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INGHAM COUNTY BOARD OF COMMISSIONERS
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THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, FEBRUARY 2, 2023
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 [January 12, 2023](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office

- a. Resolution to Authorize a Contractual Agreement between the Ingham County Sheriff's Office and [Axon Enterprise, Inc.](#) to Purchase Taser Cartridges and Taser Batteries
- b. Resolution to Accept One [Naloxone Vending Machine](#) from Wayne State University Center for Behavioral Health and Justice and Place at the Ingham County Correctional Facility

2. Homeland Security and Emergency Management Office

- a. Resolution to Authorize an Equipment Purchase Agreement with [Aerial Armor](#) for Two Drone Detection Systems
- b. Resolution to Authorize a Five-Year Maintenance and Service Agreement Contract with [Mobile Communications America](#) for the Bi-Directional Amplifier and Cellular Network Boost System in the Ingham County Justice Complex
- c. Resolution to Authorize an Equipment Purchase Agreement with [Motorola Solutions, Inc.](#) for the Purchase of Corrections Radios and Accessories
- d. Resolution to Sell the Ingham County [Hazmat Truck](#) and Use the Proceeds to Purchase Updated Hazmat Response Equipment

3. Circuit Court

- a. Resolution to Authorize a Statement of Work with [Imagesoft](#) for Implementing OnBase Workflow and Integrating with New Case Management System
- b. Resolution to Authorize a Statement of Work with [White Box](#) and the State Court Administrative Office to Provide for Conversion of Data from CourtView to WebTCS

4. 9-1-1 Dispatch Center
 - a. Resolution to Authorize Contract Renewal of [Training Records Program](#) for the 9-1-1 Center
 - b. Resolution to Authorize Renewal of Software Support Agreement with [Central Square Technologies](#) for the Computer Aided Dispatch System
 - c. Resolution to Authorize Contract Renewal of [Scheduling Software](#) and Services for the 9-1-1 Center

5. Circuit Court – Family Division – Hon. Lisa McCormick – Juvenile Division’s Intensive Neglect Services Program (*Discussion*)

Announcements
Public Comment
Adjournment

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

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

LAW & COURTS COMMITTEE

January 12, 2023

Draft Minutes

Members Present: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, and Schafer.

Members Absent: None.

Others Present: Keith Watson, Andy Bouck, Heidi Williams, Barb Davidson, Marc Pieknik, Lisa Bonnie, Helen Walker, Nick Hefty, Bob Hotchkiss, Mike Cheltenham, Jackie Bucsi, Dan Verhougstraete, Scott Leroy, George Strander, Janice Dooley, Teri Morton, Madison Hughes, and others.

The meeting was called to order by Chairperson Polsdofer at 6:01 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 December 1, 2022 Minutes

CHAIRPERSON POLSDOFER STATED, WITHOUT OBJECTION, THE MINUTES OF THE DECEMBER 1, 2022 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS WRITTEN.

Additions to the Agenda

Substitute –

3. Circuit Court – General Trial Division –
 - b. Resolution to Authorize a Statement of Work with ImageSoft for Implementing OnBase Workflow and Integrating with New Case Management System

Limited Public Comment

None.

Discussion.

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

1. Prosecuting Attorney’s Office – Resolution to Approve a Consultant Services Agreement between Michael Cheltenham and the Ingham County Prosecuting Attorney’s Office
2. Sheriff’s Office – Resolution to Allow the Ingham County Sheriff’s Office to Purchase Havis Storage Drawers

4. Circuit Court – Family Division
 - a. Resolution to Authorize a Contract for Delinquency Attorney Services
 - b. Resolution to Authorize Contracts for Lawyer Guardian Ad Litem Representation
5. Public Defenders Office – Resolution to Authorize the Provision of Lawyers Professional Liability Insurance Coverage to Attorneys in the Office of the Public Defender
6. Community Corrections – Resolution to Authorize Amending the Contract with Averhealth to Extend the Performance Period for Drug Testing and Breathalyzer Services
7. Animal Control and Shelter – Resolution to Accept a Donation from the Ingham County Animal Shelter Fund for the Purposes of Providing Employment Bonus Pay to New Shelter Veterinarians
8. Controller’s Office
 - a. Resolution to Authorize a Contract with Resolution Services Center of Central Michigan to Support Small Claims Work
 - b. Resolution to Correct Resolution #22-470 Authorizing 2023 Agreements for Juvenile Justice Community Agencies
9. Board Referral – Letter from Kristen Staley from the Michigan Indigent Defense Commission Regarding MIDC Standard 8

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

Chairperson Polsdofer asked those present in the audience to introduce themselves to the Law & Courts Committee and to the new Commissioners.

Dan Verhougstraete, Ingham County Animal Control Deputy Director, introduced himself to the Law & Courts Committee.

Heidi Williams, Ingham County Animal Control Director, introduced herself to the Law & Courts Committee.

Barb Davison, Ingham County 9-1-1 Director, introduced herself to the Law & Courts Committee.

Marc Pieknik, Ingham County 9-1-1 Staff Services Manager, introduced himself to the Law & Courts Committee.

Lisa Bonnie, Resolution Services Center Director, introduced herself to the Law & Courts Committee.

Janice Dooley, Ingham County General Trial Division Deputy Court Administrator, introduced herself to the Law & Courts Committee.

Helen Walker, Ingham County Friend of the Court Deputy Court Administrator, introduced herself to the Law & Courts Committee.

Bob Hotchkiss, Ingham County Assistant Friend of the Court, introduced himself to the Law & Courts Committee.

Nick Hefty, Ingham County Community Corrections Manager, introduced himself to the Law & Courts Committee.

Scott Leroy, Ingham County Juvenile Division Deputy Circuit Court Administrator, introduced himself to the Law & Courts Committee.

Jackie Bucsi, Ingham County Public Defender Administrator, introduced herself to the Law & Courts Committee.

Andy Bouck, Ingham County Undersheriff, introduced himself to the Law & Courts Committee on behalf of Scott Wrigglesworth, Ingham County Sheriff.

Mike Cheltenham, Ingham County Chief Assistant Prosecutor, introduced himself to the Law & Courts Committee.

Keith Watson, Ingham County Chief Public Defender, introduced himself to the Law & Courts Committee.

3. Circuit Court – General Trial

- a. Resolution to Authorize a Contract for Representation of Indigent Parties Facing Contempt Charges in Personal Protection Order Cases and Certain Friend of the Court Matters

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

Ms. Dooley stated that they would be available to answer any questions the Commissioners might have.

Commissioner Lawrence stated that she was a new Ingham County Commissioner, but that she was also an attorney at the Loomis Law Firm practicing estate planning and family law. She further stated that she supported the resolution and that she believed indigent parties should have access to good representation.

Commissioner Lawrence stated that, after reading through the information provided, she was concerned that one practitioner would become overwhelmed with the duties. She further asked if the attorneys would be required to block three afternoons a week or three full days a week.

Ms. Dooley stated that it would be three afternoons a week.

Commissioner Lawrence confirmed that three afternoons a week would be required to be set aside by the practitioner, which would ask a lot. She further stated that she believed Ingham County should be mindful of the time commitment that would be asked of them.

