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LAW & COURTS COMMITTEE
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DERRELL SLAUGHTER
VICTOR CELENTINO
BRYAN CRENSHAW
MARK POLSDOFER
CHRIS TRUBAC
RANDY SCHAFER

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 28, 2019
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 14, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office
 - a. Resolution to Continue Patrol Car Video Storage Software Support from [L3 Mobile-Vision, Inc.](#) with the Ingham County Sheriff's Office
 - b. Resolution to Approve Purchase of Training from [PoliceOne.com](#) Academy for Ingham County Sheriff's Office Staff
 - c. [Jail Cost Recuperation Considerations](#) (*Discussion*)

2. Circuit Court
 - a. Resolution Amending Software Subscription and Service Agreement with [Courthouse Technologies, Ltd.](#) to Provide for Off-Site Hosting
 - b. Resolution Honoring [Paul Brandell](#) on the Event of His Retirement

3. Public Defender
 - a. Resolution to Authorize Licensing of [defenderData](#) Software and Implementation of Its Use
 - b. Update on Public Defender's Office

4. 9-1-1 Dispatch Center
 - a. Resolution to Authorize the Purchase of [Chairs](#) for the Ingham County 9-1-1 Central Dispatch Center from Ultra Seat Corporation
 - b. Resolution to Authorize Software Support Agreement with [Tritech](#) for the Computer Aided Dispatch (CAD) System
 - c. Resolution of Appreciation to the Ingham County 9-1-1 Central Dispatch Center Telecommunicators during National [Telecommunicators Week](#) April 14-20, 2019

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 14, 2019
Draft Minutes

Members Present: Celentino, Crenshaw, Koenig (arrived at 6:05 pm), Polsdofer, Schafer, Slaughter (arrived at 6:05 pm), and Trubac.

Members Absent: None.

Others Present: Rick Terrill, Teri Morton, Lance Langdon, Jodi LeBombard, Mike Cheltenham, Elizabeth Noel, Michelle Wright, and others

The meeting was called to order by Commissioner Celentino, who was acting as Chairperson, at 6:01 p.m. in Personnel Conference Room D & E of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the February 28, 2019 Minutes

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. POLSDOFER, TO APPROVE THE MINUTES OF THE FEBRUARY 28, 2019 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Slaughter.

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Sheriff's Office – Resolution to Continue Records Management Software Support from Tritech
2. Prosecuting Attorney's Office
 - a. Resolution Authorizing the Ingham County Prosecutors Office to Purchase Support Dog
3. Animal Control
 - a. Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase Medical Equipment for the New Animal Shelter
 - b. Resolution to Accept Funding from the Petco Foundation for Spay/Neuter Voucher Assistance and Other Lifesaving Treatments for Animals

- c. Resolution to Allow Monthly Adoption Incentives at the Ingham County Animal Control and Shelter
4. 9-1-1 Dispatch Center
- a. Resolution to Modify Resolution #19-034 Approving a Contract with AT&T for Telephone Services for the Ingham County 9-1-1 Center
 - b. Resolution in Opposition to House Bill 4249
 - c. Resolution Setting the Local Monthly 911 Surcharge within Ingham County

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Slaughter

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Slaughter

2. Prosecuting Attorney's Office

- b. Resolution Authorizing Creation of a Witness Management Assistant Position and Reorganization within the Ingham County Prosecutors Office Victim/Witness Unit (*Discussion*)

Mike Cheltenham, Chief Prosecuting Attorney, provided an overview of the creating of the witness management assistant position and reorganization of the Victim/ Witness Unit.

Commissioner Schafer asked since there was grant funding, what the long term liability going into the next budget process would be. He further asked if this would be adding another position to the Prosecutor's Office.

Commissioners Koenig and Slaughter arrived at 6:05 pm.

Teri Morton, Deputy Controller, stated the additional grant funds would cover the cost of the position, and the funds amounted to just shy of the top step of the position. She further stated that the Prosecutor's Office had been assured that the grant was ongoing.

Discussion.

Chairperson Koenig took over chairing the meeting.

Commissioner Crenshaw asked what the urgency was getting the person on board and in the position.

Mr. Cheltenham stated that the position would be needed fairly soon. He further stated that the amendment had not yet been signed and was waiting for the Board of Commissioners approval.

Mr. Cheltenham stated that he hoped to have someone in place within the next month or two so the additional money in the grant would not be spent.

Commissioner Crenshaw asked if the resolution was approved by the Committee tonight, it would speed up the timeline.

Mr. Cheltenham stated it would speed up the timeline.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. POLSDOFER, TO APPROVE THE RESOLUTION.

Commissioner Celentino thanked Mr. Cheltenham for providing a very thorough reorganization. He further stated that the UAW had supported the reorganization.

THE MOTION CARRIED UNANIMOUSLY.

5. Facilities Department – Facilities Department Overview (*Discussion, materials to be distributed*)

Rick Terrill, Facilities Director provided an overview of the Facilities Department.

