

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

LAW ENFORCEMENT COMMITTEE
DIANNE HOLMAN, CHAIR
CAROL KOENIG
DALE COPEDGE
VICTOR CELENTINO
SHELBY BUPP
RANDY SCHAFER

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, JANUARY 28, 2010 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 [January 14, 2010](#) Minutes

Additions to the Agenda

Limited Public Comment

NOTE: Tours for Commissioners will be available of the Ingham County Youth Center located just East of the Human Services Building. The Family Court will have staff available to conduct a tour for the following times 5:30 p.m., 6:00 p.m., 7:00 p.m., and again at the conclusion of the Judiciary Committee meeting at approximately 7:30 p.m. Please park in the Youth Center's parking lot inside the gated area. Please enter from the North Side Administrative Entrance (entrance with the lobby facing Jolly Road).

1. Community Corrections Advisory Board - Resolution Authorizing the Community Corrections Advisory Board ([CCAB](#)) to Continue a Contract for Staff Consultant Services
2. Sheriff's Office
 - a. Resolution to Accept the 2010 Risk Avoidance Grant (RAP) from the Michigan Municipal Risk Management Authority (MMRMA) for \$15,000.00, for Purchasing [Digital In-Car Cameras](#) for the Ingham County Sheriff's Office Field Services Division
 - b. Resolution to Amend the Current [Delhi Township Police Services](#) Agreement
3. Controller/Administrator's Office
 - a. Resolution to Amend the 2010 Ingham County Budget to Extend the 2010 Hiring Delay and to Implement a [Hiring Freeze](#) for Ingham County General Fund Positions
 - b. Resolution to Implement [Long-Term Reductions](#) to Reduce the Ingham County Budget in 2010 and Future Years
 - c. Review of the Revenues for Contracting for [Beds and Inmate Billing](#) Policy

Announcements **PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC**
Public Comment **DEVICES OR SET TO MUTE OR VIBRATE TO AVOID**
Adjournment **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

January 14, 2010

Minutes

Members Present: Dianne Holman, Carol Koenig, Dale Copedge, Victor Celentino, Shelby Bupp, Randy Schafer and Board Chairperson Debbie De Leon

Members Absent: None

Others Present: Steve Dougan, Matthew Myers, John Neilsen, Susan Steinke, Lisa McCormick, Janeil Valentine, Barb Mastin, Gene Wriggelsworth, Heath Anderson, Carolyn Kieft, Sally Auer, Bryian Bobo, Joel Maatman, Tom Wheeler, Allan Spyke, Sam Davis and Greg Harless

The meeting was called to order by Chairperson Holman at 6:06 p.m. in the Training Center's Cole Conference Room of the Ingham County Sheriff's Office, 630 N. Cedar Street, Mason.

Approval of the December 3, 2009 Minutes

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE DECEMBER 3, 2009 MINUTES AS AMENDED.

The Minutes were amended to reflect the following:

Page 2, item 3c and page 3, item 4a: "Comm. Celintino" was changed to "Comm. Celentino".

MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

5. Discussion – Process for Budget Items

Limited Public Comment

Sheriff Wriggelsworth suggested that the Committee discuss moving the jail's kitchen service from its current setting to the Ingham County Jail, resulting in savings of about \$.08 per meal, or \$100,000. Dr. Myers requested that Sheriff Wriggelsworth have his contact person at Canteen email Mr. Neilsen a worksheet describing the budget details of the switch.

Ms. Auer, UAW, raised some concerns regarding the privatization of the jail kitchen.

(Board Chairperson Debbie De Leon arrived at 6:10 p.m.)

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

1. Sheriff's Office
 - a. Resolution to Accept a 42" Flat Screen TV from Deputy Nick Nedow's Family for the Sheriff's Office Lineup Room
 - b. Resolution to Allow the Ingham County Sheriff's Office to Join Other Law Enforcement Agencies in the State's Region One in the Sharing of Law Enforcement Data through a Three Year Homeland Security Grant with Core Technology

3. City of East Lansing/911 Advisory Board - Resolution Authorizing a Contract with East Lansing for a New Status Control Panel for the 911 Public Safety Wireless Voice Communication System at the East Lansing 911 Center

4. Integrated Justice Information Systems Group (IJIGs) - Resolution to Authorize Three Year Contracts for Westlaw Electronic Law Library Access for Various Ingham County Departments, Offices and Courts

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. COPELGE, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

2. Health Department - Resolution to Authorize a Pharmacy Services Agreement for Services at the Ingham County Jail

MOVED BY COMM. BUPP, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION TO AUTHORIZE A PHARMACY SERVICES AGREEMENT FOR SERVICES AT THE INGHAM COUNTY JAIL.