Commissioner Lawrence stated that there had formerly been a roster of attorneys that could handle matters such as these, but that the list had diminished to approximately two attorneys. She further reiterated her concern that one attorney could become overwhelmed with the amount of cases, as well as undercutting an individual's legal fees.

Commissioner Lawrence stated that she had been emailed further information from Ms. Dooley regarding her concerns. She further asked if Ms. Dooley would like to provide additional information to the Law & Courts Committee.

Ms. Dooley stated that several years ago, prior to the inception of the Public Defender's Office, the roster of attorneys contained approximately 22 individuals to call when there was a need for representation in a case that could be found in contempt. She further stated that at a Personal Protective Order (PPO) hearing, an individual could be accused of violating early and would be subjected to a hearing.

Ms. Dooley stated that representation would be provided for a PPO hearing to allow the matter to be handled efficiently and provide the individual with representation immediately. She further stated that a large number of attorneys on the roster had decided to not return and had left two remaining attorneys.

Ms. Dooley stated that one attorney on the roster had become ill and left only one attorney on the roster. She further stated that this attorney had not been available on a specific date in the past.

Ms. Dooley stated that the intent moving forward would allow other options if an attorney was not available. She further stated that their goal would be to allow the attorney that had been contacted by Ingham County to find coverage if it was needed.

Ms. Dooley stated that Judge Lisa McCormick, 30th Circuit Court Judge, had approved moving forward with the plan. She further stated that information had been provided to the Ingham County Bar Association to gain interest.

Ms. Dooley stated that Ingham County had received some interest and that interviews had been conducted. She further stated that, after the interviews, it had been determined that Reid Felsing would be best suited to take on the role of Contracted Attorney.

Ms. Dooley explained that Mr. Felsing had 13 years of experience handling civil matters for the Friend of the Court and other matters. She further stated that he had an Associate in his Firm, who could be utilized if Mr. Felsing was not available.

Ms. Dooley stated that Mr. Felsing could also locate an attorney that he believed could represent a case if he was not available. She further stated that Mr. Felsing would compensate that attorney from the funding provided to him from his contract with Ingham County.

Ms. Dooley explained that, while three afternoons seemed like a large time commitment, some hearings might be canceled and the attorney would be free to do their own work.

Ms. Walker stated that there could be nothing scheduled to be presented to the Judge, which would not require an attorney to be present. She further stated that the attorney would be asked to block off approximately 100 to 200 calendar days a year, but could only have cases approximately 30 to 50 of those days.

Ms. Walker stated that during those 30 to 50 days, the hours would range from one to three hours, at the most. She further stated that, with many of these cases, individuals decided to reach an agreement rather than having the hearing.

Mr. Hotchkiss stated that part of the problem in previous years had been that the attorney would have to be considered on-call in order to contact them regarding the cases. He further stated that this would block time for the attorney to see other potential clients and cases.

Mr. Hotchkiss stated that the attorney would have to wait for Ingham County to tell them if there would be a hearing. He further stated that many attorneys had an issue blocking off those times.

Mr. Hotchkiss stated that the Contracted Attorney would be paid \$51 per hour, but that would only be for time that they were in the Courthouse. He further stated that the previous Contracted Attorney had to terminate his contract with Ingham County due to the inability to see other clients because of the time commitment required.

Mr. Hotchkiss stated that the beauty of having a court-appointed attorney on contract would be the availability of that attorney, and could have an associate available or another attorney available if it was needed. He further stated that Mr. Felsing's office was close to the Courthouse which would provide additional benefits.

Mr. Hotchkiss stated that there had been a former attorney who was near Jackson and had difficulties with the drive and commitment. He further stated those issues would go away with a Contracted Attorney.

Commissioner Lawrence asked how many applications had been received.

Ms. Dooley stated that the position had been posted for one week and four applications had been received. She further explained that they had hoped to receive more, but that the position had been posted in December, which might have had an impact.

Commissioner Lawrence asked if Mr. Felsing had been on the roster previously.

Ms. Dooley stated confirmation.

Commissioner Lawrence asked if this would only regard matters that could result in jail time.

Ms. Walker confirmed and stated that the cases would only be those with the possibility of contempt.

Commissioner Lawrence stated that she believed this was a great way to approach the issue and that she was excited to see how this would work.

Ms. Dooley stated that the contract would be for one year and would continue to be monitored and adjusted as needed.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY.

3. Circuit Court – General Trial

- b. Resolution to Authorize a Statement of Work with ImageSoft for Implementing OnBase Workflow and Integrating with New Case Management System

Discussion.

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

Commissioner Schafer asked for further clarification regarding the resolution. She further stated that there was a project that would be done in pieces, with a budget of approximately \$150,000, and finished at the end of 2023.

Commissioner Schafer stated that this piece of the project would be approximately \$65,000 with the potential to max out at approximately \$80,000. She further asked what should be expected for the future pieces of this project.

Commissioner Schafer asked if this was an issue the Michigan Supreme Court had been pushing to have people come together. She further asked what the plans would be for the remaining funding.

George Strander, Ingham County 30th Circuit Court Administrator, stated that this was a complex issue with two different, large systems at play. He further explained that the first system was the case management system (CMS) to track the cases electronically.

Mr. Strander stated that, a few years ago, Michigan's Trial Court Funding Commission had released recommendations to aim for a more unified court system in Michigan. He further stated that one of the goals would be to have a unified CMS.

Mr. Strander stated that there was no requirement for the CMS currently, but that recent indications have shown that the State would go towards that direction. He further stated that the State budget

allowed a user to sign on to the State system for free and the conversion costs would be paid as well.

Mr. Strander stated that the other system was the document management system that handles the images that are scanned in. He further stated that ImageSoft had been used for the past several years.

Mr. Strander stated that the 30th Circuit Court began scanning documents and images into the system in April of 2019 to begin phase one. He further stated that phase two was workflow, which involved moving images around in cues so the document or image would not have to be physically transported.

Mr. Strander stated that in 2018, a solutions requirement document (SRD) for workflow had been completed. He further stated that the SRD had been completed under the assumption that CourtView would remain as the 30th Circuit Court's CMS.

Mr. Strander stated that many of the youth cases that were detailed in the SRD assumed that CourtView would remain. He further stated that they had paused the SRD as it became clear that the 30th Circuit Court would utilize the State system, WebTCS.

Mr. Strander stated that the SRD would have to be changed and a new integration would have to be created. He further stated the 30th Circuit Court was asking the Law & Courts Committee for the authority to enter into a Statement of Work (SOW) with ImageSoft.

Mr. Strander stated that the SOW would change the SRD to reflect the change to WebTCS and to ensure that there was the correct integration between the CMS and the document management system. He further stated that this would ensure that the job would be done efficiently.

Mr. Strander stated that CourtView had several modules, and some of the modules do not involve the case management system. He further stated that CourtView supported additional platforms, such as platforms for pre-trial services investigators, which would need a home as well.

