

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
DALE COPEEDGE

VICE-CHAIRPERSON PRO-TEM
RANDY SCHAFFER

LAW ENFORCEMENT COMMITTEE
ANDY SCHOR, CHAIR
DIANNE HOLMAN
VICTOR CELENTINO
DALE COPEEDGE
SHELBY BUYP
RANDY SCHAFFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE LAW ENFORCEMENT COMMITTEE WILL MEET ON THURSDAY, OCTOBER 15, 2009 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [October 1, 2009](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Community Corrections Advisory Board - Resolution Authorizing Submission of a Grant Application and Entering into a Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Authorizing Entering into Subcontracts for [Community Corrections](#) Programs for FY 2009-2010
2. Sheriff's Office/Management Information Services Department - Resolution to Authorize an Amendment to the Agreement with [ID Solutions](#) to Purchase and Install an All Weather Digital Perimeter Security Camera System at the Ingham County Sheriff's Office
3. Sheriff's Office
 - a. Resolution of Continuous Effect Authorizing an Agreement with the Internal Revenue Service Criminal Investigation's Unit and other Federal Law Enforcement Agencies for the Purpose of Receiving Reimbursable Costs for Providing Resources for a [Joint Operations](#) Task Force
 - b. Travel Notification – [MMRMA](#) Court Security Workshop
4. Discussion: Carrying Concealed Weapons (CCW) Issue - Update on Previous Discussions (*no material*)

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 ENFORCEMENT COMMITTEE

October 1, 2009

Minutes

Members Present: Chairperson Andy Schor, Dianne Holman, Victor Celentino, Dale Copedge, Randy Schafer, Shelby Bupp and Board Chairperson Deb De Leon

Members Absent: None

Others Present: Rich McNulty, Mike Bryanton, Joe Maatman, Nicole Anderson, Lorna Elliott, Ken Ross, Miriam Ross, and others

The Law Enforcement Committee meeting was called to order by Chairperson Schor at 6:00 p.m., in the Personnel Conference Room (D & E) of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the September 1, 2009 and September 10, 2009 Minutes

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM.HOLMAN, TO APPROVE THE SEPTEMBER 1, 2009 AND SEPTEMBER 10, 2009 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Copedge

Additions to the Agenda

8. Discussion – Stimulus Funds Use

Limited Public Comment

None

MOVED BY COMM.SCHAFFER, SUPPORTED BY COMM.HOLMAN, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Community Corrections Advisory Board - Resolution Authorizing Entering into a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the City's 2009-2010 Fiscal Year
5. Sheriff's Office
 - c. Resolution Honoring Barbara Floyd
 - d. Resolution Authorizing Participation with the Meridian Township Police Department Youth Alcohol Enforcement Grant
 - e. Resolution Authorizing Participation with the Meridian Township Police Department Child Passenger Safety Enforcement Grant
 - f. Resolution Authorizing Participation with the Meridian Township Police Department Traffic Enforcement Grant

6. Controller/Administrator's Office - Resolution Authorizing Adjustments to the 2009 Ingham County Budget

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM.HOLMAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.. MOTION CARRIED UNANIMOUSLY.

2. Discussion - Carrying Concealed Weapons (CCW) Issue with the County Prosecutor and the County Clerk

Prosecutor Dunnings reported that when the current CCW law was passed in 2000, he felt that this was an unfunded mandate by the state and would result in substantial increase of duties and expenses to our county offices and he asked the Board if they would consider filing a lawsuit against the state under the Headlee Provision, so that we could recoup the monies that it would cost the county to fulfill these new responsibilities. Counsel advised that before a lawsuit could be filed, that a request had to be filed to the Headlee Compensation Board. This was done in 2001 or 2002, and no answer was received.

County Clerk Mike Bryanton introduced Nicole Anderson, an employee from his office, whose daily full-time duties have increased to nearly all CCW related. Nicole Anderson described in detail the process involved in processing CCW applications.

Mr. Bryanton referred to the Concealed Weapons Application Costs handout, which details a history of the costs and losses to the county.

Prosecutor Dunnings explained the Sheriff's Department's role and time expended in the CCW application process. He also explained the time and costs incurred by the Prosecutor's Office. He noted that the number of applications is doubling every year. The Prosecutor's Office is not allocated compensation according to the statute.

