

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, MAY 16, 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 [May 2, 2024 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office
 - a. Resolution to Accept Grant Funds from the [Harvard Kennedy School – Malcomb Wiener Center](#) for Social Policy Related to Research on National Commission on Correctional Health Care Accreditation
 - b. Resolution to Authorize an Agreement with [Health Management Associates, LLC](#) for Assistance with Implementing and Expanding Medications for Opioid Use Disorder within the Ingham County Correctional Facility
 - c. Resolution to Authorize an Agreement with [On-The-Run TV Network](#) to Manage a Networking Information System within the Ingham County Sheriff's Office
2. Circuit Court – Juvenile Division – Resolution to Authorize Ingham County [Youth Center Summer Education Program](#)
3. Probate Court – Resolution to Amend the 2024 Contract for [Court-Appointed Attorney Services](#) in Mental Health Treatment Cases Before the Ingham County Probate Court
4. Animal Control and Shelter – Animal Control and Shelter [Reorganization \(Discussion\)](#)
5. 9-1-1 Dispatch Center – Resolution to Authorize the Renewal of the Contract for [Prepared Live Software/Services](#) for the 9-1-1 Center from Invictus App, Inc.
6. Controller's Office – Resolution Updating Various [Fees for the Law & Courts Committee](#) Departments for Services Provided by the County

Announcements

Public Comment

Adjournment

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

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

LAW & COURTS COMMITTEE

May 2, 2024

Draft Minutes

Members Present: Polsdofer, Cahill, Celentino, Johnson, Maiville, Schafer, and Trubac (Arrived at 6:04 p.m.).

Members Absent: Lawrence.

Others Present: Judge Lisa McCormick, Judge Shauna Dunnings, Judge Stacia Buchanan, Judge Cynthia Ward, Scott LeRoy, Andrew Bouck, Annette Ellison, Glenn Canning, Holly Guild, 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 April 18, 2024 Minutes

CHAIRPERSON POLSDOFER STATED, WITHOUT OBJECTION, THE MINUTES OF THE APRIL 18, 2024 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS SUBMITTED. Absent: Commissioners Lawrence and Trubac.

Additions to the Agenda

None.

Discussion.

Limited Public Comment

None.

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

1. Sheriff's Office
 - a. Resolution to Allow the Ingham County Sheriff's Office to Purchase Glock Handguns, Sights, and Accessories
 - b. Resolution to Allow the Ingham County Sheriff's Office to Purchase Six Radar Systems
2. 55th District Court
 - a. Resolution to Authorize an Agreement with Averhealth for Substance Use Testing Services for the 55th District Court Mental Health Court and Sobriety Court for Fiscal Year 2024
 - b. Resolution to Authorize the Reorganization of the 55th District Court
5. Homeland Security and Emergency Management – Resolution to Authorize an Equipment Purchase Agreement with TruckVault Inc. for a Mobile Command Center Equipment Containment System
7. 9-1-1 Dispatch Center – Resolution to Authorize the Renewal of a Contract for Pre-Employment Testing Services with Select Advantage for the 9-1-1 Center

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

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

3. Circuit Court – Resolution Recognizing the Ingham County Specialty Court Coalition

Lisa McCormick, 30th Circuit Court Judge, thanked the Law & Courts Committee and stated that Shauna Dunning, Chief Probate Judge, Stacia Buchanan, 54-A District Court Chief Judge, and Cynthia Ward, 54-A District Court Judge, were all present. Judge McCormick further stated they were present to ask for the approval of the Resolution to Recognize the Ingham County Specialty Court Coalition, as it was an opportunity for all Ingham County Judges to collaborate and be recognized for all the good work and special things they were doing in the County.

Judge McCormick stated they did not get the idea on their own, but at the All Rise Conference in Houston, Texas, which was a National Treatment Court Conference. Judge McCormick further stated it was the best conference they had been to in all their years as an attorney and that one of the Judges' sections was about a resource book and how every community should have a resource book to show the community what they were doing.

Judge McCormick stated it was important for the Board of Commissioners and their constituents to have the resource book so they could know what was being done in the community. Judge McCormick further stated they knew print costs could be high, which was why a QR Code would be created to be passed out to constituents.

The Ingham County Specialty Court Coalition Resource Book was included in the minutes as Attachment A.

Judge McCormick stated that Judges got together as a whole because they felt it was important to collaborate, learn from each other, and make the Courts better. Judge McCormick further stated their goal was to improve the community and let them know what they were doing, and they were going to be asking the City of Lansing and the City of East Lansing for resolutions as well.

Judge McCormick stated they believed it was important to recognize everything that was being done in Ingham County, whether in District Court or Circuit Court. Judge McCormick further stated they were excited their colleagues were present to support them, as this was a great first step to show the community the work being done at the Courts.

Commissioner Trubac arrived at 6:04 p.m.

Commissioner Celentino thanked Judge McCormick and stated they were not only providing transparency, but also crucial information to the public about the judicial system.

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

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioner Lawrence.

6. Facilities Department – Resolution to Authorize a Lease Agreement with Vlahakis Family Limited Partnership for the Public Defender's Office Space

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

COMM. CELENTINO PROPOSED TO AMEND THE RESOLUTION AS FOLLOWS:

WHEREAS, Vlahaskis Family Limited Partnership owns the building and is located at 2025 S. Washington Ave. in Lansing, which is a stand-alone building with adequate space and 100 parking spaces to meet the needs of staff and clients; and

This was considered a friendly amendment.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Lawrence.

4. Circuit Court – Juvenile Division – Youth Center Security (Presentation)

Annette Ellison, Deputy Court Administrator, provided an overview of the Programming Services and Security of the Ingham County Youth Center which was included in the minutes as Attachment B.

Glenn Canning, Facilities Director, stated it had been a team effort between the Facilities Department and Youth Center Staff. Canning further provided an overview of some issues that had been evaluated and repaired.

Canning stated they were moving forward and the problems of the past were not the problems of the future. Canning further stated repairs to the fence were going to start on May 7, 2024 and further thanked Teachout Security Solutions for having staff available while they performed repairs.

Canning stated they were monitoring the hardware within the facility and creating a long-term plan to repair the locking system, which they planned to bring to the Board of Commissioners within the next month. Canning further thanked everyone involved for their hard work.