Mr. Neilsen provided an overview of the recommendation of the Health Department to contract private pharmacy services located in Warrington, PA. In doing so, the dispensing fee cost would be reduced from \$5 to \$2.75 per prescription.

Comm. Schafer conveyed his disappointment that local vendors are unable to provide this service. Comm. Celentino echoed Comm. Schafer's comments of using an out-of-state vendor as opposed to a local one. He acknowledged the large difference in the dispensing fees, and asked whether the current vendor was still committing to \$5. Ms. Mastin of the Health Department answered that this year they are paying a \$5 dispensing fee. With approximately 9,600 prescriptions, the cost is almost \$48,000 in dispensing fees.

Comm. Copedge recognized the amount of savings in switching vendors. He asked what assurances we have if the new vendor cannot honor the contract. Mr. Neilsen stated that the attorneys will stipulate the contract in our best interest.

Comm. Dougan asked about the vendor's ability to assure timeliness of delivery. Ms. Mastin replied that the vendor contracts with local pharmacies, so there is no risk of delay in receiving the product.

Sheriff Wriggelsworth asked how the product is delivered to the jail. Ms. Mastin stated that emergency medications will be delivered by local pharmacies. Other medications will be delivered and stocked on a regular basis.

MOTION CARRIED UNANIMOUSLY.

5. Discussion – Process for Budget Items

The Committee held a discussion regarding resolutions and agenda items related to the budget.

Announcements

Comm. Schafer introduced the new Recording Secretary to the Committee.

Public Comment

None.

The meeting adjourned at approximately 6:40 p.m.

Respectfully submitted,

Karsha Sathianathan

RESOLUTION STAFF REVIEW

DATE: January 20, 2010

Agenda Item Title: Resolution Authorizing the Community Corrections Advisory Board (CCAB) to Continue a Contract for Staff Consultant Services

Submitted by Community Corrections Advisory Board

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

Summary of Proposed Action: This resolution will authorize a contract to provide staff consultant services for the CCAB through 2010, through the current vendor Westaff. The staff consultant position was reduced to three-quarter time from a total of 1,856 hours to 1,416 hours during the 2010 Budget, and this contract reflects this reduction.

Financial Implications:

The cost of the contract will not exceed \$42,438, and the funds are in the Community Corrections 2010 Budget.

The calculation for the reduced contract is:

49 weeks x 30 hours/week less 54 holiday hours = 1,416

2010 hourly pay rate of \$24.56 + 22% (1.22%) \$5.40 = \$29.97 per hour

\$29.97 x 1,416 = \$42,438

Other Implications:

Staff Consultant services provide the CCAB Manager with assistance to carry out the daily operations of the Community Corrections Office. The consultant position makes possible the undertaking of projects designed to enhance and monitor local service/treatment programs, and to more effectively and efficiently manage local corrections resources including the Ingham County Jail.

Staff Recommendation: MJM __ JN X TL __ TM __ JC __

Staff recommends approval of the resolution.

cc Mary Sabaj

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE COMMUNITY CORRECTIONS ADVISORY BOARD (CCAB)
TO CONTINUE A CONTRACT FOR STAFF CONSULTANT SERVICES**

WHEREAS, the Ingham County Commissioners authorized funds in the FY2010 Budget to continue a contract for CCAB staff consultant services; and

WHEREAS, the current contract period authorizes services through December of 2009; and

WHEREAS, the Weststaff, Inc. agency will continue to serve as the contractor for these services at the negotiated rate of 22%; and

WHEREAS, to reduce the cost of these services to the County, the staff consultant position was reduced to three-quarter time from a total of 1,856 hours to 1,416 hours annually at the 2009 hourly rate of \$29.97 per hour, with no paid holidays and three weeks of unpaid vacation time resulting in a total cost of \$42,438 for 2010; and

WHEREAS, State of Michigan – Office of Community Corrections and City of Lansing grant funds also reduce the cost of staff consultant services to the County by \$18,240, resulting in an actual cost to the County of \$24,198 for 2010.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering a contract with Weststaff, Inc. for CCAB staff consultant services from January 1, 2010 through December 31, 2010, for an amount not to exceed \$42,438.

