



Wexford County

HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE

Mike Bengelink, Chair

NOTICE OF MEETING

The Human Resources/Public Safety Committee of the Wexford County Board of Commissioners will hold a regular meeting on Tuesday, January 25, 2022 beginning at 4:00 p.m. in the **Commissioners Room, Third Floor**, 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF THE DECEMBER 21, 2021 REGULAR MEETING MINUTES1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Sheriff’s Office Monthly Report (Sheriff/Undersheriff – December 2021) 4
 - 2. MMR Monthly Update (A. Devereaux – December 2021)
 - 3. Emergency Management Monthly Report (T. Baker – December 2021)..... 9
 - 4. Central Dispatch Monthly Report (D. Alworden – December 2021) 10
 - 5. Veterans Services Monthly Report (K. Cline – December 2021) 12
 - 6. Community Corrections Monthly Report (M.Stark- December 2021)
 - 7. Resignation from Airport Authority 13
 - 8. Liaison Policy Change..... 16
- H. CORRESPONDENCE
- I. PUBLIC COMMENTS
- J. ADMINISTRATOR’S COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENT
- M. ADJOURN

In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the County Administrator’s office (231-779-9453) at least twelve (12) hours prior to the scheduled start of the meeting.

WEXFORD COUNTY
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES
DECEMBER 21, 2021

The meeting was called to order by Chairman Bengelink at 4:00 p.m. in the Commissioners' Room of the Courthouse, 437 E. Division, Cadillac, Michigan.

Members Present: Michael Bengelink, Michael Bush, Brian Potter, and Gary Taylor
Absent: None
Also Present: Jami Bigger, Human Resource Director; Janet Koch, Administrator; Kristi Nottingham, Treasurer; Roxanne Snyder, Register of Deeds; Misty Stark, Community Corrections Manager; Trent Taylor, Sheriff; Brandi Taylor, Executive Assistant; Duane Alworden, Central Dispatch Director

ADDITIONS OR DELETIONS TO THE AGENDA

Added: G.12. Motion to add Lorne Haase to the 911 Advisory Board as Village Representative. G.13. Motion to add Ben Townsend to the Airport Authority.
Deleted: G.10. Register of Deeds Hours

APPROVAL OF THE AGENDA

A motion was made by Commissioner Taylor and supported by Commissioner Bush to approve agenda, as amended. A vote was called. All in favor.

APPROVAL OF MINUTES

A motion was made by Commissioner Taylor and supported by Commissioner Bush to approve the November 23, 2021, Regular Meeting Minutes. A vote was called. All in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Sheriff's Office Monthly Report (October 2021)

Sheriff Taylor reported:

- They can place a TNT officer back with the Traverse Narcotics Team. However as of March the State will no longer pay for the officer's vehicle lease due to liability concerns.
- Deputy Troy Quiggin was awarded a life-saving award but requested his name be left out of the media; He saved a motorist in a car accident from drowning.

G.2. MMR Monthly Update (October 2021)

Alan Devereaux, MMR,

- Not present, no verbal report given
-

G.3. Emergency Management Monthly Report (October 2021)

Travis Baker, Emergency Manager:

- Not Present, no verbal report given.

G.4. Central Dispatch Monthly Report (October 2021)

Duane Alworden, Central Dispatch Director:

- Presented written report, no questions from the committee.
- Commended his team of dispatchers and Emergency Management on a very difficult accident a few weeks ago. Stated they did a great job and had everyone going where they needed to be.

G.5. Veterans Services Monthly Report (October 2021)

Kathy Cline, Veterans Services Director:

- Presented written report, no questions from committee.
- Veteran's Expo is May 21st, getting people registered for that.
- Looking into a 5k running race; money raised would go towards the WW2 Wall.

G.6. Community Corrections Monthly Report (October 2021)

Mistine Stark, Manager:

- Presented written report, no questions from the committee.

G.7. Community Corrections Part-time employee

A motion was made by Commissioner Bush and seconded by Commissioner Potter to forward to the board the recommendation to approve the request to change the status of the part-time Community Corrections Substance Abuse Testers from irregular to regular, effective January 1, 2022.