Commissioner Cahill asked if everyone who currently worked there was really involved, including the Sheriff's Office.

Ellison stated confirmation and that the Sheriff's Office had worked hard and been a part of the assessment since they knew the ins and outs of what was needed.

Canning stated the same person did the assessment of the building, so they already knew the people in the building. Canning further stated there was already an established relationship which was a large reason they went with them.

Chairperson Polsdofer stated he had written to the Legislators in the Lansing area requesting the full \$30 million last year, which was not received. Chairperson Polsdofer further asked if, in the current budget cycle, there had there been any conversations about a lower amount, directly from staff to members of the Legislature.

Ellison stated they knew there had been some conversation that Sarah Anthony, State Senator, was making it a priority, as far as asking for matching funds, but did not know about any reach out to other Legislators.

Chairperson Polsdofer asked if Ellison could let them know if there was any follow up from anyone else.

Commissioner Schafer stated they had been getting updates from the Sheriff's Office about youth being held in the Ingham County Jail. Commissioner Schafer further asked if the new facility would be able to handle all the youth or if some would still be at the Jail.

Ellison stated it was something the Juvenile Court was going to discuss as the core of their philosophy was that Juveniles did better in Juvenile settings. Ellison further stated there were some youth that were automatically waived at the Jail and the Juvenile Court never touched, but they were having discussions about decision making processes regarding placement, rather than all juveniles that were waived immediately going to the Jail.

Ellison stated it was why they want the Sheriff's Office and Prosecutor's Office to be a part of the discussions as well, because they may have to consider it in regards to the new facility layout and capacity.

Commissioner Schafer asked if the Youth Center planned to maintain the same capacity as current or if there was talk about increasing the capacity.

Ellison stated one thing that drove the decision to maintain the current capacity had a lot to do with data that was collected, which supported the conclusion that 24 beds was appropriate. Ellison further stated their data expert was running new data to make sure they were making the best decision.

Ellison stated they had seen some facilities in the area build large facilities, which created issues around not being able to fill them. Ellison further stated they wanted to be fiscally responsible and had asked the Prosecutor's Office to provide data on waivers so they could take that information into consideration as well.

Commissioner Schafer asked what the current average capacity was.

Ellison stated it was around 17 or 18.

Commissioner Celentino stated there had been three security breaches and was interested and pleased to see the reaction and collaboration that took place to make repairs. Commissioner Celentino further asked for clarification regarding if the work on the new facility would cause any delay to security enhancements in progress at the current facility, as those still needed to be done.

Ellison stated confirmation and that Canning would be submitting resolutions soon.

Canning provided an overview of specific enhancements that were made to make the facility more secure.

Commissioner Celentino stated when looking at protocols, if they established new ones, they would likely transfer over to the new facility, and thought it was good they looked at what they had and what needed to change so things would not happen again. Commissioner Celentino further asked if the Judges had been informed about the enhancements, since they made decisions on juveniles that got sent to the facility.

Ellison stated confirmation and that they currently provided weekly updates.

Commissioner Celentino asked if the Judges had been pleased with the updates.

Ellison stated confirmation.

Canning stated there had been excellent communication from all sides throughout the process, as it was something they had been working on.

Commissioner Celentino stated Ellison had done a good job.

Ellison stated they appreciated the support and believed it was imperative to be transparent. Ellison further stated they appreciated the support of their team and could not have done it without them.

Canning stated that teamwork had allowed a fast response to the issues, and they were trying to be accountable.

Commissioner Schafer asked how this was able to be done financially.

Gregg Todd, Controller, stated they were utilizing the Juvenile Justice Millage, as there was a healthy Fund Balance available.

Discussion.

Chairperson Polsdofer asked, with some of the newer youth entering the facility, if there had been interaction with what had been put in place in the community with Advance Peace, which had been set up to help dissuade recidivism.

Commissioner Johnson left at 6:37 p.m.

Ellison stated they have had representatives of Advance Peace provide presentations to Judicial Leadership and Court Officers. Ellison further stated it was a referral source that could be beneficial.

Commissioner Cahill stated it looked like some of those issues were addressed by Advance Peace because they were trying to get the word out.

Ellison stated they knew Dr. Paul Elam, Michigan Public Health Institute Chief Strategy Officer, had stated violence was an epidemic and Dr. Elam had been coming to the Youth Center to be able to diffuse things that carried out in the facility and the community.

Discussion.

8. Controller's Office – 2025 Update of County Fees for Law & Court Departments (Discussion)

Todd stated they used to do fees for each liaison group every year, but it became an issue because by the time the fees were approved, it was time for another set of fees. Todd further stated they moved to a three-year rotation and this year was the Law & Courts Committee.

Commissioner Johnson returned at 6:40 p.m.

Todd provided an overview of the proposed updates for the County Fees for Law & Court Departments, which was included in the Agenda Packet.

Holly Guild, Animal Control Director, provided an overview of the Proposed 2025 Animal Control Fees.

Discussion ensued regarding the Animal Control Fees.

Andrew Bouck, Undersheriff, provided an overview of proposed changes to the Sheriff's Office Fees.

Discussion ensued regarding the Sheriff's Office Fees.

Commissioner Trubac asked for clarification regarding the Animal Control Fees.

Guild clarified that Animal Control wished to combine their fees into one item in order to ease confusion.

Commissioner Trubac asked if they could provide the current fees.

Guild stated confirmation and that they would send that out.

Scott LeRoy, 30th Circuit Court Administrator, provided an overview of the proposed fee changes in the 30th Circuit Court.

Todd stated an updated fee list would be provided at the next Law & Courts Committee Meeting.

Announcements

Commissioner Cahill stated on May 15, 2024, the Great Lakes Governors Association was coming to Michigan and would be planting ten trees outside the Accident Fund building with Andy Schor, City of Lansing Mayor. Commissioner Cahill further stated they would see how many trees the volunteers could plant versus how many Commissioner Cahill could plant with their staff.

Commissioner Schafer stated the Michigan Law Enforcement Candlelight Memorial Service was taking place on May 6, 2024 at 7:00 p.m. at the State Capitol and was to honor fallen law enforcement officers and their families. Commissioner Schafer further stated she would be present.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:02 p.m.

