

- Participants will assess their own preferred style of influencing others.
- Participants will determine the most effective strategy to influence others, based on the six power bases.
- Participants will analyze their use of power and influence in recent and upcoming situations in their dispatch centers.
- Participants will complete a self-assessment based on concepts presented in this module.

Module: Setting and Conveying Expectations/Coaching for Success

This module focuses on the assumption that high staff performance is the key to delivering quality service. It introduces participants to the self-fulfilling prophecy theory and some of the related research. The module then explores the current and future expectations staff performance in the dispatch center, how these expectations are communicated to staff directly and indirectly, and the effect of expectations on staff behavior and decision-making. Next, the module discusses the need to develop specific requirements for staff behavior that would enable them to comply with general performance expectations. Finally, the module focuses on the importance of orienting new staff to expectations for their behavior and performance. As well as coaching veteran staff in support of successfully meeting agency behavior and performance expectations. Following completion of this module:

- Participants will identify ways in which dispatch supervisors indirectly convey expectations for staff behavior.
- Participants will restate staff expectations positively.
- Participants will determine the specific behaviors required for staff to meet those expectations.
- Participants will assess if it meets the five essential criteria for an effective orientation.
- Participants will identify several potential reasons for staff performance that does not meet agency expectations.
- Participants will identify the differences between and appropriate application of coaching, counseling and discipline techniques.
- Participants will identify coaching strategies to assist in improving staff performance.
- Participants will identify realistic techniques and effective tools that supervisors can utilize to improve staff performance.
- Participants will identify strategies to assist in dealing with difficult staff.

Module: Understanding and Committing to Team Membership

This module briefly acknowledges the dual role of members of the dispatch center's supervision team: 1) to provide expertise and leadership in a specific functional area and 2) to work as a team to develop, implement, and support the agency's commitment to delivering exemplary service. The module focuses on the second role and covers factors in establishing the criteria for team membership and elements of effective work teams. At the end of the module, participants assess their supervision teams against concepts presented in class and develop a plan for improvement. Following completion of this module:

- Participants will develop strategies to ensure that the participants understand their role and responsibilities as members of the dispatch supervision team.
- Participants will identify problems with hypothetical supervision teams and develop strategies for improvement.
- Participants will assess their supervision team and create a plan for improving its effectiveness.

Module: Stress Management for Dispatch Leaders

In this module, participants will concentrate on the negative impacts of stress on their personal wellness and the effectiveness of their dispatch center. Everyone, regardless of role, is impacted by stress in their personal and professional lives. Leaders in a dispatch environment have an added responsibility to manage their stress as it not only impacts their individual health but also impacts the performance of the entire dispatch team. Following completion of this module:

- Participants will identify conductors of negative stress in their professional, personal and social lives.
- Participants will identify behaviors and impacts related to poor stress management in leadership.
- Participants will recognize common symptoms related to acute, chronic and post-traumatic stress.
- Participants will identify the role of perception as it relates to managing stress.
- Participants will identify resources, activities and strategies that can be used to manage negative stress.
- Participants will identify professional stigmas related to stress disorders and their impact on the workplace.
- Participants will identify behavioral symptoms which may indicate a stress disorder in their employees.
- Participants will identify a stress disorder and develop a strategy to promote wellness in their employees.

Module: Personal Leadership Development Strategy

In this module, each participant creates his/her own personal leadership-development plan, based on the self-assessments completed during the program. Participants discuss their leadership development plan with a small group, including an instructor and several of their peers. Following completion of this module:

- Participants will create a personal leadership- development plan based on the self-assessments they completed during the program;
- Participants will share their work and receive feedback from their peers and an instructor.

Course: Administrators/Supervisors (1 Day)

Intended Audience: Director, Systems Manager, Staff Services Manager, Dispatch Supervisors

Module: Managing Staff Resistance to Change

Leaders have to deal effectively with resistance throughout the change process. Whether the change is new to the organization or is simply sustaining changes that have been previously implemented. If you don't, the change effort may be undermined and, before you know it, you will be operating in a fashion which resembles the organization prior to the change. Following completion of this module:

- Participants will understand why people resist change.
- Participants develop a case for change.
- Participants will establish change teams.
- Participants will anticipate and develop a plan to address burning questions.
- Participants will identify opportunities to include staff in creating change.
- Participants will identify methods to control rumors in the work place.

