

CHAIRPERSON
RYAN SEBOLT

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
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, MAY 01, 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 [April 03, 2025 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office
 - a. Resolution to Authorize a Contract [Renewal with Cellebrite Inc.](#)
 - b. Resolution to Authorize a Contract Extension with the Michigan Department of Health and Human Services for [Transport Services of Specific Juveniles](#) by Sheriff's Deputies
 - c. Resolution to Authorize a Contractual Agreement between the Ingham County Sheriff's Office and [Spectrum Training Solutions](#) to Provide Continuing Professional Education Training
2. Homeland Security & Emergency Management – Resolution to Authorize an Equipment Purchase Agreement with [Dedrone Holdings Inc.](#) to Expand the Region 1 Drone Detection System
3. Circuit Court – Resolution to Authorize a Contract and Increase for [Jill Rhode, CPA](#), to Continue Providing Essential Bookkeeper Services for 30th Circuit Court, General Trial Division
4. Circuit Court – Juvenile Division – Resolution to Authorize an Agreement with [Capital City Courier Services](#)
5. 55th District Court – Resolution to Exempt the [Court Officer Position](#) within the 55th District Court from the Hiring Freeze Process
6. 9-1-1 Central Dispatch Center – Resolution to Authorize a Contract with [GovWorx for CommsCoach AI](#) Software for the 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

April 3, 2025

Draft Minutes

Members Present: Johnson, Polsdofer, Trubac, Peña, Pratt, and Schafer.

Members Absent: Lawrence and Willis.

Others Present: Holly Guild, Robert Boerkoel, Gregg Todd, Anika Ried and others.

The meeting was called to order by Chairperson Johnson at 6:15 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 March 13, 2025 Minutes

CHAIRPERSON JOHNSON STATED, WITHOUT OBJECTION, THE MINUTES OF THE MARCH 13, 2025 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS SUBMITTED. Absent: Commissioners Lawrence and Willis.

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Sheriff's Office – Resolution to Authorize the Ingham County Sheriff's Office to Purchase Radio Conversion Kits and Public Address Microphones
2. Homeland Security & Emergency Management
 - b. Resolution to Authorize an Equipment Purchase from Connected Solutions Group, LLC for Two Mobile Command Center Portable Data Networks
4. Health Department
 - a. Resolution to Authorize an Extension to Resolution #23-412 with Michigan Public Health Institute for Distribution of the United States Department of Justice Edward Byrne Justice Assistance Grant
5. 9-1-1 Central Dispatch Center
 - a. Resolution to Amend Resolution #25-051 by Accepting Grant Money to Assist in Acquiring Call Simulator Platform from Priority Dispatch for the Ingham County 9-1-1 Center
 - b. Resolution to Authorize the Purchase of Policy Management and Training Platform for the 9-1-1 Center from PowerDMS
 - c. Resolution to Authorize the Ingham County 9-1-1 Central Dispatch Center to Renew the Service and Support Contract with Solacom for Telephony System and Equipment

- d. Resolution of Appreciation to the Ingham County 9-1-1 Central Dispatch Center Telecommunicators During National Public Safety Telecommunicators Week, April 13-19, 2025

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Lawrence and Willis.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Lawrence and Willis.

2. Homeland Security & Emergency Management

- a. Resolution to Authorize a Per Diem for the Ingham County Regional Planner when Serving as the Region 1 Lead Regional Planner

MOVED BY COMM. PEÑA, SUPPORTED BY COMM. TRUBAC, TO APPROVE THE RESOLUTION.

Commissioner Peña stated that Homeland Security affected the County because the Capital Region International Airport was an international point of entry and they should make sure to include the Capital Region Airport Authority Board Director and any Ingham County delegates in relevant matters.

Chairperson Johnson asked if they should email the resolution to them.

Commissioner Peña stated they believed that that it would be a good idea so they knew the County was working with them as they developed policy.

Commissioner Schafer asked what some of the duties the Regional Planner position included.

Lieutenant Robert Boerkoel, Ingham County Emergency Manager, stated this resolution was for Rob Dale, Deputy Emergency Manager and Regional Planner. Lieutenant Boerkoel further stated that in Region 1, they had four Planners and this position would become a supervisory role for the other Planners in the region to help them collaborate.

Lieutenant Boerkoel stated that sometimes, due to the regional aspect, there was a duplication of efforts, so this was designed to provide oversight and ensure they got the best use of the Regional Planners and their time by allocating out projects.

Commissioner Schafer asked if this was a new role.

Lieutenant Boerkoel stated that it would be somewhat new, but Dale's duties would largely stay the same, it just added a supervisory role for the other Planners in the region. Lieutenant Boerkoel further stated that they were a part of the Regional Homeland Security Planning Board which oversaw the activities of the Regional Planners as well, and the idea with this role was to give some responsibilities to the Lead Planner and better allocate projects.

