Members Present: Koenig, Celentino, Crenshaw, Polsdorfer, Schafer, Slaughter (arrived at 6:42 p.m.), and Trubac.

Members Absent: None.

Others Present: Sheriff Scott Wriggelsworth, Rick Terrill, Mary Sabaj, Jodi LeBombard, Andrea Calabrese, Sidney Bishop, Lisa Bonney, Alex Brace, Teri Morton, Liz Noel, and others.

The meeting was called to order by Chairperson Koenig at 6:01 p.m. in Personnel Conference Room D & E of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the October 31, 2019 Open & Closed Session Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE OPEN AND CLOSED SESSION MINUTES OF THE OCTOBER 31, 2019 LAW & COURTS COMMITTEE MEETING.

Commissioner Trubac stated he would like more detail in the answer to his question on the bottom of Page 2 of the Closed Session minutes.

Chairperson Koenig stated that the Closed Session minutes would be approved at the next Committee meeting.

Commissioner Crenshaw withdrew his motion. Commissioner Schafer withdrew his support of the motion.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE OPEN SESSION MINUTES OF THE OCTOBER 31, 2019 LAW & COURTS COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

Additions to the Agenda

Additional Information –

1. Facilities Department – Justice Complex Update
4. Animal Control  
   b. Reorganization (Discussion)

Limited Public Comment

Sheriff Scott Wriggelsworth, Sheriff's Office, provided an update on evidence to the Committee. He stated that the October audit was 100% successful, as were all previous audits.

Sheriff Wriggelsworth stated there was still an issue on the law enforcement side with evidence, primarily with the headings or other parts of police reports, so the Sheriff's Office was still getting people on board. He further stated that the Sheriff's Office would like to purchase an evidence management platform called "The Beast" as the current platform had problems and required about 12 clicks to enter a piece of evidence into the system.

Sheriff Wriggelsworth stated that The Beast would also allow old evidence to be added to the system with a barcode scan and evidence could easily be recalled with the system in the event of appeals or trials. He further stated that the Sheriff's Office was also purging old evidence and was currently working on evidence from 2016.

Chairperson Koenig asked what Sheriff Wriggelsworth meant by The Beast being standalone.

Sheriff Wriggelsworth stated that The Beast software would only be in charge of evidence, and would not be an attachment to another records management software program. He further stated that Meridian Township, Battle Creek, and other jurisdictions had The Beast and were pleased with the program.

Chairperson Koenig asked what the downside of purchasing the Beast was.

Sheriff Wriggelsworth stated that the only downside of the program was the cost of the software. He further stated that the staff was excited about the prospect of the new program, and the funds would come from the Forfeiture Account.

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

2. Sheriff's Office
   a. Resolution to Authorize a Contract with the State of Michigan, Making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and Accepting the FY 2019 Homeland Security Grant Program Funds

3. Community Corrections
   a. Resolution to Authorize Amending FY 2018-2019 Community Corrections Program Subcontracts to Increase Funding Awards Based on State Approved Line Item Transfers
   b. Resolution to Authorize a Contract with Northwest Initiative, Prevention and Training Services, and JSG Monitoring for Community Based Programming as Authorized by the Justice Millage

(2)
4. **Animal Control**
   a. **Resolution to Accept Two Seven Oh! Grant for Reimbursement of Medical Costs on an Ongoing Basis**

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Slaughter.

1. **Facilities Department – Justice Complex Update**

Rick Terrill, Facilities Director, presented information about the Justice Complex. He thanked the Sheriff's Office for their assistance on the project.

Mr. Terrill continued presenting information to the Committee.

Commissioner Schafer asked what was meant by "future housing" in the image of the proposed Justice Complex layout.

Mr. Terrill stated that the space was reserved for expansion of the jail, if it was needed in the future.

Commissioner Schafer asked what "SHU" meant.

Sheriff Wriggelsworth stated "SHU" meant special housing unit.

Commissioner Crenshaw asked if the General Population portion of the facility would be one level or multi-level.

Sheriff Wriggelsworth stated the General Population section would be multi-level. He further stated he believed the section would be two stories, with the ability to house about 200 inmates on each level.

Mr. Terrill continued presenting information to the Committee.

Commissioner Crenshaw asked if the Law Enforcement Memorial would need to be moved.

Mr. Terrill stated the Law Enforcement Memorial would be moved. He continued presenting to the Committee.

