

MUSKEGON COUNTY BOARD OF COMMISSIONERS  
MUSKEGON COUNTY, MICHIGAN

AGENDA

**COURTS/PUBLIC SAFETY COMMITTEE**

Hall of Justice  
990 Terrace, Muskegon, MI  
February 4, 2014- 4:00 PM

Benjamin Cross, Chair  
Susie Hughes, Vice-Chair

- 
1. Call to Order
  2. Roll Call
  3. Approval of Minutes of January 9, 2014
  4. Public Comment (on an agenda item)
  5. Items for Consideration
    - CPS14/02 – 04 (Circuit Court) Authorize the Reclassification of One Departmental Clerk to One Child Support Specialist
    - CPS14/02 – 05 (Sheriff's Office) Approve Acceptance of FY2014 Strategic Traffic Enforcement Grant and Amend Budget Accordingly
    - CPS14/02 – 06 (Sheriff's Office) Authorize Sheriff's Office to Seek Competitive Bids for Purchase of Four Used Vehicles, Trade in of Eight Fleet Vehicles, Lease of One New Chevy Tahoe and One Ford Police SUV, Three Ford Police SUV's and Two Ford Transit Connect Vehicles with Necessary Equipment
    - CPS14/02 – 07 (Sheriff's Office) Authorize Moving Two Currently Unfunded Sheriff Deputy – Hourly Positions to Funded Status and Fill Positions
  6. Old Business
  7. New Business
  8. Public Comment
  9. 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  
January 9, 2014  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI

Benjamin Cross, Chair

Susie Hughes, Vice-Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Commissioner Cross at 4:00 p.m.

**ROLL CALL**

Present: Benjamin Cross, James Derezinski, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Hughes, supported by Derezinski, to approve the minutes of the December 3, 2013, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

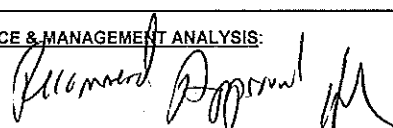
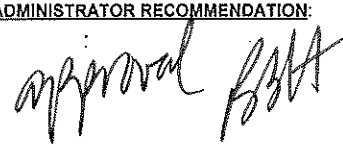
**ITEMS FOR CONSIDERATION**

CPS14/01 – 01 It was moved by Hughes, supported by Sabo, to authorize the County Board Chair to sign the Consulting Services Agreement with MGT of America in order to prepare a comprehensive Information Technology Rate Study and obtain pre-approval from the Cooperative Reimbursement Program and State of Michigan Child Care Fund for a new Electronic Content Management System. Motion carried.

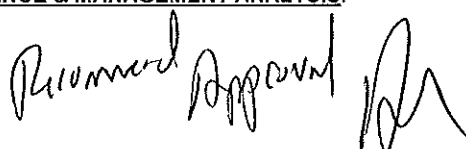

CPS14/01 – 02 It was moved by Derezinski, supported by Wilkins, to accept the FY14 Byrne JAG – WEMET grant in the amount of \$16,798.00. Motion carried.



# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts & Public Safety		BUDGETED    NON-BUDGETED    PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Circuit Court	COMMITTEE DATE February 4, 2014	REQUESTOR SIGNATURE Sandra M. Vanderhyde	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>A Departmental Clerk position became open in the Family Court as of 2/22/2013, following a voluntary resignation of an employee. The Family Court elected not to fill the position at that time. In an ongoing effort to improve the ability of the Family Court to best serve the families of Muskegon County, and as part of our reorganization, the Family Court respectfully requests to reclassify this Departmental Clerk position into an additional Child Support Specialist position. The reclassification results in a General Fund impact of \$-5,949.21.</p> <p>A ten-year reorganization plan has been occurring in the Family Court to create a true, holistic Family Court. The integration and blending of the Friend of the Court and Juvenile Court that has occurred in Muskegon County is becoming a model and receiving recognition around the state. Effective October 1, 2012, in addition to the Friend of the Court and the Juvenile Court being part of the Family Court, the Establishment Division, which was previously part of the Prosecutor's Office is also became part of the Family Court. The Establishment Division receives referrals from the Department of Human Services to initiate support and paternity cases when the custodial party is on state assistance. This move has allowed the Family Court to be involved in all domestic cases from initiation to completion. It has also allowed the Establishment Division to take a more holistic approach when establishing support by also examining custody and parenting time. A Child Support Specialist is needed for the Establishment Division to collect financial data from the parties and to then conduct a financial analysis of the financial data, while also examining and considering parenting time, which has an impact on the calculation of child support. The Child Support Specialist will also be cross-trained with the other Child Support Specialist on staff, who in the last year went from calculating child support for two (2) full-time referees, to calculating child support for the three (3) full-time referees. Finally, both Child Support Specialists will assist with the calculation of determining a party's ability to pay in Juvenile cases for out-of-home placement costs.</p> <p>Due to the above requested elimination of a Departmental Clerk and addition of a Child Support Specialist, the overall net impact to the General Fund is \$-5,949.21.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
Move to authorize the reclassification of one (1) Departmental Clerk to one (1) Child Support Specialist.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>  <p style="text-align: center;">Recommend Approval D. Groeneveld</p>		<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u> 	
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u> 	
If motion originates from a Statutory Board, Authority, or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee			
			Date
AGENDA DATE: <i>2-4-14</i>	AGENDA NO.: <i>CP 514/02 04</i>	BOARD DATE: <i>2-11-14</i>	PAGE NO.

# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts & Public Safety	BUDGETED x	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Sheriff's Office	COMMITTEE DATE 2/4/14	REQUESTOR SIGNATURE Dean Roesler	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
The Sheriff is requesting to accept the FY2014 Strategic Enforcement Grant from the Michigan State Police, Office of Highway Safety Planning in the amount of \$48,000.00 for special enforcement assignments aimed at impaired driving and safety belt enforcement. The grant funds cover overtime shifts for the Sheriff's Office and other Muskegon County police jurisdictions. There is no local match requirement for this grant. The grant year runs till through September 30, 2014.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
I move to approve acceptance of the FY2014 Strategic Traffic Enforcement Grant in the amount of \$48,000.00 and to amend the County budget accordingly.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>	<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u> 		
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u> 		
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee.			
			Date
AGENDA DATE: 2-4-14	AGENDA NO.: CPS/14/02-05	BOARD DATE: 2-11-14	PAGE NO.



STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
LANSING

RICK SNYDER  
GOVERNOR

COL. KRISTE KIBBEY ETUE  
DIRECTOR

January 17, 2014

Sheriff Dean Roesler  
Muskegon County Sheriff's Office  
25 West Walton  
Muskegon, Michigan 49440

Dear Sheriff Roesler:

RE: FY2014 Traffic Enforcement Grant Site Selection

The Office of Highway Safety Planning (OHSP) has determined the counties eligible for FY2014 Traffic Enforcement Grant Projects which will provide the greatest opportunities for reductions in crashes, fatalities, and injuries. Using five years of crash data, your county has been selected to participate in this grant program. The focus will be on enforcement of impaired driving and seat belts.

A grant orientation webinar will be scheduled to provide more information regarding this year's traffic enforcement plan.

Your project will be eligible for **\$48,000** in Section 402 grant funding to address the traffic safety problems in your county.

Notify your OHSP grant coordinator, Ms. Pat Eliason at (517) 241-2498 of your acceptance no later than Friday, January 30, 2014.

OHSP looks forward to building upon the tremendous traffic safety successes our state has achieved in recent years. We extend our appreciation for your ongoing commitment.

Sincerely,

Michael L. Prince, Director  
Office of Highway Safety Planning

Enclosure  
cc: Lt. Shane Brown

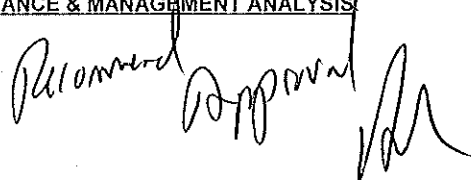

# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts & Public Safety		BUDGETED	NON-BUDGETED X	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Sheriff's Office		COMMITTEE DATE 2/4/14		REQUESTOR SIGNATURE Dean Roesler
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>Authorize the Sheriff's Office to seek competitive bids for the purchase of four (4) used vehicles, the trade-in of eight (8) current Sheriff fleet vehicles and to lease one (1) new Chevy Pursuit Tahoe for the K-9 unit, one (1) Ford Police SUV (partial replacement cost through HR following US31 accident), three (3) Ford Police SUV's and two (2) Ford Transit Connect vehicle for Animal Control. All vehicles are to be equipped with necessary equipment. The trade-in vehicles will have all equipment and decals removed prior to trading in.</p> <p>An estimated trade-in, purchase and lease cost is following.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>Authorize the Sheriff's Office to seek competitive bids for the purchase of four (4) used vehicles, the trade-in of eight (8) current Sheriff fleet vehicles and to lease one (1) new Chevy Pursuit Tahoe for the K-9 unit, one (1) Ford Police SUV (partial replacement cost through HR following US31 accident), three (3) Ford Police SUV's and two (2) Ford Transit Connect vehicle for Animal Control, all vehicles are to be equipped with necessary equipment.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u>		
		<i>Recommend Approval</i>		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
		<i>Approval BMA</i>		
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee:				
				Date
AGENDA DATE: 2-4-14	AGENDA NO.: CPS14/02-000	BOARD DATE: 2-11-14	PAGE NO.	





# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE <b>Courts &amp; Public Safety</b>	BUDGETED x	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT <b>Sheriff's Office</b>	COMMITTEE DATE <b>2/4/14</b>	REQUESTOR SIGNATURE	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
Authorize moving two (2) currently unfunded Sheriff Deputy – Hourly positions (S05046 & S05050) to funded status and allow the Sheriff to fill these positions effective February 13, 2014.			
These Sheriff Deputy – Hourly positions are in the Sheriff's Court Services division. The hourly salary range for these positions is \$18.94 - \$26.48. The intent is to increase the number of deputies without an increase in the total amount of working hours allocated in Court Services. Thus there will be no increased funding from the General Fund to support the increase in deputies. The Sheriff's Office will also absorb any necessary equipment and uniform costs in the approved FY14 budget.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
Authorize moving two (2) currently unfunded Sheriff Deputy – Hourly positions (S05046 & S05050) to funded status and allow the Sheriff to fill these positions effective February 13, 2014.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>  Recommend Approval D. Groeneveld	<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u>  		
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u>  		
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			Date
AGENDA DATE: <b>2-4-14</b>	AGENDA NO.: <b>CPS 14/02-07</b>	BOARD DATE: <b>2-11-14</b>	PAGE NO.