Chairperson Schor stated that the Headlee Review Board has been disbanded and the State Attorney General is trying to find out what happened to our claim; in light of this, potential legal action should be discussed.

Mr. Bryanton reiterated the cost to the county is approximately \$70.00 per application, for which we receive \$41.00.

Rich McNulty explained difference between a claim with the Headlee Board, which has now been transferred to the governor's office, and a lawsuit. If you file a lawsuit, per the Supreme Court decision in the Durant case, you cannot collect damages. If you go to the claims board, you can collect damages. That is why the Board decided in 2004 and reaffirmed in 2006 that they wanted to go for the damages.

Comm. Celentino asked the Prosecutor for his recommendations.

Chairperson Schor expressed the desire to continue with the claim.

Mr. Bryanton expressed thanks to Mr. Dunnings and the Prosecutor's staff, the Sheriff's Office staff and his own staff in the Clerk's Office for all the thankless work performed on behalf of CCW.

Comm. Schafer asked what have other counties done.

Comm. Holman asked if the application fee has ever been raised or if the county could impose a supplemental county fee.

Chairperson Schor stated that he would pursue the county's attorneys to get an answer from the state administrative board, and if we do not see any results, the Board will have to decide whether or not to file a lawsuit.

3. Prosecuting Attorney's Office
 - a. Notification of In-State Travel – Prosecutors Association Board Meeting
 - b. Notification of In-Sate Travel – PAAM Victim Advocates Training

Items informational only.

4. Animal Control Advisory Board – Resolution to Adopt an Ordinance Amending the Ingham County Animal Control Ordinance to Permit Keeping Chickens in Non-Agricultural Areas

Lorna Elliott explained that the ordinance is being considered because some constituents are interested in keeping chickens in urban areas and the City of East Lansing has already passed an ordinance.

Comm. Celentino pointed out that the ordinance as written does not match the resolution. The ordinance says you cannot raise chickens unless the city says "yes", the resolution says you can raise chickens unless the city says "no".

Chairperson Schor stated that in order to pass the ordinance the wording needs to match the resolution.

Ms. Elliott stated that the wording of the resolution is the intent.

Chairperson DeLeon suggested that the county permit it and leave it up to the municipalities to enforce.

Mr. McNulty said we have three options:

1. Leave the ordinance in its current language, which means it's prohibited, and make exceptions.

2. You can do it under these circumstances unless the city says you cannot. This can be done by striking Paragraph A.
3. Say this is under the dog law, which does not specifically speak to chickens. You can decide you do not want to regulate chickens at all and leave it up to local regulation.

Ms. Elliott said they were very firm in writing this to say “chickens” and not “fowl” because we do not want peacocks or peahens screaming in the city limits.

Ken Ross of Lansing spoke about the research he and his daughters have done regarding ordinances changes in other cities to permit raising chickens in urban areas. He spoke in favor of the ordinance being considered by the Committee.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. COPELGE, TO AMEND THE ORDINANCE BY STRIKING SECTION 2, PARAGRAPH A MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. CELENTINO, TO AMEND THE RESOLUTION AND ORDINANCE BY INCREASING THE NUMBER OF HENS FROM FOUR TO FIVE. MOTION CARRIED UNANIMOUSLY.

The question of slaughter being permitted was discussed.

MOVED BY COMM. HOLMAN TO TABLE THE RESOLUTION. MOTION FAILED DUE TO LACK OF SUPPORT.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. COPELGE TO APPROVE RESOLUTION TO ADOPT AN ORDINANCE AMENDING THE INGHAM COUNTY ANIMAL CONTROL ORDINANCE TO PERMIT KEEPING CHICKENS IN NON-AGRICULTURAL AREAS, AND WORK WITH CORPORATION COUNSEL TO FINALIZE LANGUAGE OF ORDINANCE AND TO ADDRESS THE SLAUGHTER ISSUE BY ADOPTING LANGUAGE SIMILAR TO THE EAST LANSING ORDINANCE PRIOR TO NEXT FINANCE COMMITTEE MEETING. MOTION CARRIED UNANIMOUSLY.

