

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

JUDICIARY COMMITTEE
DEB NOLAN, CHAIR
REBECCA BAHAR-COOK
LAURA DAVIS
SHELBY BUPP
RANDY SCHAFFER
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE JUDICIARY COMMITTEE WILL MEET ON THURSDAY, APRIL 15, 2010 AT 7:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

NOTE CHANGE OF TIME

Agenda

Call to Order

Approval of the [February 25, 2010 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Facilities Department - Communication from Rick Terrill, Facilities Director regarding the Ingham County [Family Center Renovations](#)
2. Ingham County MSU Extension - Resolution Authorizing the Acceptance of a Grant from Michigan State University's 4-H Youth Development Program to Fund Enhanced [Programming](#) at the Ingham County Family Center
3. Circuit Court/Family Division
 - a. Request for [Out of State Travel](#)
 - b. [First Quarter Report](#) (*Report will also be distributed at the meeting.*)
 - c. Resolution Honoring [Dianne Cassle](#)
 - d. Resolution to Authorize Funds for a [Replacement Vehicle](#) for the Ingham County Family Center
4. Controller/Administrator's Office
 - a. Resolution Establishing Areas of Priority Emphasis Guiding [2011 Activities](#) and Budget Process
 - b. 2010 1st Quarter [Budget Adjustments](#) and Contingency Fund Update - Resolution Authorizing Adjustments to the 2010 Ingham County Budget
 - c. Resolution to Establish the Law and Order Fund ([LOFT](#)) for Technology and Dissolve the IJIGS Committee and Pit Crew
5. Human Resources /Probate Court – *Information Only*
 - a. Resolution to Authorize Establishment of the Position of [Investigator](#) – Probate Court in the Managerial and Confidential Employee Group
 - b. Resolution Approving a Collective Bargaining Agreement with the [ICEA](#) Professional Court Employees

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

JUDICIARY COMMITTEE
February 25, 2010
Minutes

Members Present: Deb Nolan, Rebecca Bahar-Cook, Laura Davis, Shelby Bupp, Randy Schafer, Steve Dougan and Board Chairperson Debbie De Leon

Members Absent: None

Others Present: Matthew Myers, John Neilsen, William Collette, Jim Hughes, David Easterday, Paula Manderfield, Laura Baird and James Giddings

The meeting was called to order by Chairperson Nolan at 7:34 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the February 11, 2010 Minutes

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHAFFER, TO APPROVE THE FEBRUARY 11, 2010 MINUTES AS AMENDED.

The Minutes were amended to reflect the following:

Page 1 Others Present: "William Collette, Paula Manderfield" was added.

MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

1. Substitute – Resolution Supporting Legislation to Allow Ingham County to Delay Filling of a Vacancy Occurring in the Office of the Circuit Court Judge Due to the Ineligibility of an Incumbent Judge to Seek Re-Election.

Late – Out of State Travel Request

Limited Public Comment

None

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHAFFER, TO APPROVE THE OUT OF STATE TRAVEL REQUEST.

MOTION CARRIED UNANIMOUSLY.

1. Board of Commissioners - Resolution Supporting Legislation to Allow Ingham County to Delay Filling of a Vacancy Occurring in the Office of the Circuit Court Judge Due to the Ineligibility of an Incumbent Judge to Seek Re-Election

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. DAVIS, TO APPROVE THE RESOLUTION SUPPORTING LEGISLATION TO ALLOW INGHAM COUNTY TO DELAY FILLING OF A VACANCY OCCURRING IN THE OFFICE OF THE CIRCUIT COURT JUDGE DUE TO THE INELIGIBILITY OF AN INCUMBENT JUDGE TO SEEK RE-ELECTION.

MOVED BY COMM. DOUGAN, TO AMEND THE 1ST THEREFORE BE IT RESOLVED BY CHANGING “SUPPORTS” TO “REQUESTS”. THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOVED BY COMM. BAHAR-COOK, TO AMEND THE 1ST THEREFORE BE IT RESOLVED BY ADDING THE WORDS “FOR TWO YEARS UNTIL THE 2012 ELECTION CYCLE” FOLLOWING “CIRUIT COURT JUDGESHIP”. THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

THE 1ST THEREFORE BE IT RESOLVED WAS AMENDED TO READ: THAT THE INGHAM COUNTY BOARD OF COMMISSIONERS HEREBY REQUESTS LEGISLATION TO GRANT TO INGHAM COUNTY THE CHOICE TO DELAY THE HOLDING OF AN ELECTION TO FILL A VACANCY OF A CIRCUIT COURT JUDGESHIP FOR TWO YEARS UNTIL THE 2012 ELECTION CYCLE DUE TO THE INELIGIBILITY OF THE INCUMBENT JUDGE TO SEEK RE-ELECTION.

Comm. Dougan expressed his concern of eliminating the judgeship. He stated that the bulk of the financial savings is predicated upon the four support staff positions, not the judge’s salary. He stated that if the Committee were to layoff staff positions, they should act on that without eliminating the judgeship.

Board Chairperson De Leon informed the Committee that although Judge Giddings’ clerk is not eligible for retirement, there is someone within the County, in a similar position, that is eligible; thus, transferring the Judge’s clerk to a different department would not result in a layoff.

Mr. Hughes, SCAO, provided the Committee with an overview of the Judicial Resources Recommendation. He indicated that the recommendation for Macomb County was the addition of four judges, and the recommendation for Oakland County was the addition of two judges. He stated that the recommendation for Ingham County was to remain at 9 judges. He also informed the Committee that both Macomb and Oakland Counties eliminated judgeships for two years. Judge Collette indicated that those judgeships were eliminated for political reasons, as opposed to financial ones. He also expressed his opposition to eliminating the vacant judgeship.

Judge Giddings expressed his appreciation for Judge Manderfield’s willingness to work harder as a result of losing a judge; however, he conveyed his concern and opposition towards the elimination of the judgeship. He also informed the Committee that if the number of judges were reduced, the Courts would generate less revenue, because it would take longer to process cases. Dr. Myers indicated that in terms of revenue, if a judgeship were eliminated, those cases would be given to the other judges. He stated that there would be some reduction in revenue because cases were getting processed slower; however, the revenue would still be generated.

Board Chairperson De Leon indicated that tethering and other alternatives to jail sentencing have been underutilized by judges.

Judge Manderfield clarified that if the Circuit Court were to make other significant cuts within the department, the judgeship would not be eliminated.

Dr. Myers indicated that the Controller's Office will work with the Circuit Court over the next two weeks in order to obtain more accurate financial information.

MOTION CARRIED with Comms. Dougan and Schafer voting No.

Announcements

None

Public Comment

None

The meeting adjourned at approximately 8:56 p.m.

Respectfully submitted,

Karsha Sathianathan

MEMORANDUM

March 24, 2010

TO: Judiciary Committee
FROM: Rick Terrill, Facilities Director
RE: Ingham County Family Center Renovations

Based on the Ingham County Family Center Position Paper that was submitted to Judiciary on February 5, 2010, we will be proceeding with getting quotes from several consultants to develop the technical bid specifications for renovations to the Sanctuary, Little Lambs Building, Garage, Green House, and Wood Shop to meet both the short and long term needs of the Ingham County Family Center.

Once we have a consultant to recommend, we will bring a resolution to all committee's for approval.

Please let me know if you have any questions.

Thank you,

Richard Terrill

Richard Terrill
Ingham County Facilities Director

RESOLUTION STAFF REVIEW

DATE March 25, 2010

Agenda Item Title: Resolution Authorizing the Acceptance of a Grant from Michigan State University's 4-H Youth Development Program to Fund Enhanced Programming at Ingham County Family Center

Submitted by: MSU Extension

Committees: LE ____, JD X, HS X, CS ____, Finance X

Summary of Proposed Action:

This resolution accepts a grant from Michigan State University's 4-H Youth Development Program to fund the continued development of the 4-H Youth Garden and Farmers' Market project for the students of the Ingham Academy and PRIDE program. This award provides funding for the hiring of two Academy students in a work study situation. These students would become temporary County employees and the costs connected to their employment will be paid completely from grant funds. By the nature of their temporary status, their employment would end at the conclusion of second semester of the current school year. These work study students will be guided by an AmeriCorps member at the Family Center who is responsible for the development and delivery of food system-related programming at the Center.

The remainder of the grant funds will be used to make improvements at the Center such as a greenhouse (more accurately, a hoop house), facilities needed to raise urban chickens and the development of a youth farm stand at the Center.

Financial Implications:

The grant award and total project cost is \$10,087.40, over the time period of February 1, 2010 through January 31, 2011.

Other Implications:

None.

Staff Recommendation: MJM __ JN __ TL __ TM __ JC X

Staff recommends approval of the resolution.

MEMORANDUM

Date: March 22, 2010

To: Human Services Committee
Judiciary Committee
Finance Committee

From: Randy A. Bell, Ingham County Extension Director

Re: Resolution accepting a grant from MSU Extension's 4-H Youth Development Program

Ingham County 4-H has been instrumental in the development of the vegetable garden at the Family Center. The garden (and its related activities) is an integral part of the vision for how the green space at the Family Center can be used to create more favorable outcomes for the youth and their families who are served by the Ingham Academy and/or PRIDE programs.

Another example of our partnership with the Juvenile Court is the placement of an AmeriCorps member at the Center who is responsible for the development and delivery of food system-related programming at the Center. This placement began in November 2009 and has been a very positive addition to the Center's programming mix.

Per the attached resolution, MSU Extension's 4-H Youth Development Program has awarded Ingham County 4-H a grant in the amount of \$10,087.40 to fund the continued development of the 4-H Youth Garden and Farmers' Market project for the students of the Ingham Academy and PRIDE program. One innovative aspect of this award is that it provides funding for the hiring of two Academy students in a work study situation. These students would become temporary County employees and the costs connected to their employment will be paid completely from grant funds. By the nature of their temporary status, their employment would end at the conclusion of second semester of the current school year. These work study students will be guided by the AmeriCorps member.

