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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, MAY 16, 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 [May 2, 2019 Minutes](#)
Additions to the Agenda
Limited Public Comment

1. Public Defenders Officer
 - a. Resolution to Authorize a Subscription for [Westlaw Legal Research Program](#)
 - b. Update from Public Defenders Office
2. 9-1-1 Center
 - a. Resolution to Authorize Administrative Finding that [Peninsula Fiber Network LLC](#) Shall be the Primary 9-1-1 Service Supplier
 - b. Public Safety Radio System Update
3. Controller's Office – Ingham County [Strategic Plan](#) Update (*Discussion*)

Announcements
Public Comment
Adjournment

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LAW & COURTS COMMITTEE
May 2, 2019
Draft Minutes

Members Present: Celentino, Koenig (arrived at 6:03 p.m.), Polsdofer, Slaughter, and Trubac

Members Absent: Crenshaw and Schafer

Others Present: Honorable Thomas P. Boyd, Sheriff Scott Wriggelsworth, Barbara Davidson, Brian Fischer, Rod Porter, Sara Deprez, Amy Prieskorn, Teri Morton, Beth Foster, and others

The meeting was called to order by Commissioner Slaughter, 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 April 18, 2019 Minutes

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. POLSDOFER, TO APPROVE THE MINUTES OF THE APRIL 18, 2019 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw, Schafer and Koenig.

Additions to the Agenda

Substitutes –

5. Animal Control – Resolution to Accept Bissell Pet Foundation Empty the Shelters Free Adoption Grants on an Ongoing Basis

Limited Public Comment

None.

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

2. Circuit Court – Juvenile Division
 - a. Resolution to Authorize a Contract for Attorney Services for the Juvenile Division
 - b. Resolution to Authorize Funds to Purchase a New Transport Vehicle for the Ingham County Family Center
3. Public Defenders Officer – Resolution Creating Clerk and Technical Support Position for the Public Defenders Office

4. Facilities Department – Resolution to Authorize a Purchase Order to LJ Trumble Group for the Hand Rails in the 30th Circuit Court Room at the Mason Courthouse
5. Animal Control – Resolution to Accept Bissell Pet Foundation Empty the Shelters Free Adoption Grants on an Ongoing Basis
6. 9-1-1 Center – Resolution to Authorize the Ingham County 9-1-1 Central Dispatch Center to Purchase the Solacom Product Guardian, Equipment, System Support, Training, and Optional Equipment
7. Controller’s Office – Resolution Updating Various Fees for County Services

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw, Schafer and Koenig.

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

1. Hon. Thomas P. Boyd – Interim Report on Michigan Trial Court Funding Commission (*Presentation*)

Hon. Thomas P. Boyd, 55th District Court Judge, presented on an interim report on the Michigan Trial Court Funding Commission (TCFC).

A handout was distributed to the Commissioners.

Chairperson Koenig arrived at 6:03 p.m.

Commissioner Slaughter asked Judge Boyd if he felt that he could have transparent conversations with his colleagues about the pressure of raising funds through fines.

Judge Boyd stated that not long ago, he believed it was in 2006, that he was called before the Law and Courts Committee to find out why he was not generating as much revenue as his predecessors. He further stated that the commissioners who were upset about it were no longer on the Board.

Judge Boyd stated that it took a long time for the Board to understand that the Court was an independent body and not a tax generating machine. He further stated that while they have a great collection system that hit all ten of the State standards for collections, that was not the primary goal.

Judge Boyd stated that the courts are much better at finding people indigent now, than they were five years ago. He further stated that they have become much better at assessing the ability to pay.

Judge Boyd thanked the Board of Commissioners for helping the Judges and law enforcement make the community safer. He further stated that people who can pay are pursued with vigor and the Court has worked closely with the Sheriff, over the years, to find the best, most cost effective ways, to bring people in who owe money.

Judge Boyd resumed the presentation.

Commissioner Slaughter asked what the breakdown of funding percentages would look for Ingham County.

Teri Morton, Deputy Controller, stated that she thought the local percentage for Ingham County was probably higher than the statewide number.

Discussion.

Commissioner Slaughter asked if the funds were matching.

Ms. Morton stated that it was 50/50 between County and State. She further stated that the County paid first and then got half back from the State.

Discussion.

Judge Boyd resumed the presentation.

Chairperson Koenig asked Judge Boyd if he thought the 100% state-funded system used in Minnesota was a good model.

Judge Boyd stated that, while what Minnesota's system does great works there, it is not necessarily a good model for Michigan. He further stated that Kansas used the same system as Minnesota with polar opposite results.

Judge Boyd stated that the TCFC had three goals, get rid of a biased system, get rid of the pressure to have a biased system, and to avoid creating a system where the courts get the short end of the stick.

Chairperson Koenig stated that she wondered if there was an ideal model.

Judge Boyd stated that the TCFC did not conclude that there was an ideal model, but identified strengths and weaknesses across models.

Discussion.

Judge Boyd resumed the presentation.

Commissioner Celentino asked if Judge Boyd would become a State employee if Michigan adopted a uniform employment system.

Judge Boyd stated that yes, he would be.

Commissioner Celentino asked if the Judge would then receive health benefits from the State.

