

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, JANUARY 3, 2008 - 10:00 A.M. COMMISSIONER'S COMMITTEE ROOM

Present: Commissioners Bailey, Bolton, Stimpson, and Van Doren

Also Present: Sheriff Richardson, Jim Anderson, Irv Shaw, Cheryl Whipple, Lou Ann Bluntschly, Jonathan Poer, Kathy Bernardo, Dennis Pelham (Daily Telegram), and Tim Hernandez (WLEN)

I Approval of Minutes

Motion by Bolton, supported by Stimpson, to approve the minutes of the December 6, 2007 meeting. Motion carried.

II Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- a. Victim Service Unit Training – Sheriff Richardson reported that the Victim Service Unit (VSU) is an organization of volunteers dedicated to providing the initial support needed by victims. The Sheriff's Department has scheduled initial training for the VSU on January 12 and 13, 2008. Currently, there are 35 to 40 people enrolled in the training program, which is offered by the Michigan Sheriff's Association. The program operates with an on-call response list in the event that VSU services are needed.
- b. North American International Auto Show – Sheriff Richardson reported that during the North American International Auto Show, the Secretary of State will join the Michigan Sheriff's Association to promote seat belt safety and awareness. The Lenawee County Sheriff's Department is scheduled to be present on January 21, 2008.
- c. Tuition Reimbursement – Sheriff Richardson reported that Conway Linger is requesting reimbursement for tuition for the White Collar Crime class. Sheriff Richardson reported that Conway Linger is also requesting tuition reimbursement for Juvenile Delinquency, which begins January, 2008.

Motion by Stimpson, supported by Bolton, to recommend to the Personnel/Ways and Means Committee approval of the tuition reimbursement requests submitted by Conway Linger for White Collar Crime and Juvenile Delinquency, pending review by the Administrator's Office. Motion carried.

Sheriff Richardson reported that Dave Batterson is requesting approval for

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tuition reimbursement for a Management and Organizational Development class, which begins January, 2008.

Motion by Bolton, supported by Stimpson, to recommend to the Personnel/Ways and Means Committee approval of the tuition reimbursement request submitted by Dave Batterson for Juvenile Delinquency, pending review by the Administrator's Office. Motion carried.

- d. Lawsuit – Sheriff Richardson reported on two pending lawsuits.
- e. Follow-up livestock kill - Sheriff Richardson reviewed follow up statements regarding two stock kill claims submitted and discussed at the last Criminal Justice Committee meeting.

Sheriff Richardson reviewed the stock kill claim from Fairfield Township (March, 2007) in the amount of \$175, for the value of one chicken and three goats. The dog involved in this incident was identified, and the owner of that animal is willing to pay the claim to Mr. Schadewald.

Sheriff Richardson reported that after reviewing the stock kill claim from Rollin Township (March, 2007) regarding a mule foal, there is limited evidence to determine the animal that killed the foal; however, canine paw prints were identified in the area. It is probable that the predator was a stray dog.

Motion by Bolton, supported by Stimpson, to recommend payment of the stock kill claim from James Rice, Rollin Township (March, 2007) in the amount of \$200. Motion carried.

- f. Jail Statistics – During the month of December, the jail had 302 admissions, with 230 males and 72 females. The average daily population was 231 with a high count of 250 and a low count of 220.
- g. Early Releases – There were no early releases in December. The total number of early releases for 2007 is 76.
- h. 2007 Admittance – Sheriff Richardson reported that for the year 2007, the jail had a total of 3,916 admissions, with 3,060 males, and 856 females. The average daily population was 251 with a high count of 284 (August) and a low count of 220 (December).
- i. Fatality Rate for Lenawee County – The traffic fatality rate for 2007 is under 10 for the year.
- j. GED Program – Sheriff Richardson reported that the General Education

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Degree (GED) program is expected to be implemented in the jail for the upcoming semester.

III Finance Reports

Kathy Bernardo reviewed the finance reports (full text on file).

Commissioner Bailey recommended that a fine be assessed to incarcerated offenders to defray the costs of jail housing.

Commissioner Van Doren stated that the Lenawee County judges have been commendable to work with on various issues.

IV Prosecuting Attorney's Report

Irv Shaw reported that in December, there were 202 adult warrants, of which 131 were misdemeanors and 71 were felonies.

During the month of December, there were 19 juvenile petitions, of which 11 were misdemeanors and 8 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized one (1) Violation of Personal Protection order petition during the month.

As of December 31, 2007, there were 13 pending appellate cases.

In 2007, the Prosecuting Attorney's office authorized a total of 3,412 adult warrants; 2,226 were misdemeanors and 1,186 were felonies.

For the year, a total of 392 juvenile petitions were authorized, with 223 misdemeanors and 169 felonies.

Doug Hartung was recognized recently for 20 years of Prosecution service.

V Emergency Management report

Jim Anderson reported that he recently received an e-mail from the Chicago FEMA office stating that they will aggressively work toward solving the EOC tower issue.

Jim Anderson reported that there have been changes in the EOC Standard Operating Procedures Manual. He would like the binders returned to the EOC to update the individual binders.

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There was general discussion regarding scheduling an EOC meeting with the Commissioners.

The Region I Medical Coalition Symposium is to cover mass casualties. Jim Anderson reported that he will be contacting the Lenawee County Medical Examiner.

Although, the alarm system has been installed in the Robertson Building, it remains to be linked to Central Dispatch to complete the project.

Commissioner Van Doren reported that the Cost Recovery Ordinance went into effect December 26, 2007.

VI Other Business

Commissioner Van Doren reported that there is a request from the Medical Examiners Office to pay Butzel Long Attorneys \$720.00 for contractual services.

Commissioner Bolton reported that a thank you was received from Addison Schools for the Sheriff's Department.

The Maurice Spear Campus minutes are available for review (on file).

VII Adjournment

Motion by Stimpson, supported by Bolton, to adjourn the meeting at 10:55 A.M. Motion carried.

KSB/rdb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, FEBRUARY 7, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, and Van Doren

Other Commissioners Present: Commissioner Tillotson

Also Present: Al Navarro, Roxann Holloway, Jody Denske, Sheriff Richardson, Gail Dotson, Irv Shaw, Jim Anderson, Cheryl Whipple, Kathy Bernardo, Tim Hernandez (WLEN), and Dennis Pelham (Daily Telegram)

I Approval of Minutes

Motion by Bolton, supported by Van Doren, to approve the minutes of the January 3, 2008 meeting. Motion carried.

II Sheriff's Department Report

Sheriff Richardson reported the follow:

- a) Ammunition shortage – The 2008 ammunition supply has been purchased.
- b) 2007 officers killed – In 2007, there were 193 officers killed in the line of duty up from 145. Of these, 84 were traffic fatalities. This has been the highest mortality figure in two decades, with the exception of 9-11-01.
- c) Weapons In – Deputies currently carry .40 caliber guns. A committee was formed to determine deputy preferences and the Smith and Wesson .45 caliber was selected as the weapon of choice. The Sheriff's Department has ordered 52 guns and the old guns will be sold.
- d) Victim Service training – There were 35 participants in the victim service training; which was an excellent program.
- e) Itek system – The Itek system is a ticket writing machine and there is a grant to help pay for all the printer costs. Matt Richardson is verifying that this system will integrate with the County systems.
- f) Quad training update –QUick Action Deployment (QUAD) training is comprehensive tactical training to prepare more effectively for critical incidents such as violent attacks in schools, churches, or places of business. The Sheriff's Department is in the process of undergoing updated QUAD training to ensure that responses to these critical incidents are handled in the same manner.

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g) Jail Statistics – During the month of January, the jail had 325 admissions, with 250 males and 75 females. The average daily population was 225 with a high count of 234 and a low count of 211.

h) Early Releases – There were no early releases in January.

III Finance Reports

Kathy Bernardo reviewed the finance reports.

IV Prosecuting Attorney's Report

Irv Shaw reported that in January, there were 366 adult warrants, of which 218 were misdemeanors and 148 were felonies.

During the month of January, there were 21 juvenile petitions, of which 12 were misdemeanors and 9 were felonies.

The State PACC/PAAM alternative activity count report was reviewed.

The Prosecuting Attorney's office authorized six (6) violation of personal protection order petitions during the month.

As of January 31, 2008, there were 9 pending appellate cases.

V Emergency Management Report

Victim Advocate Training – Jim Anderson reported that he recently attended the victim advocate training, and stated that it was great training. He commended the Sheriff for putting this together.

Schedule EOC meeting - Jim Anderson requested that this item stay on the agenda until a meeting with the County Commissioners can be scheduled.

Commissioner Stimpson suggested that the meeting be scheduled for February 28, 2008 at 5:30 P.M., just prior to the evening Board of Commissioners meeting. This will be a Criminal Justice meeting of the whole.

Expenditures from Homeland Security Grants 2007 - Jim Anderson reported that \$334,916 was spent in Lenawee County on Homeland Security grants. The City of Adrian received a generator through this grant. Jim Anderson reviewed other projects that were funded through the grant.

County Library Emergency Plan – A graduate student at Siena Heights University is going to develop an emergency plan for the Lenawee County Library. This request came from the Library Director, Teresa Calderone.

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Solution Area Planner positions – Jim Anderson provided an update on projects that are being conducted as a result of the Solution Area Planner position. A radio interoperability study is currently being conducted. The local portion of the grant will not be renewed, which funds the regional planner and local planner part time positions that assist Mr. Anderson. The request was made to fund these positions by the Board of Commissioners, in an amount not to exceed \$12,000 for 2008.

Motion by Van Doren, supported by Bolton, to recommend to the Personnel/Ways and Means Committee a \$12,000 increase in the Emergency Management budget to fund the regional planner and local planner part time positions in the Emergency Operations Center, formerly funded by the Solution Area Planner Grant, to be funded from the unallocated balance in general fund contingency. Motion carried.