Commissioner Peña stated that some things that happened at the Capital Region International Airport included a fire station that performed maneuvers and training to prepare for if an airplane caught on fire and that they also coordinated various emergency response efforts with other counties.

Commissioner Schafer thanked Ingham County Emergency Management for their work over the last few days as another tornado had touched down in the County.

Chairperson Johnson gave a shout out to Ingham County 9-1-1 for their coordination of efforts over the last few days.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Lawrence and Willis.

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

Holly Guild, Animal Control & Shelter Director, described the updated logo.

Commissioner Polsdofer stated they thought it looked good.

Chairperson Johnson stated their agreement.

Commissioner Schafer stated she had asked some of her constituents what they thought of the logo and nobody had known what it meant. Commissioner Schafer further stated that people had told her their eyes were brought to the white space of the logo rather than the dark.

Commissioner Schafer stated that she knew a lot of work had gone into the design and one of her passions was marketing, so she did not think this was the best job that could be done for a long-term logo. Commissioner Schafer further stated that a lot of money would be put into changing the logo and it should be self-explanatory, so she was sorry that she was not in favor of it.

Chairperson Johnson asked Commissioner Schafer what suggestions she had for a stronger logo.

Commissioner Schafer stated she had not yet thought much about it, but that it should be self-explanatory and it would likely be hard to put on a shirt or jacket.

Commissioner Peña stated the logo had dogs and cats, so they liked it.

Chairperson Johnson stated they were not gung ho about the logo at first, but after the department name was added under the logo, it really brought it together. Chairperson Johnson further stated they thought the overarching issue was that people were not aware of the services provided by the County.

Gregg Todd, Controller, stated the Animal Control Shelter Advisory Committee had approved the logo.

Commissioner Trubac stated that the Advisory Committee had decided to always couple the logo with “Ingham County Animal Control & Shelter” in order to clarify the logo and members of the Advisory Committee felt it was enough to put two and two together.

Commissioner Schafer asked how it would be printed on clothes with all the writing.

Guild stated the same wording was a part of the current logo.

Commissioner Trubac asked for clarification that they were not voting on this item.

Chairperson Johnson stated that it was just for discussion and that it would move forward.

4. Health Department

- b. Resolution to Authorize an Extension to Resolution #24-034 with Michigan Public Health Institute for Administrative Support to Operate Year Three of the Lansing/Ingham Peacemaker Fellowship®

MOVED BY COMM. PEÑA, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION.

Commissioner Schafer asked, since there were many things going on at the Federal level with regards to funding, and she believed this came through Federal funding, how it would be affected. Commissioner Schafer further asked what the impact had been on the County with regards to Federal funding.

Todd stated there had been some impacts on Federal Grants, but this resolution was more related to American Rescue Plan Act (ARPA) Funds that were spent early on in the process, along with State money and Michigan Public Health Institute (MPHI) fundraising. Todd further stated that the resolution was not asking for additional money, just more time, so they were extending by four more months to get through their administrative phase.

Commissioner Schafer asked for confirmation that this could not get pulled back, but that there had been some impacts to the Health Department.

Todd stated confirmation and that the Health Department had seen some funding pulled back, which would be discussed by the Human Services Committee.

Commissioner Trubac disclosed, for Agenda Items 4a and 4b, that their wife was an employee of the MPHI, though not affiliated with these projects.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Lawrence and Willis.

Announcements

Commissioner Schafer thanked Ingham County 9-1-1 and Emergency Management for their responses as there had been devastation to a few farms in the area, as well as damage to homes. Commissioner Schafer further thanked other County departments for their quick actions in response to the storm.

Commissioner Peña stated that even though the rain had stopped, the rivers in the area were full and folks should be aware.

Public Comment:

None.

Adjournment

The meeting was adjourned at 6:33 p.m.

**MAY 1, 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 a Contract Renewal with Cellebrite Inc.

This resolution authorizes a contract renewal with Cellebrite Inc., which provides software to retrieve and analyze mobile digital media evidence for a four-year period for the following amounts: 2025-26 \$9,439.50, 2026-27 \$11,500, 2027-28 \$13,000, 2028-29 \$14,500.

Funding is available in the Sheriff's Office yearly budgets.

See memo for details.

1b. Sheriff's Office – Resolution to Authorize a Contract Extension with the Michigan Department of Health and Human Services for Transport Services of Specific Juveniles by Sheriff's Deputies

This resolution authorizes a contract extension with MDHHS for juvenile transport services by Sheriff's Office Deputies. This program provides up to \$30,000 in reimbursement from MDHHS.

See memo for details.