Chairperson Koenig asked if the lighting upgrade would be happening throughout the County and if upgrades would be worked on year round.

Mr. Terrill stated that upgrades would be happening throughout the County and be occurring year-round. He further stated that the parking lot lights at the Human Services Building had begun to be replaced.

Commissioner Slaughter asked if the County was involved in any PACE financing, where savings from the upgrades would be put back into the building.

Mr. Terrill stated that the County participated in point source guarantee, where upfront investments in lighting, mechanical systems, and motion sensors had a 9- to 10-year return on investment with using the savings accrued to pay for the installation.

Discussion.

Commissioner Schafer asked if the Facilities Department considered cost per kilowatt when making comparisons.

Mr. Terrill stated that there was no way to predict future cost per kilowatt, but kilowatt hours were a measurement currently used to determine the use of current and past fixtures.

Discussion.

Mr. Terrill continued to provide an overview of the Facilities Department.

Commissioner Schafer asked if there had been some repair work that just happened in the Mason Historical Courthouse clock tower.

Mr. Terrill stated that the new repairs were more extensive than the minor improvements that occurred eight to nine years ago.

Chairperson Koenig asked if the Facilities Department had been able to get the clock working.

Mr. Terrill stated that the Mason Courthouse clock started working again today. He further stated that it had taken so long due to being unable to quickly find an individual that had the knowledge to fix the clock.

Discussion.

Mr. Terrill stated that June 5th would be the soft opening for the new Animal Control Shelter. He continued to provide an overview of the Facilities Department.

Chairperson Koenig asked how many people worked in the Facilities Department.

Mr. Terrill answered that he believed there were 30 people in the Facilities Department.

Chairperson Koenig asked what the structure of the Facilities Department was.

Mr. Terrill stated that the Facilities Department had two managers and five supervisors, three levels of mechanics, two levels of grounds crew, two levels of janitorial staff, and an electrician. He further stated that there was a Construction Supervisor position.

Ms. Morton stated that the Facilities Department no longer had a Construction Supervisor position.

Mr. Terrill stated Ms. Morton was correct.

Chairperson Koenig asked who performed the plumbing tasks in the County.

Mr. Terrill stated that the Facilities Department performed minor repair or duties, like fixing faucets and fixtures, but if the job required a license then it would be contracted out.

Chairperson Koenig asked what Mr. Terrill thought was the hardest part of his job.

Mr. Terrill stated that the hardest part of his job was that there were not enough hours to get everything done. He further stated that a lack of resources due to budget cuts over the years was also a challenge, as five or six positions had been eliminated over the past six to eight years.

Commissioner Crenshaw asked what was going to happen to the Facilities Department, knowing the new shelter and jail were coming along.

Mr. Terrill stated that there would be difficulties going from an outdated and smaller shelter and jail to that of larger square footage. He further stated that the most difficult part would be finding

the time for warranty issues to be pursued, which could typically be three to five years, and that the more time able to do so would help save out-of-pocket costs that would come up later after the warranties had ended.

Announcements

Commissioner Schafer stated that he enjoyed the tour of the Youth Center today.

Chairperson Koenig stated that she was very impressed by their work, that she thought the Youth Center had the right people for the job, and that the Youth Center staff had asked the Commissioners to come back. She further stated that she thought it was worth visiting.

Commissioner Slaughter stated last Wednesday he attended Sobriety and Mental Health Courts. He further stated that the Courts had changed people's lives, and he was very grateful to attend and thought the County was extremely special to have those opportunities for individuals to participate in.

Commissioner Crenshaw stated he would not be in attendance for the next Law and Courts Committee meeting.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:28 p.m.

**MARCH 28, 2019 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 Patrol Car Video Storage Software Support from L3 Mobile-Vision, Inc. with the Ingham County Sheriff's Office

This resolution will approve the continuation of software system support with L3 Mobile-Vision, Inc., which is used by the Ingham County Sheriff's Office for support assistance with all software and applications associated with the patrol car video storage application.

The cost is not to exceed \$7,229 and is included in the 2019 IT LOFT Fund budget. The time period of the agreement is June 21, 2019 through June 20, 2020.

1b. Sheriff's Office – Resolution to Approve Purchase of Training from PoliceOne.com Academy for Ingham County Sheriff's Office Staff

This resolution will approve the continuation of online training from PoliceOne Academy Training. The Sheriff's Office has been using the PoliceOne Academy Online Application to train all staff since 2016. Training includes Interactive Videos Courses and Course quizzes for Accreditation and Management Workflows for Accountability. The training cost will be paid from Training Funds and Booking Fees revenue in the amount of \$5,120.

2a. Circuit Court – Resolution Amending Software Subscription and Service Agreement with Courthouse Technologies, LTD. to Provide for Off-Site Hosting

This resolution will authorize amending the five-year software subscription and service agreement with Courthouse Technologies, LTD approved by Resolution #16-035. This agreement was for a jury management system, interactive web response system, interactive voice response system, imaging system, and data cleansing and summons production/mailing service. The 2019 budget approved \$18,000 for the addition of off-site hosting for Courthouse JMS, Courthouse SMS, Courthouse eResponse, Courthouse IVR, Courthouse IDS, and SummonsDirect; data cleaning, printing, and mailing service, and Courthouse Source List Update service. The addition of this off-site hosting requires an amendment to the original Software Subscription and Service Agreement dated March 29, 2016.