Mr. Strander stated that the 30th Circuit Court was actively working with other platforms, as well as the preferred conversion vendor, White Box Technologies, to achieve a solution. He further stated that there were many elements to this project.

Mr. Strander stated that this request would allow the agreement with ImageSoft to move forward and complete the workflow component for the General Trial Division and Domestic cases. He further stated that this would also ensure that everything would be properly integrated with the new CMS, WebTCS.

Commissioner Schafer asked if there was potential State funding to be provided along with the funding provided by Ingham County.

Mr. Strander stated that the State would pay for the access to WebTCS. He further stated that there were thousands of cases in CourtView that would need to be accessible moving forward.

Mr. Strander stated that the documents and images in CourtView would have to be converted into WebTCS. He further explained that that this service would also be provided by the State as a part of their initiative to integrate courts into the State system.

Commissioner Schafer thanked Mr. Strander for his comments.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:24 p.m.

**FEBRUARY 2, 2023 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

1a. Sheriff's Office – Resolution to Authorize a Contractual Agreement between the Ingham County Sheriff's Office and Axon Enterprise, Inc. to Purchase Taser Cartridges and Taser Batteries

This resolution will authorize the purchase of TASER training cartridges and batteries from AXON Enterprise, Inc. in the amount of \$9,465.52. To fulfill the requirements for TASER's annual recertification, each Corrections Deputy that is authorized to carry a TASER, must fully comply with TASER's training requirements, which includes the deployment of two training cartridges. Each TASER cartridge and TASER battery has an expiration date. An inventory of ICSO's equipment reveals the need for additional TASER cartridges and TASER batteries. Funds for this purchase are available within the Sheriff's Office's 2023 budget.

See memo for details.

1b. Sheriff's Office – Resolution to Accept One Naloxone Vending Machine from Wayne State University Center for Behavioral Health and Justice and Place at the Ingham County Correctional Facility

This resolution will authorize the Sheriff's Office to accept a Naloxone vending machine from Shaffer Distribution Company, purchased by Wayne State University Center for Behavioral Health and Justice. Wayne State University, in partnership with the Michigan Department of Health and Human Services, introduced a jail-based Naloxone distribution through vending machine project in 2022. These vending machines have been placed in several locations around Michigan last year including eight Correctional Facilities and seven Community Service Centers. The risk of fatal overdose is extremely high following incarceration and county jails have a critical opportunity to reduce opioid overdose deaths and increase community safety by providing nasal naloxone to all individuals released from their facility. There is no cost to the County for the vending machine or the Narcan. The vending machine will be purchased by Wayne State through grants and the vending machine will become the property of Ingham County, and the equipment can be returned at any time.

See memo for details.

2a. Homeland Security and Emergency Management Office – Resolution to Authorize an Equipment Purchase Agreement with Aerial Armor for Two Drone Detection Systems

This resolution will authorize the purchase of two drone detection systems in the amount of \$44,000 from Aerial Armor utilizing funding from the FY2020 Homeland Security Grant Program Funding. Drone detection systems aid in increasing facility safety and security through the identification and detection of drones operating in or around the airspace above these facilities. The drone detection systems will be installed within Region 1 at the Ingham County Sheriff's Office Justice Complex and Michigan International Speedway, Lenawee County.

See memo for details.

2b. *Homeland Security and Emergency Management Office – Resolution to Authorize a Five-Year Maintenance and Service Agreement Contract with Mobile Communications America for the Bi-Directional Amplifier and Cellular Network Boost System in the Ingham County Justice Complex*

This contract will authorize a five-year Bi-Directional Amplifier (BDA) and cellular network system maintenance and service contract with Mobile Communications America at an annual rate of \$17,500. The 2023 expense of \$17,500 will be paid for with funds from the 2023 contingency account with the remaining annual expenses to be included in future years' budgets. The BDA enables the emergency radio system to function within the Justice Complex where the radio signals are not able to penetrate the re-enforced structure. The radio system is used by corrections, law enforcement, and other first responders, serving as the life-line and communication tool.

See memo for details.

2c. *Homeland Security and Emergency Management Office – Resolution to Authorize an Equipment Purchase Agreement with Motorola Solutions, Inc. for the Purchase of Corrections Radios and Accessories*

This resolution will authorize the purchase of fifty-two radios and accessories from Motorola Solutions, Inc., for \$281,838.84, utilizing funding from the Ingham County Justice Millage. An amount of \$275,500 was included in the 2023 Capital Improvement Projects. Updated quotes increased the total cost by \$6,338.84, which will also be funded from the Justice Millage. The radios will enhance the safety of Correctional staff and promote operational effectiveness and efficiency while Corrections staff perform their duties. Each corrections deputy will be assigned their own radio. Currently, radios are shared among deputies.

See memo for details.

2d. *Homeland Security and Emergency Management Office – Resolution to Sell the Ingham County Hazmat Truck and Use the Proceeds to Purchase Updated Hazmat Response Equipment*

This resolution will authorize the sale of the HazMat response truck through the Sheridan Auction. Proceeds from the sale will be allocated to the HazMat account in order to be utilized for future HazMat equipment purchases and upgrades. Historically, Ingham County maintained a HazMat response team and truck, operated by members of various Ingham County Fire Departments in conjunction with the Local Emergency Planning Committee and Office of Emergency Management, to respond to incidents involving Hazardous Materials. Over time, best practices for HazMat response have evolved, resulting in HazMat responses being handled by the responding fire departments with HazMat equipment they have stored on their primary responding apparatuses. Equipment purchased from these proceeds will be done so in accordance with County Purchasing Policies.

See memo for details.

3a. *Circuit Court/General Trial – Resolution to Authorize a Statement of Work with Imagesoft for Implementing OnBase Workflow and Integrating with New Case Management System*

This resolution will authorize entering into an agreement with Equivant to provide Clean Slate reprogramming. In 2020 and 2021 the Michigan Legislature passed a package of several bills, nicknamed "Clean Slate," which provides for the automatic set-aside of several adult and juvenile offenses, an expansion of other offenses allowing for a request to set-aside, and the sealing of juvenile court records. Operative aspects of Clean Slate require criminal and juvenile courts to start communicating relevant case data to state authorities by April 2023 (for adult cases) and July 2023 (for juvenile cases).

A reprogramming of the case management system is necessary to comply with the state law. The State Court Administrative Office (SCAO) has committed to provide funds to pay for the Clean Slate reprogramming costs incurred by courts on non-state case management systems. In order to provide for Equivant to make the necessary reprogramming changes, the county must enter into an agreement with them. This agreement, which will require the county to employ Electronic Fund Transfer (EFT) technology to receive and pass on payments, will have no net cost to the county.

See memo for details.

3b. Circuit Court/General Trial – Resolution to Authorize a Statement of Work with White Box and the State Court Administrative Office to Provide for Conversion of Data from CourtView to WebTCS

This resolution will authorize an agreement with White Box and the State Court Administrative Office (SCAO) to have White Box provide data conversion services necessary for the courts' move to WebTCS. The Circuit and Probate Courts are in the process of changing court case management systems from CourtView by Equivant to WebTCS by the Michigan Supreme Court's Judicial Information Systems (JIS). Data existing in CourtView will need to be converted into WebTCS so that the courts will have access to that data. White Box is the preferred conversion vendor for the Michigan Supreme Court, and the Supreme Court will pay for Courts to have data converted to WebTCS; so, this agreement for data conversion would have no financial implications to the court or the county.