5. Sheriff's Office
 - a. Notification of In-State Travel - PATC Training Seminar on Research and Writing Successful Grants
 - b. Notification of In-State Travel - 2009 NAPCH K-9 Certification Program in Alpena (Northern Michigan Officers Training Center) Michigan for the K-9 Annual Certification Training

Informational items only.

7. Board Referral - Resolution from the City of Lansing Supporting an Increase in the Number of General Public Representatives Serving on the Community Corrections Advisory Board

Chairperson Schor stated that this will be considered under special orders of the day.

8. Discussion – Stimulus Funds Use

The Committee discussed what projects could be funded by stimulus money vs. bonds or grants.

Announcements

None

Public Comment

None

The meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Mary Waller

Agenda Item 1

RESOLUTION STAFF REVIEW

DATE: October 5, 2009

Agenda Item Title: Resolution Authorizing Submission of a Grant Application and Entering into a Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Authorizing Entering into Subcontracts for Community Corrections Programs for FY 2009-2010

Submitted by: Community Corrections Advisory Board (CCAB)

Committees: LE X JD____, HS ____, CS ____, Finance X

Summary of Proposed Action: This resolution authorizes entering into an Agreement with the Michigan Department of Corrections (MDOC) for Ingham County/City of Lansing Community Corrections for the FY 2009-2010 time period. It also authorizes implementing Plans and Services and DDJR/CTP programs and services identified in the Community Corrections Plan and Application subcontracts, for the time period of October 1, 2009 through September 30, 2010 contingent upon State grant funding.

Financial Implications: The FY 2009-2010 State allocation is for \$279,300 in CCAB Plans and Services and administration funds; \$31,347 in Drunk Driving Jail Reduction and Community Treatment Program funds for a total of \$310,647 and for the use of 28 residential beds per day for a value amounting to \$485,450.

Other Implications: None.

Staff Recommendation: MJM____ JN X TL ____ TM____ JC ____
Staff recommends approval of the resolution.

cc: Mary Sabaj

Agenda Item 1

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION AND ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND AUTHORIZING ENTERING INTO SUBCONTRACTS FOR COMMUNITY CORRECTIONS PROGRAMS FOR FY 2009-2010

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Ingham County/City of Lansing Community Corrections Comprehensive Plan; and

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Application for the State of Michigan Community Corrections Act Funds for FY 2009-2010; and

WHEREAS, the FY 2009-2010 Application provides for the continuation of the following CCAB Plans and Services programming and the Drunk Driving Jail Reduction and Community Treatment Program (DDJR/CTP) with a portion of Ingham County's allocation of State Community Corrections funds; Relapse Prevention and Recovery (\$47,200) and House of Commons program enhancements (H.O.P.E.) (\$46,427) to be provided by C.E.I. Community Mental Health, Employment Services (\$64,600) to be provided by Peckham Vocational Industries, Inc; Jail-Based Case Management services (\$12,500) to be provided by CCAB staff; and Day Reporting and Cognitive Change Groups (\$78,000) to be provided by McMathis Counseling Services; and

WHEREAS, the FY 2009-2010 grant award provides Ingham County with the use of 28 beds per day with the Michigan Department of Corrections contracting directly with residential providers rather than with local jurisdictions in an amount not to exceed \$485,450; and

WHEREAS, pursuant to the FY 2009-2010 Application, residential services are to be provided by Community Programs, Inc., Pine Rest Christian Mental Health Services, Kalamazoo Probation Enhancement Program, Inc., the Home of New Vision, National Council on Alcoholism, and C-E-I Community Mental Health – House of Commons; and

WHEREAS, pursuant to the FY 2009-2010 grant award, the County may enter into subcontracts for the purpose of implementing Plans and Services and DDJR/CTP programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the subcontractors for Plans and Services and DDJR/CTP programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2009-2010 for \$279,300 in CCAB Plans and Services and administration funds, \$31,347 in Drunk Driving Jail Reduction and Community Treatment Program funds for a total of \$310,647 and for the use of 28 residential beds per day for a value amounting to \$485,450, for the time period of October 1, 2009 through September 30, 2010.