Judge Boyd stated that he would receive health benefits through the State under a uniform employment system. He further stated that the County could save some money that way, not a lot, but also not an amount that would sound insignificant to taxpayers.

Commissioner Celentino asked if Judge Boyd received two paychecks now.

Judge Boyd stated that he received County and State paychecks, but that the County paycheck is backfilled from the State.

Discussion.

Judge Boyd resumed the presentation.

Commissioner Slaughter asked Judge Boyd if he was concerned about maintaining autonomy.

Judge Boyd stated that he was worried about a potential loss of autonomy, specifically the ability they currently have to focus on enhancing public safety through rehabilitation.

Discussion.

Judge Boyd concluded his presentation and stated that the upcoming Michigan Supreme Court decision in *People v. Cameron* will shape where things go from here.

Chairperson Koenig asked Judge Boyd to speculate on the outcome of *Cameron*.

Judge Boyd declined to speculate.

Discussion.

Chairperson Koenig thanked Judge Boyd.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:54 p.m.

**MAY 16, 2019 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

1a. Public Defenders Office – Resolution to Authorize a Subscription for Westlaw Legal Research Program

This resolution will authorize the acquisition of 27 attorney licenses for Westlaw legal research at the present annualized cost of \$21,923.28 for a three year term. The Office of the Public Defender has selected Westlaw, a division of Thomson Reuters, as its preferred legal research engine. This is the same research engine used by Ingham County agencies. Funding for this expense is included in the 2018-2019 Michigan Indigent Defense Commission grant budget.

See memo for details.

2a. 9-1-1 Central Dispatch Center – Resolution to Authorize Administrative Finding that Peninsula Fiber Network LLC Shall be the Primary 9-1-1 Service Supplier

The 9-1-1 Center is working to transition from the current analog copper 9-1-1 network to an Internet Protocol (IP)-based Next Generation 9-1-1 (NG911) infrastructure. This technology will give advancements in call routing and call location that will decrease response time. Peninsula Fiber Network (PFN) is the only provider of NG911 in Michigan. Oakland County has a contract with PFN, and the majority of counties receiving NG911 service have done so by adopting the Oakland County contract.

This resolution will authorize an Administrative Finding that Peninsula Fiber Network, LLC and/or its affiliate PFN NextGen 9-1-1 Services LLC, shall be the primary 9-1-1 service supplier for Ingham County, employing a common network that enables all other service suppliers within the 9-1-1 Plan's Service District to be selectively routed and otherwise access the 9-1-1 system and the primary PSAPs identified in the Plan. Peninsula Fiber Network, LLC and/or its affiliate PFN NextGen 9-1-1 Services LLC will be authorized and directed to work with the 9-1-1 Plan's service suppliers, the Michigan Public Service Commission, State 9-1-1 Committee and State 9-1-1 Director, and any other state, federal, or local authority in order to implement the provisions of this Administrative Finding, including but not limited to the identification for a specific date and time for the switchover to the Peninsula Fiber Network's or its affiliate's common network. Ingham County will receive 9-1-1 service from Peninsula Fiber Network LLC subject to the terms and conditions set forth in Oakland County contract number 004702.

The State of Michigan legislature agreed that NG911 is a necessary improvement to our current infrastructure to provide a critical service to its residents and funding needed to be secured. State legislation provides the mechanisms for this funding. Changes in the distribution of the State 9-1-1 fees will reflect this increased revenue and costs for NG911 implementation.

See memos for detail.

UPDATES/DISCUSSION ITEM:

- 1b. *Public Defenders Office – Update*
- 2b. *9-1-1 Central Dispatch Center – Public Safety Radio System Update*
3. *Controller's Office – Ingham County Strategic Plan Update*

The presentation of the Action Plan here includes all of the goals and strategies of the complete Strategic Plan, but only the key implementation tasks related to the Law and Courts Committee are shown. Tasks that have been completed are shaded. This is presented as a discussion item, so liaison committees can discuss adding, deleting, or changing any of the current key implementation tasks in order to keep the plan up to date. A summary of the Ingham County Strategic Plan is also included.

Agenda Item 1a

TO: Law and Courts and Finance Committees

FROM: Russel Church, Chief Public Defender

DATE: May 7, 2019

RE: RESOLUTION TO AUTHORIZE A SUBSCRIPTION FOR WESTLAW LEGAL RESEARCH PROGRAM

For the meeting agendas of May 16, May 22 and May 28

BACKGROUND

The Board of Commissioners approved Resolution #17-445 to create the Ingham County Office of the Public Defender. The State of Michigan approved the proposal to fund the office for the fiscal year 2018-2019. Most attorneys rely on a handful of legal research providers to find case law that supports positions they take in court. One legal research provider is Westlaw, a division of Thomson Reuters. Both the Ingham County Prosecutor's Office and the 30th Circuit Court have subscriptions with Westlaw for these services. The Office of the Public Defender needs this subscription to be able to provide quality legal services to its clients.

FINANCIAL IMPACT

The grant budget for 2018-2019 includes \$25,000 for subscription to an on-line legal research system. Thomson Reuters has made a proposal for 27 attorney licenses. The proposal had three alternatives and the request is for the middle of the proposals. The increase from the basic proposal has additional tools to verify that cases cited by the attorneys still reflect the current state of the law. Thomson Reuters offers reduced prices for multi-year agreements and the prices reflected are for a three year agreement. According to the sales representative, both the Prosecutor's Office and the Circuit Court are also under three year agreements. The price, based on 27 licenses, is \$1,826.94 per month. During years two and three it cannot be increased more than 5% per year. The annualized cost initially is \$21,923.28 which is fully covered within the budget for this year and the budget that has been proposed to MIDC for next year.

