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VICE-CHAIRPERSON
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

LAW & COURTS COMMITTEE
MYLES JOHNSON, CHAIR
RACHEL WILLIS
MARK POLSDOFER
CHRIS TRUBAC
GABRIELLE LAWRENCE
ROBERT PENA
TANYA PRATT
MONICA SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS
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THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, JANUARY 16, 2025 AT 6:15 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/81848426836>.

Agenda

Call to Order
Approval of the [December 05, 2024 Minutes](#)
Additions to the Agenda
Limited Public Comment

1. Sheriff's Office
 - a. Resolution to Authorize an [Interlocal Agreement](#) with the City of Lansing for the 2024 Local JAG Grant
 - b. Resolution to Accept Federal Comprehensive, Opioid, Stimulant, and Substance Use Site-Based Program ([COSSUP Grant](#)) from the Bureau of Justice Assistance and the Department of Justice for the Ingham County Correctional Facility Project Entitled "Creating Access to Therapeutic, Re-Entry, and Recover Support Services in Ingham County"
2. Animal Control & Shelter – Resolution to Authorize an [Agreement with Petzel, LLC](#) to Provide Pet Adoption Follow-Up Services
3. 9-1-1 Central Dispatch Center – Resolution to Authorize the [Renewal of ProQA Medical Software](#) Licenses and Support and Acquiring Call Simulator from Priority Dispatch for the Ingham County 9-1-1 Center

Announcements
Public Comment
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES
OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

LAW & COURTS COMMITTEE
December 5, 2024
Draft Minutes

Members Present: Polsdofer, Celentino, Trubac, Cahill, Johnson, Lawrence (Arrived at 6:03 p.m.), Maiville, and Schafer.

Members Absent: None.

Others Present: Commissioner Pawar, Gregg Todd, Anika Ried and others.

The meeting was called to order by Chairperson Polsdofer at 6:01 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/81848426836>.

Approval of the November 14, 2024 Minutes

CHAIRPERSON POLSDOFER STATED, WITHOUT OBJECTION, THE MINUTES OF THE NOVEMBER 14, 2024 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS SUBMITTED. Absent: Commissioner Lawrence.

Additions to the Agenda

Removed

3. Animal Control & Shelter – Animal Control Logo Update (*Discussion*)

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CELENTINO, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

1. Sheriff's Office – Resolution to Accept Grant Funds from the Michigan Commission on Law Enforcement Standards Michigan Justice Training Fund for the 2025 Ingham Regional Active Violence Preparedness Training Program
2. Circuit Court – Resolution Honoring Judge Joyce Draganchuk

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Lawrence

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Lawrence

4. Law & Courts Committee – Resolution Affirming that Ingham County is a Welcoming Community

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. SCHAFFER, TO APPROVE THE RESOLUTION.

Commissioner Lawrence arrived at 6:03 p.m.

Commissioner Maiville proposed the following amendments to the resolution:

RESOLUTION REAFFIRMING THAT INGHAM COUNTY IS A WELCOMING COMMUNITY

WHEREAS, Ingham County is a welcoming community and respects the innate dignity of all people as affirmed in Resolution 14-333 and reaffirmed in Resolutions 15-452 and 17-056; and

WHEREAS, the Ingham County community has long been recognized as a hospitable and welcoming place, where people, families, and institutions thrive and the contributions of all are celebrated and valued; and

This was considered a friendly amendment.

Commissioner Trubac stated they were happy with the resolution before them and after reading over it that evening there was nothing they could object to. Commissioner Trubac further stated they were proud to a part of the Board of Commissioners and County where they had respect for people from all walks of life and was happy to vote yes.

Commissioner Schafer stated she was proud of the community and the County for being welcoming, though she felt they did not need a resolution to state that, as their actions spoke for themselves and most people wanted them to work together with all the other counties, which is what she had heard over and over while knocking doors.

Commissioner Johnson asked if there was any money attached to the resolution.

Chairperson Polsdofer stated there was not.

