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JUDICIARY COMMITTEE
TINA WEATHERWAX-GRANT, CHAIR
TODD TENNIS
REBECCA BAHAR-COOK
DIANNE HOLMAN
DEB NOLAN
RANDY SCHAFER

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, OCTOBER 2, 2008 AT 7:30 P.M.,
IN CONFERENCE ROOMS D & E OF THE HUMAN SERVICES BUILDING, 5303 S. CEDAR,
LANSING.

Agenda

Call to Order

Approval of the [September 3](#) and [11, 2008](#) Minutes

Additions to the Agenda

Limited Public Comment

1. District Court - Request to Waive the [Hiring Freeze](#)
2. Judiciary Committee - Resolution Amending Resolution 08-85 and Increasing the Size of the Ingham County [Family Center Advisory Board](#)
3. Ingham County Circuit Court, Friend of the Court - Resolution Authorizing Acceptance of a [Safe Havens](#) Supervised Visitation and Safe Exchange Grant
4. Controller's Office - [Angel House](#) – Resolution Authorizing a Bridge Appropriation for a 2008 Agreement for the Child And Family Services Angel House Program (*Referred Back to Committee from the Board of Commissioners' August 26, 2008 Meeting*)
5. Board Referral – Letter from the State Department of Human Services Regarding the Approved [Child Care Fund](#) Reimbursement

Announcements

Public Comment

Adjournment

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DEVICES OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

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JUDICIARY COMMITTEE

September 3, 2008

Minutes

Members Present: Tina Weatherwax-Grant, Todd Tennis, Rebecca Bahar-Cook, Dianne Holman, Randy Schafer and Board Chairperson Marc Thomas

Members Absent: None

Others Present: John Neilsen, Matthew Myers, Jared Cypher, Teri Morton, Judge Boyd and Michael Dillon

The meeting was called to order by Chairperson Weatherwax-Grant at 6:00 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the August 14, 2008 Minutes

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE AUGUST 14 MINUTES AS AMENDED. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda: None

Limited Public Comment: None

Chairperson Weatherwax-Grant informed the Committee that Department heads didn't have to be present if they accepted the Controller's Recommended Budget. She then said the Judges and their staff were thoughtful about the Budget. New projects are placed on hold. This Committee should be proud of the Controller's Recommended Budget.

Mr. Neilsen highlighted some items on the Budget. He then said Ms. Swayze from the Probate Court accepts the Controller's Recommended Budget. Judge Boyd will be present this evening to request this Committee to add the Clerk's position to the Budget. The District Court wants to use \$43,000 from the capital improvement budget for this position. These funds are to be used for the digital scanning system for the Court.

Mr. Neilsen explained the County does not normally use capital improvement funds for positions costs. Judge Boyd and the new Court Administrator, Mr. Dillon, were informed of this issue. Mr. Neilsen then stated the Committee should place the Clerk's position on the z list if they want to fund that position.

Comm. Schafer stated some departments normally raise fees to raise funds to cover a position's cost. The 2009 Controller's Recommended Budget does not have this type of request. He then complimented the staff on their preparation of the Controller's Recommended Budget.

Mr. Neilsen explained that some departments have the ability to raise fees. Judge Boyd's philosophy is that the funding unit should give the court enough money to provide services to the public. He then stated our position is that we are providing them with enough money to serve the public.

The Committee held a brief discussion about the Ingham County Family Center Board's applicants and slots to be filled for the Board.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BAHAR-COOK, TO RECOMMEND SALLY AUER FOR THE NEIGHBORHOOD REPRESENTATIVE POSITION ON THE INGHAM COUNTY FAMILY CENTER BOARD AND TO RECOMMEND THE FOLLOWING APPLICANTS FOR THE COMMUNITY REPRESENTATIVES FOR THE INGHAM COUNTY FAMILY CENTER BOARD: GAIL KLEIN, JOHN CASTILLO, DENISE LYCOS AND JIM PAPARELLA. MOTION CARRIED UNANIMOUSLY.

Chairperson Weatherwax-Grant stated this Committee should reach out to the CCY and ask them for their recommendation for their position on the Center's Board for next year.

1. Budget Hearings
 - e. District Court

Judge Boyd introduced Michael Dillon as the new District Court Administrator.

Judge Boyd stated the Court understands times are tough. He then said the Court does not have any programs; therefore, the five percent cut will affect the Court's positions. Judge Boyd then spoke about the digitized system for the court records. The Court still has to maintain paper records according to State law. Judge Boyd stated it does not take much time to put papers in the files.

Judge Boyd said this Committee wants the Court to pay \$45,000 a year for five years for the digital system. The District Court has to eliminate two employees in the 2009 budget. He asked if the digital system could be postponed for a year so the Court can maintain the two positions. Mr. Dillon stated the loss of the two positions will affect the Court's service to the public.

Comm. Holman asked if the digitizing system can be done in-house. Mr. Neilsen explained that Ms. Brewer proposed the digital process contract. Some of the records will be digitized in-house. Judge Boyd stated Ms. Brewer would recommend that the two positions should be maintained instead of implementing the digitizing system.