STRATEGIC PLANNING IMPACT

This resolution supports the immediate need of being able to establish a functional law office. Based on the existing relationship between the vendor and Ingham County, it is believed there is not a requirement for competitive bidding in this situation.

OTHER CONSIDERATIONS

None.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SUBSCRIPTION FOR
WESTLAW LEGAL RESEARCH PROGRAM**

WHEREAS, every local indigent defense system is required to implement a plan to provide quality defense to indigents who are accused of crimes; 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 and provided by the State of Michigan; and

WHEREAS, the implementation of the plan will require the Ingham County Office of the Public Defender to have access to legal research tools; and

WHEREAS, the Office of the Public Defender has selected Westlaw, a division of Thomson Reuters as the legal research engine they prefer to use; and

WHEREAS, this is the same research engine used by other agencies of Ingham County for their attorneys; and

WHEREAS, the annualized cost for 27 attorney licenses is \$21,923.28 which is less than the sum budgeted in the 2018-2019 budget and requested in the 2019-2020 grant proposal to the Michigan Indigent Defense Commission; and

WHEREAS, Westlaw has proposed a three year subscription agreement providing for a discount and a limitation of 5% for any increases for the final two years of the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the execution of the attached Order Form for the acquisition of 27 attorney licenses for Westlaw legal research at the present annualized cost of \$21,923.28 for a 36 month term.

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



THOMSON REUTERS

Order Form

Order ID: Q-00476449

Contact your representative john.traini@thomsonreuters.com with any questions. Thank you.

Account Address

Account #: 1000082008
INGHAM COUNTY PUBLIC DEFENDER
ACCOUNTS PAYABLE
320 N WASHINGTON SQ
LANSING MI 48933-1242 US

Shipping Address

Account #: 1000082008
INGHAM COUNTY PUBLIC
DEFENDER
ACCOUNTS PAYABLE
320 N WASHINGTON SQ
LANSING MI 48933-1242 US

Billing Address

Account #: 1000082008
INGHAM COUNTY PUBLIC DEFENDER
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LANSING, MI 48933-1242 US

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See Attachment for details

Service Material	Product	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Term
40757482	WEST PROFLEX	\$1,826.94	36	5%

Minimum Terms

Online/ Practice Solution/Software/ProFlex Products : Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in that calendar month, if any. Your Monthly Charges will continue for the number of complete calendar months listed in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Subscriber ("you" or "I") is also responsible for all Excluded Charges. Excluded Charges are for accessing Westlaw data or a Practice Solutions service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

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For Online/Practice Solutions/Software /ProFlex Products: At the end of the Minimum Term your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

Automatic Renewal Term for Window Products. At the end of the Minimum Term your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges if we notify you of a different rate with at least 90 days notice. The Monthly Window will remain unchanged. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

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Miscellaneous

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55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

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Acknowledgment: Order ID: Q-00476449

Signature of Authorized Representative for order

Title

Printed Name

Date

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Attachment

Order ID: Q-00476449

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Payment Method: Bill to Account
Account Number: 1000082008

Order Confirmation Contact (#28)

Contact Name: RUSSEL CHURCH
Email: rchurch@ingham.org

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000082008	INGHAM COUNTY PUBLIC DEFENDER	320 N WASHINGTON SQ LANSING MI 48933-1242 US	New

ProFlex Product Details

Quantity	Unit	Service Material #	Description
27	Attorneys	42510228	Gvt - Westlaw Edge™ National Primary
27	Attorneys	42077755	Gvt - Analytical Plus for Government

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
TAMMY	LISTON	tliston@ingham.org	EML PSWD CONTACT

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, 911 Staff Services Manager/Interim Director
DATE: May 6, 2019
SUBJECT: Proposed administrative finding to allow Peninsula Fiber Network to be the primary 9-1-1 service supplier.
For the meeting agendas of May 16 and 22, 2019

BACKGROUND

Advances in telecommunications technology and mobility have put the nation’s 9-1-1 system at a crossroads. The growing market penetration of both wireless telephones and Voice over Internet Protocol (VoIP) underscore the limitations of the current 9-1-1 infrastructure. Next Generation 9-1-1 is an IP network that is more reliable, redundant, resilient, and has the capacity and capability to send more data with the voice call to the appropriate 9-1-1 Center. In our goal to make the transition from our current analog copper 9-1-1 network to an Internet Protocol (IP)-based Next Generation 9-1-1 (NG911) infrastructure, Ingham County 9-1-1 engaged Peninsula Fiber Network. This technology will give advancements in call routing and call location which will decrease responder response time.

The State of Michigan legislature agreed that the need for NG911 is a necessary improvement to our current infrastructure to provide a critical service to its residents and funding needed to be secured. Senate Bill 400 became Public Act 51 of 2018. This legislation provides the mechanisms to provide the funding for NG911. Changes in the distribution of the State 9-1-1 fees will reflect this increased revenue and costs for NG911 and creates a “spillover” provision requiring any revenue in excess of \$37 million to be directed to NG911. Also, as the legislation is being implemented, the Michigan Public Service Commission has opened Case No. U-20146 to address the requirement to issue a final order adopting the recurring and nonrecurring costs categories for all IP-based 9-1-1 service providers.