**MAY 16, 2024 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

1a. Sheriff's Office – Resolution to Accept Grant Funds from the Harvard Kennedy School – Malcomb Wiener Center for Social Policy Related to Research on National Commission on Correctional Health Care Accreditation

This resolution approves the acceptance of a \$5,000 grant from the Harvard Kennedy School to study correctional health services in a jail setting with a focus on improving the quality of correctional health care services and helping provide effective and efficient care.

See memo for details.

1b. Sheriff's Office – Resolution to Authorize an Agreement with Health Management Associates, LLC for Assistance with Implementing and Expanding Medications for Opioid Use Disorder within the Ingham County Correctional Facility

This resolution authorizes an agreement with Health Management Associates (HMA), LLC for assistance in implementing and expanding Medications for Opioid Use Disorder (MOUD), within the Ingham County Jail. Funding for this \$25,000 contract is through an MDHHS grant received by HMA.

See memo for details.

1c. 55th District Court – Resolution to Authorize an Agreement with On The Run TV Network to Manage a Networking Information System within the Ingham County Sheriff's Office

This resolution authorizes an agreement with On The Run TV Network to display information relevant to the Ingham County Jail. The display includes information about facility rules, policies, and treatment options in addition to the bond agent's contact information and will also show wanted individuals and seek information to assist Law Enforcement in locating violent offenders in the community.

There is no cost to the County for this and the agreement comes with a donation of \$100 each year of this contract to the Ingham County Crime Stoppers/Silent Observer on behalf of Ingham County Sheriff's Office.

See memo for details.

2. Circuit Court – Juvenile Division – Resolution to Authorize Ingham County Youth Center Summer Education Program

This resolution authorizes an agreement with Lansing School District to provide summer education instruction at the Youth Center in the core subjects of reading and math for a total cost of \$32,947 for the time period of June 17, 2024 through August 15, 2024. Funding is available through the Juvenile Justice Millage.

See memo for details.

3. Probate Court – Resolution to Amend the 2024 Contract for Court-Appointed Attorney Services in Mental Health Treatment Cases Before the Ingham County Probate Court

This resolution amends the 2024 contract for court-appointed attorney services in mental health treatment cases before the Probate Court to increase the compensation for attorney Michael Staake, due to an increase in identified hearings in Ingham County. The current contract with Mr. Staake is \$16,842, the Probate Court is requesting it be increased to \$19,000 and they have the funding in the court budget to cover the increased expense.

See memo for details, including the incredibly rare “memo footnote”. Well done Mr. Buck!

5. **9-1-1 Dispatch Center – Resolution to Authorize the Renewal of the Contract for Prepared Live Software/Services for the 9-1-1 Center from Invictus App, Inc.**

This resolution authorizes the renewal of a contract with Prepared Live for software and services from the Invictus App, Inc. for the 9-1-1 Center. This software provides the Center the ability to receive pictures, pre-recorded video, and live stream video from callers who wanted to interact with the Center in this way.

Funding for the \$13,837.50 expense for the three-year contract is available in the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

See memo for details.

6. **Controller’s Office – Resolution Updating Various Fees for the Law & Courts Committee Departments for Services Provided by the County**

This resolution updates the various L&C fees as discussed at the last meeting including the Ingham County Jail’s request to raise day rates from \$8 to \$10.

See memo for details.

Additional Items:

4. **Animal Control and Shelter – Animal Control and Shelter Reorganization (Discussion)**

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Captain Robert Earle, Jail Administrator & Sgt. Jen Urban, Corrections Command
DATE: April 30, 2024
SUBJECT: Acceptance of Harvard Kennedy School-Malcolm Wiener Center for Social Policy Grant
For the meeting agenda of May 16 and May 22, 2024

BACKGROUND

The Ingham County Sheriff’s Office has been working towards improving health care for inmates inside the Ingham County Correctional Facility. In 2021, Harvard Research reached out to the Sheriff’s Office to assist with a study looking at improving the quality of correctional health care services and helping provide effective and efficient care. Ingham County Correctional Facility was selected as one of the facilities to participate. For participating in this research project, Ingham County will receive \$5,000.

ALTERNATIVES

Without this research participation related to the National Commission on Correctional Health Care (NCCHC), Ingham County will not be able to receive the \$5,000 award for participating in the study.

FINANCIAL IMPACT

This research project with The Harvard Kennedy School comes with a \$5,000, one-time, a grant we intend to apply toward inmate initiatives within the Ingham County Correctional Facility. Aside from personnel hours, there is no out-of-pocket cost to the County.

OTHER CONSIDERATIONS

Our participation with Harvard Kennedy School and their study has already been completed. Medical staff and custody staff participated in multiple surveys to understand the impact of accreditation. The study will help Ingham County Correctional Facility and Correctional Facilities across the country understand the process and benefit of becoming an accredited entity through NCCHC.

RECOMMENDATION

Based on the information presented, we respectfully recommend the approval of the attached resolution to accept the \$5,000 accreditation grant as part of this Harvard Kennedy School-Malcolm Wiener Center for Social Policy research project.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT GRANT FUNDS FROM THE HARVARD KENNEDY SCHOOL –
MALCOMB WIENER CENTER FOR SOCIAL POLICY RELATED TO RESEARCH ON NATIONAL
COMMISSION ON CORRECTIONAL HEALTH CARE ACCREDITATION**

WHEREAS, the Ingham County Sheriff's Office (ICSO) Corrections Division is responsible for maintaining health care for incarcerated individuals; and

WHEREAS, ICSO and the partnership with jail medical seek to provide the best standard of care; and

WHEREAS, the National Commission on Correctional Health Care (NCCHC) and the Harvard Kennedy School were awarded a grant to study correctional health services to provide effective and efficient care; and

WHEREAS, the Ingham County Correctional Facility was selected by the Harvard Kennedy School to participate in their accreditation study; and

WHEREAS, the Ingham County - Harvard Study partnership will result in a \$5,000 grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the NCCHC and Harvard Kennedy School grant of \$5,000.

BE IT FURTHER RESOLVED, the funds shall be used for inmate initiatives within the Ingham County Correctional Facility (account 797-363090) as determined by the Sheriff's Office.

