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MONICA SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS
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THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, NOVEMBER 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 [October 12, 2023 Minutes](#)
Additions to the Agenda
Limited Public Comment

1. Sheriff's Office – Resolution to Approve a Law Enforcement Services Agreement with the [Village of Webberville](#) Covering the Period of January 1, 2024 through December 31, 2026
2. Prosecuting Attorney's Office
 - a. Resolution to Authorize a Memorandum of Understanding between the Tri-County Metro Narcotics Squad and the Ingham County Prosecutor's Office under the 2024 [Byrne JAG Grant](#)
 - b. Resolution to Authorize an Agreement with Prosecutor by [Karpel \(PbK\)](#) and the Prosecuting Attorneys Association of Michigan for Installation of Statewide PbK Software
3. Homeland Security and Emergency Management – Resolution to Amend the FY 2021 [Emergency Management Performance Grant](#) American Rescue Plan Act Award to Accept Additional Funds
4. Circuit Court – Juvenile Division
 - a. Resolution to Approve the Court-Appointed Special Advocate [Donated Funds](#) and In-Home Care Program
 - b. Resolution to Authorize a Contract with Highfields for the [Horizon Program](#)
 - c. Resolution to Authorize the Renewal of a Contract with Michigan State University for the [Juvenile Risk Assessment Project](#) and Quarterly Program Evaluations
 - d. Resolution to Authorize a Renewal of Contract with Michigan State University to Support the [Adolescent Project](#)
 - e. Resolution to Authorize a Staffing Adjustment at the [Youth Center](#)
 - f. Resolution to Authorize a Contract with [Peckham](#) for the Career Academy+ Program

5. 9-1-1 Central Dispatch Center – Resolution to Authorize Purchase of Rave Aware, Rave Alert, and Mobile Reach Software/Services for the 9-1-1 Center from [Rave Mobile Safety](#)
6. Board Referral – Email from [Maria Vandenkoorn](#) Commending Law Enforcement and 911 Dispatchers Involved in a Response to an Incident

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
October 12, 2023
Draft Minutes

Members Present: Polsdofer, Celentino, Cahill, Lawrence, Pawar, Johnson (arrived at 6:06 p.m.), and Schafer.

Members Absent: Trubac.

Others Present: Gregg Todd, Scott LeRoy, Nick Hefty, Holly Guild, Cameron Atkism, Madison Hughes, and others.

The meeting was called to order by Chairperson Polsdofer at 5:59 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 14, 2023 and September 28, 2023 Minutes

MOVED BY COMM. SCHAFFER, SUPPORTED BY COMM. CELENTINO, TO REMOVE THE SEPTEMBER 14, 2023 MINUTES FROM THE TABLE.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Trubac.

MOVED BY COMM. SCHAFFER, SUPPORTED BY COMM. CELENTINO, TO AMEND THE SEPTEMBER 14, 2023 MINUTES AS FOLLOWS:

LeRoy stated in 2013, they would have ~~15~~ **50** to ~~16~~ **60** kids in placements; whereas currently, there were 12 to 14 kids in placements.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Trubac.

CHAIRPERSON POLSDOFER DECLARED, WITHOUT OBJECTION, THE SEPTEMBER 14, 2023 MINUTES WOULD BE APPROVED AS AMENDED. Absent: Commissioners Johnson and Trubac.

CHAIRPERSON POLSDOFER DECLARED, WITHOUT OBJECTION, THE SEPTEMBER 28, 2023 MINUTES WOULD BE APPROVED AS WRITTEN. Absent: Commissioners Johnson and Trubac.

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Sheriff's Office
 - a. Resolution to Authorize an Interlocal Agreement with the City of Lansing for the 2023 Local JAG Grant
 - b. Resolution to Purchase Electronic Data Protection Equipment
 - c. Resolution to Purchase Traffic Crash Investigation Equipment for the Sheriff's Office

2. Circuit Court
 - a. Resolution to Accept the FY 2024 Michigan Mental Health Court Program Grant, Continue the Grant Funded Full-Time Mental Health Court-Court Services Coordinator Position, and Authorize Subcontracts with CMHA/CEI, Averhealth, JSG, MDOC, Northwest Initiative, PATS, and Rise

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 Contract for Lawyer Guardian Ad Litem Representation

4. Office of the Public Defender
 - a. Resolution to Amend Resolution #23-345, Changing the Local Share to \$929,081.63, and Approve an Agreement with the City of East Lansing for Its Local Share Contribution under the County's Michigan Indigent Defense Commission 2023-2024 Compliance Plan
 - b. Resolution to Amend Resolution #23-345, Changing the Local Share to \$929,081.63, and Approve an Agreement with the City of Lansing for Its Local Share Contribution under the County's Michigan Indigent Defense Commission 2023-2024 Compliance Plan

7. Board Referral – Notice from the State of Michigan Department of Health and Human Services Regarding the State Ward Chargeback Rate for 2024

THE MOTION TO APPROVE THE CONSENT AGENDA CARRIED UNANIMOUSLY.
Absent: Commissioners Johnson and Trubac.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Johnson and Trubac.

2. Circuit Court
 - b. Resolution to Accept the FY 2024 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Case Management Coordinator Position, and Authorize Subcontracts with Wellness, Inx, Northwest Initiative, CEI-CMH, Rise, Averhealth, and JSG

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

Commissioner Schafer asked for further clarification on how the Swift and Sure Sanctions Probation Program (SSSPP) worked for educational purposes.

Scott LeRoy, Circuit Court Administrator, explained that Nick Hefty, Deputy Court Administrator, had drafted the resolution so they would do their best to answer any questions, but Hefty would be present shortly. LeRoy further stated the Swift and Sure Probation Program was a State Court Administrative Office (SCAO)-funded specialty court for defendants that could either go to prison or could receive probation.

Hefty stated it was ultimately offenders who were at a high risk, and potentially could end up in prison and had a history of probation violations. Hefty further explained this was a last chance compliance court to try and maintain the defendant with intensive supervision while they were out in the community.

Commissioner Schafer asked what the difference was from Mental Health Courts. Commissioner Schafer asked what type of person this program would fit.

Hefty explained the Swift and Sure Probation Program was a compliance court, whereas the Mental Health Court and other courts provided were treatment courts, meaning they based decisions off of the treatment plans and it was more treatment-oriented for the defendant. Hefty further reiterated the Swift and Sure Probation Program was a compliance court that provided an opportunity for the defendant to comply with court and probation orders, though there was some treatment involved in it as well.

Hefty explained there were gradual sanctions that were built into the program that were very swift and sure if the defendant violated those orders.

Commissioner Johnson arrived at 6:06 p.m.

Commissioner Schafer asked if probation officers would put a violator in the system rather than sending them back to prison.

Hefty stated confirmation and stated these individuals were going to prison and this program gave them one more opportunity in the community with intensive supervision and treatment programs, as well as weekly check-ins or court hearings. Hefty further explained, if there was a violation, the individual would have to be seen by a judge within 72 hours of the violation.

LeRoy asked Hefty if they wanted to talk about the prescribed sanctions for a violation.

Hefty stated they did not know them exactly off of their head but further explained the prescribed sanctions for probation violations.

Commissioner Pawar asked what the success rate of the program was.

Hefty stated the program had approximately 50% successful completion rate within the last 7 months. Hefty further stated this resolution would authorize the funding for Andrew Dyer, Circuit Court SSSPP Case Management Coordinator, who was hired in October of 2022 and had started to maintain the rates of successful completion.

Hefty provided a reference for treatment programs success rates.

Commissioner Schafer asked if all of the Specialty Courts had a recidivism rate to see how well they were working.

Hefty confirmed and stated SCAO was tracking the recidivism rates for those that completed the program and those that did not successfully complete, but participated in the program.

LeRoy stated the Specialty Courts were not funded by SCAO. LeRoy further explained that Michigan State University (MSU) kept the data for some of the courts.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Trubac.

Commissioner Johnson left at 6:11 p.m.

5. Animal Control and Shelter – Update from Director Holly Guild

Holly Guild, Animal Control Director, provided an update on Ingham County Animal Control and Shelter. The update was provided in the minutes as Attachment A.