Module: Commitment Review / 30-Day Jump Start

Failure of leadership to "model the way" will undermine the effectiveness of any change effort at your organization. Participants will review and evaluate their individual commitments and develop a 30-Day Jump Start strategy to promote organizational change beyond the training intervention. Following completion of this module:

- Participants will review their individual leadership commitments.
- Participants will identify mentors within the leadership ranks to provide feedback and assist them in meeting their commitments.
- Participants will develop a 30-Day Jump Start strategy designed to promote positive change, meet ultimate outcomes and manage staff resistance.

PROPOSED TIMELINE

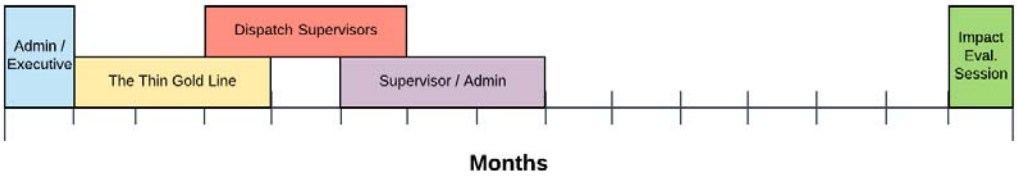
The Cardinal Group II understands the demands of balancing a training schedule with the operational needs of the dispatch center. For that reason, TCGII offers flexible scheduling options including weekend sessions. Courses may be taught in succession or over the course of weeks with post training assignments between training days. The proposed training intervention requires a training commitment of the following:

Director & Managers	Six (6) Training Days per employee
Dispatch Supervisors	Eight (8) Training Days per employee
Dispatchers	Three (3) Training Days per employee

TCGII estimates that twenty-four (24) site visits will be required to complete the training intervention allowing for all employees to attend without creating an undue operational burden on the dispatch center.

The Administrator/Executive's Role	One (1) Session – Five (5) Days
The Thin Gold Line	Three (3) Sessions – Nine (9) Days
Leadership/Management for Dispatch Supervisors	Two (2) Sessions – Eight (8) Days
Administrators/Supervisors	Two (2) Sessions – Two (2) Days

In the event that the Ingham County Central Dispatch has the operational capacity to complete the training intervention in less than twenty-four (24) site visits a price reduction can be offered or applied to an optional service.



SNC MODULE III ENDORSEMENT

TCGII will seek an SNC Module III endorsement for all training included in this proposal, with the intention of maximizing Ingham County Central Dispatch's ability to utilize state-dispersed dispatch training funds, in accordance with state law and SNC guidelines.

SERVICE DELIVERY FEES

The Cardinal Group II proposes an all-inclusive cost for services provided in this proposal:

Course Design, Manuals, Instructor Travel/Lodging, & Twenty-Four (24) site visits to complete delivery of training to all Ingham County Central Dispatch Staff	$60,000.00
Impact Evaluation Session – Six (6) months following completion of the training intervention. Action planning for the future	$3,000.00
Participant Assessments	$2,500.00
TOTAL:	***$65,500.00***

ASSESSMENT COSTS

Individual Participant Assessments - cost per participant.

1. Kouzes and Posner- Leadership Practices Inventory 5th (LPI)	$20.00
2. DISC Classic Work Behavior Profile	$29.95
3. CPP Power Base Inventory	$15.00
4. TKI Conflict Mode Instrument	$45.00
5. DISC Team Dimensions Profile	$25.00

OPTIONAL SERVICES

Coaching / Mentoring / Site Visits / Conference Calls — ***$75.00 per hour / Offered in 10-hour units***

The TCGII team will be available to the ICCD leadership team and provide the following coaching and support services:

- *Conference call availability to answer planning and implementation questions*
- *Review documents and provide written or verbal feedback/guidance*
- *Site visits*

Training Program Development Course — ***$5,000.00***

The TCGII team will instruct the ICCD team in the development of an agency specific in-service OJT course for newly promoted supervisors.

Training Program Development Assistance — ***$75.00 per hour / Offered in 10-hour units***

The TCGII team will be available to coach and support ICCD staff as they implement their newly developed, agency specific in-service OJT course for newly promoted supervisors.

Developing Hiring/Promotional Alignment Processes — ***$3,000.00***

The TCGII team will work with the ICCD team to evaluate and assist in bring into alignment ICCD's current hiring and promotional process with the organizations mission, values and operational philosophy.