G.8. Amendment Agreement- COAM CBA

A motion was made by Commissioner Taylor and supported by Commissioner Bush to forward a recommendation to the full board to approve the CBA amendment.

G.9. Position Description- Sheriff's Office Manager

A motion was made by Commissioner Potter and supported by Commissioner Taylor to change Sheriff's Office Manager position description. A vote was taken and all in favor.

G.10. Register of Deeds Hours

Deleted from Agenda.

G.11. Employee Recognition, Judge Audrey Van Alst

A motion was made by Commissioner Taylor and supported by Commissioner Bush to present service recognition for Judge Audrey Van Alst at the next BOC Meeting.

G.12. Motion to add Lorne Haase to the 911 Advisory Board as Village Representative.

A motion was made by Commissioner Bush and seconded by Commissioner Potter to send to the full board for approval. A vote was taken and all in favor.

G.13. Motion to add Ben Townsend to the Airport Authority.

A motion was made by Commissioner Taylor and seconded by Commissioner Potter to send to the full board for approval. A vote was taken and all in favor.

CORRESPONDENCE

None.

PUBLIC COMMENTS

None.

ADMINISTRATOR'S COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURNMENT

A motion was made by Commissioner Taylor and supported by Commissioner Potter to adjourn at 4:21 p.m. A vote was called. All in favor.

Mike Bengelink, Chair

Brandi Taylor, Recording Secretary



OFFICE OF THE SHERIFF • WEXFORD COUNTY

Trent J Taylor
Sheriff

Richard R. Doehring
Undersheriff

Wexford County Office of the Sheriff

Monthly Report

December

2021

LAW ENFORCEMENT DIVISION

The Wexford County Sheriff's Office, Law Enforcement Division, is comprised of 26 sworn Officers; the Sheriff, Undersheriff, 1 Law Enforcement Lieutenant, 1 Detective Lieutenant, 1 Detective Sergeant, 4 Law Enforcement Sergeants, 15 Deputies and 2 Court Bailiff's.

In September, the Law Enforcement Division received 764 calls for service. Of those calls, 272 reports were taken. As a result of those complaints taken, 48 arrests were made, and 72 citations were issued.

Law Enforcement Statistic Re-Cap:

Total Calls for Service	721
Total Complaints Taken	256
Felony/Misdemeanor Arrests	21
Citations Issued	48

COURT SECURITY/DEPUTY ARRESTS

Court Arrests 3

TNT:

The Wexford County Sheriff's Office has one Deputy assigned to the Traverse City Narcotic Team.

Original Reports

Intelligence Reports

Arrests

Assist Other Agencies

CIVIL PROCESS:

The Law Enforcement Division provides Civil Process Services within the county for citizens, as well as for Courts and Prosecutor's Offices.

Total Civil Papers Received	77
Total Civil Papers Completed	60

ADDITIONAL SERVICES:

In addition to the many services provided by the Wexford County Sheriff's Office, the Office provides Live Scan Fingerprinting, and Pistol Purchase Permits for individuals who wish to purchase a handgun from an individual. The office is also responsible for registering firearms purchased from citizens with the State of Michigan Firearms Unit.

<u>Live Scan Fingerprint:</u>		<u>Pistol Information:</u>	
Michigan School Employment	23	Pistol Permits Issued	17
Concealed Pistol Licensing	13	Denied Permits	0
Other	16	Indiv. Pistols registered	122
Total Prints.....	54		

ANIMAL CONTROL DIVISION:

The Wexford County Animal Control Division is comprised of two Animal Control Officers and is overseen by the Law Enforcement Lieutenant. The Animal Shelter has many volunteers that assist in taking care of the animals and advocating for their adoptions. In September, the shelter took in 30 animals, adopting 22 and reuniting 4 with their owner(s).

<u>ACTIVITY:</u>	
Total Calls	20
Total Complaints/Reports	5
Animal Bites	5
Citations Issued	0
Animals Lodged in Pound	25
Animals Adopted Out	20
Animals Transferred to Rescue	0
Animals Claimed By Owners	7
Animals Euthanized	1

CORRECTIONS DIVISION:

The Wexford County Corrections Division is comprised of, 4 Sergeants, 20 Correctional Officers and is overseen by the Jail Lieutenant.