VI Other Business

Department of Corrections/Community Corrections - Al Navarro reported on the activities of Community Corrections (on file). There were 41 new participants assigned to the hard labor program for the month of January. An update of upcoming projects for the program was provided. Work at the fair will be scheduled two weeks prior to the fair, in addition to fair week.

The G.E.D. program at the jail is still in the process of being implemented.

Physical Resources Committee referral - Jody Denske reviewed a quote for approximately \$3,400 of electrical work for the Sheriff's Department. The work includes electrical work in the line-up room, the training room, and the storage area.

Motion by Bolton, supported by Van Doren, to recommend to the Physical Resources Committee approval of the proposed electrical work at the Sheriff's Department. Motion carried.

Maurice Spear Campus - The Maurice Spear Campus minutes are available for review (on file).

VII Adjournment

Motion by Bolton, supported by Van Doren, to adjourn the meeting at 10:50 A.M. Motion carried.

CLW/ksb

MINUTES

CRIMINAL JUSTICE COMMITTEE (COMMITTEE OF THE WHOLE) THURSDAY, FEBRUARY 28, 2008 – 5:30 P.M. LENAWEE COUNTY EMERGENCY OPERATIONS CENTER

Present: Commissioners Stimpson, Bolton, and Van Doren

Other Commissioners Present: Commissioners Hall, Branch, and Tillotson

Also Present: Jim Anderson, Irv Shaw, Jonathan Poer, Cheryl Whipple, and Kathy Bernardo

I Approval of Minutes

Motion by Bolton, supported by Van Doren, to approve the minutes of the February 7, 2008 meeting. Motion carried.

II Emergency Operations Center training

Jim Anderson, Emergency Management Coordinator, thanked the Commissioners for attending the training session to learn their roles in the event of an emergency. A ranking of hazards that could occur in Lenawee County and various types of possible incidents were reviewed.

The Emergency Management Act, Act 390 of 1976, governs the duties of County government. In the event of a disaster, and the absence of Mr. Anderson, the Chairperson of the Board of Commissioners would be in charge.

In the event that the Governor declares a state of emergency, each local unit of government, including the county, could receive up to \$30,000 in state disaster assistance funding. In recent years, state budget issues have prevented the state from issuing any disaster funding.

Only the Governor has the ability to close a State Highway; unless there is imminent danger. The Chairperson may close any County road in the event of a disaster. The Chairperson can also re-assign County employees to alternate duties.

An evacuation can only be enforced by the Governor of the State of Michigan.

The Chairperson has authority to expend up to \$50,000 of County funds to employ temporary workers for a period of up to seven days.

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County employees, property, and equipment may be commandeered for emergencies in the state of Michigan by the Governor. Jim Anderson stated that to his knowledge this has yet to happen.

The County cannot declare a state of emergency in a single municipality without permission from that municipality.

In a federal declaration, funds may be available for reimbursement for County resources expended in mutual aid agreements.

Jim Anderson reviewed many issues that arise when volunteers are used in a state of emergency.

Jim Anderson stated that an alternate location to operate County government business should be considered in the event that the current location becomes unserviceable.

The Federal Historic Commission has given approval for the EOC tower, but the State of Michigan has yet to provide approval.

In the Emergency Operations Center, there are placards for departments that would be represented in a disaster. These are accommodating and may change with the type of incident identified.

Jim Anderson reported that since September 11, 2001, communities have reached a greater understanding on how to handle disasters and the communication between different entities has increased exponentially. In an emergency, affected agencies have agreed to allow the appropriate agency to assume responsibility, which may not necessarily be law enforcement.

A brief tour of the Emergency Operations Center was given.

III Adjournment

Motion by Bolton, supported by Van Doren, to adjourn the meeting at 6:35 P.M. Motion carried.

CLW/ksb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, MARCH 6, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson and Van Doren

Also Present: Gail Dotson, Cheryl Whipple, Jonathan Poer, Jim Anderson, Kathy Bernardo, Dennis Pelham (Daily Telegram), and Tim Hernandez (WLEN)

I Approval of Minutes

Motion by Bolton, supported by Van Doren, to approve the minutes of the February 28, 2008 meeting. Motion carried.

II Sheriff's Department Report

Undersheriff Dotson presented the Sheriff's Department report and covered the following topics:

- a. Victim Service Unit Training – The Victim Service Unit (VSU) members have been trained and the duties that will be performed by the individuals were reviewed. There will be a meeting of the members once a month. Jonathan Poer will review any liability issues to the County.
- b. Tuition Reimbursement – Dispatcher Lindsey Stephens is requesting approval for tuition reimbursement for a Management Principles and Cases class. In addition, she is requesting approval for reimbursement for past classes that she has taken. It is in violation of the policy to approve repayment for classes not pre-approved.

Motion by Bolton, supported by Van Doren, to recommend to the Personnel/Ways and Means Committee approval of the tuition reimbursement request submitted by Dispatcher Lindsey Stephens for Management Principles and Cases class. Motion carried.

*Motion by Bolton, supported by Stimpson, to recommend to the Personnel/Ways and Means Committee approval of the tuition reimbursement request submitted by Dispatcher Lindsey Stephens for classes previously taken. Motion **failed**.*

- c. Software - Accident Reconstruction Program – Undersheriff Dotson requested \$2,669 to update software and equipment for the Data Reader used in accident investigations. There is \$1,704 in funding offered through the Adrian Police Department that may be applied toward this project. A copy of the receipt and an invoice is to be sent to the Adrian Police Department for reimbursement, leaving the County with approximately \$965 invested.

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Commissioner Stimpson requested clarification at next month's meeting on whether the software was quoted by other vendors.

Motion by Bolton, supported by Van Doren, to approve the purchase of software and equipment for the Data Reader in an amount not to exceed \$2,669 to be paid for out of the unallocated balance in fund 467 with the contingency that any reimbursement funds received from the City of Adrian be returned to fund 467. Motion carried.

- d. Jail Statistics – During the month of February, the jail had 295 admissions, with 236 males and 59 females. The average daily population was 221 with a high count of 237 and a low count of 207.
- e. Early Releases – There were no early releases in February. There have been no early releases in 2008.

III Finance Reports

Kathy Bernardo reviewed the finance reports (full text on file).

Motion by Bolton, supported by Van Doren, to approve the request for the remaining balance on project SJ0604, \$300.17, to be allocated to the Honor Guard, project SJ35. Motion failed.

Commissioner Van Doren would like to offer his assistance in raising funds for the Honor Guard.

Class fees, project SJ23, are training funds received by the Sheriff's Department which are allocated for equipment.

Commissioner Van Doren stated that at the NACo conference he recently attended, he learned of compliance measures the County can adhere to which would eliminate lawsuits by inmates or family members of inmates. Undersheriff Dotson will have Jail Commander Steenrod look into the compliance measures.

Commissioner Van Doren requested clarification on non-generic prescriptions that the County is liable for and quoting procedures. Undersheriff Dotson will have Jail Commander Steenrod update the Criminal Justice Committee on these procedures at the next meeting.

Commissioner Van Doren reported that at the time of incarceration an individual's social security benefits and health care coverage are terminated pending conviction. A legislative bill has been drafted to allow social security and health benefits continuation up to conviction.

IV Prosecuting Attorney's Report

Jonathan Poer reported that in February, there were 242 adult warrants, of which 130 were misdemeanors and 112 were felonies.

During the month of February, there were 17 juvenile petitions, of which 9 were misdemeanors and 8 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized four (4) Violation of Personal Protection order petitions during the month.

As of February 29, 2008, there were 13 pending appellate cases.

Jonathan Poer reported that a new procedure will go into effect Monday, March 10, 2008 for preliminary examinations to allow pleas, waivers, or continuations, without the requirement of law enforcement officers or witnesses to be present. These individuals would be present at a later date if necessary. This will save local law enforcement departments a great deal of funds in the form of reduced overtime costs, and will be more convenient for witnesses and victims.

Jonathan Poer reported that a lawsuit from several years ago on a fatal shooting has been in federal court. The Michigan State Police and the County have been removed from the lawsuit. Irv Shaw has not been removed from the lawsuit. Insurance coverage appears to no longer be in effect. The County's insurance agent is attempting to ensure continued coverage for this. A search warrant that was executed after the shooting is in question.

Motion by Bolton, supported by Van Doren, to recommend to the Personnel/Ways and Means committee legal support by the County on behalf of Irv Shaw in the pending lawsuit. Motion carried.

V Emergency Management report

Jim Anderson reported that the first CERT class is complete. Jack Welsh has run the program with the assistance of Paul Dye on a voluntary basis.

Jim Anderson has been helping Michigan International Speedway (MIS) with the implementation of an Emergency Operations Center.

The FBI is bringing in a virtual command center to MIS during 2008. Jim Anderson would be able to log on anywhere and view what is happening at an

incident.

During Jim Anderson's two-week vacation, Jack Welsh will be on standby for any issues that arise.

Commissioner Stimpson commended Jim Anderson for the presentation given to the Commissioners on Thursday, February 28, 2008.

VI Other Business

The Maurice Spear Campus minutes are available for review (on file).

Cheryl Whipple reported that a letter from Sheriff Richardson was received in the Administrator's office requesting an official audit of the 9-1-1 funds.

Commissioner Van Doren requested clarification of who the Sheriff wishes to perform the audit. This could consist of an internal audit, an audit by the County's audit firm, or a State audit.

Commissioner Van Doren stated that the issue is related to duties performed by an employee receiving 100% compensation from the 9-1-1 fund cannot perform any duties outside of Central Dispatch.

Commissioner Stimpson stated that there is concern that commingling of funds could exist, not that this is currently the case.

Undersheriff Dotson reported that there are currently business calls that come in through Central Dispatch. These business calls would have to be eliminated for commingling of services. There are several remaining issues that need to be clarified.

Undersheriff Dotson stated that an original concern was who has control over hiring and firing the director of the 9-1-1 center.