BE IT FURTHER RESOLVED, that the contract funds will come from the Community Corrections 2010 Budget.

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

RESOLUTION STAFF REVIEW

DATE: December 7, 2009

Agenda Item Title: Resolution to Accept the 2010 Risk Avoidance Grant (RAP) from the Michigan Municipal Risk Management Authority (MMRMA) for \$15,000.00, for Purchasing Digital In-Car Cameras for the Ingham County Sheriff's Office Field Services Division

Submitted by: Sheriff's Office

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

Summary of Proposed Action: This resolution will authorize the Sheriff's Office to accept from MMRMA, a RAP grant for up to \$15,000.00, to purchase digital in-car cameras for the Ingham County Sheriff's Office Field Services Division.

Financial Implications:

This money is coming from MMRMA as a RAP grant for \$15,000.00. The remaining funds used to purchase the digital in-car cameras are coming 2008 and 2009 Capital Improvement Funds.

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 TO ACCEPT THE 2010 RISK AVOIDANCE GRANT (RAP) FROM THE MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY (MMRMA) FOR \$15,000.00, FOR PURCHASING DIGITAL IN-CAR CAMERAS FOR THE INGHAM COUNTY SHERIFF'S OFFICE FIELD SERVICES DIVISION

WHEREAS, the Ingham County Sheriff's Office has applied for and has been approved to receive a Risk Avoidance Grant from the Michigan Municipal Risk Management Authority; and

WHEREAS, the purpose of this grant is for the Ingham County Sheriff's Office to purchase new digital in-car cameras for patrol vehicles used by field services division; and

WHEREAS, the awarded amount of this reimbursement grant is to fund 50% of the cost of the new digital in-car cameras to a maximum grant of \$15,000.00; and

WHEREAS, the remaining costs of the digital in-car camera project will be covered by 2008 and 2009 Capital Improvement Funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the 2010 Risk Avoidance Grant (RAP) from the Michigan Municipal Risk Management Authority (MMRMA) in the amount of \$15,000.00.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners directs the Controller/Administrator to make any necessary budget adjustments in the Ingham County Sheriff's Office 2010 Budget.

RESOLUTION STAFF REVIEW

DATE: January 25, 2010

Agenda Item Title: Resolution to Amend the Current Delhi Township Police Services Agreement

Submitted by: Sheriff's Office/Delhi Township

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

Summary of Proposed Action: This resolution will authorize amending the last year of the current four year (2007 through 2010) Agreement with Delhi Township for the Ingham County Police Services contract. This amendment will result in the reduction of three deputy positions in the police service agreement and was initiated by Delhi Township as permitted by the contract.

Financial Implications:

The original contract was for \$2,494,694 in 2010. The revenue loss from the contract amendment will be \$331,596. The cost reduction will be \$280,330, for a difference of \$51,266.

The amendments to the Budget will be accomplished by the Resolution to Amend the 2010 Ingham County Budget to Extend the 2010 Hiring Delay and to Implement a Hiring Freeze for Ingham County General Fund positions.

Other Implications:

Resolution # 06-307, Resolution to Authorize a Four-Year Agreement for Law Enforcement Services between Ingham County and Delhi Township is attached for your reference.

Staff Recommendation: MJM JN X TL TM JC

Staff recommends approval of the resolution.