Sheriff Wriggelsworth stated that the biggest consideration in planning the new Justice Complex was how to stay operable while the new buildings were being built. He further stated that this proposal only required the current garage to be moved during the building of the new Justice Complex.
Commissioner Schafer stated that the garage in the Phase 1 image seemed smaller than the current garage.

Mr. Terrill stated that the garage in Phase 1 was only a temporary facility. He further stated that many options were explored and temporarily moving the garage had turned out to be the best cost-effective option.

Mr. Terrill continued presenting information to the Committee.

Commissioner Schafer stated he did not see an impound area in the drawings.

Mr. Terrill stated that impound parking would be part of the secured staff parking area.

Sheriff Wriggelsworth stated there were only about eight impounded cars at a time in the Sheriff’s Office’s possession, so a lot of parking would not be needed.

Commissioner Crenshaw stated he knew that the Justice Complex was staying in Mason, partly because the laundry and kitchen areas could remain. He asked if the laundry and kitchen sections would be preserved in the new building of the Justice Complex.

Mr. Terrill stated that had been the intention in the initial presentation given to the Committee, but now the kitchen was 20 years old and most of the equipment was coming to the end of its useful life. He further stated that it had been determined it would have cost more to build around the existing kitchen, but any equipment that was still useful would be reused.

Commissioner Crenshaw asked if the size of the new kitchen would be comparable to the current kitchen.

Mr. Terrill stated that the architects had not come up with all of the programming yet, but the kitchen would be comparable to the housing that was being planned for as well as any additional future housing needs.

Sheriff Wriggelsworth stated that the new kitchen would be significantly smaller than the current kitchen that was made to cook meals for 1,000 inmates, three times a day. He further stated that the current jail population was only about 370 inmates, and in the future, there might be the possibility for all meals to be prepared off-site and would only need to be heated up in the jail.

Chairperson Koenig asked if files were still stored at the Road Department.

Mr. Terrill stated that there were still some files for Financial Services and 55th District Court stored in the Annex at the Road Department, which would need to be addressed soon. He further stated that the building’s boiler had been removed today, and the building would need to be demolished in the near future, as it no longer had water access or heat.

Chairperson Koenig stated she thought that the current 55th District Court building could be used for file storage instead of the Road Department Annex if it was still needed in the future.
Mr. Terrill stated the 55th District Court building also needed to be demolished, to make room for the storm water retention pond.

Discussion.

Mr. Terrill stated that underground storm water management had been explored, but the cost was exorbitant.

Discussion.

Commissioner Schafer asked if there were problems with rodents in the Road Department Annex.

Mr. Terrill stated that rodents were not the large concern in the Road Department Annex, as it was more water and moisture that was an issue. He further stated that it was not an environment meant to store files.

Discussion.

2. **Sheriff’s Office**
   b. **Resolution to Authorize the Ingham County Sheriff’s Office to Donate Equipment from the Heavy Rescue Unit**

**MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. POLSDOFER, TO APPROVE THE RESOLUTION.**

Commissioner Schafer stated that the Sheriff’s Office Heavy Rescue Unit had been around since 1971. He further stated the unit did important work, and he did not understand where the equipment was going and he wanted an explanation.

Sheriff Wriggelsworth stated that the Heavy Rescue Unit had been discontinued months ago, after a volunteer with the Heavy Rescue Unit had been injured in a crash while driving a County truck and the volunteer then had to make a claim through their own insurance. He further stated that after the volunteer had been injured he had called a meeting with all of the Heavy Rescue Unit volunteers to inform them of the potential ramifications of Michigan’s no-fault auto insurance details and have them sign an acknowledgement form.

Sheriff Wriggelsworth stated that all of the volunteers at that point had refused to sign the acknowledgement form, and he had decided to discontinue the service. He further stated that there was a lot of equipment and a truck that was no longer needed by the Sheriff’s Office, and heavy rescues were handled by the local fire departments.

Commissioner Schafer stated that many volunteers worked for fire departments in the County and were driving equipment. He asked why these volunteers were not in similar situations with their insurance.
Sheriff Wriggelsworth stated that the fire department volunteers were paid for their service, whereas the Heavy Rescue Unit volunteers were not paid.

Discussion.

Sheriff Wriggelsworth stated he had spoken with Delhi Charter Township Fire Department Chief Brian Ball about how to refill oxygen tanks before the disbanding of the Heavy Rescue Unit, and there had been no interruption of that service.