ALTERNATIVES

Peninsula Fiber Network is the only current vendor providing this service in Michigan. Attached to this packet is a map reflecting the most current IP-911 deployments in Michigan.

FINANCIAL IMPACT

PFN will report the costs of these services to each appropriate recovery mechanism permissible by Michigan Public Act 32 of 1986 as amended before it makes any attempt to recover any portion of these costs from Ingham County. Because of this, it is anticipated that there will be little or no financial impact.

OTHER CONSIDERATIONS

Being able to piggyback off of the Oakland County contract should expedite this process. Our legal department has reviewed and approved going forward in this fashion. Please also see the attached letter from Cohl, Stoker, and Toskey, P.C.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the administrative finding which will allow Peninsula Fiber Network to our 9-1-1 service supplier.

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL AVENUE
LANSING, MICHIGAN 48933
(517) 372-9000

SHAREHOLDERS
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ASSOCIATES
GORDON J. LOVE
COURTNEY A. GABBARA
SARAH K. OSBURN

OF COUNSEL
RICHARD D. McNULTY

May 6, 2019

Barb Davidson
Ingham County 9-1-1 Central Dispatch
710 E. Jolly Road
Lansing, MI 48910

Sent Via E-Mail

Re: PFN NG 911 Agreement

Dear Ms. Davidson:

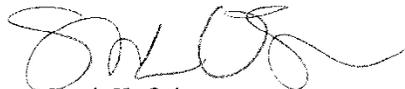
Thank you for coordinating the conference call with Thom Sumbler of Peninsula Fiber Network (PFN) regarding the procedure for Ingham County to receive 911 service from PFN. In order to receive 911 service from PFN and to maintain State funding for said service, the County may either adopt the Oakland County contract with PFN or proceed with the standard RFP process. As PFN is the only provider of Next Generation 911 in the State, PFN would be the only vendor to respond to the RFP. Adoption of the Oakland County contract can be done by resolution of the Ingham County Board of Commissioners.

Oakland County went through a formal RFP process and has a comprehensive contract with PFN. The majority of the counties receiving 911 service from PFN have done so by "piggybacking" on the Oakland County contract. I have reviewed the Oakland County contract and do not see any areas of concern for Ingham County.

If you have any questions with regard to the attached Agreement, do not hesitate to contact me.

Very Truly Yours,

COHL, STOKER & TOSKEY, P.C.



Sarah K. Osburn

SKO/gmk

N:\Client\Ingham\911\Correspondence\Davidson\Ltr re PFN NG Service Agr.docx

Status of IP-911 Deployments in Michigan

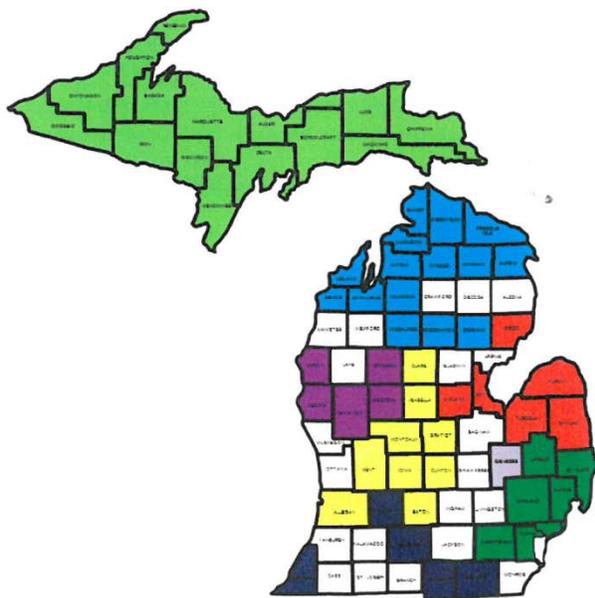
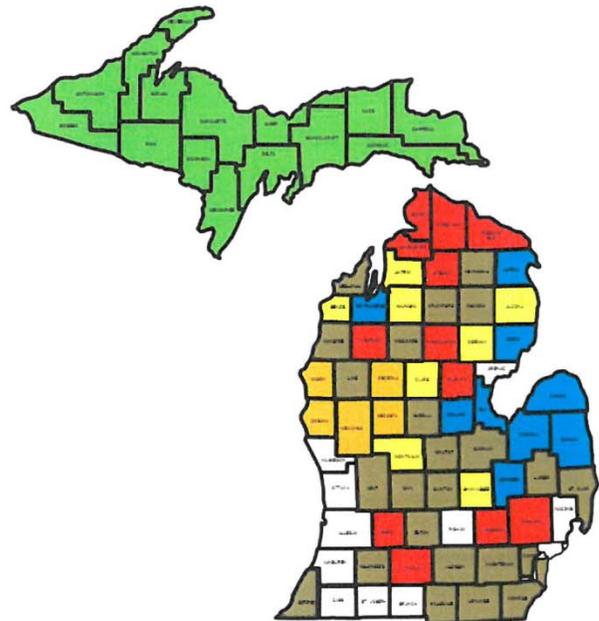
June 2018

Based on data that has been reported to the State 911 Office to date. All data is based on information available through current sources, including counties self-reporting through the SNC 301 forms.