ADOPTED - NOVEMBER 14, 2006

Agenda Item No. 20

Introduced by the Law Enforcement and Finance Committees of the

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A FOUR-YEAR AGREEMENT FOR LAW ENFORCEMENT SERVICES BETWEEN INGHAM COUNTY AND DELHI TOWNSHIP

RESOLUTION #06-307

WHEREAS, the law enforcement agreement for law enforcement services between Ingham County and Delhi Township expires in December 2006; and

WHEREAS, Delhi Township has requested a four-year agreement from 2006 through 2010; and

WHEREAS, the Ingham County Sheriff's Office in cooperation with the Controller's Office has submitted a budget for a four-year agreement for 2007 through 2010; and

WHEREAS, the new four-year agreement will continue the services provided by the Ingham County Sheriff's Office to Delhi Township that are currently being provided.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a four-year agreement for law enforcement services between Ingham County and Delhi Township for the time period of January 1, 2007 through December 31, 2010.

BE IT FURTHER RESOLVED, that the total amount being paid to Ingham County by Delhi Township will be:

2007	\$ 2,233,336
2008	\$ 2,313,060
2009	\$ 2,407,574
2010	\$ 2,494,694

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller to incorporate the above noted expenses and revenues into the Ingham County Sheriff's Office 2006 -2010 budgets.

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

LAW ENFORCEMENT: Yeas: Nolan, Copedge, De Leon, Thomas, Schafer

Nays: None **Absent:** Vickers **Approved 11/2/06**

FINANCE: Yeas: Thomas, Hertel, Grebner, Dedden, Weatherwax-Grant, Dougan

Nays: None **Absent:** None **Approved 11/8/06**

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE CURRENT DELHI TOWNSHIP
POLICE SERVICES AGREEMENT**

WHEREAS, the Ingham County Sheriff's Office/Delhi Township Police Services Agreement is in place for the years 2007, 2008, 2009, and 2010; and

WHEREAS, the Police Services Agreement in section XIV. (A) (B) allows for modifications of the Agreement; and

WHEREAS, Delhi Township, Sheriff and Controller/Administrator have met pursuant to agreement language and have reached a mutually acceptable Agreement resulting in the reduction of three deputy positions in the Police Service Agreement; and

WHEREAS, the Controller/Administrator's Office has determined the financial value of this reduction is equivalent to \$331,596 for 2010.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves a contract modification for Police Services with Delhi Township for contract year 2010, by reducing the level of Police Services by three deputy positions and the equivalent amount of Contract funds.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make any necessary adjustments in the Ingham County Sheriff's Office 2010 Budget and Position Allocation List.

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

MEMORANDUM

TO: Law Enforcement, Judiciary, Human Services, County Services and Finance Committees

FROM: Matthew J. Myers, Ph.D., Controller/Administrator

RE: Resolution to Amend the 2010 Ingham County Budget to Extend the 2010 Hiring Delay and to Implement a Hiring Freeze for Ingham County General Fund Positions

AND

Resolution to Implement Long-Term Reductions to Reduce the Ingham County Budget in 2010 and Future Years

The attached resolutions are intended to present a recommendation and provide options and scenarios to balance, what we now know is a 3 million dollar shortfall in the 2010 Budget.

Two weeks ago, we presented to the Board of Commissioners a list of budget reductions that would reduce the budget or add revenue to the budget that would eliminate 1.1 million of the 3 million dollar shortfall. My office has now compiled a series of recommendations that reduce the shortfall by 1.7 million dollars. These recommendations are included in the first resolution - *Resolution to Amend the 2010 Ingham County Budget to Extend the 2010 Hiring Delay and to Implement a Hiring Freeze for Ingham County General Fund Positions*. Since our last meeting, with the support of the Board of Commissioners, I am recommending that we recognize a one time savings by moving the Fiscal Year for the Friend of the Court and the Prosecutor's Cooperative Reimbursement Funds. We are also recommending that we recognize the savings from the new contract for the jail prescription services.

Additionally, as a result of two retirements within Central Services, we are recommending recognition of the savings of the reorganization of Central Services. This will affect the Controller's Office, Purchasing, Facilities, MIS and Financial Services. The Financial Services Department is also sharing an employee with the Drain Office to further reduce costs to the General Fund. The increase in revenue from the Drain Office related to the collections for 2009, has allowed us to positively adjust the Budget to account for additional revenue for 2010.

