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VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
ROBIN NAEYAERT

**LAW & COURTS COMMITTEE**  
DERRELL SLAUGHTER, CHAIR  
MARK POLSDOFER  
VICTOR CELENTINO  
CHRIS TRUBAC  
IRENE CAHILL  
RANDY SCHAFER  
RANDY MAIVILLE

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

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, OCTOBER 13, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/81848426836>.

Agenda

Call to Order

Approval of the [September 29, 2022 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Community Corrections Advisory Board – Interviews
2. Sheriff's Office – Resolution to Authorize an Interlocal Agreement with the City of Lansing for the 2022 [Local JAG Grant](#)
3. Circuit Court – Juvenile Division
  - a. Resolution to Accept the [Michigan Drug Court Grant](#) Program for the Ingham County Family Recovery Court
  - b. Resolution to Authorize an Agreement with Rite of Passage – [Safe Passage](#)
  - c. Resolution to Authorize a Statement of Work with [Imagesoft](#) for the Purchase of Scanners
4. Public Defenders Office
  - a. Resolution to Approve an Agreement with the [City of East Lansing](#) for Its Local Share Contribution under the County's Michigan Indigent Defense Commission 2022-2023 Compliance Plan
  - b. Resolution to Approve an Agreement with the [City of Lansing](#) for Its Local Share Contribution under the County's Michigan Indigent Defense Commission 2022-2023 Compliance Plan
5. Facilities Department – Resolution to Authorize an Agreement with [Laux Construction](#) for Security Improvements at the Ingham County Family Center
6. Animal Control and Shelter
  - a. Resolution to Approve the Creation of an [Animal Control Officer](#) Position
  - b. Cat Programming at the Shelter (*Presentation*)

7. Law & Courts Committee – Resolution Declaring the Month of November as “[Family Court Awareness Month](#)” in Ingham County

Announcements  
Public Comment  
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES  
OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at [www.ingham.org](http://www.ingham.org).

LAW & COURTS COMMITTEE  
September 29, 2022  
Draft Minutes

Members Present: Schafer, Celentino, Cahill, Maiville, and Trubac.

Members Absent: Slaughter and Polsdofer.

Others Present: Teri Morton, Kylie Rhoades, Madison Hughes, Alex Brace, Lisa Bonney, Quenton Lerma, Barb Davidson, Sara Deprez, Mike Cheltenham, George Strander and others.

The meeting was called to order by Commissioner Celentino at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/81848426836>.

Approval of the September 15, 2022 Minutes

COMMISSIONER CELENTINO STATED, WITHOUT OBJECTION, THE MINUTES OF THE SEPTEMBER 15, 2022 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Slaughter and Polsdofer.

Additions to the Agenda

2. Circuit Court
  - b. Resolution to Authorize an Agreement with the State Court Administrative Office for Reimbursement of State Litigation Costs Under MCL 800.453

Limited Public Comment

None.

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

1. Prosecuting Attorney's Office – Resolution to Accept the 2018 SAKI Grant with the Michigan State Police and to Authorize a Subcontract with the Jackson County Prosecutor's Office and the Blackman Leoni Township Department of Public Safety
2. Circuit Court
  - a. Resolution to Authorize a Contract Increase for Jill Rhode, CPA to Continue Providing Essential Bookkeeper Services for 30<sup>th</sup> Circuit Court, General Trial Division
  - b. Resolution to Authorize an Agreement with the State Court Administrative Office for Reimbursement of State Litigation Costs Under MCL 800.453

3. Controller’s Office – Resolution to Extend the Agreement for Temporary Jail Medical Services with Advanced Correctional Healthcare, Inc., through December 31, 2022
5. 9-1-1 Central Dispatch Center – Resolution to Authorize Language Interpretation Services Agreements for the 9-1-1 Center
6. Circuit Court – Family Division – Resolution to Authorize a Three-Year Contract with Ingham Intermediate School District for Educational Instruction at the Ingham Academy

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

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

4. Law & Courts Committee – Resolution Authorizing 2023 Agreements for Juvenile Justice Community Agencies

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

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. SCHAFER, TO AMEND THE RESOLUTION AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2023 through December 31, 2023, for each Community Agency listed below in accordance with the dollar amounts allocated in the 2023 Budget as stated below, and for the services to Ingham County residents previously approved by the Law & Courts Committee:

- Child & Family Charities – Juvenile Screening & Assessment Program \$ **49,048**
- Child and Family Charities – Teen Court \$ **33,462**
- Resolution Services Center of Central Michigan – Restorative Justice \$ **67,000**
- Small Talk – Health Boundaries/Mental Health Therapy \$ **50,000**

THE MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioners Slaughter and Polsdofer.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioners Slaughter and Polsdofer.