6. Law & Courts Committee – Resolution Recognizing Ingham County Dispatch as the 2023 Michigan APCO Team of the Year and 9-1-1 Center Director Barb Davidson as 2023 Michigan APCO Director of the Year

Commissioner Johnson returned at 6:15 p.m.

Barb Davidson, 9-1-1 Dispatch Director, thanked the Law & Courts Committee for the resolution and recognition. Davidson further introduced Reynold Semmier, 9-1-1 Dispatcher, Amy Barajas, 9-1-1 Dispatcher, and Bruce Gaukel, 9-1-1 Systems Manager.

Davidson stated the nomination from APCO was specifically written for their good work on the evening of February 13, 2023. Davidson further stated Semmier was responsible for dispatching fire and EMS assistance to the scene and Barajas was the East Lansing and MSU Police dispatcher during that evening.

Davidson further stated the pride they had for what that team had done during the February 13, 2023 MSU Shooting, as Gaukel was the one that exemplified the whole thing and the others were professionals that were thrown into the mix. Davidson further stated when they received word about what was happening that night, they did not have to do a formal call out to have the staff come in, everybody was there and ready to help how they could.

Davidson stated this was well deserved and they were proud of the team. Davidson further stated they demonstrated the pride and professionalism that the 9-1-1 Dispatch Center held every day and their sense of duty was unmatched.

Davidson stated they appreciated the recognition.

Chairperson Polsdofer stated it was well deserved.

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

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Trubac.

Announcements

Commissioner Cahill stated the Tri-County Office on Aging dinner and auction would be coming up on November 16, 2023. Commissioner Cahill further stated tickets were still available for dinner and the raffle.

Commissioner Johnson stated there was a gaming tournament for all ages with a cash prize at the Lansing Public Media Center on October 28, 2023 from 10:00 a.m. to 4:00 p.m.

Public Comment:

None.

Adjournment

The meeting was adjourned at 6:18 p.m.

ATTACHMENT A: Holly Guild's Update Regarding the Animal Control and Shelter

3. **Homeland Security and Emergency Management – Resolution to Amend the FY 2021 Emergency Management Performance Grant American Rescue Plan Act Award to Accept Additional Funds**

This resolution amends the FY21 Emergency Management Performance Grant ARPA award from the State of Michigan by an additional \$21,040, which will go the Homeland Security and Emergency Management Program Manager wages and fringe benefits.

See memo for details.

4a. **Circuit Court – Juvenile Division – Resolution to Approve the Court-Appointed Special Advocate Donated Funds and In-Home Care Program**

This resolution authorizes the acceptance of Court-Appointed Special Advocate (CASA) funds in an amount of \$169,460.55 for the period of October 1, 2023 – September 30, 2024. This funding is CASAs allocation to leverage Child Care Fund dollars. These donated funds will be transferred to the Juvenile Division as restricted funds.

See memo for details.

4b. **Circuit Court – Juvenile Division – Resolution to Authorize a Contract with Highfields for the Horizon Program**

This resolution authorizes an agreement with Highfields for the Horizon Program for adjudicated youth. The program is held in the evenings at the Ingham County Family Center.

Funding for the \$438,988 contract is through the Juvenile Justice Millage with a 75% reimbursement by the Child Care Fund.

See memo for details.

4c. **Circuit Court – Juvenile Division – Resolution to Authorize the Renewal of a Contract with Michigan State University for the Juvenile Risk Assessment Project and Quarterly Program Evaluations**

This resolution authorizes a renewal of the contract with MSU for quarter risk assessments of Juvenile Division programs. The \$48,788 cost of the program is Child Care Fund eligible.

See memo for details.

4d. **Circuit Court – Juvenile Division – Resolution to Authorize a Renewal of Contract with Michigan State University to Support the Adolescent Project**

This resolution authorizes a renewal of the contract with MSU Psychology Department for the Adolescent Project, an evidence-based program that has been nationally awarded and recognized for providing excellent mentoring services, reducing recidivism, and increasing positive outcomes for thousands of at-risk juveniles in Ingham County.

Funding for the \$179,465 project is available in the Juvenile Division's 2024 budget and is primarily Child Care Fund eligible.

See memo for details.

4e. Circuit Court – Juvenile Division – Resolution to Authorize a Staffing Adjustment at the Youth Center

This resolution authorizes the addition of a Youth Center Supervisor position at the Ingham Youth Center due to the increased demand on existing supervisors, the Director, and staff from a significant increase in older, more dangerous youth charged with more serious offenses, who have more acute mental health concerns and whose stay in detention has become increasingly longer.

Funding for this \$170,969 (salary and benefits) position would come from the Juvenile Justice Millage, with a 50% reimbursement from the Child Care Fund. In addition, the millage will see a decreased demand in fund use due to the 75% reimbursement (up from 50%) for in-home services. This reimbursement change will decrease the millage use by \$1.2 million.

See memo for details.

4f. Circuit Court – Juvenile Division – Resolution to Authorize a Contract with Peckham for the Career Academy+ Program

This resolution authorizes a contract with Peckham for the Career Academy+ Program, a vocational and career readiness program for court adjudicated youth. The \$201,455.93 cost of the program is a 34% increase from last year due to the Court's request that Peckham increase the program from 20 to 30 youth.

Funding is available in the Juvenile Justice Millage and eligible for a 75% Child Care Fund reimbursement.

See memo for details.

5. 9-1-1 Central Dispatch Center – Resolution to Authorize Purchase of Rave Aware, Rave Alert, and Mobile Reach Software/Services for the 9-1-1 Center from Rave Mobile Safety

This resolution authorizes the purchase of Rave Aware, Rave Alert, and Mobile Reach software from Rave Mobile Safety, who we have contracted with since 2015. Rave Alert, Rave Aware, and Mobile Reach which will provide one platform that can provide emergency notifications, critical data sharing with responders, and response coordination.

Funding for the \$563,300 for set up, training, licenses, and five years of support is available in the 9-1-1 Emergency Telephone Dispatch Services fund.

See memo for details.

Agenda Item 1

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

FROM: Undersheriff Andrew R. Bouck

DATE: October 23, 2023

SUBJECT: RESOLUTION TO APPROVE A LAW ENFORCEMENT SERVICES AGREEMENT WITH THE VILLAGE OF WEBBERVILLE COVERING THE PERIOD OF JANUARY 1, 2024 THROUGH DECEMBER 31, 2026

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

BACKGROUND

The Ingham County Sheriff's Office has contracted with the Village of Webberville since 1994 to provide law enforcement services in the Village of Webberville. While the most recent contract amendment with the Village of Webberville provided 40 hours of law enforcement services per week, the Village of Webberville would like to restore the number of contracted services hours provided to the previous level of 80 hours per week. This resolution is to approve a mutually agreed upon two-year contract, at 80 hours per week, for calendar years 2024 and 2025, with an optional 1-year extension through December 31, 2026.

ALTERNATIVES

None

FINANCIAL IMPACT

The Village of Webberville has agreed to pay the County at the following annual rates:

2024: \$343,395.00 (5% increase from the original 80 hours per week agreement for 2023)

2025: \$360,565.00 (5% increase from 2024)

2026: \$378,597.00 (5% increase from 2025).

STRATEGIC PLANNING IMPACT

This agreement falls in line with the stated Ingham County Goal; to provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County, as it adds another deputy to be assigned to patrol the Village of Webberville community. This also results in the addition of another law enforcement position within the Sheriff's Office, an addition to the law enforcement resources, services, and protection within Ingham County.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize a law enforcement services agreement with the Village of Webberville effective January 1, 2024 through December 31, 2025, with an optional 1-year extension through December 31, 2026.