See memo for details.

3a. Public Defenders Office – Resolution Authorizing Licensing of defenderData Software and Implementation of Its Use

This resolution will authorize the acquisition of the case management system called defenderData by JusticeWorks, Inc. at an annual expenditure of \$12,600. It will also authorize the Public Defenders Office to customize features, if necessary, at the rate of \$100.00 per hour to JusticeWorks, Inc. not to exceed a total sum of \$5,000.

This resolution will also waive the County's competitive bidding requirement for the acquisition of the software. This software is being used or is being acquired by many of the other Michigan Indigent Defense Commission (MIDC) grantees. An evaluation by the Public Defenders Office has concluded that this program will be the best solution for Ingham County. The MIDC grant has a provision for competitive bidding, and the requirement has been waived by the Licensing and Regulatory Authority.

See memo for details.

4a. 9-1-1 Dispatch Center – Resolution to Authorize the Purchase of Chairs for the Ingham County 9-1-1 Central Dispatch Center from Ultra Seating Corporation

This resolution will approve the purchase of 6 chairs for the Ingham County 9-1-1 Center from Ultra Seating at a cost not to exceed \$5,600. Quotes were obtained from three vendors, Seat works, DBI and Ultra Seating. Ultra Seating was not the lowest quote, but staff evaluated chairs from all three vendors, and the chairs from Ultra Seating were preferred. As a 24 hour operation, with staff working 12 hour shifts, chairs are a very important piece of equipment. Funds for this purchase are included in the Center's operating budget.

See memo for details.

4b. 9-1-1 Dispatch Center – Resolution to Authorize Software Support Agreement with Tritech for the Computer Aided Dispatch (CAD) System

This resolution will approve the 2019 Tritech Support Renewal Agreement between Tritech and Ingham County 9-1-1 Center for the Computer Aided Dispatch System from April 14, 2019 through April 13, 2020, at a cost of \$125,943.06. This agreement is required for system support to maintain, update, and improve the system, which went live in April 2015. Funds are included in the Center's 2019 operating budget.

DISCUSSION ITEMS:

1c. Sheriff's Office – Jail Cost Recuperation Considerations

3b. Public Defenders Office – Update on Public Defenders Office

HONARARY RESOLUTIONS:

2b. Circuit Court – Resolution Honoring Paul Brandell on the Event of his Retirement

4c. 9-1-1 Dispatch Center – Resolution of Appreciation to the Ingham County 9-1-1 Central Dispatch Center Telecommunicators during National Telecommunicators Week April 14-20, 2019

Agenda Item 1a

TO: Law & Courts Committee
Finance Committee

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

DATE: March 19, 2019

RE: RESOLUTION TO CONTINUE PATROL CAR VIDEO STORAGE SOFTWARE SUPPORT FROM L3 MOBILE-VISION, INC. WITH THE INGHAM COUNTY SHERIFF'S OFFICE

This resolution is for approval to continue software system support with L3 Mobile-Vision, Inc. The continued software support will allow the Ingham County Sheriff's Office to continue utilizing L3 Mobile-Vision, Inc. support assistance with all software and applications associated with the patrol car video storage application.

The cost to be paid is not to exceed \$7,229.00 with the funds for this purpose coming from IT Loft Fund (636-25820-932050).

The continued software support agreement time frame would be a period of twelve (12) months beginning June 21, 2019 through June 20, 2020.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONTINUE PATROL CAR VIDEO STORAGE SOFTWARE SUPPORT FROM
L3 MOBILE-VISION, INC. WITH THE INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, the Ingham County Sheriff's Office wishes to continue software support with L3 Mobile-Vision, Inc. for their car video storage software application; and

WHEREAS, the software support will include assistance in accessing the L3 Mobile-Vision, Inc. car video storage software during the agreed time frame; and

WHEREAS, the continued software support agreement time frame would be for a period of twelve (12) months beginning June 21, 2019 through June 20, 2020; and

WHEREAS, the Ingham County Sheriff's Office at the end of the twelve months of software support will request annual continuations of this existing software support agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with L3 Mobile-Vision, Inc. software support for the time period of twelve months beginning June 21, 2019 through June 20, 2020 for the cost not to exceed \$7,229.00.

BE IT FURTHER RESOLVED, that the funds for this purpose will come from the IT Loft Fund (636-25820-932050).

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 1b

TO: Law & Courts Committee
Finance Committee

FROM: Undersheriff Andrew Bouck

DATE: March 19, 2019

RE: **RESOLUTION TO APPROVE PURCHASE OF TRAINING FROM
POLICEONE.COM ACADEMY FOR INGHAM COUNTY SHERIFF'S
OFFICE STAFF**

This resolution is requesting the Ingham County Sheriff's Office be allowed to continue online training from PoliceOne Academy Training for the 2019 Calendar year.

