

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

JUDICIARY COMMITTEE
DEB NOLAN, CHAIR
REBECCA BAHAR-COOK
LAURA DAVIS
PENELOPE TSEBNOGLOU
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, JUNE 10, 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 [May 27, 2010](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Management Information Services – Presentation on Status of Video Conferencing Capabilities (*Law Enforcement Committee Members are invited to attend this Presentation - No Materials*)
2. Jury Board - Resolution to Request a Cost Sharing of [Jury Administration Costs](#) with 54-A and 54-B District Courts
3. Friend of the Court
 - a. Resolution Authorizing Termination of a Contract Between [Maximus](#) and the Ingham County Friend of the Court
 - b. Resolution Authorizing Contracts with [MGT of America, Inc.](#) for the Preparation of the Friend of the Court Annual Title IV-D Cooperative Reimbursement Program (CRP) Application and Other Services
4. Circuit Court – Juvenile Division
 - a. Request for [Out-of-State Travel](#) – Visiting Court Youth in Residential Placement- Prescott Valley, Arizona
 - b. Request for [Out-of-State Travel](#) – New Horizons for System of Care, Washington, DC

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
May 27, 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: John Neilsen, Matt Wojack, Bryan Van Dorn and Shauna Dunnings

The meeting was called to order by Chairperson Nolan at 7:04 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the May 13, 2010 Minutes

The May 13, 2010 Minutes were approved as submitted.

Additions to the Agenda

None

Limited Public Comment

None

3. Friend of the Court – Out of State Travel Request – Training for the Office on Violence Against Women: Safe Havens Supervised Parenting time Grant

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE OUT OF STATE TRAVEL REQUEST - TRAINING FOR THE OFFICE ON VIOLENCE AGAINST WOMEN: SAFE HAVENS SUPERVISED PARENTING TIME GRANT.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Davis

1. Interviews – Ingham County Family Center Advisory Board

The Committee interviewed Bryan Van Dorn for the Ingham County Family Center Advisory Board.

(Comm. Davis arrived at 7:18 p.m.)

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHAFER, TO APPOINT MR. VAN DORN TO THE INGHAM COUNTY FAMILY CENTER ADVISORY BOARD.

MOTION CARRIED UNANIMOUSLY.

2. Presentation – Impact System of Care, Matt Wojack (*No Materials*)

Mr. Wojack, Impact, provided the Committee with an update on the Impact System of Care.

4. Board Referral – Letter from CASA of Ingham County Regarding the Need to Vacate Their Current Office Space in the Grady Porter Building

Comm. Dougan directed Mr. Neilsen to draft a letter to CASA stating that the County appreciates the work that they did and does not intend to pursue collection.

The Board Referral was received and placed on file.

Announcements

None

Public Comment

None

The meeting adjourned at approximately 7:57 p.m.

Respectfully submitted,

Karsha Sathianathan

RESOLUTION STAFF REVIEW

DATE June 3, 2010

Agenda Item Title: Resolution to Request a Cost Sharing of Jury Administration Costs with 54-A and 54-B District Courts

Submitted by: Ingham County Jury Board

Committees: LE____, JD_ X_, HS____, CS____, Finance_ X_

Summary of Proposed Action:

This resolution would approve the recommendation from the Ingham County Jury Board and requests that costs for Contractual Services for the Ingham County Jury System be paid by the 54-A and 54-B District Court's funding units based on the percentage of jurors ordered per jury year.

Financial Implications: In order to provide an order of magnitude for the costs associated with this request from the Cities of Lansing and East Lansing below is an example of the costs associated with this request based on current data:

2011 Budget amount for the Contracted services is estimated to be \$42,486. Based on the number of jurors ordered for the current year 54-A's portion would be \$7,223 and 54-B's portion would be \$1,699.