The above factors are detailed in the Resolution to Amend the 2010 Budget. The second Resolution - *Resolution to Implement Long-Term Reductions to Reduce the Ingham County Budget in 2010 and Future Years* is necessary to further reduce the budget by 1.3 million dollars. Both Resolutions will be introduced to all Committees. Each Committee will hopefully approve the first Resolution and then review the options available to further reduce the 2010 Budget, which is the purpose of the second Resolution. Also attached are the options that are currently listed that could be used as a strategy by each Committee to further reduce the Budget. In total, an additional 1.3 million dollars is necessary to balance the Budget. Of the options that are listed, none should be viewed specific recommendations by the Controller's Office. The list was created mostly as a result of noting non-mandated services, other listed options, and were either taken from previous budget reductions that were suggested by Departments or added as a result of discussions with Commissioners and other Department Heads.

Once the Liaison Committees have had the opportunity to discuss and amend the second Resolution by adding budget reduction options - or - in the alternative, revenue enhancements, the Finance Committee will make the final amendments, if any, and a completed Resolution will be forwarded to the Board of Commissioners. Please note the County Attorney's Office will be reviewing grants related to the closing of the Ingham County Parks for part or all of the year.

It is our understanding that the Liaison Committees will only be adding items from the cost savings options that are related to their specific committee.

It is also important to note that, (as the savings presented are calculated on an annualized basis) any delay that might occur in this process will impact the budget projections that have been identified. Therefore, we are suggesting that the budget reductions for the 2010 fiscal year would be identified and completed by the Board of Commissioners during this round of Committee meetings and be acted upon by the Board of Commissioners at your February 9, 2010 meeting.

MJM/lrs

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE 2010 INGHAM COUNTY BUDGET, TO EXTEND THE 2010
HIRING DELAY, AND TO IMPLEMENT A HIRING FREEZE FOR
INGHAM COUNTY GENERAL FUND POSITIONS**

WHEREAS, due to current economic conditions, anticipated reductions in property tax and interest revenue totaling approximately \$3 million have been identified since the adoption of the 2010 Budget on October 27, 2009; and

WHEREAS, as a result of a continual increase in expenses for County operations, Ingham County must take significant measures to reduce expenses in an attempt to minimize Ingham County Government's projected budget deficit, and to reduce the number of positions facing layoff in future years; and

WHEREAS, in addition to these strategies, it is expected that additional long-term strategies to maintain current year expenses within current year revenues will be identified for 2010, and to a greater extent during the 2011 budget process; and

WHEREAS, the fiscal years for the State's Cooperative Reimbursement Program and the County's Budget are different, creating problems with reporting, billing expenses, and auditing purposes between the County and the State of Michigan; and

WHEREAS, due to the large number of employees and retirees shifting to lower cost health insurance options during the 2010 open enrollment process, the General Fund health insurance costs are projected to be \$250,000 less than budgeted; and

WHEREAS, the new contract for jail prescription services is expected to result in a 2010 savings of approximately \$135,000; and

WHEREAS, the new contract for parking at the Grady Porter Building/Veterans Memorial Courthouse complex is expected to result in a 2010 savings of approximately \$35,000; and

WHEREAS, the Controller/Administrator has recommended a reorganization of some Central Services positions that will result in a 2010 savings of \$129,113; and

WHEREAS, based on revenue collections during the last half of 2009, the Drain Commissioner is projecting \$90,000 in unbudgeted revenue in 2010; and

WHEREAS, during the 2010 budget process, \$195,910 was reserved from excess budget savings to be considered for use by the Sheriff's Office upon evaluation of the budget situation at the end of 2009; and

WHEREAS; the current budget situation requires the Budget to be reduced; and

WHEREAS, the reduction in the Delhi Law Enforcement Contract of three deputies and associated expenses, resulted in a net revenue reduction of \$51,266.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is increasing the current six-week hiring delay to eight weeks effective immediately.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is implementing a hiring freeze on all permanent positions for Ingham County effective April 1, 2010 through September 30, 2010.

BE IT FURTHER RESOLVED, that the hiring delay and hiring freeze will be effective for all departments, with the only exceptions being for positions that are funded 100% from non-General Fund sources.

BE IT FURTHER RESOLVED, that Department Heads who believe it is necessary to fill a position to maintain vital county services can make a formal request to the County Services Committee.