Commissioner Van Doren stated that the job posting for the replacement of the 9-1-1 director has been reviewed by State of Michigan representative, Harriet Miller-Brown. After reviewing the posting, Ms. Miller-Brown noted that in regards to the list of duties, the Sheriff's Dispatch Center is considered primary and the 9-1-1 center secondary, and she was opposed to many of the requirements currently in the job posting.

Undersheriff Dotson requested that Commissioner Van Doren speak with Sheriff Richardson regarding his request for an audit.

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The only Deputy Medical Examiners are Sheriff's Department deputies. Jonathan Poer reported that the deputy medical examiners must be Sheriff's Department deputies. He will confirm this and report back to the Committee.

VII Adjournment

Motion by Bolton, supported by Van Doren, to adjourn the meeting at 11:40 A.M.
Motion carried.

CLW/ksb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, APRIL 3, 2008 - 10:00 A.M. COMMISSION CHAMBERS

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Also Present: Sheriff Richardson, Dennis Steenrod, Steve Stocker, Al Navarro, Cheryl Whipple, Jonathan Poer, Cletus Smith, Jim Anderson, Kathy Bernardo, and Tim Hernandez (WLEN)

I Approval of Minutes

Motion by Bolton, supported by Gallagher, to approve the minutes of the March 6, 2008 meeting. Motion carried.

II Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- a. Animal Control Truck – This vehicle has been received. It was ordered last fall, but delivered late due to an automotive strike.
- b. Mobile Vision Microphones – There are microphones that are worn by each deputy. There is a radio for each deputy, which they are each accountable for. Sheriff Richardson is requesting 20 new microphones in the amount of \$3,300, to provide one for each deputy, plus two spare.

Motion by Bolton, supported by Gallagher, to approve the purchase of 20 new microphones in the amount of \$3,300, to be paid for out of the unallocated balance in fund 467. Motion carried.

- c. Prom Season – The Sheriff's Department has been proactive in keeping students of local schools safe during prom season. The Sheriff's Department is going to circulate the County to ensure that local retailers are not selling to underage individuals. Sheriff Richardson goes to each hotel in the area to ensure that they are not renting rooms to youths.
- d. Roadway Fatalities – Sheriff Richardson reported that there were 8 fatalities in 2007. Through the end of March, 2008, the number of fatalities has been six. He credits the law enforcement presence for the low number of fatalities. Sheriff Richardson was unable to report the number of fatalities that were attributed to alcohol, as the State of Michigan has cut back on manpower, including the individual that previously kept these statistics.

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- e. Accident Reconstruction Program Software – The software presented at the March, 2008, Criminal Justice committee was not sent out for bid.

Motion by Gallagher, supported by Bolton, to approve the purchase of the Accident Reconstruction Program Software in the amount of \$2,669, to be paid for out of the unallocated balance in fund 467. Motion carried.

- f. Personnel - Sheriff Richardson reviewed personnel issues including medical leaves of absence.
- g. Jail Statistics – During the month of March, the jail had 385 admissions, with 294 males and 91 females. The average daily population was 235 with a high count of 249 and a low count of 215.
- h. Early Releases – There were no early releases in March. There have been no early releases in 2008.
- i. Dog License Committee referral – Approximately four years ago, the general fund was helping to contribute to the operations of the animal control department. Enforcement efforts have increased, which has led to increased revenues. Last year, 697 tickets were written. For each of these tickets, the County receives \$75, the court receives \$10, and the State receives \$25. This would amount to \$52,275 to the general fund for 2007. There was a surplus in 2007. The Dog License Committee would like to upgrade the part time animal control assistant position to a full time animal control officer position. This would be funded by the dog license sales revenue. Training, uniform and miscellaneous costs for an additional full time position were requested as part of the total cost of adding the full time position.
- j. Mental Health Drugs at the Jail – Steve Stocker reported that the Sheriff approved a plan to obtain sample medications for mental health drugs. The sample medications would eliminate approximately 64% of the current mental health drug bill. The average cost for mental health drugs are \$1,500 to \$1,700 per month. Mr. Stocker is requesting samples from many different sources for the name brand drugs, free of charge. For the generic medications, which amount to approximately 10% of the monthly invoice, Mr. Stocker is looking for additional sources at a reduced cost. There is approximately eleven percent of the jail population utilizing these drugs.

The medications are prescribed through a variety of avenues. The physician for Community Mental Health prescribes for individuals that qualify for these services. Family physicians may have prescribed these medications. The doctor for Health Care Professionals, Ltd., the jail's health care provider, will also prescribe these types of medications.

- k. GED Program – Steve Stocker has a teacher that will come into the jail and provide instruction to the inmates. Mr. Stocker is in the process of obtaining

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information from other counties that have GED programs to provide a model for Lenawee County. The LISD has helped with workbooks at no charge to the County. There are five stages to the GED program. The jail is not bound by semester start dates. Getting an individual started on the right path while in jail is the goal of the program, in the event that there is not enough time to complete the GED program.

1. Personnel at the Jail – Dennis Steenrod stated that there is currently a vacant intake officer position in the jail. He would like to replace this position with a corrections officer position. The change would cost approximately an additional \$9,500 in salary costs. The committee requested concrete data to be presented with the request at the Personnel/Ways and Means Committee.

Motion by Bolton, supported by Stimpson, to recommend to the Personnel/Ways and Means Committee approval to replace an intake officer position with a corrections officer position. Motion carried (Stimpson voting no).

- m. Aramark – Dennis Steenrod stated that the number of meals that the County is paying for is being monitored. The request for proposal is being prepared for both the meals and commissary services. Commissioner Van Doren requested that in future contracts, the responsibility lies with the food service vendor for food born illnesses.
- n. Jail Standards – Dennis Steenrod reported that standards certifications in Ingham and Jackson County have let lapse as the requirements to be certified are fiscally prohibitive.

III Finance Reports

Kathy Bernardo reviewed the finance reports (full text on file).

IV Prosecuting Attorney's Report

Jonathan Poer reported that in March, there were 213 adult warrants authorized, of which 112 were misdemeanors and 101 were felonies.

During the month of February, there were 21 juvenile petitions authorized, of which 13 were misdemeanors and 8 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized four (4) Violation of Personal Protection order petitions during the month.

As of March 31, 2008, there were 18 pending appellate cases.

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Jonathan Poer stated that the State statute does not outline the requirement for whom is allowed to declare a person as deceased. The person needs to be trained and appointed. The Medical Examiner does not wish to expand the number of individuals allowed to perform this duty.

V Emergency Management report

Jim Anderson reported that three (3) Damage Assessment Kits containing a digital camera, GPS, helmet, vest, forms, and a duffel bag are being obtained by the County.

Severe Weather Week is April 6-11th and tornado siren testing is scheduled to take place on April 10, 2008.

Jim Anderson met with State and Federal representatives from the Historical Society on the EOC tower project. The tower will need to be a direct wired type. Mr. Anderson feels that progress was made on the issue. The federal government will have to conduct a public hearing on the project. Dane Nelson attended the meeting with Mr. Anderson. Mr. Anderson stated that Mr. Nelson is going to assist the County in whatever manner is necessary to make the tower project a reality.

VI Other Business

Department of Corrections/Community Corrections - Al Navarro reported on the activities of Community Corrections (on file). There were 43 new participants assigned to the hard labor program for the month of March.

Jonathan Poer reported that the insurance that is currently carried by the County for the hard labor crew is for injuries, but does not cover liability.

VII Adjournment

Motion by Bolton, supported by Gallagher, to adjourn the meeting at 11:40 A.M. Motion carried.

CLW/ksb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, MAY 1, 2008 - 10:00 A.M. COMMISSION CHAMBERS

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Also Present: Sheriff Richardson, Al Navarro, Jonathan Poer, Jim Anderson, Kathy Bernardo, Dennis Pelham, and Tim Hernandez (WLEN)

I Approval of Minutes

Motion by Gallagher, supported by Bolton, to approve the minutes of the April 3, 2008 meeting. Motion carried.

II Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- a. Operation Underage – The sting operation for targeting underage alcohol or tobacco purchases has begun. 105 random checks have been performed to date. Twenty-two violations have been written. Last week-end, three County establishments sold to underage patrons dressed in prom outfits. This operation is being funded through a Michigan Highway Safety Patrol grant. The individual that unlawfully sells the liquor receives a misdemeanor.
- b. Annual Youth Summit – The annual Youth Summit was held at a local church. A lockdown bucket was presented by Onsted Schools. The bucket contains supplies in the event a lockdown occurs, for use in each classroom. This year's topic was "A Voice For Change". Drugs in schools continue to be a major concern. Popping prescription pills in school appears to be prevalent.
- c. Dispatch Center – Yesterday, the E911 Central Dispatch Center had to disconnect power while equipment was being installed. Backup systems were successfully tested.
- d. Personnel – Sheriff Richardson reviewed personnel issues including medical leaves of absence. Two employees are graduating from Corrections Officer School. The training lasts four weeks, and is paid for by booking fees.
- e. Jail Statistics – During the month of April, the jail had 380 admissions, with 243 males and 65 females. The average daily population was 221 with a

high count of 239 and a low count of 203.

- f. Early Releases – There were no early releases in April. There have been no early releases in 2008.

III Finance Reports

Kathy Bernardo reviewed the finance reports (full text on file).

Commissioner Van Doren and Sheriff Richardson agreed to work on a method for obtaining additional funds for the Honor Guard.

IV Prosecuting Attorney's Report

Jonathan Poer reported that in April, there were 307 warrant requests. A total of 268 adult warrants were authorized, of which 170 were misdemeanors and 98 were felonies.

During the month of April, there were 25 juvenile petitions authorized, of which 16 were misdemeanors and 9 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized one (1) Violation of Personal Protection Order petition during the month.

As of April 29, 2008, there were 19 pending appellate cases.

Commissioner Bolton stated that embezzlement and fraud tops the list of adult warrants at 67 for the month of April. She requested information on community education that could be provided to reduce these types of crimes.

Jonathan Poer stated that many crimes are drug related but are not reported as such since individuals commit other crimes such as stealing to fund drug habits.