See memo for details.

4a. 9-1-1 Dispatch Center – Resolution to Authorize Contract Renewal of Training Records Program for the 9-1-1 Center

This resolution will authorize the expenditure of \$8,100 from the 9-1-1 Emergency Telephone Dispatch Services Fund for the costs associated with continuing to utilize Virtual Academy Solutions for three years. Virtual Academy offers approved training courses in virtual sessions that are necessary to maintain state-required training for the entire Dispatch Center staff. The application retains and holds training records to report to the State 9-1-1 Office and allows for the circulation of procedures and other documents for sign-off.

See memo for details.

4b. 9-1-1 Dispatch Center – Resolution to Authorize Renewal of Software Support Agreement with Central Square Technologies for the Computer Aided Dispatch System

This resolution will approve the 2023-2024 Central Square Renewal of Software Support Agreement between Central Square Technologies and Ingham County 9-1-1 Center for the Computer Aided Dispatch (CAD) System from April 14, 2023, through April 13, 2024, at a cost of \$155,590.76. The CAD system is a critical system that connects units in the field with call information and mapping in their vehicles. The annual support covers all servers in the live, training, and test environments, and all Geographic Information System support services for mapping. This agreement includes support for all CAD clients in use at the primary and backup centers and other locations. All software upgrades are included in the software support as well. Funds for this agreement are included in the 2023 Budget.

See memo for details.

4c. 9-1-1 Dispatch Center – Resolution to Authorize Contract Renewal of Scheduling Software/Services for the 9-1-1 Center

This resolution will authorize the expenditure of \$5,040 from the 9-1-1 Emergency Telephone Dispatch Services Fund for the costs associated with continuing to utilize Pace Scheduler Software and Services for one year. The purchase of software and support of scheduling software from PACE Scheduler was approved and the program was put in place in 2022. The Center has had a few issues arise through the first year, but PACE has been responsive and Center management recommends continuing the services for another year.

See memo for details.

DISCUSSION ITEM:

5. Circuit Court/Family Division – Hon. Lisa McCormick – Juvenile Division’s Intensive Neglect Services

Agenda Item 1a

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

FROM: Undersheriff Andrew R. Bouck

DATE: January 24th, 2023

SUBJECT: Resolution to authorize a contractual agreement between the Ingham County Sheriff's Office and Axon Enterprise, Inc. to purchase Taser cartridges

For the meeting agendas of February 2nd 2023 and February 8th 2023

BACKGROUND

The Ingham County Sheriff's Office (ICSO) is responsible for maintaining the safety and security of inmates housed in the Ingham County Jail. The Municipal Risk Management Authority (MMRMA), the County insurance carrier, fully support their clients obtaining TASER's as a tool to maintain safe and secure operations in the correctional environment.

Corrections Deputies properly trained and equipped with functional, up to date TASERs have greatly limited use of force complaints, deadly force situations, and legal issues since the initial release of these tools.

Axon Enterprises produces two type of TASER cartridges; those used for training and those used for live deployment.

To fulfill the requirements for TASER's annual recertification, each Corrections Deputy that is authorized to carry a TASER, must fully comply with TASER's training requirements, which includes the deployment of two training cartridges.

Each TASER cartridge and TASER battery has an expiration date.

An inventory of ICSO's equipment reveals the need for additional TASER cartridges and TASER batteries.

This resolution requests approval for the Ingham County Sheriff's Office to enter into an agreement with Axon Enterprise, Inc. to proceed with the purchase of TASER cartridges and TASER batteries in order to remain compliant with TASER's requirements for annual recertification and for the continued use of functional and up to date TASERs and TASER equipment for ICSO Corrections Deputies.

ALTERNATIVES

AXON is a sole source vendor and all equipment must be purchased through them exclusively.

FINANCIAL IMPACT

The total cost of the TASER cartridges and batteries is \$9,465.52, as indicated in the attached sales quote. The funds will come from accounts #26336201-736000 and #59503110-726010.

STRATEGIC PLANNING IMPACT

Not Applicable

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for the Sheriff's Office to contract with Axon Enterprise, Inc. in order to purchase TASER cartridges and batteries for ICSO Corrections Deputies.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACTUAL AGREEMENT BETWEEN THE
INGHAM COUNTY SHERIFF'S OFFICE AND AXON ENTERPRISE, INC. TO PURCHASE
TASER CARTRIDGES AND TASER BATTERIES**

WHEREAS, the Ingham County Sheriff's Office (ICSO) is responsible for maintaining the safety and security of inmates housed in the Ingham County Jail; and

WHEREAS, the Municipal Risk Management Authority (MMRMA), the County insurance carrier, fully supports their clients obtaining TASER's as a tool to maintain safe and secure operations in the correctional environment; and

WHEREAS, Corrections Deputies properly trained and equipped with functional, up to date TASERs have greatly limited use of force complaints, deadly force situations, and legal issues since the initial release of these tools; and

WHEREAS, Axon Enterprises produces two type of TASER cartridges; those used for training and those used for live deployment; and

WHEREAS, to fulfill the requirements for TASER's annual recertification, each Corrections Deputy that is authorized to carry a TASER, must fully comply with TASER's training requirements, which includes the deployment of two training cartridges; and

WHEREAS, each TASER cartridge and TASER battery has an expiration date; and

WHEREAS, an inventory of ICSO's equipment reveals the need for additional TASER cartridges and TASER batteries; and

WHEREAS, AXON is a sole source vendor and all equipment must be purchased through them exclusively; and

WHEREAS, the necessary funds exist within the Ingham County Sheriff's Office budget to make this purchase; and

WHEREAS, these items will allow ICSO Corrections Deputies to remain compliant with TASER's requirements for annual recertification and for the continued use of functional and up to date TASERS.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase TASER training cartridges and batteries from AXON Enterprise, Inc. in the amount of \$9,465.52.

BE IT FURTHER RESOLVED, that Ingham County recognizes AXON Enterprise, Inc. as a sole source vendor for this equipment and training.

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 and Courts Committee of the Ingham County Board of Commissioners
FROM: Captain Robert Earle, Jail Administrator
DATE: January 12, 2023
SUBJECT: Narcan vending machine at Ingham County Jail
For the meeting agenda of February 2, 2023

BACKGROUND

Wayne State University, in partnership with the Michigan Department of Health and Human Services, introduced a jail-based Naloxone distribution through vending machine project in 2022. These vending machines have been placed in several locations around Michigan last year including eight (8) at other Correctional Facilities and seven (7) at Community Service Centers. The Ingham County Sheriff's Office was approached by Wayne State University to explore options of adding these devices at the Ingham County Jail and the new Ingham County Justice Complex. The risk of fatal overdose is extremely high following incarceration and county jails have a critical opportunity to reduce opioid overdose deaths and increase community safety by providing nasal naloxone (commonly known as Narcan®) to all individuals released from their facility.