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Nicole Matusko, Chief Assistant Prosecuting Attorney

DATE: October 24, 2023

SUBJECT: Resolution to Enter into a Memorandum of Understanding between the Tri-County Metro Narcotic Squad and the Ingham County Prosecutor’s Office under the 2024 Byrne JAG Grant Program
For the meeting agendas of November 2, 2023 and November 8, 2023

BACKGROUND

Under the Urban Cooperation Act, MCL 124.501 et seq., the Michigan Department of State Police (MSP), the City of Lansing, County of Ingham, County of Eaton, and the County of Clinton all participate in the Tri-County Metro Narcotics Squad (TCM). This task force combines law enforcement personnel and resources to investigate violations of the controlled substance laws of Michigan. TCM has been awarded funds under the 2024 FY Byrne JAG Grant Program “Building Investigative Capacity to Combat Dangerous Drugs and Violent Crime in Our Communities.” The primary goal of this grant is to focus on heroin, fentanyl, and prescription opiates. The aim is to reduce overdoses, deaths, and criminal activity related to the sale of heroin and opiates. TCM has offered \$28,000 in grant funds to the Ingham County Prosecutor’s Office (ICPO) to participate in this grant program in exchange for assistance in the prosecution of these cases in Ingham County.

ALTERNATIVES

None

FINANCIAL IMPACT

The proposed agreement would have no financial impact. Currently, ICPO works with TCM and the other participating entities without financial remuneration. Under the proposed agreement, ICPO would receive a total disbursement of \$28,000 during the current grant cycle. Please note that this is the fourth year ICPO has received this grant.

OTHER CONSIDERATIONS

ICPO intends to use this funding to continue to upgrade technology to assist in the prosecution of these cases. Additionally, ICPO will use this funding to offset the increased costs for Prosecuting Attorneys Association of Michigan (PAAM) summer interns. These 2nd and 3rd year law students, selected by PAAM, are put through the same basic training course offered to newly appointed APAs across the state. Once they have completed the course, these interns provide valuable courtroom assistance to our office. This year the cost of a PAAM intern increased to \$10,000 per intern. With recent turnover, the use of law school/legal interns has assisted in training and encouraging young attorneys to consider a career in prosecution.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING BETWEEN THE TRI-COUNTY METRO NARCOTICS SQUAD AND THE INGHAM COUNTY PROSECUTOR'S OFFICE UNDER THE 2024 BYRNE JAG GRANT

WHEREAS, the Tri-County Metro Narcotics Squad (TCM) has been approved under the 2024 Byrne JAG Grant Program "*Building Investigative Capacity to Combat Dangerous Drugs and Violent Crime in Our Communities*" to disburse \$28,000 in funds to the Ingham County Prosecutor's Office (ICPO) for the fiscal year of October 1, 2023 through September 30, 2024; and

WHEREAS, the primary goal of the grant program is to focus on heroin, fentanyl, and prescription opiates to reduce overdoses, deaths, and other criminal activities related to the sale and distribution of heroin and opioids in Ingham County and the surrounding area; and

WHEREAS, ICPO currently assists TCM with the investigation and prosecution of controlled substance cases without financial remuneration and ICPO has agreed to assign a dedicated assistant prosecuting attorney to the investigation, warrant review, and prosecution of cases under the grant program; and

WHEREAS, the grant funding would assist ICPO in obtaining technological equipment to streamline work processes and make workflow more efficient for current staff and to offset the increased costs for Prosecuting Attorneys Association of Michigan (PAAM) interns for 2024; and

WHEREAS, the funds will be disbursed to ICPO prior to September 30, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize acceptance of the proposed agreement for the Tri-County Metro Narcotics Squad to disburse \$28,000 to the Ingham County Prosecutor's Office under the 2024 Byrne Jag Grant Program "*Building Investigative Capacity to Combat Dangerous Drugs and Violent Crime in Our Communities*."

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2024 budget and position allocation lists consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

TO: Board of Commissioners, Law & Courts Committee, Finance Committee
FROM: Nicole Matusko, Chief Assistant Prosecutor
DATE: October 24, 2023
SUBJECT: **To Authorize an Agreement with Prosecutor by Karpel (PbK) and the Prosecuting Attorney Association of Michigan (PAAM) for the installation of the new Statewide PbK Software.**

For the meeting agenda:

Law & Courts for Thursday, November 2

Finance Committee for Wednesday, November 8

Board of Commissioners for Tuesday, November 14

BACKGROUND

Prosecutors' offices across the state utilize programs maintained and supported by the Prosecuting Attorneys Association of Michigan (PAAM). The uniformity of the systems allows consistency in charging language as well as consistency in procedures and shared supports. Our current systems are Adult Case Tracking (ACT) and Juvenile Case Tracking (JCT). These systems have been used for approximately thirty-five (35) years. These two programs provide for automated victim notifications under the Crime Victims' Rights Act (CVRA), document generation on all cases to include charging documents, subpoenas, letters to victims, and other necessary court paperwork for all adult and juvenile criminal cases as well as uniformity in pulling data and reports necessary for submissions under our grants. ACT/JCT are a very old system that have become obsolete. The initial coding language is no longer used, has not been regularly updated and has struggled to maintain CJIS compliance. There is no one left on staff at PAAM with the ability to repair, fix, or update the systems. Therefore, as of 2026, PAAM will no longer support or maintain these programs. Without PAAM's support, these programs will simply no longer exist. There is not an option for self-service for ACT/JCT.

Recognizing a need and benefit for a statewide system, PAAM has contracted with Prosecution by Karpel (PbK) to provide both data management and document management for prosecutors' offices across the state. To allow for a statewide rollout of PbK, funding was approved in the state fiscal budget for 2024. PAAM intends to utilize the funding to implement PbK in all offices with a desire to use the program with a rollout schedule for the entire state spanning 2024-2026. It is predicted that 79 of the 83 counties will be outfitted with PbK. Ingham County has been selected as a county to have the new system implemented in October 2024. In order to participate in the state funded implementation, Ingham County must sign a contract with PbK and PAAM. PAAM has already negotiated and signed the contract on behalf of the organization.

PbK will replace both ACT and JCT as well as our current document management system, OnBase. Our office will still need to maintain some OnBase connectivity through our Family Support Unit (FSU) as PbK focuses on the criminal prosecution and does not specialize in civil paternity cases. In the future, PbK may offer a civil component to its services; however, that is not in the rollout.

The Prosecuting Attorneys Association of Michigan (PAAM) has worked with PbK and has entered into a contract to cover the following services for offices for the next three years:

PbK software licenses and hosting for every member of the prosecutor's office – The State funding will cover system configuration and set-up as well as training for all office staff who will be utilizing the software. Our office has consulted with Ingham County Innovation & Technology and our current computers and operating system are compatible with PbK requirements.

External Agency Portal – This allows for an unlimited number of law enforcement agencies to digitally send referrals (warrant requests) to the prosecutor's office for review as well as add supplemental reports and evidence to a case as the investigation continues. Law enforcement agencies will also be able to view limited case information to see updates as to case disposition, case status, etc. This also allows prosecutor's offices to electronically serve subpoenas on officers and notify officers of changes to court appearances. We currently have three agencies utilizing two separate "portals" to electronically submit warrant request to our office. All other agencies are required to print police reports and physically bring them to our office for staff to scan them into our system, creating a digital image, to initiate a warrant request. Uniformity in how an agency submits a case will create efficiency for our intake staff and reduce paper waste.

Data Conversion of all legal data from ACT/JCT and OnBase into the PbK system – this allows for all our current case data to be converted into PbK. Maintaining past case information is important when reviewing a Defendants history with our office as well as pulling data points for year-to-year comparisons. If our county is able to reach an agreement during the first roll-out, Karpel will waive the data conversion of all our OnBase files into PbK – this provides a cost savings of \$50,000 to the county. If we are unable to reach an agreement, this will be an expense the county will be asked to cover.

Unlimited e-Discovery – this will allow our office to continue to serve defense attorneys with electronic discovery of police reports and other reports in our case files. This is a feature of our current case management system.