Other Implications: Statutorily, the County has to provide this service, so this would be a voluntary action on behalf of the Cities of Lansing and East Lansing

Staff Recommendation: MAL ___ JLN_ X_ TL ___ TM___ JC ___

This is a discretionary matter on behalf of the Board of Commissioners.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO REQUEST A COST SHARING OF JURY ADMINISTRATION COSTS WITH
54-A AND 54-B DISTRICT COURTS**

WHEREAS, the Ingham County Jury System is used by all three District Courts, 54-A, 54 -B and 55th, along with the Circuit Court; and

WHEREAS, the annual cost of Jury Administration includes Contractual Services for mail pick up and delivery; postage, metering and distribution of mail; e-Juror and Software Maintenance; and NCOA updates; and

WHEREAS, Ingham County is currently responsible for costs for Contractual Services for all four Courts; and

WHEREAS, the Ingham County Jury Board has expressed an interest in having the costs shared by all four Court's funding units; and

WHEREAS, previous Board of Commissioner Resolution #09 – 175, requested that recommendations from the Jury Board regarding changes to the County's processes and rules be presented to the Judiciary Committee for implementation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the recommendation from the Ingham County Jury Board and requests that costs for Contractual Services for the Ingham County Jury System be paid by the 54–A and 54–B District Court's funding units based on the percentage of jurors ordered per jury year.

BE IT FURTHER RESOLVED, that the County Clerk forward a copy of this Resolution to the City Clerks of Lansing and East Lansing, along with the Court Administrators, and Chief Judges of the 54-A and 54-B District Courts.

RESOLUTION STAFF REVIEW

DATE June 3, 2010

Agenda Item Title: Resolution Authorizing Termination of a Contract Between Maximus and the Ingham County Friend of the Court

Submitted by: Friend of the Court

Committees: LE____, JD_ X_, HS____, CS____, Finance_ X

Summary of Proposed Action:

This resolution will authorize the Friend of the Court to terminate the contract with Maximus to prepare the annual Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing.

The termination would be effective September 30, 2010, which is the end of the Friend of the Court fiscal year.

Financial Implications: The annual cost for this service was at a rate of \$6,000 plus \$1.40 per timesheet processed. The funds were contained within the Friend of Court Budget.

Other Implications: This Contractual Service will now be conducted by another vendor MGT of America, Inc., as you can see via the companion resolution.

Staff Recommendation: MAL ____ JLN_ X TL ____ TM____ JC ____

Staff recommends approval of this resolution.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING TERMINATION OF A CONTRACT BETWEEN MAXIMUS AND
THE INGHAM COUNTY FRIEND OF THE COURT**

WHEREAS, the Ingham County Friend of the Court entered into a contract with Maximus to prepare the annual Title IV-D CRP application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000, at a price of \$6,000 plus \$1.40 per timesheet processed; and

WHEREAS, the contract with Maximus provides that either party may terminate the agreement with a ninety-day notice; and

WHEREAS, several staff members that were assigned to work with the Ingham County Friend of the Court no longer work for Maximus and since their departure, the services Maximus has provided have not been satisfactory because monthly billing statements have not been provided timely and monthly billing statements have contained incorrect information.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Friend of the Court to terminate the contract with Maximus effective September 30, 2010.

BE IF FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any necessary documents consistent with this Resolution and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE June 3, 2010

Agenda Item Title: Resolution Authorizing Contracts with MGT of America, Inc. for the Preparation of the Friend of the Court Annual Title IV-D Cooperative Reimbursement Program (CRP) Application and Other Services

Submitted by: Friend of the Court

Committees: LE____, JD_ X_, HS____, CS____, Finance_ X

Summary of Proposed Action:

This resolution will authorize the Friend of the Court to enter into an agreement with MGT of America, Inc.

- 1) To prepare the annual Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing.
- 2) The other contract with MGT is to provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly CRP billing.

The contracts would be effective October 1, 2010 through September 30, 2011, which is the Friend of the Court’s fiscal year.

Financial Implications:

- 1) The expenditure of \$5,000 per year will be paid from the Ingham County Friend of the Court budget.
- 2) The contract for automated time log processing service at \$1.40 per time sheet will be paid from the Ingham County Friend of the Court budget at a cost not to exceed \$5,000.

Other Implications: This vendor will replace Maximus at a reduced cost.