BE IT FURTHER RESOLVED, that temporary employees or members of different bargaining units will not be substituted to perform daily functions of any bargaining unit positions that are affected by the hiring delay or hiring freeze.

BE IT FURTHER RESOLVED, that no out-of -state travel funded by the General Fund will be permitted for the remainder of 2010.

BE IT FURTHER RESOLVED, that the fiscal year for the current Friend of the Court Cooperative Reimbursement Fund (215) and the Prosecuting Attorney Cooperative Reimbursement Fund (298) Budgets will end on September 30, 2010, and that succeeding fiscal years for these funds shall begin on October 1.

BE IT FURTHER RESOLVED, that the 2010 Ingham County Budget be amended to reduce the General Fund budget by \$1.7 million as follows:

Cost Savings Strategy	General Fund Budget Savings
Implement Hiring Freeze for 6 months in 2010	\$250,000
Increase Hiring Delay from 6 to 8 weeks	\$170,000
Eliminate Out-of -State Travel	\$17,200
Reduce In-State Travel by 25%	\$23,725
Reduce Training by 25%	\$10,406
Reduce Telephone by 25%	\$40,850
Reduce Supplies by 20%	\$178,283
Projected Health Care Savings	\$250,000
Jail Prescription Savings from New Contract	\$135,000
Savings from New Parking Contract at GPB/VMC	\$35,000
Central Services Reorganization	\$129,113
Change Cooperative Reimbursement Funds Fiscal Year	\$265,909
Funds Reserved from Sheriff's Savings – 2010 Budget	\$195,810
Less Funds for Delhi Contract Revenue Loss	(\$51,266)
Increase Drain Commissioner Revenue	\$90,000
Total	\$1,740,030

BE IT FURTHER RESOLVED, that Departments will maintain the ability to transfer funds within their budgets as permitted by the Ingham County Budget Transfer Policy (Resolution #94-93).

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO IMPLEMENT LONG-TERM REDUCTIONS TO REDUCE THE INGHAM COUNTY BUDGET IN 2010 AND FUTURE YEARS

WHEREAS, due to current economic conditions, anticipated reductions in property tax and interest revenue totaling approximately \$3 million have been identified since the adoption of the 2010 Budget on October 27, 2009; and

WHEREAS, as a result of a continual increase in expenses for County operations, Ingham County must take significant measures to reduce expenses in an attempt to minimize Ingham County Government's projected budget deficit, and to reduce the number of positions facing layoff in future years; and

WHEREAS, approximately \$1.7 million in short and long-term savings have been identified, leaving \$1.3 million remaining in order to balance the 2010 Budget; and

WHEREAS, several items have been identified for discussion.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the following cost savings items to be implemented as soon as possible:

-
-
-

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to begin planning for the implementation of the following reductions beginning in 2011:

-
-
-

BE IT FURTHER RESOLVED, that the Controller/Administrator's Office is authorized to make any necessary budget adjustments.

BUDGET REDUCTION OPTIONS

COUNTY SERVICES

Department	Item	Annual GF Savings	Notes
Facilities	Privatize Mason Custodial	\$45,000	Eliminates 2 FTEs
Facilities	Reorganize Groundskeeping	\$96,000	Eliminates 4 FTEs
Parks	Close Hawk Island Park	To be determined	
Parks	Close Lake Lansing	To be determined	
Parks	Close Burchfield	To be determined	
Parks	Close All Parks except Potter Park Oct-Mar	To be determined	
Parks	Close All Parks except Potter Park/Burchfield Oct-Mar	To be determined	
Economic Development	Eliminate Department	\$58,884	Total 2010 Adopted Budget \$669,484
Economic Development	Eliminate Business Retention Contract	\$29,376	Savings included above
All Departments	40 hour/4 day work week	\$15,000	Utilities Savings
All Departments	38 hour/4 day work week	\$1,405,000	Salary and Utilities Savings
All Departments	36 hour/4 day work week	\$2,795,000	Salary and Utilities Savings
All Departments	Additional Furlough Day	\$107,000	
Human Resources	Eliminate Awards Program Banquet	\$1,200	
Human Resources	Eliminate Employee Awards – Gifts	\$18,800	Would need to be negotiated
All Departments	Eliminate Longevity	\$495,000	Would need to be negotiated
All Departments	Eliminate Sick Payout	Not budgeted	@ \$250,000 - Would need to be negotiated
All Departments	Shift to Defined Contribution Retirement Plan	To be determined	For new hires