Agenda Item 5

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE CARDINAL GROUP II TO CONDUCT ORGANIZATION WIDE TRAINING WITH THE STAFF OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, after more than five years of operations at the consolidated 9-1-1 Center, trust issues, conflict resolution, and clearly defined expectations continue to hamper labor management operations at the 9-1-1 Center; and

WHEREAS, it has been determined it would be advantageous to bring in an independent outside organization to conduct an organization wide training of the staff of the Ingham County 9-1-1 Central Dispatch Center with a proposed outcome to include needed training at all levels which will reinforce the Mission Statement and values of the 9-1-1 Center organization; and

WHEREAS, the organizational training will include the desired state of affairs and a report with recommendations after the concluded training to reevaluate and propose best practices, a path forward and expected results; and

WHEREAS, the Ingham County Controller's Office and Ingham County Central Dispatch Management team are jointly recommending that the Ingham County Board of Commissioners authorize the comprehensive training to be performed by the Cardinal Group to the staff of the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, this training program had been submitted to State 911 Committee (SNC) for certification which it received making this training eligible to be paid for with SNC approved Wireless State training funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with the Cardinal Group to conduct organization wide training of the Ingham County 9-1-1 Central Dispatch Center for a cost not to exceed $65,500 which should be fully covered by using SNC training funds.

BE IT FURTHER RESOLVED, that incidental costs of up to $5,000 will be covered from within the 9-1-1 Central Dispatch Center operating budget.

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

Agenda Item 6a

TO: Law & Courts Committee

FROM: Teri Morton, Deputy Controller

DATE: March 22, 2018

SUBJECT: Justice Complex Draft Millage Language

Included in this packet are the following:

- Notes from the draft millage language discussion at the February 15 Law and Courts Committee meeting
- Draft millage language as recommended by Commissioner Grebner, which was forwarded to the County Attorney
- Draft millage language as recommended by the County Attorney

As was discussed at the March 15 Law and Courts Committee meeting, a resolution approving millage language will be drafted for approval at the April 12 Law and Courts Committee, to then be forwarded to the Finance Committee on April 18, for consideration by the full Board on April 24.

NOTES FROM BALLOT LANGUAGE DISUCSSION – FEBRUARY 15, 2018 LAW AND COURTS COMMITTEE MEETING

JUSTICE COMPLEX AND *(is there one word that could be inserted to describe the type of programming)* **PROGRAMMING MILLAGE QUESTION**

For the purposes of constructing, equipping, and financing a new Justice Complex, to include the Ingham County Sheriff's ~~Administrative~~ Office, ~~Ingham~~ County Jail, and the 55th District Court, which would replace existing facilities with ones that will be more secure, sanitary, humane, and efficient to staff and to the public. The Millage will also expand programming to battle ~~substance use disorders, including opioid and other narcotic~~ addictions, partnering with ~~the~~ Community Mental Health ~~Authority of Clinton, Eaton and Ingham Counties~~, as well as ~~post-release success~~ programming to reduce recidivism (*alternate language - to prevent jail re-entry*). Shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan be increased by up to xx/100 (0.xx) of one (1) mill, $0.xx per thousand dollars of state taxable valuation, for a period of twenty (20) years (2018-2037) inclusive? If approved and levied in full, this Millage will raise an estimated $x,xxx,xxx in the first calendar year of the levy, based on state taxable valuation.

YES [ ] NO [ ]

How can the term "public safety" be worked into the language?

In addition to programming to battle addictions, there will also be programming for general mental health services. How can this be worked into the language?

There were suggestions to use more action verbs and more direct language.

Reducing recidivism or preventing jail entry could also be termed as helping formerly incarcerated individuals to return to the community.

DRAFT BALLOT LANGUAGE (as recommended by Commissioner Grebner)

JUSTICE MILLAGE QUESTION

For the purposes of replacing the existing county jail and the adjacent Sheriff's Office and District Court with a new combined facility which will be more modern, efficient to staff, safer, and humane; and to expand programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons; shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan be increased by up to xx/100 (0.xx) of one (1) mill, $0.xx per thousand dollars of state taxable valuation, for a period of twenty (20) years (2018-2037) inclusive? If approved and levied in full, this Millage will raise an estimated $x,xxx,xxx in the first calendar year of the levy, based on state taxable valuation.