The Sheriff's Office has been using PoliceOne Academy Online Application to train all staff since 2016. The online training consists of Interactive Videos Courses, Course quizzes for Accreditation, and Management Workflows for Accountability. The Sheriff's Office is requesting the training cost be paid from 302 Funds and Booking Fees in the amount of \$5,120.00 for the contractual year of 2019.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE PURCHASE OF TRAINING FROM POLICEONE.COM ACADEMY
FOR INGHAM COUNTY SHERIFF'S OFFICE STAFF**

WHEREAS, Ingham County has been using PoliceOne Academy.com since 2016 to provide online training to Ingham County Sheriff's staff; and

WHEREAS, ongoing training is an important part of ensuring the Sheriff's Office staff are best able to serve our citizens; and

WHEREAS, a subscription for a year of training will be \$5,120.00 and available to Ingham County Sheriff's Office staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorize the purchase of training from PoliceOne Academy in the amount of \$5,120.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the 2019 Sheriff's Office budgets from 302 Training Funds #28532000-960000 (\$2,560.00) and Booking Fees/Training Fund #26336201-960000 (\$2,560.00).

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

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

INGHAM COUNTY SHERIFF'S OFFICE JAIL COST RECUPERATION CONSIDERATIONS

PAY for STAY (CURRENT PRACTICE) MCL 801.81

- No charge assessed for Pay for Stay until sentenced, once sentenced, all days served are calculated
- Friend of Court inmates and Inmate Workers are not charged for Pay for Stay
- \$50/day, very few pay and we take no measures to compel payment
 - This billable fee is not currently taken from inmate account balance

OTHER RECOVERABLE COSTS/FEES

- The following are collected at 100% if an inmate has a balance sufficient to cover at the time the expense/fee is incurred:
 1. Booking fees (previous booking fees collected first)
 2. Bond/Warrant fee
 3. Work release
 4. Indigent kits & Misc
 5. Medical Rx, NP, Dentist
 6. Inmate MDOP
- Any imposed costs/fees, except Pay for Stay, that do not have sufficient inmate balance at the time it's posted will be collected at 70%. When new deposits are made to inmate account, 70% is applied toward inmate expenses. Everything I am finding suggests this was an internal measure/decision and not one made at State/BOC level.

BOOKING FEES MCL 801.4b

- Booking Fees for any new charge or warrant arrest \$12 (\$10 to ICSO, \$2 to State)
- This fee is deducted from inmate account balance if sufficient funds exist

Example: Inmate enters ICJ on new warrant (no bond or real high bond) and \$500 which will start inmate account. \$12 deducted immediate. Inmate has seamless stay, no medical issues, no claim of indigence. Sentenced to 60 days jail credit for time served. Inmate leaves with \$488 cash and an invoice for \$3000 Pay for Stay.

Example: Inmate is booked (\$12) on warrant and possesses \$100 which will start inmate account. Inmate has an unpaid booking fee (\$12), unpaid bond fee (\$10), and \$20 of miscellaneous costs from prior stay. \$54 will be deducted immediately leaving a balance of \$46. Inmate intentionally destroys a jump suit and Crocs. He will be assessed the \$21 replacement cost and his account immediately deducted, balance is now \$25. Two weeks later inmate incurs \$50 in billable medical expenses, \$25 is deducted immediately, balance now \$0. The balance of \$25 is listed as outstanding debt. Inmate gets a new deposit of \$25 for 70% is eligible to cover ICJ debt. \$17.50 is deducted leaving inmate with \$7.50 to spend. Inmate serves 180 day jail sentence and no additional money deposited. Inmate leaves jail with \$7.50 and an invoice for \$9000 Pay for Stay.

RECUPERATION CONSIDERATIONS

Reduce Pay for Stay from \$50/day to \$8/day AND add it to the list of expenses we deduct from available inmate account funds while incarcerated. This would be deducted at a 75% rate like all other debt when balances are not sufficient to cover in full.

* We project that a combination of deducting a % of inmate account balance during incarceration and presenting them with a comparatively smaller invoice upon release will result in greater recuperation of operating expenses.

RELEVANT STATUTES

Revised Statutes of 1846 (EXCERPT)

Chapter 171. [Of county jails](#) and the regulation thereof.

801.4b Payment of fee by inmate; collection; forwarding fees to local corrections officers training fund; disposition; failure to pay fee as civil infraction; civil fine; enforcement; refund.

Sec. 4b.

(1) Beginning August 1, 2003, each person who is incarcerated in the county jail shall pay a fee of \$12.00 to the county sheriff when the person is admitted into the jail.

(2) The county sheriff may collect a fee owed under this section by withdrawing that amount from any inmate account maintained by the sheriff for that inmate.

(3) Except as provided in subsections (4) and (5), the sheriff, once each calendar quarter, shall forward all fees collected under this section to the local corrections officers training fund created in the local corrections officers training act.