The remainder of the grant funds will be used to make improvements at the Center such as a greenhouse (more accurately, a hoop house), facilities needed to raise urban chickens and the development of a youth farm stand at the Center.

By providing youth with the opportunity to garden, raise eggs, sell produce and supply the food program at the Center, these youth will develop increased self-confidence, technical knowledge, business and entrepreneurial skills.

I recommend your approval of the acceptance of this grant.

Introduced by the Judiciary, Human Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM MICHIGAN STATE UNIVERSITY'S 4-H YOUTH DEVELOPMENT PROGRAM TO FUND ENHANCED PROGRAMMING AT INGHAM COUNTY FAMILY CENTER

WHEREAS, the Ingham County 4-H Youth Development Program is a partner with the Ingham County Family Center in providing innovative food system programming for youth at the Family Center; and

WHEREAS, Ingham County MSU Extension 4-H Youth Development program has been awarded a \$10,087.40 "Participation Fee" Grant from Michigan State University's 4-H Youth Development Program, to fund the continued development of the 4-H Youth Garden and Farmers' Market project for the students of the Ingham Academy and PRIDE program; and

WHEREAS, the Ingham County MSU Extension Office is serving as the fiduciary agent; and

WHEREAS, the following budget has been established:

Salary and Fringe: \$1,126.40
Travel and Supplies: up to \$8,961.00

THEREFORE BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of a "Participation Fee" Grant from Michigan State University Extension's 4-H Youth Development Program, for a total project cost of \$10,087.40, for the time period of February 1, 2010 through January 31, 2011.

BE IT FURTHER RESOLVED, the Ingham County MSU Extension is authorized to coordinate, in partnership with the Ingham County Family Center, the 4-H Youth Garden and Farmers' Market program for the students of the Ingham Academy and PRIDE program.

BE IT FURTHER RESOLVED, the hiring of two Ingham Academy students, as temporary County employees and guided by the AmeriCorps member assigned to the Family Center is authorized using grant funds in an amount not to exceed \$1,126.40.

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 County Clerk and the Chairperson of the Board of Commissioners are hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County Attorney.

Ingham County Circuit Court
Family Division

Quarterly Data Report

Printout Date: 4/2/2010

| October 1, 2006 - December 31, 2006 | July 1, 2009 - September 30, 2009 | October 1, 2009 - December 31, 2009 | January 1, 2010 - March 31, 2010 |
|---|--|--|---|
| INTAKE DIVISION | INTAKE DIVISION | INTAKE DIVISION | INTAKE DIVISION |
| PETITIONS RECEIVED DURING THIS PERIOD: 357 78 INFORMAL DELINQUENCY 234 FORMAL DELINQUENCY 155 NEGLECT 142 Authorized 13 Not Authorized / Transferred | PETITIONS RECEIVED DURING THIS PERIOD: 273 87 INFORMAL DELINQUENCY 177 FORMAL DELINQUENCY 99 NEGLECT 81 Authorized 8 Not Authorized / Transferred | PETITIONS RECEIVED DURING THIS PERIOD: 319 104 INFORMAL DELINQUENCY 214 FORMAL DELINQUENCY 131 NEGLECT 126 Authorized 7 Not Authorized / Transferred | PETITIONS RECEIVED DURING THIS PERIOD: 327 86 INFORMAL DELINQUENCY 239 FORMAL DELINQUENCY 150 NEGLECT 130 Authorized 12 Not Authorized / Transferred |
| PETITIONS DISPOSED DURING THIS PERIOD: 239 0. INFORMAL 0 Consent Calendar 2 Inactive 10 Transferred 22 Diverted 49 Total <hr/> Services Provided 21 Community Service 1 Cost 10 Counseling / Anger Management 3 Letters of Apology 4 MSJ Diversion 2 Restitution 1 School Progress 1 Substance Abuse 3 Other 76 Total <hr/> 2. FORMAL A. Delinquency 81 Admission / No Contact 1 Bench Verdict 0 Designation Granted 19 Dismissed 0 Jury Verdict 0 Prosecutor Waiver 0 Nolle Prosequi 0 Traditional Waiver 80 Total B. Neglect 0 Admission / No Contact 10 Bench Verdict 30 Dismissed / Withdrawn 11 Not Authorized 2 Transferred 55 Total | PETITIONS DISPOSED DURING THIS PERIOD: 89 0. INFORMAL 0 Consent Calendar 0 Inactive 16 Transferred 14 Diverted 4 Dismissed 34 Total <hr/> Services Provided 42 Community Service 7 Cost 10 Counseling / Anger Management 12 Letters of Apology 3 MSJ Diversion 0 Restitution 5 School Progress 2 Substance Abuse 30 Other 102 Total <hr/> 2. FORMAL A. Delinquency 35 Admission / No Contact 4 Bench Verdict 0 Designation Granted 1 Dismissed 0 Prosecutor Waiver 0 Nolle Prosequi 0 Traditional Waiver 39 Total B. Neglect 0 Admission / No Contact 0 Bench Verdict 0 Dismissed / Withdrawn 0 Not Authorized 0 Transferred 21 Total | PETITIONS DISPOSED DURING THIS PERIOD: 71 0. INFORMAL 0 Consent Calendar 0 Inactive 11 Transferred 10 Diverted 4 Dismissed 21 Total <hr/> Services Provided 25 Community Service 2 Cost 4 Counseling / Anger Management 10 Letters of Apology 30 MSJ Diversion 2 Restitution 5 School Progress 0 Substance Abuse 22 Other 119 Total <hr/> 2. FORMAL A. Delinquency 12 Admission / No Contact 5 Bench Verdict 0 Designation Granted 2 Dismissed 0 Prosecutor Waiver 0 Nolle Prosequi 0 Traditional Waiver 19 Total B. Neglect 0 Admission / No Contact 1 Bench Verdict 4 Dismissed / Withdrawn 7 Not Authorized 0 Transferred 25 Total | PETITIONS DISPOSED DURING THIS PERIOD: 313 0. INFORMAL 0 Consent Calendar 4 Inactive 10 Transferred 72 Diverted 87 Total <hr/> Services Provided 25 Community Service 7 Cost 7 Counseling / Anger Management 10 Letters of Apology 30 MSJ Diversion 2 Restitution 1 School Progress 1 Substance Abuse 15 Other 120 Total <hr/> 2. FORMAL A. Delinquency 75 Admission / No Contact 5 Bench Verdict 4 Designation Granted 39 Dismissed 1 Jury Verdict 0 Prosecutor Waiver 0 Nolle Prosequi 0 Traditional Waiver 101 Total B. Neglect 0 Admission / No Contact 30 Bench Verdict 10 Dismissed / Withdrawn 7 Not Authorized 3 Transferred 124 Total |
| NEGLECT DIVISION | NEGLECT DIVISION | NEGLECT DIVISION | NEGLECT DIVISION |
| PROGRAM ACTIVITY DURING THIS PERIOD: 194 0. PROGRAMS (JUVENILE STATS) A. Intensive Neglect Services 30 Emergency Removal 113 Remain Active 11 Successful Dismissal 2 Other 146 Total <hr/> B. Family Support Services 35 Remain Active 7 Successful Dismissal 0 Other 42 Total | PROGRAM ACTIVITY DURING THIS PERIOD: 187 0. PROGRAMS A. Intensive Neglect Services 0 Emergency Removal 75 Remain Active 10 Successful Dismissal 0 Other 91 Total <hr/> B. Family Support Services 11 Remain Active 11 Successful Dismissal 0 Other 22 Total | PROGRAM ACTIVITY DURING THIS PERIOD: 201 0. PROGRAMS A. Intensive Neglect Services 7 Emergency Removal 88 Remain Active 27 Successful Dismissal 3 Other 125 Total <hr/> B. Family Support Services 88 Remain Active 5 Successful Dismissal 10 Other 103 Total | PROGRAM ACTIVITY DURING THIS PERIOD: 204 0. PROGRAMS A. Intensive Neglect Services 0 Emergency Removal 75 Remain Active 10 Successful Dismissal 3 Other 108 Total <hr/> B. Family Support Services 8 Remain Active 8 Successful Dismissal 108 Total |
| DEMOGRAPHICS A. Gender 86 Female 108 Male <hr/> B. Race 0 Asian / Oriental 27 1/2-Racial 70 Black 5 Hispanic 0 Native American 0 White | DEMOGRAPHICS A. Gender 86 Female 107 Male <hr/> B. Race 0 Asian / Oriental 7 1/2-Racial 62 Black 24 Hispanic 0 Native American 71 White | DEMOGRAPHICS A. Gender 87 Female 119 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 96 Black 24 Hispanic 1 Native American 74 White | DEMOGRAPHICS A. Gender 77 Female 127 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 94 Black 27 Hispanic 0 Native American 74 White |
| 3. PROGRAMS (ADULT STATS & INCLUDES DHS CASES) A. Drug Court Services 3 Remain Active 1 Successful Dismissal 1 Unsuccessful Termination 11 Total | DEMOGRAPHICS A. Gender 3 Female 3 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 4 Black 0 Hispanic 0 Native American 5 White | 3. PROGRAMS (ADULT STATS & INCLUDES DHS CASES) A. Drug Court Services 3 Remain Active 2 Successful Dismissal 1 Unsuccessful Termination 11 Total | DEMOGRAPHICS A. Gender 3 Female 2 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 6 Black 0 Hispanic 0 Native American 5 White |