YES [ ] NO [ ]

DRAFT BALLOT LANGUAGE (as recommended by County Attorney)

JUSTICE MILLAGE QUESTION

For the purpose of constructing, equipping, and financing a new combined justice complex facility and expanding correctional programming, to include a new county jail, Sheriff's department offices, and court facilities, which would replace the existing facilities and will be more modern, efficient to staff, safer, and humane; and including programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan be increased by up to xx/100 (0.xxxx) of one (1) mill, $0.xx per thousand dollars of state taxable valuation, for a period of twenty (20) years (2018-2037) inclusive? If approved and levied in full, this Millage will raise an estimated $x,xxx,xxx in the first calendar year of the levy, based on state taxable valuation.

YES [ ] NO [ ]

Agenda Item 6b

9-1-1 Dispatch Center Action Plan

STATUS REPORT: March 31, 2018

Strategy	Key Implementation Tasks *(BR - Task Reference to Brockman Report)*	Timeline	Success Indicators *(How impact or result of this strategy will be measured)*	Status
1. Establish Controller's Organizational Assessment Team (COAT) membership	COAT member selection *(BR 1, 2, 7, 8)*	February 1	Selected team members agree to participate	**Task completed.** COAT meetings held on February 12, February 28 and March 22. Next scheduled meeting is April 18.
2. Develop strategies that remove barriers to attainment of a desired work environment	a. Identify barriers *(BR 3)*	March 31	COAT identifies and documents a list of issues that prevent positive momentum toward achievement of a quality work environment	**Task Completed.** Documented list of barriers affirmed and prioritized. Barriers to success is a standing COAT agenda item.
	b. Prioritize barriers *(BR 3)*	April 30	COAT arranges identified barriers in priority order of importance	**Task Completed.** Documented list of barriers affirmed was vetted and affirmed by COAT. Most barriers are be addressed within the Action Plan, and other will be addressed simultaneously. One barrier, development of a Quality Assurance program, will be added to the Action Plan after training events discussed in Strategy 10.
	c. Develop and communicate plan for implementation *(BR 3)*	June 30	• An action plan that include project milestones and success indicators is developed to address each identified barrier • Written action plans are distributed to all Dispatch Center personnel • As applicable, action plan tasks are discussed at shift briefings	Task work to commence on or about April 1.

9-1-1 Dispatch Center Action Plan

STATUS REPORT: March 31, 2018

Strategy	Key Implementation Tasks *(BR - Task Reference to Brockman Report)*	Timeline	Success Indicators *(How impact or result of this strategy will be measured)*	Status
3. Review and update policies and procedures	a. Sort policies into order of priority importance *(BR 4, 6)*	March 31	Director produces a list of all department policies in rank order from most crucial to least crucial	**Task completed.** Current and pending review dates for all policies and included with the index.
	b. Thoroughly review policies for accuracy and availability *(BR 4, 6)*	April 30	• All policies reflect current protocols applicable to all levels of government • Policies and procedures are available to Dispatch Center employees	Ongoing.
	c. Identify and recommend changes to areas of ambiguity *(BR 4, 6)*	May 31	• Policy language is clear and explicit • Inconsistencies between policies are eliminated	Ongoing.
	d. Review procedures for consistent application *(BR 4, 6)*	May 31	Persons technically responsible for policy/procedure implementation are clearly identified	Ongoing.
	e. Arrange for policy training/review with all employees *(BR 4, 6)*	June 30	Review of policies and procedures occurs on a regular schedule	Training program contract scheduled for Board consideration on April 10.
4. Define employee expectations	a. Define supervisor expectations *(BR 5)*	April 30	Clearly defined performance measures exist to document effectiveness	Ongoing.
	b. Define dispatcher expectations *(BR 5)*	April 30	Clearly defined performance measures exist to document effectiveness, including expectations of professionalism in personal interactions	Ongoing.
5. Deplete backlog of incomplete tasks	a. Create an inventory of incomplete tasks *(BR 6)*	February 28	Director produces a list of all outstanding tasks in order from most crucial to least crucial	**Task completed.** Director identified 21 tasks.
	b. Create an action plan to complete tasks identified in 5.a, above *(BR 6)*	March 31	Director produces an action plan that assigns responsibility for follow-up and completion deadlines	**Task completed.** Tasks were incorporated into the Action Plan and/or list of barriers to success (Task 2.a, above).
	c. Establish protocol to address tasks in a timely manner *(BR 6)*	March 31	• Director develops a system to add tasks to the outstanding task action plan as tasks become known • Responsible persons identified for the completion of each task • Deadlines for completion are established	**Task completed.** 9-1-1 Center Director and Managers have committed to respond to employee emails within 72 hours of receipt. An internal help desk is being implemented to track issues and responses.
6. Establish a system of informal recognition for a job well done	Create an ongoing employee recognition program *(BR 9)*	April 30	A standard employee recognition procedure is adopted	**Task completed.** Staff Services Manager and recognition team will coordinate events.
7. Continue recruitment efforts to assure adequate staffing levels	Standardize hiring and training schedules *(BR 10)*	May 31	• Dispatcher recruitment efforts are an ongoing routine task even during periods of full staffing • Trainer schedules are standardized and routine	Ongoing.
8. Immediately address Dispatcher complaints about inappropriate treatment by client agencies	Client agencies provide contact information to report allegations of inappropriate conduct *(BR 10)*	April 30	Incidents of inappropriate treatment are rare because clear lines of communication are established to report such incidents	Ongoing.