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.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Captain Robert Earle, Jail Administrator & Sgt. Jen Urban, Corrections Command
DATE: April 30, 2024
SUBJECT: Agreement with Health Management Associates and acceptance of MDHHS grant
For the meeting agenda of May 16 and May 22, 2024

BACKGROUND

The Ingham County Sheriff's Office has been working toward implementing and expanding Medication for Opioid Use Disorder (MOUD) inside the Ingham County Correctional Facility for several years. In 2023, The Sheriff's Office reached out to Wayne State University's Center for Behavioral Health and Justice to assist with improving process between our internal and external partners related to Medication Assisted Treatment (MAT) and MOUD. The Sheriff's Office was approached by Health Management Associates (HMA) earlier this year with the opportunity to participate in a Michigan Department of Health and Human Services (MDHHS) grant to address this growing issue. Ingham County Correctional Facility was selected as one of the facilities to participate. In addition to learning best practices from industry experts, Ingham County will receive \$25,000 as part of the MDHHS grant. These funds will be used to offset the expense of MOUD within the Ingham County Correctional Facility.

ALTERNATIVES

Without this partnership, agreement, and MOUD grant, Ingham County would not contribute our valuable knowledge and processes to the identification of industry best practices, and forfeit opportunity to recuperate operational costs.

FINANCIAL IMPACT

This agreement and partnership come with a \$25,000 one-time grant that we intend to apply toward the growing need and cost of MAT. Aside from personnel hours, there is no out-of-pocket cost to the County.

OTHER CONSIDERATIONS

Our partnership with Wayne State University Center for Behavioral Health and Justice is ending as their grant is expiring. The Wayne State University group will still be available but only on a limited basis as they collect their data for grant submission.

RECOMMENDATION

Based on the information presented, we respectfully recommend the approval of the attached resolution to enter into an agreement with HMA for the acceptance of the \$25,000 MDHHS grant.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HEALTH MANAGEMENT ASSOCIATES, LLC FOR ASSISTANCE WITH IMPLEMENTING AND EXPANDING MEDICATIONS FOR OPIOID USE DISORDER WITHIN THE INGHAM COUNTY CORRECTIONAL FACILITY

WHEREAS, the Ingham County Sheriff's Office Corrections Division is responsible for maintaining health care for incarcerated individuals; and

WHEREAS, the opioid epidemic is impacting our community and those incarcerated at the Ingham County Correctional Facility; and

WHEREAS, Health Management Associates, LLC (HMA) was awarded a grant from the Michigan Department of Health and Human Services (MDHHS) to assist in the education of staff and incarcerated individuals regarding Medications for Opioid Use Disorder (MOUD); and

WHEREAS, the Ingham County Correctional Facility was selected by HMA to participate in their MOUD program; and

WHEREAS, the HMA partnership with Ingham County will result in a \$25,000 grant to the Ingham County Correctional Facility;

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Health Management Associates, LLC for technical assistance with implementing and expanding MOUD within the Ingham County Correctional Facility for the period of April 1, 2024 through October 25, 2026.

BE IT FURTHER RESOLVED, that Ingham County will accept the MDHHS grant of \$25,000 to offset the cost of MOUD within the Ingham County Correctional Facility.

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.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Captain Robert Earle, Jail Administrator
DATE: May 2, 2024
SUBJECT: Agreement with On The Run TV Network for digital information display inside the Ingham County Sheriff's Office.
For the meeting agenda of May 16 and May 22, 2024

BACKGROUND

The Ingham County Sheriff's Office has used the On The Run TV Network since 2009 to display information relevant to the Ingham County Correctional Facility. The display includes information about facility rules, policies, and treatment option in addition to bond agent's contact information. These displays will also show wanted individuals and seek information to assist Law Enforcement in locating violent offenders in the community. In the new Ingham County Justice Complex, these displays were installed (at no cost to the County) in the booking and release areas, Jail lobby, and law enforcement Central Records lobby. These displays run 24/7/365. This agreement is to renew the contract to provide this technology within the Sheriff's Office which expired in November 2023.

ALTERNATIVES

Without this agreement, incarcerated individuals will be required to ask Corrections and support staff for information or go without it.

FINANCIAL IMPACT

This agreement comes with a donation of \$100 per each year of this contract to the Ingham County Crime Stoppers/Silent Observer on behalf of Ingham County Sheriff's Office. All technology is provided by the vendor at no out-of-pocket cost to the County.

OTHER CONSIDERATIONS

The Ingham County Sheriff's Office has used this technology for over 15 years to assist individuals and family members seeking information. Community partners also have the ability to submit slides to be displayed at no cost to the County.

RECOMMENDATION

Based on the information presented, I respectfully recommend the approval of the attached resolution to enter into an agreement with On The Run TV Network.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ON THE RUN TV NETWORK TO
MANAGE A NETWORKING INFORMATION SYSTEM WITHIN THE INGHAM COUNTY
SHERIFF'S OFFICE**

WHEREAS, the Sheriff's Office has the responsibility to provide correctional services and law enforcement services to the highest possible standards; and

WHEREAS, the Sheriff's Office desires to work with On The Run TV Network to broadcast information to those who are employed, visit, or housed at the Sheriff's Office/Jail on wanted or captured local, state, or national fugitives; and

WHEREAS, the Sheriff's Office desires to allow inmates, their family, and friends to continuously view broadcasted jail policies, procedures, visitation, education, and legal assistance in identified areas of the Correctional Facility and Sheriff's Office; and

WHEREAS, the technology, installation, and maintenance of the broadcast system will be given to the Sheriff's Office free of charge by On The Run TV Network; and

WHEREAS, final approval for all content displayed on the broadcast resides with the Sheriff's Office; and

WHEREAS, OTR will donate one-hundred dollars (\$100) per each year of the contract to Ingham County Crime Stoppers/Silent Observer on behalf of Ingham County Sheriff's Office for providing this service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with On The Run TV Network, LLC for digital display technology within the Ingham County Sheriff's Office for the period of November 1, 2023 through December 31, 2026.

BE IT FURTHER RESOLVED, that the contract will automatically renew for two (2) one-year extensions if desired by the county and agreed upon by the vendor.

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.

TO: Law & Courts and Finance Committees
FROM: Rebecca Stowell, Youth Center Director
CC: Annette Ellison, Deputy Court Administrator
DATE: May 6, 2024
SUBJECT: Ingham County Youth Center Summer Education Program
For the meeting agendas of Law and Courts Committee May 16, 2024 and Finance Committee
May 22, 2024

BACKGROUND

The Ingham County Youth Center is a 24-bed short-term detention facility located at 700 E. Jolly Rd., Lansing, MI. Youth at the facility are provided with social, emotional, and educational programming year-round. Lansing School District currently provides educational instruction and has historically provided summer school for youth.