Commissioner Schafer asked how the equipment would be distributed to fire departments in the County.

Sheriff Wriggelsworth stated that it would be up to the fire departments to determine what they needed and what they could store.

Commissioner Schafer stated he found it hard to see 50 years of history with the Heavy Rescue Unit be given up.

Sheriff Wriggelsworth stated that the disbanding of the Heavy Rescue Unit had happened months ago and he had come before the Committee to discuss the issue. He further stated that the truck involved in the crash was being donated.

Commissioner Schafer stated he did not recall the previous discussion and did not know that the Heavy Rescue Unit was being disbanded.

Commissioner Celentino stated he recalled similar issues when he had been on the Lansing Township Board. He further stated that he also recalled when the Sheriff had come before the Committee to discuss the refusal of the volunteers to sign the acknowledgement form.

Commissioner Celentino stated he understood that if the Heavy Rescue Unit volunteers had signed the acknowledgement forms, then the unit would not have been disbanded.

Discussion.

Commissioner Celentino asked if the resolution to donate the items was not approved by the Board of Commissioners, the equipment would sit around unused.

Sheriff Wriggelsworth stated the equipment could be sold for five cents on the dollar.

Commissioner Celentino asked how it the donation of the equipment would work.

Sheriff Wriggelsworth stated he had met with all fire departments in the County, so they knew the equipment was coming, and they would be figuring out the equipment distribution on their own. He further stated that heavy rescues would still be done in the exact same process, except the fire departments would handle it instead of the Sheriff’s Office.
Commissioner Celentino asked if Sheriff Wriggelsworth had been approached by anyone who was interested in joining the Heavy Rescue Unit since it had been disbanded.

Sheriff Wriggelsworth stated he had not heard any interest in the Heavy Rescue Unit. He further stated when he had initially met with fire departments, there had been some pushback and it had taken them a while to figure out the heavy rescue duties because of insurance questions. He further stated that the issue had been spurred because of insurance questions, and he had decided that it was important the volunteers know their potential responsibility of insurance claims when volunteering for the Sheriff’s Office.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION CARRIED. **Yea:** Koenig, Celentino, Crenshaw, Polsdorfer, Trubac **Nay:** Schafer **Absent:** Slaughter

2. **Sheriff’s Office**
   c. Resolution to Purchase Stand-Alone Evidence Software from Porter Lee Corporation

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

Commissioner Crenshaw asked if, when comparing pricing, the reason the Sheriff’s Office wanted the Porter-Lee Corporation software was because it would allow them to convert their old data.

Sheriff Wriggelsworth stated there were a lot of features that The Beast offered and the others that bid did not. He further stated that he and his staff had done their due diligence and had spoken with other offices that had The Beast and they were pleased with the purchase.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. **Absent:** Commissioner Slaughter

3. **Community Corrections**
   c. Resolution to Authorize a Subcontract for State FY 2019-2020 Community Corrections Pretrial Program Electronic Monitoring Services with Sentinel, Inc. and JSG Monitoring

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

Commissioner Crenshaw stated that the Board of Commissioners had approved a resolution earlier in the year to stop services with Sentinel, Inc. He further stated that he was concerned that the effective date of the contract was listed as October 1, 2019, which was a month ago, and he asked why the County was going back on the contract after the relationship with Sentinel, Inc. had ended.
Ms. Sabaj stated that the resolution terminating the relationship with Sentinel, Inc. went through December 31, 2019, but the resolution approving State programming named Sentinel, Inc. as the provider of electronic monitoring services. She further stated that because the State’s fiscal year-end was September 30, 2019, a partial contract needed to be approved with Sentinel, Inc. to account for a transition period through the end of the year now that the new vendor had been chosen.

Discussion.

Ms. Morton stated this was an amendment with the subcontract with the State of Michigan, which had initially been with Sentinel, Inc., because JSG Monitoring had not been chosen yet when the initial subcontract had been approved.

Commissioner Slaughter arrived at 6:42 p.m.

Discussion.

Chairperson Koenig asked how many users were in the electronic monitoring program.

Ms. Sabaj stated there were about 75 participants in the program.

Discussion.

Chairperson Koenig asked if JSG Monitoring was working for the County currently.

Ms. Sabaj stated that she believed that 55th District used JSG Monitoring for their electronic monitoring services.

Discussion.