Assume positive (or at least not harmful) intent.

9-1-1 Dispatch Center Action Plan

STATUS REPORT: March 31, 2018

Strategy	Key Implementation Tasks *(BR - Task Reference to Brockman Report)*	Timeline	Success Indicators *(How impact or result of this strategy will be measured)*	Status
9. Establish maximum overtime and days-worked thresholds	Monitor work schedules to assure dispatchers are provided necessary time away from work *(BR 10)*	March 31	Dispatchers work no more than the established maximum number of back-to-back shifts	**Task complete.** No professional standard exists for a maximum number of days worked, although there is much information on stress being impactful to employees. All Supervisors have been trained to identify signs and symptoms of stress. Supervisory staff will make contact with employees who work more than seven days in a row to assess the situation.
10. Practice conflict resolution/interpersonal communication skills	Equip Dispatch Center personnel with the ability to communicate effectively and appropriately *(BR 7, 9)*	May 31	• Required conflict/resolution training opportunities are periodically offered to Dispatch Center personnel • 9-1-1 Dispatch Supervisors are empowered to address inappropriate communication/action in real time • Incidents of interpersonal conflict are rare	Ongoing. Training program contract scheduled for consideration by Board of Commissioners on April 10. Timeline will likely be extended into June for scheduling purposes.

Assume positive (or at least not harmful) intent.

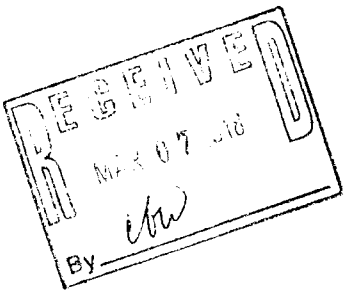
OAKLAND COUNTY CLERK/REGISTER OF DEEDS

WWW.OAKGOV.COM/CLERKROD

ELECTIONS DIVISION

LISA BROWN
COUNTY CLERK/REGISTER OF DEEDS

JOSEPH J. ROZELL, CERA
DIRECTOR OF ELECTIONS



March 2, 2018

To Whom It May Concern:

Enclosed please find your certified copy(s) of the Miscellaneous Resolution(s) adopted by the Oakland County Board of Commissioners on February 21, 2018.

Please forward the Miscellaneous Resolution(s) to the appropriate person(s). Thank you for your cooperation.

Sincerely,

Joseph J. Rozell, CERA
Director of Elections
County of Oakland

ADMINISTRATIVE OFFICE
1200 N. TELEGRAPH RD., DEPT. 415
PONTIAC, MICHIGAN 48341-0415
(248) 858-0561

ELECTIONS DIVISION
1200 N. TELEGRAPH RD., DEPT. 417
PONTIAC, MICHIGAN 48341-0417
(248) 858-0564
ELECTIONS@OAKGOV.COM

LEGAL & VITAL RECORDS
1200 N. TELEGRAPH RD., DEPT. 415
PONTIAC, MICHIGAN 48341-0413
(248) 858-0581
CLERKLEGAL@OAKGOV.COM

REGISTER OF DEEDS
1200 N. TELEGRAPH RD., DEPT. 480
PONTIAC, MICHIGAN 48341-0480
(248) 858-0331

MISCELLANEOUS RESOLUTION . #18062

BY: Commissioners Shelley Goodman Taub, District #12; William Dwyer, District #14; Gary McGillivray, District #20; Hugh Crawford, District #9; Wade Fleming, District #16; Thomas Middleton, District #4; Doug Tietz, District #11; Phil Weipert, District #8; David Bowman, District #10; Michael Spisz, District #3; Eileen Kowall, District #6;

IN RE: BOARD OF COMMISSIONERS – OPPOSING THE STATE BUDGET OFFICE'S PROPOSED AMENDMENTS TO THE MICHIGAN INDIGENT DEFENSE ACT, MCL 780.991 et a.