IP Deployment Timeframes

Based on annual reporting data, 41 counties are currently receiving 911 calls via IP lines provided by Peninsula Fiber Network (PFN). An additional 32 counties have agreements in place with PFN for future deployments.

-  Deployed in 2014 (15 counties)
-  Deployed in 2016 (9 counties)
-  Deployed in 2017 (12 counties)
-  Deployed in 2018 (5 counties)
-  Plan to deploy within 12 months (8 counties)
-  Agreement signed, deployment pending (24 counties)



County planning groups depicted by color

Regional Planning Groups

Currently, the State 911 Committee is aware of eight IP-911 planning groups within the state of Michigan. These groups vary in the level of structure and progress.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ADMINISTRATIVE FINDING THAT PENINSULA FIBER NETWORK LLC SHALL BE THE PRIMARY 9-1-1 SERVICE SUPPLIER

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 is authorized under Michigan's Emergency Telephone Service Enabling Act, 1986 PA 32, as amended, ("Act") and under authority provided by its Emergency Telephone Services Plan ("9-1-1 Plan") to make administrative findings regarding among other things, the service suppliers providing 9-1-1 services within the 9-1-1 Plan's Service District.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby makes an Administrative Finding that Peninsula Fiber Network, LLC and/or its affiliate PFN NextGen 9-1-1 Services LLC, shall be the primary 9-1-1 service supplier, employing a common network that enables all other service suppliers within the 9-1-1 Plan's Service District to be selectively routed and otherwise access the 9-1-1 system and the primary PSAPs identified in the Plan.

BE IT FURTHER RESOLVED, that all service suppliers shall cooperate with Peninsula Fiber Network, LLC or its affiliate PFN NextGen 9-1-1 Services LLC in order to facilitate the switchover to its common network, Next Generation Selective Router and other Next Generation 9-1-1 services, features, and offerings as may be applicable or required herein.

BE IT FURTHER RESOLVED, that Peninsula Fiber Network, LLC and/or its affiliate PFN NextGen 9-1-1 Services LLC is authorized and directed to work with the 9-1-1 Plan's service suppliers, the Michigan Public Service Commission, State 9-1-1 Committee and State 9-1-1 Director, and any other state, federal, or local authority in order to effectuate and implement the provisions of this Administrative Finding, including but not limited to the identification for a specific date and time for the switchover to the Peninsula Fiber Network's or its affiliate's common network.

BE IT FURTHER RESOLVED, that Ingham County will receive 9-1-1 service from Peninsula Fiber Network LLC subject to the terms and conditions set forth in Oakland County contract number 004702.

BE IT FURTHER RESOLVED, that this Resolution shall augment, supersede, modify, or replace any inconsistent prior resolution or motion.

BE IT FURTHER RESOLVED, that the Ingham County Clerk shall send a copy of this resolution and its Administrative Findings to PFN and emergency service provider as it deems necessary within Ingham County.

Agenda Item 3

TO: Law & Courts, Human Services, County Services, & Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: May 7, 2019

SUBJECT: Ingham County Strategic Plan Update - Discussion
For the meeting agendas of 5/16, 5/20, 5/21 and 5/22

Ingham County's current Strategic Plan identifies the vision, values, and goals to guide resource allocation and work planning for the years 2018 through 2022. The plan includes strategies and an action plan that specifies activities and tasks for accomplishing the goals. The strategic plan also includes success measures to evaluate the County's progress toward meeting these goals. A summary of the Ingham County Strategic Plan is attached.

The presentation of the Action Plan here includes all of the goals and strategies of the complete Strategic Plan, but only the key implementation tasks related to each liaison committee are shown. Tasks that have been completed are shaded. This is presented as a discussion item, so committees can discuss adding, deleting, or changing any of the current key implementation tasks in order to keep the plan up to date. The most recent update is from February 2019, as was distributed at the February 21, 2019 Board Leadership meeting. Departments will be providing updated information for this document as part of their 2020 budget requests.

Ingham County Strategic Plan Summary

VISION

Ingham County is a welcoming, inclusive, peaceful, engaged, healthy, and just community for all residents.

MISSION

Ingham County will identify and provide high quality, easily accessible services that its residents value. These services will be delivered by an ethical, well-trained workforce comprised of public servants in the most effective, collaborative way possible.

VALUES

While providing County services and doing our work we value:

- Quality resident services;
- Accountability and fiscal responsibility;
- Diversity, equity and inclusion;
- Honesty, integrity and ethics; and
- Creativity and innovation.