Average Daily Inmate Headcount	51
Total number of inmates Booked	73
Total Inmates Booked –Year to date	73
Total Number of Inmates Released	79
Number Released-Year to date	79
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

TRAININGS/RECOGNITIONS:

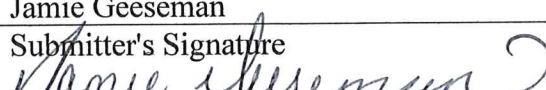
- Corrections attended low Light and full Light weapons qualification on December 7th and December 9th, 2021.
- Continued recognition to the Corrections Staff for their continued participation in the DAKOTA Training Program.
- LIFE SAVING AWARD presented to Chase Charles Fragassi for the water safety rescue of two men in Springville Township on February 27, 2021.

Wexford County Animal Shelter				Reporting Month December 2021						
The Wexford Count Board of Commissioners requires monthly submission of the following information in accordance with County Ordinance #35 Section3 (B).5 as amended. This report must be submitted to the Wexford County Board of Commissioners with 15 days of the end of the month. This is to be completed according to the guidelines for the Animal Shelter Annual Report -per Act 287. Section9(a) but on a reporting month basis.										
Type of Companion Animal received into the shelter reporting month	Total number of animals received by the shelter during the reporting month less than 6 months of age	Total number of animals received by shelter during reporting month at 6 months of age & older	Total number of animals by type received into the shelter during reporting month	Total number of animals type adopted during reporting month (at the time of adoption) per ref 1		Total number of animals by type sold during reporting month per ref 2		Total number of animals by type transferred to allowable entities during reporting month per ref 3		Total numbers of animal by type euthanized during reporting month
				Altered	Not Altered					
Dogs	0	21	21	10	2	12	0	0	0	0
Cats	1	3	4	4	4	8	0	1	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		150.00	30.00		180.00
Sterilization Deposits	0.00	100.00		0.00	50.00		150.00
Ordinance Fee Refunds							
Reclaim Fees	7 animals reclaimed						205.00
Donations Received							

References:

1. MCL 287.338.8a Sec (1)
2. MCL 287.388
3. MCL 287.338.7;MDARD-registered shelters, law enforcement agencies, or service dog organizations

Printed Name of Person Submitting the Report Jamie Geeseman	Date Submitted 01-05-2022
Submitter's Signature 	Phone 231-779-9530



Emergency Management Monthly Report

December 2021

- Attended Region 7 Homeland Security meeting with other local EM to discuss training and upcoming grant projects.
- Completed required end of year reporting documents.
- Met with Cadillac Police of grant possibilities for starting/joining area dive team.
- Working on countywide Wildfire Operations Plan, will meet with DNR and Federal Forest in the coming weeks to review for upcoming fire season.
- Started receiving TIER II reports from local hazardous chemical storage facilities within the county.

Travis Baker EMD 1/18/2022

Wexford County

Central Dispatch

Public Safety
Report

December 2021

CENTRAL DISPATCH

Total LEIN Responses 13,384

CAD GENERATED: INCIDENTS:

Sheriff Department	753
Animal Control	51
Michigan State Police	530
Cadillac Police Department	853
Manton Police Department	14
EMS Calls	651
Fire Calls	256
Support Services Calls	76
Central Dispatch	118
911 Hang up/Text Back	222

TOTAL CALLS FOR SERVICE 3524

TELEPHONE CALLS RECEIVED:

9-1-1 calls	1565
Administrative Calls	3850
TOTAL CALLS RECEIVED:	5415

Wexford County Veterans Services

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

Kathy Cline, Director

3 January, 2022

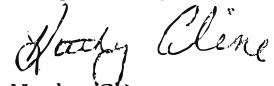
Veterans Services Monthly Report

December 2021 Overview

- Veterans in office visits-32
- Logged phone contacts-315
- Veterans who received emergency assistance -2
- Veterans ineligible/denied for emergency assistance - 1
- County Burial benefits and letters have been initiated-1

December was slower than normal because of the holidays. We continued helping veterans and their families. We had an anonymous donor of \$500 in Meijer gift cards. Outreach continued in Mesick and Manton. We are going to be awarded extra grant money which we will find out the amount probably the end of January. We are planning on hosting a luncheon one a month in Manton and Mesick for the Veterans. Our new billboards finally went up. There are three in the County. Kent retired the last day of December and the transition went well. He will be missed.