To the Oakland County Board of Commissioners

Chairperson, Ladies and Gentlemen:

WHEREAS the Michigan Indigent Defense Commission Act (MIDC Act), MCL 780.981 et al, requires local funding units (counties, cities, villages and townships) to take over the delivery of indigent defense systems. MCL 780.983(g) and MCL 780.993(10); and

WHEREAS Oakland County is the local funding unit of the 6th Circuit Court and the four election division districts of the 52nd District Court; and

WHEREAS within Oakland County all the local funding units of the 35th (Northville), 43rd (Ferndale, Hazel Park and Madison Heights), 44th (Berkley and Royal Oak), 45th (Huntington Woods, Oak Park, Pleasant Ridge and Royal Oak Township.), 46th (Lathrup Village, City of Southfield, Southfield Township, Bingham Farms, Beverly Hills and Franklin), 47th (Farmington and Farmington Hills), 48th (Birmingham, Bloomfield Hills, Keego Harbor, Orchard Lake, Sylvan Lake, Bloomfield Township and West Bloomfield Township), 50th (Pontiac), 51st (Waterford Township) and 67th (Fenton) District Courts will also be impacted by the proposec amendments to the MIDC Act; and

WHEREAS Oakland County is required to spend funds to provide defense counsel to indigent defendants in compliance with the MIDC approved minimum standards at the level of its "local share"; and

WHEREAS "local share" is defined as the local funding unit's average annual expenditures for indigent criminal defense services in the three fiscal years immediately preceding the creation of the MIDC under the MIDC Act [2010, 2011, 2012], excluding money reimbursed to the system by individuals determined to be partially indigent. MCL 780.993(6); and

WHEREAS the MIDC Act expressly provides that Oakland County "***shall not*** be required to provide funds in excess of its local share." MCL 780.993(7); and

WHEREAS Oakland County's local share is calculated at **$1.85 million.** MCL 780.983(h); and

WHEREAS the State Budget Office (SBO) is seeking an amendment to the MIDC Act which would redefine local share by requiring a "minimum local share of indigent defense system of **$7.25 per capita**, and provide for an annual adjustment of a system's local share by the Detroit Consumer Price Index or 3 percent, whichever is less, to maintain the local share of support"; and

WHEREAS the SBO per capita spending amendment would increase Oakland County's local share calculation to **$9 million** and would require Oakland County to spend a **minimum** of **$9 million** on indigent defense services before the State of Michigan would provide **any** grant funding under the MIDC Act; and

WHEREAS the SBO per capita spending amendment is a de facto per capita tax and a violation of the unfunded mandate limitations of Headlee Amendment, Article 9, §29 of the Michigan Constitution of 1963, and

WHEREAS Oakland County is currently authorized by statute to seek reimbursements of the costs associated with providing indigent defense counsel to defendants. MCL 769.1k(b)(iv); and

WHEREAS Oakland County **averages $869,000 in annual revenue** reimbursements from partially indigent defendants pursuant to MCL 7691k(b)(iv); and

WHEREAS the SBO is seeking an amendment to the MIDC Act which eliminates the deduction of reimbursement revenue from the local share calculation and mandates that "**90 percent of the revenue collected** from partially indigent defendants **be remitted to the state** to support statewide system costs"; and

WHEREAS under the amendment Oakland County will be able to retain only 10 percent or approximately **$86,900** of its collected reimbursement revenue; and

WHEREAS the SBO reimbursement remittance amendment will allow the State of Michigan **to seize an average of $800,000** in annual County reimbursement revenue; and

WHEREAS the SBO reimbursement remittance amendment will create a local disincentive for collections of those reimbursements; and

WHEREAS Oakland County can no longer be expected to continue to fund the effort to collect reimbursements from partially indigent defendants and act on behalf of the State when the cost of doing so will exceed the amendment's 10 percent retained reimbursement revenue allowance. (Gosling Amendment – Misc. Resolution #90004); and