GOALS AND STRATEGIES: 2018-2022

The Commissioners developed goals and strategies that address six strategic issue areas:

1. Service to Residents
 - a. Strive to make facilities and services user-friendly.
 - b. Connect and collaborate with local government networks to learn about innovations and new cost effective service delivery models.
 - c. Develop a performance-based measurement system for monitoring and reporting County service delivery and outcomes.
 - d. Ensure employees provide complete and courteous responses to resident questions and inquiries.
 - e. Provide opportunities to gather feedback on County services from the public.
2. Communication
 - a. Promote key services through the local media.
 - b. Provide opportunities for residents and service recipients to share their experiences about County services.
 - c. Consider ways to brand and unify County messaging.
 - d. Assure ease of access to information on and maintenance of the County Web site.
3. Management, Finance and Governance
 - a. Maintain the County's financial reserves at adequate levels.
 - b. Continue to monitor adherence to the County's financial reserve policy.
 - c. Develop options for service levels depending on the County's fiscal health.
 - d. Periodically review and revise policies and contracting procedures to reflect current best practices.
 - e. Conduct periodic internal audits to assess departmental compliance with management and financial policies and procedures.
 - f. Identify long and short-term funding priorities and financing options for capital projects.
 - g. Identify efficiencies through regional collaboration, consolidation and service sharing that promotes accountability, transparency and controlling costs.
 - h. Monitor and address unfunded liabilities.

4. Information Technology
 - a. Support well-trained IT managers and staff current with emerging trends and best practices.
 - b. Annually budget for countywide IT projects including updates to existing software applications.
 - c. Establish consistent standards for department website design, information postings and monitoring.

5. Facilities and Infrastructure
 - a. Review recommendations of the Space Utilization Study for Ingham County.
 - b. Plan physical space needed for future storage needs.
 - c. Identify areas for collaboration with other governmental units for facilities, property, and infrastructure upgrades.
 - d. Consider environmentally-friendly construction strategies.

6. Human Resources and Staffing
 - a. Attract and retain employees who value public service.
 - b. Regularly solicit employee feedback and suggestions for workflow improvements.
 - c. Encourage employee creativity and innovation.
 - d. Support employee and professional development.

OVERARCHING LONG-TERM OBJECTIVES

Overarching Long-term Objective	Goal					
	Service to Residents	Communication	Management, Finance and Governance	Information Technology	Facilities and Infrastructure	Human Resources and Staffing
Fostering economic wellbeing	●					
Preventing and controlling disease	●					
Promoting accessible healthcare	●					
Assisting in meeting basic needs	●					
Fostering youth development	●					
Enhancing access to County records		●				
Supporting public safety			●			
Assuring fair and efficient judicial processing			●			
Providing appropriate evidence based sanctions for adult offenders			●			
Providing appropriate evidence based treatment and sanctions for at-risk youth and juveniles			●			
Providing a quality transportation system, including roads					●	
Providing a suitable and ecologically sensitive drainage system					●	
Providing recreational opportunities					●	
Promoting environmental protection, smart growth and conservation					●	

ACTION PLAN UPDATE - LAW & COURTS COMMITTEE (shaded tasks are complete)

Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
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Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County.

Strategy 1. Strive to make facilities and services user-friendly

s. Work with DHHS to fix their handbook and administrative rules to eliminate confusion.	<u>Circuit Court - Juvenile Division</u> Michigan Department of Health and Human Services Board of Commissioners Controller		The Juvenile Division has attended all training and forums related to the Child Care Fund. Additionally, the Deputy Court Administrator and the Michigan Association of Family Court Administrators have met regularly to address concerns as they arise. It should also be noted that in September of 2017, the Juvenile Division participated in an on-site review by the Child Care Fund audit team. It was determined that the Juvenile Division was effective in reporting costs that were accurate, allowable and appropriate according to state laws, regulations and departmental policy.
u. Maintain the minimal level of Law Enforcement /Road Patrol response in the Sheriff's Office primary service area within the current revenue stream.	<u>Sheriff's Office</u>	Remain at current level through 2020	Formal Reorganization of ICSO in 2018/2019 with the proposed addition of one new Field Services Sergeant position. This position has been added and made a noticeable improvement to operations. Sheriff's Safer Schools Initiative
v. Continue to take the lead in organizing interagency cooperation and obtaining state and federal grant funding to protect Ingham County against all hazards, including an emphasis on terrorism, natural disasters and accidents.	<u>Homeland Security Office</u> Purchasing MSU Extension MSP EOC Lansing SEOC MSU EOC		Strong partnerships have been established and are maintained with our local, state, regional and federal partners

Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
w. Continue work to stem the epidemic of Opioid/Heroin related deaths and crime.	<u>Health Department</u> Prosecuting Attorney Sheriff's Office Tri-County Metro Squad Circuit Court - Juvenile Division FAN Lansing/Mason Area Opiate Task Force TCOA	Ongoing/Annual	The Ingham Opioid Abuse Prevention Initiative continued to meet and follow the strategic plan that it developed. Activities include collaborating with the County Jail and Community Mental Health to develop plans of care for inmates with Substance Use Disorders. Ingham County has retained Weitz & Luxenberg to pursue legal action against manufacturers and distributors of opioids.
x. Continue work that targets violent offenders, high level drug dealers, gang activity, and gun violence.	<u>Prosecuting Attorney</u> Tri-County Metro Squad	Ongoing/Annual	ICPO works with police and law enforcement partners to prosecute violent crimes, much of which is the result of the illegal drug trade. In the absence of sensible gun legislation at the state and national level, it is local police and prosecutors who are on the front lines addressing gun violence. Many of our homicides result from the illegal drug trade and we support efforts to reduce illegal drug activity, in our community and throughout the State of Michigan.

Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County.