HUMAN SERVICES

Department	Item	Annual GF Savings	Notes
Health Dept.	Privatize Jail Medical	\$200,000	Eliminates up to 9 FTEs
Health Dept.	Close Dental Clinic	\$109,048	Total \$909,829 (12% GF)
Health Dept.	Close St. Lawrence Clinic	\$111,811	Total \$1,231,359 (9% GF)
Health Dept.	Close Otto Clinic	\$10,228	Total \$585,509 (2% GF)
Cooperative Extension	Eliminate Program	\$607,801	Eliminates 6 FTEs
Community Agencies	Eliminate All Funding	\$204,117	

JUDICIARY

Department	Item	Annual GF Savings	Notes
Circuit Court – Family Div.	Move Youth Center to Jail	\$243,511	Eliminates 4 positions. This is in addition to the \$638,348 in savings from closing a post of the Jail. Will also save the Child Care Fund \$121,197
Circuit Court Family Div.	Shift eligible General Fund Child Care Fund costs to Juvenile Justice Millage	\$200,000	

LAW ENFORCEMENT

Department	Item	Annual GF Savings	Notes
Sheriff	Close Jail Post (56 beds)	\$638,348	Eliminates 6 FTEs
Animal Control	Eliminate Shelter	\$263,138	Savings would be reduced by cost of contract for holding and disposal of animals. Eliminates @ 5 FTEs
Animal Control	Eliminate Enforcement	\$549,012	Eliminates @ 11 FTEs
Sheriff	Privatize Jail Kitchen	\$68,410	Eliminates 3 FTEs
Prosecuting Attorney	Eliminate Diversion Program - Contract for Reduced Services	\$145,000	Eliminates 2.5 FTEs
Sheriff	Eliminate Deputy due to Reduced Secondary Road Patrol Grant	\$81,225	Offsets \$72,326 in reduced revenue
Sheriff	Increase Inmate Phone Revenue	\$100,000	
Sheriff	Increase Inmate Billing Revenue	To be determined	
Sheriff	Eliminate Deputy	\$81,225	
Prosecuting Attorney	Eliminate Assistant Prosecuting Attorney	\$68,773	

TO: Law Enforcement Committee
FROM: John L. Neilsen, Deputy Controller
DATE: January 25, 2010
SUBJECT: Review of the Revenues for Contracting for Beds and Inmate Billing Policy

Attached you will find some basic information on the revenues for contracting for beds with primarily the Michigan Department of Corrections (MDOC) at the Ingham County Jail and the Inmate Billing Policy. The State leases 100 beds through the detention bed program and 90 beds through the Intensive Detention Residential Program (IDRP).

Jail Bed Rental:

The County Board of Commissioners has established the size of the Jail by Resolution.

- Design rated capacity of 665 beds, which includes 472 County beds and 193 contractual beds (see the attached Ingham County Jail, Housing Section for a outline of the Jails Housing capacity by Post)

The MDOC design rated capacity officially increased in December of 2004 from 575 to 665 beds with the opening of the 90 bed addition at the Jail (Post 10).

Therefore, the mix of beds that is available for local use (472) and rental (193) is as follows:

Local Use	472
MDOC	
- IDRP	90
- Detention beds	100
Other rentals (fed or other prisoners)	<u>3</u>
	193
Total rental beds	193

From a historical perspective regarding the size of the Ingham County Jail, it should be noted that the Board of Commissioners has established a design rated capacity of 665 beds, which includes 472 County beds and 193 contractual beds. The Board of Commissioners' philosophy has been that the funds received by the County for leasing these contractual beds (193 beds * \$ 36 per day * 365 days = \$2,536,020 annually) are used to reduce the General Fund cost of operating the jail.

Another way of looking at this is, for every leased bed the County will generate up to \$13,140 annually. We have double bunked all the Posts that we can, and added a 90 bed minimum security addition in 2004. We used the revenue from the contract with MDOC (this is part of the 193 contractual beds and generates 90 beds * \$36 per day * 365 days = \$ 1,182,600).

