



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, April 26, 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 MARCH 29, 2022 REGULAR MEETING MINUTES.....1
- F. PUBLIC COMMENTS  
*The Committee welcomes all public input.*
- G. AGENDA ITEMS
  - 1. Sheriff’s Office Monthly Report (*Sheriff/Undersheriff – March 2022*) ..... 4
  - 2. MMR Monthly Update (*A. Deveraux – March 2022*)
  - 3. Emergency Management Monthly Report (*T. Baker – March 2022*) ..... 9
  - 4. Central Dispatch Monthly Report (*D. Alworden – March 2022*)..... 10
  - 5. Veterans Services Monthly Report (*K. Cline – March 2022*)..... 12
  - 6. Community Corrections Monthly Report (*M. Stark – March 2022*) ..... 13
- H. CORRESPONDENCE
  - 1. Medical Examiner’s Office Report (*L. Kaspriak – February/ March 2022*) ..... 14
- 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  
March 29, 2022

The regular meeting was called to order by Chair Bengelink at 4:00 p.m. in the Commissioners Room third floor of the Historic Courthouse, 437 E. Division, Cadillac, Michigan.

Members Present: Michael Bengelink, Michael Bush, Brian Potter and Gary Taylor  
Absent: None  
Also Present: Duane Alworden, Dispatch Director; Travis Baker, Emergency Manager; Jami Bigger, HR Director/ Interim Co-Administrator; Kristi Nottingham, Treasurer; Joe Porterfield, Equalization Director/ Interim Co-Administrator; Brandi Taylor, Executive Assistant; Mistine Stark, Community Corrections Manager; Kathy Cline, Director of Veterans; Alan Deveraux, MMR

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

A motion was made by Comm. Taylor and supported by Comm. Potter to approve the agenda. A vote was called, all in favor. Motion passed 4-0.

**APPROVAL OF MINUTES**

A motion was made by Comm. Taylor and supported by Comm. Potter to approve the February 24, 2022, Regular Meeting Minutes. A vote was call, all in favor. Motion passed.

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

***G.1. Sheriff's Office Monthly Report (February 2022)***

Sheriff Taylor was not present. Written report was included for the committee.

***G.2. MMR Monthly Update (February 2022)***

Alan Deveraux, MMR, reported that staffing has been good. They can staff the Manton truck 7 days a week. MMR just renewed the contract with the City of Cadillac. MMR is finalizing an EMT academy that will take place at Baker College for new hires with no experience. This will be a 7-week class where the students will be employed by MMR and after they pass state testing, they will go right into the field.

***G.3. Emergency Management Monthly Report (February 2022)***

Travis Baker, Emergency Management Coordinator, provided a written report and had nothing new to add.

***G.4. Central Dispatch Monthly Report (February 2022)***

Duane Alworden, Central Dispatch Director, stated that they have hired two new dispatchers and are awaiting pre-employment test results. The Viper phone system is back up and running, they are sending a technician out to assess what has been going on.

***G.5. Veterans Services Monthly Report (February 2022)***

Kathy Cline, Veterans Services Director, presented her written report. The unveiling of the Veterans wall will take place at the end of May.

***G.6. Community Corrections (February 2022)***

Mistine Stark, Community Corrections Manager, had nothing to add to the written report.

***G.7. Resolution 22-10 Recognizing Alan Lucas for his Dedicated Service***

A motion was made by Comm. Bush and supported by Comm. Taylor to forward a recommendation to the full board to approve Resolution 22-10 Extending Appreciation for Deputy Alan Lucas' Dedicated Service and to present the resolution to Deputy Lucas at the April 20, 2022, BOC Meeting. A vote was called, all in favor. Motion passed.

***G.8. Revision to Policy B-12.4 Paid Absence from the Workplace***

A motion was made by Comm. Taylor and supported by Comm. Bush to forward a recommendation to the full board to approve the Revision to Policy B-12.4 Paid Absence from the Workplace. A vote was called, all in favor. Motion passed.