ALTERNATIVES

Not participating in this project could reduce quick and easy access to Narcan and increase fatal overdoses within Ingham County.

FINANCIAL IMPACT

With the partnership with Wayne State University and MDHHS, there is no cost to the County for the Narcan vending machine or the Narcan. The vending machine will be purchased by Wayne State through grants and the vending machine will become the property of Ingham County. Ingham County can return the equipment at any time if we shall choose.

STRATEGIC PLANNING IMPACT

Ingham County participating in this program will save lives of Ingham County residences and increase access to this life saving medication.

OTHER CONSIDERATIONS

Individuals that are released from County Jails are at higher risk for fatal overdoses due to length of stay. Space and location of the Narcan vending machine has been identified in the New Ingham County Justice Complex and will be easily accessible to inmates being released and available 24 hours a day in the Jail weather vestibule.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept the naloxone vending machine to be placed at the Ingham County Jail.

Introduced by the Law & Courts and Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT ONE NALOXONE VENDING MACHINE FROM WAYNE STATE UNIVERSITY CENTER FOR BEHAVIORAL HEALTH AND JUSTICE AND PLACE AT THE INGHAM COUNTY CORRECTIONAL FACILITY

WHEREAS, fatal overdose of opioid is on the rise in the United States and within Ingham County; and

WHEREAS, Wayne State University Center for Behavioral Health and Justice has purchased Naloxone vending machines through federal grants; and

WHEREAS, the Ingham County Sheriff's Office was offered to receive a free Naloxone vending machine to be placed at the Ingham County Correctional Facility; and

WHEREAS, cost of the Naloxone vending machines from Shaffer Distribution Company is approximately \$5,000 in value; and

WHEREAS, the Naloxone vending machine will be placed at the release area of the Ingham County Jail and accessible to released inmates and the public 24 hours a day; and

WHEREAS, the Naloxone vending machine will become property of Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to accept a Naloxone vending machine from Shaffer Distribution Company, purchased by Wayne State University Center for Behavioral Health and Justice.

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

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

FROM: Sergeant Bob Boerkoel, Office of Emergency Management

DATE: January 23, 2023

SUBJECT: Resolution to authorize an Equipment Purchase Agreement with Aerial Armor for two Drone Detection systems.

For the meeting agendas of *February 2, 2023* and *February 8, 2023*

BACKGROUND

This resolution is for the approval to utilize Region 1 FY2020 Homeland Security Grant Program (HSGP) Funding to purchase drone detection systems from Aerial Armor. Drone detection systems aide in increasing facility safety and security through the identification and detection of drones operating in or around the airspace of above these facilities. Drones pose a potential threat to the facilities and their occupants in the form of potential drone borne attacks, inappropriate surveillance and intelligence gathering, contraband deliveries, and errant crashes. The drone detection systems will be installed within Region 1 at the Ingham County Sheriff’s Office Justice Complex and Michigan International Speedway, Lenawee County.

ALTERNATIVES

The FY 2020 HSGP Grant requirements dictate the minimum expenditure of \$42,432 on projects in the designated National Priority Area identified as *Emerging Threats*. The purchase of this drone detection system fulfills the required expenditure in this National Priority Area. Aerial Armor is a sole source vendor of the software.

FINANCIAL IMPACT

The Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal using FY2020 HSGP grant funds. The FY2020 HSGP grant funds were previously accepted by the Board of Commissioners via Resolution #20-530.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as equipment purchased will be able to detect drones that may pose a threat to the security of Ingham County Justice Complex; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it utilizes available grant monies awarded to Ingham County Emergency Management.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to allow the Ingham County Sheriff’s Office to enter into a purchase agreement with Aerial Armor for two Drone Detection Systems.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EQUIPMENT PURCHASE AGREEMENT WITH
AERIAL ARMOR FOR TWO DRONE DETECTION SYSTEMS**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management received pass through grant funds from the FY2020 Homeland Security Grant Program (HSGP); and

WHEREAS, the Ingham County Board of Commissioners previously accepted the FY20 HSGP grant funds via Resolution #20-530; and

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

WHEREAS, the FY20 HSGP Grant requirements dictate the minimum expenditure of \$42,432 on projects in the designated National Priority Area identified as Emerging Threats; and

WHEREAS, the purchase of two drone detection systems from Aerial Armor fulfill the FY20 HSGP National Priority Area Emerging Threat requirements; and

WHEREAS, drone detection systems aide in achieving a safe and secure facility by mitigating drone borne attacks on the facilities, inappropriate surveillance and intelligence gathering, potential contraband deliveries, and errant crashes; and

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

WHEREAS, Aerial Armor is a sole source vendor of the drone detection software; and

WHEREAS, the total expenditure for this proposal is \$44,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of two drone detection systems in the amount of \$44,000 from Aerial Armor utilizing funding from the FY2020 Homeland Security Grant Program Funding.

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

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

TO: Board of Commissioners Law & Courts Committee, Finance Committee
FROM: Bob Boerkoel, Sergeant, Ingham County Sheriff's Office
DATE: January 24, 2023
SUBJECT: Resolution to authorize a five-year maintenance and service agreement contract with Mobile Communications America for the Bi-Directional Amplifier and cellular network boost system in the Ingham County Justice Complex.

For the meeting agenda of *February 2, 2023, February 8, 2023*

BACKGROUND

This resolution is for the approval to of a five-year maintenance and service agreement contract with Mobile Communications America to maintain the cellular network boosters and Bidirectional Amplifier (BDA) installed in the new Ingham County Justice Complex.

The BDA enables the MPSCS radio system to function within the Justice Complex where the radio signals are not able to penetrate the re-enforced structure. The MPSCS radio system is used by corrections, law enforcement, and other first responders, serving as the life-line and communication tool.

The cellular signal boosters enable cell reception for numerous cellular networks within the facility, allowing for cellular phones and related devices to function within the facility by connecting with their respective cellular networks. This technological equipment not only improves the operational effectiveness of staff completing their assignments, but also fulfills code requirements as both systems contribute to the life-safety of staff and inmates in the event of an emergency.

This maintenance and service contract with Mobile Communications America will maintain both systems, includes 24/7 monitoring, regular optimization of the cellular frequencies being utilized by cellular providers as they change, and prompt emergency services on both systems in the event of a system disruption or equipment failure.

ALTERNATIVES

Ingham County contracted with Mobile Communications America for the installation of their BDA and cellular booster system during the construction of the Ingham County Justice Complex. Mobile Communications America is the service and maintenance provider of the system. The system requires regular, minimally annual, maintenance to ensure optimal functionality. If no service and maintenance agreement exist, in the event of a system failure, a prolonged outage may be experienced due to technician availability and lack of stocked parts. This would create a significant deputy safety concern for staff and compromise their ability maintain a safe and secure correctional facility for staff and inmates.