Chairperson Weatherwax-Grant asked if other courts are moving in the digital direction. Mr. Dillon stated many courts are way behind the eight ball. The Supreme Court Administrators Office wants court records in a safer environment.

Board Chairperson Thomas stated the Controller's Office said the funds for the digital process are from the capital improvement budget. He then asked if there is a way to maintain the integrity of the capital improvement budget while funding the two positions for the District Court. Ms. Morton explained the funds for the digital process are set aside in the capital improvement budget. Mr. Myers stated if this Committee wants to use this budget to fund the two positions, then other departments will request to use capital improvement funds to fund other positions in the 2009 budget. The two positions should be placed on the z list if this Committee wants to fund them.

Mr. Neilsen stated he explained this situation to the District Court. He then said his understanding that the bulk of the process will be done by the contractor. Comm. Tennis stated his preference to place the two positions on the z list. The digital process could be delayed for a year.

Board Chairperson Thomas asked Judge Boyd for his opinion for placing the two positions on the z list. Judge Boyd indicated he just wants to have the two positions in the 2009 budget. Comm. Bahar-Cook asked if the District Court could cut 5% from somewhere else in its budget without affecting its

staff. Judge Boyd stated he cannot cut 5% from anywhere other than his staffs' budget line item.

Comm. Nolan stated she understands the Probate and the Circuit Courts do not have any fees to be increased to cover the cost for positions. She then asked if the District Court could raise any of its fees to cover the costs of the two positions. Judge Boyd stated Mr. Dillon will compare our fees to other counties. Fairness is the goal of the District Court.

Comm. Schafer stated Maximus conducted a fee study approximately five years ago. Judge Boyd stated the Court has increased the fees to keep up with the financial times. Comm. Nolan stated she understands the Judge's philosophical position; however, that is not her financial philosophical position. If the positions' costs are spread out and the Court still cuts 5% from their budget, then she will support the Court's request to maintain the two positions.

Comm. Schafer stated the Sheriff's Office and the Human Resources Department are taking 5% cuts in their budgets and they don't have fees to raise to cover this reduction. Every County Department is required to cut 5% from their 2009 budget requests.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. TENNIS, TO PLACE \$37,901 ON THE Z LIST FOR A DISTRICT COURT CLERK POSITION. MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. NOLAN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE FOLLOWING ITEMS:

- a. Circuit Court
- b. Circuit Court – Family Division
- c. Circuit Court – Friend of the Court Division
- d. Community Agencies
- e. District Court
- f. Friend of the Court Advisory Committee
- g. Jury Administration
- h. Probate Court

MOTION CARRIED UNANIMOUSLY.

2. Final Ranking

The Committee placed there one item on the z list.

Announcements

Comm. Bahar-Cook stated she went through the Ingham County Family Center. The Center looks very cool.

Mr. Neilsen informed the Committee that the ribbon cutting ceremony for the Center is scheduled for September 17, 2008 at 4:00 p.m. at the Ingham County Family Center.

Board Chairperson Thomas apologized and said he would not be present the ribbon cutting ceremony. He teaches a class at Lansing Community College from 4:00 p.m. until 6:00 p.m.

Mr. Neilsen informed the Committee that Jeff Kludy, Lansing's Radio Lab, is very satisfied with the South Lansing's radio system. He then said he would meet with Chief Ally and Chief Cochran to discuss when they are ready to go live with the system.

Public Comment: None

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Debra Neff

JUDICIARY COMMITTEE

September 11, 2008

Minutes

Members Present: Tina Weatherwax-Grant, Todd Tennis, Rebecca Bahar-Cook, Dianne Holman, Randy Schafer and Board Chairperson Marc Thomas

Members Absent: None

Others Present: John Neilsen, Sara Deprez, Maureen Winslow, Matt Wojack, Lisa Edington, Amber Smith, Angela Austin, Dawn Kepler, Dr. Clarence Underwood, Tom Fruechtenich and others

The meeting was called to order by Chairperson Weatherwax-Grant at 7:34 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar, Lansing.

Additions to the Agenda

- 1b. Resolution Authorizing a Study to Determine the Feasibility of Increasing the Amount of Funds for Annual Community Agency Grants Allocated from the Juvenile Justice Millage – Item pulled from the agenda
- 5b. Angel House – Resolution Authorizing a Bridge Appropriation for a 2008 Agreement for the Child and Family Services Angel House Program (Referred back to Committee from the Board of Commissioners' August 26, 2008 Meeting.) – Item pulled from the agenda

Limited Public Comment: None

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- 3. Judiciary Committee – Resolution Honoring Shawn Perry
- 4. Circuit Court, Family Division
 - a. Resolution Authorizing Acceptance of a Bureau of Juvenile Justice Grant to Ingham County Family Division for the Summer School Educational Costs at Ingham Academy
- 5. Controller's Office
 - a. Third Quarter 2008 Budget Adjustments and Contingency Fund Update – Resolution Authorizing Adjustments to the 2008 Ingham County Budget

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

- 1. Community Coalition for Youth (CCY)
 - a. Presentation – Community Change Initiative – Dawn Kepler

Ms. Kepler introduced Dr. Clarence Underwood, Consultant to MSU Office of Admissions and Chairperson of the Initiative, to the Committee. She also distributed copies of the presentation to the Committee for their review.