***G.9. New Policy D-9.1 Wrecker Policy***

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve Policy D-9.1 Wrecker Policy. A vote was called, all in favor. Motion passed.

***G.10. Appointment to PRNRZ Review Board***

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to appoint Dave Foley to the Pine River Natural River Zoning Review Board as a primary member. A vote was called, all in favor. Motion passed.

***G.11. New Policy F-1.0 UAS***

A motion was made by Comm. Potter and supported by Comm. Bush to forward a recommendation to the full board to approve Policy F-1.0 Unmanned Aerial Systems. A vote was called, all in favor. Motion passed.

**CORRESPONDENCE**

None.

**PUBLIC COMMENTS**

None.

**ADMINISTRATOR'S COMMENTS**

Comm. Bengelink asked Interim Co-Administrators Bigger and Porterfield about the money the county is receiving from the Marijuana Regulation Fund. He was wondering if there are any stipulations with it. Mr. Porterfield stated that he is still waiting for that information.

**COMMITTEE COMMENTS**

Comm. Potter asked if everyone felt they were heard and if anyone had anything else to add to the meeting. There was nothing else to add.

**CHAIR COMMENTS**

None.

**ADJOURNMENT**

**A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn at 4:15 p.m. A vote was called, all in favor. Motion passed.**

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Michael Bengelink, Chair

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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**

# **MARCH**

# **2022**

## **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 March, the Law Enforcement Division received 732 calls for service. Of those calls, 202 reports were taken. As a result of those complaints taken, 44 arrests were made, and 44 citations were issued.

### Law Enforcement Statistic Re-Cap:

Total Calls for Service	732
Total Complaints Taken	202
Felony/Misdemeanor Arrests	44
Citations Issued	44 * This number is only reflecting up to March 12, 2022. Our Citation writing system is not allowing citation uploads.

### COURT SECURITY/DEPUTY ARRESTS

Court Arrests	5
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### **TNT:**

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

Original Reports	7
Intelligence Reports	12
Arrests	6
Assist Other Agencies	4

### **CIVIL PROCESS:**

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

<b>Total Civil Papers Received</b>	<b>77</b>
<b>Total Civil Papers Completed</b>	<b>52</b>

## **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	44	Pistol Permits Issued	20
Concealed Pistol Licensing	20	Denied Permits	4
Other	16	Indiv. Pistols registered	114
Court	4		
Total Prints.....	84		

## **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).

### ACTIVITY:

Total Calls	33
Total Complaints/Reports	1
Animal Bites	2
Citations Issued	0
Animals Lodged in Pound	26
Animals Adopted Out	23
Animals Transferred to Rescue	4
Animals Claimed by Owners	1
Animals Euthanized	0

## **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	55
Total number of inmates Booked	75
Total Inmates Booked –Year to date	273
Total Number of Inmates Released	104
Number Released-Year to date	262
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

## **TRAININGS/RECOGNITIONS:**

- Two Defensive Tactics trainings were held on March 1<sup>st</sup> and March 3<sup>rd</sup>. All Law Enforcement attended and completed this in service training taught by Wexford County Sheriff's Office certified instructor Deputy Ray Stanley.
- March 21- 22 four Law Enforcement Sergeants attended the third month of the five-month Command Level 1 training provided by Shield Institute.
- On March 31, 2022, Command staff, Law Enforcement Sergeants and Corrections Sergeants attended a one-day training with Dr. Lewis Bender.
- Corrections Officer James Yager completed his certification for LEIN Local Agency Security Officer (LASO) on March 1, 2022.
- Front Office staff and Corrections staff completed CPR/AED training over the course of two days on March 15<sup>th</sup> and 17<sup>th</sup> with certified instructor Corrections Officer Nathan Paquin.
- March 21- 22 four Corrections Sergeants attended the third month of the five-month Command Level 1 training provided by Shield Institute.

