

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

COURTS/PUBLIC SAFETY COMMITTEE

Hall of Justice
990 Terrace, Muskegon, MI
June 5, 2012 - 3:30 PM

I. John Snider, II, Chair
Anthony Longmire, Vice-Chair

-
1. Call to Order
 2. Roll Call
 3. Approval of Minutes of May 1, 2012
 4. Presentation – District Court Public Defenders
 5. Public Comment (on an agenda item)
 6. Items for Consideration
 - CPS12/06 – 25 (Sheriff's Office) Accept the 2012-2013 USDA, Forest Service Huron-Manistee National Forests Grant
 - CPS12/06 – 26 (Sheriff's Office) Authorize Sheriff's Office to Apply for Bullet Proof Vest Partnership Grant
 - CPS12/06 – 27 (Sheriff's Office) Approve Reclassification of Jail Clinic Clerk to Clerk II and Move Incumbent into the Clerk II Position
 7. Old Business
 8. New Business
 9. Public Comment (on a new topic)
 10. Adjournment

Public Comment
Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the commission and state their name for the record. Comments shall be limited to **two (2) minutes** for each participant, unless time is extended prior to the public comment period by a vote of a majority of the commission.

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE
MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS
COMMITTEES OR SUBCOMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon 24-hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520

**Muskegon County
Courts/Public Safety Committee Meeting
May 1, 2012
3:30 p.m.
Hall of Justice, 4th Floor
Muskegon, MI**

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Snider at 3:36 p.m.

ROLL CALL

Present: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle,
Alan Jager, Anthony Longmire, Kenneth Mahoney, Scott Plummer,
Robert Scolnik, I. John Snider, Rillastine Wilkins

APPROVAL OF MINUTES

It was moved by Engle, supported by Mahoney, to approve the minutes of the
April 3, 2012, meeting as written. Motion Carried.

PUBLIC COMMENT (On an agenda item)

None.

ITEMS FOR CONSIDERATION

CPS12/05 – 22 It was moved by Longmire, supported by Cross, to authorize the
Prosecutor to apply for the FY 2013 Crime Victim Rights Grant in
the amount of \$166,016 with no local match requirement. Motion Carried.

CPS12/05 – 23 It was moved by Cross, supported by Collins, to accept the 2010
Homeland Security Grant Program Intergovernmental Agreement
between the West Michigan Shoreline Regional Development
Commission and the County of Muskegon on behalf of the Sheriff
Department/Emergency Services, and direct the Board Chair and
appropriate staff to sign the agreement. Motion Carried.

OLD BUSINESS

Commissioner Snider reminded those present of the Jail and Juvenile Transition Center Citizen's Review Committee meeting and jail tour on Wednesday, May 2, 2012, at 4:00 p.m. He discussed the proposed jail site tour on Friday, May 4, 2012, at 9:00 a.m. Commissioner Snider also reminded those present of the SMART Committee meeting in Allegan County on May 9, 2012, at 9:30 a.m. This meeting will include a tour of the new Allegan County Jail.

NEW BUSINESS

Chairman Mahoney called upon Commissioner Collins to introduce Terry Knoll, the District 6 applicant for the Jail/Juvenile Transition Center Citizen's Review Committee.

CPS12/05 - 24 It was moved by Derezsinski, supported by Plummer, to appoint Terry Knoll to the Jail and Juvenile Transition Center Citizen's Review Committee. Motion Carried.

Commissioner Longmire informed the individuals present and encouraged representation at the job fair being held on May 1st in Muskegon Heights from 1:00 p.m. – 6:00 p.m. at the Christ Temple Church.

PUBLIC COMMENT (On a new topic)

None.