Ingham County Circuit Court
Family Division

Quarterly Data Report

Printout Date: 4/2/2010

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| NEGLECT DIVISION | NEGLECT DIVISION | NEGLECT DIVISION | NEGLECT DIVISION |
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Ingham County Circuit Court
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| NEGLECT DIVISION | NEGLECT DIVISION | NEGLECT DIVISION | NEGLECT DIVISION |
| PROGRAM ACTIVITY DURING THIS PERIOD: 194 0. PROGRAMS (JUVENILE STATS) A. Intensive Neglect Services 30 Emergency Removal 113 Remain Active 11 Successful Dismissal 2 Other 146 Total <hr/> B. Family Support Services 35 Remain Active 7 Successful Dismissal 0 Other 42 Total | PROGRAM ACTIVITY DURING THIS PERIOD: 187 0. PROGRAMS A. Intensive Neglect Services 0 Emergency Removal 73 Remain Active 10 Successful Dismissal 0 Other 83 Total <hr/> B. Family Support Services 75 Remain Active 11 Successful Dismissal 0 Other 86 Total | PROGRAM ACTIVITY DURING THIS PERIOD: 201 0. PROGRAMS A. Intensive Neglect Services 7 Emergency Removal 88 Remain Active 27 Successful Dismissal 3 Other 97 Total <hr/> B. Family Support Services 88 Remain Active 5 Successful Dismissal 10 Other 103 Total | PROGRAM ACTIVITY DURING THIS PERIOD: 204 0. PROGRAMS A. Intensive Neglect Services 0 Emergency Removal 75 Remain Active 10 Successful Dismissal 3 Other 100 Total <hr/> B. Family Support Services 88 Remain Active 8 Successful Dismissal 10 Other 106 Total |
| DEMOGRAPHICS A. Gender 86 Female 108 Male <hr/> B. Race 0 Asian / Oriental 27 1/2-Racial 70 Black 5 Hispanic 0 Native American 0 White <hr/> C. Age 17 1-11 Months 6 1 Years 16 2 Years 12 3 Years 7 4 Years 12 5 Years 11 6 Years 5 7 Years 11 8 Years | DEMOGRAPHICS A. Gender 86 Female 107 Male <hr/> B. Race 0 Asian / Oriental 7 1/2-Racial 62 Black 24 Hispanic 0 Native American 7 1/2 White <hr/> C. Age 5 1-11 Months 5 1 Years 11 2 Years 2 3 Years 4 4 Years 5 5 Years 2 6 Years 2 7 Years 2 8 Years | DEMOGRAPHICS A. Gender 87 Female 119 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 96 Black 24 Hispanic 1 Native American 74 White <hr/> C. Age 6 1-11 Months 10 1 Years 11 2 Years 9 3 Years 7 4 Years 10 5 Years 6 6 Years 6 7 Years 2 8 Years | DEMOGRAPHICS A. Gender 77 Female 127 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 94 Black 27 Hispanic 0 Native American 74 White <hr/> C. Age 7 1-11 Months 11 1 Years 11 2 Years 10 3 Years 5 4 Years 12 5 Years 4 6 Years 10 7 Years 7 8 Years 6 9 Years |
| 3. PROGRAMS (ADULT STATS & INCLUDES DHS CASES) A. Drug Court Services 3 Remain Active 1 Successful Dismissal 1 Unsuccessful Termination 11 Total <hr/> DEMOGRAPHICS A. Gender 3 Female 3 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 4 Black 0 Hispanic 0 Native American 5 White | 3. PROGRAMS (ADULT STATS & INCLUDES DHS CASES) A. Drug Court Services 3 Remain Active 2 Successful Dismissal 1 Unsuccessful Termination 11 Total <hr/> DEMOGRAPHICS A. Gender 3 Female 2 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 6 Black 0 Hispanic 0 Native American 5 White | 3. PROGRAMS (ADULT STATS & INCLUDES DHS CASES) A. Drug Court Services 14 Remain Active 0 Successful Dismissal 1 Unsuccessful Termination 15 Total <hr/> DEMOGRAPHICS A. Gender 12 Female 2 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 4 Black 4 Hispanic 0 Native American 6 White | 3. PROGRAMS (ADULT STATS & INCLUDES DHS CASES) A. Drug Court Services 14 Remain Active 0 Successful Dismissal 1 Unsuccessful Termination 15 Total <hr/> DEMOGRAPHICS A. Gender 12 Female 2 Male <hr/> B. Race 0 Asian / Oriental 0 1/2-Racial 4 Black 4 Hispanic 0 Native American 6 White |

Introduced by the Judiciary Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DIANNE CASSLE

WHEREAS, Dianne Cassle began her employment with Ingham County in 1977 as a temporary worker at the Shelter Home and was moved to a permanent position as a Para-Professional Child Welfare Worker for the Ingham County Probate Court, currently known as Circuit Court, Family Division; and

WHEREAS, following a respite from employment to care for her two small children, Dianne returned to Ingham County employment on January 28, 1985, as a Child Welfare Worker, now known as a Juvenile Court Officer; and

WHEREAS, Dianne was promoted to Senior Juvenile Court Officer on January 29, 1996; and

WHEREAS, Dianne Cassle's career has been focused on enhancing the lives of the children brought to the attention of the Court due to child abuse and neglect; and

WHEREAS, Dianne Cassle has always demonstrated a unique ability to form positive relationships with her clients; and

WHEREAS, to Dianne the philosophy of going "above and beyond" for the children and parents on her caseload became her daily routine; and

WHEREAS, Dianne Cassle was a tremendous source of experience and knowledge in all matters relating to juvenile cases and to the administration of the Circuit Court, Family Division; and

WHEREAS, Dianne Cassle will now be able to focus on her other career, that being nurturing her family and creating beautiful jewelry; and

WHEREAS, Dianne Cassle has given the Ingham County Circuit Court, Family Division and the residents of Ingham County over 25 years of quality service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Dianne Cassle for her many years of dedicated service to the County of Ingham and for the contributions she has made to the Circuit Court, Family Division.

BE IT FURTHER RESOLVED, that the Board wishes her continued success in all of her future endeavors.

RESOLUTION STAFF REVIEW

DATE: April 12, 2010

Agenda Item Title: Resolution to Authorize Funds for a Replacement Vehicle for the Ingham County Family Center

Submitted by: Family Division of Circuit Court

Committees: LE ____, JD X ____, HS ____, CS ____, Finance X __

Summary of Proposed Action:

This resolution would authorize the purchase of a new 2010 Dodge Grand Caravan replacement van in order to allow the Family Division of Circuit Court to continue transportation operations at the Ingham Academy and Pride programs. A County vehicle was totaled in a recent accident and needs to be replaced. These vehicles are on the State purchase contract.

Financial Implications:

Total replacement costs \$23,700 – Highfields Inc. will pay \$16,025 as part of a \$15,025 insurance settlement and \$1,000 deductible. The County portion of the costs will be an appropriation from the Juvenile Justice Millage Fund (JJM) up to \$7,675.

Other Implications:

The Family Division has a fleet of six vehicles to transport juveniles to and from Ingham Academy as well as the Pride Program. Highfields, Inc. operates these vehicles and transports the juveniles to both programs as part of their contract which specifies that they provide insurance coverage on our vehicles.

Staff Recommendation: MM ____, JN X ____, TL ____, TM ____, JC __

Staff recommends approval of the resolution.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FUNDS FOR A REPLACEMENT VEHICLE
FOR THE INGHAM COUNTY FAMILY CENTER**

WHEREAS, the Family Division has a fleet of six vehicles to transport juveniles to and from Ingham Academy as well as the Pride Program; and

WHEREAS, Highfields, Inc. employees operates these vehicles and transports the juveniles to both programs as part of their contract, which specifies that they provide insurance coverage on each vehicle; and

WHEREAS, one of the leased vehicles, a 2008 Dodge Grand Caravan was totaled in a accident; and

WHEREAS, to replace the minivan, the Purchasing Department received a quote of \$23,399.50 plus a delivery charge not to exceed \$300.00, for a total of \$23,700; and

WHEREAS, Highfields, Inc. will pay Ingham County \$16,025 as part of a \$15,025 insurance settlement and \$1,000 deductible towards the costs of a replacement vehicle; and

WHEREAS, the difference of the Highfields, Inc. portion of the replacement costs (\$16,025) and the cost of a new replacement vehicle (\$23,700) is \$7,675 to be utilized from the Juvenile Justice Millage funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a new 2010 Dodge Grand Caravan Replacement Van at a cost of up to \$23,700, to be funded from Highfields, Inc. in the amount of \$16,025, with the remaining \$7,675 from the Juvenile Justice Millage funds.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budgetary transfers from the Juvenile Justice Millage Fund for the 2010 Family Division Budget.

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

MEMORANDUM

April 8, 2010

TO: Board of Commissioners
FROM: Matthew J. Myers, Controller/Administrator
RE: Priorities Guiding 2011 Activities and Budget

Attached for your consideration is a proposed resolution establishing areas of priority emphasis to guide the 2011 activities and budget development. The resolution has been developed from recent discussions regarding the status of current areas of priority emphasis and departmental perspectives regarding areas of importance for 2011. Proposed changes from the 2010 resolution establishing areas of priority emphasis are indicated through bolded and struck-out language.

The adopted resolution will be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2011, and will be used to guide the development of the Controller/Administrator's Recommended Budget.

Thank you for your consideration of these priorities as we begin to develop the budget for what promises to be a challenging year. Please contact me if you have any questions.