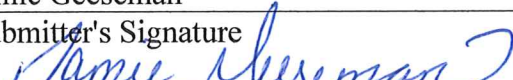


Wexford County Animal Shelter				Reporting Month March 2022					
The Wexford County Board of Commissioners requires monthly submission of the following information in accordance with County Ordinance #35 Section 3 (B).5 as amended. This report must be submitted to the Wexford County Board of Commissioners 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. Section 9(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			Shelter Animals	Owner Requested
Dogs	3	18	21	18	0	18	4	0	0
Cats	0	5	5	5	0	5	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		270.00	0.00		270.00
Sterilization Deposits	0.00	0.00		0.00	0.00		0.00
Ordinance Fee Refunds							
Reclaim Fees	1 animals reclaimed						100.00
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 04-01-2022
Submitter's Signature 	Phone 231-779-9530



## Emergency Management Monthly Report

*March 2022*

- Attended Region 7 Homeland Security meeting with other local EM to discuss training and upcoming grant projects.
- Held Fire Chiefs meeting with local fire departments on the Box Alarm project. Sent out everyone's alarms just waiting on their approval and final review.
- Held joint meeting with DNR and US Forest Service along with area fire agencies on Wildfire Refresher Training. Discusses hazards and talked about wildfire last May.
- Held Consumers Power EAP (Emergency Action Plan) Hodenpyl Dam review. This is a requirement they must meet on the Federal Level.
- Participated in the Statewide Tornado Drill 3-23. CodeRED alert was sent out along with weather alerts on radio and TV.
- Manistee County EM was given 80,000+ sandbags from the US Army for coastline issues. Manistee was kind enough to give us 3,000 sandbags.

Travis Baker EMD 4/21/2022

**Wexford County**

**Central Dispatch**

**Public Safety**

**Report**

**March 2022**

## **CENTRAL DISPATCH**

Total LEIN Responses 14,719

CAD GENERATED: INCIDENTS:

Sheriff Department	716
Animal Control	33
Michigan State Police	384
Cadillac Police Department	783
Manton Police Department	14
EMS Calls	597
Fire Calls	119
Support Services Calls	26
Central Dispatch	96
911 Hang up/Text Back	154

TOTAL CALLS FOR SERVICE 2922

TELEPHONE CALLS RECEIVED:

9-1-1 calls	1009
Administrative Calls	2686
TOTAL CALLS RECEIVED:	3695

# ***Wexford County Veterans Services***

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

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Kathy Cline, Director

4 April, 2022

## ***Veterans Services Monthly Report***

### March 2022 Overview

- Veterans in office visits-48
- Logged phone contacts-336
- Veterans who received emergency assistance -1
- Veterans ineligible/denied for emergency assistance - 0
- County Burial benefits and letters have been initiated-9

Ray Orr attended the virtual class given by the National Association of County Veterans Service Officers. He is now accredited with NACVSO. He is able to help veterans with filing their claims. The EXPO planning is at full speed. Everything is on course for a successful event. Research on the World War II Memorial Wall is finished. All of the Veterans packets are at Brinks waiting to be framed. The unveiling is planned for the end of May. Work has already begun on the World War I wall.

Respectfully,

  
Kathy Cline, Director

Ray Orr  
Veteran Service Officer

**COMMUNITY CORRECTIONS**  
437 E Division St, Cadillac, MI 49601  
231-779-9472 Fax 779-9102

*Mistine Stark*

*Manager*

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April 22, 2022

HR meeting information:

As of the above date, Community Corrections has 74 **offenders** that are being monitored and/or enrolled in jail diversion programs that include:

- 29- offenders on Random Substance Abuse Testing Program (alcohol and drugs) for bond conditions
- 25- offenders on portable Soberlink alcohol testing devices for bond conditions
- 12- offenders on GPS tether for bond conditions
- 8 - offenders enrolled in Enhanced Outpatient Program
- 0 - offenders currently in Transition houses. *The transition houses will remain empty until after the upcoming Audit and then will be discussed by Community Corrections board for future recommendations to the board of commissioners.*

If an offender is enrolled in dual programs, they are only counted once in the above data. (Example: An offender enrolled in Enhanced outpatient with Random drug testing will only be counted in the EOP program).