BE IT FUTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2009 through September 30, 2010 with McMathis Counseling Services for Day Reporting and Cognitive Change Groups for the actual cost of services not to exceed \$78,000; with Peckham Vocational Industries, Inc. for the actual cost of employment services not to exceed \$64,600; and with C-E-I Community Mental Health for the actual cost of Relapse Prevention and Recovery services not to exceed \$47,200.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract for DDJR/CTP and Plans and Services programming with C-E-I Community Mental Health for program enhancements (H.O.P.E.) at the House of Commons not to exceed \$46,347.

BE IT FURTHER RESOLVED, that entering into the subcontracts is contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary contracts\subcontracts consistent with this Resolution subject to approval as to form by the County Attorney.

Agenda Item 2

RESOLUTION STAFF REVIEW

DATE: October 5, 2009

Agenda Item Title: Resolution to Authorize an Amendment to the Agreement with ID Solutions to Purchase and Install an All Weather Digital Perimeter Security Camera System at the Ingham County Sheriff's Office

Submitted by: Sheriff's Office/Management Information Services Department

Committees: LE X JD , HS , CS , Finance X

Summary of Proposed Action: Working with MIS, the previous resolution authorized the Sheriff's Office to purchase exterior IP based network cameras to connect to the existing County-owned enterprise Network Video Recorder Solution. The cameras will be able to be accessed by utilizing the NetDVMS software that is currently in place in the County. The cameras will be secured from viewing with user names and passwords so only authorized individuals will be able to view the images. The cameras will be processed and archived for future retrieval by utilizing the County MIS virtual servers and be totally contained on the County's network.

The proposed cameras will all be rated for outdoor use with heaters for cold temperatures and blowers for hot days. All cameras have the ability to turn to black and white when the lighting conditions determine this. The six PTZ cameras (there are two other fixed cameras) will have the ability to be put on tours and go from preset to preset or scan based on the customers needs. Each camera will have the ability to zoom in up to 26 optical zoom.

This resolution amends the camera project to add six additional cameras that are needed to provide optimal video coverage of the Jail grounds for a total of 14 cameras.

Financial Implications: The original authorization and plan was to purchase eight new outdoor digital cameras to be placed outside in various areas of the facilities through a \$45,000.00 grant from Homeland Security.

The total revised camera project will add six additional cameras for a total of 14 and an additional cost of not exceed \$24,789.51, to be paid from the Inmate Commissary Fund.

Original Project: Eight cameras for \$45,000, with all the funds to come from a grant from Homeland Security.

Revised Project: Fourteen cameras for \$69,789.51, with \$45,000 of the funds to come from a grant from Homeland Security and the balance of \$24,789.51 to come from the Inmate Commissary Fund.

Other Implications:

The price includes one year of maintenance services during the warranty period.

The total cost reflects pricing from the State of Michigan Purchase Contract and shipping costs.

Staff Recommendation: MJM___ JN X TL ___ TM___ JC ___

Staff recommends approval of the resolution.

Agenda Item 2

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH ID SOLUTIONS TO PURCHASE AND INSTALL AN ALL WEATHER DIGITAL PERIMETER SECURITY CAMERA SYSTEM AT THE INGHAM COUNTY SHERIFF'S OFFICE

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #09-110 to accept the proposal from AT&T/ID Solutions to implement outdoor perimeter cameras at the Ingham County Jail; and

WHEREAS, after further internal discussion at the Sheriff's Office it was determined six additional cameras are needed to provide optimal video coverage of the Jail grounds; and

WHEREAS, the new total cost for all 14 cameras is \$69,789.51, of which \$45,000 will be paid from the original Homeland Security Grant money that was secured by the Sheriff's Office and the balance to be paid from the Inmate Commissary Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #09-110 by approving an additional \$24,789.51 from the Inmate Commissary Fund (595-30110726010) to fund the ID Solutions revised proposal to purchase and install a fourteen outdoor digital camera system, at a cost not to exceed \$69,789.51, to be completed by March 31, 2010.

BE IT FURTHER RESOLVED, the Controller/Administrator's Office is authorized to make the necessary budget adjustments and the Purchasing Department is authorized to issue the necessary purchase order or purchase documents needed.