Commissioner Crenshaw asked if the State’s contract had no vendor listed when it was initially submitted.

Ms. Sabaj stated that the initial contract that had been approved in the summer had indicated an agreement with Sentinel, Inc., but then the Board of Commissioners had changed the vendor, so this was the process to change the State contract to indicate an agreement with JSG Monitoring instead.

Teri Morton, Deputy Controller, stated that this was to make the State contract consistent with what the Board of Commissioners had already approved.

THE MOTION CARRIED UNANIMOUSLY.

4. Animal Control
   b. Reorganization (Discussion)
Jodi LeBombard, Animal Control Director, provided information about the proposed reorganization of Animal Control.

Commissioner Celentino asked since Ms. LeBombard had announced her resignation, if the reorganization should wait until there was a new Animal Control Director.

Ms. LeBombard stated she thought the reorganization should be addressed, now, as it was needed in the department.

Ms. Morton stated that it would also be a challenge to find an Animal Control Director that was strong in both enforcement and animal shelter management. She further stated that the reorganization would allow each area to have their own supervisory person.

Ms. LeBombard stated that the Field Supervisory Officer would be support for the Animal Control Officers.

Commissioner Crenshaw asked if the Field Supervisory Officer would be tasked with evaluating Animal Control Officers in the field or performing annual evaluations of the employees.

Ms. LeBombard stated that there were no annual evaluations performed currently, but the Lead Animal Control Officer currently did the training evaluations for new hires.

Discussion.

Commissioner Schafer stated it seemed like there should be evaluations of employees on a regular basis. He asked if the job description was factual in that it stated that Animal Control Officers were tasked with picking up dead animals from the vet and those observed on the roads or elsewhere.

Ms. LeBombard stated Animal Control Officers picked up deceased domestic animals.

**Commissioner Schafer stated the job descriptions should be changed to reflect that Animal Control Officers only picked up domestic animals, not wildlife.** He further stated that he thought Animal Control should do evaluations of employees.

Chairperson Koenig stated that employee evaluations had been discussed previously, but they were tough to implement because they needed to be uniform and have a system in place that all in the County believed in. She further stated that it would be a big project to implement employee evaluations, as how they were conducted was important.

Ms. LeBombard stated she did try to meet with staff every few months, and that was time-consuming, but it was very beneficial.
Chairperson Koenig stated it was so important that evaluations be done consistently to be fair, and the County Attorneys had warned of that fact. She further stated she did think evaluations were important.

Commissioner Slaughter asked how many Animal Control Officers there were.

Ms. LeBombard stated there were six Animal Control Officers.

Commissioner Slaughter asked if the proposed Field Supervisory Officer would supervise the five other Animal Control Officers. He further asked if there was any concern of the ratio of five employees to one supervisor.

Ms. LeBombard stated that the Field Supervisory Officer would supervise the other five Animal Control Officers. She further stated she thought the ratio of 5 employees to one supervisor would not be of concern.

Ms. Morton stated that the Field Supervisory Officer position had been eliminated from Animal Control in 2010.

Commissioner Celentino stated he saw that Tom Krug, Capital City Labor Program Executive Director, was in support of the position.

Ms. LeBombard stated that was correct.

Ms. Morton stated that if the Committee approved of the reorganization and it came before Committee as a resolution, there would also be a provision in the resolution for budget adjustments to add janitorial services and a permanent seasonal employee.

Commissioner Schafer asked if the temporary employee would be entitled to a living wage.

Ms. Morton stated she would confirm what the temporary employee’s wage was and provide it to the Committee.

5. Law & Courts Committee – Resolution Authorizing 2020 Agreements for Juvenile Justice Community Agencies

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Crenshaw asked representatives from the agencies requesting funds to provide an overview of their work and their need for funds.

Andrea Calabrese, Child and Family Charities Chief Operating Officer, and Sidney Bishop, Child and Family Charities Division Director of Juvenile Justice, provided an overview of the Nexus and Teen Court programs.
Ms. Calabrese stated that Ingham Teen Court was one of the only teen courts in the area, as the closest one was in Holland, Michigan. She further stated that Ingham Teen Court used Restorative Justice Principles to provide a diversion program while also screening for youths’ needs.

Mr. Bishop stated that Ingham Teen Court had an array of stakeholders, as referrals were received from the Prosecutor’s Office, Circuit Court, and Lansing Schools. He further stated that the program collaborated with student services and principals to address Code of Conduct violations in schools.