WHEREAS the SBO per capita spending amendment and reimbursement remittance amendment **will cost Oakland County residents and taxpayers in excess of $9.8 million in expenses and lost revenue**; and

WHEREAS the SBO amendments to the MIDC Act will result in an unfunded mandate in violation of the Headlee Amendment, Article 9, §29 of the Michigan Constitution of 1963; and

WHEREAS the State of Michigan is already not fully funding the MIDC minimum standards for indigent defense in accordance with the revised first phase of standards to be implemented and any increase in costs imposed by the SBO per capita spending and reimbursement remittance amendments will simply exacerbate the State of Michigan's existing failure to comply with the MIDC Act; and

WHEREAS the State of Michigan is publicly demonstrating that it fully intends to continue shifting these increased costs onto Oakland County and other funding units within Oakland County in spite of the State funding promises made by the Legislature to secure votes to adopt the original MIDC Act; and

WHEREAS the increase in costs to $9.8 million cannot be constitutionally shifted to Oakland County under the Headlee Amendment, Article 9, §29 of the Michigan Constitution of 1963; and

WHEREAS Oakland County has long been concerned that the State of Michigan would not pay for the increased costs associated with the implementation of the MIDC minimum standards under the MIDC Act; and

WHEREAS for these reasons, the Oakland County Board of Commissioners is opposed to the passage and enactment of the SBO proposed amendments to the MIDC Act; and

WHEREAS for these reasons, the Oakland County Executive is opposed to the passage and enactment of the SBO proposed amendments to the MIDC Act.

NOW THEREFORE BE IT RESOLVED that the Oakland County Board of Commissioners hereby opposes the passage of the SBO proposed amendments to the MIDC Act.

BE IT FURTHER RESOLVED that the Oakland County Clerk is requested to forward copies of this adopted resolution to the Governor, the Lieutenant Governor, the State Budget Office, the Oakland County members of the Michigan legislature delegation, the Michigan Association of Counties, the Oakland County Executive, the Chief Judges of the 35th (Northville), 43rd (Ferndale, Hazel Park and Madison Heights), 44th (Berkley and Royal Oak), 45th (Huntington Woods, Oak Park, Pleasant Ridge and Royal Oak Township.), 46th (Lathrup Village, City of Southfield, Southfield Township, Bingham Farms, Beverly Hills and Franklin), 47th (Farmington and Farmington Hills), 48th (Birmingham, Bloomfield Hills, Keego Harbor, Orchard Lake, Sylvan Lake, Bloomfield Township and West Bloomfield Township), 50th (Pontiac), 51st (Waterford Township), 52nd and 67th (Fenton) District Courts located within Oakland County, the Chief Judge of the 6th Circuit Court, the government relations consulting firm representing the interests of the Oakland County Board of Commissioners and the Chairpersons of the Board of Commissioners in all other Michigan counties.

Chairperson, I move the adoption of the foregoing resolution.

Commissioner Shelley Goodman Taub
District #12

Commissioner William Dwyer
District #14

Commissioner Gary McGillivray
District #20

Commissioner Hugh Crawford
District #9

Commissioner Wade Fleming
District #16

Commissioner Thomas Middleton
District #4

Commissioner Doug Tietz
District #11

Commissioner Phil Weipert
District #8

Commissioner David Bowman
District #10

Commissioner Michael Spisz
District #3

Commissioner Eileen Kowall
District #6

Commissioner
District # 5

Commissioner
District # 15 Adam Kochevar

Commissioner
District # 2

Commissioner
District #

Commissioner
District #

Commissioner
District #

Commissioner
District #

Commissioner
District #

Commissioner
District #

Commissioner
District #

Commissioner
District #

Resolution #18062 February 21, 2018

Moved by Taub supported by Bowman to suspend the rules and vote on Miscellaneous Resolution #18062 - Board of Commissioners – Opposing the State Budget Office's Proposed Amendments to the Michigan Indigent Defense Act, MCL 780.991 Et a..

Vote on motion to suspend the rules:
AYES: Hoffman, Jackson, Kochenderfer, Kowall, McGillivray, Middleton, Quarles, Spisz, Taub, Tietz, Weipert, Woodward, Zack, Berman, Bowman, Crawford, Dwyer, Gershenson. (18)
NAYS: None. (0)

A sufficient majority having voted in favor, the motion to suspend the rules and vote on Miscellaneous Resolution #18062 - Board of Commissioners – Opposing the State Budget Office's Proposed Amendments to the Michigan Indigent Defense Act, MCL 780.991 Et a. carried.