V Emergency Management report

Jim Anderson reported that mobile data terminals were recently purchased by Washtenaw County. Areas surrounding Detroit receive grants for this equipment that are not eligible to rural areas around the state; like Lenawee County.

Jim Anderson presented the Emergency Management report and covered the following topics:

- a) Damage Assessment Kits: Three (3) Damage Assessment Kits containing a

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digital camera, GPS, helmet, vest, forms, and a duffel bag have been received from Homeland Security. The Equalization Department will keep the kits for use in an emergency event.

- b) 800 Mghz radios: The Regional Homeland Security Board has presented Lenawee County with five (5) 800 Mghz radios for use. These radios cost approximately \$2,000 each. These radios work well for long distance communication and are encrypted.
- c) Homeland Security Conference: A Homeland Security Conference was held April 21-24, in Grand Rapids. Chief Mack Haun, Tecumseh Police; Chief Tim Shaw, Addison Fire; Chief Scott Damon, Cambridge Fire; and Asst. Coordinator Jack Welsh attended the conference.
- d) Emergency Preparedness Directory: An example of an Emergency Preparedness Directory for county buildings was presented for review. Jim Anderson estimated 75 directories necessary to place one in each county office for Lenawee County. The cost would be approximately \$2,500. Jim Anderson volunteered to conduct a survey to present at the June, 2008 Criminal Justice Committee meeting. An escape route sticker could be adhered to the back of each directory.
- e) EOC Tower Project: Jim Anderson has been accumulating the options for the Historical Society requirements for the tower. A microwave has been installed between the Emergency Operations Center and Central Dispatch to use the system.
- f) Video Conferencing System: Training on this system has been scheduled. The conferencing will save money and time, as attendance at meetings can be reduced. The purpose for the system is in the case of an event, the video conferencing can be used to communicate with State and Federal officials.

VI Other Business

The Maurice Spear Campus minutes are available for review (on file).

Department of Corrections/Community Corrections - Al Navarro reviewed the GED program that is being implemented in collaboration with Steve Stocker at the jail. The judges will be presented with the project Monday, May 5, 2008 at noon, to determine if reduced sentencing can be offered for GED completion. Two classes will be held weekly at the jail. Retired teacher Randy Fielder will be teaching the classes. The program will be presented to the Community Corrections Board on May 14, 2008. The program will be paid for out of the Community Corrections fund. Once the program is operational, Commissioner

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Stimpson asked for a presentation to the Board of Commissioners.

Al Navarro reported that Steve Stocker is certified in the MRT program. This is the next program that the jail is reviewing for implementation.

Commissioner Stimpson stated that there have been numerous questions raised about the Medical Examiners Office. Previously, Dr. Lamb provided the Criminal Justice Committee with an annual report. This has not been done in recent years.

Commissioner Van Doren stated that complainants should be notified of Dr. Lamb's attendance to ensure a proper forum for discussion at the meeting she attends. A list of questions should be compiled prior to the meeting.

Commissioner Stimpson stated that the complaints could be a matter of communication among concerned parties.

Motion by Bolton, supported by Stimpson, to request the attendance of Dr. Lamb at an upcoming Criminal Justice Committee meeting. Motion carried.

VII Adjournment

Motion by Bolton, supported by Gallagher, to adjourn the meeting at 11:23 A.M. Motion carried.

KSB/rdb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, JUNE 5, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Others Present: Commissioner Tillotson

Also Present: Sheriff Richardson, Dr. Patricia Lamb, Sarah Palmani, Jim Schwartz, Terry Collins, Jerry Haensler, Mack Haun, Dr. Guild, Dave Stanifer, Jonathan Poer, Jim Anderson, Kathy Bernardo, Cheryl Whipple, Dennis Pelham, and Tim Hernandez (WLEN)

I Approval of Minutes

Motion by Bolton, supported by Gallagher, to approve the minutes of the May 1, 2008 meeting. Motion carried.

II Maurice Spear Campus Vehicle Request

Dave Stanifer reported that the Maurice Spear Campus vehicle that was received from the Sheriff's Department last year is in need of a new engine. Rather than repair the vehicle, Mr. Stanifer is requesting a vehicle from the Sheriff's Department that is due to go to auction this year. The vehicle is used for transportation on a daily basis.

Sheriff Richardson reported that normally the vehicles do not go to auction until after the August MIS race, but he will make an exception in this case.

Motion by Gallagher, supported by Bolton, to recommend approval of the transfer of a Sheriff's Department vehicle to Maurice Spear Campus. Motion carried.

III Medical Examiner's Report

Dr. Patricia Lamb provided an overview of the Medical Examiner's Office responsibilities. She reviewed the changes that have occurred since 1975. Data that the office is mandated to collect, maintain, and submit has been one of the biggest changes. Dr. Lamb had run the Medical Examiner's Office out of her home at one time.

There is a forensic consultant that comes to the area due to the higher drug problem in the area. Cases remain pending for a much longer period of time. These consultants take care of court cases. There have been difficulties with cases pronounced in ambulances. There have been OSHA issues for bodies that

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have come into the morgue that do not meet OSHA standards.

When the Sheriff's Office is contacted regarding a death, a County deputy responds to the scene as a Deputy Medical Examiner. Currently, there are 32 County deputies on active road patrol. The Medical Examiner maintains jurisdiction of the body and if it is a suspicious death, then a detective will maintain control of the scene. The deceased's family doctor is normally contacted for verification as to whether a death was expected or not. If the death was not expected, then the Medical Examiner's office is notified.

Dr. Lamb reviewed actions that are to be taken by the Deputy Medical Examiner at the scene. She suggested that it would be beneficial to have a nurse employed for certain on-scene cases. Being a Sheriff's Deputy is the only qualification or training that is received for becoming a Deputy Medical Examiner. Dr. Lamb would like to amend this.

Commissioner Bolton stated that a deputy receives first aid training.

Dr. Lamb recommends more individuals be qualified at the field investigator level. The Sheriff's deputies are requesting additional training. An individual on scene with both a medical and criminal background, as in the case of retired law enforcement personnel would be ideal.

Dr. Lamb reported that Lenawee County is fortunate to have a forensic person come to the County, rather than ship the bodies out.

Dr. Lamb reported that the Medical Examiner's Office's insurance will not cover non-County law enforcement personnel declaring a death at the scene. She recommends special training for the field investigators, and adding a field operative to investigate scenes.

Dr. Lamb reported on a recent suicide incident where CSC became evident and she stressed that every suicide should be investigated as a homicide.

Chief Collins, Adrian Police Department, reported that a call for assistance once took approximately four hours. The delay in response time has initiated the request by other law enforcement agencies to become deputized medical examiners.

Dr. Lamb reported that a physician must ultimately release a case.

Commissioner Van Doren stated that the insurance umbrella is clarified.

Jim Schwartz, Adrian Police Department, recommended streamlining the process

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to save time and money for the individual departments including the Sheriff's Department.

Dr. Lamb stated that any death at home merits a Sheriff's deputy response.

Commissioner Bolton stated that it is important to obtain training for current individuals in the field.

Commissioner Stimpson recommended a review committee consisting of the Sheriff, Dr. Lamb, a representative from the local police chiefs, a member of the County Board of Commissioners, and possibly a member of the EOC, to determine the nature and necessity training options.

Commissioner Stimpson requested clarification of training insurance coverage be reviewed at the next Criminal Justice Committee meeting.

Dr. Lamb stated that the current system is productive, but some fine tuning would be.

Commissioner Stimpson encouraged open dialogue between all parties throughout these concerns.

Motion by Gallagher, supported by Bolton, to postpone discussions of changing the current Medical Examiner deputization process until the July, 2008 Criminal Justice Committee meeting. Motion carried.

Commissioner Van Doren stated that Dr. Lamb has sent a letter of request to Kapnick Insurance for coverage. Commissioner Van Doren stated that all future insurance coverage requests are to go through the Administrator's Office.

Dr. Guild stated that the Sheriff's Department deputies do an excellent job on scene and are asking pertinent questions. He wants to thank them for their efforts.

IV Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- a. Operation Underage – The Sheriff's Department continues going to bars to check for facilities that serve underage individuals.
- b. Sentencing Guidelines review – The Michigan Department of Corrections is reviewing sentencing guidelines in efforts to help budgetary constraints by

keeping people out of jail or reducing time spent in jail. This could cost the County more by keeping individuals in a County jail longer.

- c. Michigan Sheriff's Association DARE – This program went by the wayside. The Sheriff's Association is going to try to revitalize the program.
- d. Personnel – Sheriff Richardson reviewed personnel issues including medical leaves of absence.
- e. Jail Statistics – During the month of May, the jail had 319 admissions, with 233 males and 86 females. The average daily population was 211 with a high count of 224 and a low count of 197.
- f. Early Releases – There were no early releases in May. There have been no early releases in 2008.
- g. Presentations – Commissioner Bolton requested one short presentation per month for a chance to hear about different programs in law enforcement. This would educate the members of the Committee, and would show how different facets of the Sheriff's Department works. Omni, Honor Guard, or Marine Patrol would all be examples of programs to present.

h.

V Finance Reports

Kathy Bernardo reviewed the finance reports (full text on file).

VI Prosecuting Attorney's Report

Jonathan Poer reported that in May, there were 286 warrant requests. A total of 259 adult warrants were authorized, of which 159 were misdemeanors and 100 were felonies.

A case tracking number is assigned to each case. If the case is sent back, it normally comes back on the original case number. Duplication of cases should be rare.

During the month of May, there were 42 juvenile petitions authorized, of which 25 were misdemeanors and 17 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized two (2) Violation of Personal Protection Order petitions during the month.

As of May 31, 2008, there were 24 pending appellate cases.

VII Emergency Management report

Jim Anderson reported on the following:

Motion by Bolton, supported by Gallagher to table discussion of the Emergency Preparedness Directory for County Buildings until the July, 2008 Criminal Justice Committee meeting. Motion carried.