1c. Sheriff's Office – Resolution to Authorize a Contractual Agreement between the Ingham County Sheriff's Office and Spectrum Training Solutions to Provide Continuing Professional Education Training

This resolution authorizes a contract with Spectrum Training Solutions to provide CPEs for the Sheriff's Office Deputies. The training is mandated by MCOLES and they provide \$1,000 per FTE for the training.

See memo for details.

2. Homeland Security & Emergency Management – Resolution to Authorize an Equipment Purchase Agreement with DEDrone Holdings Inc. to Expand the Region 1 Drone Detection System

This resolution authorizes an equipment purchase agreement with DEDrone Holdings Inc., to expand the Region 1 Drone Detection System. the expansion of the Region 1 Drone Detection System consists of purchasing and installing an additional detection antenna in the City of Lansing to expand and enhance detection capabilities in and around the City of Lansing and Capital Region International Airport.

Funding for the not to exceed cost of \$50,000 is available through the FY2022 Homeland Security Grant Program.

See memo for details.

3. Circuit Court – Resolution to Authorize a Contract and Increase for Jill Rhode, CPA, to Continue Providing Essential Bookkeeper Services for 30th Circuit Court, General Trial Division

This resolution authorizes a three-year contract extension for Jill Rhode, CPA to continue to provide bookkeeping services for the General Trial Division. Ms. Rhode's current compensation of \$441/month will be increased by 3% beginning 7/1/2025, 3% beginning 7/1/2026, and 4% 7/1/2027.

Funding is available in the General Trial Division, Contract Services budget.

See memo for details.

4. Circuit Court – Juvenile Division – Resolution to Authorize an Agreement with Capital City Courier Services

This resolution authorizes an agreement with Capital City Courier Services to provide courier service to the Circuit Court General Trial Division and Friend of the Court for a not to exceed cost of \$5,100 for FY2025.

Funding is available in both divisions 2025 budgets.

See memo for details.

5. 55th District Court – Resolution to Exempt the Court Officer Position within the 55th District Court from the Hiring Freeze Process

This resolution exempts an upcoming vacant Court Officer position for the 55th District Court from the four-week hiring freeze, as court cannot be in session without a Court Officer.


See memo for details.

6. 9-1-1 Central Dispatch Center – Resolution to Authorize a Contract with GovWorx for CommsCoach AI Software for the 9-1-1 Center

This resolution authorizes a sole source contract with GovWorx for its CommsCoach AI software system, which evaluates 9-1-1 audio calls, radio dispatch transmissions, and Computer-Aided Dispatch CAD data based on industry best practices, standards, and agency-specific criteria. These evaluations identify the strengths of staff members and highlight coaching opportunities for others.

Funding for the two-year \$84,000 cost is available in the 9-1-1 Emergency Telephone Dispatch Services fund.

See memo for details.

	DEPARTMENT: Ingham County Sheriff's Office
PREPARED BY: Captain Andrew Daenzer	MEETING DATE(S): May 1, 2025 and May 7, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: -Resolution to Authorize a Contract Renewal with Cellebrite Inc.	

ACTION REQUESTED:

The Ingham County Sheriff's Office requests approval to renew a contract annually with Cellebrite Inc. for cell phone and digital analysis.

SUMMARY OF REQUEST:

The Ingham County Sheriff's Office has been using Cellebrite Inc. software since 2021 to retrieve and analyze mobile digital media evidence. We would like to renew the contract with the ability to renew through 2029.

STRATEGIC PLAN RELEVANCE:

This software allows for technical investigations that contribute to high quality and efficient services.

DEPARTMENT MISSION RELATION:

This will aid in the Sheriff's Office ability to provide excellent service to the community.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☐ MANDATED _____ ☒ NON-MANDATED This is not a mandated purchase. The equipment will improve service.

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: 2025-26 \$9,439.50, 2026-27 \$11,500, 2027-28 \$13,000, 2028-29 \$14,500

☒ Included in Current Fiscal Budget ☐ Budget Transfer ☐ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ RECOMMENDED ☐ NOT RECOMMENDED ☐ ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  DATE: _____ 4/24/2025 _____

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH CELLEBRITE INC.


WHEREAS, Ingham County has been using Cellebrite Inc. since 2021; and

WHEREAS, Cellebrite Inc. software will facilitate the timely retrieval and analysis of mobile digital media evidence in accordance with applicable State and Federal laws.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Cellebrite Inc., 8065 Leesburg Pike, Suite T3-302, Vienna, VA 22182, in an amount not to exceed \$9,439.50 for 2025-2026 to be paid out of the 2025 Sheriff's Office budget from Field Services/Contractual Services #10130102-818000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of this contract with Cellebrite Inc. annually for years 2027-2029 in an amount not to exceed \$11,500 for 2026-2027, \$13,000 for 2027-2028, and \$15,000 for 2028-2029.

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.