Three Interfaces with other systems commonly used by prosecutor's offices – PAAM has negotiated the implementation of three interfaces that will assist in the efficiency of running a prosecutor's office and complying with the crime victims' rights act. A LEIN (Law Enforcement Information Network) interface that will assist in accurately and efficiently reporting a Defendant's criminal history information. PbK is structured to make reporting criminal history more accurate by developing an interface to report case information directly from PbK to LEIN. Each night, PbK will automatically send data points for records that have not previously been reported to the Michigan State Police via LEIN. PbK also has a VINE interface that will assist in accurately notifying victims of court dates, case disposition, and other information as required under the Crime Victims' Rights Act by utilizing a similar procedure by automatically sending case updates to VINE. Lastly, PbK will have an interface with the MSP Crime Lab that will assist in notifying the Crime Lab of case status and disposition to assist in coordinating any outstanding testing issues.

Support and Maintenance – the current state funding will cover licensing support, hosting fees, and interface maintaining for 2024-2026.

Our office is currently seeking funding in 2024 for only two optional items not covered by the statewide funding. These optional items are interfaces with our District and Circuit Courts. These interfaces would allow for PbK to directly pull court dates, schedules, dispositions, and other information from the court system to assist in scheduling for the attorneys and notifications for the victim. We currently have interfaces with the court system and our current ACT/JCT/OnBase systems. These interfaces allow our clerical staff to import daily schedules and electronically schedule and send cases to the attorney that are assigned to various dockets. Without these interfaces, our clerical staff would be required to manually schedule and enter each court date for each case. This would average hundreds of cases a week.

PbK is a nationally recognized program that is software made specifically for prosecutor's offices to meet the needs unique to prosecuting cases. PAAM will work with PbK to assure our current charging documents as well as warrant manuals are available through PbK as they were through ACT/JCT. PbK will replace the current need for ACT/JCT and OnBase for our office as it is specifically designed for management of criminal prosecution for both juveniles and adults. PbK expands beyond our current system structures. It will allow for better data collection both within our county and throughout our state. PbK allows for Statewide Data Sharing. For counties that participate in Statewide Data Sharing, the system allows prosecutors to see what cases are pending in other counties and who the assigned prosecutor is that is handling the case. This that could assist in global plea resolution, location of witnesses, identification of individuals that are driving violence through the state or regionally and more. It is predicated that 79 of the 83 counties intend to transition to PbK. PbK offers technical support 24/7 for Software Program issues. PbK will maintain security audits and CJIS certifications to safeguard case information.

ALTERNATIVES

Without PbK moving forward, Ingham County would be required to develop its own programs to track all case information, report criminal history information to LEIN, create all case documents (such as subpoenas, complaints, warrants, victim notification letters, bind over paperwork, Information, etc.), provide for victim notifications under the CVRA, and maintain critical data for grant reporting purposes. This would require significant additional staff in our office, additional resources with the IT department and purchasing or creating additional software. This would create a significant increase in an already daunting caseload for our current employees. The use of PbK will begin to streamline some procedures and alleviate duplicative work within the office.

FINANCIAL IMPACT

The current request is for \$35,000 in the fall of 2024 to support the implementation of court integrations specific to our Ingham County Courts and \$7,000 for ongoing support for the integration. State funding covers all other initial costs totaling approximately \$500,000 for Ingham County. There is currently state funding available for the implementation of PbK as well as to cover the standard ongoing costs for three (3) years. The initial implementation for Ingham County will cost approximately \$359,000. The state funding awarded to the Prosecuting Attorney Association of Michigan (PAAM) will pay for this entire cost. Additionally, PAAM is utilizing state funding to pay for the annual support services for the years of 2024, 2025 and 2026. Our annual maintenance will be \$55,900 a year. This will equate to an additional \$167,700 of funding by the state.

Ingham County is scheduled to go-live in October 2024. The only cost to the county would come in fall 2024 for the two "optional" items listed above. The cost to the county would be to build interfacing with the various court systems. The cost to the county would be a one-time payment of \$35,000 for these integrations and approximately \$7,000 a year to maintain this integration.

Moving forward, beginning in 2027, the county would be required to pay \$62,900 in annual maintenance for the PbK program. Savings from current ongoing costs our office is paying to Imagesoft/Hyland would offset these costs. For example, for our current portal maintenance for law enforcement, our office annually pays \$25,000. The OnBase Administrator for Ingham County was able to outline an approximately \$33,000 in other annual maintenance fees that would no longer be necessary with the switch to PbK. Additional dues paid to PAAM for the maintenance of ACT/JCT would no longer be required once PbK is installed in Ingham County.

Our office has consulted with the budget office as well as the Controller; the required additional funding for court integration will be paid out of the Contingency Funds in 2024.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Authorize a Contract with Prosecutor by Karpel (PbK) and the Prosecuting Attorneys Association of Michigan (PAAM).

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PROSECUTOR BY
KARPEL (PbK) AND THE PROSECUTING ATTORNEYS ASSOCIATION OF MICHIGAN
FOR INSTALLATION OF STATEWIDE PbK SOFTWARE**

WHEREAS, the Ingham County Prosecutor's Office partners with the Prosecuting Attorney Association of Michigan (PAAM) for Statewide document management software; and

WHEREAS, historically these systems, known as Adult Case Tracking (ACT) and Juvenile Case Tracking (JCT), have provided for constitutionally required victim notifications under the Crime Victims' Rights Act (CVRA) and document generation to include charging documents; bond forms; subpoenas; letters to victims; and other necessary court paperwork for all adult and juvenile criminal cases; and

WHEREAS, ACT/JCT have provided a means for gathering data and reports necessary for approval and reporting for multiple grants used to fund the prosecutor's office; and

WHEREAS, PAAM has notified all prosecutor's offices that as of 2026, ACT/JCT has become obsolete, and the programs will be discontinued; and

WHEREAS, a document management system to replace ACT/JCT is necessary for the day to day operations of the Ingham County Prosecutor's Office to continue; and

WHEREAS, PAAM has entered into a contract with Prosecutor by Karpel (PbK) to replace ACT/JCT throughout the state; and

WHEREAS, PAAM has received state funding to cover the initial costs as well as any annual costs to all prosecutor's offices from 2024 until 2026 to facilitate a statewide rollout of the new software system; and

WHEREAS, additional County funding in the amount of \$35,000 for one-time necessary court integration and one year of service for the integration of \$7,000 is available through the 2024 Contingency Fund.

THEREFORE BE IT RESOLVED , that the Ingham County Board of Commissioners hereby authorize an agreement be entered into between Prosecution by Karpel (PbK) and the Prosecuting Attorney Association of Michigan (PAAM) for the installation of the statewide PbK software with court integration.

BE IT FURTHER RESOLVED, that the required County funding of \$35,000 for one-time court integration and \$7,000 for one year of service for the integration for a total not to exceed of \$42,000 will be funded through the 2024 Contingency Fund.

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

Agenda Item 3

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

FROM: Bob Boerkoel, Sergeant, Office of Emergency Management

SUBJECT: Resolution to amend the FY 2021 Emergency Management Performance Grant American Rescue Plan Act award to accept additional funds.

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

BACKGROUND

The Board of Commissioners previously accepted FY2021 Emergency Management Performance Grant American Rescue Plan Act (EMPG ARPA) funds via Resolution #21-643 to supplement the Emergency Management Performance Grant (EMPG) funds accepted in 2021 via Resolution #20-508. The purpose of the EMPG funds and EMPG ARPA funds are to reimburse Ingham County for a portion of the Emergency Manager wages and fringe benefits, up to 50% match.

The Michigan State Police Emergency Management and Homeland Security Division (MSP EMHSD) has amended the FY2021 EMPG ARPA award to provide additional supplemental funding to the FY2023 EMPG Grant in addition to the supplemental award received for FY2021. This amendment effectively serves to further supplement to the Emergency Management Performance Grant Award for FY 2023, previously accepted with Resolution #22-601.

ALTERNATIVES

N/A

FINANCIAL IMPACT

This amended award reimburses the county up to an additional \$21,040 of the Emergency Manager wages and fringe benefits. The obligated funds require a cost-match and shall not exceed 50% of the total budget for salary and fringe benefits.

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 promotes services to enable the protection of life, property, and vital infrastructure during times of disaster or emergency; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it utilizes available grant monies awarded to Ingham County to reduce the financial obligation of Ingham County.