Announcements

None.

### Public Comment

Alex Brace, Small Talk Children's Advocacy Center Executive Director, expressed his thanks to the Law and Courts Committee for the continued support. He further stated that the past few years had been difficult due to the COVID-19 pandemic.

Mr. Brace stated that Small Talk Children's Advocacy Center hoped to receive continued support for the provided counseling services. He further stated support would be needed for the Healthy Boundaries Program, which was started in 2021 and provided appropriate mental health guidance to children who exhibited problematic sexual behaviors.

Mr. Brace stated the Healthy Boundaries Program had previously been run by one staff member but hoped to train the remaining clinical staff. He further stated this program had a positive response with the community and the funding provided would help to expand this program.

Lisa Bonney, Resolution Services Executive Director, expressed her thanks to the Law and Courts Committee. She further stated the combined programs had made a noticeable difference in Resolution Services' ability to serve the community.

Quenton Lerma, Child & Family Charities Mental Health Therapist, expressed gratitude towards the Law and Courts Committee for the continued support, and the opportunity to serve the community of Lansing.

### Adjournment

The meeting was adjourned at 6:08 p.m.

**OCTOBER 13, 2022 LAW & COURTS AGENDA  
STAFF REVIEW SUMMARY**

**RESOLUTION ACTION ITEMS:**

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

2. *Sheriff's Office – Resolution to Authorize an Interlocal Agreement with the City of Lansing for the 2022 Local JAG Grant*

This resolution will authorize entering into an interlocal agreement between Ingham County and the City of Lansing to accept the \$137,639 allocated portion of the 2022 Local Justice Assistance Grant (JAG) for the time period of October 2022 through September 2024. The Sheriff's Office has been allocated \$15,455 from the total grant award, leaving the Lansing Police Department with the amount of \$122,184. The awarded funds will be used to assist in the purchase of lockable Havis storage boxes with electronic trays to be installed in the rear portion of patrol vehicles.

See memo for details.

- 3a. *Circuit Court – Juvenile Division – Resolution to Accept the Michigan Drug Court Grant Program for the Ingham County Family Recovery Court*

This resolution will authorize accepting a grant award from the Michigan Drug Court Grant Program for the Ingham County Circuit Court's Family Recovery Court for the sum of \$118,000, which includes continued employment of a three-quarter time Family Recovery Court Coordinator and a Special Part-Time Family Recovery Court Program Assistant position, for the period of October 1, 2022 through September 30, 2023. This will also approve a subcontract with Mid-Michigan Recovery Services (MMRS) to provide peer recovery coaches and clinical staff at team meetings with a total cost not to exceed \$1,003 for the duration of this grant period. These funds are used to provide enhanced services to participants who are petitioned to the Circuit Court for child abuse and neglect with their primary barrier being substance use.

See memo for details.

- 3b. *Circuit Court – Juvenile Division – Resolution to Authorize an Agreement with Rite of Passage – Safe Passage*

This resolution will authorize an agreement with the Rite of Passage – Safe Passage program for placement of adjudicated youth for a per diem not to exceed \$713.28 for the time period of October 1, 2022 through September 30, 2023. This program serves male and female youth ages 10 through 18 and provides a short-term secure diagnostic evaluation. The average length of stay for youth in the program is 30-60 days. Although this per diem is higher than average for residential programming, the services offered are more extensive and targeted for youth with complicated co-occurring issues. Funds for these placements are available within the Child Care Fund.

See memo for details.

3c. Circuit Court – Juvenile Division – Resolution to Authorize a Statement of Work with Imagesoft for the Purchase of Scanners

This resolution will authorize the purchase of one high capacity scanner and two desktop scanners pursuant to ImageSoft Statement of Work No. 22678 for a price not to exceed \$8,432. The Juvenile Division has been working with ImageSoft to build and implement a document management system, and is requesting authorization to purchase one high capacity and two desktop scanners necessary for the scanning of documents. The high capacity scanner will be used for back scanning of casework and legal files. The other desktop scanners will be located at the Ingham County Youth Center and the front desk of the Juvenile Division for scanning of incoming documents.

See memo for details.