Dr. Underwood spoke regarding “Ingham Change Initiative: Improving Opportunities for Young Men of Color.” He stated data collected in Ingham County consistently reveals that male youth of color experience unequal opportunities as evidenced by significant disparity in the following areas: juvenile and criminal justice systems, education and health.

The goal of the Initiative is to improve the success of young men of color by implementing strategies that will initiate systemic change and policy reform. The objectives for year one of the Initiatives are to plan and launch the Initiative. The launch period is this month. Year two involves the implementation phase. Work groups will be created to review data. An implementation work plan and outreach strategy will also be developed. Policy makers and community members will be educated on reform recommendations. Year three will involve monitoring and evaluating the Initiative. The Initiative will continue.

Comm. Nolan spoke regarding Dr. Underwood’s work in this community. The Committee held a brief discussion about this item.

Comm. Nolan introduced Angela Austin as the new official coordinator for the CCY. We are delighted to have her on the CCY. Chairperson Weatherwax-Grant informed Ms. Austin that she is welcome to attend this Committee’s meetings and to participate in its discussions. Comm. Nolan also stated Dawn Kepler is the data coordinator for the CCY.

Comm. Bahar-Cook asked if there is an executive summary for the CCY. Ms. Austin stated she would provide that summary to the Committee.

2. Project IMPACT Presentation – Matt Wojack, Project Director, IMPACT – Ingham County System of Care

Mr. Wojack distributed the “Annual Report to the Committee” and “Criminal Justice History at Intake and 6 Months” to the Committee. The Intake data shows that Project Impact has been successful in treating youths and their families for the past two years.

Ms. Edington addressed the Committee regarding her experiences with the Project. The Project has helped her and her teenage son. Her son became involved with the Court system when he was about two years old. He is 17 years old now. Ms. Austin spoke of her son’s personal problems and how she tried to get help for him over the years. She then stated the System of Care stepped in to help her. Project Impact has been very beneficial to her and her son. He was shown how to be successful in his home, his school and on his own. Her son still has issues that are being addressed but his life is good. Ms. Austin contributes her son’s success to the help they received from Project Impact.

Ms. Smith spoke of her experiences with Project Impact. Ms. Smith is a 17 year old student at a local high school. She spoke of her problems with her mother and with school. Ms. Smith stated she had been placed in a few residential facilities. Since being involved with Project Impact for the past seven months, her relationships at school and with her mother have improved.

Comm. Bahar-Cook asked Ms. Smith what her plans are after she graduates from high school. Ms. Smith stated she plans on attending cosmetology school in Arizona with her cousin.

Mr. Wojack directed the Committee to page four of the Annual Report. He stated data on youth recently discharged from Impact System of Care shows that Impact youth fare better than others in the State on an assessment tool that measures how well they function in eight areas of their lives. The Report details the results of the Child and Adolescent Functional Assessment Scale.

The Committee asked Ms. Smith various questions about her experience with Project Impact. Ms. Smith responded to those questions.

Comm. Tennis asked Mr. Wojack how families are made aware of Project Impact. Mr. Wojack stated people are referred to the Project from the Court and the Department of Human Services.

Ms. Edington stated Project Impact provides families with people who truly understand their circumstances.

Judge Lawless stated 84 families are currently involved with Project Impact through the Court. Chairperson Weatherwax-Grant asked Judge Lawless about her experiences with Project Impact. Judge Lawless stated Mr. Wojack does a wonderful job as administrator of the Project. The Project has changed the Court's philosophy to treat the child and the family, not just the child. She also stated the Project gives her another alternative to meet the needs of the children and their families.

Mr. Wojack commended the Court for changing its philosophy to treat the families as well as the children.

Chairperson Weatherwax-Grant thanked Ms. Edington and Ms. Smith for sharing their stories with this Committee. Their stories allow the Commissioners to speak with the community about Project Impact.

4. Circuit Court, Family Division

b. Request to Waive the Hiring Freeze for an Attorney Referee Position

Ms. Winslow stated the Intake Department lost a referee due to retirement in August. An Attorney Referee is leaving her position because her family is moving of state. This Department sorts through 95% of the petitions and tickets charging juveniles with infractions of the law and parents of youth charged with child abuse or neglect that are presented to the Court.

The Circuit Court wants to fill the Attorney Referee position before January 1, 2009. An Attorney Referee is able to perform more judicial functions than a non-attorney referee. If this position is not filled, the intake process will be seriously delayed.

Judge Lawless stated the Attorney Referee position conducts about 90% of all child abuse/neglect preliminary hearings. This position is very critical to the Court.

Comm. Nolan stated the County Services Committee implemented the hiring freeze until December 31, 2008. Mr. Myers has determined the hiring freeze will save approximately \$500,000. This

savings is included in the 2009 budget. Comm. Nolan asked how many Court positions are vacant. This information will help her to make this decision on the Court's request.

Mr. Neilsen stated the Circuit Court/Family Division has 89.73 FTE's. The Court has five referees and two of those positions are vacant. Comm. Nolan asked if the Court could wait another six weeks before they fill the Attorney Referee position. Judge Lawless stated the Court probably could wait until January 1, 2009 to post the position.