(4) The revenue derived from fees collected under this section shall be directed in the manner provided in subsection (5) in a county for which the sheriffs coordinating and training council has certified that the county's standards and requirements for the training of local corrections officers equals or exceeds the standards and requirements approved by the sheriffs coordinating and training council under the local corrections officers training act.

(5) In a county that meets the criteria in subsection (4), both of the following apply:

(a) Once each calendar quarter, the sheriff shall forward \$2.00 of each fee collected to the state treasurer for deposit in the local corrections officers training fund created in the local corrections officers training act.

(b) The remaining \$10.00 of each fee shall be retained in that county, to be used only for costs relating to the continuing education, certification, recertification, and training of local corrections officers and inmate programs including substance abuse and mental health programs in that county. However, revenue from the fees shall not be used to supplant current spending by the county for continuing education, certification, recertification, and training of local corrections officers.

(6) An inmate who fails to pay a fee owed under this section before being discharged from the jail is responsible for a state civil infraction and may be ordered to pay a civil fine of \$100.00. An appearance ticket may be issued to a person who fails to pay a fee owed under this section. The appearance ticket may be issued by the sheriff or a deputy sheriff. The county prosecutor for the county in which the jail is located is responsible for enforcing the state civil infraction. A civil fine collected under this section shall be paid as provided under section 8831 of the revised judicature act of 1961, 1961 PA 236, MCL 600.8831.

(7) A person who is incarcerated in a jail pending trial or arraignment is entitled to a full refund of the fee paid under this section if the prosecution against him or her is terminated for any reason or if he or she is found not guilty of the charges. Each person required to pay a fee under this section shall be given a written form explaining the circumstances under which he or she may request a refund under this subsection. The form shall be as prescribed in section 15 of the local corrections officers training act.

History: Add. 2003, Act 124, Eff. Oct. 1, 2003

THE PRISONER REIMBURSEMENT TO THE COUNTY ACT (EXCERPT)

Act 118 of 1984

801.83 Reimbursement for expenses; form.

Sec. 3.

(1) The county may seek reimbursement for any expenses incurred by the county in relation to a charge for which a person was sentenced to a county jail as follows:

(a) From each person who is or was a prisoner, not more than \$60.00 per day for the expenses of maintaining that prisoner or the actual per diem cost of maintaining that prisoner, whichever is less, for the entire period of time the person was confined in the county jail, including any period of pretrial detention.

(b) To investigate the financial status of the person.

(c) Any other expenses incurred by the county to collect payments under this act.

(2) Reimbursement under this act may be ordered as a probation condition entered pursuant to section 3 of chapter XI of the code of criminal procedure, 1927 PA 175, MCL 771.3.

(3) Before seeking any reimbursement under this act, the county shall develop a form to be used for determining the financial status of prisoners. The form shall provide for obtaining the age and marital status of a prisoner, number and ages of children of a prisoner, number and ages of other dependents, type and value of real estate, type and value of personal property, cash and bank accounts, type and value of investments, pensions and annuities, and any other personality of significant cash value. The county shall use the form when investigating the financial status of prisoners.

History: 1984, Act 118, Imd. Eff. June 1, 1984 ;-- Am. 1994, Act 212, Imd. Eff. June 23, 1994 ;-- Am. 1996, Act 544, Eff. Mar. 31, 1997 ;-- Am. 1998, Act 450, Eff. Aug. 1, 1999

Agenda Item 2a

TO: Board of Commissioners, Law & Courts and Finance Committee

FROM: Rhonda Swayze, Deputy Court Administrator, 30th Circuit Court

DATE: March 16, 2019

RE: Resolution Amending Software Subscription and Service Agreement with Courthouse Technologies, LTD. To Provide for Off-Site Hosting
For the meeting agendas of: March 28 and April 3, 2019

BACKGROUND

Through the 2019 budget process, Ingham County Jury Administration requested and was granted funding in the amount of \$18,000 annually for Courthouse Technologies, LTD to provide off-site hosting for all jury related services currently covered under the Agreement entered into in 2016 (Resolution #16-035). Providing off-site hosting requires an amendment to the original Agreement. This amendment consists of adding "Exhibit C" Statement of Work for Implementation of Off-Site Hosting. All other terms of the original agreement will be unchanged.

ALTERNATIVES

There are no alternatives for this service.

FINANCIAL IMPACT

Funds for this service are available through the Contractual Services line item of the Jury Administration budget (101-15500-818000).

OTHER CONSIDERATIONS

Ingham County Jury Administration consulted with the Ingham County IT Department to ensure that the terms of the Statement of Work were acceptable to the IT Department.