Commissioner Johnson stated they thought it was a great resolution and that it was important, especially after the resolution from Livingston County, who was not as welcoming, and thought they should separate themselves from those who were not as welcoming.

Commissioner Maiville stated the previous resolutions were worded in a way that received bipartisan support and this resolution was no different. Commissioner Maiville further stated he would usually ask those that questioned the resolutions if they had read them, because they just stated that Ingham County was welcoming.

Commissioner Celentino stated that they all knew Ingham County was welcoming, but as a governing body, they spoke through their resolutions, which is what they were doing with the resolution before them.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED.

Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Lawrence, Maiville.

Nays: Schafer. **Absent:** None.

Announcements

Commissioner Maiville stated that the Sheriff's Office was putting on the Shop With a Hero event at the Mason

Meijer, and it may explain the lack of attendance at the Law & Courts Committee meeting. Commissioner

Maiville further stated that on December 11, 2024 at 10:00 a.m. the Honorable Donald Allen, 55th District Court Judge, was holding a Sobriety Court graduation.

Commissioner Maiville stated, as it was the last committee meeting of the year, that Chairperson Polsdofer had done a great job and thanked County staff for their work. Commissioner Maiville further thanked Commissioner Celentino for all their work.

Discussion.

Commissioner Celentino thanked Chairperson Polsdofer for guiding them through the year and stated that many people did not understand that the job took a lot of work to make everything run smoothly and he had enjoyed Thursday nights.

Commissioner Trubac thanked Chairperson Polsdofer and stated they appreciated him attending the Animal Control Advisory Board meeting a few weeks back and stated that the Board was hoping to get more hands on with Animal Control Shelter operations. Commissioner Trubac further stated the reason the Animal Control Logo discussion was pulled was so they could discuss it more at those meetings.

Commissioner Trubac thanked Commissioner Celentino for being a stabilizing force on the Law & Courts Committee and stated that he would be missed.

Commissioner Schafer thanked Chairperson Polsdofer for doing excellent job and for allowing Commissioners to discuss things openly. Commissioner Schafer further thanked Commissioner Celentino for his mentorship.

Discussion.

Public Comment:

Commissioner Pawar thanked Chairperson Polsdofer, the Law & Courts Committee, and all the agencies which fell under the committee for all their hard work. Commissioner Pawar further stated it had been wonderful to serve on the Law & Courts Committee for one year.

Commissioner Pawar thanked Chairperson Polsdofer for all the welcome energy he brought to the Law & Courts Committee and thanked the agencies that helped to keep Ingham County safe.

Adjournment

The meeting was adjourned at 6:17 p.m.

**JANUARY 16, 2025 LAW & COURTS AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

1a. Sheriff's Office – Resolution to Authorize an Interlocal Agreement with the City of Lansing for the 2024 Local JAG Grant

This resolution authorizes an Interlocal Agreement with the City of Lansing for the 2024 JAG Grant, of which the Sheriff's Office will receive \$12,702 for the purchase of public address microphones and car radio conversion kits.

See memo for details.

1b. Sheriff's Office – Resolution to Accept Federal Comprehensive, Opioid, Stimulant, and Substance Use Site-Based Program Grant from the Bureau of Justice Assistance and the Department of Justice for the Ingham County Correctional Facility Project Entitled "Creating Access to Therapeutic, Re-Entry, and Recover Support Services in Ingham County"

This resolution accepts federal grant dollars in the amount of \$1,299,804 for a joint grant application between the Sheriff's Office, Health Department, CMH, and Wayne State University. The grant funds are for 36 months and will go toward the Sheriff's Office project entitled, "Creating Access to Therapeutic, Re-Entry, and Recovery Support Services within Ingham County Criminal Justice System".

This is another example of Ingham County taking the lead on innovative treatment options for substance use issues. Excellent job to all of those involved in the grant application!

See memo for details.

2. Animal Control – Resolution to Authorize an Agreement with Petzel, LLC to Provide Pet Adoption Follow-Up Services

This resolution authorizes an agreement with Petzel, LLC to provide free pet adoption follow-up services. The Shelter currently contacts all adopters through phone or email to check on adoptions, and Petzel, LLC will now provide that service.