The benefit to the County to do the renovation was to receive sufficient funds to pay for the renovation, fund additional new nurses to provide increased nursing staff coverage at the jail, and to obtain a renovated Emergency Operations Center, training room, line up area and expanded women's locker facilities for uniformed deputies.

See attached (Jail Bed Rental 2006 -2010)

Inmate Billing:

The Ingham County Inmate Billing Policy is set by Resolution.

<u>YEAR</u>	<u>REVENUE COLLECTED</u>
2003	49,205
2004	82,641
2005	91,741
2006	104,954
2007	78,292
2008	78,658
2009*	55,742
2010 Budget	78,000

*Unaudited as of 1/21/10

If you should have any questions, please feel free to contact me at any time.

cc: Allan Spyke, Undersheriff
Matthew J. Myers, Controller/Administrator

INGHAM COUNTY JAIL

HOUSING SECTION

- Post 1/Capacity 72, 4 sections A thru D, double bunked
 - A 6 beds Observation
 - B 30 beds Un-sentenced
 - C 30 beds Un-sentenced
 - D 6 beds Un-sentenced

- Post 2/Capacity 78, 4 sections, A thru D, double bunked, all Un-sentenced
 - A 6 beds
 - B 30 beds
 - C 30 beds
 - D 12 beds

- Post 3/Capacity 64, 8 sections A thru H, double bunked
 - A, C, F & H 8 beds Sentenced
 - B, D, E & G 8 beds Un-sentenced

- Post 4/Capacity 68, 4 sections, double bunked
 - A 6 beds Un-sentenced
 - B 30 beds Un-sentenced
 - C 30 beds Sentenced
 - D 2 beds Observation

- Post 5/Capacity 68 (Female), 6 sections B thru E double bunked, F & G single bunked
 - B 10 beds Un-sentenced
 - C 16 beds Un-sentenced
 - D 14 beds Un-sentenced
 - E 14 beds Sentenced
 - F 8 beds Sentenced
 - G 6 beds Maximum Security

- Post 6/Capacity 32, 8 sections, A thru H, single bunked
 - A & G 4 beds Protective Custody
 - B, C, D, E & H 4 beds Maximum Security
 - F 4 beds Universal Precaution

- Post 7/Capacity 57, 4 sections A thru D
 - A 6 beds Un-sentenced
 - B 15 beds Un-sentenced
 - C 30 beds Un-sentenced
 - D 6 beds Sentenced

- Post 8/Capacity 80, 4 sections, A thru D, double bunked, all un-sentenced
 - A 8 beds
 - B & C 30 beds
 - D 12 beds

INGHAM COUNTY JAIL

HOUSING SECTION Cont.

- Post 9/Capacity 56, 9 sections, A thru H & Observation. single bunked except G, H & Observation
 - A & F 8 beds Sentenced
 - B, C, D & E 8 beds Un-sentenced
 - G 4 beds Protective Custody
 - H 2 beds Maximum security
 - 2 Obs. Cells 1 bed in each

- Post 10/Capacity 90, 5 sections, A thru F, all double bunked, all sentenced
 - A 10 beds
 - B, C, D & E 20 beds

RECEIVING/MEDICAL SECTION

- Capacity of 42, Sentenced/Un-sentenced/Maximum Security/High risk observation/Administrative segregation/Special medical needs

 - 2 Holding tanks – O1 and O2 which hold inmates for processing into the facility, each holding approximately 15 inmates.

 - High risk observation, 3 cells, O3 thru O5, single bunked
 - Suicidal, detoxification, special needs

 - Medical cells/Capacity 19 beds, M1 thru M5
 - Special needs, disabilities and respiratory isolation

 - Administrative/Isolation/Capacity 5, I1 thru I5, single bunked
 - Habitual rule offenders

 - Holding cells/Capacity 12, H1 thru H12, single bunked (Males)
 - Pre-arraigned/behavior modification

 - Holding cells/Capacity 3, H13 thru H15, single bunked (Females)
 - Pre-arraigned/behavior modification/Administrative isolation
-