	DEPARTMENT: Sheriff
PREPARED BY: Darin Southworth, Chief Deputy	MEETING DATE(S): May 1 and May 7, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Special Transportation of Juveniles for MDHHS	

ACTION REQUESTED:

Renewed contract with the Michigan Department of Health & Human Services (MDHHS) for secure transportation of in-custody juvenile.

SUMMARY OF REQUEST:

Resolution #14-234 authorized a contract with the Michigan Department of Health & Human Services (MDHHS) to participate in a pilot project where the Sheriff's Office would provide transportation of specific in-custody juvenile inmates under the care of MDHHS. This relationship has been extended several times to include a current contract in place via Resolution #23-089, that expires September 30, 2025. It is mutually desirable for the Sheriff and MDHHS to continue this agreement to ensure youthful offenders are safely transported at the direction of State or Judicial orders.

STRATEGIC PLAN RELEVANCE:

This resolution approves a contract where we would fulfill the State's obligation to transfer in-custody juveniles for effective due process or other rehabilitative purposes, which directly and indirectly serves Ingham County residents.

DEPARTMENT MISSION RELATION:

This agreement formalizes a partnership with a community and government service provider to fulfill needs we are trained and equipped to do safely.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☐ MANDATED _____ ☒ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: up to \$30,000 reimbursement from the State

☐ Included in Current Fiscal Budget ☐ Budget Transfer ☒ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ RECOMMENDED ☐ NOT RECOMMENDED ☐ ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: DATE: 4/24/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT EXTENSION WITH THE MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR TRANSPORT SERVICES OF
SPECIFIC JUVENILES BY SHERIFF'S DEPUTIES**

WHEREAS, Ingham County Board of Commissioners Resolution #23-089 authorized a contract with the Michigan Department of Health and Human Services (MDHHS); and

WHEREAS, the existing contract is set to expire on September 30, 2025; and


WHEREAS, this contract will again authorize the Ingham County Sheriff's Office, hereafter Sheriff, to provide secure transportation for specific, in-custody juveniles at the request of the MDHHS; and

WHEREAS, the Sheriff and MDHHS have mutual interest in this agreement to fulfill a necessary and valuable service; and

WHEREAS, the MDHHS shall reimburse the Sheriff for deputies' overtime wages and mileage costs in an amount not to exceed \$30,000 over this period.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with MDHHS allowing the Sheriff to continue its participation with the MDHHS for the transportation of specific in-custody juvenile inmates for a reimbursable amount up to \$30,000 for the duration of the contract starting October 1, 2025 and expiring September 30, 2028.

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

	DEPARTMENT: Sheriff's Office
PREPARED BY: Darin Southworth, Chief Deputy	MEETING DATE(S): May 1, May 7, and May 13 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to authorize a contractual agreement between the Ingham County Sheriff's Office and Spectrum Training Solutions to provide continuing professional education training.	

ACTION REQUESTED:

Authorize a contractual agreement between the Ingham County Sheriff's Office and Spectrum Training Solutions as a sole source provider.

SUMMARY OF REQUEST:

This resolution authorizes a contractual agreement between the Ingham County Sheriff's Office and Spectrum Training Solutions to provide Interpersonal Communication and Mental Health/Self-Care training. Public Act 1 of 2023 mandated Continuing Professional Education (CPE) requirements for all law enforcement officers in the State of Michigan. The annual training requirements are dictated by the Michigan Commission on Law Enforcement Standards (MCOLES). The requirements for 2025 include specific topics of training in the Mental Health Crisis response discipline. Spectrum Training Solutions' program has been recognized by MCOLES and can fulfill the specified requirement.

STRATEGIC PLAN RELEVANCE:

This resolution approves a contract that will provide mental health training and increase the resilience and capacity of Sheriff's Office staff to respond to emergencies and incidents.

DEPARTMENT MISSION RELATION:

This resolution approves a contract for training that will allow the Sheriff's Office staff to continue to provide Law Enforcement excellence in partnership with our community and improve service deliverables to those contending behavioral health conditions.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☒ **MANDATED** by SOM MCOLES ☐ **NON-MANDATED** _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$10,000.00

☒ Included in Current Fiscal Budget ☐ Budget Transfer ☐ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ **RECOMMENDED** ☐ **NOT RECOMMENDED** ☐ **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  **DATE:** 4/24/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACTUAL AGREEMENT BETWEEN THE INGHAM COUNTY SHERIFF'S OFFICE AND SPECTRUM TRAINING SOLUTIONS TO PROVIDE CONTINUING PROFESSIONAL EDUCATION TRAINING

WHEREAS, Public Act 1 of 2023 mandated Continuing Professional Education (CPE) training requirements for all law enforcement officers in the State; and

WHEREAS, the Michigan Commission on Law Enforcement Standards (MCOLES) sets the training requirements for CPE topics each calendar year; and