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

RESOLUTION STAFF REVIEW

DATE: October 5, 2009

Agenda Item Title: Resolution of Continuous Effect Authorizing an Agreement with the Internal Revenue Service Criminal Investigation's Unit and other Federal Law Enforcement Agencies for the Purpose of Receiving Reimbursable Costs for Providing Resources for a Joint Operations Task Force

Submitted by: Sheriff's Office

Committees: LE X JD , HS , CS , Finance X

Summary of Proposed Action: This resolution of continuing effect will authorize the Sheriff's Office to enter into an agreement with the Internal Revenue Service and any other Federal law Enforcement Agency for reimbursement of expenses associated with joint investigations. In this case, this is a Tri-County Metro Narcotics investigation involving Ingham County Sheriff's Deputies.

Financial Implications: This agreement allows for reimbursement of certain expenses and overtime for Ingham County Deputies assigned to the Tri-County Metro Narcotics Office from the Internal Revenue Service. The resolution of continuing effect will authorize the Sheriff's Office to enter into an agreement with the Internal Revenue Service and any other Federal law Enforcement Agency for reimbursement of expenses associated with joint investigations

Other Implications: None.

Staff Recommendation: MJM JN X TL TM JC
Staff recommends approval of the resolution.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF CONTINUOUS EFFECT AUTHORIZING AN AGREEMENT WITH THE INTERNAL REVENUE SERVICE CRIMINAL INVESTIGATION'S UNIT AND OTHER FEDERAL LAW ENFORCEMENT AGENCIES FOR THE PURPOSE OF RECEIVING REIMBURSABLE COSTS FOR PROVIDING RESOURCES FOR A JOINT OPERATIONS TASK FORCE

WHEREAS, the Ingham County Sheriff's Office provides personnel to the Tri-County Metro Narcotics Unit to investigate criminal activity throughout the Tri-County area of Clinton, Eaton and Ingham Counties; and

WHEREAS, the Tri-County Metro Narcotics Unit works with several federal law enforcement agencies in investigating major drug organizations including the Criminal Investigations Unit of the Internal Revenue Service; and

WHEREAS, the Internal Revenue Service is seeking a yearly agreement with the Ingham County Sheriff's Office for the federal fiscal year of 2010; and

WHEREAS, this agreement, which is a continuation from the federal fiscal year of 2009, will reimburse expenses including certain overtime and other expenses the Ingham County Sheriff's Deputies incur while working major drug investigations with the Internal Revenue Service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to participate and sign agreements with the Internal Revenue Service, Criminal Investigation's Unit for reimbursement of expenses and overtime for the time period of October 1, 2009 through September 30, 2010.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners' authorization for the Ingham County Sheriff's Office to participate and sign any similar reimbursement agreements for joint investigations with Federal Law Enforcement Agencies in the future is in continuous effect.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Ingham County Sheriff's Office 2009-2010 Budget and future budgets in accordance with this Resolution.

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



INGHAM COUNTY

IN-STATE OVERNIGHT TRAVEL NOTIFICATION

Date 10-7-2009

I (we) will attend the following conference.

TITLE OF CONFERENCE: MMRMA COURT SECURITY WORKSHOP

LOCATION OF CONFERENCE: GAYLORD MICHIGAN

DATES OF TRAVEL: 10-20-2009 TO: 10-21-2009

NAME OF ATTENDEE(S): SGT SCOTT SISCO

TOTAL COST: \$179.56 (Plus \$200 from MMRMA)

EXPENSES TO BE PAID BY: General Fund Non-General Fund XXX

Submitted By: MAJOR JOEL MAATMAN

(Print Name)

Ingham County: INGHAM COUNTY SHERIFF'S OFFICE

(Name of Department)

REASON FOR TRAVEL: COURT SECURITY WORKSHOP FOR CIRCUIT COURT SECURITY UNIT SUPERVISOR.

NOTE: MMRMA IS REIMBURSING \$200.00 OF TOTAL TRAINING COST INCLUDING LODGING.

Notes:

- (1) If available, attach a copy of the conference brochure to this form.
- (2) If applicable, attach airfare estimates and lodging charges.
- (3) Please complete the in-state travel notification form and forward to the appropriate Liaison Committee for approval, in advance of travel.

Travel Request: Is Authorized
Is Authorized but Not Funded
Is Denied