FINANCIAL IMPACT

This is a five-year contract with an annual expense of \$17,500, for a total expense of \$87,500 over five years.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as it ensures staff have consistent, reliable, and effective radio communications to efficiently conduct their job duties and increases staff and inmate safety; (C) Finance – Maintain and enhance County fiscal health by avoiding costly, unexpected service and maintenance costs while mitigating operational staffing expenses and improving staff efficiencies; (E) Facilities & Infrastructure - providing quality infrastructure as it ensures the radio and cellular network communications within the facility are always up-to-date and operating optimally.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the five-year maintenance and service agreement contract with Mobile Communications America for the Ingham County Justice Complex BDA and cellular network boost system.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A FIVE-YEAR MAINTENANCE AND SERVICE AGREEMENT CONTRACT WITH MOBILE COMMUNICATIONS AMERICA FOR THE BI-DIRECTIONAL AMPLIFIER AND CELLULAR NETWORK BOOST SYSTEM IN THE INGHAM COUNTY JUSTICE COMPLEX

WHEREAS, the Ingham County Justice Complex facility required the use of a Bi-Directional Amplifier (BDA) for the Michigan Public Safety Communications System (MPSCS) radio system and cellular network boosters to ensure reliable radio and cell phone coverage and functionality within the facility; and

WHEREAS, the Ingham County Corrections staff, law enforcement officers, and emergency responders in Ingham County utilize the MPSCS radio system in order to complete their job duties and maintain a safe and secure facility for staff and inmates; and

WHEREAS, the Justice Complex staff and the technology they use to complete their daily duties require reliable cellular network communications within all portions of the facility; and

WHEREAS, Mobile Communications America was selected during the Justice Complex construction to install the BDA and wireless network booster system; and

WHEREAS, the BDA and wireless network require on-going maintenance by Mobile Communications America to ensure the systems operate optimally at the correct frequencies as MPSCS and cellular providers update their networks; and

WHEREAS, Mobile Communications America is the service provider for the system and provides a five-year maintenance and service agreement contract from January 2023 through December 2027 at an annual cost of \$17,500 to provide 24/7 system monitoring, regular system maintenance, and emergency system repairs in the event of an equipment failure; and

WHEREAS, the maintenance and service agreement contract were not included in the approved 2023 annual budget due to the recent completion of the Justice Complex construction; and

WHEREAS, funding for the 2023 service agreement expense of \$17,500 is requested out of the 2023 contingency budget with the remaining future years to be budgeted under operational costs as contractual services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a five-year BDA and cellular network system maintenance and service contract with Mobile Communications America at an annual rate of \$17,500.00.

BE IT FURTHER RESOLVED, that a transfer of \$17,500.00 from the 2023 contingency account is authorized for the first year of the agreement with the remaining annual expenses to be budgeted under operational costs as contractual services.

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

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

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

FROM: Bob Boerkoel, Sergeant, Ingham County Sheriff's Office

DATE: January 24, 2023

SUBJECT: Resolution to authorize an Equipment Purchase Agreement with Motorola Solutions, Inc. for the purchase of Corrections radios and accessories.

For the meeting agenda of *February 2, 2023, February 8, 2023*

BACKGROUND

This resolution is for the approval to utilize 2023 Capital Improvement Project funds to purchase fifty-two APX6000 radios for Corrections and associated accessories. The radios will enhance the safety of Correctional staff and promote operational effectiveness and efficiency while Corrections staff perform their duties.

ALTERNATIVES

Ingham County contracted with Motorola Solutions, Inc. for the Ingham County Public Safety Radio replacement project (Resolutions #18-260, #18-550, #18-552).

FINANCIAL IMPACT

The purchase takes advantage of the previously negotiated 41% discount on equipment purchases from Motorola Solutions that will expire at the end of 2023. The project and funds allocated for the purchase were approved as part of the 2023 Capital Improvement Projects process.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as it maximizes efficiencies of Corrections staff to maintain effective communications during the performance of their duties; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as takes advantages of previously negotiated discounts set to expire at the end of 2023; (E) Facilities & Infrastructure - providing quality infrastructure as it upgrades and expands the Corrections Radio capabilities with our MPSCS radio communications system.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the purchase of fifty-two APX6000 Corrections radios and accessories.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EQUIPMENT PURCHASE AGREEMENT WITH MOTOROLA SOLUTIONS, INC. FOR THE PURCHASE OF CORRECTIONS RADIOS AND ACCESSORIES

WHEREAS, the Ingham County Public Safety Radio System upgraded to the Michigan Public Safety Communications System (MPSCS)/Motorola system in fall of 2021; and

WHEREAS, the Ingham County Board of Commissioners approved a contract with Motorola Solutions, Inc. for the replacement of the Ingham County Public Safety Radio System through the adoption of Resolution #18-550; and

WHEREAS, the contract established an equipment purchasing discount with Motorola Solutions, Inc. viable through 2023; and

WHEREAS, the Ingham County Corrections Division utilizes the MPSCS/Motorola system as part of this radio system upgrade; and

WHEREAS, as a means to optimize staff safety, operational effectiveness, and overall efficiency, a project proposal to purchase fifty-two additional Corrections radios and accessories for \$275,500 was approved in the 2023 Capital Budget for purchase with Justice Millage Funds; and

WHEREAS, the expense of the project proposal increased by \$6,338.84 to a total project cost of \$281,838.84 due to 2023 pricing schedules; and

WHEREAS, the additional \$6,338.84 expense of the project can also be paid for with funds from the Ingham County Justice Millage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of fifty-two radios and accessories from Motorola Solutions, Inc., for \$281,838.84.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to increase the 2023 Capital Budget for this purchase from \$275,500 to \$281,839, with additional necessary funding provided by the Justice Millage.

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

TO: Board of Commissioners Law & Courts Committee, Finance Committee
FROM: Sergeant Bob Boerkoel, Office of Emergency Management
DATE: January 24, 2023
SUBJECT: Resolution to sell the Ingham County HazMat Truck and use the proceeds to purchase updated HazMat Response Equipment.

For the meeting agendas of *February 2, 2023, February 8, 2023*

BACKGROUND

This resolution is for the approval to sell the Ingham County Hazardous Materials (HazMat) truck and use the proceeds to purchase new HazMat response equipment to be utilized by Ingham County Fire Departments.

Historically, Ingham County maintained a HazMat response team and truck, operated by members of various Ingham County Fire Departments in conjunction with the Local Emergency Planning Committee and Office of Emergency Management, to respond to incidents involving Hazardous Materials. Over time, best practices for HazMat response have evolved, resulting in HazMat responses being handled by the responding fire departments with HazMat equipment they have stored on their primary responding apparatuses.

The HazMat truck is no longer deployed on HazMat incidents as it is no longer operationally efficient to run a separate apparatus. Furthermore, the truck needs costly equipment upgrades to make it DOT compliant and much of the equipment on the truck is expired or no longer viable.

With current best practices to effective HazMat responses in mind, the Ingham County Fire Chiefs in collaboration with the Local Emergency Planning Committed and Office of Emergency Management request and support the sale of the HazMat truck in order to use the proceeds to purchase updated HazMat response equipment.

ALTERNATIVES

If the HazMat truck is to be retained, it will need equipment upgrades to make it road legal and Department of Transportation complaint. Additionally, much of the HazMat response equipment will need to be updated as most of it is expired or obsolete.