Chairperson Weatherwax-Grant stated there is a difference between staffing which affects service to the public and that which affects the safety of the community. She then stated Judge Lawless explained the Attorney Referee is the main person that holds preliminary hearings for child neglect and abuse cases. The Attorney Referee makes the initial recommendation to the Court on whether or not the child should be removed from the home.

Chairperson Weatherwax-Grant asked if these cases can bypass the Attorney Referee and be submitted to the Judge immediately. Mr. Fruechtenich said the Intake Division also has three non-Attorney Referees. These Referees cannot hold hearings.

The Committee held a lengthy discussion about this request. Comm. Bahar-Cook stated crimes are very cyclical. She then asked if the child abuse/neglect cases increase at the end of the year. Ms. Winslow said these crimes do increase over the holidays. Comm. Bahar-Cook asked how far behind the Court will be if this position is not filled. Judge Lawless stated the cases will be delayed by a few months. Comm. Bahar-Cook asked if the Attorney Referee position will be laid off in 2010. Judge Lawless stated the Court will definitely want to maintain this position.

Comm. Tennis asked for an analysis of the Court's currently vacant positions. He then stated he is inclined to grant the waiver at this point. Mr. Neilsen stated the Law Enforcement Committee also discussed a request to waive the hiring freeze policy. That Committee wants to have information about the targeted goal with future requests for waiving the hiring freeze policy. This information will be provided to the County Services Committee next Tuesday. Mr. Neilsen further stated this information would accompany future requests to waive the hiring freeze policy.

Comm. Schafer asked if the Court could use other staff to cover the work of the Attorney Referee position. Judge Lawless stated this is a unique position and it is paid a higher salary. She stated there are also union issues to consider. Comm. Schafer asked for the salary amount for this position. Mr. Fruechtenich stated the salary range is \$63,000 to \$82,000. This range does not include benefits.

Comm. Nolan said the Court came out ahead in the budget due to salary attrition, retirements and resignations. Mr. Neilsen stated he believes the Court will reach its target for this year. He then stated the Budget Office monitors the targets for the County Departments.

Comm. Nolan stated she appreciates this is a tough situation and her instincts tells her to approve the request. She then said there are a number of employees that are critical to the safety of the County residents. Chairperson Weatherwax-Grant stated there are some positions that are direct impact to the safety of our community. She is very compelled by this request because the position impacts the safety of children.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. TENNIS, TO APPROVE THE REQUEST TO WAIVE THE HIRING FREEZE FOR AN ATTORNEY REFEREE POSITION WITH THE CAVAET THAT THE BUDGET NUMBERS WILL SHOW THAT THE CIRCUIT COURT/FAMILY COURT IS MEETING ITS BUDGET TARGET. MOTION FAILED with Comms. Bahar-Cook and Tennis voting YES.

Comm. Schafer stated he supports Comm. Bahar-Cook's concerns. Comm. Soule stated he is very comfortable that the County Services Committee will address Comm. Bahar-Cook's concerns.

The Committee discussed the above motion further. Mr. Neilsen said the policy was silent on the budget target issue. Comm. Tennis stated this item could be tabled until it has more information.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. NOLAN, TO TABLE THE REQUEST. MOTION FAILED with Comms. Bahar-Cook, Nolan and Schafer voting YES.

Comm. Holman stated the Court already has some vacancies. The Attorney Referee is a very important position for the Court. This is an appropriate use of the waiver of the hiring freeze policy.

Comm. Schafer said that if a Commissioner needs more information, he will support that request. He then stated he would have supported the motion to approve the request to waive the hiring freeze in this situation.

Chairperson Weatherwax-Grant stated the Committee needs to prioritize the positions. The community would understand why this Committee would waive the hiring freeze policy in this matter. Some positions are vital to the County's residents. Comm. Bahar-Cook stated she agrees with Chairperson Weatherwax-Grant; however, this request does not have to be approved tonight.

Comm. Tennis asked how the delay would affect the Court if the Committee does not approve their request. Mr. Neilsen stated the position won't be posted until the request has been approved by two Committees.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE REQUEST TO WAIVE THE HIRING FREEZE FOR AN ATTORNEY REFEREE POSITION. MOTION CARRIED with Comm. Nolan voting NO.

c. Second Quarter of 2008 Report

Ms. Deprez distributed the Report to the Committee. Ms. Winslow reviewed the highlights of the Report. Ms. Deprez stated the out of state placements has decreased from 33 to 13. Project Impact has affected the length of stay out the home.

Chairperson Weatherwax-Grant asked if the Court is content with Highfields programming. Ms. Deprez stated the Court is very satisfied with the programming. Judge Lawless stated there is an excellent line of communication between Highfields and the Court.

The Committee held a general discussion about the Report. Chairperson Weatherwax-Grant stated this Committee appreciates the Report format. She also stated the zip code data should be shared with the appropriate community agencies.

Announcements

Mr. Neilsen informed the Committee that Circuit Court/Family Division has appointed Sara Deprez as its representative on the Ingham County Family Center Advisory Board. The seat that was reserved for the recipient of services will be filled by Lukas Joseph. Mr. Joseph is a student at the Ingham Academy. The Community Coalition for Youth has appointed Comm. Nolan as its representative to the Advisory Board.