RECOMMENDATION

Based on the information presented, Ingham County Jury Administration respectfully recommends approval of the attached resolution to support amending the original contract with Courthouse Technologies, LTD so they can provide off-site hosting service for all jury related services currently provided by them.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING SOFTWARE SUBSCRIPTION AND SERVICE AGREEMENT WITH COURTHOUSE TECHNOLOGIES, LTD. TO PROVIDE FOR OFF-SITE HOSTING

WHEREAS, by Resolution #16-035 the Ingham County Board of Commissioners approved entering into a five-year software subscription and service agreement with Courthouse Technologies, LTD for a jury management system, interactive web response system, interactive voice response system, imaging system, and data cleansing and summons production/ mailing service at a rate of \$1.25 per questionnaire/summons for the first two years of the contract and \$1.50 per questionnaire/summons for the last three years of the contract; and

WHEREAS, the Ingham County Jury Administration, through the 2019 budget process, requested and was granted funding in the amount of \$18,000 annually for Courthouse Technologies, LTD to provide off-site hosting for Courthouse JMS, Courthouse SMS, Courthouse eResponse, Courthouse IVR, Courthouse IDS, and SummonsDirect; data cleaning, printing, and mailing service, and Courthouse Source List Update service; and

WHEREAS, approval of the funding for off-site hosting requires an amendment of the original Software Subscription and Service Agreement dated March 29, 2016; and

WHEREAS, the amendment consists of adding “Exhibit C” Statement of Work for Implementation of Off-Site Hosting; and

WHEREAS, all other terms of the original agreement remain unchanged.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes amending the five-year software subscription and service agreement with Courthouse Technologies, LTD approved by Resolution #16-035 by adding “Exhibit C” Statement of Work for Implementation of Off-Site Hosting.

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

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING PAUL BRANDELL ON THE
EVENT OF HIS RETIREMENT**

WHEREAS, Paul Brandell began his career with Ingham County on March 22, 1999 as a Court Reporter for the Thirtieth Judicial Circuit Court; and

WHEREAS, for the majority of his career at Ingham County, he served as a Court Reporter for the Honorable William E. Collette and began serving as a Court Reporter for the Honorable Janelle A. Lawless towards the end of his career; and

WHEREAS, during his years of service, Paul would go above and beyond to assist those in need and proved to be a valuable source of history and knowledge of the Court and the Ingham County Courthouse; and

WHEREAS, Paul also played himself in the movie Real Steel which was filmed in part at the Ingham County Courthouse; and

WHEREAS, with 20 years of dedicated service to the County of Ingham, Paul is retiring from his position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Paul Brandell for his dedication and commitment to the County of Ingham and extends its sincere appreciation for the many contributions he has made to the citizens of Ingham County and for always going the extra mile to assist those in need.

BE IT FURTHER RESOLVED, that the Board of Commissioners extends its best wishes to Paul and hopes for continued success in all of his future endeavors.

TO: Law and Courts and Finance Committees

FROM: Russel Church, Chief Public Defender

DATE: March 18, 2019

SUBJECT: Resolution to Authorize defenderData Software and Implementation
For the meeting agendas of March 28 and April 3

BACKGROUND

In November, 2017 the Board of Commissioners approved Resolution #17-445 which accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee. The State of Michigan has provided for full funding of the plan effective October 1, 2018. The establishment of a fully functional law office requires case management software and it is the intention of the office to be as paperless as possible. The grant provided that acquisitions must be subject to state policies on open competition with a waiver possible if such competition was deemed by the State of Michigan to be impracticable. As described below, the initial budget was based on the cost of obtaining a program called OnBase. OnBase is primarily a document management system and one of its shortcomings is that it has limited ability to extract data for case load numbers for the office and per attorney. The Michigan Indigent Defense Commission has provided information about a program called defenderData that is being used or is being acquired by many of the other grantees. An evaluation by the Public Defenders Office has concluded that program offers several significant advantages over the program that was initially included in the budget.

FINANCIAL IMPACT

The initial grant provides \$41,494.14 for licenses and work flow access to a case management system. That figure was based on the expected cost of a program called OnBase, currently used by the Prosecutor's Office and being implemented by the Circuit Court. That figure would be a recurring expense annually. Additionally, the budget provides for \$216,000.00 for developing a customized platform by OnBase for the Office of the Public Defender. Both of these sums have been budgeted in this year's MIDC grant. The resolution provides for the first year of licenses for a program called defenderData by a company called JusticeWorks. DefenderData is being used currently by several public defender offices in Michigan as well as a number of other locations in the country. DefenderData charges \$25.00 per user license per month. There is no cost to acquire the software and no specific contractual obligation. For 42 licenses, the annual expense will be \$12,600.00. Because they have already fielded it in Michigan, it is not expected that there would be any customization to begin using it, but the charge for customization is \$100.00 per hour. The resolution allows the expenditure of \$5,000.00, should a need for customization arise.

STRATEGIC PLANNING IMPACT

This resolution supports the immediate need of being able to establish a functional law office. It also supports the expected implementation of Michigan Indigent Defense Standard 6 related to maintaining manageable workloads by being able to track how many cases of each category the attorneys are handling.