OTHER CONSIDERATIONS

The Ingham County Office of Homeland Security & Emergency Management has fulfilled its requirements under Public Act 390 regarding an Emergency Management Program. The Emergency Management Program seeks to protect life, property, and vital infrastructure in times of disaster or emergency.

RECOMMENDATION

Based on the information presented, I respectfully recommend acceptance of the amended FY 2021 Michigan Emergency Management Performance Grant American Rescue Plan Act (EMPG ARPA) award.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE FY 2021 EMERGENCY MANAGEMENT PERFORMANCE GRANT AMERICAN RESCUE PLAN ACT AWARD TO ACCEPT ADDITIONAL FUNDS

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has fulfilled its requirements under Public Act 390 regarding an Emergency Management Program; and

WHEREAS, the Emergency Management Performance Grant (EMPG) reimburses Ingham County for a portion of the Office of Homeland Security and Emergency Management Program Manager wages and fringe benefits; and

WHEREAS, the EMPG requires Ingham County to develop and maintain an Emergency Management Program capable of protecting life, property, and vital infrastructure in times of disaster or emergency; and

WHEREAS, the FY 2023 EMPG award was previously accepted by the Board of Commissioners with Resolution #22-601; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division (MSP EMHSD) previously awarded Ingham County with an FY2021 Emergency Management Performance Grant American Rescue Plan Act (EMPG ARPA) to supplement the FY2021 EMPG award; and

WHEREAS, the Board of Commissioners previously accepted the FY 2021 EMPG ARPA with Resolution #21-643; and

WHEREAS, the MSP EMHSD have amended the FY2021 EMPG ARPA award to provide additional supplemental funding towards the FY 2023 EMPG award for the Office of Homeland Security and Emergency Management Program Manager wages and fringe benefits; and

WHEREAS, the amended FY 2021 EMPG ARPA award obligates a total of \$21,040 of additional funds towards the FY 2023 EMPG award, requiring a cost-match of 50% towards the EMPG budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the acceptance of the amended FY 2021 Emergency Management Performance Grant American Rescue Plan Act award from the State of Michigan for an additional \$21,040 towards the FY2023 EMPG award.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make any necessary budget adjustments in the Ingham County Office of Homeland Security & Emergency Management 2023 Budget.

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.

TO: Law & Courts and Finance Committees
FROM: Annette Ellison, Deputy Court Administrator
DATE: October 23, 2023
SUBJECT: CASA Donated Funds Program
For the meeting agendas of: Law and Courts Committee November, 2023
Finance Committee November 8, 2023

BACKGROUND

Through trained volunteers, the Court Appointed Special Advocate (CASA) program provides the Circuit Court Juvenile Division with independent and objective information regarding children involved in neglect and abuse cases. CASA volunteers conduct an independent review, examine all relevant documents, and potentially interview all persons having direct knowledge of the child’s and/or family’s situation to formulate an objective understanding of what is in the best interest of the child. Volunteers attend all hearings, Family Team Meetings (FTM) with Michigan Department of Health and Human Services (MDHHS) and meet with the youth in-person on a weekly basis.

CASA began a formal partnership with the Juvenile Division in 2017. At the time, only cases on Judge Lawless’s docket were being referred through a Memorandum of Understanding. At this time, four of the five Family Division Judges refer cases to CASA. Although staffed mostly by volunteers, CASA does have paid full-time staff to assist with oversight and training.

Beginning in 2022, the Child Care Fund Handbook allows courts to include the CASA program as an In-Home Care Program for the purposes of Child Care Fund reimbursement. Additionally, pursuant to MCL 400.117c (7)(b), the county is able to request Child Care Fund reimbursement through a county donated funds program. The county donated funds program allows CASA to donate funds to the county to support their operating expenses. The county must designate these funds for the CASA program and transfer the funds as General Fund dollars to the Juvenile Division’s budget. The Juvenile Division contracts with CASA for the amount equal to the donated funds plus the leveraged childcare fund amount. This allows CASA, the County, and the Court to leverage Child Care Fund dollars to fund this valuable service.

As a result of legislative changes, Courts are reimbursed 75% as opposed to 50% for In-home care programming through the Child Care Fund; therefore reducing the amount CASA would need to donate to the County in 2024.

CASA has submitted their operation budget of \$169,460.55 (5% increase from FY23) for Fiscal Year 2024 and has agreed to donate \$42,365.25 to the county to support the proposed contract. Pursuant to the statutory requirements, CASA has agreed to submit a list of all donors and complete an annual certification to be made available to MDHHS during a monitoring review. Lastly, the CASA program has been included and approved as part of the Juvenile Division’s MDHHS CCF Annual Plan and Budget.

ALTERNATIVES

Not entering into an agreement with CASA would result in a loss of leveraged dollars from Child Care Fund.

FINANCIAL IMPACT

Entering into an agreement with CASA will cost the County no additional funds. This agreement will generate \$127,095.75 in restricted funds.

STRATEGIC PLANNING IMPACT

Provide appropriate evidence based treatment and sanctions for at-risk youth and juveniles. Provide fair and efficient judicial processing.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Enter into an agreement with CASA.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE COURT-APPOINTED SPECIAL ADVOCATE
DONATED FUNDS AND IN-HOME CARE PROGRAM**

WHEREAS, the Court-Appointed Special Advocate program provides the Circuit Court Juvenile Division with independent and objective information regarding children involved in neglect and abuse cases; and

WHEREAS, the Court-Appointed Special Advocate program conducts an independent review, examines all relevant documents, and conducts interviews to formulate an objective understanding of what is in the best interest of the child; and

WHEREAS, although mostly staffed by volunteers, the Court-Appointed Special Advocates program has paid full-time staff and an annual operating budget of \$169,460.55; and

WHEREAS, the County is able to leverage the Michigan Department of Health and Human Services Child Care Fund for eligible expenses; and

WHEREAS, the Michigan Department of Health and Human Services recognizes the Court-Appointed Special Advocate program as a Michigan Department of Health and Human Services Child Care Fund eligible expense; and

WHEREAS, the Juvenile Division included the Court-Appointed Special Advocates Program in the Michigan Department of Health and Human Services Child Care Fund Annual Plan and Budget which was approved; and

WHEREAS, the Court-Appointed Special Advocates Program is able to donate funds to the County pursuant to MCL 400.117c(7)(b) in order to leverage the Michigan Department of Health and Human Services Child Care Fund; and

WHEREAS, the Juvenile Division wishes to enter into an agreement with the Court-Appointed Special Advocates program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with the Court-Appointed Special Advocates program for purposes of providing independent and objective information regarding children involved in neglect and abuse cases, at rate not to exceed \$38,426.50 quarterly, for a total amount not to exceed \$169,460.55 for the duration of the contract, effective October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to accept donated funds in the amount of \$42,365.13 from the Court-Appointed Special Advocates program for the purposes of leveraging funds from the Michigan Department of Health and Human Services Child Care Fund.

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

TO: Law & Courts and Finance Committees
FROM: Sara Deprez, Juvenile Programs Director
DATE: October 24, 2023
SUBJECT: Resolution Authorizing Entering into An Agreement with Highfields, Inc for the Horizon Program for the Meeting Agendas of November 2 and November 8, 2023.

BACKGROUND

The resolution attached with this memo is requesting authorization for the Circuit Court Juvenile Division to enter into a contract with Highfields to provide services to youth ordered to the evening reporting program, Horizon. If approved, the contract will be October 1, 2023 to September 30, 2024.

The Horizon program, originally called Pride, promotes behavioral stabilization for community-based youth and is based on risk level. There is a moderate risk group that attends programming on Tuesday and Thursdays from 3 p.m. to 8 p.m. Additionally, there is a higher risk group that attends Monday, Wednesday, and Fridays. While at program, youth are involved in structured activities and receive cognitive behavior treatment. Highfields has provided the transportation and professional staff that supports the Horizon program since its inception in 2008.