4a. Public Defenders Office – Resolution to Authorize an Agreement with the City of East Lansing for Its Local Share Contribution under the County’s Michigan Indigent Defense Commission 2022-2023 Compliance Plan

4b. Public Defenders Office – Resolution to Authorize an Agreement with the City of Lansing for Its Local Share Contribution under the County’s Michigan Indigent Defense Commission 2022-2023 Compliance Plan

These resolutions will authorize agreements whereby the Cities of East Lansing and Lansing will pay their 2022-2023 local shares of the Michigan Indigent Defense Commission (MIDC) grant to Ingham County. A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63. The local share will be split among Ingham County (\$890,346.63), the City of Lansing (\$22,158), and the City of East Lansing (\$16,577). The local share payments are increased 3.0% over the initial local share calculation, as required by the Michigan Indigent Defense Act.

See memo for details.

5. Facilities Department – Resolution to Authorize an Agreement with Laux Construction for Security Improvements at the Ingham County Family Center

This resolution will authorize entering into an agreement with Laux Construction LLC for the security improvements to the Ingham County Family Center (ICFC) for an amount not to exceed \$1,201,029, including a \$52,000 contingency. The ICFC is in need of security upgrades and improvements for staff and students. These improvements will include but are not limited to: moving the door three entrance to the sanctuary vestibule for security screening, enclosing the security area for screening, reconstructing and hardening all entrances for security, upgrading the glass to include ballistic film, adding security panels, replacing the wood panels with glass in the Sanctuary exterior perimeter and bringing the fire alarm and sprinkler system up to code. This project also addresses Americans with Disabilities Act (ADA) compliance. Laux Construction submitted the lowest responsive and responsible proposal.

Funds for this project are available within the Juvenile Justice Millage fund balance, which has a fund balance of \$2.83 million as of January 1, 2022.

See memo for details.

6a. Animal Control – Resolution to Approve the Creation of an Animal Control Officer Position

This resolution will approve the creation of an additional Animal Control Officer (CCLP Animal Control Grade 2) to the Ingham County Animal Control & Shelter (ICACS). In August 2022, a millage was passed to fund the continued operation of the ICACS. When this millage was proposed to the Board of Commissioners, part of the funding was intended to be used for the creation of an Animal Control Officer (ACO) position which would allow ICACS to create a detective position as a special assignment within the ACO unit, which will provide for proactive investigations into criminal activities such as dogfighting and inhumane animal breeding operations.

It is requested that this position be created upon passage of this resolution. Funds are available within the Animal Shelter Millage fund balance to cover any costs incurred in 2022.

See memo for details.

**OTHER ITEMS:**

1. Community Corrections Advisory Board – Interviews

6b. Animal Control – Presentation on Cat Programming at the Shelter

7. Law & Courts Committee – Resolution Declaring the Month of November as “Family Court Awareness Month” in Ingham County

## Agenda Item 2

**TO:** Board of Commissioners Law & Courts and Finance Committees  
**FROM:** Lieutenant Ted Harrison  
**DATE:** October 4, 2022  
**SUBJECT:** 2022 Local JAG Grant  
For the meeting agenda of October 13, 2022 and October 19, 2022, respectively

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### **BACKGROUND**

The Sheriff's Office has been allocated \$15,455 from a \$137,636 JAG Grant award, leaving the Lansing Police Department \$122,184 as their allocated portion. To meet JAG Grant requirements both entities must enter into an interlocal agreement prior to receiving said funds.

### **ALTERNATIVES**

There are no viable alternatives.

### **FINANCIAL IMPACT**

The awarded funds will be used to assist in the purchase of lockable, Havis storage boxes with electronic trays to be installed in the rear portion of patrol vehicles. This will greatly reduce the financial burden to the Sheriff's Office, and therefore, the County as a whole.

### **STRATEGIC PLANNING IMPACT**

The purchasing of these boxes will allow for secure transport and storage of expensive police equipment. These boxes are bolted to the interior of the vehicle, which will not only protect the equipment but also the occupants from flying debris during a collision. The locking electronics tray attached to the box allows for the security of the electronics wired throughout the vehicle such as the in-car computer, digital radio system, and mobile video recording equipment.

### **OTHER CONSIDERATIONS**

The purchase of these boxes will add to the safety and security of expensive police equipment to include door breaching tools, ballistic shield, first aid kits, and preliminary breath test instruments. We currently use the Havis system for newly built patrol vehicles. More patrol vehicles will be built and equipped in the future. Using any company other than Havis will not be compatible with our current system.