In previous years, summer school was funded through Title 1D. Lansing School District reports that there is currently not enough Title 1D funding to support the program for this upcoming summer school. For the summers of 2022 and 2023, the board has approved Juvenile Justice Millage funds to support the educational programming.

Last summer, 40 students participated in the summer educational programming at the Youth Center. Of the 40 students, 22 of those students earned one or two credits and overall, there were 34 credits earned over the summer. Additionally, the program facilitated guest speakers on topics related to conflict resolution, skilled trades, education, and motivation. Similar opportunities will be provided for the students this summer. For the 2023/24 school year, the Youth Center and Lansing School District saw four youths graduate with their high school diplomas while they were detained.

The Juvenile Division believes it is vitally important to provide credit bearing education instruction to youth in detention during the summer months. Doing so shall (1) reduce learning loss and disengagement, (2) support special education accommodations and behavioral plans, (3) promote connection with students and engagement with families as a means to support summer transitions, and (4) provide overall academic growth for those juveniles who are close to earning enough credit for graduation. The Lansing School District has agreed to provide instruction in core subjects of reading and math, more specifically, Contemporary Literature (I/II) and Algebra (I/II) if the Juvenile Division is able to reimburse the programming. According to Dr. Nicole Namy, Lansing School District Director of Special Populations, the education instruction will cost the Lansing School District \$32,947, for the time period of June 17, 2024 through August 15, 2024. Funds are available in the Juvenile Justice Millage fund balance and is Child Care Fund reimbursable.

ALTERNATIVES

Youth do not receive education instruction for the summer and are instead provided summer enrichment programming by the detention staff.

FINANCIAL IMPACT

Funds for the summer educational instruction are available in the Juvenile Justice Millage fund balance and are childcare fund reimbursable.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None

RECOMMENDATION

Reimburse the Lansing School District for summer educational instruction for core areas of math and reading.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE INGHAM COUNTY YOUTH CENTER SUMMER EDUCATION PROGRAM

WHEREAS, the Ingham County Youth Center is a 24-bed short-term detention facility that provides social, emotional, and educational programming year-round; and

WHEREAS, Lansing School District currently provides educational instruction and has historically provided summer school for detained youth; and

WHEREAS, Lansing School District's summer program success includes serving 40 youth over the summer of 2023 where 22 youth earned 34 credits and four youth earned their high school diploma while detained during the 2023/2024 school year; and

WHEREAS, funding is not available for summer school this year due to awarded funding being exhausted during the regular academic school year of 2023/2024; and

WHEREAS, it is vitally important to provide structured educational programming and opportunities to youth in detention during the summer months; and

WHEREAS, the Lansing School District has agreed to provide educational instruction in core subjects of reading and math for a total cost of \$32,947 for the time period of June 17, 2024 through August 15, 2024; and

WHEREAS, the amount needed to cover the total cost is available in the Juvenile Justice Millage fund balance and is Child Care Fund reimbursable.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Lansing School District to provide summer education instruction for a total amount not to exceed \$32,947 for the time period of June 17, 2024 through August 15, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a line-item transfer from the Juvenile Justice Millage fund balance to the Ingham County Youth Center Contractual Services Line-item (292-66204-818000).

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 upon approval as to form by the County Attorney.

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

FROM: Ryan J. Buck
Court Administrator/Probate Register
Ingham County Probate Court

DATE: May 7, 2024

RE: Resolution to Amend the 2024 Contract for Court-Appointed Attorney Services in
Mental Health Treatment Cases before the Ingham County Probate Court

BACKGROUND

On November 28, 2023, the Board of Commissioners approved Resolution #23-552, which was entitled “Resolution to Approve 2024 Ingham County Probate Court Contracts for Guardian Ad Litem, Court-Appointed Attorney, and Guardianship Review Investigation Services”.

One of the contracts that was approved was for court-appointed attorney services in mental health treatment cases. The attorney on contract is Michael Staake.

The Eaton County Probate Court, Clinton County Probate Court, and Ingham County Probate Court collaborate in many ways. One way is to conduct courtesy mental health treatment hearings for each other and other courts.¹ In practice, each court is assigned a set number of weeks to cover the mental health treatment hearings for all three courts. The number of weeks each court is assigned is based on each court’s share of the total mental health treatment caseload in the tri-county region.

While Resolution #23-552 was moving through the Board’s approval and contracting processes, Ingham was working with Eaton and Clinton to build the 2024 hearing schedule. For 2024, it was identified that Ingham would be assigned 11% more weeks (i.e., 4 weeks) than in 2023.² This increase meant that the number of cases Mr. Staake would be responsible for increased 11% as well. It is important to note that hearings used to take about one hour each week. Now, they are taking 2+ hours each week. This does not count the amount of work time the Court and other stakeholders have to perform in advance of or after the hearing.

The 11% increase was not contemplated by the 2024 contract with Mr. Staake because the Court did not have that information at the time it was requesting approval of Resolution #23-552 nor when preparing the Court’s 2024 budget request. Therefore, the Court is requesting the Board of Commissioners authorize an increase to the 2024 contract with the attached resolution.

ALTERNATIVES

The Board of Commissioners could choose not to approve an increase. However, that course of action could damage the Court and County’s relationship with Mr. Staake who has been a dedicated attorney in representing Ingham County residents under a mental health treatment order.

FINANCIAL IMPACT

¹ Additionally, the assigned court conducts courtesy hearings for courts outside the tri-county region when the person who is under a mental health treatment order is receiving treatment at a hospital or facility within the tri-county region.

² There are two reasons for the increase:

- Ingham has experienced a year-over-year increase in the number of mental health treatment cases.
- Any increases at Eaton or Clinton were at a lesser rate than Ingham’s rate of increase.

The current contract's compensation amount is \$16,842.

An 11% increase to the contract would be \$1,853, taking the contract to \$18,695 in compensation.

It is recommended that the contract increase to \$19,000 to simplify bookkeeping (i.e., a \$2,158 increase).

Importantly, there would be no increase to the budget because the existing Court budget can fund the increase.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan in the context of service to residents, public health and safety, and good government.