The annual **Community Corrections FY2023 grant application** is nearing completion and will be submitted to the local Community Corrections board and both Wexford and Missaukee Board of Commissioners for approval at the next meetings.

Monthly Report  
**Wexford County**



Medical Examiner's Office

**H.1.**

As Of **February 28, 2022**

		Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	FY 2022	% +/- from prev.	FY 2021	FY 2020	FY 2019
<b># Cases Investigated by MMEG</b>		13	10											<b>23</b>	-3%	143	145	99
	Scene Investigations	9	7											<b>16</b>	-2%	98	99	
	Cremation Permits	31	26											<b>57</b>	-9%	374	292	217
<b>Manner of Death</b>	Homicide	0	1											<b>1</b>	500%	1	2	0
	Suicide	0	4											<b>4</b>	700%	3	6	7
	Accident	4	1											<b>5</b>	15%	26	26	30
	Natural	9	4											<b>13</b>	-29%	110	109	61
	Pending	0	0											<b>0</b>		1		
	Indeterminate	0	0											<b>0</b>	-100%	2	1	0
<b>COVID-19</b>	COVID Cases Reviewed	2	1											<b>3</b>	80%	10	3	
	Cases M.E. Tested in Field	0	0											<b>0</b>	-100%	2	1	
<b>Suspected Drug Related</b>		1	0											<b>1</b>	-73%	22	14	11
<b>Special Cases</b>	UnClaimed Bodies	0	0											<b>0</b>	-100%	5	3	1
	Unidentified Bodies	0	0											<b>0</b>		0	0	0
	Exhumations	0	0											<b>0</b>		0	0	0
<b>Ordered</b>	Toxicology	2	5											<b>7</b>	91%	22	20	21
	Autopsy	1	0											<b>1</b>	-14%	7	9	5
<b>Donations</b>	Whole Body Accepted	1	1											<b>2</b>		1	2	2
	Eyes/Cornea Accepted	1	0											<b>1</b>	500%	1	2	2

Monthly Report  
**Wexford County**



Medical Examiner's Office  
 As Of **March 31, 2022**

		Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	FY 2022	% +/- from prev. year	FY 2021	FY 2020	FY 2019
# Cases Investigated by MMMEG		13	10	12										35	-2%	143	145	99
	Scene Investigations	9	7	7										23	-6%	98	99	
	Cremation Permits	31	26	33										90	-4%	374	292	217
Manner of Death	Homicide	0	1	0										1	300%	1	2	0
	Suicide	0	4	0										4	433%	3	6	7
	Accident	4	1	0										5	-23%	26	26	30
	Natural	9	4	8										21	-24%	110	109	61
	Pending	0	0	4										4		1		
	Indeterminate	0	0	0										0	-100%	2	1	0
COVID-19	COVID Cases Reviewed	2	1	0										3	20%	10	3	
	Cases M.E. Tested in Field	0	0	0										0	-100%	2	1	
Suspected Drug Related		1	0	1										2	-64%	22	14	11
Special Cases	UnClaimed Bodies	0	0	1										1	-20%	5	3	1
	Unidentified Bodies	0	0	0										0		0	0	0
	Exhumations	0	0	0										0		0	0	0
Ordered	Toxicology	2	5	1										8	45%	22	20	21
	Autopsy	1	0	2										3	71%	7	9	5
Donations	Whole Body Accepted	1	1	0										2		1	2	2
	Eyes/Cornea Accepted	1	0	1										2	700%	1	2	2