- a) 1st Responder Emergency Guidebooks: Jim Anderson provided the Commissioners with a 2008 guidebook, and explained how to use the manual. These manuals were paid for through a grant.
- b) Homeland Security & Local Emergency Planning Committee: The Local Emergency Planning Committee has not been active since the establishment of the Emergency Management office. Jim Anderson is nominating ten local individuals that have to be approved by the Board of Commissioners for a committee.
- c) Siena Heights University Internships: Jim Anderson reported that he has one intern working on an emergency plan for the library. A new intern is working on a plan for Associated Charities. The new intern has to put in 200 hours to complete the Master's program.

VIII Other Business

The Maurice Spear Campus minutes are available for review (on file).

Locks at the Sheriff's Department

Sheriff Richardson informed Commissioner Stimpson that he has not had a need to re-key the Sheriff's Department in at least seven years. This was a referral from the Physical Resources committee. The original request was to re-key the Sheriff's Department with a FOB system. The cost for this was over \$3,000. To rekey the building would be approximately \$400 with traditional keys.

Motion by Gallagher, supported by Bolton, to table discussion of re-keying the Sheriff's Department until the July, 2008 Criminal Justice Committee meeting. Motion carried.

IX Adjournment

Motion by Bolton, supported by Gallagher, to adjourn the meeting at 12:00 P.M. Motion carried.

CLW/ksb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, JULY 3, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Others Present: Commissioner Tillotson

Also Present: Sheriff Richardson, Jay Gliwa, Mack Haun, Irv Shaw, Jim Anderson, Cheryl Whipple, Tim Hernandez (WLEN), and Rebecca Borton

I Approval of Minutes

Motion by Bolton, supported by Gallagher, to approve the minutes of the June 5, 2008 meeting. Motion carried.

II Medical Examiner follow-up

Commissioner Stimpson reported that Dr. Lamb was unable to attend today's meeting. He will be requesting a report and any recommendations from the Medical Examiners Office to be presented at the August Criminal Justice Committee meeting.

III Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- a. M.S.A. Conference - Michigan Sheriff's Association conference was held and went very well; the new M.S.A. director was introduced.
- b. N.S.A. Conference - National Sheriff's Association was very informative. Senator McCain was a guest speaker and the future of the Byrne Grant was discussed; this grant funding effects Lenawee County.
- c. The American Vet Traveling Tribute – A 4/5 replica of the Vietnam Memorial Wall will be coming to Lenawee in September, 2008. The "American Veterans Traveling Tribute" is an unforgettable exhibit that pays tribute to the men and women who served the U.S. Armed Forces.

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- d. A.P.S. Proposal – The APS system is the ticket writing machines to be installed in patrol vehicles and the Sheriff will be discussing in further detail at an upcoming meeting.
- e. M.I.S. Weekend – The June race weekend went smoothly and Sheriff Richardson stressed how much he appreciates having State Troopers assisting. The State of Michigan has suggested that they would be willing to help fund some of the Sheriff's Department costs in the future if there is available funding. The Sheriff's Department has jurisdiction at the gates and on the grounds.

Comm. Van Doren inquired if MIS had made the request to have deputies at the gates.

Sheriff Richardson reported that normal responsibilities include patrolling the area and handling complaints. He will look into the bill back procedure for extra requested tasks.

August 16th is the next scheduled race.

- f. Personnel – Sheriff Richardson reviewed personnel issues including medical leaves of absence.
- g. Jail Statistics – During the month of June, the jail had 378 admissions, with 302 males and 76 females. The average daily population was 217 with a high count of 235 and a low count of 199.
- h. Early Releases – There were no early releases in June. There have been no early releases in 2008.

Sheriff Richardson stressed that admissions and early releases have been kept low by working with the judges and community corrections. The cooperation between neighboring sheriff's departments has contributed to keeping costs down.

Comm. Van Doren informed Sheriff Richardson that Cambridge Township has an Animal Control complaint to review with him.

Comm. Stimpson recognized the efforts of the Sheriff's Department and the Board of Commissioners working together.

IV Finance Reports

Cheryl Whipple reviewed the finance reports (full text on file).

V Prosecuting Attorney's Report

Irv Shaw reported that in June, there were 294 warrant requests. A total of 257 adult warrants were authorized, of which 177 were misdemeanors and 80 were felonies.

During the month of June, there were 34 juvenile petitions authorized, of which 21 were misdemeanors and 13 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized two (2) Violation of Personal Protection Order petitions during the month.

As of June 30, 2008, there were 24 pending appellate cases.

VII Emergency Management report

Jim Anderson reported on the following:

a) Emergency Preparedness Directory for county buildings

Jim Anderson provided a sample of an Emergency Preparedness directory, and explained that between 72 and 79 copies would be required and would cost approximately \$2,100.

Motion by Bolton, supported by Gallagher, to refer the Emergency Preparedness Directory for County Buildings to the Personnel/Ways and Means Committee for discussion.

Motion by Bolton, supported by Gallagher, to amend the motion to refer the Emergency Preparedness Directory for County Buildings to the Physical Resources Committee for discussion of safety issues. Motion Carried.

The original motion as amended carried.

b) Continuity of Operations and Recovery Planning for County Depts.:

Jim Anderson referred to the Audit Report and he anticipates that this project will be large and intense, but can be put together in-house. He declared that the support of Committee, and the Board of Commissioners, will be necessary to compile the plan.

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Comm. Van Doren also confirmed the importance of this project and the Committees support.

Jim Anderson will gather more information and report back to the Committee.

VIII Other Business

Seat belt law – Comm. Bolton submitted a flyer on the new seat belt law.

Dispatch Director - Jay Gliwa introduced himself and gave a brief Dispatch Center activity update. Personnel is down in the dispatch center, but Mr. Gliwa is positive about replacements and training efforts.

IX Adjournment

Motion by Gallagher, supported by Bolton, to adjourn the meeting at 11:05 A.M. Motion carried.

CLW/rdb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, AUGUST 7, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson (arrived at 10:20 a.m.), Gallagher, and Van Doren

Also Present: Sheriff Richardson, Jay Gliwa, Mack Haun, Jon Poer, Jim Anderson, Chris Foerg, Cheryl Whipple, Tim Hernandez (WLEN), and Rebecca Borton

I Approval of Minutes

Motion by Gallagher, supported by Van Doren, to approve the minutes of the July 3, 2008 meeting. Motion carried.

II Medical Examiner follow-up

Commissioner Van Doren recommended that the Medical Examiner status follow the Sheriff's Report.

III Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- a. Exercises – The Sheriff's Department was involved in several exercises:
 - The Health Department conducted a successful exercise to dispense medicines in the event of an epidemic outbreak.
 - A Mass Casualty Regional table top exercise at MIS.
 - Mass Casualty functional exercise at Siena Heights University.
- b. Medical Examiner Training - On July 29th and 30th, Doctors Lamb, Haddad, Guild, and Cassin (Washtenaw County Medical Exam) offered training on Medical Examiner reports and investigations.
- c. Tuition Reimbursement – A tuition reimbursement request from Corporal Linger was reviewed, and will be submitted to the County Administrator's Office.

Motion by Van Doren, supported by Gallagher, to approve the tuition reimbursement application, provided review by the County Administrator's Office determines the requirements of the tuition reimbursement policy have been met. Motion carried.

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- d. 2008 Lenawee County Fair – Activity relating to the Lenawee County fair held July 20-26 was reviewed and the Sheriff reported that incidents involving juveniles were on the rise.
- e. Stock Kill Claim – A stock kill claim recently submitted from Rollin Township in the amount of \$42.64 was reviewed. Sheriff Richardson reviewed the claim with the claimant. There was no action taken by the Committee due to the lack of a police report, or an inspection of the carcasses by the Township Supervisor.
- f. Personnel – Sheriff Richardson reviewed personnel issues including the retirement of Dispatcher Seeberger.
- g. Jail Statistics – During the month of July, the jail had 336 admissions, with 263 males and 73 females. The average daily population was 230 with a high count of 251 and a low count of 218.
- h. Early Releases – There were no early releases in July and there have been no early releases in 2008.
- i. Other Business – Commissioner Van Doren inquired about the billing status for services at MIS. Sheriff Richardson will confirm with Lt. Creswell and report back to the Committee next month.

Commissioner Van Doren inquired on the status of the Cambridge Township dog complaint. The Sheriff reported that the dog has been checked and is in fine condition, but investigations will continue.

Commissioner Van Doren reported that the Jail Collections Account Clerk is working with the Accounts Payable Committee and the court system in an attempt to establish a procedure to recover non-reimbursable health insurance expenses incurred by inmates.

IV Medical Examiner follow-up (continued)

Commissioner Stimpson requested a review from the Sheriff of the Medical Examiner's Office training. Sheriff Richardson has been pleased with the training offered by the Medical Examiner and he believes that additional training is forthcoming. Commissioner Stimpson stated that the initial investigation of any suspicious death is the foundation of the case.

Commissioner Van Doren inquired from the Emergency Management Coordinator if he had received the information necessary to complete the mass fatalities portion of the Emergency Operation Plan. Mr. Anderson responded that he had not.

The commissioners in attendance at today's Criminal Justice Committee Meeting

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received a package yesterday from Dr. Lamb. Commissioner Van Doren requested that the interdepartmental mailing system be explained to the Medical Examiner's Office to avoid higher delivery charges.

Commissioner Stimpson redirected the discussion to the training issue and inquired as to what level of training is required by the Sheriff's Department, local police, and the EMO to be confident when handling incidents involving a death.

Chief Haun described current communication procedures between officers and the ME upon initial investigation. The officer will describe the scene and any observations to the Medical Examiner, the ME will then make additional inquiries and determine how to further handle the situation.

Commissioner Stimpson stated that a training plan, or schedule, is imperative. He would like to know what is considered appropriate training and continuation of training for officers. It would be extremely beneficial to have this information for the establishment of the 2009 budget.