### **RECOMMENDATION**

Based on the information contained herein, I respectfully recommend the approval of the attached resolution to enter into the interlocal agreement for acceptance of the 2022 JAG Grant Award.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN INTERLOCAL AGREEMENT WITH THE CITY OF LANSING  
FOR THE 2022 LOCAL JAG GRANT**

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff's Office were allocated \$137,639 from the 2022 Local JAG grant from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$15,455; and

WHEREAS, as part of the application process to receive this funding from the 2022 Local JAG grant, the Ingham County Sheriff's Office must enter into an interlocal agreement with the City of Lansing allowing for disbursement of allocated funds to both government police agencies; and

WHEREAS, the portion allocated for the Ingham County Sheriff's Office will be spent on the purchase of lockable, Havis storage boxes with electronic trays to be installed in the rear portion of patrol vehicles.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an interlocal agreement between Ingham County, and the City of Lansing to accept the \$137,639 allocated portion of the 2022 Local JAG grant for the time period of October 2022 through September 2024.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$15,455 to the Ingham County Sheriff's Office for the purchase of lockable, Havis storage boxes.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary adjustments to the 2022-2024 Sheriff's Office budgets consistent with this resolution.

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

**TO:** Law & Courts and Finance Committees  
**FROM:** Scott LeRoy, Deputy Court Administrator  
Mary Ferranti, Family Services Director  
**DATE:** October 4, 2022  
**SUBJECT:** Resolution for Acceptance of the Michigan Drug Court Grant Program for the Ingham County Family Recovery Court.

For the meeting agendas of October 13 and October 19, 2022

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**BACKGROUND**

The Circuit Court Juvenile Division has successfully applied for grant funds from the State Court Administrator's Office and the Michigan Drug Court Grant Program. These funds are used to provide enhanced services to participants who are petitioned to the Circuit Court for child abuse and neglect with their primary barrier being substance use. This grant provides the funding for a ¾ time Family Recovery Court Program Coordinator as well as a special part time Family Recovery Court Program Assistant. Securing this grant will allow for the continuation of employment for these two positions as well as enhanced treatment, substance use testing, and other incentive programs which will allow for a better outcome for the participants and their families.

**ALTERNATIVES**

This programming allows for at least a 50% higher rate of success for this high risk population and their families.

**FINANCIAL IMPACT**

The Juvenile Division does not have a budget for these positions or enhanced services which provide substance use disorder treatment. The grant funds awarded in the amount of \$118,000 provide for the continuation of two positions as well as enhanced treatment services.

**STRATEGIC PLANNING IMPACT**

Acceptance and continuation of grant funds enhances the strategic plan by supporting public safety. Family Recovery Court provides increased supervision of the families involved. This can also lead to quicker permanency in child neglect cases.

**OTHER CONSIDERATIONS**

None

**RECOMMENDATION**

That the resolution be authorized.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT THE MICHIGAN DRUG COURT GRANT PROGRAM  
FOR THE INGHAM COUNTY FAMILY RECOVERY COURT**

WHEREAS, on September 28, 2022, the Michigan Supreme Court, State Court Administrator's Office awarded the 30<sup>th</sup> Judicial Circuit Court-Family Recovery Court \$118,000 through the Michigan Drug Court Grant Program (MDCGP) for Fiscal Year 2023 (October 2022 through September 2023); and

WHEREAS, the Family Recovery Court handles cases involving parents of children petitioned to the Court for abuse and neglect and the parent's primary barrier is substance use; and

WHEREAS, the barriers affected with this grant will include supervision, transportation, peer recovery coaching, and substance use testing; and

WHEREAS, the grant award includes maintaining funding of a  $\frac{3}{4}$  time Family Recovery Court Coordinator to complete screenings and intake of new participants, implement program processes, data entry, and coordinate services; and

WHEREAS, the Family Recovery Court Coordinator position has been determined by the Ingham County's Human Resource Department to be a  $\frac{3}{4}$  time position with benefits and is a member of the Office and Professional Employees International Union (OPEIU) and funded for the duration of the grant ending September 30, 2023; and

WHEREAS, the grant award includes maintaining funding for a Special Part-Time Program Assistant to provide supervision, random substance use testing, and assisting in delivering incentives and certificates; and

WHEREAS, the Family Recovery Court Program Assistant position has been determined by Ingham County's Human Resource Department to be a Special Part-Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant ending September 30, 2023; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Family Recovery Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Drug Court Grant Program for the Ingham County Circuit Court's Family Recovery Court for the sum of \$118,000 which includes continued employment of a  $\frac{3}{4}$  Family Recovery Court Coordinator that would be part of the OPEIU, with benefits, and continued employment of grant funded Special Part-Time Family Recovery Court Program Assistant position, at a UAW B pay grade, without benefits, for the period of October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that a grant subcontract with Mid-Michigan Recovery Services (MMRS) is authorized to provide peer recovery coaches and clinical staff at team meetings; total costs are not to exceed \$1,003.00 for the duration of this grant period.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 and 2023 Circuit Court Juvenile Division budget and Position Allocation List.