Strategy 2. Connect and collaborate with local government networks to learn about innovations and new cost effective service delivery models.

a. Provide additional resources to the task force focusing on the epidemic of opiate addiction in Ingham County.	<u>Health Department</u> Sheriff's Office Prosecuting Attorney MSU Extension TCOA	Ongoing through 2022	The Health Department secured \$70,000 in funding from the Blue Cross Blue Shield of MI Foundation to support the activities of the Ingham Opioid Abuse Prevention Initiative and is utilizing these funds in 2018. CMH has begun distributing Narcan to at-risk individuals upon their release from the Ingham County Jail. The Sheriff has had several mobile pill collections at community events.
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Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
c. Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC)	<u>Controller</u> Circuit Court District Court Prosecuting Attorney	<u>Following Deadlines as set by MIDC</u>	Compliance Plan including 54A, 54B, and 55th District Courts and 30th Circuit Court submitted to MIDC. Plan accepted by MIDC and funding from State of Michigan granted. Implementation planning for a County Public Defender Office is underway.
d. Continue and consider expansion of the network of various Ingham County Specialty Courts (Domestic Violence, Mental Health, Substance Abuse, and Veterans Courts).	<u>District Court</u> Circuit Court Prosecuting Attorney Sheriff's Office Circuit Court - Juvenile Division	Ongoing	The court continues to work with other courts and community partners to enhance and expand existing specialty court programs.
e. Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.	<u>District Court</u> Community Corrections Advisory Board Sheriff's Office Circuit Court Prosecuting Attorney	Ongoing	The court focus is on rehabilitation and sentences are designed for what is best for the defendant and the community

Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County.

Strategy 3. Develop a performance-based measurement system for monitoring and reporting County service delivery and outcomes.

d. Identify acceptable response time ranges to develop plans to address any shortfalls in meeting the acceptable time ranges for calls for service.	<u>Sheriff's Office</u> 9-1-1 Center	Annual Basis	Pending reorganization would add one additional unit to respond / improve response times to CFS Sheriff's Safer Schools Initiative. Sheriff has assigned a deputy to each rural township and has worked to develop interagency relationships.
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Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
e. Identify appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population.	<u>Community Corrections Advisory Board</u> Prosecuting Attorney Sheriff's Office Circuit Court/Pretrial Services District Court Private Service Providers	Develop definition of recidivism by Oct. 1, 2017 Establish baseline by collecting data for 1 year - October 1, 2018	Due to the scope of this project and time constraints this FY, the Action Plan has been revised. The overall scope and feasibility of defining and tracking recidivism will be explored by June 30, 2019. Based on the results, an Implementation Plan and Timeline will be developed by September 30, 2019; Use of structured sentences that include evidence-based program models shown to reduce participant recidivism will continue to be utilized.

Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County.

Strategy 4. Ensure employees provide complete and courteous response to resident questions and inquiries.

Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County.

Strategy 5. Provide opportunities to gather feedback on County services from the public.

	<u>Board of Commissioners</u> Innovation and Technology Animal Control Circuit Court Sheriff's Office		Every public meeting is a chance to gather feedback. However, an example of specific engagement with the public is the sessions held by the Sheriff to educate the public on the Jail millage.
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Goal B. Communication: Improve service by enhancing the quality of external and internal communication.

Strategy 1. Promote key services through the local media.

Goal B. Communication: Improve service by enhancing the quality of external and internal communication.

Strategy 2. Provide opportunities for residents and service recipients to share their experiences about County services.

Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
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Goal B. Communication: Improve service by enhancing the quality of external and internal communication.

Strategy 3. Consider ways to brand and unify County messaging

Goal B. Communication: Improve service by enhancing the quality of external and internal communication.

Strategy 4. Assure ease of access to information on and maintenance of the County Web site.

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 1. Maintain the County's financial reserves at adequate levels.

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 2. Continue to monitor adherence to the County's financial reserve policy

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 3. Develop options for service levels depending on the County's fiscal health.

d. Consider the 9-1-1 Advisory Committee recommendation to submit to the electorate a supplemental 9-1-1 Operational Millage to build up a fund balance to upgrade or replace the current Public Safety Communications System.	<u>Board of Commissioners</u> 9-1-1 Center	Increase start in 2018 and continue for several years. Radio system must be replaced/updated by 2021.	The Board of Commissioners decided to move forward with a ballot question in November 2018 to increase the 9-1-1 surcharge to fund a full radio replacement, per Resolution 18-322. The ballot question was approved by voters and the radio replacement project is underway.
e. Supplement the CCAB Plans and Programs through local funding given the limited resources available.	<u>Community Corrections Advisory Board</u> Circuit Court Prosecuting Attorney	2018	CMH-CATS, Jail and Community Corrections worked together to propose programming that could potentially be funded through the Justice Complex Millage. A proposal was submitted for community-based programming.

Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
f. Expand diversion program to divert non-violent economic crime from the traditional Courts dockets.	<u>Prosecuting Attorney</u>		We are working to further expand the eligibility of diversion cases. If marijuana is legalized in the State of Michigan, a significant number of our annual Diversion cases would no longer be filed. We are planning for this eventuality by looking at additional cases and offense categories for which Diversion programming is an appropriate solution.
g. Expand evidence based juvenile programming to adequately address the increased Family Division caseload should 17 year olds become part of their responsibilities.	<u>Circuit Court - Juvenile Division</u> Prosecuting Attorney	Annually	The Juvenile Division attempts to support this goal by reorganizing a Juvenile Court Officer position to a second Family Center Supervisor. The Family Center currently has the infrastructure to treat juveniles through their 18th birthday. This new position will be able to make decisions in the face of a critical incident at the Family Center. Currently there is one Supervisor working 12:00 pm to 8:00 pm. This new Supervisor position will provide necessary coverage from 7:30 am – 3:00 pm, while the other Supervisor will work 12:30 pm – 8:30 pm.