Chairperson Weatherwax-Grant reminded the Committee of the ribbon cutting ceremony at the Ingham County Family Center is September 17, 2008 at 4:00 p.m.

Public Comment: None

The meeting adjourned at 9:26 p.m.

Respectfully submitted,

Debra Neff

VACANT POSITIONS AS OF 9/23/08 - DISTRICT COURT

District Court		Total FTEs:	28.75
<u>Vacant Position Title</u>	<u>Position Number</u>	<u>Vacant Since:</u>	<u>% Funding from GF</u>
SPT District Court Clerk	137031	new position - 5/27/08	0%

STATE OF MICHIGAN

55th JUDICIAL DISTRICT COURT

Michael J. Dillon, Court Administrator
700 Buhl Avenue - Mason, Michigan 48854
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MEMORANDUM

TO: Judiciary Committee
 County Services Committee

SUBJECT: Personnel Management

RE: Chief Clerk – Criminal Division

DATE : September 24, 2008

Chief Clerk, Marketa Taylor submitted her resignation effective 10/17/2008. The court respectfully requests an exemption from Resolution #08-194 (Resolution implementing a hiring freeze for Ingham County general fund positions), and asks that the court be authorized to fill the chief clerk position immediately after 10/17/08.

CHIEF CLERK RESPONSIBILITY; ORGANIZATIONAL STRUCTURE OF THE CRIMINAL DIVISION

The chief clerk of the criminal division is responsible for supervising the daily operations of the criminal division. In addition, the chief clerk performs a variety of district court clerk duties. The division consists of a chief clerk and three district court clerks.

FUNCTIONS OF THE CRIMINAL DIVISION; CASE PROCESSING

The criminal division processes approximately 4500 criminal files annually, which includes new filings and reopened files. The division processes all felony files up through the preliminary examination stage and is responsible for processing all misdemeanor cases from start to finish. The division is also responsible for the jury management of the court. Approximately 1200 jurors are summoned annually to serve jury duty in the district court.

CASE PROCESSING DELAYS; COURT RULE

Even with the current allocation of employees in the criminal division, the division is behind in case processing. Because the chief clerk performs clerical functions, the

absence of the chief clerk will exacerbate case processing delays. By court rule, the court is required to process criminal matters within a specified period of time. The loss of any personnel resources at this time will impact the court's ability to comply with the court rules.

CASE PROCESSING ERRORS

When a caseload exceeds an acceptable staffing level, errors will be made as personnel attempt to rush through processes in order to get more things done. The court systems with its court rules, court procedures and numerous statutes cannot afford to rush through case processing. At times, when a mistake is made, an individual's liberty may be affected. A person may get arrested on warrant that should not have been issued or should have been recalled, thus exposing the court and the county to potential liability. In addition, clerical errors made by the criminal division, not only will cost the parties to a case time and money, but the court as well.

JURY MANAGEMENT

The criminal division is responsible for the jury management of the court. For most people, jury duty is inconvenient and creates a personal hardship for the juror. The loss of an employee from the criminal division will impact the jury management of the court, thus resulting in problems with our jury management system. When a citizen feels inconvenienced and is making sacrifices to honor their civic duty, the last thing we want to do is create a greater inconvenience for them. Not filling the chief clerk position will result in problems with processing juror requests in a timely manner and with our notification process.

DISSATISFACTION WITH SERVICE DELIVERY

We at the court take pride in our service delivery; the loss of any personnel from the criminal division for any period of time will seriously impact our ability to provide necessary services. Inevitably, we will have people who are dissatisfied with our service and view the court and the county as dysfunctional organizations.

LOSS OF LEADERSHIP

The court, in its current state, is understaffed when it comes to administrative leadership positions. The court has a court administrator and three chief clerk positions; one in the criminal division, one in traffic division and one in civil division. Like the chief clerk in the criminal division, the other chief clerks have supervisory and clerical responsibilities. It is unconscionable to require one or both of the chief clerks to assume the responsibilities and workload of the chief criminal clerk. Any delegation of duties would not be fair to the chief clerks who are already overworked and supervise a department that is understaffed.

LOSS OF STAFF IN 2008

The court has already cut two temporary full-time positions as of July 15, 2008. These positions were created early in 2007 to assist the court with case processing. It has

been a little more than two months since the positions were cut, and the impact has been significant.

SUMMARY

The court respectfully request that court be exempt from the current hiring freeze and receive authorization to fill the chief clerk position. Having 17 years experience in court administration leads me to the following opinion about the 55th District Court: The court is understaffed, but is blessed to have a number of knowledgeable and hard working employees who care about the court and serving the people of Ingham County. Asking our employees to take on more than what is already being done would be unfair to our employees and the people we serve.

