

COURTS & PUBLIC SAFETY COMMITTEE
DRAFT - MEETING MINUTES
Monday, May 15, 2023 – 4:00 p.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Chair
Burt Francisco
Jesse Osmer
Bill Peterson

Others Present: Mary Catherine Hannah, County Administrator
Kim MacArthur, County Board Assistant
Sheriff Erik Smith
Janelle Mott, Juvenile Officer
Cynthia Muszynski, Prosecutor
Steve Mousseau, IT Director
Rob Edmonds, City Fire Chief
Wes Wilder, Maintenance Superintendent
Al Rapson, Assistant EM/E911 Director
Judge Alan Curtis
Myra DeCaire
Lynn Bunting, County Board Assistant (zoom)
Kim Ludlow, County Treasurer (zoom)
Steve Smigelski, Airport Manager (zoom)
Kim Elkie, EM/E911 Director (zoom)
Audra Cole, Animal Control (zoom)
Edna Sorensen (zoom)
Bob Reid (zoom)
Phil Heimrel, True North Radio (zoom)
Michelle Reid, Animal Control (zoom)

CALL MEETING TO ORDER

Chair John Kozlowski called the meeting to order at 4:00 p.m.

MOTION TO ADOPT AGENDA

Moved by Commissioner Francisco and supported by Commissioner Peterson to adopt the agenda as presented. Motion carried.

INFORMATION ITEM: Juvenile Officer Janelle Mott presented April's Child Care Fund Monthly Report to the Committee. (attachment #1) Next month Janelle will change the manner of the way she presents the reporting to show a more accurate reflection on actual cash balance and savings amounts. The current reporting is a bit misleading and shows the Child Care Fund has less revenue than they actually have.

INFORMATION ITEM: County Administrator Mary Catherine Hannah reported the discussion on liability insurance for Probation Officer Tim Marquardt has been resolved and he will be covered under the County's insurance policy while utilizing his CCW with the County. This will go into effect immediately.

Judge Alan Curtis reported the retired 911 Director accepted a position with the drug court as a case manager on a 20-30 hour per week contract, but since he will not be an employee of the County, he is required to have his own liability insurance as an independent contractor. He does not want to take on his own liability insurance and Judge Curtis asked if working through the drug court would be different than any other independent contractor and qualify him to be covered. Judge Curtis will work with Administrator Hannah to get more information.

INFORMATION ITEM: Prosecutor Cynthia Muszynski presented to the Committee a cost proposal for Prosecutor By Karpel Software. The previous cost proposal of \$71,650 with an additional annual subscription of \$11,625 was reduced to \$54,000 and \$10,000 respectively due to 17 counties signing up and many kinks being worked out. There is also a fee of \$1,000 for each extra terabyte that is used beyond the two they give you. Their annual rates have not increased in the last 5 years, and they do not anticipate any increases at this time. IT Director Steve Mousseau reported our current network storage is at a very low level. The Prosecutor's storage rate has increased dramatically due to the body cameras, car cameras, etc. and at the rate storage is used now we will be completely out of space by July. Prosecutor Muszynski said that her department is currently working to reduce storage rates and they are deleting unnecessary data. If Karpel Software is approved, a lot of the data will be transferred to the cloud and not be on our system. Motion was made by Commissioner Peterson and supported by Commissioner Francisco to recommend the action item below. Motion carried.

ACTION ITEM #1: The Committee recommends approval for the Prosecutor's Office to purchase Karpel Solutions Software to replace their current software which will expire and become obsolete and for the matter to be placed on the Finance, Ways & Means Committee agenda for a funding recommendation as presented.

INFORMATION ITEM: Commissioner Francisco gave the Committee an update on the Juvenile Justice Ad hoc Committee. At their regional meeting on May 7th, there seemed to be a lack of support from the State of Michigan for a regional treatment facility. Goldberg Architects is going to go back and look for a new option of using short-term vs long-term placement. Discussion was made on other options for a facility. The Committee will await the results of the Goldberg findings to see if they offer anything for short-term placement to fill our needs.