WHEREAS, calendar year 2025's mandated requirements include training on MCOLES recognized Mental Health Crisis training; and

WHEREAS, Spectrum Training Solutions offers a training program on Interpersonal Communications and Mental Health/Self-Care, that has been approved by MCOLES to meet these requirements; and

WHEREAS, Spectrum Training Solutions will provide this training for \$10,000; and

WHEREAS, Public Act 1 of 2023 appropriated funds to support the implementation of required in-service training standards for all licensed law enforcement officers; and


WHEREAS, for the calendar year 2025, Ingham County will receive funding from MCOLES in the amount of \$1,000 per full time equivalent (FTE) law enforcement officer; and

WHEREAS, all CPE expenditures are recorded in Account #285-32020, and the necessary funds exist within this account to make this purchase; and

WHEREAS, this contract would serve to support the objectives of the County's Five-Year Strategic Plan by providing Deputies with mental health training as well as increase their resilience and capacity to respond to emergencies and incidents.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to enter into a contractual agreement with Spectrum Training Solutions to provide training on the topics of Interpersonal Communications and Mental Health/Self-Care, in the amount of \$10,000.

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.

	DEPARTMENT: Office of Emergency Management
PREPARED BY: Lieutenant Robert Boerkoel, Emergency Manager	MEETING DATE(S): May 1, May 7, and May 13, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Equipment Purchase Agreement with Dedrone Holdings Inc to expand the Region 1 Drone Detection System.	

ACTION REQUESTED:

Approval for the purchase and installation of an additional Dedrone Drone Detection System antenna in the City of Lansing, expanding and enhancing the existing Region 1 Drone Detection System using previously accepted FY 2022 Homeland Security Grant Program (HSGP) Funds.

SUMMARY OF REQUEST:

Previously accepted HSGP funds require projects to be completed in National Priority Areas, such as Emerging Threats, Threats to Soft Targets and Combating Domestic Violent Extremism; Drone Detection Systems qualify in these areas. The existing Region 1 Drone Detection System utilizes Dedrone to detect and monitor nefarious drone activity in our Region. This project seeks to enhance and expand the Drone Detection System in and around the City of Lansing and Capital Region International Airport through the purchase and installation of additional drone detection equipment, to be installed at Lansing Fire Station 1.

STRATEGIC PLAN RELEVANCE:

This resolution authorizes the purchase of equipment that enhances quality of life and continuity in service to the residents of Ingham County as it enhances our ability to detect drone activity that may compromise community safety through threats to critical infrastructure and drone borne threats during community events.

DEPARTMENT MISSION RELATION:

This resolution approval improves the resiliency of Ingham County by improving our ability to detect and mitigate potential drone borne threats to community events and critical infrastructure.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☐ MANDATED _____ ☒ NON-MANDATED Grant funded to enhance resiliency

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$50,000

☐ Included in Current Fiscal Budget ☐ Budget Transfer ☒ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ RECOMMENDED ☐ NOT RECOMMENDED ☐ ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 9/20/2024 (MSP EMSHD)

CONTROLLER'S OFFICE: _____ DATE: 4/24/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EQUIPMENT PURCHASE AGREEMENT WITH DEDRONE HOLDINGS INC. TO EXPAND THE REGION 1 DRONE DETECTION SYSTEM

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management received pass through grant funds from the FY2022 Homeland Security Grant Program (HSGP) previously accepted by the Ingham County Board of Commissioners via Resolution #22-532; and

WHEREAS, the purpose of these grant funds is to purchase equipment and provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the FY22 HSGP Grant requires a minimum expenditure of \$232,750 on projects in designated National Priority Areas; and

WHEREAS, Dedrone is the existing vendor of the Region 1 Drone Detection System for Ingham County; and

WHEREAS, Dedrone drone detection system meets the requirements of the FY22 HSGP National Priority Area of Combating Domestic Violence Extremism; and

WHEREAS, drone detection systems aide in achieving safe and secure facilities and open spaces by mitigating drone borne attacks, community event threats, inappropriate surveillance and intelligence gathering, potential contraband deliveries, and hazards to commercial air traffic; and


WHEREAS, the expansion of the Region 1 Drone Detection System consists of purchasing and installing an additional detection antenna in the City of Lansing to expand and enhance detection capabilities in and around the City of Lansing and Capital Region International Airport; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal; and

WHEREAS, the total expenditure for this proposal is \$50,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an equipment purchase agreement with Dedrone to purchase and install additional drone detection antenna equipment in the amount of \$50,000 utilizing funding from the FY2022 Homeland Security Grant Program Funding.