Introduced by the Judiciary Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION 08-85 AND INCREASING THE SIZE OF THE
INGHAM COUNTY FAMILY CENTER ADVISORY BOARD**

WHEREAS, Resolution 08-85 established a Continuum of Care Facility Advisory Board comprised of representatives from the Circuit Court/Family Division, the Community Coalition for Youth, involved agencies and additional community members; and

WHEREAS, Resolution 08-132 changed the name to the Ingham County Family Center Advisory Board; and

WHEREAS, the advisory board is responsible for monitoring the integrity of the current and future services under the Ingham County Family Center roof; and

WHEREAS, the Ingham County Family Center Advisory Board consists of nine members: one representative from the Ingham Academy, one County Commissioner from the Judiciary Committee; one representative from the Community Coalition for Youth; one representative from the neighborhood; four representatives of the Community, including at least one representative that is a community partner providing services at the Ingham County Family Center; and one representative that is a former or current recipient of services at the Ingham County Family Center; and

WHEREAS, it is necessary to increase the size of the Ingham County Family Center Advisory Board to add a general public representative.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution 08-85 Authorizing the Creation of a Continuum of Care Facility Advisory Board, now known as the Ingham County Family Center Advisory Board, by increasing the size of the Board from nine to ten members.

BE IT FURTHER RESOLVED, that a representative of the general public is hereby added to the Ingham County Family Center Advisory Board.

Introduced by the Judiciary Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE CREATION OF A
CONTINUUM OF CARE FACILITY ADVISORY BOARD**

RESOLUTION #08-085

WHEREAS, the voters of Ingham County approved and later renewed the Juvenile Justice Millage for the purpose of increasing Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners has adopted a resolution to support the Community Coalition for "Youth Continuum of Care" Community-Wide Model for Preventing and Treating Delinquency and affirms its acceptance of working within the community-wide framework, offering a Continuum of Care for Ingham County youth; and

WHEREAS, the Ingham County Board of Commissioners has adopted a resolution to appoint the Community Coalition for Youth as an advisory board to Ingham County regarding the prevention and treatment of delinquency; and

WHEREAS, the Judiciary Committee, the Ingham County Circuit Court, the Ingham County Power of We Consortium and the Community Coalition for Youth have worked as partners in the planning process for juvenile justice system improvements including a Continuum of Care Facility as recommended by the Chinn Report; and

WHEREAS, the Ingham County Board of Commissioners requested the Community Coalition for Youth to establish a Task Force to help facilitate the planning of the Continuum of Care Facility and compile a report to the Ingham County Board of Commissioners with recommendations; and

WHEREAS, one of the recommendations was to establish an advisory board for the Continuum of Care Facility comprised of representatives from the Circuit Court/Family Division, the Community Coalition for Youth, involved agencies and additional community members; and

WHEREAS, the advisory body would be responsible for monitoring the integrity of the current and future services under the Continuum of Care Facility roof; and

WHEREAS, the Ingham County Board of Commissioners supports this recommendation and has approved a "Resolution to Authorize the Purchase of Our Savior Lutheran Church and School" for the purpose of housing the Continuum of Care Facility.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby establishes a Continuum of Care Facility Advisory Board which will be responsible for monitoring the integrity of the current and future services under the Continuum of Care Facility roof, providing advice and recommendations to the County Circuit Court/Family Division and Judiciary Committee,

RESOLUTION #08-085

and other interested parties, as well as the development of Continuum of Care Facility policies and procedures.

BE IT FURTHER RESOLVED, that the Continuum of Care Facility Advisory Board will work with the appropriate neighborhood organizations to keep them fully informed and engaged with the Continuum of Care Facility activities and programs.

BE IT FURTHER RESOLVED, that the Continuum of Care Facility Advisory Board will consist of nine members with the following representation:

- a. One representative from the Ingham Academy;
- b. One County Commissioner from the Judiciary Committee;
- c. One representative from the Community Coalition for Youth;
- d. One representative from the neighborhood;
- e. Four representatives of the Community, including at least one representative that is a community partner providing services at the Continuum of Care Facility; and
- f. One representative that is a former or current recipient of services at the Continuum of Care Facility.

BE IT FURTHER RESOLVED, that the members of the Continuum of Care Facility Advisory Board will be appointed to three-year staggered terms expiring on December 31, with the initial first three terms expiring on December 31, 2009, the next three terms expiring on December 31, 2010, and the final three terms expiring on December 31, 2011.

JUDICIARY: Yeas: Weatherwax-Grant, Bahar-Cook, Holman, Nolan, Schafer

Nays: None **Absent:** Tennis **Approved 3/13/08**

Introduced by the Judiciary Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE NEW
“INGHAM COUNTY FAMILY CENTER”**

RESOLUTION #08-132

WHEREAS, the voters of Ingham County approved, and later renewed, the Juvenile Justice Millage for the purpose of increasing Ingham County’s capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles, in order to serve the families of Ingham County; and

WHEREAS, the Judiciary Committee, the Ingham County Circuit Court, the Ingham County Power of We Consortium and the Community Coalition for Youth have worked as partners in the planning process for juvenile justice system improvements including a “Continuum of Care Facility” as recommended by the Chinn Report; and

WHEREAS, the Ingham County Board of Commissioners has approved a “Resolution to Authorize the Purchase of Our Savior Lutheran Church and School for the Purpose of Housing the Continuum of Care Facility to operate enhanced juvenile justice programs; and

WHEREAS, the Ingham County Judiciary Committee is now recommending a name for the Facility.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby establishes that the name of the new facility shall be the “Ingham County Family Center” in recognition of its mission to improve the juvenile justice system as a service to the families of Ingham County.