OTHER CONSIDERATIONS

The grant has a provision for competitive bidding that could be waived by the State of Michigan as grantor. That requirement has been waived by the Licensing and Regulatory Authority.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE LICENSING OF DEFENDERDATA SOFTWARE
AND IMPLEMENTATION OF ITS USE**

WHEREAS, every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes; and

WHEREAS, the Michigan Indigent Defense Commission has solicited public comment on the other four minimum standards which are expected to be adopted as they implement legislative mandates of the Michigan Indigent Defense Commission Act MCL 780.991 et.seq.; and

WHEREAS, the Ingham County Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee and funding has been approved by the State of Michigan, effective October 1, 2018; and

WHEREAS, the implementation of the plan and the operation of the office will require appropriate computer software to manage the files and the activities of the office; and

WHEREAS, the Public Defenders Office has selected the case management system called defenderData by JusticeWorks to provide the necessary software program; and

WHEREAS, the annual cost of the number of needed licenses (42) is \$12,600.00 per year and the cost of any necessary customization specific to the Ingham County Public Defenders Office is at the rate of \$100.00 per hour with a requested maximum of \$5,000.00; and

WHEREAS, the budget for obtaining such a case management system is included in the grant budget authorized by Resolution #18-476.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acquisition of the case management system called defenderData by JusticeWorks, Inc. at an annual expenditure of \$12,600.00.

BE IT FURTHER RESOLVED, that the Public Defenders Office may authorize customized features at the rate of \$100.00 per hour to JusticeWorks, Inc. not to exceed a total sum of \$5,000.00 for customization.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby waives the County's competitive bidding requirement for the acquisition of software from JusticeWorks, Inc. defenderData for the Ingham County Public Defenders Office.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, 9-1-1 Director
DATE: March 5, 2019
SUBJECT: Resolution authorizing a purchase order with Ultra Seating Corp for 9-1-1 Chairs
For the meeting agenda March 28, 2019 and April 3, 2019

BACKGROUND

This resolution authorizes a purchase of 6 chairs to replace worn out chairs at the 9-1-1 Center. The chair has been identified by staff as being very comfortable and is rated for 24x7 operations. Two were initially purchased for evaluation and additional chairs are wanted and needed.

Quotes were obtained from three vendors: Seat works, DBI, and Ultra Seating. The chairs from Ultra Seating cost was between the other two vendors, but with staff's evaluation of chairs from all three vendors, Ultra Seating was preferred. Many of our current chairs are from Seat works, but they were the highest in cost with the quotes obtained. They are good chairs, but staff liked the Ultra Seating chairs the most, resulting in my recommending them for purchase.

ALTERNATIVES

With staff identifying that these chairs meet their needs and they are staffing the center 12 hours a day, 24x7, 365 days a year, chairs are a very important piece of equipment to them.

FINANCIAL IMPACT

The funds for these chairs is part of the center's budget. The cost with shipping for the 6 chairs should be just under \$5,600.00. These chairs are at a lower cost as compared to the other 24x7 chair we have been using.

STRATEGIC PLANNING IMPACT

Keeping the staff at 9-1-1 comfortable and happy does have an effect in assisting public safety.

OTHER CONSIDERATIONS

Staff has seen these chairs at a trade show among others and was liked. Two were ordered to try them out at the center and staff are asking to purchase more to replace the worn out chairs.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to issue a PO for the purchase of chairs from Ultra Seating.

Agenda Item 4a

TO: Lance Langdon, Director, 9-1-1 Central Dispatch
FROM: James Hudgins, Director of Purchasing
DATE: March 20, 2019
RE: Memorandum of Performance for Packet 68-19: Chairs for 9-1-1 Central Dispatch Center

Quotes were sought to purchase ergonomic chairs that will meet the working environment of the 24x7 operation of the Central Dispatch Center.

<i>VENDOR NAME</i>	<i>LOCAL PREFERENCE</i>	<i>COST</i>
<i>DBI</i>	<i>Yes, Lansing MI</i>	<i>\$4,027.98</i>
<i>Ultra Seating</i>	<i>No, Acheson, Canada</i>	<i>\$5,545.00</i>
<i>Seat Works LLC, Iron Horse</i>	<i>No, Antioch, IL</i>	<i>\$9,744.34</i>

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

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF CHAIRS FOR THE INGHAM COUNTY
9-1-1 CENTRAL DISPATCH CENTER FROM ULTRA SEATING CORPORATION**

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

WHEREAS, the 9-1-1 Center needs to replace some of the worn out chairs that have been in service for the last seven years; and

WHEREAS, quotes were sought to purchase ergonomic chairs that will meet the working environment of the 24x7 operation of the Central Dispatch Center; and

WHEREAS, the Center staff have identified a chair from Ultra Seating Corp. that meets the needs for a chair that is comfortable and is rated for a 24x7 operation; and

WHEREAS, although Ultra Seating did not quote the lowest cost, due to these chairs being evaluated as the best to meet the needs of 9-1-1 Center staff, the 9-1-1 Director recommends the purchase of six chairs from Ultra Seating Corporation at a cost not to exceed \$5,600.00 to include the chairs and freight/delivery, from the center's 2019 operations budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the purchase of 6 chairs for the Ingham County 9-1-1 Center from Ultra Seating at a cost not to exceed \$5600.00.