RECOMMENDATION

I recommend approval.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE 2024 CONTRACT FOR COURT-APPOINTED ATTORNEY SERVICES IN MENTAL HEALTH TREATMENT CASES BEFORE THE INGHAM COUNTY PROBATE COURT

WHEREAS, under Michigan law, the Probate Court is obligated to appoint an attorney to represent a respondent in mental health treatment cases; and

WHEREAS, the Probate Court and Ingham County have contracted with Attorney Michael Staake for court-appointed attorney services in mental health treatment cases for the 2024 calendar year; and

WHEREAS, the Probate Court has experienced an 11% increase in the mental health treatment hearings that require court-appointed attorney services for the 2024 calendar year; and

WHEREAS, it is appropriate to increase the contract with Attorney Michael Staake for court-appointed attorney services in mental health treatment cases.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves amending the contract with Attorney Michael Staake for court-appointed attorney services in mental health treatment cases for the calendar year 2024 by increasing the fee for services rendered from \$16,842 in total to \$19,000 in total.

BE IT FURTHER RESOLVED, that the funding for the increased compensation shall come from the existing 2024 budget approved for the Ingham County Probate Court.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any 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 any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Law & Courts, County Services, and Finance Committees
FROM: Holly Guild, Director, Ingham County Animal Control & Shelter
DATE: April 22, 2024
SUBJECT: Creation of an Animal Care Manager position
For the meeting agenda of May 2, May 7, and May 8, 2024

BACKGROUND

Since 2020, ICACS has been focused on expanding its capacity for animal related medical care, which has included implementing programs focused on improving the behavior and well-being of stray and abused animals in our care and expanding public facing services to Ingham County residents. These programs have required the addition of new staff in our Animal Care and medical divisions to adequately care for the animals in our custody along with improving our overall quality of care.

In an effort to continue expanding the services provided by our public facing programs and maintain our high internal standards of care, we are asking to create a new Animal Care Manager position. This position would be primarily responsible for direct daily supervision of the animal care and behavior staff, monitoring the daily care of animals in ICACS custody, development of new animal care and behavior programming, controlling the population balance of the Shelter, and scheduling of public facing services such as the ICACS trap neuter and return program.

The Animal Care Manager position would be responsible for the direct supervision of eight full-time staff members and would report to the Deputy Director. This organizational change would reduce the number of employees directly supervised by the Deputy Director from 24 to 16.

ALTERNATIVES

If this position is not created, then ICACS will continue to operate with the current administrative structure and supervisory span of control.

FINANCIAL IMPACT

The long term (top level) cost for the Animal Care Manager position is \$134,358 for fiscal year 2024 which will be paid for from existing and future Animal Control millage funds.

STRATEGIC PLANNING IMPACT

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

RECOMMENDATION

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

TO: Holly Guild, Animal Control Director
FROM: Joan Clous, Human Resources Specialist
DATE: April 16, 2024
RE: Memo of Analysis for creation of Animal Care Manager

Animal Control would like to create a new position and Human Resources can confirm the following information:

1. The position was placed with the MC group as it has a community of interest with that group. The Animal Care Manager was classified at MC 8 (\$60,884.80 to \$73,102.90)

Please use this memo as acknowledgement of Human Resources' participation and analysis of your reclassification proposal. You are now ready to move forward by contacting budget for a budget analysis.

If I can be of further assistance, please email or call me (887-4374).

**INGHAM COUNTY
JOB DESCRIPTION
ANIMAL CARE MANAGER**

General Summary:

Under the direction of the Animal Control Deputy Director will supervise and direct the Animal Care and Behavior staff of the Ingham County Animal Control Shelter (ICACS). Coordinates the daily animal population balance of ICACS. Will develop policies and procedures for the care of animals, cleaning of kennels and facility, ordering of supplies, TNR program, Barn cat program, and shelter maintenance. Creates schedules and ensures shifts are covered in case of absences. Ensures shelter animal records are kept up to date and in compliance with regulations. Makes recommendations to ICACS administration to develop the annual animal care budget.

Essential Functions:

1. Supervises, directs, trains, schedules, and assigns work to Animal Care Specialists and ensures shifts are covered in cases of absence.
2. Ensures Animal Care staff are trained in the proper care of shelter animals, and proper documentation of behavioral and medical issues.
3. Ensures that shelter animals are fed, medicated as needed, and that any safety or behavioral issues with animals are brought to the attention of the Veterinarian and ICACS administration.
4. Performs daily monitoring of ICACS animal population balance.
5. Approves transfers of animals in and out of the shelter from external agencies and works with Rescue Coordinator to ensure the transfer of animals.
6. Approves scheduling for the ICACS trap neuter and release program.
7. Addresses safety and maintenance issues within animal housing areas and ensures compliance with Michigan Department of Agriculture and Rural Development standards.
8. Works with shelter medical staff to establish lists of animals eligible for surgery.
9. Coordinates with office staff regarding available space for owner surrendered animals.
10. Ensures that treatment and feeding protocols established by shelter veterinarians are properly implemented.
11. Works with ICACS Foster Coordinator to address issues with animals in foster and coordinates intake of foster animals for medical visits.
12. Establishes daily enrichment programs for animals housed at ICACS.
13. Performs animal behavior evaluations in the absence of the Behavior and Enrichment Coordinator.

Other Functions:

- Performs other duties as assigned.
- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: Associate's degree or equivalent experience.

Experience: Four years of related experience in animal care. Animal behavior certifications preferred. Supervisory experience preferred.