See memo for details.

3. 9-1-1 Central Dispatch Center – Resolution to Authorize the Renewal of ProQA Medical Software Licenses and Support and Acquiring Call Simulator from Priority Dispatch for the Ingham County 9-1-1 Center

This resolution authorizes the renewal of ProQA medical software licenses and support for the backup 9-1-1 Center along with the SkillLab AI call simulator that will be used for training.

The five-year not to exceed cost of \$88,920 for the software and SkillLab is available through the 9-1-1 Fund. See memo for details.

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Captain Andrew Daenzer
DATE: January 7, 2025
SUBJECT: 2024 Local JAG Grant Interlocal Agreement
For the meeting agenda of January 16 and January 22 respectively

BACKGROUND

The Sheriff's Office has been allocated \$12,702 from a \$133,615 JAG Grant award, leaving the Lansing Police Department \$120,913 as their allocated portion. To meet JAG Grant requirements, both entities must enter into an interlocal agreement.

ALTERNATIVES

There are no viable alternatives.

FINANCIAL IMPACT

The awarded funds will be used to purchase public address microphones to be installed in the rear of patrol cars. We would also like to purchase car radio conversion kits for patrol cars. The equipment is needed to improve vehicle setup and overall officer safety.

STRATEGIC PLANNING IMPACT

The vehicle equipment will improve vehicle setup, space, and tactics for officer safety.

OTHER CONSIDERATIONS

The purchase of this equipment using grant funds reduces costs the Sheriff's Office would likely have to incur for these improvements in the future.

RECOMMENDATION

Based on the information contained herein, I respectfully recommend the approval of the attached resolution to enter into the interlocal agreement for acceptance of the 2024 JAG Grant Award.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INTERLOCAL AGREEMENT WITH THE CITY OF LANSING
FOR THE 2024 LOCAL JAG GRANT**

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff's Office were allocated \$133,615 from the 2024 Local JAG grant from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$12,702; and

WHEREAS, as part of the application process to receive this funding from the 2024 Local JAG grant, the Ingham County Sheriff's Office must enter into an interlocal agreement with the City of Lansing allowing for disbursement of allocated funds to both government police agencies; and

WHEREAS, the portion allocated for the Ingham County Sheriff's Office will be spent on the purchase of vehicle public address microphones and car radio conversion kits.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an interlocal agreement between Ingham County and the City of Lansing to accept the \$133,615 allocated portion of the 2024 Local JAG grant for the time period of October 2024 through September 2025.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$12,702 to the Ingham County Sheriff's Office for the purchase of public address microphones and car radio conversion kits.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustments to the 2024-2025 Sheriff's Office budget consistent with this resolution.

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

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Captain Robert Earle, Jail Administrator
DATE: December 20, 2024
SUBJECT: Acceptance of COSSUP federal grant
For the meeting agenda of January 16, and January 22, 2025

BACKGROUND

The Ingham County Sheriff’s Office partnered with the Ingham County Health Department, Community Mental Health of Clinton-Eaton-Ingham (CMH-CEI), and Wayne State University to submit a federal grant to address several issues related to the opioid epidemic for justice involved individuals. The project submitted to the Bureau of Justice Assistance (BJA) was entitled, “Creating Access to Therapeutic, Re-Entry, and Recovery Support Services in Ingham County Criminal Justice System.” The proposed project addressed access to Medication Assisted Treatment (MAT) and expanding resources for individuals being released from the Ingham County Correctional Facility. In addition to increased resources and medication, the grant outlines the need for a research partnership to have the project be a model for other Correctional Facilities across the Country. The Ingham County Correctional Facility has already worked with Wayne State University Center for Behavioral Health and Justice on MAT related projects and offered to continue the relationship with the research requirements of this grant.

ALTERNATIVES

Without this federal grant acceptance, MAT and re-entry services for individuals within the Ingham County Correctional Facility will continue to be limited.