The requested contract amount for FY 2024 is \$438,988 which is a 31% increase from last fiscal year contract amount of \$335,046. The significant increase is attributable to the rising insurance rates for the fleet of vehicles Highfields uses to transport the youth to program and a \$.50 per hour shift premium for the Horizon staff. There has been a high rate of staff turnover and the shift premium will hopefully alleviate some of the change in staff.

ALTERNATIVES

The alternative would be to not offer an evening reporting program as a part of the continuum of community-based services for court involved youth, which would lead to higher costs in out of home placement costs.

FINANCIAL IMPACT

Funds for this contract have been approved in the Juvenile Division's 2024 budget; however, the amount approved exceeds Consumer Price Index (CPI) rate.

The funds for this contract come from the Juvenile Justice Millage and the Child Care Fund, 25% and 75% respectively.

STRATEGIC PLANNING IMPACT

This supports the overarching long-term objective of providing appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

OTHER CONSIDERATIONS

None

RECOMMENDATION

The County enter into a contract with Highfields for evening reporting services for court adjudicated youth.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH HIGHFIELDS
FOR THE HORIZON PROGRAM**

WHEREAS, the Horizon Program, an evening reporting program for court adjudicated youth, is located at the Ingham County Family Center; and

WHEREAS, the Horizon Program involves treatment intervention such as cognitive behavioral therapy, community service, and structured recreational activities; and

WHEREAS, Highfields provides the transportation and professional support for the court ordered youth assigned to the program; and

WHEREAS, Highfields submitted a proposed budget of \$438,988, which was approved in the 2024 Ingham County Budget; and

WHEREAS, the funding for the Horizon Program comes from the Juvenile Justice Millage and is reimbursed at 75% by the State's Child Care Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement between 30th Circuit Court Juvenile Division and Highfields for the time period of October 1, 2023 through September 30, 2024, at a cost not to exceed \$438.988 for the Horizon Program.

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 Chairperson of the Ingham County Board of Commissioners is authorized to sign documents as prepared by or approved as to form by the County Attorney consistent with this resolution.

TO: Law & Courts and Finance Committees
FROM: Annette Ellison, Deputy Court Administrator
DATE: October 24, 2023
SUBJECT: RESOLUTION AUTHORIZING RENEWAL OF CONTRACT WITH MICHIGAN STATE UNIVERSITY FOR JUVENILE RISK ASSESSMENT PROJECT AND QUARTERLY PROGRAM EVALUATION

For Meeting Agendas: November 2, 2023 – Law and Courts
November 8, 2023 – Finance

BACKGROUND

For over 18 years, Michigan State University has provided risk assessment support to the Juvenile Division. Through many discussions, the School of Criminal Justice has agreed to provide the Juvenile Division with a third-party program evaluation. Having added an institution like Michigan State University not only provides an objective measure of success but also strengthens the continuity of service.

The Juvenile Division has been a leader in juvenile justice by developing progressive and evidence-based programming for youth and families. As part of this best practice, in 2018, the Juvenile Division began conducting quarterly program evaluations of all evidence-based curriculums supported by Juvenile Justice Millage funds. The idea behind these quarterly assessments is simple; assess the program, provide coaching and return to see progress. The addition of these assessments has strengthened the Juvenile Division’s continuous quality improvement plan and allowed for more direct feedback to vendors in an effort to improve the overall quality of juvenile justice programming.

The Juvenile Division pays a significantly reduced rate for risk assessment support given Michigan State University mutually benefits from the agreement. The Juvenile Division wishes to maintain the contract with Michigan State University not to exceed \$48,788 annually to provide risk assessment support and third-party program evaluation. These services are Child Care Fund reimbursable at roughly 75%.

ALTERNATIVES

The Juvenile Division could not collect third-party risk assessment or quarterly program evaluations.

FINANCIAL IMPACT

Funds for this contract have been approved in the Juvenile Division’s 2024 budget.

STRATEGIC PLANNING IMPACT

This supports the overarching long-term objective of providing appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Renew the contract.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE RENEWAL OF A CONTRACT WITH
MICHIGAN STATE UNIVERSITY FOR THE JUVENILE RISK ASSESSMENT PROJECT
AND QUARTERLY PROGRAM EVALUATIONS**

WHEREAS, the Circuit Court Juvenile Division has worked collaboratively with Michigan State University for over 18 years on the Juvenile Risk Assessment Project; and

WHEREAS, the Circuit Court Juvenile Division, relies on Michigan State University to analyze and evaluate data collected by the Juvenile Division; and

WHEREAS, Dr. Caitlyn Cavanagh, formerly Dr. William Davidson, oversees a team of researchers from Michigan State University assigned to the project; and

WHEREAS, the Circuit Court Juvenile Division would like the Juvenile Risk Assessment Project to continue conducting quarterly third-party evaluations of all evidence-based programming; and

WHEREAS, funds to support the Juvenile Risk Assessment Project were allocated in the Juvenile Division's 2024 budget; and

WHEREAS, the Juvenile Risk Assessment Project is Department of Health and Human Services Child Care Fund eligible.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to renew the contract with Michigan State University for purposes of providing the Juvenile Risk Assessment Project and quarterly program evaluation at a rate of \$12,197 quarterly, not to exceed \$48,788 annually, effective October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that administrative rates and indirect costs associated with this contract are not to exceed 15% for the duration of this partnership with Michigan State University, unless otherwise approved by the Ingham County Board of Commissioners through a separate resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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: Annette Ellison, Deputy Court Administrator

DATE: October 24, 2023

SUBJECT: RESOLUTION AUTHORIZING RENEWAL OF CONTRACT WITH MICHIGAN STATE UNIVERSITY TO SUPPORT THE ADOLESCENT PROJECT

For Meeting Agendas: November 2, 2023 – Law and Courts
November 8, 2023 – Finance

BACKGROUND

The Ingham County Circuit Court, Family Division has collaborated with Michigan State University’s Psychology Department for more than 40 years to support Michigan State University’s Adolescent Project. The Michigan State University Adolescent Project has been under the leadership of distinguished Dr. Cris Sullivan and is currently lead by its Director, Sean Hankins of the Psychology Department. The Michigan State University Adolescent Project is an evidence-based program that has been nationally awarded and recognized for providing excellent mentoring services, reducing recidivism, and increasing positive outcomes for thousands of at-risk juveniles in Ingham County. The Juvenile Division wishes to maintain the contract with Michigan State University’s Psychology Department not to exceed \$179,465 annually to support the Adolescent Project mentoring program effective October 1, 2023 through September 30, 2024. Mostly, Michigan Department of Health and Human Services Child Care funded; however, if referral is made at Intake, costs will be apportioned to the General Fund.

ALTERNATIVES

Juveniles of Ingham County no longer receive evidence-based mentoring services.

FINANCIAL IMPACT

Funds for this contract have been approved in the Juvenile Division’s 2024 budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None

RECOMMENDATION

The Board of Commissioners authorizes renewal of the contract.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE RENEWAL OF CONTRACT WITH
MICHIGAN STATE UNIVERSITY TO SUPPORT THE ADOLESCENT PROJECT**

WHEREAS the Juvenile Division has collaborated with Michigan State University's Psychology Department for more than 40 years to support Michigan State University's Adolescent Project; and

WHEREAS, the Michigan State University Adolescent Project has been under the leadership of the distinguished Dr. Cris Sullivan and is currently lead by its Director, Sean Hankins of the Psychology Department; and

WHEREAS, the Michigan State University Adolescent Project is an evidence-based program that has been nationally awarded and recognized for providing excellent mentoring services, reducing recidivism, and increasing positive outcomes for thousands of at-risk juveniles in Ingham County; and

WHEREAS, the Juvenile Division wishes to maintain its contract with MSU Psychology Department not to exceed \$179,465 annually to support the Adolescent Project mentoring program effective October 1, 2023 through September 30, 2024; and

WHEREAS, the Adolescent Project is mostly Michigan Department of Health and Human Services Child Care funded at 75% reimbursement; however, if the referral is made at Intake, costs will be apportioned to the General Fund; and

WHEREAS, funds to support the Adolescent Project were allocated in the Juvenile Division's 2024 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to renew the contract with Michigan State University's Psychology Department for purposes of supporting the Adolescent Project not to exceed \$179,465 annually operating for the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that administrative rates and indirect costs associated with this contract are not to exceed 15% for the duration of this partnership with Michigan State University, unless otherwise approved by the Ingham County Board of Commissioners through a separate resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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, County Services and Finance Committees
FROM: Annette Ellison, Deputy Court Administrator
DATE: October 24, 2023
SUBJECT: RESOLUTION AUTHORIZING STAFFING ADJUSTMENT AT THE YOUTH CENTER

For Meeting Agendas: November 2, 2023- Law and Courts
November 7, 2023 – County Services
November 8, 2023 – Finance

BACKGROUND

Over the last few years, the Youth Center has experienced a significant increase in older, more dangerous youth charged with more serious offenses, who have more acute mental health concerns and whose stay in detention has become increasingly longer. In addition to the changes in the demographics of the juvenile population, the On-Call Juvenile Detention Development staff pool dramatically depleted and as with most job industries, the secure setting juvenile justice profession has seen a significant decline in experienced applicants. These current pressures have exacerbated the safety of both juveniles and staff.