OR

Other Requirements:

- None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures, or weather conditions.
2. This position is exposed to air quality conditions such as fumes, odors, dusts, mists, gases, poor ventilation, etc.
3. This position is exposed to noise levels which require shouting in order to be heard.
4. This position works closely with domestic and wild animals with unpredictable temperaments.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands, or fingers.
- This position's physical requirements require periodic stamina in climbing, balancing, twisting, bending, stooping/crouching, kneeling, crawling, pushing, pulling, reaching, grasping, handling, and pinching.
- This position's physical requirements require regular stamina in traversing, lifting, and carrying.
- This position's physical requirements require continuous stamina in sitting, standing, walking, typing and enduring repetitive movements of the wrists, hands, or fingers.
- This position performs heavy work requiring the ability to exert more than 50 pounds of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting, and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

Animal Care Manager Projected Cost

2024 Rates

MC 8

	0 704000	Salary
8951	714000	Unemployment
1000	715000	FICA
8841	715050	Liability
2720	716020	Health
8952	716035	Health Surcharge
8955	716040	Health Insurance Trust
2700	716100	Dental
2710	716200	Vision
8953	716450	Separation
8986	717000	Life
8941	717100	Disability
7291	718000	Retirement
7391	718500	Retirement
8819	722000	Workers Comp

FULL TIME

Step 1

60,885.00
304.43
4,657.70
914.25
21,279.00
3,585.00
2,739.83
936.00
135.00
1,217.70
149.82
79.15
17,711.45
1,522.13
146.12
116,262.57

Step 5

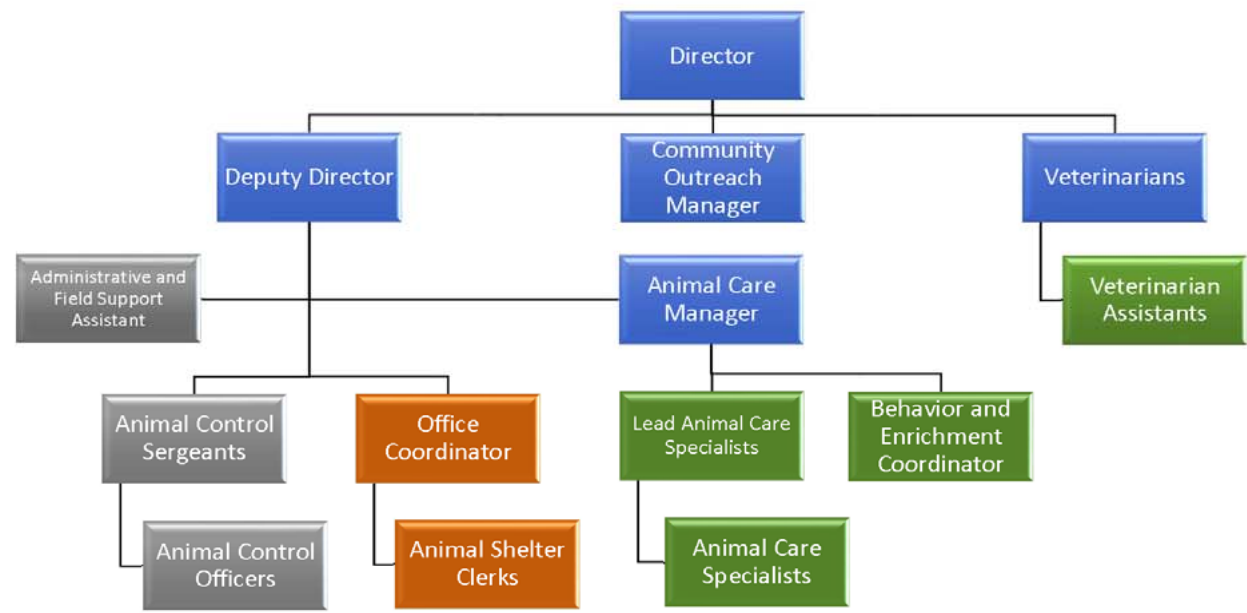
73,103.00
365.52
5,592.38
1,097.71
21,279.00
3,585.00
3,289.64
936.00
135.00
1,462.06
149.82
95.03
21,265.66
1,827.58
175.45
134,358.84



INGHAM COUNTY

ANIMAL CONTROL & SHELTER

ORGANIZATIONAL CHART



TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Barb Davidson, Director 9-1-1

DATE: May 2, 2024

SUBJECT: Approval to authorize the renewal of the contract with Prepared Live software/services for the 9-1-1 Center

For the meeting agendas of Law & Courts on May 16, 2024, and Finance on May 22, 2024

BACKGROUND

In June of 2023, the Board of Commissioners authorized the 9-1-1 Center to purchase the Prepared Live software and services from Invictus App, Inc. with Resolution #23-314. This platform has allowed the 9-1-1 Center to be able to easily receive pictures, pre-recorded video, and live stream video from callers who wish to share. The purchase also included the ability to stream that live video to first responders to view. This gives them the ability to make decisions on safety and response while on the way to a call. This video also has evidentiary value. We have had this platform for a year. We have completed training the staff and have seen many benefits from videos of fires to callers being able to easily share pictures of missing subjects to evidence in a criminal act.

ALTERNATIVES

We could continue to explore other options or products that offer the same functionality but haven't found one to date.

FINANCIAL IMPACT

The proposed contract with Prepared Live includes support and sharing of live video with 25 emergency responders and 45 dispatchers. To take advantage of a multi-year contract, will lock in our annual price as well as the annual increase in cost. The quote is attached. A three-year contract would cost \$13,837.50 which reflects a 2.5% in savings per year and locking in the price for the term of the contract. The term of the contract would be from August 1, 2024, to August 1, 2027.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to renew the contract for Prepared Live software/services for the 9-1-1 Center.



To:

Barbara Davidson
Ingham County 911
710 E Jolly Road
Lansing, MI 48910

From: Madeline Mariuzza

Date: Apr 29, 2024

Re: Budgetary Quote

Thank you for your interest in additional services from Prepared. You will find the details and budgetary pricing information for services of interest. Please note, if multiple services are selected bundle pricing may be available. Multi year contracts can be paid annually if requested. Should you have any questions, please feel free to contact me.

OnScene (Renewal of current functionality):

1 year contract: \$4,725 (standard 5% increase)

3 year contract: \$13,837.5 (discounted 2.5% increase)

5 year contract: \$22,500 (discounted 0% increase)

This document is provided for information purposes only, is subject to change, and does not constitute an offer for sale. Offer for sale will be accompanied by formal terms and conditions.

CONFIDENTIALITY NOTICE: The contents of this document and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you believe you have received this communication in error, please indicate so in a reply to me and destroy any copies of my communication.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE RENEWAL OF THE CONTRACT FOR PREPARED LIVE SOFTWARE/SERVICES FOR THE 9-1-1 CENTER FROM INVICTUS APP, INC.