ADJOURNMENT

There being no further business to come before the Courts & Public Safety Committee, the meeting adjourned at 3:50 p.m.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts & Public Safety		BUDGETED NON-BUDGETED PARTIALLY BUDGETED <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
REQUESTING DEPARTMENT Sheriff's Office		COMMITTEE DATE June 5, 2012		REQUESTOR SIGNATURE
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
The Sheriff's Office requests permission to accept the USDA, Forest Service Huron-Manistee National Forests grant in the amount of \$3,000.00 and authorize the County Board Chair to sign this agreement.				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
I move to approve acceptance by the Sheriff's Office of the 2012-2013 USDA, Forest Service Huron-Manistee National Forests grant and authorize the County Board Chair to sign.				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
HUMAN RESOURCES ANALYSIS:		FINANCE & MANAGEMENT ANALYSIS: <i>Recommend Approval</i>		
CORPORATE COUNSEL ANALYSIS:		ADMINISTRATOR RECOMMENDATION: <i>Approval BBA</i>		
AGENDA DATE: <i>6/5/12</i>	AGENDA NO.: <i>CPS 12/06-25</i>	BOARD DATE: <i>6/12/12</i>	PAGE NO.	



FS Agreement No. 11-LE-11090400-017
Cooperator Agreement No. _____

EXHIBIT A

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &
FINANCIAL PLAN**

**Between The
MUSKEGON COUNTY SHERIFF'S DEPARTMENT
And the
USDA, FOREST SERVICE
HURON-MANISTEE NATIONAL FORESTS**

2012-2013 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Muskegon County Sheriff's Department, hereinafter referred to as "Cooperator," and the USDA, Forest Service, Huron-Manistee National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #11-LE-11090400-017 executed on May 20, 2011. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning May 15, 2012 and ending May 15, 2013.

Previous Year Carry-over: \$0.00
Current Fiscal Year Obligation: \$3,000.00
FY2012 Total Annual Operating Plan: \$3,000.00

I. GENERAL:

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principle Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Name: Dean Roesler, Sheriff Address: 141 E. Apple Avenue. City, State, Zip: Muskegon, MI 49442 Telephone: 231-724-6236 Email: deanroesler@muskegonsheriff.net	Name: Todd Dunham, Deputy Address: 141 E. Apple Avenue City, State, Zip: Muskegon, MI 49442 Telephone: 231-724-6236 Email: todddunham@muskegonsheriff.net



Principle U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Roni Etheridge, Law Enforcement Officer 650 N. Michigan Ave., P.O. Box D Baldwin, MI 49304 Telephone: 231-745-4631 x3104 FAX: 231-745-2345 Email: retheridge@fs.fed.us	Cathy Ansami E6248 US Highway 2 Ironwood, MI 49938 Telephone: 906-932-1330 x340 FAX: 906-932-0122 Email: cansami@fs.fed.us

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

Wages at the prevailing rate not to exceed \$48.76/hour.

II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

To assign a Deputy or Deputies to make at least one (1) vehicle patrol on either Friday, Saturday, or Sunday to include an additional patrol for Memorial Day, Fourth of July and Labor Day in the following National Recreation Areas:

Patrol in the following Motorcycle Trails and dispersed areas:

1. Cedar Creek, Motorsport Area
2. Dispersed Use Areas (AS REQUESTED Case-by-Case Basis)
3. Holton Horseshoe Motorcycle Trail (along roads)

The Cooperator will monitor off-road motorized activity on Federally-administered lands, and roads; and enforce State and Local regulations and laws concerning such use.

Total reimbursement for this category shall not exceed the amount of: \$3000.00

III. TRAINING:

See Cooperative Law Enforcement Agreement Provision IV-K for additional information.

None identified at this time.

Total reimbursement for this category shall not exceed the amount of: \$0.00

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IV. EQUIPMENT:

See Cooperative Law Enforcement Agreement Provisions IV-K, IV-L, and IV-M for additional information.

Miscellaneous materials and supplies, i.e. batteries, camera film, flashlights, ammo, etc. may be purchased upon written request submitted to the U.S. Forest Service by the Cooperator. Granting of this request will be dependent upon funds being available, with funding for patrols being first priority. If excess funds are, or do become available, the Forest Service will notify the Cooperator that funds are available for reimbursement up to and not exceeding \$500. Unless otherwise amended, patrol activities and the authorized purchase of equipment shall not exceed the total dollar amount of this annual operating plan.