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 4. Periodically review and revise policies and contracting procedures to reflect current best practices.

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 5. Conduct periodic internal audits to assess departmental compliance with management and financial policies and procedures.

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 6. Identify long and short-term funding priorities and financing options for capital projects.

Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
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Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 7. Identify efficiencies through regional collaboration, consolidation and service sharing that promote accountability, transparency and controlling costs.

e. Improve the timing of Child Care Fund reimbursements received from the State of Michigan.	<u>Circuit Court - Juvenile Division</u>		The Juvenile Division intends to develop and maintain a Child Care Fund Annual Plan and Budget through a strong collaboration with the Ingham County Budget Office and the Financial Services Department. Reimbursement will be timely if the Child Care Fund Annual Plan and Budget is properly constructed. The Annual Plan and Budget will be developed this summer with proper coordination between departments.
g. Continue the contracts with MSU to continually evaluate the effectiveness of the Juvenile Court Programing including millage-based programs.	<u>Circuit Court - Juvenile Division</u>	Annually	The newly created Clinical Mental Health Professional conducts quarterly fidelity assessments of evidence based curriculums utilized by the Juvenile Division. In January 2018, a formal continuous quality improvement (CQI) plan was instituted to assist with program evaluation and continued implementation for Juvenile Division programming. This evaluation will provide information regarding each program’s fidelity to its model. This information will be shared with the relevant agency/personnel along with recommendations to ensure that all programming continues to implement best practices.

Goal C. Management, Finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services to residents.

Strategy 8. Monitor and address unfunded liabilities.

Goal D. Information Technology: Enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent.

Strategy 1. Support well-trained IT managers and staff current with emerging trends and best practices.

Key Implementation Tasks	<u>Lead Responsibility/Others Involved</u>	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
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Goal D. Information Technology: Enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent.

Strategy 2. Annually budget for countywide IT projects including updates to existing software applications.

Goal D. Information Technology: Enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent.

Strategy 3. Establish consistent standards for department website design, information postings and monitoring.

Goal E. Facilities and Infrastructure: Provide user friendly, accessible facilities and quality infrastructure.

Strategy 1. Review recommendations of the Space Utilization Study for Ingham County.

a. Use the Animal Control Millage to build a new Animal Control Replacement facility on existing county property in Mason.	<u>Facilities</u> Animal Control Purchasing Building Authority	End of 2018/4th Quarter 2018	Both the a CM and A&E firm has been selected. Construction is underway and completion of the project is anticipated for early summer of 2019.
b. Develop strategies to finance with new revenue a modern new Ingham County Jail that is more humane, efficient and cost effective with appropriate security levels, programming and staffing.	<u>Board of Commissioners</u> Courts Sheriff Controller Facilities	August 2018	The County is requesting that the voters consider a millage that would replace the current county jail, the Sheriff's administrative offices and court facilities located in Mason. This construction would be financed with bonds which would be paid for by the proceeds of the millage over the next 20 years. The County is also requesting additional programming funds over the same time period in order to expand services that would treat substance addictions and mental illness at the jail, and also to reduce re-incarceration among arrested persons. Voters approved the millage, and planning for the new justice complex and expanded programming is underway.

Key Implementation Tasks	<u>Lead Responsibility</u> /Others Involved	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
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Goal E. Facilities and Infrastructure: Provide user friendly, accessible facilities and quality infrastructure.

Strategy 2. Plan physical space needed for future storage needs.

Goal E. Facilities and Infrastructure: Provide user friendly, accessible facilities and quality infrastructure.

Strategy 3. Identify areas for collaboration with other governmental units for facilities, property, and infrastructure upgrades.

b. Explore methods to so share and/or consolidate District Court programming, operations and /or facilities.	<u>Controller</u> Law and Courts Committee 55th District Court State Court Administrator	Ongoing	This is ongoing. Meetings occurred in 2018 and are scheduled into the future.
c. Evaluate and plan for adult caseload reduction if the state legislation is approved to move 17-year-olds	<u>Circuit Court</u> Sheriff's Office		Thus far, the State has been unable to fund Raise the Age Legislation so the legislation has not been passed. For purposes of evaluating and planning adult caseload reduction, the county has averaged six 17-year-olds a month.

Goal E. Facilities and Infrastructure: Provide user friendly, accessible facilities and quality infrastructure.

Strategy 4. Consider environmentally-friendly construction strategies.

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

Strategy 1. Attract and retain employees who value public service.

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

Strategy 2. Regularly solicit employee feedback and suggestions for workflow improvements.

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

Key Implementation Tasks	<u>Lead Responsibility/Others</u> Involved	Timeline (Suggested Quarter/Year to complete)	February 2019 Update
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Strategy 3. Encourage employee creativity and innovation.

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

Strategy 4. Support employee and professional development.