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

	DEPARTMENT: 30 th Circuit Court - GTD
PREPARED BY: Nicholas J. Hefty, Deputy Court Administrator	MEETING DATE(S): Law & Courts 5/1/2025, Finance 5/7/2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to Authorize a Contract and Increase for Jill Rhode, CPA, to Continue Providing Essential Bookkeeper Services for 30 th Circuit Court, General Trial Division	

ACTION REQUESTED:

Authorize entering into a contract with Jill Rhode, Certified Public Accountant (CPA) Accounting and Consulting for the continuation of account reconciliation.

SUMMARY OF REQUEST:

The 30th Circuit Court – General Trial Division is requesting approval to renew the current contract with Jill Rhode, CPA, that end July 1, 2025, to provide incremental compensation increases for ongoing bookkeeping services. Ms. Rhode has been reconciling five separate court-related bank accounts-Restitution, Jury, Bond, Mediation, and General Clearing on a monthly basis since July 1, 2020.

Ms. Rhode was originally contracted in 2020 to support the Court with essential bookkeeping services that ensure proper internal controls and the timely reconciliation of multiple accounts. Her compensation was most recently set at \$441.00 per month, effective July 1, 2024, following annual increases approved in prior resolutions. Given the continued value of her work and the need for consistent financial oversight, the Court is recommending modest annual increases moving forward.

If approved, this resolution will authorize a 3% pay increase effective July 1, 2025 (to \$454.23/month), a 3% increase effective July 1, 2026 (to \$467.86/month), and a 4% increase effective July 1, 2027 (to \$486.57/month). Funds for this contract will continue to be drawn from the Court’s Contractual Services budget (101-13001-818000). Upon approval, the Chairperson of the Ingham County Board of Commissioners will be authorized to sign the necessary contract documents on behalf of the Court.

STRATEGIC PLAN RELEVANCE:

This resolution aligns with Ingham County’s Strategic Plan by supporting the pillar of Good Government. By ensuring the continuation of accurate and timely financial reconciliations through an experienced CPA, the 30th Circuit Court upholds strong internal controls, fiscal accountability, and transparency; key elements of responsible governance. Additionally, this action helps maintain Service to Residents by ensuring the integrity of financial processes related to court functions such as restitution and bond handling, which directly impact community members. The resolution supports consistent, professional management of public funds, reinforcing the County’s commitment to efficient and trustworthy operations.

DEPARTMENT MISSION RELATION:

This resolution supports the 30th Circuit Court’s mission by reinforcing the Court’s commitment to being an accessible and professionally managed forum. Accurate financial reconciliation of key accounts such as Restitution, Jury, and Bond are critical to maintaining public trust and ensuring that court services are delivered effectively, impartially, and with integrity. By continuing to employ a qualified CPA to manage these essential

bookkeeping tasks, the Court upholds sensitive professionalism and accountability, which are fundamental to the fair and efficient resolution of disputes and overall service to the public.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☒ MANDATED _____ ☐ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$16,903.92 over three years.

☒ Included in Current Fiscal Budget ☐ Budget Transfer ☐ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ RECOMMENDED ☐ NOT RECOMMENDED ☐ ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  _____ DATE: _____ 4/24/2025 _____

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT AND INCREASE FOR JILL RHODE, CPA, TO
CONTINUE PROVIDING ESSENTIAL BOOKKEEPER SERVICES FOR
30TH CIRCUIT COURT, GENERAL TRIAL DIVISION**

WHEREAS, Resolution #20-584 of the Ingham County Board of Commissioners authorized a contract with Ms. Jill Rhode, Certified Public Accountant (CPA) for the purpose of reconciling five unique General Trial Division bank accounts, including Restitution, Jury, Bond, Mediation, and General Clearing, on a monthly basis; and

WHEREAS, Resolution #22-468 authorized the continuation of contracting with Ms. Rhode for the purpose of reconciling said accounts for three more years with monetary increases of 5% on an annual basis; and

WHEREAS, the 30th Circuit Court has benefitted from bookkeeping services provided by Ms. Jill Rhode, CPA, Accounting and Consulting since July 1, 2020; and

WHEREAS, the need to continue the use of a contractual bookkeeper is to ensure separation of duties, proper internal controls, and monthly reconciliations for each account; and


WHEREAS, Ms. Rhode has provided services to include reconciling all five General Trial Division bank accounts monthly at a rate of \$441 per month with no benefits on a contract basis; and

WHEREAS, to ensure continuation of expert services provided by Ms. Rhode, it is requested that her contract rate be increased by 3% for each of the next two years and 4% in the third year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract at an increase in Ms. Jill Rhode's compensation from \$441 per month to \$454.23 per month effective July 1, 2025, to \$467.86 per month effective July 1, 2026, and to \$486.57 per month effective July 1, 2027 for the purpose of reconciling five General Trial Division bank accounts on a monthly basis and to utilize funds from the Contractual Services line item 101-13001-818000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2025-2026 budget and position allocation lists consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

	DEPARTMENT: Circuit Court/Jury Administration/Friend of the Court
PREPARED BY: Scott LeRoy, Circuit Court Administrator	MEETING DATE(S): May 1 and May 7
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Contract Authorization Form	

ACTION REQUESTED:

The Circuit Court is requesting authorization to enter into a contract with Capital City Courier Service.

