

CHAIRPERSON  
RYAN SEBOLT

VICE-CHAIRPERSON  
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

**LAW & COURTS COMMITTEE**  
MARK POLSDOFER, CHAIR  
GABRIELLE LAWRENCE  
VICTOR CELENTINO  
CHRIS TRUBAC  
IRENE CAHILL  
MYLES JOHNSON  
RANDY MAIVILLE  
MONICA SCHAFER

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

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, MARCH 28, 2024 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 [March 14, 2024](#) Minutes  
Additions to the Agenda  
Limited Public Comment

1. Community Corrections Advisory Board – Interviews
2. Animal Control Shelter Advisory Committee – Interviews
3. Community Mental Health Authority – Resolution to Authorize a Contract with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for Correctional Assessment and [Treatment Services](#) at the Ingham County Jail
4. Sheriff's Office – Resolution to Authorize a Renewal of a Three-Year Contract Agreement with the Michigan State Police and Saginaw County for Participation in the Statewide [Records Management](#) System

Announcements  
Public Comment  
Adjournment

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

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

LAW & COURTS COMMITTEE

March 14, 2024

Draft Minutes

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

Members Absent: Lawrence and Johnson.

Others Present: Gregg Todd, Anika Ried and others.

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

Approval of the February 15, 2024 Minutes

CHAIRPERSON POLSDOFER STATED, WITHOUT OBJECTION, THE MINUTES OF THE FEBRUARY 15, 2024 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS SUBMITTED. Absent: Commissioner Lawrence and Johnson.

Additions to the Agenda

Removed

1. Ingham Family Center Advisory Board – Interviews

Limited Public Comment

None.

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

2. Sheriff's Office – Resolution to Authorize a Service Agreement with TargetSolutions Learning, LLC for Vector Check-It
3. Prosecuting Attorney's Office
  - a. Resolution to Authorize an Agreement between the Michigan Department of Treasury and the Ingham County Prosecutor's Office for the FY 2024 High Crime Community Support Grant
  - b. Resolution to Authorize an Agreement between the Michigan State Police and Ingham County for the 2024-2026 MSP SAKI Grant and Authorize Subcontracts with the Jackson County Prosecutor's Office and/or Blackman-Leoni Department of Public Safety for a Jackson County Investigator
4. Circuit Court – Resolution to Approve Friend of the Court Hearing Room Technology

5. Office of the Public Defender
  - a. Resolution to Authorize the Addition of One Paralegal Position within the Office of the Public Defender
  - b. Resolution to Honor Jonathan Forman, Assistant Public Defender, on His Selection for a “Top Five Under 35” Award from the Ingham County Bar Association
6. Animal Control and Shelter and Treasurer’s Office – Resolution to Authorize a Contract with WebTecs, Inc. for Dog Licensing Software
7. 9-1-1 Dispatch Center
  - a. Resolution to Authorize Renewal of Software Support Agreement with Central Square Technologies for the Computer Aided Dispatch System
  - b. Resolution of Appreciation to the Ingham County 9-1-1 Central Dispatch Center Telecommunicators During National Telecommunicators Week April 14-20, 2024

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

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

#### Announcements

Commissioner Cahill announced that Saint Patrick’s Day was on Sunday, March 17, 2024 and their husband was in a band called Cahill and Murphy and they were playing at UrbanBeat in Old Town at 6:30 p.m. on Friday, March 15, 2024. Commissioner Cahill further stated that it was a fundraiser for the Michigan Institute for Contemporary Art (MICA) Gallery.

Commissioner Cahill stated, as far as they knew, there was no cover charge and the band just paid their fee. Commissioner Cahill further stated it would be two hours of Irish ballads followed by rock and roll.

Commissioner Schafer stated she would like to give a shout out to the Ingham County Sheriff’s Office for their website and Facebook page, as they had done a fantastic job of engaging with the community and keeping them abreast on everything that was going on.