MJM/jc/jab

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING AREAS OF PRIORITY EMPHASIS
GUIDING 2011 ACTIVITIES AND BUDGET PROCESS**

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County services are focused on these long-term objectives:

- *Enhancing access to county records
- *Providing suitable roads and drains
- *~~Supporting~~ **Providing** recreational opportunities
- *Fostering economic well being
- *Promoting environmental protection and smart growth
- *Preventing and controlling disease
- *Promoting accessible health care
- *Assisting in meeting basic needs
- *Fostering appropriate youth development
- *Supporting public safety
- *Assuring judicial processing
- *Providing appropriate sanctions for adult offenders
- *Providing appropriate treatment and sanctions for at-risk juveniles; and

WHEREAS, these services are to be delivered in a manner which emphasizes:

- * An educated and participating citizenry
- * An ongoing capacity for intergovernmental collaboration
- * A quality workforce
- * Cost-effective delivery of county services
- * Maximum use of technology; and

WHEREAS, the Board of Commissioners has assessed information provided by county staff and departments, offices and the courts related to issues and concerns which are important for the County to consider addressing in 2011; and

WHEREAS, the Board of Commissioners has identified significant revenue shortfalls including falling property tax assessments affecting budget projections for 2011; and

WHEREAS, the Board of Commissioners can no longer apply “across the board” percentage cuts to each department to cover the projected revenue losses; and

WHEREAS, the Board of Commissioners must take all this information into consideration when developing areas of priority and areas that may need to be significantly reduced or eliminated to make up for the projected revenue shortfalls in the development process for the 2011 Budget; and

~~WHEREAS, to the extent that Ingham County will receive additional funding from the American Recovery and Reinvestment Act of 2009 (stimulus funds), the Board of Commissioners will use these funds for their intended purpose of expanding specific services, and these funds should not be viewed as a long-term solution to balancing the Ingham County Budget.~~

WHEREAS, the Board of Commissioners has identified certain areas of priority emphasis to guide the development of the 2011 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following areas of priority emphasis to be utilized by the Controller's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2011:

1. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long-term objectives should be continued in 2011, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds. Current year expenditures should be supported by current year revenues. Any reduction or elimination of the County's service levels should be focused primarily in areas of discretionary services, recognizing that all mandated services will also be considered for budget reductions to the extent possible and necessary.

2. The Board of Commissioners will be forced to reduce or eliminate service levels primarily in areas of discretionary services, yet recognizing that all mandated services will also be considered for budget reductions to the extent possible and necessary in this unprecedented time.

3. Priority consideration should be given to maintaining current efforts with respect to all of the following long-term objectives; to considering proposals which enhance their achievement; and to implementing specific identified enhancements:

Promoting Accessible Health Care

Continue to maintain and, expand to the extent that funding becomes available ~~from the American Recovery and Reinvestment Act of 2009~~ **through the 2010 Patient Protection and Affordable Care Act**, access to health care for the uninsured and under-insured, through the Ingham Health Plan and other health plan initiatives and programs. **Evaluate the effect of the 2010 Patient Protection and Affordable Care Act on the delivery of public health services in Ingham County.** ~~Provide high quality nursing and rehabilitation services for our County's senior citizens and disabled population, including through the Ingham County Medical Care Facility.~~

Specific enhancement: Include a financing plan to enable the Ingham Health Plan Corporation, utilizing the Ingham Health Plan and the Ingham County Advantage Program, to continue to provide access to health care at a level at least equal to that being provided in 2008, and to utilize any available matching funds in order to increase the number of uninsured county residents being served, with an ultimate goal of providing access to health care for 100% of uninsured county residents.

Supporting Public Safety

The Ingham County Board of Commissioners and county staff will continue to work cooperatively with townships that rely on the Ingham County Sheriff's Office for primary Law Enforcement Services to implement a plan to contract for these services.

Specific enhancement: Reduce the cost of providing primary law enforcement services to Ingham County townships by providing interested townships with assistance in the creation of an authority to govern the provision of road patrol services, and through the implementation of a system of contracting for road patrol services with that authority, using resources contracted from the Ingham County Sheriff's Office.

Supporting Recreational Opportunities

Support recreational opportunities throughout Ingham County through maintenance of Ingham County Parks by implementation of the County Parks Master Plan, with an emphasis on leveraging funding from other sources, should they become available.

~~—————~~ *Specific enhancement: Maintaining environments that support physical activity for the health and well being of Ingham County residents as well as implementation of measures to improve the operation of Potter Park Zoo that includes the completion of a ten-year master plan for the Zoo that sets specific direction for future areas of focus.*

Providing Appropriate Sanctions for Adult Offenders

Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior and reduce criminal recidivism, and to reduce incidents of jail overcrowding, using strategies such as supporting implementation of recommendations of the Jail Overcrowding Subcommittee and Community Corrections Advisory Board as well as working with community partners such as Mid-South Substance Abuse Commission to facilitate treatment of substance abuse disorders, develop and use a data tracking system focusing on system volume and trends, supporting appropriate usage of existing probation residential services, to increase the usage of GPS/tethering equipment, and using improved information collection, automation, record keeping, and information exchange between departments. This information will be used to help improve jail utilization.

*Specific enhancement: In light of the current budget situation, including the anticipated closing of a jail post as part of the 2011 Budget, support efforts to increase access to program alternatives available through Community Corrections, utilizing state funds. Consider county financial support to implement the recommendations of the Community Corrections Advisory Board and Jail Utilization Coordinating Committee, including ~~the~~ provision of a **increased use of the existing** range of appropriate community-based direct and contractual treatment and service programs, **including electronic monitoring, alternative sentencing, residential beds, and bed allocation, which provide a cost effective manner to provide sanctions to be used in lieu of or in reduction of jail time.***

Providing Appropriate Treatment and Sanctions for at Risk Juveniles

Continue to implement recommendations resulting from the system-wide evaluation of programs and placements for delinquent juveniles done by the Center for Criminal Justice Research, and from the development of strategies by the Ingham County/City of Lansing Community Coalition for Youth, utilizing Child Care Funds and Juvenile Justice Millage funds to maintain the juvenile justice system in a manner that is

most appropriate for Ingham County in order to foster appropriate behavior, apply appropriate sanctions, and reduce criminal recidivism.

Specific enhancement: Use Juvenile Justice Millage funds to continue implementation of the Action Plan created in the Chinn Study, including specifically: the operation of the Continuum of Care facility known as the Ingham County Family Center that houses the Ingham Academy with a comprehensive juvenile assessment component; day treatment/evening reporting program; and center for respite/crisis intervention to support community-based programming that will support the Court's and County's goals of treating adjudicated youth locally within Ingham County whenever appropriate.

Promote Environmental Protection and Smart Growth

Discuss and implement strategies for fostering appropriate land use and protecting natural resources, such as implementation of a Purchase of Development Rights program, the County's commitment to the Cool Counties Climate Stabilization Goal, and other strategies being recommended by the Tri-County Growth Study Project. Develop and implement green building strategies for existing and new County facilities.

*Specific enhancement: Promoting initiatives encouraging urban redevelopment and protecting agriculture in rural areas, and consider specific proposals which enhance this objective, such as supporting the activities of the **Farmland and Open Space Agricultural** Preservation Board, Land Bank Authority, and supporting the resources to monitor the environment for threats and hazards to human health, and implementing recommendations of the Tri-County Growth Study. Promote green design standards, such as those of the U.S. Green Building Council to optimize and/or enhance indoor air quality, water and energy use efficiency, recycling, connectivity to walkable communities and public transit, eco-friendly landscaping and building materials, the use of natural lighting and heating, stormwater runoff features, environmental protection and other green building and green site practices.*

BE IT FURTHER RESOLVED, that the Board of Commissioners encourages all departments, offices, and courts to consider these priorities in the development of their budgets and activities for 2011.

~~BE IT FURTHER RESOLVED, that the Board of Commissioners will be forced to reduce or eliminate service levels primarily in areas of discretionary services, yet recognizing that all mandated services will also be considered for budget reductions to the extent possible and necessary in this unprecedented time.~~

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports maintaining recreational opportunities to the greatest extent possible while reducing some services throughout Ingham County guided by the County Parks Master Plan, with an emphasis on leveraging funding from other sources, should they become available.

~~BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners and county staff will continue to work cooperatively with townships that rely on the Ingham County Sheriff's Office for primary Law Enforcement Services to implement an alternative plan to replace these services.~~

BE IT FURTHER RESOLVED, that the County will continue to work in cooperation with the Cities of Lansing and East Lansing to implement the Action Plan developed by Plante & Moran to achieve the goal of a consolidated 911 Dispatch Center.

BE IT FURTHER RESOLVED, that efforts to expand the governance and funding structure of the Capital Region Airport Authority shall continue, with strong leadership from the Lansing Economic Area Partnership (LEAP) ~~to achieve meaningful progress by December 2009.~~

~~BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the efforts of the neighborhood network centers.~~

~~BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the efforts to prevent environmental hazards to human health.~~

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners will explore efficiencies through regional cooperation, including exploration of regionalizing the provision of employee health care benefits.

BE IT FURTHER RESOLVED, that efforts to expand and increase the use of technology county-wide will continue, including ongoing efforts to upgrade the County's computer and telephone systems within reasonable efforts and budget constraints.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners will establish a retirement coalition to provide long term strategies to restructure retirement benefits that are financially sustainable and appropriate for all new employees.

~~BE IT FURTHER RESOLVED, the Ingham County Controller/Administrator will continue to score and rank Community Agency applications based on a set of criteria approved by the Board of Commissioners and make a recommendation on specific funding levels for each applicant to the Human Services Committee.~~

BE IT FURTHER RESOLVED, that Community Agency funding will continue, but at a reduced level within available funds.

MEMORANDUM

April 9, 2010

TO: Finance and Liaison Committees

FROM: Teri Morton, Budget Director

RE: First Quarter 2010 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County Budget for the first quarter of fiscal year 2010. The total increase to the General Fund is \$550,002.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2009. This year's General Fund reappropriations total \$575,002, and are primarily related to capital projects. Some of the larger projects carried over from the 2009 budget include \$81,377 for painting stone at the Mason Courthouse, \$111,518 for the chiller at the Youth Center, \$97,109 to renovate Health Department space at the Human Services Building, and \$200,000 for the Health Department's electronic medical records system. All of the remaining funds for the Parks trail projects (totaling over \$2.5 million) are also carried over, as well as several capital projects within the Potter Park/Zoo Millage Fund. This resolution approves the carry forward of funding for these projects only. Also reappropriated is \$2.8 million for the purchase of the property adjacent to Lake Lansing Park. Contracts to implement these projects will need additional approval by the Board of Commissioners.

Another large adjustment is a \$1.4 million increase in the Health Department. This is to account for the book value of vaccine provided to the County by the Michigan Department of Public Health for children's immunizations. This is not an actual increase in revenues and expenditures.