BE IT FURTHER RESOLVED, that the Continuum of Care Facility Advisory Board shall be renamed the Ingham County Family Center Advisory Board.

JUDICIARY: Yeas: Weatherwax-Grant, Tennis, Bahar-Cook, Holman, Nolan, Schafer

Nays: None

Absent: None

Approved 5/1/08

RESOLUTION STAFF REVIEW

DATE September 26, 2008

Agenda Item Title: Resolution Authorizing Acceptance of a Safe Havens Supervised Visitation and Safe Exchange Grant

Submitted by: Ingham County Circuit Court – Friend of the Court

Committees: LE___ JD X, HS___, CS___, Finance X

Summary of Proposed Action: This resolution authorizes accepting a Grant from the Office on Violence Against Women (OVW), Department of Justice, for the sum of \$350,745, to increase available supervised visitation and safe exchange services, and to support supervised visitation and safe exchange options for families with a history of domestic violence, child abuse, sexual assault, teen dating violence and stalking.

It also subcontracts the funds through an agreement with End Violent Encounters, Inc. (EVE, Inc.) and Michigan State University Chance at Childhood Program. EVE, Inc. will provide leadership and guidance for all direct service staff and volunteers; Chance at Childhood will provide staff, interns, and volunteers to supervise parenting time and exchanges. The Ingham County Friend of the Court will provide a Project Director, and a Parenting Time Referral Specialist.

Financial Implications: (See the attached budget.)

The total project cost is \$427,426.20 including a grant in the amount of \$350,745.20 and in-kind costs of \$76,681.

The EVE, Inc. contract shall not exceed \$104,673.92 for the term of the grant (2008-2011).
The Chance at Childhood Contract shall not exceed \$27,221, for the term of the grant (2008-2011).

The Ingham County Friend of the Court will provide the Project Director. Funding for this position will be provided as in-kind services. The Ingham County Friend of the Court Senior Enforcement Specialist/Parenting Time Advocate will serve as the Parenting Time Referral Specialist. The grant will provide 25% of the salary of this position for three years, not to exceed \$42,919.53 total.

There are also funds for equipment, travel and supplies for the program over the three year period.

Other Implications: None

Staff Recommendation: MM___ JN X TL___ TM___ JC___

Staff recommends approval of the resolution.

Budget Summary

	<u>Year 1</u>	<u>Year 2 & 3</u>	<u>Total</u>
A. Personnel	\$18,077.75	\$37,376	\$55,453.75
B. Fringe Benefits	\$6,717.25	\$36,202.28	\$42,919.53
C. Travel	\$18,546	\$37,092	\$55,638
D. Equipment	\$3561	\$504	\$4,065
E. Supplies	\$425	\$2,800	\$3,225
F. Construction	\$0	\$0	\$0
G. Consultants	\$60,303.72	\$173,421.20	\$233,724.92
H. Other	\$0	\$32,400	\$32,400
Total Direct Costs	\$96,607.72	\$254,137.48	\$350,745.20
I. Indirect Costs	\$0	\$0	\$0
PROJECT COSTS		\$427,426.20	
IN-KIND COSTS		-\$76,681	
In-kind costs include the Project Director for the County and the Interns/Volunteers through Michigan State University.			
TOTAL REQUESTED (FUNDED THROUGH GRANT)		\$350,745.20	

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ACCEPTANCE OF A SAFE HAVENS SUPERVISED VISITATION AND SAFE EXCHANGE GRANT

WHEREAS, the Office on Violence Against Women, U. S. Department of Justice has awarded to Ingham County the sum of \$350,745, for purposes of providing supervised visitation and safe visitation exchange services; and

WHEREAS, Ingham County will sub-contract with End Violent Encounters, Inc. (EVE, Inc.) and Michigan State University Chance at Childhood Program to provide these services.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes accepting a three year Grant for the time period October 1, 2008 through September 30, 2011, from the Office on Violence Against Women, U. S. Department of Justice, for purposes of providing supervised visitation and safe visitation exchange services to families with a history of domestic violence, child abuse, sexual assault, teen dating violence and stalking, with a total project cost of \$427,426, including a grant in the amount of \$350,745.20 and in-kind costs of \$76,681.

BE IT FURTHER RESOLVED, that a three year sub-contract with End Violent Encounters, Inc. (EVE, Inc) is authorized for \$136,914, to provide for one project coordinator that will provide development planning and supervision to the monitors, interns and staff for the time period October 1, 2008 through September 30, 2011.

BE IT FURTHER RESOLVED, that a three year sub-contract with Michigan State University Chance at Childhood Program is authorized for \$27,221, to provide monitors, interns, staff and supervision of staff, interns, volunteers and monitors for the time period October 1, 2008 through September 30, 2011.

BE IT FURTHER RESOLVED, that the Controller is authorized to make the necessary budget adjustments to the 2008/09 Circuit Court Family Division, Friend of the Court Budgets in accordance with this Resolution.