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.

**TO:** Law & Courts and Finance Committees  
**FROM:** Scott LeRoy, Deputy Court Administrator  
**DATE:** October 4, 2022  
**SUBJECT:** Resolution to Authorize Entering into an Agreement with Rite of Passage – Safe Passage  
For the meeting agendas of October 13 and October 19, 2022

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**BACKGROUND**

The Juvenile Division, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate residential treatment facility.

The Juvenile Division wishes to enter into an agreement with Rite of Passage – Safe Passage in South Bend, Indiana. The Rite of Passage – Safe Passage program serves both male and female youth ages 10 through 18 and provides a short-term secure diagnostic evaluation. The program is designed for youth who present with acute distress, atypical and disruptive behavior patterns, family turmoil, mental health issues, self-harm, and assaultive behaviors. The average length of stay for youth in the program is 30-60 days. The per diem is \$713.28. Although this per diem is higher than average for residential programming, the services offered are more extensive and targeted for youth with complicated co-occurring issues.

The program has been toured by Juvenile Division employees and their license is also in good standing. Further, the Juvenile Division currently has a youth placed at Rite of Passage – Safe Passage on a Single Placing Agreement.

The Juvenile Division wishes to enter into an agreement from October 1, 2022 – September 30, 2023.

**ALTERNATIVES**

The Juvenile Division would not use Rite of Passage – Safe Passage for residential placement if there is no executed agreement.

**FINANCIAL IMPACT**

The Juvenile Division has a line item allocated to cover the cost of residential placements. For the past three years, the Juvenile Division has underspent this line item due to the ongoing efforts of treating youth in the community by using innovative and evidence-based practices.

**STRATEGIC PLANNING IMPACT**

Provide appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

**OTHER CONSIDERATIONS**

None

**RECOMMENDATION**

That the resolution be authorized.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH RITE OF PASSAGE – SAFE PASSAGE**

WHEREAS, the Circuit Court Juvenile Division, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, the Rite of Passage – Safe Passage program serves both male and female youth ages 10 through 18 and provides a short-term secure diagnostic evaluation; and

WHEREAS, the Rite of Passage – Safe Passage program is designed for youth who present with acute distress, atypical and disruptive behavior patterns, family turmoil, mental health issues, self-harm, and assaultive behaviors; and

WHEREAS, the Rite of Passage – Safe Passage program’s average length of stay for youth is 30-60 days; and

WHEREAS, the cost of placement at the Rite of Passage – Safe Passage program is Child Care Fund reimbursable; and

WHEREAS, the Circuit Court Juvenile Division would like to enter into a one-year contract with Rite of Passage – Safe Passage for the purpose of providing diagnostic evaluations and treatment interventions to adjudicated delinquent youth; and

WHEREAS, the Circuit Court Juvenile Division conducts ongoing examination of the residential facilities to ensure services are being delivered appropriately and effectively.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the Rite of Passage – Safe Passage program for placement of adjudicated youth for a per diem not to exceed \$713.28 for the time period of October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Juvenile Division’s Private Institution line item within the Child Care Fund.

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

## Agenda Item 3c

**TO:** Law & Courts and Finance Committees  
**FROM:** Scott LeRoy, Deputy Court Administrator  
**DATE:** October 6, 2022  
**SUBJECT:** Resolution to Authorize Statement of Work with ImageSoft for the purchase of Scanners  
For the meeting agendas of Law and Courts Committee October 13 and Finance Committee  
October 19, 2022

### **BACKGROUND**

The Juvenile Division has been working with ImageSoft to build and implement a document management system. ImageSoft is the current County vendor for imaging and utilized by several County departments. Imaging of documents will significantly improve efficiency of work flow and reduce reliance on paper, printing, and the physical storage of files.

The Juvenile Division is requesting authorization to purchase one high capacity and two desktop scanners necessary for the scanning of documents. The high capacity scanner will be used for back scanning of casework and legal files. The other desktop scanners will be located at the Ingham County Youth Center and the front desk of the Juvenile Division for scanning of incoming documents.

Ingham County IT received a Statement of Work from ImageSoft for all three scanners for a total price not to exceed \$8,432.

### **ALTERNATIVES**

If the purchase is not approved, the Juvenile Division will utilize the existing Multi-Functional Devices located at the Grady Porter Building, Youth Center, and Family Center. This alternative will significantly reduce the efficiencies of having a document management system.