Discussion followed.

Moved by Woodward supported by Gershenson the resolution be amended as follows:

INSERT the following before the last WHEREAS clause
WHEREAS studies show Michigan is among the worst states in the country at protecting the constitutional rights of poor criminal defendants; and

WHEREAS, based on the proposals sent to the Michigan Indigent Defense Commission from virtually every county across the state, Michigan counties currently paid at least $108 million MORE on prosecuting people accused of a crime than they do on the constitutionally required public defense attorneys for Michiganders who can't afford their own lawyer; and

WHEREAS when a defendant has inadequate legal representation it can result in wrongful convictions and quite possibly poor innocent people being sent to jail; and

WHEREAS inadequate legal defense was a factor in nearly half of the overturned convictions in Michigan and

INSERT the following BEFORE the last BE IT FURTHER RESOLOVED clause:
BE IT FURTHER RESOLVED that the Oakland County Board of Commissions supports the Michigan Indigent Defense Act and its efforts to insist upon fair and equal justice for low-income and indigent defendants; and recognizes not nearly enough is being spent on indigent defense in this state

BE IT FURTHER RESOLVED that Oakland County believes that just because a defendant is poor, he or she should not be denied justice afforded to rich defendants.

BE IT FURTHER RESOLVED the Oakland County Board of Commissioners affirms that it is not acceptable for wealth to buy constitutional protection. Instead the government must provide the rights afforded by the Constitution to all citizens regardless of income.

BE IT FURTHER RESOLVED that Oakland County recognizes that while equal access to justice is a fundamental constitutional right, the expenses related to providing these vital services must not be unfairly shifted to county and local governments.

Discussion followed.

Commissioner Taub addressed the Board to offer an amendment to the amendment.
INSERT the following BE IT FURTHER RESOLOVED clause (ONLY):
BE IT FURTHER RESOLVED that Oakland County recognizes that while equal access to justice is a fundamental constitutional right, the expenses related to providing these vital services must not be unfairly shifted to county and local governments.

Discussion followed

Vice-Chairperson Michael Spisz addressed the Board to request a roll call vote on the offer of an amendment to the amendment.

Vote on amendment to the amendment:
AYES: Jackson, Kochenderfer, Kowall, McGillivray, Middleton, Quarles, Spisz, Taub, Tietz, Weipert, Woodward, Zack, Berman, Bowman, Crawford, Gershenson, Hoffman. (17)
NAYS: None. (0)

A sufficient majority having voted in favor, the offer to amend the amendment carried.

Discussion followed.

Moved by Taub supported by Hoffman to amend the amendment as follows:
INSERT the following BE IT FURTHER RESOLOVED clause (ONLY):
BE IT FURTHER RESOLVED that Oakland County recognizes that while equal access to justice is a fundamental constitutional right, the expenses related to providing these vital services must not be unfairly shifted to county and local governments.

Vote on the amended amendment:
AYES: Kochenderfer, Kowall, McGillivray, Middleton, Spisz, Taub, Tietz, Weipert, Woodward, Zack, Berman, Bowman, Crawford, Gershenson, Hoffman, Jackson. (16)
NAYS: Quarles. (1)

Discussion followed.

Vote on the resolution as amended by the amended amendment:
AYES: Kowall, McGillivray, Middleton, Quarles, Spisz, Taub, Tietz, Weipert, Woodward, Zack, Berman, Bowman, Crawford, Gershenson, Hoffman, Jackson, Kochenderfer. (17)
NAYS: None. (0)

A sufficient majority having voted in favor, the resolution as amended, by the amended amendment, was adopted.

Donald D Pam 2/23/1

I HEREBY APPROVE THIS RESOLUTION
CHIEF DEPUTY COUNTY EXECUTIVE
ACTING PURSUANT TO MCL 45.559A (7)

STATE OF MICHIGAN)
COUNTY OF OAKLAND)
I, Lisa Brown, Clerk of the County of Oakland, do hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Oakland County Board of Commissioners on February 21, 2018, with the original record thereof now remaining in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of the County of Oakland at Pontiac, Michigan this 21st day of February, 2018.

Lisa Brown, Oakland County