SUMMARY OF REQUEST:

On March 28, 2025, the courier service used by the Circuit Court, Great Lakes Express Services, Inc., went out of business. Capital City Courier Services began providing services to the Circuit Court the week of March 31, 2025, charging the same \$7.00 per day fee as Great Lakes Express. Capital City Courier Service picks up mail from a PO box for the Circuit Court Clerk's Office, Jury Administration, and Friend of the Court and delivers the mail to the VMC/GPB, separating the mail by department. The Circuit Court receives several thousand filings, child support payments, child support complaints, and jury communication a year via the US mail.

STRATEGIC PLAN RELEVANCE:

Enhance communication and outreach to the community by using all available communication methods and tailoring messaging to individual needs.

DEPARTMENT MISSION RELATION:

Improve timely filings with the Clerk's Office and respond to juror summons to increase jury yield and utilization, while also efficiently managing the receipt of child support payments and complaints.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☒ MANDATED _____ ☐ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$5,100

☒ Included in Current Fiscal Budget ☐ Budget Transfer ☐ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ RECOMMENDED ☐ NOT RECOMMENDED ☐ ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  DATE: 4/24/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH CAPITAL CITY
COURIER SERVICES**

WHEREAS, the Circuit Court, Jury Administration and Friend of the Court relies on courier services to efficiently manage and distribute its mail, including thousands of filings, child support payments, complaints, and jury communications annually; and

WHEREAS, on March 28, 2025, the courier service previously utilized by the Circuit Court, Great Lakes Express Services, Inc., ceased operations, thereby necessitating the immediate procurement of an alternative service provider; and

WHEREAS, Capital City Courier Services commenced providing courier services to the Circuit Court, Jury Administration and Friend of the Court starting the week of March 31, 2025, seamlessly transitioning into the position while maintaining the previous service fee of \$7.00 per day, per department; and

WHEREAS, Capital City Courier Services collects mail from a designated PO Box and delivers it to the VMC/GPB, ensuring the mail is organized by department (the Circuit Court Clerk's Office, Jury Administration, and Friend of the Court) for efficient processing and distribution; and

WHEREAS, the continuity of efficient mail processing is crucial to the functioning of the Circuit Court, ensuring that filings and communications are handled in a timely and accurate manner; and


WHEREAS, the cost of the service will be split between the Circuit Court General Trial Division and Friend of the Court, and

WHEREAS, no budget adjustments are required as funds exist in both the Circuit Court General Trial Division and Friend of the Court's 2025 operating budgets.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the transition of courier service responsibilities to Capital City Courier Services, effective March 31, 2025, under the existing fee structure of \$7.00 per day, per department, not to exceed \$5,100 for FY2025.

BE IT FURTHER RESOLVED that the cost will be split between the Circuit Court General Trial Division and the Friend of the Court.

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

	DEPARTMENT: 55 th District Court
PREPARED BY: Michael J. Dillon, Court Administrator	MEETING DATE(S): May 1, May 6, and May 7, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Hiring Freeze Process – Court Officer	

ACTION REQUESTED:

Exempt the court officer position within the 55th from the hiring freeze process.

SUMMARY OF REQUEST:

The resolution authorizes the 55th District Court to hire a court officer when a position becomes vacant. The court officer position, identified as critical, is responsible for the safety and security of their judge, court staff, and court users. The court cannot wait a minimum of eight weeks to fill the position, four weeks for the posting delay, and another four weeks to post, interview, select, and onboard the new employee. A judge will not open a court session without a court officer present. Any delay in hiring a court officer will bring the respective judge's docket to a standstill, resulting in significant docket congestion, delayed justice, and a failure to comply with statutory and court rule requirements regarding case processing.

STRATEGIC PLAN RELEVANCE:

The resolution allows The Honorable Donald Allen to continue to hear cases without delay and in the presence of a court officer, which promotes public safety and good governance.