Chief Haun, Tecumseh Police Department, reported that in other areas of Michigan, the Medical Examiner responds to 50% of incidents involving a death by attending the scene.

Chris Foerg, Ann Arbor Police Department, added that in Ann Arbor the ME Office responds to every death incident, with the exception of a few Hospice cases. It was noted that this Medical Examiner's Office maintains full time staff.

V Finance Reports

Cheryl Whipple reviewed the finance reports (full text on file).

V Prosecuting Attorney's Report

Prosecutor Poer reported that in July, there were 303 warrant requests. A total of 270 adult warrants were authorized, of which 188 were misdemeanors and 82 were felonies.

During the month of July, there were 29 juvenile petitions authorized, of which 23 were misdemeanors and 6 were felonies.

The State PACC/PAAM alternative activity count report was also reviewed.

The Prosecuting Attorney's office authorized one (1) Violation of Personal Protection Order petition during the month.

As of July 31, 2008, there were 16 pending appellate cases.

VI Emergency Management report

Jim Anderson introduced Chris Foerg, from the Ann Arbor Police Department, who is working on his master degree in Emergency Management. Chris is currently working on his internship by creating a Continuity of Operations and Recovery Plan for Lenawee County's Associated Charities.

Jim presented the Emergency Management report and covered the following topics:

a) Continuity of Operations and Recovery Planning for County Departments

Jim suggested an action plan to facilitate each Lenawee County department in creating its own Continuity of Operations Plan (COOP), also known as a Disaster Recovery Policy.

He proposes that each department head designate key staff to complete a FEMA Independent Study on-line computer class.

b) Mass Fatality Regional table top exercise

A Mass Fatality Regional table top exercise was conducted August 6, 2008. Approximately 60 persons from Lenawee, Hillsdale, and Jackson County participated in the tornado scenario at MIS. Jim commended Dr. Lamb for her role in the exercise and reported that the Health Department and Dr. Lamb are looking forward to working together on a mass fatality plan.

c) Mass Casualty functional exercise at Siena Heights University

Eight fire departments, Lenawee County Ambulance, Life Flight and Promedica Air, Adrian Police, Central Dispatch, CERT, 30 victims, observers, evaluators, and Lenawee Emergency Management attended the mass casualty exercise at Siena Heights University.

Commissioner Van Doren inquired about a plan to maintain the Emergency Management Office, in the event of personnel turn-over. Jim Anderson assured the committee that he and Jack Welsh have both made the commitment to closely follow through with the operations of the Emergency Management Department.

VIII Adjournment

*Motion by Gallagher, supported by Van Doren, to adjourn the meeting at 11:30 A.M.
Motion carried.*

CLW/rdb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, SEPTEMBER 4, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Also Present: Dr. Patricia Lamb, Sheriff Richardson, Jonathan Poer, Jim Anderson, Chris Foerg, Erica Raymond, Cheryl Whipple, Dennis Pelham (Daily Telegram), Tim Hernandez (WLEN), and Rebecca Borton

I Approval of Minutes

Motion by Van Doren, supported by Bolton, to approve the minutes of the August 4, 2008 meeting. Motion carried.

II Medical Examiner

Dr. Lamb presented the Medical Examiner's report and covered the following topics:

Dr. Lamb reported that she does not foresee any funding to be forthcoming from the State of Michigan and will make every effort to stay within current budgeted levels. She explained there are currently 75 Medical Examiners for 83 counties, and there are a couple of directions that the Medical Examiners may take with the re-organization by the State of Michigan.

It is anticipated that another didactic training will be scheduled in October and the expected focus will be on the investigative phase. Dr. Lamb has been working with schedules to avoid overtime and would like to complete one more didactic before determining if the training is adequate.

Commissioner Stimpson is striving for appropriate understanding and communication between the Deputies and Medical Examiner. In order to achieve and maintain the effectiveness of investigations, he believes that training and updates need to continue on a regular basis.

Commissioner Gallagher inquired on the cost of an autopsy exam. Dr. Lamb responded that she tries to keep costs at approximately \$1,100-\$1,300, which is a little lower than the state's average; however, some cases may be as high as \$2,000.

Commissioner Van Doren inquired if all autopsy charges that are submitted to the Accounts Payable Committee are ordered for determining death. Dr. Lamb noted

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that the state statute sets the standards to order an autopsy be conducted, and she confirmed that no personal autopsies are conducted by the Medical Examiner's Office. She reported that personal requests are normally referred to the funeral director, and paid for by the families.

Commissioner Stimpson inquired if there was any feedback from the participants on training sessions, and felt that it would be beneficial for further training sessions.

Discussion followed on types of training, training schedules, and regular updates to the Criminal Justice Committee.

Dr. Lamb expressed interest in continuing education for the Medical Examiner's Office staff. She will be meeting with Cheryl Whipple to determine options available for including in the ME departmental budget request.

Dr. Lamb is currently using the national ME mass casualty plan, and will be contacting other morticians within the state with a proposed mutual aide agreement in regards to mass fatalities. Dr. Lamb should be able to meet with Emergency Management to work on creating a mass fatality plan sometime in October.

Funding for disasters was reviewed, and the Board of Commissioners are aware that disaster funding will have to initially come from the County while reimbursement options are investigated. Some funding has been included in the budget.

The department Continuity of Operations Plan (COOP) was briefly reviewed and Dr. Lamb believes this project could be completed by the end of the year.

Dr. Lamb was agreeable to have a written Training Plan proposal available by the November Criminal Justice Committee meeting. It was noted that Dr. Lamb should keep these training concerns in mind while preparing any budget requests.

Commissioner Stimpson recognized the value of Dr. Lamb's time, and thanked her for participating. He conveyed the Committee's concern to resolve the training issue. Commissioner Stimpson anticipates that the establishment of a training plan will produce a communicable solution, and he looks forward to reviewing it.

III Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- A. Michigan International Speedway Final Race – The personnel activities of the Sheriff's Department during an MIS race weekend were reviewed. The Sheriff reviewed the hours worked by Sheriff's Department personnel and reserves. He further stated that all costs, with the exception of the complaint cars, are reimbursed by MIS.
- B. Victim Service Unit – This program began in April and volunteers help officers by tending to distressed individuals on the scene. There has been a great response from the community.
- C. Mounted Division Equipment - A request from the Mounted Division for equipment was reviewed.

Motion by Bolton, supported by Gallagher, to approve the purchase of equipment for the Lenawee County Mounted Division in the amount of \$4,152.90, to be paid from the fund 467- \$25,000 (2008) allocation. Motion carried.

- D. Recording System – A quote from DSS Corp. for an upgrade to a DSS Equature Recording System for an annual amount of \$17,500 for five years, totaling \$87,500 was reviewed. Discussion followed on possible budgeting options to fund this inter-office recording system.

Motion by Bolton, supported by Gallagher, to recommend the five year purchase commitment of the recording system to the Personnel/Ways and Means Committee for a total amount of \$87,500, with the first year funding \$17,500 to be paid from fund 467- Project SJ18 and increasing the budget from \$14,000 to \$17,500 for the remaining four (4) years in the Sheriff's service contract line item number 101-5000-762.84-55. Motion carried.

- E. Humminbird sonar - The benefits of using a sonar transmitter/receiver by the Marine Division was reviewed.

Motion by Bolton, supported by Gallagher, to approve the purchase of a sonar transmitter/receiver for the Marine Division in an amount not to exceed \$1,800 to be paid for from the fund 467- \$25,000 Allocation (2008). Motion carried.

- F. Personnel – Sheriff Richardson reviewed personnel issues including an auto accident and a broken chair accident. He also announced the promotion of Dale Sharp to Detective.

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G. Jail Statistics – During the month of August, the jail had 399 admissions, with 304 males and 94 females. The average daily population was 239 with a high count of 261 and a low count of 225.

H. Early Releases - There were no early releases in August and there have been no early releases in 2008.

IV Finance Reports

Cheryl Whipple reviewed the finance reports (full text on file). She noted that with changes authorized the revised unallocated balance is \$10,409.

V Prosecuting Attorney's Report

Prosecutor Poer reported that in August, there were 338 warrant requests. A total of 299 adult warrants were authorized, of which 188 were misdemeanors and 111 were felonies.

During the month of August, there were 24 juvenile petitions authorized, of which 12 were misdemeanors and 12 were felonies.

The State PACC/PAAM alternative activity count report was reviewed.

The Prosecuting Attorney's office authorized two (2) Violation of Personal Protection Order petition during the month.

As of August 31, 2008, there were 17 pending appellate cases.

VI Emergency Management report

Jim Anderson presented the Emergency Management report and covered the following topics:

Continuity of Operations and Recovery Planning for County Depts. – There will be a meeting with department heads on Tuesday, September 16, 2008 at 3:00 P.M. in the Commissioners Chambers.

Emergency Preparedness Guide – Delivery of the Emergency Preparedness Guide is expected to be approximately eight weeks after completion.

Public Information Officer Vacancy - Jim recommended training two new Public Information Officers due to employment changes within the Administrator's Office. The role of the Public Information Officer is to handle media releases during times of a local emergency. Training sessions have become available in 2009 and Jim would like to reserve two places before the classes become full. The only cost would be for travel and lodging.

NIMCAST & Capability Assessment - Jim recently completed the federally required National Incident Management System Capability Assessment Support Tool.

VII Other Business

The Maurice Spear Campus minutes are available for review (on file).

Commissioner Van Doren updated on the 9-1-1 legislative. There are three recommendations:

- 1) TAM communications are recommending the base be set at the 2007 landline usage rate with no increase for inflation and with no opportunity for increase through 2013.
- 2) Both the MAC and the County are recommending that the landline be set at the highest rate, have a COLA over the \$.80 and allow an avenue of increasing to an unlimited amount by the voters, with monthly payments directly to the county.
- 3) Telecommunications would like to have one check cut to the state with a cap at \$.80 total.

Commissioner Stimpson urged everyone to contact Cameron Brown regarding this subject.