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 6:02 p.m.

**MARCH 28, 2024 LAW & COURTS AGENDA  
STAFF REVIEW SUMMARY**

**RESOLUTION ACTION ITEMS:**

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

3. ***Community Mental Health Authority – Resolution to Authorize a Contract with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for Correctional Assessment and Treatment Services at the Ingham County Jail***

This resolution authorizes the 2024 contract with CMH for the Correctional Assessment and Treatment Services (CATS) at the Ingham County Jail. This contract, funded through Justice Millage funds, is in the amount of \$815,130 and includes funding for three full-time mental health therapists, one full-time nurse case manager, one full-time mental health secretary, a full-time program manager, and a peer recovery coach.

See memo for details.

4. ***Sheriff's Office – Resolution to Authorize a Renewal of a Three-Year Contract Agreement with the Michigan State Police and Saginaw County for Participation in the Statewide Records Management System***

This resolution authorizes a three-year contract renewal with MSP and Saginaw County for participation in the Statewide Records Management System (SRMS). SRMS provides Law Enforcement with the tools and information needed, which includes the following:

- A records management system for the recording of any police contact with individuals within the Ingham County jurisdiction.
- A Jail management system for tracking incarcerated individuals through the criminal justice system.
- Ability to receive and share information from other Michigan agencies within the Statewide Records Management platform.

Funding for the three-year \$102,350 cost is available in the IT Equipment-Maintenance Loft budget.

See memo for details.

***Additional Items:***

1. ***Community Corrections Advisory Board - Interviews***
2. ***Animal Control Shelter Advisory Committee - Interviews***

### Agenda Item 3

**TO:** Board of Commissioners Law & Courts and Finance Committees  
**FROM:** Gregg Todd, Controller  
**DATE:** March 19, 2024  
**SUBJECT:** Resolution to Authorize a Contract with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for Correctional Assessment and Treatment Services at the Ingham County Jail

For the meeting agenda of March 28

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#### **BACKGROUND**

On August 7, 2018, Ingham County voters approved the Justice Millage. In addition to providing funding for a new Justice Complex, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons.”

Beginning in January 2019, the Board of Commissioners has allocated funding to Community Mental Health (CMH) for Correctional Assessment and Treatment Services (CATS). This resolution would approve a contract to continue current services into the 2024 calendar year.

The contract will include funding for three full time mental health therapists, one full time nurse case manager, one full time mental health secretary, a full time program manager and a peer recovery coach.

#### **ALTERNATIVES**

There are many beneficial services and programs that could qualify under the millage language to treat substance addictions, mental illness, and reduce recidivism. CMH has been allocated Justice Millage funding for CATS programming at the Jail since 2019.

#### **FINANCIAL IMPACT**

Continuation of the current services provided by this contract will total \$815,130 in 2024, to be paid from proceeds of the Justice Millage.

#### **OTHER CONSIDERATIONS**

A total of \$6,565,738 is budgeted in Justice Millage programming funds, including, in addition to this contract, funding for Community Based Programs, Ingham County Sheriff’s Office/Jail Programming, two Corrections Deputies to assist in facilitating inmate programming and a portion of the Inmate Programming Coordinator, the Ingham County Health Department Pathways to Care Program, a Pretrial Services Clerk and a Pretrial Services Investigator.

#### **RECOMMENDATION**

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

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES FOR CORRECTIONAL ASSESSMENT AND TREATMENT SERVICES AT THE INGHAM COUNTY JAIL**

WHEREAS, on August 7, 2018 the electorate of Ingham County approved the Justice Millage; and

WHEREAS, in addition to providing funding for a new Justice Complex, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, the 2024 Budget includes \$815,130 to contract with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for Correctional Assessment and Treatment Services at the Ingham County Jail; and

WHEREAS, these services will include three full-time mental health therapists, one full-time nurse case manager, one full-time mental health secretary, a full-time program manager, and a peer recovery coach.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$815,130 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for Correctional Assessment and Treatment Services at the Ingham County Jail for the period of January 1, 2024 through December 31, 2024.

