

COURTS & PUBLIC SAFETY COMMITTEE  
**DRAFT - MEETING MINUTES**  
Monday, October 16, 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  
Fire Chief Rob Edmonds  
Kim Elkie, EM/E911 Director  
Al Rapson, Deputy EM/E911 Director  
Janelle Mott, Juvenile Officer  
Wes Wilder, Maintenance Superintendent  
Jessica Spindlere, Tele-Rad  
Steve Smigelski, Airport Manager (zoom)  
Kim Ludlow, County Treasurer (zoom)  
Neil Pickhard, GT Mobile (zoom)  
John Bradley, (zoom)

**CALL MEETING TO ORDER**

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

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**MOTION TO ADOPT AGENDA**

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

**INFORMATION ITEM:** Juvenile Officer Janelle Mott presented August and September's Child Care Fund Monthly Reports to the Committee (attachment #1). Motion was made by Commissioner Osmer and supported by Commissioner Francisco to receive and file the Child Care Fund Monthly reports as presented. Motion carried.

**INFORMATION ITEM:** Emergency Management and E/911 Services Director Kim Elkie presented the Committee with a monthly update on the department. Kim reported the tower went live back in August and they have had positive feedback. Herself, along with Deputy Director Al Rapson have attended multiple training courses and meetings and have received a lot of good information. Kim reported the annual radio purchase project just concluded. This year \$20,000 was budgeted from the ambulance fund for radios for the fire partners and we match 50/50 with the departments. All \$20,000 was matched. We spent \$20,000 and the fire partners outspent the match totaling \$26,741.00. We helped purchase 9 new pagers, 14 portable radios, 4 mobile radios, 9 replacement pager batteries and 3 replacement microphones. In the month of September, the center received 796 911 calls and 29 911 texts. Kim also reported that she was invited to speak to the Kiwanis Club and spoke about the text to 911 capabilities and the importance of teaching children how to use 911.

INFORMATION ITEM: Director Kim Elkie presented an amendment to the 2021 Emergency Management Performance Grants American Rescue Plan Action for approval. Motion was made by Commissioner Osmer and supported by Commissioner Francisco to recommend approval of the EMPG ARPA amendment as presented. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the amendment to the FY2021 Emergency Management Performance Grants American Rescue Plan Action in the amount of \$3,031 with an in-kind County match of \$1,515.50 as presented. This has Grant Review Committee approval.**

INFORMATION ITEM: Director Elkie presented the 2023-2024 Emergency Performance Grant renewal application for approval. These funds help to pay for her salary and benefit package, pay part of the county funded cell phone and pay part of the siren management costs on weather warning sirens. Motion was made by Commissioner Osmer and supported by Commissioner Francisco to recommend approval of the 2023-2024 EMPG renewal application as presented. Roll call vote was taken: AYES: Commissioners Francisco, Peterson, Osmer, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of the 2023-2024 Emergency management Performance Grant Renewal Application in the amount of \$7,332 with an in-kind County match of \$3,666 as presented. This has Grant Review Committee approval.**

INFORMATION ITEM: Sheriff Erik Smith presented discussion on the replacement of the Sheriff's Office current 800 MHz radios. Sheriff Smith reported the radios that are currently being used are almost 20 years old and are becoming obsolete. They will not be automatically removed from the State's system, but they will no longer be able to be fixed or reprogrammed. The current radios also cannot support encrypted interoperability. Jessica Spindler with Motorola reported encryption allows for events to be kept off the scanner so an incident that needs to be handled with discretion can be. Without encryption it can be heard anywhere. The state is advising to add encryption types moving forward.

Sheriff Smith presented several quotes for the Committee to review. A total of 20 mobile radios and 25 portable radios would need to be purchased. Whether a basic radio is purchased or a radio that is more advanced, all radios must meet certain specs and criteria. WiFi and encryption would be an additional cost for those capabilities. The quotes ranged between \$170,480.65 and \$307,493.50.

Commissioner Franciso inquired about what to do with the old radios if new ones are purchased. Sheriff Smith reported they are not good to anyone in Michigan as they will no longer be good on the system. Jessica suggested the radios could be stripped back and used by the right individuals for larger events in the community such as the county fair, but batteries would be limited.

Commissioner Francisco asked that Director Elkie put the topic of Sheriff Radios on her agenda for the LEPC meeting for more in depth discussion with the other agencies which will be held Wednesday, October 18<sup>th</sup>.

Commissioner Osmer inquired about a discount for buying in bulk. Jessica reported their quotes were based on state contract pricing. Quantities over 50 with all encryption types they would offer an additional 5% off.

Chair Kozlowski asked that all presented quotes be sent to the rest of the Commissioners for review and brought back to the next month's meeting.