FINANCIAL IMPACT

This proposal seeks to be fiscally responsible by eliminating unnecessary, unused equipment through sale and using the proceeds to purchase needed updated HazMat response equipment.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as it updates needed HazMat response equipment to achieve a more effective HazMat response leading to the restoration of a safe, healthy environment after an incident; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it eliminates unused equipment and uses the proceeds of the sale to purchase alternate, needed equipment.

OTHER CONSIDERATIONS

Response to HazMat incidents is primarily handled by the local responding fire departments in conjunction with the Local Emergency Planning Committee and Ingham County Office of Emergency Management.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the sale of the HazMat truck and using the proceeds to purchase upgraded HazMat response equipment identified by the Ingham County Fire Chiefs.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SELL THE INGHAM COUNTY HAZMAT TRUCK AND USE THE PROCEEDS TO PURCHASE UPDATED HAZMAT RESPONSE EQUIPMENT

WHEREAS, Ingham County has a duty to respond to incidents involving hazardous materials (HazMat) so as to maintain a safe, healthy community; and

WHEREAS, Ingham County maintains a HazMat Response effort in collaboration with the Ingham Fire Departments, Ingham County Local Emergency Planning Committee, and Ingham County Office of Emergency Management; and

WHEREAS, Ingham County owns a HazMat Response truck (a 1995 Chevrolet truck, VIN 1GBJ7H1J45J114039) as part of the HazMat response efforts; and

WHEREAS, the HazMat truck is no longer functionally deployed on HazMat incidents due to restructured operational procedures moving from a single, jointly shared HazMat response truck to deploying HazMat response equipment on primary responding fire apparatuses; and

WHEREAS, the truck is in need of extensive maintenance and repairs to make it operational and Michigan Department of Transportation compliant while the HazMat response equipment on the truck are expired beyond viable utility and need to be updated; and

WHEREAS, the HazMat response efforts would benefit from the sale of the HazMat truck to eliminate maintenance expenses while providing funds to purchase updated HazMat response equipment; and

WHEREAS, the Ingham County Fire Chiefs recommend the sale of the truck through Sheridan Auction in order to yield a better sale price due to the type of apparatus; and

WHEREAS, the Ingham County Fire Chiefs, Local Emergency Planning Committee, and Office of Emergency Management support the sale of the truck to purchase updated equipment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the sale of the HazMat response truck through the Sheridan Auction.

BE IT FURTHER RESOLVED, that the funds generated from the sale of the HazMat response truck are to be allocated to the HazMat budget account so as to be utilized for future HazMat equipment purchases and upgrades.

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

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: George M. Strander
Court Administrator, 30th Circuit Court

DATE: January 24, 2023

RE: Reprogramming of Case Management System for Clean Slate
For the meeting agendas of 2/2/23 and 2/8/23

BACKGROUND

In 2020 and 2021 the Michigan Legislature passed a package of several bills, nicknamed “Clean Slate,” which provides for the automatic set-aside of several adult and juvenile offenses, an expansion of other offenses allowing for a request to set-aside, and the sealing of juvenile court records. Operative aspects of Clean Slate require criminal and juvenile courts to start communicating relevant case data to state authorities by April 2023 (for adult cases) and July 2023 (for juvenile cases).

For a court the size of our Circuit Court, with the concomitant volume of criminal and juvenile matters, a reprogramming of the case management system is the only realistic method of complying with the state law. The State Court Administrative Office (SCAO) has committed to provide funds to pay for the Clean Slate reprogramming costs incurred by courts on non-state case management systems.

Equivant, which provides our court’s case management system, CourtView, failed to enter into a direct agreement with SCAO for Clean Slate reprogramming, resulting in SCAO directing CourtView courts to receive bills directly from Equivant, pass them on to SCAO, and then eventually pass through payments back to Equivant. Although the court is moving away from CourtView as a case management system, since the court will not be ready to implement its new system until after the April 2023 deadline for adult Clean Slate, it is necessary to have CourtView reprogrammed to follow statutory mandates.

To provide for Equivant to make the necessary reprogramming changes, the county must enter into an agreement with Equivant. This agreement, which will require the county to employ Electronic Fund Transfer (EFT) technology to receive and pass on payments, will have no net cost to the county.

ALTERNATIVES

None.

FINANCIAL IMPACT

There is no net financial impact to the County.

STRATEGIC PLANNING IMPACT

This project would support Ingham County’s values listed in the Strategic Plan, specifically Creativity and Innovation. Furthermore, this project would support the goal of Services to Residents.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I recommend the Board of Commissioners authorize entering into an agreement with Equivant to have CourtView reprogrammed to be consistent with the data communication requirements of Clean Slate.

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 IMPLEMENTING ONBASE WORKFLOW AND INTEGRATING WITH
NEW CASE MANAGEMENT SYSTEM**

WHEREAS, in 2020 and 2021 the Michigan Legislature passed a package of several bills, nicknamed “Clean Slate,” which provides for the automatic set-aside of several adult and juvenile offenses, an expansion of other offenses allowing for a request to set-aside, and the sealing of juvenile court records; and

WHEREAS, operative aspects of Clean Slate require criminal and juvenile courts to start communicating relevant case data to state authorities by April 2023 (for adult cases) and July 2023 (for juvenile cases); and

WHEREAS, for a court the size of the 30th Judicial Circuit Court, with the concomitant volume of criminal and juvenile matters, a reprogramming of the case management system is the only realistic method of complying with the state law; and

WHEREAS, the State Court Administrative Office (SCAO) has committed to provide funds to pay for the Clean Slate reprogramming costs incurred by courts on non-state case management systems; and

WHEREAS, Equivant, which provides our court’s case management system, CourtView, failed to enter into a direct agreement with SCAO for Clean Slate reprogramming, resulting in SCAO directing CourtView courts to receive bills directly from Equivant, pass them on to SCAO, and then eventually pass through payments back to Equivant; and

WHEREAS, to provide for Equivant to make the necessary reprogramming changes, the county must enter into an agreement with Equivant; and

WHEREAS, the county will need to employ Electronic Fund Transfer (EFT) technology to receive and pass on payments, and there will be no net cost to the county under the agreement; and

WHEREAS, the court is moving away from CourtView as a case management system; the court will not be ready to implement its new system until after the April 2023 deadline for adult Clean Slate, thus necessitating having the reprogramming in CourtView to follow statutory mandates.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Equivant to provide Clean Slate reprogramming.

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

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

TO: Board of Commissioners Law & Courts Committee

FROM: George M. Strander
Court Administrator, 30th Circuit Court

DATE: January 24, 2023

RE: Agreement for Data Conversion Services
For the meeting agenda of February 2, 2023

BACKGROUND

The Circuit and Probate Courts have embarked on a process to change court case management systems from CourtView by Equivant to WebTCS by the Michigan Supreme Court’s Judicial Information Systems (JIS). Data existing in CourtView will need to be converted into WebTCS so that the courts will have access to that data.

White Box is the preferred conversion vendor for the Michigan Supreme Court. Moreover, the Supreme Court will pay for courts on case management systems other than one through JIS to change to WebTCS and to have data converted to WebTCS, and thus an agreement for data conversion would have no financial implications to the court or the county.