The E911 Board is to review potential POAM contract changes for a Dispatch Center Shift Leader position.

VIII Adjournment

Motion by Gallagher, supported by Bolton, to adjourn the meeting at 11:51A.M. Motion carried.

CLW/rdb

MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, OCTOBER 2, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Other Commissioners present: Commissioner Tuckerman

Also Present: Al Navarro, David Stanifer, Erica Raymond, Don Welch, Sheriff Richardson, Jonathan Poer, Jim Anderson, Dr. Patricia Lamb, Cheryl Whipple, Dennis Pelham (Daily Telegram), Tim Hernandez (WLEN), and Rebecca Borton

I Approval of Minutes

Motion by Bolton, supported by Gallagher, to approve the minutes of the September 4, 2008 meeting. Motion carried.

II Probate Court – Juvenile Division vehicle request

David Stanifer explained that approximately a year ago, the transfer of a Sheriff's Department patrol car was authorized to the Juvenile Division for the purpose of transporting juveniles between court and Maurice Spear Campus. It was recently determined that this vehicle is in need of a major engine overall. The 2005 Crown Victoria is inoperable and has been towed to the Sheriff's Department to be sold at auction.

The Sheriff's Department currently has three vehicles that are in good condition to be sold at auction. Sheriff Richardson has allowed the Juvenile Division use of one of the vehicles pending a decision.

Mr. Stanifer requested the transfer of one of the auction vehicles as a replacement vehicle.

Sheriff Richardson explained that the junk car got \$2,000 at the public auction and they would like \$3,500 to compensate the vehicle fund. The minimum amount received on other vehicles at the auction was \$5,000.

Commissioner Van Doren reminded the committee that this has been discussed in the past and the committee had decided that when another department required an auction vehicle it would be transferred from the Sheriff's Department with the understanding that the Sheriff's Department will come back to the committee with additional funding request when required.

Motion by Gallagher, supported by Bolton, to recommend the transfer of one of the Sheriff's Department auction vehicles to the Juvenile Division, with the Sheriff's Department to return to the Committee with any future vehicle funding requests if necessary. Motion carried.

III Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- A. E. coli Jail - There were twelve inmates affected by a diarrheal illness at the jail. The Health Department was involved in an investigation that confirmed five inmates infected with a bacteria genetically linked to E. coli identified in other illness across Michigan and in Illinois. Sheriff Richardson commended the efforts of the Health Department with this situation.
- B. M.D.C. – Server – Options to repair the Mobile Data Computer system are being investigated.
- C. M.C.O.L.E.S. Part-time Officers – The Michigan Commission on Law Enforcement Standards (M.C.O.L.E.S.) will put into effect a new standard that will require part-time enforcement officers to work a minimum of 520 hours per year to remain certified by 2012. This will affect many surrounding local police departments that depend on part time officers.
- D. C.J.I.S. – The Criminal Justice Information System was previously funded in the State Police budget. Due to funding cuts, the cost share ratio will now be 85/15%. The formula for distributing cost sharing has yet to be determined, and the affect on County is not known at this time.
- E. Personnel – Sheriff Richardson reviewed personnel issues including three Correction Officers, one Detective, and one Deputy that are off work.
- F. Jail Statistics – During the month of September, the jail had 284 admissions, with 234 males and 50 females. The average daily population was 248 with a high count of 262 and a low count of 236.
- G. Early Releases - There were no early releases in September and there have been no early releases in 2008.

Commissioner Gallagher inquired about the status of reserves carrying weapons.

Sheriff Richardson reported that after further investigation, it was decided that the reserves will not be allowed to carry firearms.

Commissioner Van Doren stated that the Village of Clinton recently expressed their disappointment with the lack of support from the Sheriff's Department reserves during the Clinton Fall Festival. The reserves had been utilized for the past 36 years.

Several questions regarding the discontinuation of this service were discussed.

Sheriff Richardson explained that for liability purposes the Sheriff's Department cannot allow Reserves to work without a certified officer present. The reserves represent the Sheriff's Department and are therefore required to work with the Sheriff's Department. Other counties require ratios of reserves to certified officers at 1:1, while some are 3:1. Reserves are not full time certified officers and do not have authority to ride alone. The Village of Clinton was notified approximately six months ago that the reserves would be available if the Village of Clinton hired a Deputy to be there for the day.

Discussion was held on the similarity of uniforms with the reserves, Central Dispatch personnel, and deputies. The Sheriff has submitted a request to fund Central Dispatch uniform changes as part of the 2009 budget process.

Discussion was held regarding reserves working with the Community Corrections work crew.

Other notes:

- Tuition reimbursement was approved for Corporal Linger.
- The Honor Guard recently received additional funding.
- The ticket writing machine grant has been awarded and the project has been initiated.

IV Finance Reports

Cheryl Whipple reviewed the finance reports (full text on file).

V Prosecuting Attorney's Report

Prosecutor Poer reported that in September, there were 283 warrant requests. A total of 229 adult warrants were authorized, of which 155 were misdemeanors and 74 were felonies.

During the month of September, there were 35 juvenile petitions authorized, of which 24 were misdemeanors and 11 were felonies.

The State PACC/PAAM alternative activity count report was reviewed.

The Prosecuting Attorney's office authorized two (2) Violation of Personal Protection Order petition during the month.

As of September 30, 2008, there were 12 pending appellate cases.

VI Medical Examiner's Report

Dr. Lamb presented the Medical Examiner's Report for the month of September (on file). She reported on the current condition of the county morgue and stated her interest in finding a way to have it updated.

Commissioner Stimpson suggested that Dr. Lamb contact Bixby Hospital regarding possible updates to the morgue.

VII Emergency Management report

Jim Anderson presented the Emergency Management report and covered the following topics:

- A. Continuity of Operations and Recovery Planning for County Depts. – The meeting with the County department heads held on September 16, 2008 went well.
- B. Verizon proposal – A proposal from Verizon to maintain six (6) analog “copper” phone lines as a backup system to the County's current fiber optic system in the Emergency Operations Center was reviewed. The annual cost for the six lines would be approximately \$2, 800 per year.

The pros and cons of having the additional lines were reviewed.

Motion by Gallagher, supported by Bolton, to refer the matter of the installation of analog phone lines for the Emergency Operations Center to the IT Committee for further discussion. Motion carried.

- C. Region 2 Planning Commission project – Charles Reisdorf, Region 2 Planning, is scheduled to offer a presentation on the, “Hazard Mitigation Strategy” at the October 8th Board of Commissioners meeting. Jim Anderson stressed the importance of implementing this plan, as it effects potential grant applications.
- D. Adrian College Emergency Action Plan –Emergency Management is working with the head of security from Adrian College on an Emergency Action Plan for the school.
- E. Homeland Security and Local Emergency Planning Team – The first Homeland Security and Local Emergency Planning Team meeting is scheduled for October 3, 2008. This team will be deciding priorities for use of funds. Information on local projects is expected to be announced in the near future.

VIII Community Corrections Report

Al Navarro reported on the activities of Community Corrections (on file). There were 58 participants assigned to the hard labor program for the month of August, and there have been 582 participants for 2008, with an annual savings of \$17,069.50.

IX Other Business

A list of talking points on 911 funding was provided.

The Maurice Spear Campus minutes are available for review (on file).

X Adjournment

Motion by Bolton, supported by Gallagher, to adjourn the meeting at 11:47 A.M. Motion carried.

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MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, NOVEMBER 6, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Other Commissioners present: Commissioner Tillotson (*arrived at 10:45 a.m.*)

Also Present: Mike Randolph, Terry Collins, David Elwell, Larry Weeks, Jack Welsh, Marilyn Woods, Don Welch, Erica Raymond, Don Welch, Sheriff Richardson, Vicki Daniels, Jonathan Poer, Cheryl Whipple, Dennis Pelham (Daily Telegram), Tim Hernandez (WLEN), and Rebecca Borton

I Approval of Minutes

Motion by Gallagher, supported by Bolton, to approve the minutes of the October 2, 2008 meeting. Motion carried.

II Michigan Commission on Law Enforcement Standards (MCOLES)

Chief Randolph reported that M.C.O.L.E.S. has identified part time officers as enforcement officers working a minimum of 520 hours per year to remain certified. This will affect many surrounding local police departments that depend on part time officers. The departments may no longer be able to afford the additional hours required to maintain their current staff. The local departments within Lenawee County are in support of a training standard in lieu of working hours to certify officers.

Chief Weeks explained some of the affects this is expected to have when local departments cannot maintain coverage leaving the burden to the county and state.

The MCOLES board is assigned by the governor and is made up of primarily 11 non-union state officers and 6 union representative officers.

Lenawee County local police departments are requesting support of the Board of Commissioners with a resolution in opposition of the MCOLES standard.

Motion by Bolton, supported by Gallagher, to recommend the endorsement of the resolution in opposition of the Michigan Commission on Law Enforcement Standards (MCOLES) 520 hour standard for police officers to the Board of Commissioners. Motion carried.

Chief Weeks has been collecting resolutions from around the state and offered his assistance with distribution.

Commissioner Van Doren explained that the Board of Commissioners would send it to Brown, Simpson, Spade, MAC, and all other counties in Michigan.

Commissioner Stimpson recommended that a cover letter from the chair of the Board of Commissioners detailing concerns specific to Lenawee County.

The Police Chiefs in attendance agreed that their goal is to have the rule rescinded and then opened up for further discussion.

Chief Weeks was excused to return to his office.

III Sheriff's Department Report

Sheriff Richardson presented the Sheriff's Department report and covered the following topics:

- A. M.S.A. Fall Conference – Sheriff reviewed his recent attendance to the Michigan Sheriff's Association conference.
- B. Computer School – Det. Gary Ward recently attended computer forensics school to work with Matt Richardson in the computer crime division. This is the same school Matt attended last year.
- C. Jail Inspection – The jail inspection was October 22, 2008 and was found to be in full compliance. It was noted that issues with paint peeling from the walls in the shower may become an issue in the future.
- D. G.E.D. Program Up-date – Three people recently took the GED test at ISD, but their scores have yet to be received.
- E. Stock Kill Claim – Sheriff Richardson requested clarification on the process of stock kill claim incidents when the owner of the destructive dog is known.