INFORMATION ITEM: Fire Chief Rob Edmonds presented the Committee with a proposed Ambulance Fee Schedule change. Per the interlocal ambulance agreement with Alpena County, it is a requirement to have approval from the Commissioners to raise ambulance fees by more than 5%. The fees on the proposal that apply to the 5% increase are the Basic Life Support Base Rate and Treat No-Transport. Motion was made by Commissioner Peterson and supported by Commissioner Francisco to recommend the action item below. Roll call vote was taken: AYES: Commissioners Osmer, Francisco, Peterson, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of increasing the Ambulance Fee Schedule for Basic Life Support Base Rate from \$498.75 to \$525.00 and to approve a new Treat No-Transport rate of \$250.00 as presented.

INFORMATION ITEM: Chair Kozlowski presented the Ambulance Fund Monthly Report to receive and file. Motion was made by Commissioner Francisco and supported by Commissioner Peterson to receive and file the monthly Ambulance Fund Report as presented. Motion carried.

INFORMATION ITEM: Chair Kozlowski presented the Medical Examiners Monthly Reports to receive and file. Motion was made by Commissioner Osmer and supported by Commissioner Peterson to receive and file the monthly Medical Examiners Reports as presented. Motion carried.

INFORMATION ITEM: Chair Kozlowski presented the Veterans Affairs Office Monthly Report to receive and file. Motion was made by Commissioner Osmer and supported by Commissioner Peterson to receive and file the monthly Veterans Affairs Office Monthly Report as presented. Commissioner Francisco, liaison for Veteran's Affairs, brought to the Committee's attention his concern that the new Chair of the Veterans Affairs Board did not attend the last meeting. After several attempts to contact him, he did not show up and the Vice Chair ran the meeting. If this becomes an issue, Commissioner Francisco will bring back to the Committee. Motion carried.

OTHER DISCUSSION:

Animal Control Program - Next Steps Discussion: Discussion was made on how to proceed regarding the Animal Control Program. The survey is still live through the end of the month, and responses will be brought back to this Committee. A lot of discussion is being made on the financial situation and one of the challenges is that figures for this budget are in many places. The Sheriff's Office, Maintenance Department, and Treasurer's Office all have both revenues and expenses with accordance to Animal Control. Administrator Hannah presented an approximation on a 5-year lookback to 2017 and there has been a steady increase in cost to the general fund but not as large as expected. Administrator Hannah is meeting with the Administration staff at the Sheriff's Office for a more detailed discussion to get a better sense of the operating budget. Chair Kozlowski would like to see the outcome of the survey to figure out the best option for both Animal Control and the County. Discussion was made on the policies and procedures that the Animal Control Program has. Motion was made by Commissioner Osmer and supported by Commissioner Kozlowski to have the Animal Control Officer present the Animal Control Policies and Procedures to the Committee before the next meeting. Motion carried.

***Next Meeting: Monday, June 19, 2023 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Osmer to adjourn the meeting. Motion carried. The meeting adjourned at 5:39 p.m.

John Kozlowski, Chair

Kimberly MacArthur, Board Assistant

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CHILD CARE BALANCE SHEET**Month: April, 2023**

BEGINNING FUND BALANCE	\$48,605.97
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Revenue

MONTHLY APPROPRIATION FROM COUNTY	\$27,981.68
DEPOSITS	\$37,444.98
* MONTHLY REVENUE TOTAL	\$65,426.66

Expenses

Monthly Expense Total	\$53,085.32
END OF THE MONTH BALANCE	\$60,947.31
Fund Balance Adjustments	\$25,106.57
ACTUAL BALANCE:	\$35,840.74

Revenue to date for May	\$32,620.60
Expenses to date for May	\$43.15
Anticipated Balance	\$68,418.19

Janelle Mott 5/12/2023