Chairperson Koenig asked how many teens were served by Ingham Teen Court in the last year.

Ms. Calabrese stated that 113 teens went through Ingham Teen Court. She further stated that 500 peer jurors were trained, from Lansing, Mason, and Williamston schools.

Mr. Bishop stated there were two Accountability Hearings per month, and the location varied from the Mason Historical Courthouse to Cooley Law School. He further stated that the judges and lawyers were all very dedicated volunteers.

Discussion.

Lisa Bonney, Resolution Services Executive Director, stated that the organization had received Juvenile Justice Millage funding for 14 years. She further stated that from 2018 to 2019, Resolution Services had served over 5400 youth in the County, in 19 schools in the County.

Ms. Bonney stated that when students were disruptive or fighting in school, they were referred to a facilitator that would go through restorative practices with the student. She further stated that the program had a 93% success rate, where the students came to an agreement, and in long-term follow-ups, almost 90% of the time the conflict had not happened again.

Ms. Bonney stated that with the funding from the Juvenile Justice Millage, Resolution Services was able to add three additional school facilitators and support staff.

Commissioner Celentino stated he had seen the restorative justice in practice, and he believed it was a valuable resource in schools. He asked what the three schools added this year in the County were.

Ms. Bonney stated the three schools that were added this year were Washington Woods and Hope Middle School in Holt, and North Aurelius School in Mason. She further stated that the organization was also in Waverly, Lansing, Holt, and Eaton Rapids schools.

Discussion.

Ms. Bonney stated that a new request was brought this year for a Youth Diversion program after conversations with the Lansing Police Department. She further stated this program would be
offered to youth and families in the community, before they became involve in the juvenile justice system.

Ms. Bonney stated she did not want to take away funding from the Restorative Justice program in the schools, however the Lansing Police Department and the organization were excited about this new opportunity.

Discussion.

Commissioner Crenshaw asked how much funding Resolution Services was asking for from Jackson National Life Charitable Foundation.

Ms. Bonney stated $27,000 would be requested from Jackson National Life.

Commissioner Crenshaw asked how much would be requested from the Michigan Bar Association.

Ms. Bonney stated that up to $15,000 would be requested from the Michigan Bar Association.

Commissioner Crenshaw asked if that would support the services in addition to the $4,000 Resolution Services received from the City of Lansing.

Chairperson Koenig asked where the majority of the organization’s funding came from.

Ms. Bonney stated that the Supreme Court Administrative Office (SCAO) provided the majority of funding, as did the contracts with schools that were usually grant-funded.

Alex Brace, Small Talk Executive Director, stated that Small Talk had been receiving Juvenile Justice Millage funding since 2015. He stated that the organization provided counseling and additional services to physically and sexually abused children.

Mr. Brace stated that law enforcement would contact Small Talk to perform a forensic interview of the children, to get their statement on the record while interacting with the children in a developmentally sensitive and appropriate way. He further stated that previously, children would have been interview in a police station or at the scene of the crime.

Mr. Brace stated that Small Talk was also a hub for other organizations to come together to help children navigate the process after traumatic events. He further stated that after a forensic interview, the children could come back to Small Talk for counseling services at no cost.

Mr. Brace stated Small Talk performed about 250 forensic interviews per year, and there were about 60 children in counseling. He further stated that the organization had recently added two new staff members, because the need for the services was growing.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE REQUESTED AMOUNTS AND ADD THEM INTO THE RESOLUTION,
AND ASK STAFF TO MAKE NECESSARY ADJUSTMENTS TO THE RESOLUTION TO INCLUDE THE ADDITIONAL FUNDS NEEDED ABOVE THE $125,000.

THE MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY.

Chairperson Koenig asked where the majority of Small Talk’s funding came from.

Mr. Brace stated that about 55% of the funding came from Victims of Crime Act (VOCA) grants, and the rest was supplemented by fundraising and provisions by municipalities. He further stated that Small Talk strove for a budget with diverse funding sources to better successfully serve the community.

Commissioner Slaughter asked if Small Talk had fundraising events.

Mr. Brace stated that each year, Small Talk had a live and special auction in the fall.

Discussion.

Mr. Brace stated he would be happy to give tours to Committee members if they were interested in viewing the Small Talk offices.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:18 p.m.

BARB BYRUM, CLERK OF THE BOARD