Also, \$164,533 is reappropriated in the DHS Child Care Fund to cover the anticipated cost of IV-E funding recoupments. This is equal to the amount of funds that the Department of Human Services was underspent in 2009, and has been reserved within the DHS Child Care Fund.

Contingency funding is proposed to be used to cover decreased revenue projections in District Court (\$25,000 loss in WebTecs revenue after the implementation of the Justice Information System), increased costs in the Treasurer's Office (\$40,000 for Bank Fees), and a small grant match (\$292) for the Urban/Rural Services District/Boundary Committee.

Also included, is an update of contingency fund spending so far this year. If the attached resolution is approved as proposed, the contingency amount will be \$376,768. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$450,000.

Should you require any additional information or have questions regarding this process, please don't hesitate to contact me.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2010 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2010 Budget on October 27, 2009, and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller/Administrator’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

| <u>FUND</u> | <u>DESCRIPTION</u> | <u>2010 BUDGET 4/01/10</u> | <u>PROPOSED CHANGES</u> | <u>PROPOSED BUDGET</u> |
|-------------|--------------------------|--------------------------------|-----------------------------|----------------------------|
| 101 | General Fund | \$78,405,723 | \$550,002 | \$78,955,725 |
| 208 | Parks | 1,764,573 | 4,200 | 1,768,773 |
| 221 | Health | 43,411,975 | 1,400,000 | 44,811,975 |
| 245 | Public Improvements | 2,247,483 | 780,435 | 3,027,918 |
| 258 | Potter Park/Zoo | 4,433,159 | 779,036 | 5,212,195 |
| 267 | Community Corrections | 478,087 | 7,521 | 485,608 |
| 288 | DHS Child Care | 3,261,318 | 164,533 | 3,425,851 |
| 450 | Parks Capital | 5,000 | 5,591,770 | 5,596,770 |
| 508 | Parks Enterprise | 371,943 | 50,265 | 422,208 |
| 664 | Mach. & Equip. Revolving | 699,295 | 484,270 | 1,183,565 |

GENERAL FUND REVENUES

| | 2010 Budget – 4/01/10 | Proposed <u>Changes</u> | 2010 Proposed <u>Budget</u> |
|-------------------------------------|--------------------------|----------------------------|--------------------------------|
| Tax Revenues | | | |
| County Property Tax | 46,294,820 | | 46,294,820 |
| Property Tax Adjustments | (100,000) | | (100,000) |
| Delinquent Real Property Tax | 25,000 | | 25,000 |
| Unpaid Personal Property Tax | 25,000 | | 25,000 |
| Industrial Facility Tax | 394,000 | | 394,000 |
| Trailer Fee Tax | 15,000 | | 15,000 |
| Intergovernmental Transfers | | | |
| Transfer from Rev. Sh. Res. Fund | 6,080,205 | | 6,080,205 |
| Convention/Tourism Tax - Liquor | 1,678,052 | | 1,678,052 |
| Health and Safety Fund | 25,716 | | 25,716 |
| Use of Fund Balance | 1,200,518 | 575,002 | 1,775,520 |
| Department Generated Revenue | | | |
| Animal Control | 497,100 | | 497,100 |
| Circuit Court - Family Division | 919,134 | | 919,134 |
| Circuit Court - Friend of the Court | 543,638 | | 543,638 |
| Circuit Crt - General Trial | 2,302,165 | | 2,302,165 |
| Controller | 3,009 | | 3,009 |
| Cooperative Extension | 49,999 | | 49,999 |
| County Clerk | 590,800 | | 590,800 |
| District Court | 2,542,070 | (25,000) | 2,517,070 |
| Drain Commissioner/Drain Tax | 362,663 | | 362,663 |
| Economic Development | 610,600 | | 610,600 |
| Elections | 36,650 | | 36,650 |
| Emergency Operations | 47,221 | | 47,221 |
| Equalization /Tax Mapping | 30,800 | | 30,800 |
| Facilities | 152,487 | | 152,487 |

| | | | |
|------------------------------------|-------------------|----------------|-------------------|
| Human Resources | 36,692 | | 36,692 |
| Probate Court | 302,178 | | 302,178 |
| Prosecuting Attorney | 908,145 | | 908,145 |
| Register of Deeds | 1,512,645 | | 1,512,645 |
| Remonumentation Grant | 85,000 | | 85,000 |
| Sheriff | 5,431,179 | | 5,431,179 |
| Treasurer | 5,428,500 | | 5,428,500 |
| Tri-County Regional Planning | 61,740 | | 61,740 |
| Veteran Affairs | 312,997 | | 312,997 |
| Total General Fund Revenues | 78,405,723 | 550,002 | 78,955,725 |

GENERAL FUND EXPENDITURES

| | 2010 Budget - 4/01/10 | Proposed <u>Changes</u> | 2010 Proposed <u>Budget</u> |
|-------------------------------------|--------------------------|----------------------------|--------------------------------|
| Board of Commissioners | 587,468 | | 587,468 |
| Circuit Court - General Trial | 7,658,281 | | 7,658,281 |
| District Court | 2,366,568 | | 2,366,568 |
| Circuit Court - Friend of the Court | 1,160,530 | | 1,160,530 |
| Jury Board | 1,757 | | 1,757 |
| Probate Court | 1,453,883 | | 1,453,883 |
| Circuit Court - Family Division | 6,189,302 | | 6,189,302 |
| Jury Selection | 82,884 | | 82,884 |
| Elections | 455,750 | | 455,750 |
| Financial Services | 635,919 | | 635,919 |
| County Attorney | 412,220 | | 412,220 |
| County Clerk | 696,733 | | 696,733 |
| Controller | 832,956 | | 832,956 |
| Equalization/Tax Services | 684,828 | 15,000 | 699,828 |
| Human Resources | 541,771 | | 541,771 |
| Prosecuting Attorney | 5,888,177 | | 5,888,177 |

| | | | |
|------------------------------|------------|----------|------------|
| Purchasing | 177,397 | | 177,397 |
| Facilities | 1,925,933 | | 1,925,933 |
| Register of Deeds | 430,408 | | 430,408 |
| Remonumentation Grant | 85,000 | | 85,000 |
| Treasurer | 610,508 | 40,000 | 650,508 |
| Drain Commissioner | 987,844 | | 987,844 |
| Economic Development | 666,284 | | 666,284 |
| Community Agencies | 197,117 | | 197,117 |
| Equal Opportunity Committee | 500 | | 500 |
| Women's Commission | 500 | | 500 |
| Historical Commission | 500 | | 500 |
| Tri-County Regional Planning | 102,900 | 292 | 103,192 |
| Jail Maintenance | 281,708 | | 281,708 |
| Sheriff | 18,679,213 | | 18,679,213 |
| Community Corrections | 84,940 | | 84,940 |
| Animal Control | 1,285,035 | | 1,285,035 |
| Emergency Operations | 148,797 | | 148,797 |
| Board of Public Works | 264 | | 264 |
| Drain Tax at Large | 300,000 | | 300,000 |
| Health Department | 12,322,665 | | 12,322,665 |
| Medical Examiner | 405,625 | | 405,625 |
| Substance Abuse | 844,573 | | 844,573 |
| Community Mental Health | 1,974,803 | | 1,974,803 |
| Department of Human Services | 1,599,663 | | 1,599,663 |
| Tri-County Aging | 76,225 | | 76,225 |
| Veterans Affairs | 434,759 | | 434,759 |
| Cooperative Extension | 650,432 | 22,109 | 672,541 |
| Parks and Recreation | 1,505,092 | | 1,505,092 |
| Contingency Reserves | 442,060 | (65,292) | 376,765 |
| Legal Aid | 20,000 | | 20,000 |

| | | | |
|--|-------------------|----------------|-------------------|
| 2-1-1 Project | 33,750 | | 33,750 |
| Capital Improvements | 2,482,201 | 537,893 | 3,020,094 |
| Total General Fund Expenditures | 78,405,723 | 550,002 | 78,955,725 |

General Fund Revenues

| | |
|---------------------|---|
| District Court | Decrease revenue \$25,000 due to loss of WebTecs revenue upon conversion to JIS system. |
| Use of Fund Balance | Increase use of fund balance \$575,002 for reappropriated projects. |

General Fund Expenditures

| | |
|--------------------------|---|
| Equalization | Reappropriate \$15,000 for Tri-County Mapping Project per Resolution 09-355. |
| Treasurer | Increase bank fees \$40,000 due to a decline in the earnings credit on funds on deposit. |
| Tri-County Reg. Planning | Increase budget \$292 for grant match for Urban/Rural Service District/Boundary Committee as authorized by Resolution 09-297. |
| Cooperative Extension | Reappropriate \$22,109 in unspent funds from the Community Development activity to cover portion of VISTA coordinator's wages in 2010. Federal dollars were spent before general fund dollars, leaving a general fund balance to be carried over to the following year. |
| Contingency | Decrease contingency \$292 for grant match for Urban/Rural Service District/Boundary Committee as authorized by Resolution 09-297, \$40,000 for increase in bank fees and \$25,000 for decrease in District Court revenue. |
| Capital Improvements | Transfer \$537,893 to public improvements fund for various reappropriated capital projects. |

Non-General Fund Adjustments

| | |
|---------------------|--|
| Parks (F208) | Reappropriate funds for the following capital improvement projects: office telephones (\$2,700) and snow blower (\$1,500) per 2009 capital budget. |
| Health (F221) | Recognize book value of vaccine provided by Michigan Department of Public Health to Health Department for children's immunizations (\$1,400,000). |
| Public Improvements | Reappropriate funds for the following capital improvement |

(F245) projects: parking lot repair (\$24,319) per 2004 capital budget, painting stone at Mason Courthouse (\$81,377) per 2005 capital budget, parking lot repair (\$1,399), Mason Courthouse heating and cooling (\$42,796), District Court carpet (\$7,610), District Court restroom renovation (\$10,000), Youth Center chiller (\$33,600), Jail condenser replacement (\$4,646), Youth Center stainless steel counter (\$5,000), Jail door hinges and switches (\$4,754), and renovation of Health Department space at Human Services Building (\$97,109) per 2007 capital budget, District Court rooftop units replacement (\$6,537), Youth Center chiller replacement (\$20,000), Mason Courthouse tile flooring (\$40,000), Hilliard Building Chiller Renewal (\$40,000), Jail carpet/floor replacement (\$5,768), Mason Courthouse retaining wall (\$40,000), Youth Center kitchen utility cabinet (\$3,457), Jail boiler repair (\$3,570), Animal Control shelter security camera (\$1,910) and kennel sound suppression system (\$3,035) per 2008 capital budget, Animal Control kitchen cabinets/shelving (\$6,800), Youth Center chiller/fresh air intake (\$111,518), Animal Control RTU replacement (\$45,311), Grady Porter Building tuckpointing (\$49,270), District Court tile floor – lobby (\$40,000), Youth Center three-way valves (\$11,786), Animal Control kennel sink/tubs (\$6,100), Animal Control Shelter sign (\$1,288), Youth Center tile floor (\$3,400), Jail lock & hinge replacement (\$3,044), Jail electric hand dryers (\$3,500), and electronic security for Health Department (\$21,531) per 2009 capital budget.