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

(Referred Back to Committee from the Board of Commissioners' August 26, 2008 Meeting)

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A BRIDGE APPROPRIATION
FOR A 2008 AGREEMENT
FOR THE CHILD AND FAMILY SERVICES ANGEL HOUSE PROGRAM**

WHEREAS, Child and Family Services has operated the Angel House Program to serve County residents since May of 2006; and

WHEREAS, due to the loss of funding sources primarily due to a change in funding philosophy from the Michigan Department of Human Services (DHS) the Child and Family Services Angel House Program will be under-funded during this 2008 fiscal year; and

WHEREAS, Child and Family Services has requested a bridge appropriation to assist in the adequate funding of the Angel House Program; and

WHEREAS, the Ingham County Board of Commissioners previously approved entering into a contract for \$40,000 with Child and Family Services Angel House Program for the period of May 1, 2006 through December 1, 2006 for services to Ingham County residents as an emergency appropriation; and

WHEREAS, this request is consistent with the Board of Commissioners' priorities of "Meeting Basic Needs".

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract for \$25,000 from the Juvenile Justice Millage fund with Child and Family Services for the Angel House Program for the period of August 1, 2008 through December 1, 2008 for services to Ingham County residents as outlined in their attached proposal.

BE IT FURTHER RESOLVED, that the following stipulations must be met prior to adoption of this resolution by the full Board of Commissioners:

- Child and Family Services will provide the Ingham County Circuit Court Family Division, Ingham County Department of Human Services, and Board of Commissioners with a written Proposal for the new Residential Services to Pregnant and Parenting Adolescents Program and Children's Assessment Center (CAC) Program;
- Written confirmation is received from the State of Michigan Department of Human Services that the proposed new Residential Services to Pregnant and Parenting Adolescents Program and Children's Assessment Center (CAC) budget proposals are eligible for Child Care Fund match.

- Child and Family Services will provide the Ingham County Board of Commissioners with a long-term financial plan, including a description of how this transitional funding will help the organization remain financially solvent to maintain its long-term service to our community.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign the necessary contracts consistent with this resolution as prepared by the County Attorney.



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HUMAN SERVICES
LANSING

ISMAEL AHMED
DIRECTOR

August 26, 2008

Mark Thomas, Chairperson
Ingham County Board of Commissioners
Box 319
Mason, Michigan 48854

Dear Commissioner Thomas:

Your **amended** 2007-08 annual plan and budget for Child Care Fund expenditures is approved for state reimbursement in the amount of \$8,035,710.58. This amount is 50% of your county's gross annual plan and budget which is \$16,071,421.15.

Act 87 P.A. 1978 prohibits the state from reimbursing county Child Care Fund expenditures which exceed a county's approved budget. Child Care Fund policy prohibits reimbursement of capital, rental, lease and certain equipment and repair cost. If your expenditures exceed your **amended** approved budget of \$16,071,421.15, it will be necessary to submit a new/approved budget no later than October 9, 2008, with all three required signatures to be eligible for reimbursement for expenditures in excess of the original approved budget. Failure to comply with this requirement will result in state reimbursement being limited to authorized budget.

Reimbursement for In-Home Care and Basic Grant will only be made up to the amount approved for individual service components.

The following In-Home Care components are authorized:

<u>Title</u>	<u>Administrative Unit</u>	<u>Gross Expenditures</u>
Impact Program	Court	\$1,673,951.00
Community Programs/Services	Court	\$ 601,083.00
Day Treatment Program	Court	\$ 821,467.00
Intensive Probation Services	Court	\$ 937,818.00
In-Home Detention	Court	\$ 261,077.00
Intensive Neglect Services/Family Supp.Serv.	Court	\$1,180,073.00
Sexual Offenders Program	Court	\$ 210,573.00
Juvenile Assessment Center	Court	\$ 217,147.00
Community Service/Aftercare/Truancy	Court	\$ 884,117.00
MSU Diversion	Court	\$ 168,838.00
Impact	DHS	\$ 233,396.00
In Home Psychological Services	DHS	\$ 62,007.00

The following Basic Grant components are authorized:

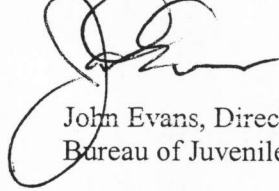
<u>Title</u>	<u>Administrative Unit</u>	<u>Gross Expenditures</u>
N/A		

Mark Thomas, Chairperson
August 26, 2008
Page 2

Any claim for state monies from the Child Care Fund to cover expenditures incurred between October 1, 2007 and September 30, 2008, will signify your acceptance of the terms of this **amended** approval letter as well as all conditions outlined in the original approval letter.

If you have any questions or concerns regarding this letter, please contact me at (517) 335-3489.

Sincerely,

A handwritten signature in black ink, appearing to be 'John Evans', written over the typed name.

John Evans, Director
Bureau of Juvenile Justice

cc: The Honorable Janelle A. Lawless, Family Court Judge, Ingham County
Randy Rauch, Acting Director, Ingham County DHS
Keith Schafer, Child Care Fund/Chargeback Unit
Janie Ross, Child Care Fund Specialist
Child Care Fund File