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

WHEREAS, in 2023, the Ingham County Board of Commissioners approved the purchase of Prepared Live software and services for the 9-1-1 Center to secure their ability to receive pictures, pre-recorded video, and live stream video from callers who wanted to interact with the Center in this way; and

WHEREAS, part of that contract also included 25 licenses that allowed the 9-1-1 Center to share this information with its first responder partners in real-time to assist them with timely decisions about safety and response; and

WHEREAS, Ingham County Central Dispatch wants to continue to have the ability to interact with the public in these formats and has found it useful.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an expenditure not to exceed \$13,837.50 from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund for the service and support of Prepared Live for 45 dispatchers and the 25 sharing licenses for emergency responders for a term of three years, effective August 1, 2024, to August 1, 2027.

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.

TO: Law & Courts and Finance Committees

FROM: Ryan Chesney, Budget Analyst

DATE: May 7, 2024

SUBJECT: Resolution Updating Various Fees for the Law & Courts Committee Departments for Services Provided by the County

This resolution will authorize the adjustment of various fees for the Law & Courts Departments. These fees would be effective for all departments on January 1, 2025. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department, which has been the process again for 2025. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from the Law & Courts Departments as part of the process of making these recommended adjustments. A full analysis of each fee was presented to the Law & Courts and Finance Committees at the previous rounds of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$133,476 and will be recognized in the 2025 Controller Recommended Budget.

Please feel free to contact me if you have any questions regarding this information.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION UPDATING VARIOUS FEES FOR THE LAW & COURTS COMMITTEE
DEPARTMENTS FOR SERVICES PROVIDED BY THE COUNTY**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the Controller’s Office will be reviewing and making recommendations on a three-year rotation by Committee; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year, unless the Board of Commissioners agrees with the department’s recommendations and explanations; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various Law & Court Department’s staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2025.

2025 County Fees Analysis
Law and Courts Committee

Location of Service	Fee Description	2022 Fee	2025 Fee
Animal Control	Enforcement/Dog License Fees		
Animal Control	Sterilized	\$16.00	\$18.00
Animal Control	Sterilized - Delinquent	\$31.00	\$36.00
Animal Control	Sterilized - 3 year License	\$36.00	\$40.00
Animal Control	Un-Sterilized	\$46.00	\$48.00
Animal Control	Un-Sterilized - Delinquent	\$91.00	\$96.00
Animal Control	Un-Sterilized - 3 year License	\$135.00	\$140.00
Animal Control	Boarding Fee-Dangerous Animals	\$80.00	\$90.00
Animal Control	Boarding Fee per day-others	\$37.00	\$40.00
Animal Control	Adoption Fee		
Animal Control	Dogs(under six years of age)-	\$77.00	\$0.00
Animal Control	Dogs(six years or older)-	\$20.00	\$0.00
Animal Control	Puppies(age four months or less)-	\$120.00	\$0.00
Animal Control	Cats(under six years of age)-	\$66.00	\$0.00
Animal Control	Cats(six years or older)-	\$27.00	\$0.00
Animal Control	Adoption Package Fee NEW (12)		
Animal Control	Puppies(age-four months or less) NEW		\$175.00
Animal Control	Dogs(six years or older) NEW		\$125.00
Animal Control	Senior Dogs(six years or older) NEW		\$75.00
Animal Control	Kittens(age-four months or less) NEW		\$100.00
Animal Control	Cats(under six years of age) NEW		\$70.00
Animal Control	Cats(six years or older) NEW		\$30.00
Animal Control	Animal Redemption		
Animal Control	Animal Redemption - 1st offense	\$27.00	\$30.00
Animal Control	Animal Redemption - 2nd offense	\$54.00	\$60.00
Animal Control	Animal Redemption - 3rd offense	\$105.00	\$110.00
Animal Control	Animal Redemption - after 3rd offense	\$165.00	\$175.00
Animal Control	Euthanasia Fee	\$150.00	\$150.00
Animal Control	Ten Dog Kennel Inspection Fee	\$170.00	\$180.00
Animal Control	Over Ten Dog Kennel Inspection Fee	\$195.00	\$200.00
Animal Control	Owner Surrender	\$48.00	\$50.00
Animal Control	Owner Pick-up Fee	\$49.00	\$50.00
Animal Control	Rabies Decap	\$51.00	\$55.00
Animal Control	Tranq. At-Large Fee	\$49.00	\$50.00
Animal Control	Rabies vaccination on redeemed dogs	\$22.00	\$15.00
Animal Control	Bordatella Vaccination-redeemed dogs	\$21.00	\$20.00
Animal Control	Spay/neuter deposit-Owners redeeming pet	\$84.00	\$90.00
Animal Control	Spay & Neuter Program Fees - Vouchers		
Animal Control	Dogs-Male	\$55.00	\$60.00
Animal Control	Dogs-Female	\$60.00	\$65.00
Animal Control	Cats-Male	\$30.00	\$35.00
Animal Control	Cats-Female	\$40.00	\$45.00
Pros Atty	Diversion - Initial Interview	\$38.00	\$40.00
Pros Atty	Diversion - Misdemeanor Offender	\$490.00	\$500.00

Location of Service	Fee Description	2022 Fee	2025 Fee
Pros Atty	Diversion - Felony Offender	\$850.00	\$870.00
Pros Atty	Costs-eligible convictions - Guilty Plea	\$120.00	\$125.00
Pros Atty	Costs for eligible convictions - Trial	\$255.00	\$260.00
Jail	Day Rate (1)	\$9.00	\$10.00
Sheriff	Costs for Command per hour	\$70.86	\$83.01
Sheriff	Costs for Deputy per hour	\$63.56	\$83.01
Sheriff	Pistol Entry database verification (3)	\$1.00	\$0.00
Sheriff	Road Bonds per Warrant	\$10.00	\$12.00
Sheriff	False Alarm Fee-third offense-	\$47.00	\$0.00
Sheriff/Em Mgt.	Cost Recovery Fee flat rate per indiv.	\$33.00	\$35.00
Sheriff/Em Mgt.	Cost Recov. Fee flat rate per/hr per vehicle	\$305.00	\$315.00
Sheriff	False Alarm Fee-fourth offense &-subsequent/each-yr-	\$115.00	\$0.00
Circuit Court	Show Cause - Probation	\$210.00	\$225.00
Family Division	Delinquency Court Costs	\$320.00	\$0.00
Family Division	Truancy Court Cost	\$105.00	\$0.00
Family Division	Traffic - Fail to Appear	\$29.00	\$30.00
TOTALS			