Staff Recommendation: MAL ___ JLN_ X TL ___ TM___ JC ___

Staff recommends approval of this resolution.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH MGT OF AMERICA, INC. FOR THE PREPARATION OF THE FRIEND OF THE COURT ANNUAL TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM (CRP) APPLICATION AND OTHER SERVICES

WHEREAS, the Ingham County Friend of the Court receives Title IV-D funding to administer the child support program; and

WHEREAS, the application for IV-D funding, and the billing for IV-D funding is complex and requires specialized knowledge; and

WHEREAS, MGT provided two quotes to prepare the annual Title IV-D CRP application, the monthly billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000, at a price of \$5,000 plus a quote for an automated time log processing service to assist in compiling and providing the information necessary for the monthly CRP billing at a rate of \$1.40 per timesheet processed; and

WHEREAS, these two cost proposals are approximately \$1,000 less than the price paid with the prior vendor that provided these services to the Friend of the Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves contracts with MGT for services from October 1, 2010 until September 30, 2011, from funds within the Ingham County Friend of the Court budget to:

- 1) Prepare the annual Title IV-D Cooperative Reimbursement Program (CRP) application, the monthly CRP billing invoices, and the depreciation schedule for equipment purchased in excess of \$5,000 for CRP billing at a cost of \$5,000.
- 2) Provide an automated time log processing service to assist in compiling and providing the information necessary for the monthly CRP billing at a cost of \$1.40 per timesheet at a cost not to exceed \$5,000.

BE IF FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any necessary contract documents consistent with this Resolution and approved as to form by the County Attorney.

INGHAM COUNTY
REQUEST - OUT-OF-STATE TRAVEL

Date: 6/4/10

I (we) would like to attend the following conference and request approval...

TITLE OF CONFERENCE: Visiting Court youth in residential placement

LOCATION OF CONFERENCE: Prescott Valley, AZ

DATES OF TRAVEL: 7/7/10 TO: 7/9//10

NAME OF ATTENDEE(S): James Dudzinski

TOTAL COST: \$ not likely to exceed \$50

EXPENSES TO BE PAID BY: General Fund Non-General Fund

SUBMITTED BY: Sara Deprez

INGHAM COUNTY DEPARTMENT: 30th Circuit Court – Juvenile Division

REASON FOR TRAVEL:

This is to advise the Judiciary committee that Juvenile Court Officer, Jim Dudzinski will be traveling to Mingus Mountain in Prescott Valley, AZ to visit the youth who are in a court ordered placement. This is an essential part of Mr. Dudzinski position as a Juvenile Court Officer, supervising youth in residential placements.

There will be no general fund dollars that will be used in this travel. The funds will be from the Juvenile Justice Millage and Child Care Fund.

Notes:

- (1) If available, attach a copy of the conference brochure to this form.**
 - (2) If applicable, attach airfare estimates and lodging charges.**
 - (3) Please complete the out-of-state travel request form and forward to the appropriate Liaison Committee for approval, in advance of travel.**
 - (4) If Non-General Fund, indicate how the conference is being paid: Juvenile Justice Millage and Child Care Fund dollars**
-

Travel Request: Is Authorized
Is Authorized but Not Funded
Is Denied

INGHAM COUNTY
REQUEST - OUT-OF-STATE TRAVEL

Date: 6/4/10

I (we) would like to attend the following conference and request approval...

TITLE OF CONFERENCE: New Horizons for Systems of Care

LOCATION OF CONFERENCE: Washington D.C.

DATES OF TRAVEL: 7/14/10 TO: 7/18/10

NAME OF ATTENDEE(S): Maureen Winslow and Sara Deprez

TOTAL COST: \$ There will be no cost to the County.

EXPENSES TO BE PAID BY: General Fund Non-General Fund
(Grant funded)

SUBMITTED BY: Sara Deprez

INGHAM COUNTY DEPARTMENT: 30th Circuit Court – Juvenile Division

REASON FOR TRAVEL:

The reason for the travel is to attend the annual Systems of Care conference. This conference is paid for by the Impact System of Care grant through Community Mental Health. There will be no County dollars used to support this travel request.

Notes:

- (5) If available, attach a copy of the conference brochure to this form.**
 - (6) If applicable, attach airfare estimates and lodging charges.**
 - (7) Please complete the out-of-state travel request form and forward to the appropriate Liaison Committee for approval, in advance of travel.**
 - (8) If Non-General Fund, indicate how the conference is being paid: Juvenile Justice Millage and Child Care Fund dollars**
-

Travel Request: Is Authorized
Is Authorized but Not Funded
Is Denied