Potter Park/Zoo
(F258) Reappropriate funds for the following capital projects not completed in 2009: boiler replacement (\$34,385), roof – keeper lounge (\$22,701), roof – bongo barn (\$3,005), outdoor bird holding (\$10,000), decorative fencing (\$31,496), doors – small barn (\$7,100), birdhouse improvements (\$6,689), eagle owl exhibit (\$46,340), zoo website (\$10,000), squeeze cage (\$24,771), recycle bin (\$3,787), interactive exhibit (\$187,000), rhino exhibit (\$388,062), and zoo cam for website (\$3,700).

Community Corrections
(F267) Increase use of fund balance to use Automon balance for expert testimony services regarding drug testing results. (\$7,521)

DHS Child Care Fund
(F288) Reappropriate unspent 2009 funds to cover anticipated costs of IV-E funding recoupments. (\$164,533)

Parks Capital
(F450) Reappropriate funds for the following capital projects; Heart of Michigan Trail Lake Lansing South to Park Lake Road (\$829,075) per 2006 capital budget, Heart of Michigan Trail Park Lake to MSU (\$1,252,230), Hawk Island Tubing Hill (\$75,000), and Heart of Michigan Trail - Right of Way Acquisition (\$172,853) per 2007 capital budget, Heart of Michigan Trail Jolly Road to Hope Soccer Complex (\$250,000) per 2008 capital budget, Land Acquisition (\$2,832,200) per Resolution 09-296, picnic shelter electrical upgrade (\$8,500), fishing dock/habitat (\$80,000) and Lake Lansing Parking lot (\$91,912) per 2009 capital budget.

Parks Enterprise
(F508)

Reappropriate funds for the following capital projects: tube rental building (\$1,765), tube hill grooming equipment (\$14,000) and disc golf course (\$30,000) per 2009 capital Budget. Increase use of fund balance to replace pump and meter at Hope Soccer Complex (\$4,500).

Mach./Equip. Revolving
(F664)

Increase CIP upgrade funds to purchase: two laptops for the Circuit Court – Family Division (\$1,685), a laser printer for the Jury Assembly room (\$1,500), and a replacement laptop for the Health Department (\$1,200). Reappropriate funds for the following projects: Clerk vital records software upgrade (\$8,400), office furniture (\$8,479) for the Drain Commissioner's Office, electronic medical records system (\$100,000) and e-health implementation (\$47,600) for Health Department approved in the 2007 capital budget, scanner project (\$45,473) for Circuit Court, electronic medical records system for Health Department (\$100,000), District Court Video Arraignment project (\$28,777), and Probate Court microfilming project (\$16,825) approved in the 2008 capital budget, Probate Court scanning project (\$17,953), multimedia projector (\$478) and PC/Monitor (\$900) for District Court, Veterans Affairs scanning system (\$5,000) and electronic medical records system (\$100,000) approved in the 2009 capital budget. Transfer funds from the Parks Police Vehicle project (\$18,000) to instead purchase replacement road graders (\$4,000), a trailer (\$6,000) and an electric utility vehicle (\$8,000).

2010 CONTINGENCY

| | |
|---|------------------|
| Adopted Contingency Amount | \$450,000 |
| R10-039: Controller/Administrator Search | (3,200) |
| R10-098: Luminosity Solutions Contract | (4,740) |
| Proposed 1 st Quarter Adjustment | (65,292) |
| Current Contingency Amount | \$376,768 |

RESOLUTION STAFF REVIEW

DATE April 9, 2010

Agenda Item Title: Resolution to Establish the Law and Order Fund (LOFT) for Technology and dissolve the IJIGS Committee and Pit Crew

Submitted by: Controller/Administrator's Office

Committees: LE X, JD X, HS____, CS____, Finance X

Summary of Proposed Action: (See the attached communication.)

This resolution authorizes several things:

- Renames the IJIS Fund to the Law and Order Fund for Technology (LOFT), which will be an Internal Service Fund dedicated to the technology needs of the Courts, Prosecutor's Office and Sheriff's Office.
- Upon the passage of this resolution creating LOFT, the Pit Crew and IJIGS Committees are dissolved.
- LOFT funding will be accessed as recommended by the Department requesting the funds in conjunction with the Controller/Administrator's Office, subject to conformance with County budgetary and purchasing policies.
- Representatives selected by the Circuit Court, 55th District Court, Probate Court, Prosecutor, Sheriff, MIS and Controller will continue to meet as needed to discuss Law and Order Technology issues.
- The Courts, Prosecutor and Sheriff will elect a representative of their offices, to Chair meetings to discuss and plan for Law and Order Technology related issues of mutual interest.

Financial Implications:

No direct financial implications as the current Integrated Justice Information System (IJIS) Fund that will be renamed the Law and Order Fund for Technology (LOFT) Fund.

Other Implications: This resolution removes the formal structure of the IJIG's Committee and (Putting It Together) Pit Crew.

Staff Recommendation: MJM ____ JN X TL ____ TM ____ JC ____

Staff recommends approval of this resolution.

April 12, 2010

TO: Commissioners

FROM: Matthew J. Myers, Ph.D., Controller/Administrator

RE: Resolution to Establish the LOFT and Dissolve IJIGS

The IJIS and IJIGS Committee were formed to purchase an Integrated Criminal Justice Technology System. The Committee was represented by the Prosecutor, Sheriff and the Courts (Circuit, Probate and 55th District).

CourtView was purchased as the System that would be used by the Committee members and their organizations. Since then, Pit Crew (members selected by the IJIGS Committee) was formed as the advisory group to IJIGS. Pit Crew and IJIGS met monthly to continue to improve CourtView and to improve the technology of Committee Members' Departments.

CourtView eventually was viewed by several Committee Members as "non-functional" for their Department and alternate systems have been purchased.

The original intent of IJIS worked; however, the County needs to shift focus on how technology needs of the various Law and Order Departments are met. Because Law and Order Departments have different technology needs, the Controller's Office with MIS will continue to meet the technology needs of these Departments through one on one meetings and discussions. It is no longer advisable for one of the Law and Order Departments to vote on the technology needs of a different Law and Order Department.

The attached resolution dissolves IJIGS and Pit Crew and establishes LOFT (Law and Order Funds for Technology). The funds currently under IJIGS will be re-named as LOFT and the Controller's Office will work with the Law and Order Departments to insure their technology needs are met. Once an agreement is reached for a technology program, a resolution will be brought before Commissioners for approval.

This will eliminated many hours of staff time devoted to monthly meetings and travel and will more efficiently meet the technology needs of the Law and Order Departments.

There is no direct financial implication to the General Fund.

MJM/lrs

Introduced by the Law Enforcement, Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH THE LAW AND ORDER FUND (LOFT) FOR TECHNOLOGY AND
DISSOLVE THE IJIGS COMMITTEE AND PIT CREW**

WHEREAS, with the sale of Ingham Medical Hospital, the Ingham County Board of Commissioners, established a dedicated funding source to develop and maintain an Integrated Justice Information System (IJIS); and

WHEREAS, the Ingham County Board of Commissioners established the IJIGS Committee to develop the IJIS; and

WHEREAS, the “Pit Crew” Committee was formed to provide technical advice to the IJIGS Committee; and

WHEREAS, the IJIS has been developed through the cooperative interaction of the IJIGS Committee and the MIS Department, along with the technical support and guidance from a federal technical assistance grant through SEARCH and through technical assistance provided through a project duration only Policy Analyst/ IJIG’s position; and

WHEREAS, the IJIGS and the Pit Crew Committee have successfully completed its original mission to improve the efficiency of the County justice system through implementation of an integrated justice information system; and

WHEREAS, several changes have been made to the original concept of the integrated justice information system; and

WHEREAS, the Ingham Board of Commissioners is committed to continuing to provide excellent technical and dedicated financial support to the Courts, Prosecutor’s Office and the Sheriff’s Office to maintain and to enhance the current County justice system.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby renames the IJIS Fund the Law and Order Fund for Technology, (LOFT).

BE IT FURTHER RESOLVED, that the LOFT will be an Internal Service Fund and dedicated to the technology needs of the Courts, Prosecutor’s Office and Sheriff’s Office.

BE IT FURTHER RESOLVED, that the LOFT funding will be accessed as recommended by the Department requesting the funds in conjunction with the Controller/Administrator’s Office subject to conformance with County budgetary and purchasing policies.

BE IT FURTHER RESOLVED, that representatives selected by the Circuit Court, 55th District Court, Probate Court, Prosecutor, Sheriff, MIS and Controller/Administrator will continue to meet as needed to discuss Law and Order Technology issues.

BE IT FURTHER RESOLVED, that the Courts, Prosecutor and Sheriff will elect a representative of their offices to Chair meetings to discuss and plan for Law and Order Technology related issues of mutual interest.