FINANCIAL IMPACT

The acceptance of this grant has no cost sharing requirements for Ingham County. Aside from personnel hours of Sheriff’s Office and Health Department employees, there is no anticipated expenses/cost(s) to the County. This endeavor relieves the County of potential medication costs.

OTHER CONSIDERATIONS

The Ingham County Sheriff’s Office will be the grant administrator with sub-contracts with CMH-CEI and Wayne State University. This federal grant is a 36-month project.

RECOMMENDATION

Based on the information presented, we respectfully recommend the approval of the acceptance of the COSSUP federal grant for \$1,299,804 and to enter into sub-contracts with CMH-CEI and Wayne State University.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FEDERAL COMPREHENSIVE, OPIOID, STIMULANT, AND SUBSTANCE USE SITE-BASED PROGRAM (COSSUP) GRANT FROM THE BUREAU OF JUSTICE ASSISTANCE AND THE DEPARTMENT OF JUSTICE FOR THE INGHAM COUNTY CORRECTIONAL FACILITY PROJECT ENTITLED “CREATING ACCESS TO THERAPEUTIC, RE-ENTRY, AND RECOVER SUPPORT SERVICES IN INGHAM COUNTY”

WHEREAS, the Ingham County Sheriff’s Office and Correctional Facility is responsible for maintaining health care for incarcerated individuals; and

WHEREAS, the opioid epidemic is impacting our community and those incarcerated at the Ingham County Correctional Facility; and

WHEREAS, the Department of Justice released funding opportunities to address these issues, called the Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP) grants; and

WHEREAS, the Sheriff’s Office, in partnership with the Health Department, Community Mental Health of Clinton-Eaton-Ingham (CMH-CEI), and Wayne State University, submitted a federal grant proposal; and

WHEREAS, the proposed project submitted was entitled “Creating Access to Therapeutic, Re-Entry, and Recovery Support Services within Ingham County Criminal Justice System”; and

WHEREAS, the 36-month Ingham County project was selected by the Bureau of Justice Assistance for this Department of Justice federal grant opportunity; and

WHEREAS, the amount of \$1,299,804 was awarded to Ingham County for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of \$1,299,804 from the Department of Justice for this COSSUP grant.

BE IT FURTHER RESOLVED, Ingham County may enter into sub-contracts with CMH-CEI and Wayne State University and other entities as deemed necessary as part of the COSSUP grant for the grant period of 36 months.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

TO: Board of Commissioners Law & Courts Committee

FROM: Holly Guild, Director, Ingham County Animal Control & Shelter

DATE: December 18, 2024

SUBJECT: Approval for an agreement with Petzel, LLC to provide virtual follow-up services for pet adoptions

BACKGROUND

Ingham County Animal Control and Shelter (ICACS) currently contacts all pet adopters by phone and/or email in an effort to solve any problems with pets that have been adopted from ICACS. This process helps prevent the animal being returned to the shelter. Currently, these follow up contacts are being performed by our Animal Shelter Clerks on a weekly basis.

ICACS is seeking to enter into an agreement with Petzel who will perform virtual adoption follow up contacts by text message and the use of a mobile web application. This service will interface with the ICACS records management system and automate the process of data sharing to streamline the process of contacting adopters. This will allow us to more rapidly identify and solve any emerging issues with newly adopted pets. This service will also connect new pet adopters with local veterinary services in the area and provide guidance, tutorials, and training to solve common issues that occur with new pet owners.

ICACS would still provide personalized contact with adopters who do not want to utilize the virtual service.

ALTERNATIVES

ICACS would continue providing adoption follow-up services utilizing existing Animal Shelter Clerks.

FINANCIAL IMPACT

This service is provided free of charge by Petzel and there is no financial impact to Ingham County or ICACS.

RECOMMENDATION

Based on the above information, I respectfully request approval of the attached terms and services agreement.