To engage White Box to provide these services for the courts White Box and the county plus the State Court Administrative Office (SCAO) must enter into an appropriate agreement.

ALTERNATIVES

None.

FINANCIAL IMPACT

None.

STRATEGIC PLANNING IMPACT

This project would support Ingham County’s values listed in the Strategic Plan, specifically Creativity and Innovation. Furthermore, this project would support the goal of Services to Residents.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I recommend the Board authorize entering into an agreement with White Box and SCAO to provide data conversion services necessary for the courts to move to WebTCS as its new case management system.

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A STATEMENT OF WORK WITH WHITE BOX AND THE
STATE COURT ADMINISTRATIVE OFFICE TO PROVIDE FOR CONVERSION OF DATA
FROM COURTVIEW TO WEBTCS**

WHEREAS, the Circuit and Probate Courts have embarked on a process to change court case management systems from CourtView by Equivant to WebTCS by the Michigan Supreme Court's Judicial Information Systems (JIS); and

WHEREAS, data existing in CourtView will need to be converted into WebTCS so that courts will have access to that data; and

WHEREAS, White Box is the preferred conversion vendor for the Michigan Supreme Court; and

WHEREAS, the Supreme Court will pay for courts on case management systems other than one through JIS to change to WebTCS and to have data converted to WebTCS, and thus the agreement under discussion here would have no financial implications to the court or the county; and

WHEREAS, to engage White Box to provide these services the courts, the county, White Box, and the State Court Administrative Office (SCAO) must enter into an appropriate agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with White Box and SCAO to have the former provide data conversion services necessary for the courts' move to WebTCS.

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

Agenda Item 4a

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: January 24, 2023
SUBJECT: Renewal of the contract with Virtual Academy, a division of Savant Learning System, Inc.
For the meeting agenda of the Law & Courts Committee -February 2, 2023, and Finance Committee – February 8, 2023

BACKGROUND

Virtual Academy offers approved training courses in virtual sessions that are necessary to maintain state-required training for our entire staff. The application retains and holds our training records to report to the State 9-1-1 Office. Additionally, the application allows us to circulate procedures and other documents for sign-off.

ALTERNATIVES

Very few companies offer this complete package of training and holding of training records. Virtual Academy is used by many other 9-1-1 Centers in Michigan. Options can be explored but we have been satisfied with the program.

FINANCIAL IMPACT

A three-year quote was provided at a rate of \$2,700 per year or \$8,100 for the full three-year term. This extended contract will ensure that we will not see a price increase for 60 users until the term expires. The effective date will begin three years from the date of the later signature on the contract.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the renewal of the contract with Virtual Academy, a division of Savant Learning Systems, Inc.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACT RENEWAL OF TRAINING RECORDS PROGRAM
FOR THE 9-1-1 CENTER**

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 approved under Resolution #21-062 the purchase of software and services with Virtual Academy Solution, a division of Savant Learning System; and

WHEREAS, the Virtual Academy Solution has met the needs of our 9-1-1 Center's state-mandated training as well as the administrative needs to electronically document, track, and store training information; and

WHEREAS, the company Savant Learning Systems, Inc., provider of the Virtual Academy program, has provided a 3-year quote for these programs in the amount of \$8,100; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners fund this request from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of \$8,100 from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 Fund for the costs associated with continuing to utilize Virtual Academy Solutions for three additional years upon date of execution.

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

Agenda Item 4b

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, 9-1-1 Director
DATE: January 24, 2023
SUBJECT: Renewal of Software Support Agreement with Central Square Technologies.
For the meeting agenda of the Law & Courts Committee -February 2, 2023, and Finance Committee – February 8, 2023

BACKGROUND

Our Computer-Aided Dispatch (CAD) system is a critical system at the very center of our operations and connects our units in the field with call information and mapping in their vehicles. The annual support covers all servers in our live, training, and test environments, and all Geographic Information System (GIS) support services for mapping. This agreement includes support for all CAD clients in use at our primary and backup centers and other locations. All software upgrades are included in the software support as well. The terms of this agreement are April 14, 2023 to April 13, 2024.

ALTERNATIVES

The level of 24-hour system support we receive from Central Square cannot be found with another vendor and could not be reasonably duplicated in staffing and training here.

FINANCIAL IMPACT

This year's annual support cost is \$155,590.76 and is included in our budget. This is an increase of approximately 4.8% over last year's cost.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to renew our CAD software support with Central Square Technologies.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE RENEWAL OF SOFTWARE SUPPORT AGREEMENT WITH
CENTRAL SQUARE TECHNOLOGIES FOR THE COMPUTER AIDED DISPATCH SYSTEM**

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

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

WHEREAS, Trittech has since merged with two other companies to become Central Square Technologies; and

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

WHEREAS, the 9-1-1 Director recommends continuing the use of the Central Square CAD system, and renewal of the support agreement, which has been budgeted for in the 9-1-1 Center's 2023 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2023-2024 Central Square Renewal of Software Support Agreement between Central Square Technologies and Ingham County 9-1-1 Center for the Computer Aided Dispatch System from April 14, 2023, through April 13, 2024, at a cost of \$155,590.76.

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

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: January 24, 2023
SUBJECT: Renewal of Software Support/Services Agreement with Pace Scheduler for scheduling for the 9-1-1 Center

For the meeting agenda of the Law & Courts committee -February 2, 2023, and Finance committee – February 8, 2023

BACKGROUND

The Board approved the purchase of software and support of scheduling software from PACE Scheduler under Resolution #22-042 and the program was put in place. We have had a few issues come up as we are working through our first year but PACE has been responsive and we would like to continue with them

ALTERNATIVES

Alternatives can be sought. We previously reviewed five different companies' programs and chose PACE. The 9-1-1 Center's schedule is complex and finding a company that can do everything needed has been difficult. We will continue to look but we believe PACE meets most of our needs and has a plan to improve areas such as their application.

FINANCIAL IMPACT

The yearly contract with Pace Scheduler includes training, support, and upgrades for a 12- month term running from March 7, 2023, to March 7, 2024, at a cost of \$5,040. This has been placed in the Center's budget as an ongoing annual cost.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to renew our support and service agreement with PACE Scheduler.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACT RENEWAL OF SCHEDULING SOFTWARE
AND SERVICES FOR THE 9-1-1 CENTER**

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 approved under Resolution #22-042 the purchase of software and services with Pace Scheduler in January of 2022; and

WHEREAS, the Ingham County 9-1-1 Center has been satisfied with the program and continued resolution of identified problems; and

WHEREAS, the yearly contract with Pace Scheduler includes training, support, and upgrades for a 12-month term from March 7, 2023 to March 7, 2024 at a cost of \$5,040; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners fund this request from the 9-1-1 Emergency Telephone Dispatch Services Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract of \$5,040 for the time period of March 7, 2023 through March 7, 2024 from the 9-1-1 Emergency Telephone Dispatch Services Fund for the costs associated with continuing to utilize Pace Scheduler Software and Services.

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