BE IT FURTHER RESOLVED, that upon the passage of this resolution creating LOFT, the Pit Crew and IJIGS Committees are dissolved.

RESOLUTION STAFF REVIEW

DATE March 4, 2010

Agenda Item Title: Resolution to Authorize Establishment of the Position of Investigator – Probate Court in the Managerial and Confidential Employee Group

Submitted by: T. A. Lindsey, Human Resource Director

Committees: LE___, JD_X_, HS___, CS_X_, Finance,_X

Summary of Proposed Action:

The position of Investigator – Probate Court was affiliated with the OPEIU Probate Professional Employees. It was one of two positions affiliated with that Union. The other position of Probate Court Reporter was vacated by the incumbent's retirement on February 19, 2010.

The County Attorney's Office has opined that a union of one cannot exist. Accordingly, the remaining Investigator was afforded an opportunity to be relocated. The incumbent selected the Managerial and Confidential Group.

The Human Resources analysis recommends MCF 6 Grade placement and redlining at the incumbent's existing \$53,511 annual rate.

Authorization to relocate the Investigator – Probate Court (#148009) position to the MCF Group – Grade 6 with compensation redlined at the existing \$53,511 for FY 2010.

Financial Implications: The Ingham County Budget Department reports zero cost savings / reduction.

Other Implications: With the relocation of this position to the MCF Employee Group, the OPEIU Probate Professional Employees Organizational will cease to exist.

Staff Recommendation: MM___ JN___ TL_X_ TM___ JC___
Staff recommends approval of the resolution.

**INGHAM COUNTY
JOB DESCRIPTION**

INVESTIGATOR, PROBATE COURT

General Summary: The purpose of this position is to collect, analyze, and accurately report information as well as to make reasoned recommendations to the probate judges. The Investigator conducts fact finding investigations to verify information alleged in petitions for guardianship (minors and adults), conservatorship, adoptions, and emancipations of minors. Collects information through interviews, consultation with professionals including social workers, counselors, teachers, physicians, nurses, and probation/parole officers, and contacts with other agencies such as police departments and Protective Services.

The Investigator assigned to Foster Care also conducts investigations regarding licensing actions (new and renewal) and makes thorough investigations of any complaints concerning the foster homes licensed through the Court. The information gathered in the investigations is summarized in detailed narrative reports which must strictly conform to the criteria that has been established by the Department of Social Services/Bureau of Regulatory Services.

Essential Duties:

1. Investigations for guardianship and conservatorship; verifying information contained in petitions, analyzing information, making recommendation to judges; testifying in court.
2. Emergency investigations: gathering, verifying, and analyzing information, making recommendation to judges within urgent time constraints; testifying in court.
3. Adoption investigations and supervision: Thorough narrative reports on best interests of child as defined by statute; reports on background of biological parents and reason for child's placement away from his/her parents per Public Act 159 of 1994.
4. Review of guardianships (minor and adult); termination of guardianship.
5. Emancipation investigations: Determining whether emancipation is in the minor's best interest according to criteria provided in statute; recommendation to judges.
6. Referrals to and from other agencies: Information gathering through criminal history checks, school records, medical records, Protective Services reports, etc. Reports to other agencies of suspected abuse/neglect, professional misconduct; directing clients to resources within the community.
7. Telephone contact: Extensive telephone interviews with clients, other governmental units, private agencies, professionals, schools, attorneys, and with the general public.
8. Inspection of records: Obtaining proper releases for confidential information; examining medical records, Protective Services reports, school attendance and counseling files, criminal history reports, arrest summaries, etc.

9. Writing reports, filing, fax, xerox: writing extensive reports of findings and recommendations; filing reports, making sure reports go to attorney of record, faxing information to and receiving faxes from other agencies, copying of documents.

In addition, the job tasks following are performed in the foster care division:

1. Investigations for new licenses and license renewals including assessing homes according to strict DSS licensing rules and thorough investigations of complaints. Requires knowledge and use of DSS forms including those for rules compliance, clearance requests (criminal and Protective Services), medical clearances, environmental health (water and sewage), and fact sheets. Encompasses contacting references, assessing cross racial/cross cultural questionnaires, providing orientation to court's program, in-home visits, telephone consultations, and written correspondence.
2. Active participation in Interagency Foster Parent Training Coalition including attending regular meetings, monitoring trainings, working on subcommittee, notifying foster parents of training sessions.
3. Meeting with foster parents and caseworker to resolve problems, facilitate communication, and clarify expectations.
4. Writing reports in strict conformance with DSS criteria, maintaining files, proper closure of inactive files per DSS guidelines.
5. Working with other agencies to borrow foster home placements for particular teens.

Other Functions:

Performs other tasks as assigned.

The above statements are intended to describe the general nature and level of work being performed by the people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

Employment Qualifications

Education: Must have a minimum of 2 to 3 years of college, technical or other relevant education. Course work in Social Sciences or related fields of study preferred

Experience: Must have a minimum of 2 to 3 years court, legal or related work experience.

Other Requirements: Must be able to operate a motorized vehicle and have a valid Michigan Driver's license.

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 and promotional criteria.

Physical Requirements:

- Ability to sit, stand, walk, bend and stretch in order to retrieve supplies and operate standard office equipment.
- Ability to lift, hold and carry objects weighing up to 25 pounds.
- Ability to communicate and respond to inquiries both in person and over the phone.
- Ability to operate a PC/laptop and other office equipment.
- 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.)

Working Conditions:

- Work environment varies. When in the office/Court, extended periods of sitting and computer work is required.
- When performing field work, exposure to unusual elements increase. Examples include, but are not limited to, cigarette smoke, various levels of cleanliness and people with different levels of personal hygiene.
- Has contact with hostile people in a relatively controlled environment.
- Has contact with individuals going through emotional turmoil and circumstances.

Introduced by the Judiciary, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ESTABLISHMENT OF THE POSITION OF INVESTIGATOR -
PROBATE COURT IN THE MANAGERIAL AND CONFIDENTIAL EMPLOYEE GROUP**

WHEREAS, the Investigator position within the Probate Court has been one of two professional positions represented by the OPEIU, Local 459; and

WHEREAS, the Probate Court OPEIU Court Reporter position was eliminated upon that employee's retirement in February of 2010 and instead replaced with a UAW Court Recorder position, leaving only a single employee within this OPEIU bargaining unit; and

WHEREAS, under Michigan law, a single person may not be recognized as a collective bargaining unit; and

WHEREAS, the OPEIU has explored the options of merging this position into the OPEIU Family Court Bargaining Unit or having the position moved to the Managerial and Confidential Employee Group (MCF); and

WHEREAS, the employee expressed a preference of having the position moved to the MCF Group, and OPEIU and the Probate Court has concurred with that preference; and

WHEREAS, the Human Resources Department staff evaluated the Investigator position and recommend that it be placed at the MCF 6 Grade compensation level; and

WHEREAS, as the current OPEIU Wage level (OPEIU Grade 4) is inconsistent with the recommended MCF 6 Grade, having a lower start rate, but higher top rate, and, therefore, Human Resources has recommended that the current employee be redlined at the existing pay level (\$53,511 for FY 2010); and

WHEREAS, the proposed recommendations have been evaluated by the Human Resources Department with the recommendations that are contained in this resolution; and

WHEREAS, the affected collective bargaining unit, being the OPEIU, and the Probate Court have been consulted and support the requested recommendations contained in this resolution; and

WHEREAS, no additional funds are required to implement the proposed changes.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes the Investigator position be moved from the OPEIU Probate Unit to the Managerial and Confidential Employee Group as follows:

(Current)

| <u>Position/Title</u> | <u>Grade</u> |
|---------------------------------------|--------------|
| Investigator – Probate Court (148009) | OPEIU 4 |

(Revised)

Position/Title

Proposed Grade

Investigator – Probate Court (148009)

MCF 6

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the current Probate Court Investigator, being Employee #2130, to be redlined at the OPEIU 4 salary level (\$53,511 for FY 2010) to avoid any potential adverse effects of the change, and that upon the position being vacated, it shall thereafter be compensated at the recommended MCF Grade 6 level.

BE IT FURTHER RESOLVED, that all position adjustments be effective upon resolution approval by the Board of Commissioners.

RESOLUTION STAFF REVIEW

DATE March 11, 2010

Agenda Item Title: Resolution Approving a Collective Bargaining Agreement with the ICEA Professional Court Employees

Submitted by: T. A. Lindsey, Human Resources Director

Committees: LE ____, JD X , HS ____, CS X , Finance X

Summary of Proposed Action:

TENTATIVE AGREEMENT

SUMMARY

ICEA PROFESSIONAL COURT EMPLOYEES

AND

INGHAM COUNTY/30TH JUDICIAL CIRCUIT COURT AND 55TH DISTRICT COURT

1. Wages: January 1, 2009: 2%; January 1, 2010: 1%; January 1, 2011: 1%. No retro-pay to employees who terminated between 1/1/09 and ratification.
2. Duration: 3 year contract.
3. Article 5, Definition of Employees, Section 1:
 - B. Three-Quarter-Time Employees:

Employees regularly scheduled to work between thirty (30) and thirty-nine (39) hours weekly shall receive the following: . . .

 - 3) Dental **and vision** coverage the same as full-time employees are eligible to receive. . .
 - C. Part-Time Employees: Employees who are regularly scheduled to work less than full-time, but at least half-time (twenty (20) hours per week up to and including twenty-nine (29) hours per week) shall be classified as regular, part-time employees. They shall: . . .
 - 5) Receive dental **and vision** coverage the same as full-time employees are eligible to receive.
4. Article 16, Discipline, New Section 4. Drug Testing.