Introduced by the Law & Courts Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PETZEL, LLC TO PROVIDE PET ADOPTION FOLLOW-UP SERVICES

WHEREAS, Ingham County Animal Control and Shelter (ICACS) currently contacts all pet adopters by phone or email to provide follow-up pet adoption support services; and

WHEREAS, this post-adoption support ensures pets are properly cared for and lowers the chance of them being returned to the Shelter; and

WHEREAS, ICACS is seeking to expand the scope of post-adoption services and offer them virtually to increase accessibility for citizens; and

WHEREAS, ICACS seeks to enter into an agreement with Petzel, LLC, who will offer free virtual post adoption support for all animals adopted from ICACS.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Petzel, LLC to provide virtual pet adoption support services for ICACS.

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

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barb Davidson, Director 9-1-1
DATE: January 7, 2025
SUBJECT: Renewal of ProQA Medical software licenses, services, and support from Priority Dispatch with ProQA Call Simulator
For meeting agendas of Law & Courts on January 16, 2025, and Finance on January 22, 2025

BACKGROUND

We use the Priority Dispatch Emergency Medical Dispatch (EMD) program called ProQA for processing all medical calls received at the 9-1-1 Center. We need to renew eight (8) system licenses and four (4) backup software licenses for use at our backup 9-1-1 Center. This quote and purchase include the purchase of these licenses, services, and support from April 1, 2025 through March 31, 2030. We are also interested in a new feature that Priority Dispatch is offering to enhance our training. They are offering an AI Skill Lab which uses a Call Simulator. This will be a way to train both new Emergency Dispatchers and experienced Dispatchers alike. This AI simulator will help Emergency Dispatchers gain valuable experience operating within ProQA, using IAED protocols, and improving their active listening skills. The simulator will help to improve confidence and protocol proficiency. We can then provide a way for our team to practice a variety of incident types—including high-acuity, low-frequency events—without risk from behind a desktop.

ALTERNATIVES

Use only the backup paper EMD card sets, which we are also in the process of provisioning the newest version of, instead of using the software program, which will be more difficult for our staff and slows down our processing of 9-1-1 medical calls. We could also forgo the AI simulator and train in a more traditional way as we have been.

FINANCIAL IMPACT

The quoted cost of the licenses, service, and support as described above is \$12,600 which reflects no increase from last year. The AI simulator is \$5,000 per year. This brings the total quote for years 1-4 annually to \$17,600, with no increase for those years. Beginning with Year 5, the total would become \$18,520 which would reflect a 5% increase. Priority Dispatch is not expecting a lump sum payment but will be invoicing us each year.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the renewal of ProQA Medical software licenses, service, and support from Priority Dispatch along with the addition of the Skills Lab with AI simulator.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE RENEWAL OF PROQA MEDICAL SOFTWARE LICENSES AND SUPPORT AND ACQUIRING CALL SIMULATOR FROM PRIORITY DISPATCH FOR THE INGHAM COUNTY 9-1-1 CENTER

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of Priority Dispatch's Emergency Medical Dispatch ProQA Program, under Resolution #14-081, and ProQA continues to be used for all medical calls received; and

WHEREAS, a quote for renewal of eight (8) licenses and four (4) training licenses for ProQA Medical software licenses, service, and support for April 1, 2025, through March 31, 2030, has been provided by Priority Dispatch at a cost of \$12,600 annually for Years 1 – 4 and \$13,520 for Year 5; and

WHEREAS, along with the licenses, service, and support renewal, ProQA is now offering a SkillLab with an AI simulator for a price of \$5,000 annually, which will enhance the training and performance of the Emergency Dispatchers at Ingham County 9-1-1 Central Dispatch Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of ProQA Medical software licenses, service, and support and acquiring the SkillLab with AI simulator for an amount not to exceed \$88,920 for a 5-year term, which will be billed annually from Priority Dispatch, as outlined by the Proposal/Sales quotation, #Q-77613.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$17,600 for contract Years 1 – 4 and \$18,520 for contract Year 5, billed annually from the 9-1-1 Fund for the total cost of this purchase.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign a software services support agreement with Priority Dispatch consistent with this resolution and approved as to form by the County Attorney.