DEPARTMENT MISSION RELATION:

The resolution allows for the court to deliver justice in an efficient manner.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☒ **MANDATED** Adequate court funding ☐ **NON-MANDATED** _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$ 76,673

☒ Included in Current Fiscal Budget ☐ Budget Transfer ☐ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ **RECOMMENDED** ☐ **NOT RECOMMENDED** ☐ **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  **DATE:** 4/24/2025

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXEMPT THE COURT OFFICER POSITION WITHIN
THE 55th DISTRICT COURT FROM THE HIRING FREEZE PROCESS**

WHEREAS, Resolution #25-152 requires a four-week hold on vacant positions before they can be advertised to be filled; and

WHEREAS, Mr. Dennis Aven, assigned as a court officer to the Honorable Donald Allen's courtroom, submitted his resignation, effective April 18, 2025; and

WHEREAS, the resignation of Mr. Aven creates a vacant court officer position; and

WHEREAS, because of the nature of the court officer position, the position was classified as a critical position during the COVID-19 pandemic, requiring the court officers to report to work each day; and

WHEREAS, the court officer position is responsible for the safety of the judge, court staff, and court users; and

WHEREAS, the court officer position is responsible for the security of their assigned courtroom and the overall court building; and


WHEREAS, a court session is not called to order unless a court officer is present; and

WHEREAS, a delay in filling the Honorable Donald Allen's court officer position would cause the judge's docket to come to a stand-still for a minimum of eight weeks; the four-week delay period and a minimum of another four weeks for posting, interviewing, selecting, and onboarding a new court officer; and

WHEREAS, not holding court for eight weeks because of the absence of a court officer will create significant docket congestion, delayed justice, and a failure to comply with statutory and court rule requirements regarding case processing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners exempts the court officer position within the 55th District Court from the hiring freeze process.

BE IT FURTHER RESOLVED, that the 55th District Court is authorized to post the court officer position immediately upon adoption of this resolution.

	DEPARTMENT: 9-1-1 Center
PREPARED BY: Barb Davidson, 911 Director	MEETING DATE(S): May 1 and May 7, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Enter into a contract with GovWorx for their CommsCoach Solution	

ACTION REQUESTED:

The Ingham County 9-1-1 Center is requesting to enter into a sole source contract with GovWorx to utilize their product called CommsCoach, which can, through Artificial Intelligence (AI), gather all 9-1-1 calls, radio transmissions, and evaluate them for quality assurance. This product can also be utilized to assist in training, feedback, and identifying calls that may impact dispatcher wellness.

SUMMARY OF REQUEST:

This resolution would authorize entering into a sole source contract with GovWorx for their product, CommsCoach. CommsCoach is a solution that is subscription-based and would integrate with our existing technology and automate data gathering. CommsCoach AI then evaluates 9-1-1 audio calls, radio dispatch transmissions, and Computer-Aided Dispatch CAD data based on industry best practices, standards, and agency-specific criteria. These evaluations identify the strengths of staff members and highlight coaching opportunities for others. This product will enhance our ability to perform quality assurance and training without adding additional work to our management team, supervisors, and training team. This product would remove the manual work they have today, freeing up valuable time for supervisors and trainers to focus on more impactful tasks.

STRATEGIC PLAN RELEVANCE:

This resolution approves a purchase and contract that improves the 9-1-1 Center's service to our residents while promoting employee development, wellness, and achievements.

DEPARTMENT MISSION RELATION:

This resolution approves a contract that will help the 9-1-1 Center achieve its mission of providing exemplary service.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

☒ MANDATED _____ ☐ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:


Total Request/Contract Amount: \$84,000 for two year term and agreement to limit any increase after to 5%.

☐ Included in Current Fiscal Budget ☒ Budget Transfer ☐ Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

☒ RECOMMENDED ☐ NOT RECOMMENDED ☐ ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  **DATE:** _____ 4/24/2025 _____

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH GOVWORX FOR COMMSCOACH AI
SOFTWARE FOR THE 9-1-1 CENTER**

WHEREAS, the Ingham County 9-1-1 Center is committed to providing exemplary public safety services, with a continued emphasis on employee development, service excellence, and operational efficiency; and

WHEREAS, GovWorx is the sole source provider of a product called CommsCoach, which offers an innovative artificial intelligence (AI)-driven solution that evaluates 9-1-1 audio calls, radio transmissions, and computer-aided dispatch (CAD) data using industry standards and agency-specific protocols; and

WHEREAS, CommsCoach enhances the quality assurance process by automating data analysis, identifying strengths and coaching opportunities for staff, and removing the need for manual reviews currently conducted by supervisors and training personnel; and

WHEREAS, the use of CommsCoach will improve employee performance feedback, dispatcher wellness monitoring, and support comprehensive training programs without adding additional work for management teams; and

WHEREAS, the proposed contract includes a subscription-based model at a cost of \$84,000 for the first two years and limits any cost increase thereafter to no more than 5%, with funding requiring a budget transfer for implementation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with GovWorx, the sole source provider of CommsCoach AI software for a two-year term in the amount of \$84,000, with annual increases thereafter not to exceed five percent (5%) from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

BE IT FURTHER RESOLVED, that the Controller Administrator is authorized to make the necessary budget transfers and take any actions necessary to implement this resolution.

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