### **FINANCIAL IMPACT**

This is largely a one-time cost with a small reoccurring maintenance contract. The Juvenile Division budget has funds available within the 2022 General Fund budget for the purchase of the three scanners.

### **STRATEGIC PLANNING IMPACT**

The Juvenile Division having an efficient document management system will assist with the Overarching Long-term Objectives of the County by supporting public safety and assuring fair and efficient judicial processing.

### **OTHER CONSIDERATIONS**

None.

### **RECOMMENDATION**

Authorize the purchase of scanners.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A STATEMENT OF WORK WITH IMAGESOFT  
FOR THE PURCHASE OF SCANNERS**

WHEREAS, the Juvenile Division has been working with ImageSoft to build and implement a document management system; and

WHEREAS, ImageSoft is the current County vendor for imaging and utilized by several County departments; and

WHEREAS, imaging of documents would significantly improve efficiency of work flow and reduce reliance on paper, printing, and the physical storage of files; and

WHEREAS, the Juvenile Division is requesting authorization to purchase one high capacity and two desktop scanners necessary for scanning of documents; and

WHEREAS, Ingham County IT received Statement of Work No. 22678 from ImageSoft for all three scanners for a total price not to exceed \$8,432.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of one high capacity scanner and two desktop scanners pursuant to ImageSoft Statement of Work No. 22678 for a price not to exceed \$8,432.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents related to the purchase of scanners pursuant to ImageSoft State of Work No. 22678 on behalf of the County after approval as to form by the County Attorney.

**TO:** Law & Courts and Finance Committees

**FROM:** Teri Morton, Deputy Controller

**DATE:** October 4, 2022

**SUBJECT:** Resolutions to Approve Agreements with the City of East Lansing and the City of Lansing for their Local Share Contributions under the County's Michigan Indigent Defense Commission (MIDC) 2022-2023 Compliance Plan

For the meeting agendas of October 13 and 19

**BACKGROUND**

The Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2022-2023 Compliance Plan and Cost Analysis, which continues the Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30<sup>th</sup> Circuit Court, 54A District Court, 54B District Court, and the 55<sup>th</sup> District Court.

A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63. The local share will be split among Ingham County (\$890,346.63), the City of Lansing (\$22,158), and the City of East Lansing (\$16,577).

The Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent. Beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less. The consumer price index since November 1 of the prior state fiscal year has increased more than 3%, so the local share is increased by 3% for the 2022-2023 grant year.

**FINANCIAL IMPACT**

These resolutions would authorize agreements for the Cities of East Lansing and Lansing to pay their 2022-2023 local share of the MIDC grant to Ingham County for amounts of \$16,577 and \$22,158, respectively. These payments will cover the time period of October 1, 2022 through September 30, 2023 and are to be billed and paid in one payment.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of assuring fair and efficient judicial processing, specifically section A 2. (c) of the Action Plan – Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC).

**RECOMMENDATION**

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF EAST LANSING  
FOR ITS LOCAL SHARE CONTRIBUTION UNDER THE COUNTY'S  
MICHIGAN INDIGENT DEFENSE COMMISSION 2022-2023 COMPLIANCE PLAN**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2022-2023 Compliance Plan, which continues funding of a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30<sup>th</sup> Circuit Court, 54A District Court, 54B District Court, and the 55<sup>th</sup> District Court; and

WHEREAS, the Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent"; and

WHEREAS, beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less; and

WHEREAS, the consumer price index since November 1 of the prior state fiscal year has increased more than 3%; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63; and

WHEREAS, the City of East Lansing's portion of the local share for the 2022/2023 grant year is \$16,577; and

WHEREAS, the City of East Lansing and Ingham County wish to enter into an agreement whereby the City pays its local share of the grant to the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby the City of East Lansing will pay its 2022-2023 local share of the MIDC grant to Ingham County for an amount of \$16,577, covering the time period of October 1, 2022 through September 30, 2023, to be paid in one payment.

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.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF LANSING  
FOR ITS LOCAL SHARE CONTRIBUTION UNDER THE COUNTY'S  
MICHIGAN INDIGENT DEFENSE COMMISSION 2022-2023 COMPLIANCE PLAN**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2022-2023 Compliance Plan, which continues funding of a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30<sup>th</sup> Circuit Court, 54A District Court, 54B District Court, and the 55<sup>th</sup> District Court; and

WHEREAS, the Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent"; and

WHEREAS, beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less; and

WHEREAS, the consumer price index since November 1 of the prior state fiscal year has increased more than 3%; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63; and

WHEREAS, the City of Lansing's portion of the local share for the 2022/2023 grant year is \$22,158; and

WHEREAS, the City of Lansing and Ingham County wish to enter into an agreement whereby the City pays its local share of the grant to the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby the City of Lansing will pay its 2022-2023 local share of the MIDC grant to Ingham County for an amount of \$22,158, covering the time period of October 1, 2022 through September 30, 2023, to be paid in one payment.