Total reimbursement for this category shall not exceed the amount of: \$0.00 (unless requested in writing).

V. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.
 1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
 2. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their



designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.

- 3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

VI. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. The Cooperator shall furnish the Forest Service with **itemized statements on the 5th of each month**, for which reimbursable expenditures occurred. The statements shall be in sufficient detail to allow the Forest Service to tie these expenditures back to the reimbursable expenses and rate schedule contained in 1.B. of this operating plan. The Cooperator shall certify these statements as being current and proper.
- B. The Cooperator shall prepare a Cooperative Law Enforcement Activity Report, Form FS-5300-5 as requested.
- C. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$3000.00	N/A
Training		
Equipment		
Special Enforcement Situations		
Total	\$3000.00	N/A

- D. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or de-obligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-D.*



In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

DEAN ROESLER, Muskegon County Sheriff Date

BARRY PAULSON, Forest Supervisor Date
U.S. Forest Service, Huron-Manistee National Forest

KENNETH MAHONEY Date
County Commissioner

MARY V. KING Date
Special Agent in Charge, Region 9

The authority and format of this agreement have been reviewed and approved for signature.

Anne M. Workman 5/8/12

ANNE M. WORKMAN Date
U.S. Forest Service Grants & Agreements Specialist



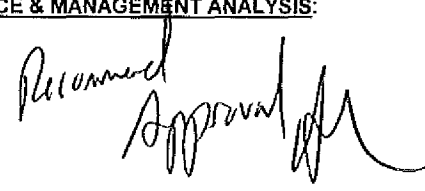
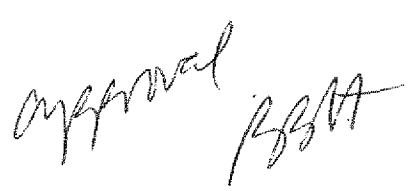
Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts & Public Safety		BUDGETED NON-BUDGETED PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Sheriff		COMMITTEE DATE 6/5/12	REQUESTOR SIGNATURE Dean Roesler, Sheriff
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>Approval is being requested for the Sheriff to apply for funding from the Department of Justice Bullet Proof Vest Partnership program. Vests have a lifespan of five years and need to be replaced periodically for the deputies/command per contractual agreements. The funding will be used to purchase seven (7) bullet proof vests. The Department of Justice Partnership program will cover up to 50% of the vest cost and the remainder will be covered out of the Sheriff's budget.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>I move to authorize the Sheriff's Office to apply for the Bullet Proof Vest Partnership grant.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>	
			
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>	
			
AGENDA DATE: 6/5/12	AGENDA NO.: CPS12/06-26	BOARD DATE: 6/12/12	PAGE NO.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts and Public Safety		BUDGETED NONBUDGETED PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Sheriff		COMMITTEE DATE 6/5/12	REQUESTOR SIGNATURE Dean Roesler
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>The Board of Commissioners recently awarded the Jail Medical Contract to Correctional Healthcare Companies. As a result of this award, the jail medical staff positions will be eliminated. The Sheriff is requesting that the Jail Clinic Clerk FT (G21018) position be reclassified to a Clerk II, with the incumbent assuming the Clerk II position, and the funding changed from the Jail budget to the Community Corrections budget, 2640-0381, for the period of July 1, through September 30, 2012. The three month cost for the Clerk II will be covered by the Community Corrections budget at 100%.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>I move to approve the reclassification of the Jail Clinic Clerk FT (G21018) to a Clerk II and move the incumbent into the Clerk II position effective July 1, 2012 through September 30, 2012.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS</u> Recommend Approval D. Groeneveld		<u>FINANCE & MANAGEMENT ANALYSIS</u> 	
<u>CORPORATE COUNSEL ANALYSIS</u>		<u>ADMINISTRATOR RECOMMENDATION</u> 	
AGENDA DATE: 6/5/12	AGENDA NO.: CPS 12/06-27	BOARD DATE: 6/12/12	PAGE NO.