The Youth Center currently has five Shift Supervisors who are responsible for managing day-to-day operations and 24-hour, seven days a week coverage year-round. Traditionally, in addition to providing coverage for the facility, Shift Supervisors have been assigned specific administrative tasks in order to assist the Director in maintaining overall operations of the facility.

Given the current pressures of the Youth center, both the Shift Supervisors and Director are required to provide more time and attention to matters and tasks for daily operations that interfere with efficient completion of the administrative tasks for overall facility functioning. The administrative task that is in greatest need, involves staff recruitment, hiring, support, and training.

Therefore, the Juvenile Division proposes adding a Shift Supervisor position at the Youth Center. The additional Shift Supervisor would be assigned to the Training and Professional Development Division of the Youth Center, and specifically have the sole responsibilities of: (1) Recruiting On-Call Juvenile Detention Development Specialist positions; (2) Interviewing and making hiring recommendations to the Director; (3) Designing training programs and onboarding process for new hires; (4) Scheduling and training staff according to the administrative rules for Court Operated Facilities; (5) Record keeping for staff training hours and assisting Director with Licensing audit and matters; (6) Assisting the Director in writing resolutions and obtaining contracts related to staff training and professional development; (7) Assist Youth Center management team in corrective action matters in which determinations may require staff training and consultation; (8) Provide staff support as requested by the staff and/or members of the Youth Center management team; and (9) Assist with training of community partners (i.e. volunteers, medical, and educational staff) on Youth Center programming, policies, and procedures.

This structure is in line with other detention facilities throughout the state. The additional Supervisor (MCF 10 Step 5) would cost the county an additional \$170,969, which includes salary and personnel expenses. The position is funded by the Juvenile Justice Millage and is eligible for 50% Child Care Fund reimbursement. Therefore, the actual transfer in of Juvenile Justice Millage to support the position is only \$85,484.68.

Funds to support the increase to the Youth Center Salaries and Wages line item will come from the Juvenile Justice Millage.

Effective October 1, 2023, the Juvenile Division expects roughly \$1.7 million of additional Child Care Fund reimbursement due to recent legislation, which reimburses courts at 75% for in-home care programs. This is an increase from the 50% previously reimbursed. Of this total amount, \$502,005 would be General Fund dollars and over \$1.2 million would be Juvenile Justice Millage dollars. Receiving additional reimbursement from the state, would reduce the amount of funds transferred in to support the Juvenile Division's operating budget.

ALTERNATIVES

An alternative would be to add a Deputy Director position to the Youth Center, however, through consulting with Human Resources, it was decided that adding a Shift Supervisor would be the more fiscally prudent decision.

FINANCIAL IMPACT

Effective October 1, 2023, the Juvenile Division expects roughly \$1.7 million of additional Child Care Fund reimbursement due to recent legislation, which reimburses courts at 75% for in-home care programs. This is an increase from the 50% previously reimbursed. Of this total amount, \$502,005 would be General Fund dollars and over \$1.2 million would be Juvenile Justice Millage dollars. Receiving additional reimbursement from the state, would reduce the amount of funds transferred in to support the Juvenile Division's operating budget.

STRATEGIC PLANNING IMPACT

Attract and retain employees who value public service and support employee training and professional development.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Authorize the addition of a Shift Supervisor position at the Youth Center.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A STAFFING ADJUSTMENT AT THE YOUTH CENTER

WHEREAS, over the last few years, the Youth Center has experienced a significant increase in older, more dangerous youth charged with more serious offenses, who have more acute mental health concerns and whose stay in detention has become increasingly longer; and

WHEREAS, in addition to the changes in the demographics of the juvenile population, the On-Call Juvenile Detention Development staff pool dramatically depleted and as with most job industries, the secure setting juvenile justice profession has seen a significant decline in experienced applicants; and

WHEREAS, the Youth Center currently has five Shift Supervisors who are responsible for managing day-to-day operations and 24-hour, seven days a week coverage year-round; and

WHEREAS, in addition to providing coverage for the facility, Shift Supervisors have been assigned specific administrative tasks in order to assist the Director in maintaining overall operations of the facility; and

WHEREAS, given the current pressures of the Youth Center, both the Shift Supervisors and Director are required to provide more time and attention to matters and tasks for daily operations that interfere with efficient completion of the administrative tasks for overall facility functioning; and

WHEREAS, the administrative task that is in greatest need involves staff recruitment, hiring, support, and training; and

WHEREAS, effective October 1, 2023, the Juvenile Division expects roughly \$1.7 million of additional Child Care Fund reimbursement due to recent legislation; and

WHEREAS, receiving the additional reimbursement from the state, would reduce the amount of funds transferred in to support the Juvenile Division's operating budget; and

WHEREAS, due to the recent legislation the Juvenile Division is able to leverage Juvenile Justice Millage funds to support the increase in the Youth Center's Salaries and Wages line item; and

WHEREAS, the addition of a Youth Center Shift Supervisor position is supported by the Controller and Human Resources; and

WHEREAS, the Juvenile Division recommends that the Board of Commissioners authorize the staffing addition at the Youth Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the 2023/2024 Child Care Fund contract with the addition of one (1) Shift Supervisor position (MCF 10 Step 5) at the Ingham County Youth Center, with a net increase of \$170,969 in personnel expenses with a corresponding

increase of revenues from the Juvenile Justice Millage in the amount of \$85,484.68 and from the State Child Care Fund in the amount of \$85,484.68 effective November 5, 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments and Position Allocation List amendments in the Circuit Court 2023/24 Child Care Fund Budget.

TO: Law and Courts and Finance Committees
FROM: Sara Deprez, Juvenile Programs Director
DATE: October 24, 2023
SUBJECT: Resolution Authorizing Entering into An Agreement with Peckham for the Career Academy + Program for the Meeting Agendas of November 2 and November 8, 2023.

BACKGROUND

The resolution attached with this memo is requesting authorization for the Circuit Court Juvenile Division to enter into a contract with Peckham to provide services to youth ordered to the Career Academy + Program. If approved, the contract will be October 1, 2023 to September 30, 2024.

The Career Academy+ Program serves court adjudicated youth, providing a full range of vocational services, including career assessments, career exploration and planning, job placement, mentoring and CBI-Employment skills training. This program began in October, 2021, following Peckham’s successful submission to Ingham County’s Request for Proposals soliciting providers of vocational training and career readiness services for youth/young adults in April, 2021.

The requested contract amount for FY 2024 is \$201,455.93, which is approximately a 34% increase from last fiscal year contract amount of \$149,995.94. This increase is as a result of the Court requesting Peckham increase their capacity to serve more youth. The program would be able to serve 30 participants annually, which is an increase from the current capacity of 20 youth.

ALTERNATIVES

The alternative would be to not offer a vocational training and career readiness program as a part of the continuum of community-based services for court involved youth, which would lead to higher costs in out of home placement costs and higher rates of recidivism.

FINANCIAL IMPACT

Funds for this contract have been approved in the Juvenile Division’s 2024 budget. However, the amount approved was \$201,455.93, which exceeds 2023 CPI rate.