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.

**Agenda Item 5**

**TO:** Board of Commissioners, Law & Courts, County Services, and Finance Committees  
**FROM:** Rick Terrill, Facilities Director  
**DATE:** October 4, 2022  
**RE:** Resolution to Authorize an Agreement with Laux Construction for Security Improvements at the Ingham County Family Center

For the meeting agendas of: October 13, 18 & 19

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**BACKGROUND**

The Ingham County Family Center is in need of security upgrades and improvements for staff and students. These improvements will include but are not limited to: moving the door three entrance to the sanctuary vestibule for security screening, enclosing the security area for screening, reconstructing and hardening all entrances for security, upgrading the glass to include ballistic film, adding security panels, replacing the wood panels with glass in the Sanctuary exterior perimeter and bring the fire alarm and sprinkler system up to code. This project also addresses American with Disabilities Act (ADA) compliance with the entrance approach, adding an elevator, and remodeling the restrooms.

Laux Construction submitted the lowest responsive and responsible proposal of \$1,149,029. We are requesting a contingency of \$52,000 for a total of \$1,201,029.

**ALTERNATIVES**

The alternative would be to hold off on making the improvements which will risk the safety of the students and staff.

**FINANCIAL IMPACT**

Funds are available in the Juvenile Justice Millage which has a balance of \$2,827,693.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Balance
Juvenile Justice Mileage	\$2,827,693	\$2,827,693	\$1,201,029	\$1,626.664

**OTHER CONSIDERATIONS**

There are no other considerations that we are aware of at this time.

**RECOMMENDATION**

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Laux Construction for the security improvements to the Ingham County Family Center.

**Agenda Item 5**

TO: Rick Terrill, Facilities Director  
FROM: James Hudgins, Director of Purchasing  
DATE: September 15, 2022  
RE: Memorandum of Performance for RFP No. 159-22 Security Improvements at the Ingham County Family Center

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors to enter into a contract for the purpose of making security improvements to the Ingham County Family Center.

The scope of work at four (4) different areas of the building including, but is not limited to, demolishing/removing portions of the exterior entrance systems, gypsum board walls, accessories, plumbing fixtures and electrical lights as may be necessary; remodeling two (2) toilet rooms to comply with the Michigan Barrier Free Design Rules; providing and installing aluminum framed storefront entrances, new glazing at plywood covered window areas, steel stud and gypsum board walls, doors, frames, and hardware; replacing four (4) skylights; adding an elevator, lighting, power, and HVAC system; modifying the existing HVAC system, fire alarm and adding a fire suppression system to the north portion of the building; and, painting all new walls, doors, and frames in the project area.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	74	14
Vendors attending pre-bid/proposal meeting	74	14
Vendors responding	2	2

A summary of the vendors' costs is located on the next page.

*A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.*

*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](mailto:jhudgins@ingham.org) or by phone at 676-7309.*

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Base Bid Security Improvements to the Ingham County Family Center TOTAL	Alternate #1 Providing and Installing Elevator TOTAL	Base Bid + Alternate #1 GRAND TOTAL
Laux Construction	Yes, Mason MI	\$864,900.00	\$278,900.00	\$1,149,029.00*
Moore Trosper Construction Co.	Yes, Holt MI	\$982,000.00	\$282,000.00	\$1,264,000.00

\*Grand Total reflects an addition of \$5,229.00 as the result of a post bid interview with the low bidder, Laux Construction.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LAUX CONSTRUCTION FOR SECURITY IMPROVEMENTS AT THE INGHAM COUNTY FAMILY CENTER**

WHEREAS, the Ingham County Family Center is in need of security upgrades and improvements for staff and students; and

WHEREAS, these improvements will address entrances, security screening area, ballistic film on glass, sanctuary exterior perimeter, and the fire alarm and sprinkler systems; and

WHEREAS, these improvements also address American with Disabilities Act (ADA) compliance with the entrance approach, adding an elevator, and remodeling the restrooms; and

WHEREAS, the Facilities Department recommends an agreement with Laux Construction LLC, a local vendor, who submitted the lowest responsive and responsible proposal of \$1,149,029 for the security improvements to the Ingham County Family Center; and

WHEREAS, the Facilities Department is requesting a contingency of \$52,000 for any uncovered conditions; and

WHEREAS, funds are available in the Juvenile Justice Millage fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Laux Construction LLC, 1018 Hogsback Road, Mason, Michigan 48854, for the security improvements to the Ingham County Family Center for an amount not to exceed \$1,201,029 which includes a \$52,000 contingency.