Agenda Item 4b

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, ENP 9-1-1 Director
DATE: March 19, 2019
SUBJECT: Renewal of Support for Computer Aided Dispatch System with TriTech/Central Square
For the meeting agenda March 28, 2019 and April 3, 2019

BACKGROUND

The Board purchased a new 9-1-1 Computer Aided Dispatch (CAD) System with Resolution #14-081, which went live in April of 2015. This like most computer systems require support and maintenance fees to be paid for the companies to constantly maintain, update and improve the systems. The renewal for 2018 effective date is from April 14, 2018 to April 13, 2019. The support agreement is updated yearly.

ALTERNATIVES

With the operation of any system of this type, support and maintenance fees are expected. There is not an option to use a software program of this type without this support, and as such there are really no alternatives to approving this agreement.

FINANCIAL IMPACT

The cost of this contract is \$125,943.06 for the listed period. This amount was included in the 2019, 9-1-1 Center operations budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of service to our residents and supporting public safety.

OTHER CONSIDERATIONS

The renewal is required to obtain support and keep the system operational.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to continue the support contract with TriTech/Central Square.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SOFTWARE SUPPORT AGREEMENT WITH TRITECH
FOR THE COMPUTER AIDED DISPATCH (CAD) SYSTEM**

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

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

WHEREAS, the 9-1-1 Center needs to continue to contract with TriTech for the ongoing maintenance and support of the Ingham County 9-1-1 CAD system; and

WHEREAS, the 9-1-1 Director recommends continuing the use of the TriTech CAD system, and renewal of the support agreement, which has been budgeted for in the center's 2019 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2019 TriTech Support Renewal Agreement between TriTech and Ingham County 9-1-1 Center for the Computer Aided Dispatch System from April 14, 2019 through April 13, 2020, at a cost of \$125,943.06.

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

TO: Board of Commissioners Law & Courts Committee
FROM: Lance Langdon, ENP 9-1-1 Director
DATE: March 18, 2019
SUBJECT: Resolution Honoring 9-1-1 Telecommunicators April 14-20, 2019
For the meeting agenda March 28, 2019

BACKGROUND

In 1991 National Public Safety Telecommunicators Week was established by the United States Congress as a way to recognize the vital link emergency Telecommunicators serve between the public and emergency responders. The Congressional Resolution reads as follows:

Whereas over one-half million dedicated men and women are engaged in the operation of emergency response systems for Federal, State, and local governmental entities throughout the United States;

Whereas these individuals are responsible for responding to the telephone calls of the general public for police, fire, and emergency medical assistance and for dispatching said assistance to help save the lives and property of our citizens;

Whereas such calls include not only police, fire, and emergency medical service calls but those governmental communications related to forestry and conservation operations, highway safety and maintenance activities, and all of the other operations which the modern governmental agency must conduct; and

Whereas America's public safety Telecommunicators daily serve the public in countless ways without due recognition by the beneficiaries of their services;

Now, therefore, be it resolved by the Senate and House of Representatives of the United States of America in Congress assembled that the week beginning April 12, 1992, is designated as 'National Public Safety Telecommunicators Week', and the President is authorized and requested to issue a proclamation calling on the people of the United States to observe the week with appropriate ceremonies and activities.

ALTERNATIVES

N/A

FINANCIAL IMPACT

N/A

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of service to our residents and supporting public safety.

OTHER CONSIDERATIONS

9-1-1 Telecommunicators are the first of the first responders that have been there 24 hours a day come rain, shine, or snow storms and are there ready and willing to help as needed.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to establish the week of April 14-20, 2019 as National Telecommunicator week in Ingham County.

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF APPRECIATION TO THE INGHAM COUNTY
9-1-1 CENTRAL DISPATCH CENTER TELECOMMUNICATORS DURING
NATIONAL TELECOMMUNICATORS WEEK APRIL 14-20, 2019**

WHEREAS, the Ingham County Board of Commissioners has established a Consolidated 9-1-1 Emergency Dispatch Center that opened June 27, 2012; and

WHEREAS, Ingham County 9-1-1 Telecommunicators (9-1-1 Dispatchers & Supervisors) daily serve the citizens of Ingham County by answering their emergency calls for police, fire, and emergency medical services and by dispatching the appropriate assistance as quickly as possible; and

WHEREAS, Ingham County 9-1-1 Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Ingham County 9-1-1 Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities and providing them information to ensure their safety; and

WHEREAS, Ingham County 9-1-1 Telecommunicators are professionals who work to improve the emergency response capabilities of these communications through their knowledge and experience; and

WHEREAS, Ingham County 9-1-1 Telecommunicators have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of the injured; and

WHEREAS, each Telecommunicator has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners declares the week of April 14-20, 2019 to be National Telecommunicators Week in Ingham County, in honor of the Ingham County 9-1-1 Telecommunicators for their crucial role in the protection of life and property, for the Public Safety Agencies and the Citizens of Ingham County.