Respectfully,



Kathy Cline
Director

Taking care of our American Heroes...past...present...future...

BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Human Resource/ Public Safety Committee
FROM: Janet Koch, Administrator
FOR MEETING DATE: January 25, 2022
SUBJECT: Airport Authority Resignation

SUMMARY OF ITEM TO BE PRESENTED:

Craig Hewitt from Airport Authority has resigned which leaves one vacant spot on the Airport Authority. No applications have been received.

RECOMMENDATION:

For the Human Resource/ Public Safety Committee to accept the resignation of Craig Hewitt from the Airport Authority and forward to the full board.

December 17, 2021

Received by Wexford County

DEC 28 2021

Administration Office

Mr. Ben Townsend
437 East Division
Cadillac, MI 49601

Dear Mr. Townsend

After very careful consideration of my short duration as a Wexford County Airport board member, I feel that it is in my best interest to resign from my position effective immediately. I feel that my approach to decision making, and critical thinking does not align well with the governance already in place.

I feel that it is extremely important to the Cadillac area to be progressive and competitive with other surrounding communities, it is vital to have infrastructure in place to flourish for future generations. This includes hospitals, schools, municipalities, as well as airport related services that can support private commuting, air cargo, training, and recreation.

I appreciate the opportunity provided to serve on the Wexford County Airport board and I wish everyone the best of luck in their future endeavors.

Respectfully



Craig Hewett
8490 Farm Lane
Cadillac Michigan 49601

Cc: Mr. Karl Holder

BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Human Resource/ Public Safety Committee
FROM: Janet Koch, Administrator
FOR MEETING DATE: January 25, 2022
SUBJECT: Policy Change: A-2.0 County Board Liaison Requirements

SUMMARY OF ITEM TO BE PRESENTED:

Wexford County Commissioners are appointed as liaisons to numerous organizations in the county and across the region. However, on occasion, there are circumstances that prevent a commissioner from attending a meeting of the organization to which they are appointed. At a recent Board of Commissioners meeting, it was suggested that alternates be permitted to attend an organization's meetings in place of the appointed commissioner.

Following is the existing policy with proposed changes in **bold red**.

RECOMMENDATION:

That the Committee consider forwarding a recommendation to the full board to approve the proposed changes to Policy A-2.0 County Board Liaison Requirements.

Board of Commissioners Policies

A-2.0 County Board Liaison Requirements

County Board Approval: April 17, 1996; Amended November 17, 1999, December 15, 1999; January 29, 2003, January 3, 2007, December 4, 2019, **February 2, 2022**

A. General.

1. The primary purpose of a liaison representative is to facilitate communication between the Board of Commissioners and the organization to which the liaison is appointed. Communication of this nature is essential for good relations, effective operations, and efficient interoperability, all of which affect the ability to meet the needs of the general public.
2. Liaisons are expected to attend assigned meetings whenever possible.
3. **An alternate commissioner may, on occasion, attend meetings in place of the appointed liaison; the appointed commissioner must notify the organization prior to the alternate's attendance.**
4. Reports to the Board.
 - a. Private citizen liaisons are expected to report back to the Board at a minimum of quarterly.
 - b. Commissioner and County staff liaisons are expected to report back to the Board as soon as practicable after attendance at the meeting.
 - c. Reports may be either oral or in writing. Oral reports should be given during the time set aside in the Board agenda for "Reports."
5. Compensation.
 - a. Liaisons **or their alternate(s)** are compensated for expenses incurred as a liaison. Expense vouchers should be submitted for approval and liquidation as presented in Policy No. A-3.0 of this Manual. Mileage compensations is allowed.

B. Current Liaison Requirements.

1. Attachment (1) to this Policy contains the current listing of liaison requirements.
2. Under normal circumstances, assignments to liaisons summarized in Attachment (1) will be made in conjunction with the first Board meeting of the calendar year during which Board organizational requirements are reviewed, discussed, and approved.
3. On an annual basis, the County Administrator will validate the list of liaison requirements as outlined in Attachment (1) to this policy.