The Employer, at its cost, may require an employee submit to drug and/or alcohol testing if the Employer has probable cause the employee is under the influence of alcohol or an illegal drug during work hours which may be affecting the employee's performance. "Probable cause" must be based on

objective facts, including, but not limited to: (1) observation by the Employer that the employee is exhibiting irregular behavior, slurred speech, uncoordinated movement, or impaired judgment; or (2) detection by the Employer of the odor of alcoholic beverage or other indicia of the influence of alcohol and/or illegal drugs; or (3) detection by the Employer of the odor of illegal drugs or use of illegal drugs. The Employer shall support the Association and any employee who tests positive for alcohol or illegal drugs to assist the employee in their recovery efforts through an EAP or other means. The foregoing obligation to support shall not diminish the Employer's right and responsibility to discipline for conduct resulting from the use of alcohol or illegal drugs.

New Section 5. Disclosure of Criminal Record.

- A. All employees shall fully disclose to their Department Head all criminal felony and/or misdemeanor convictions. The employee's criminal history will be held as confidential to the extent permitted by law. The Employer may conduct a criminal history search periodically on all employees.
- B. Any employees that work directly with minors or who will have access to minor's records that are convicted of a felony or misdemeanor, including expressly any law relating to drugs or other controlled substances, or are charged with a felony, or are placed on the Central Registry as a perpetrator, shall notify in writing their Department Head immediately, and in all cases, no later than five (5) days after such conviction, charge, or placement on the Central Registry. An employee must disclose to the Department Head any conviction resulting from such pending charges as described in this Section. However, as required by Federal regulation, employees working with minors must disclose any arrests or charges related to child sexual abuse, child abuse, or child neglect and the disposition of such arrest or charges, and may also be required to certify that no case of a child abuse or neglect has been substantiated against them. In every case, employees in positions that work directly with minor or who will have access to minor's records, shall undergo the background checks, and if they have not resided or lived in Michigan for each of the previous ten (10) years, they must also sign a waiver attesting to the fact that they have not been convicted of a felony or identified as a perpetrator.

New Section 6. County Vehicles/Transporting Program Participants.

All persons operating County vehicles or transporting program participants in the course of their employment with the Employer shall, at all times operate their motor vehicle in a safe and prudent manner in strict accordance with the laws of the State of Michigan. No employee shall operate a County vehicle or transport program participants unless they have the appropriate driver's license from the State of Michigan and, should such driver's license be restricted, suspended or revoked at any time, it shall be the employee's obligation to immediately notify their supervisor of the same. The Employer reserves the right to verify such employee's driving records and driver's license status.

5. Article 19. Hospitalization—Medical Coverage. Add new 2009 Letter of Agreement on health care. Delete language which is no longer applicable. Replace Section 11 with the following: **Certain individuals who satisfy the requirements of Resolution #08-042 will be provided health insurance (along with vision and dental coverage if available under the terms of the policies and any differential in cost to be paid by the employee) pursuant to the benefit eligibility requirements of the County, health care providers and IRS regulations. Such provision of health care benefits is subject to elimination or modification by the County to the extent permitted by law.**

6. Article 20, Life Insurance. Change as follows

Section 1. The EMPLOYER shall provide life insurance coverage in the amount of Forty Thousand Dollars (\$40,000.00), including double indemnity for accidental death, for full-time employees only. Part-time employees shall not be eligible for life insurance.

Section 2. Part-time, **shared-time and three-quarter time** employees shall not be eligible for life insurance coverage.

Section 3. Such life insurance coverage shall be effective the first day of the month after the person has been employed five (5) months, and the premiums shall be paid by the EMPLOYER. **The Employer may provide in its discretion a shorter waiting period. Benefits are reduced at the age of 65 years on a graduated basis.**

Section 4. As soon as practicable, employees shall have the option to purchase at their expense additional life insurance coverage in amounts and for the cost as allowable and determined by the carrier.

7. Article 22 Vacation. Add the following: Section 1. Employees shall earn vacation credits **for each payroll period of eighty compensated hours and pro-rata increments thereof** according to the following schedule

8. Article 23, Leaves of Absence.

Section 4. Notice. An employee taking sick leave shall inform his/her immediate supervisor of the fact and the reason therefore **within 15 minutes of the start of the first hour** of the employee's work day.

Section 6. Family Illness.

A. A cumulative maximum of 40 hours of sick leave credit per contract year may be used for the illness of a spouse, minor dependent child or step-child, ~~or~~ parent of the employee, **and other qualified adults as defined at Article 19, Section 11.** Medical verification may be required by the EMPLOYER.

Section 13. Compassionate (Funeral) Leave. If a death occurs among a member of an employee's immediate family, the employee will be excused from work up to a maximum of five (5) work days, three (3) of which will be with pay and, if necessary, two (2) additional work days to be charged against earned sick leave. Immediate family is defined as: spouse, **other qualified adults as defined at Article 19, Section 11,** children, parents, father-in-law, mother-in-law, brother, sister, step-sister, step-brother, and grandchildren.

One (1) work day, the day of the funeral, is allowed in the case of the death of an uncle, aunt, nephew, or niece, and two (2) work days for **step-parent, step-child,** brother-in-law, sister-in-law, daughter-in-law, son-in-law, grandfather, or grandmother, to be charged against earned sick leave. Upon approval of the department head, one (1) additional work day may be granted, to be charged against sick leave. Any additional time must be charged against annual leave.

9. Article 24, Disability Plan.

Section 1. The EMPLOYER will provide a short-term disability plan as follows for regular, non-probationary, full-time employees. **The Employer may in its discretion provide a policy effective at the date of hire. . . .** (Balance of section unchanged.)

New Section 4. **To be eligible for short-term disability benefits, the employee must submit the disability claim to the insurance carrier within the time limits and under the procedure established by the carrier. The Employer shall give notice to the employee of the required time limits within the ninety (90) day elimination period and before said eligibility expires if it is made aware of the qualifying disability.**

10. Article 27, Travel Allowance. Change and rework Section 1 as follows:

Section 1. Parking Allowance.

- A. **In the Employer's sole discretion, employees will either be:**
 - 1. **Provided with free parking by the County closest to where the employee is normally scheduled to work, or**
 - 2. **Reimbursed up to the minimum group rate negotiated with the City of Lansing for the ramp closest to where the employee is normally scheduled to work payable on a monthly basis, provided the employee furnishes satisfactory proof of payment.**
- B. **CATA Reimbursement. In the event that an employee utilizes the CATA bus service and is not provided free parking by the County at their place of work, the EMPLOYER shall reimburse the employee upon satisfactory proof of purchase of bus passes. In no event shall reimbursement for bus passes exceed the parking reimbursement amount.**
- C. **Waiver of Parking. An employee who is assigned to the Grady Porter/ Veterans Memorial Building, who does not use CATA reimbursement per B above and who is eligible for parking may waive the right to parking under this Article and instead receive a waiver payment in the amount of \$30 per month. The decision to waive parking shall be made a maximum of one (1) time per calendar quarter in monthly increments of 1, 2, or 3 months per waiver/quarter.**

11. Letter of Agreement concerning unpaid days:

For 2010, if all eligible County groups participate, the ICEA will meet and confer with the Employer regarding taking the three (3) days off unpaid between Christmas and New Year. The parties will consider spreading out the unpaid time over the year or taking it at once. This is conditioned on no disadvantageous impact on employee benefits or terms and conditions of employment.

12. Letter of Agreement on CARES:

~~WHEREAS, the Employers and the Union have entered a collective bargaining agreements for each of the referenced Union bargaining units; and~~

~~WHEREAS, the Employers Human Resource Department staff and Union representatives have met and discussed the potential of offering the CARES Employee Assistance Plan (EAP) to ICEA bargaining unit members; and~~

WHEREAS, the parties believe that participation in ~~the CARES an~~ EAP program may be beneficial to both the Employers and Union members; and

WHEREAS, the parties are agreeable to the Employers offering ~~the CARES an~~ EAP to ICEA bargaining unit members.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. The Employers will offer ~~the CARES an~~ EAP to ICEA bargaining unit employees; ~~effective as soon as the plan may practically be implemented after the approval and execution of this Letter of Understanding by both the Employers and the Union.~~

2. ~~It is expressly understood between the parties that the Employers' offer of this plan is contingent on cost of plan not exceeding \$2.75 per month per employee.~~ The Employers reserve the right to discontinue participation in this plan in the event the cost exceeds **its ability to pay \$2.75 per month per employee.** The Employers also reserve the right change to ~~another~~ EAP providers. **In the event the Employers consider that it will not continue to fund an EAP they will provide advance written notice to the Union sufficient to allow the Union the opportunity to address the issue.**

3. It is understood by the parties that bargaining unit employees utilizing the ~~CARES an~~ EAP shall be entitled to utilize sick leave and other applicable leaves of absence to the extent authorized in the appropriate sections of their collective bargaining agreement.

4. ~~The balance of the Agreements between the parties will remain in full force and effect for the duration of the Agreements' term.~~

13. Reclassifications. The following positions will be reclassified, effective 1/1/09, as recommended by County Human Resources on 6/1/09:

1. ADR/Case Procession Coordinator. Total Job Evaluation Points: 925; Pay Grade 5.
2. Chief Probation Officer/Sobriety Court Coordinator. Total Job Evaluation Points: 1360; Pay Grade 1
3. Court Service/Warrant Officer. Total Job Evaluation Points: 1005; Pay Grade 7.
4. Family Services Enforcement Facilitator. Total Job Evaluation Points: 1040; Pay Grade 7.

Financial Implications: Cost included in the budget.

Other Implications: None.

Staff Recommendation: MM ___ JN ___ TL X TM ___ JC ___
Staff recommends approval of the resolution.

Introduced by the Judiciary, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH
THE ICEA PROFESSIONAL COURT EMPLOYEES**

WHEREAS, an agreement has been reached between representatives of Ingham County and the ICEA Professional Court Employees during the period of January 1, 2009 through December 31, 2011; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the agreement have been approved by the Judiciary, County Services and Finance Committees, and are within the guidelines established by the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract with Ingham County and the ICEA Professional Court Employees.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign the contract on behalf of the County.

BE IT FURTHER RESOLVED, further retro-pay, if applicable, shall not be paid until the contract is signed by both parties.