INFORMATION ITEM: IT Director Steve Mousseau presented updated Cybersecurity Policies for approval. There were two cybersecurity audits performed and recommendations were made to make a few minor updates and changes to some of the policies to be CJIS compliant. Chair Kozlowski noted a spelling correction on the Network Infrastructure Management Policy. Motion was made by Commissioner Francisco and supported by Commissioner Osmer to recommend approval of the Cybersecurity Policies as presented. Motion carried.

**ACTION ITEM #3: The Committee recommends Approval of the updated IT Department's Cybersecurity Policies as presented.**

INFORMATION ITEM: County Administrator Mary Catherine Hannah presented a Memorandum of Understanding with Matthew Wojda. One of the attorney contracts was terminated, and cases needed to be reassigned. The Judge reached out amongst the attorneys in his courtroom to handle the cases short term and this law firm stepped forward. These cases are only regarding adult disability.

INFORMATION ITEM: Administrator Hannah presented a draft press release for the attorney contract. We are not required to bid for professional services, but it should be sent out to the attorney community to see what firms would be interested in taking on the cases. Under the current contract there are four attorneys. Administrator Hannah will get the press release sent out and on the county website. Legislation is in the process of moving indigent juvenile representation over to MIDC in which that representation would be removed from this contract and moved to the MIDC office.

INFORMATION ITEM: Administrator Hannah presented the Medical Examiner Contract for discussion. The current contract expires December 31, 2023, and because this is a professional service, we are not required to put out bid. We are currently contracted with Mid-Michigan Medical Examiners Group, and we have a very good working relationship with them and there have been no issues. The Committee agrees to have Administrator Hannah reach out to them regarding renewal of the contract.

INFORMATION ITEM: Chair Kozlowski presented the Ambulance Fund Monthly Report to receive and file. Fire Chief Rob Edmonds reported they are in the process of running a medical first responder course that will run January to May that will be sponsored as part of the ambulance contract and gave an updated on the department. Motion was made by Commissioner Osmer and supported by Commissioner Francisco 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 Francisco to receive and file the Medical Examiners Monthly Reports as presented. Motion carried.

INFORMATION ITEM: Chair Kozlowski presented the Veterans Affairs Monthly Report to receive and file. Motion was made by Commissioner Francisco and supported by Commissioner Osmer to receive and file the Veterans Affairs Monthly Report as presented. Motion carried.

**\*Next Meeting: Monday, November 20, 2023 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Motion was made by Commissioner Francisco and supported by Commissioner Osmer to adjourn.  
The meeting adjourned at 5:08 p.m.

---

John Kozlowski, Chair

kvm

DRAFT

## August, 2023 Child Care Fund Monthly Report

<b>Cash Balance:</b>	<b>\$29,166.52</b>
----------------------	--------------------

<b>Revenue:</b>	
General Fund Allocation:	\$27,981.68
Basic Grant:	\$554.78
State Reimbursement:	\$15,165.26
Blending Funding:	\$0.00
Interest:	\$31.97
Other Revenue:	\$4,359.92
<b>TOTAL REVENUE:</b>	<b>\$48,093.61</b>

<b>Expenditures:</b>	
Foster Care:	\$0.00
Institutional Care:	\$17,625.00
Intensive Probation:	\$46,707.59
Basic Grant:	\$2,769.66
Other Expenditures:	\$0.00
<b>TOTAL EXPENDITURES:</b>	<b>\$67,102.25</b>

<b>Blended Funding:</b>
-------------------------

<b>Cash Balance:</b>	<b>\$10,152.83</b>
<b>Savings Balance:</b>	<b>\$15,905.72</b>

*Janeh Mott*  
10/12/2023

## September, 2023 Child Care Fund Monthly Report

<b>Cash Balance:</b>	<b>\$10,152.83</b>
----------------------	--------------------

<b>Revenue:</b>	
General Fund Allocation:	\$27,981.68
Basic Grant:	\$19,185.69
State Reimbursement:	\$64,391.13
Blending Funding:	\$0.00
Interest:	\$41.69
Other Revenue:	\$4,163.45
<b>TOTAL REVENUE:</b>	<b>\$115,763.64</b>

<b>Expenditures:</b>	
Foster Care:	\$0.00
Institutional Care:	\$9,098.15
Intensive Probation:	\$33,473.86
Basic Grant:	\$1,025.23
Other Expenditures:	-\$255.44
<b>TOTAL EXPENDITURES:</b>	<b>\$43,341.80</b>

<b>Blended Funding:</b>	
-------------------------	--

<b>Cash Balance:</b>	<b>\$82,570.55</b>
<b>Savings Balance:</b>	\$15,909.64

*Jamell Mott*  
10/12/2023