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

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

## Agenda Item 6a

**TO:** Board of Commissioners and Law & Courts, County Services, and Finance Committees  
**FROM:** Heidi Williams, Director, Ingham County Animal Control & Shelter  
**DATE:** October 4, 2022  
**SUBJECT:** Creation of an Animal Control Officer position  
For the meeting agenda of October 13, October 18 and October 19, 2022

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### **BACKGROUND**

On August 2nd, 2022, a millage was passed to fund the continued operation of the Ingham County Animal Control and Shelter (ICACS). When this millage was proposed to the Board of Commissioners, part of the funding was intended to fund the creation of an Animal Control Officer (ACO) position which would allow ICACS to create a detective position as a special assignment within the ACO unit.

The purpose of adding a detective assignment to the ICAC Enforcement Division is to allow for proactive investigations into criminal activities such as dogfighting and inhumane animal breeding operations.

### **ALTERNATIVES**

If this position is not created, then ICACS will continue to operate with the current number of Animal Control Officers.

### **FINANCIAL IMPACT**

The total 2022 wages for the Animal Control Officer position ranges from \$39,896.11 to \$51,246.49 which will be paid for out of existing millage funds for the remainder of fiscal year 2022, and new millage funds for 2023 onward.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services all while practicing fiscal responsibility.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support the creation of a seventh Animal Control Officer position for the Ingham County Animal Control & Shelter.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE CREATION OF AN ANIMAL CONTROL OFFICER POSITION**

WHEREAS, in August of 2022, a millage was passed to fund the operations of the Ingham County Animal Control and Shelter; and

WHEREAS, part of the proposed millage funding was to be designated to create an animal control officer position for the purpose of pursuing proactive investigations into criminal activities such as dogfighting and inhumane animal breeding operations; and

WHEREAS, the long term annual cost for the Animal Control Officer position is \$106,401; and

WHEREAS, the cost for these positions will be paid out of the Ingham County Animal Control and Shelter Millage Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the addition of an Animal Control Officer to the Ingham County Animal Control & Shelter (CCLP Animal Control Grade 2, salary range from \$39,896.11 to \$51,246.49).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget transfers and changes to the Approved Position List as authorized by this resolution.

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION DECLARING THE MONTH OF NOVEMBER AS  
“FAMILY COURT AWARENESS MONTH” IN INGHAM COUNTY**

WHEREAS, the mission of the Family Court Awareness Month Committee (FCAMC) is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children; and

WHEREAS, the mission at the FCAMC is fueled by the desire to create awareness and change in the family court system for the conservatively estimated, 58,000 children a year ordered into unsupervised contact with abusive parents, while honoring the hundreds of children who have been reported as murdered during visitation with a dangerous parent; and

WHEREAS, the mission of the FCAMC is to increase awareness on the importance of empirically-based education and training on domestic violence and child abuse, including emotional, psychological, physical, and sexual abuse, as well as childhood trauma, coercive control, and post separation abuse for judges and all professionals working on cases within the family court system; and

WHEREAS, the mission of the FCAMC is to increase awareness on the importance of using scientifically valid, evidence-based, treatment programs and services that are proven in terms of safety, effectiveness, and therapeutic value; and

WHEREAS, the mission at the FCAMC is to educate judges and other family court professionals on evidence-based, peer-reviewed research. Such research is a critical component to making decisions that are truly in the best interest of children. This research includes The Adverse Childhood Experiences (ACEs) Study (co-principal investigator: Vincent Felitti, Kaiser Permanente-CDC); Child Custody Evaluators’ Beliefs About Domestic Abuse Allegations (principal investigator: Daniel Saunders, University of Michigan, sponsored by the National Institute of Justice); and Child Custody Outcomes in Cases Involving Parental Alienation and Abuse Allegations (principal investigator: Joan S. Meier, GW Law School, sponsored by the National Institute of Justice).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby declares the month of November as “Family Court Awareness Month” in Ingham County.

BE IT FURTHER RESOLVED, that residents of the County of Ingham are encouraged to support their local communities' efforts to prevent the harm of children in the hands of family members and to honor and value the lives of children.