BE IT FURTHER RESOLVED, that funds for this contract will come from the Justice Millage.

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

## Agenda Item 4

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

**FROM:** Sergeant Steven Pirochta 5382

**DATE:** March 14, 2024

**SUBJECT:** Renewal of the Statewide Records Management (SRMS) Contract  
For the meeting agenda of March 28, 2024

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### **BACKGROUND**

Law Enforcement requires the use of a Records Management System to maintain records of a multitude of documents and records relating to the Law Enforcement Services provided. The Ingham County Sheriff's Office has maintained an ongoing contract with the Michigan State Police since 2017 for the use of the Statewide Records Management System (SRMS). This system provides Law Enforcement and Correctional staff with the necessary platform to successfully discharge the duties required while maintaining accurate records of these duties. The Statewide Records Management System provides Law Enforcement with the tools and information needed, which includes the following.

- A records management system for the recording of any police contact with individuals within the Ingham County jurisdiction.
- A Jail management system for tracking incarcerated individuals through the criminal justice system.
- Ability to receive and share information from other Michigan agencies within the Statewide Records Management platform.

### **ALTERNATIVES**

Alternative Records Management Systems have not been researched, as this is a renewal of a previously approved contract between the Ingham County Sheriff's Office and the Michigan State Police.

### **FINANCIAL IMPACT**

This request will be funded through the Ingham County IT Equipment-Maintenance Loft account #636-25820-932050, in the amount of \$34,250 per year for the duration of the three-year contract. The total amount of the contract will be \$102,350.

### **STRATEGIC PLANNING IMPACT**

This resolution will provide the Ingham County Sheriff's Office with a necessary Records Management Platform to continue to serve the Community it represents.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution for the renewal of the contract between the Ingham County Sheriff's Office and the Michigan State Police for use of the Statewide Records Management System (SRMS) for a period of 3-years.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A RENEWAL OF A THREE-YEAR CONTRACT AGREEMENT  
WITH THE MICHIGAN STATE POLICE AND SAGINAW COUNTY FOR PARTICIPATION  
IN THE STATEWIDE RECORDS MANAGEMENT SYSTEM**

WHEREAS, the Ingham County Sheriff's Office wishes to renew the three-year contract agreement with the Michigan State Police (MSP) for the Statewide Records Management System (SRMS); and

WHEREAS, the Ingham County Sheriff's Office initially contracted with the MSP for the Statewide Records Management System in 2017 and renewed in 2020; and

WHEREAS, the SRMS allows for data exchange between all public safety agencies within the State of Michigan who decided to participate; and

WHEREAS, the SRMS incorporates a Jail Records Management System for all jail records as well; and

WHEREAS, Saginaw County is providing remote access to Saginaw County's Information Systems and Services (SCISS) Department for the Records Management System for the Ingham County Sheriff's Office to utilize SRMS which encompasses a Jail Records Management System; and

WHEREAS, the user cost for each sworn officer utilizing SRMS for Law Enforcement Purposes is \$200.00 per year, currently, the total number of sworn officers who will be utilizing the SRMS System for Law Enforcement Purposes is 63 officers; and

WHEREAS, the cost for Jail Records Management is based on the Ingham County Correctional Facilities structural bed count at a cost of \$50.00 per structural bed which currently is a count of 429 structural beds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into a contract with the Michigan State Police and Saginaw County for the Statewide Records Management System for the period of October 1, 2023 through September 30, 2026 for an annual contract cost not to exceed \$34,250 (64 users x \$200.00 = \$12,800 plus 429 structural beds x \$50.00 = \$21,450 for a total of \$34,250), funds for this purpose will come from the IT Equipment-Maintenance Loft account, #636-25820-932050.

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