It was reported that these property loss claims should be handled through the court systems by the stock owner and the dog owner.

- F. In-Car camera – Sheriff Richardson requested that fleet funds be used to purchase a camera for a patrol car. A few different project funds were discussed to determine appropriate funding use.

Motion by Bolton, supported by Gallagher, to authorize \$5,400 for the purchase of a patrol car camera from fund 467 project number SJ18. Motion carried.

- G. Underwriters – Lawsuits – The underwriters have commended the performance of Attorney Cindy Reach with current lawsuits.
- H. Computer Update – The IT Department has suggested upgrading the computers in the Sheriff's Department in an amount of \$8,000. Sheriff Richardson requested

approval to use \$7,000 from fund 467 for the upgrade, with the remaining \$1,000 being the responsibility of the Dispatch Center.

Budget fund balances were reviewed.

Motion by Bolton, supported by Gallagher, to authorize computer upgrades in an amount not to exceed \$8,000 from budgeted computer line items from the Sheriff's Department and Dispatch with the balance if necessary from 467 unallocated 2008 balance. Motion carried.

- I. Jail Statistics – During the month of October, the jail had 303 admissions, with 227 males and 76 females. The average daily population was 246 with a high count of 258 and a low count of 233.
- J. Early Releases - There were no early releases in October and there have been no early releases in 2008.
- K. Fuel Costs – Motor fuel costs were nearly \$22,000 over budget as of the end of October.

Commissioner Bolton inquired about patrol vehicles being left to idle. Sheriff reported that vehicles are not to be left idling. Some Sheriff Department vehicles are E85 compatible.

- L. Other Business – Sheriff Richardson announced that he is anticipating his resignation as Sheriff around the 8th of December to avoid any conflicts with his new position as township supervisor. He has been in contact with the Prosecuting Attorney to establish proper procedure.

Sheriff Richardson was excused from the meeting at 10:40 a.m. to attend a funeral.

IV Finance Reports

Cheryl Whipple reviewed the finance reports (full text on file).

V Prosecuting Attorney's Report

Prosecutor Poer reported that in October, there were 269 warrant requests. A total of 227 adult warrants were authorized, of which 131 were misdemeanors and 96 were felonies.

During the month of September, there were 32 juvenile petitions authorized, of which 14 were misdemeanors and 18 were felonies.

The State PACC/PAAM alternative activity count report was reviewed.

The Prosecuting Attorney's office authorized no (0) Violation of Personal Protection Order petitions during the month.

As of October 31, 2008, there were 16 pending appellate cases.

Mr. Poer reviewed the statistics that were collected and submitted by Comm. Bolton. He recommended a few corrections and commended her efforts.

Jonathan Poer reported that he reviewed the process of Sheriff's resignation this morning with the Sheriff.

VI Emergency Management report

Jack Welsh presented the Emergency Management report and covered the following topics:

- A. Emergency Management Coordinator Position – Jack Welsh reported that due to Jim Anderson's appointment to the Undersheriff position, the Emergency Management Coordinator's position will soon become available.

Motion by Bolton, supported by Gallagher, to recommend to the Personnel/Ways & Means Committee lifting the hiring freeze for the Emergency Management Coordinator position. Motion carried.

- B. CERT Program – Jack reviewed the status of the Cert Program. As director of the program, Jack has had success and he assured the Committee that the program director position will be passed on accordingly.

VII Medical Examiner's Report

Commission Stimpson reviewed the Medical Examiner's Report for the month of October (on file).

VIII Community Corrections Report

Nothing to report at this time.

IX Other Business

The Maurice Spear Campus minutes are available for review (on file).

X Adjournment

Motion by Bolton, supported by Gallagher, to adjourn the meeting at 10:57 A.M. Motion carried.

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MINUTES

CRIMINAL JUSTICE COMMITTEE THURSDAY, DECEMBER 3, 2008 - 10:00 A.M. COMMISSIONERS' COMMITTEE ROOM

Present: Commissioners Bolton, Stimpson, Gallagher, and Van Doren

Other Commissioners present: Commissioner Tillotson

Also Present: Steve Stocker, Cletus Smith, Jack Welsh, Gaylord Herriman, Vicki Daniels, Jonathan Poer, Cheryl Whipple, Dennis Pelham (Daily Telegram), Tim Hernandez (WLEN), and Rebecca Borton

I Approval of Minutes

Motion by Gallagher, supported by Bolton, to approve the minutes of the November 6, 2008 meeting. Motion carried.

III Sheriff's Department Report

Captain Smith presented the Sheriff's Department report and covered the following topics:

A. Vehicle Purchase request – Carryover

The Sheriff's Department is requesting \$4,475.95 to outfit the recently purchased Expedition with radio, light bars, etc.

The status of the current vehicle fleet, including vehicle auctions, was discussed.

The budget balance in the Law Enforcement Vehicle Operating Supplies account (84-60) account was reviewed, and was determined to have a sufficient balance to cover the cost of outfitting the new Expedition.

Cheryl Whipple explained that during the budgeting process that the reimbursement for sale of vehicles was budgeted, but this amount was not included on the expense side. Therefore there will be insufficient funds in the vehicles account to cover costs of the new vehicle.

Motion by Bolton, supported by Gallagher, to recommend the budget amendment to increase the vehicles account for the purchase of the new vehicle to the Personnel/Ways and Means Committee. Motion carried.

B. Stock Kill – A stock kill claim from Macon Twp was reviewed where one chicken was damaged and one was destroyed; the owner of the destructive dog is known.

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There was discussion of denying the claim since it was reported that this is again a property loss claim and should be handled through the court systems between the stock owner and the dog owner.

Motion by Stimpson, supported by Gallagher, to instruct the stock kill claim complaint from Macon Township to seek restitution through the court system. Yeas (3): Van Doren, Stimpson, and Gallagher; Nays (1): Bolton. Motion Carried.

- C. Jail Inspection – A copy of the jail inspection was provided.
- D. Jail Statistics – During the month of November, the jail had 287 admissions, with 214 males and 73 females. The average daily population was 235 with a high count of 260 and a low count of 216.
- E. Early Releases - There were no early releases in November and there have been no early releases in 2008.
- F. Other Business

Sheriff Resignation – The Sheriff’s resignation letter was read with an effective date of December 5, at 4:00 p.m. It has been forwarded on to the Statutory Committee and the Sheriff-elect will be sworn in as interim Sheriff on December 4, at 9:00 a.m. As Interim-Sheriff, Welsh will attempt to swear-in approximately 150 people within the Sheriff’s Department prior to leaving for a two week Sheriffs’ training school. Welsh will be sworn in as Sheriff on December 19, 2008 and will then need to repeat the process of swearing-in personnel.

Commissioner Bolton reviewed statistics on injuries, assaults, and deaths that are incurred by officers on the job. She commended all enforcement officers and requested that Captain Smith relay to the Sheriff’s Department the appreciation and gratitude of the Criminal Justice Committee for their services.

E-Ticket - Welsh reported that the computers currently in patrol vehicles are unable to process the E-ticket. He is under the impression that it will cost approximately \$30,000 to upgrade the computers in the sheriff’s vehicle.

Vehicle Server - The current server system issue is in the process of being resolved and Captain Smith reported that there is grant funding to cover it.

Continuation of Operations - Capt. Smith does not believe that there is any current activity on the Continuation of Operations plan for the Sheriff’s Department.

Commissioner Stimpson requested that both the Continuation of Operations plan and the E-ticket continue to be included as agenda items until issues resolved.

IV Finance Reports

Cheryl Whipple reviewed the finance reports (full text on file).

Motion Gallagher, seconded Bolton, to approve assignment from remaining balance in 2008 allocation as follows: \$6,250 – Bullet Proof Vests (SJ45) and the remaining balance transferred to the legal defense fund (SJ38). Motion carried.

The benefits and costs of continuing the inmate phone system were reviewed. An update of any continuation, or reoccurring, problem of phone cards disrupting the plumbing in the jail was requested from the Physical Resources Committee.

V Prosecuting Attorney's Report

Prosecutor Poer reported that in November, there were 205 warrant requests. A total of 184 adult warrants were authorized, of which 128 were misdemeanors and 56 were felonies.

During the month of November, there were 20 juvenile petitions authorized, of which 12 were misdemeanors and 8 were felonies.

The State PACC/PAAM alternative activity count report was reviewed.

The Prosecuting Attorney's office authorized three (3) Violation of Personal Protection Order petitions during the month.

As of November 30, 2008, there were 20 pending appellate cases.

Mr. Poer explained that juveniles are considered to be *incorrigibles* when their parent no longer able to maintain control of them.

VI Emergency Management report

Jack Welsh reported that distribution of the Emergency Plan books has begun.

He also noted that the deadline for applications has expired for the Emergency Management Coordinator's position.

Commissioner Van Doren would like to recommend to the Personnel/Ways & Means Committee, that the Chair of Criminal Justice, Chair of Personnel/Ways & Means, Chair of Board of Commissioners and Jim Anderson review applications and make a recommendation for the Emergency Management Coordinator position.

VII Medical Examiner's Report

Commissioner Stimpson reviewed the Medical Examiner's Report for the month of November (on file).

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Further explanation of the suspension of electronic communication from the ME Office was requested.

VIII Community Corrections Report

Nothing to report at this time.

IX Other Business

The Maurice Spear Campus minutes are available for review (on file).

The Community Liaison minutes are available for review (on file).

Steve Stocker reported that the State of Michigan authorizes satellite locations of the GED completion program; otherwise Lenawee will remain a referral program.

X Adjournment

Motion by Bolton, supported by Gallagher, to adjourn the meeting at 10:48 A.M. Motion carried.

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