The funds for this contract come from the Juvenile Justice Millage and are reimbursed by the Child Care Fund at 75%.

STRATEGIC PLANNING IMPACT

This supports the overarching long-term objective of providing appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

OTHER CONSIDERATIONS

None

RECOMMENDATION

The County enter into a contract with Peckham for vocational services for court adjudicated youth.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH PECKHAM FOR THE
CAREER ACADEMY+ PROGRAM**

WHEREAS, the Career Academy+ Program, a vocational and career readiness program for court adjudicated youth, is operated by Peckham Inc; and

WHEREAS, the Career Academy+ Program provides case management services to court adjudicated youth, including career assessments, career exploration and planning, job placement services and mentorship; and

WHEREAS, the Career Academy+ Program service model utilizes the evidence-informed Cognitive Behavioral Intervention for Justice Involved Individuals Seeking Employment (CBI-Emp); and

WHEREAS, the Career Academy+ Program has been instrumental in providing vocational services specifically geared towards older youth the Court now serves as a result of Raise the Age; and

WHEREAS, Peckham submitted a proposed budget of \$201,455.93, which was approved in the 2024 Ingham County Budget; and

WHEREAS, the funding for the Career Academy+ Program comes from the Juvenile Justice Millage and is reimbursed at 75% by the State's Child Care Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement between Peckham Inc and 30th Circuit Court Juvenile Division for the time period of October 1, 2023 through September 30, 2024, at a cost not to exceed \$201,455.93 for the Career Academy+ Program.

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 Chairperson of the Ingham County Board of Commissioners is authorized to sign documents as prepared by or approved as to form by the County Attorney consistent with this resolution.

Agenda Item 5

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: October 24, 2023
SUBJECT: Approval to authorize the purchase of Rave Alert, Rave Aware, and Mobile Reach software/services for the 9-1-1 Center

For the meeting agendas of Law & Courts on November 2, 2023, and Finance on November 8, 2023

BACKGROUND

The Ingham County 9-1-1 Center plays a crucial role in ensuring the safety and well-being of the community. We are continuing to look at ways to enhance our processes by leveraging technology. We were looking for a platform that could provide emergency notifications, critical data sharing with responders, and response coordination. We have multiple platforms that do some part of this need. We want to streamline our approach to ensure timeliness. Because we are existing Rave customers, we evaluated their additional products.

Rave Alert is a powerful emergency notification system that will allow us to quickly and efficiently disseminate critical information to the public during emergencies. With Rave Alert, emergency alerts can be sent via multiple channels, including text, voice, email, desktop, social media, and more with translations in 60+ languages ensuring that information reaches as many people as possible. This rapid and widespread dissemination of information is vital in emergency situations, as it helps to minimize confusion, save lives, and direct individuals to take the necessary precautions or actions. Rave Alert can also be used to message target groups based on their role, team, or location with unlimited administrators with role-based access controls. This feature will allow us to offer the alerting platform to our public safety partners and based on usage minimize our cost.

Mobile Reach will increase our existing landline data with mobile phone contact data, which provides contacts for our community to be messaged during emergencies. This will help us realize the ability to maximize our connections and reach the right people at the right times. Though registration remains an important part of any community alerting solution, it can be difficult to drive adoption via opt-in. Mobile Reach can help ensure we maximize our reach and connection to as many community members as possible when an emergency occurs. Mobile Reach data will be updated quarterly.

Rave Aware will allow us to process data and automate workflows based on CAD (computer-aided dispatch) events. This will allow an increase in situational awareness by automating notifications and workflows based on real-time events. This will ensure SOPs (standard operating procedures) are followed during the most complex emergencies. Rave Aware creates a unified and visual representation of incidents, allowing responders to have a clear understanding of the situation at hand. This enables them to make more informed decisions, allocate resources effectively, and respond swiftly to emergencies. Eaton County has this platform as well which could help give us situational awareness across jurisdictions thus reducing time on the phone and radio requesting aid and transferring calls.

Investing in Rave Alert, Mobile Reach, and Rave Aware technologies would enhance the capabilities of the Ingham County 9-1-1 Center. By leveraging these solutions, emergency services can achieve a higher level of safety for the community and improve communication between responders and the public.

ALTERNATIVES

We could continue to explore other options or choose to wait before bringing this technology to our public safety responders and citizens. We can also continue to use Everbridge whose costs continue to increase.

FINANCIAL IMPACT

The quote attached (Q15582) with Rave Mobile Safety includes Rave Aware licenses for the 9-1-1 Center, Rave Alert based on Ingham County's population, and Mobile Reach, again based on our population. There are one-time set-up fees. The total cost for the first 12 months is \$116,260.00. The quote also reflects license and support for the following four years. This shows no increase at a cost of \$111,760 per year.

We have public safety partners who want to utilize the Rave Alert platform as well. The idea would be to share the cost of Rave Alert with them based on population and then, if necessary, their usage.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to purchase Rave Alert, Rave Aware, and Mobile Reach software/services for the 9-1-1 Center to include set up, training, licenses, and support for five years.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PURCHASE OF RAVE AWARE, RAVE ALERT, AND MOBILE REACH SOFTWARE/SERVICES FOR THE 9-1-1 CENTER FROM RAVE MOBILE SAFETY

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency 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 Rave911 Suite including Smart911, Rave Facility, and Rave Panic Button under Resolution #15-423 and the continuation of these products under Resolution #20-591; and

WHEREAS, Rave Mobile Safety offers the products Rave Alert, Rave Aware, and Mobile Reach which will provide one platform that can provide emergency notifications, critical data sharing with responders, and response coordination; and

WHEREAS, Rave Aware and Rave Alert have been proven to be effective tools for public safety agencies in other jurisdictions, including Eaton County; and

WHEREAS, the Rave platform will enable Ingham County 9-1-1 to strengthen the flow of emergency information to our citizens and public safety partners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an expenditure not to exceed \$563,300 from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund for set up, training, licenses, and 5 years of support for Rave Alert, Rave Aware, and Mobile Reach to Rave Mobile Safety.

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.

Becky Bennett

From: Maria <juniorboone925@aol.com>
Sent: Tuesday, October 17, 2023 6:24 PM
To: Becky Bennett; Chris Trubac; Scott Wriggelsworth
Subject: Letter for County Commissioners

Dear Becky,

Please ensure this letter gets put on the record at the next County Commissioner/Law and Courts meeting or in the notes. Thank you! Maria

Dear Ingham County Commissioners,

I wish to acknowledge and thank Deputy McBride, the 911 Dispatcher, and all others that acted swiftly, professionally, and successfully in response to three individuals who entered my property by opening and entering the gate to my property, broke into my vehicle that was in my garage and stole my wallet, money and other items, most of which I will need time to remember.

Because of some serious health issues, I can't see as well as I used to but noticed three tall men in my car as I went to the garage to take out my garbage in the middle of the afternoon on October 17, 2023. It was a bit surreal. I immediately called 911 and the dispatcher was clear, supportive and helpful as we waited for a deputy to arrive.

Deputy McBride was reassuring, focused, and acted quickly in response to the information my neighbor and I were able to give him. As a result, in the end, the three individuals matching the description from my security camera, who took my things were taken into custody and the portion of my wallet with my ID, insurance cards and credit card was brought to me in person by Deputy McBride. This was particularly impactful due to my health issues and the effort it would take me to replace all these items. The quick response was also very important to me as I had just been given 50 years of diaries my biological mother kept before and after I was put up for adoption. I was waiting for a friend to come over and bring them in but the thieves got to the car first. I am so grateful they didn't take off with those priceless documents.

Despite this incident and similar incidents down the road over the past few weeks, I cannot recall a better community or sets of neighbors than I have here in Holt.

Again, I wish to thank the professional and compassionate people you have working for your law enforcement departments including 911 dispatch.

In gratitude,
Maria VandenBoom
5896 Harper Rd.
Holt, Mi 48842

Help Be The Voice That Brings Them Home Lost & Found Pet Connections
<https://www.facebook.com/LostPetConnections>