



Wexford County

HUMAN RESOURCES / PUBLIC SAFETY COMMITTEE

Brian Potter, Chair

NOTICE OF MEETING

The Human Resources / Public Safety Committee of the Wexford County Board of Commissioners will hold a regular meeting on Tuesday, July 26, 2022, beginning at 4:00 p.m. in the Commissioners’ Room, 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 JUNE 28, 2022 REGULAR MEETING MINUTES 1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Sheriff’s Monthly Report (*Sheriff/Undersheriff – June 2022*) 4
 - 2. MMR Monthly Update (*June 2022*)
 - 3. Emergency Management Monthly Report (*T. Baker – June 2022*) 9
 - 4. Central Dispatch Monthly Report (*D. Alworden – June 2022*) 10
 - 5. Veterans Services Monthly Report (*K. Cline – June 2022*) 12
 - 6. Community Corrections Monthly Report (*M. Stark – June 2022*) 13
 - 7. Road Commission Committee Application 14
- H. CORRESPONDENCE
- I. ADMINISTRATOR’S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
 REGULAR MEETING MINUTES
 June 28, 2022

The Human Resources / Public Safety Committee regular meeting was called to order by Chairman Michael Bengelink at 4:00 p.m., in the Commissioners' Room, Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

Members Present: Michael Bengelink, Michael Bush, Brian Potter, and Gary Taylor
 Members Absent: None.
 Also Present: Duane Alworden, Central Dispatch Director; Travis Baker, Emergency Management Director; Jami Bigger, Deputy County Administrator/HR Director; Kathy Cline, Veterans Services Director; Carol Dehnbostel, Airport Authority Applicant; Alan Deveraux, MMR; Megan Kujawa, Sr. Exec Admin Assistant; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; Roxanne Snyder, Register of Deeds; and Sheriff Trent Taylor.

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE MINUTES

A motion was made by Comm. Taylor and supported by Comm. Potter to approve the May 24, 2022 Regular Meeting Minutes. A vote was called, all in favor. Motion passed 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

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

Sheriff Taylor was present; a report was provided in the packet. Sheriff Taylor informed the committee that there are currently 81 inmates, 18 of those are being housed for Kalkaska. This week they will be conducting interviews for the Deputy Cadet scholarship, they are interviewing 18 applicants. Deputy Hoffman is doing well in her field training. They had 13 applicants for the Administrative Assistant position, they presented an offer to one but she needed the day to think about it. Still waiting on a few new patrol cars, it is unknown where they are at and the status of those vehicles.

G.2. MMR Monthly Update (May 2022)

Alan Deveraux, MMR, was present; a report was not provided in the packet. Mr. Deveraux informed the committee that Paul Owens will be leaving MMR and that Amy Fairchild will be taking over as the operations manager and she is based out of Traverse City. He hopes that she will be able to make it to either a committee meeting or a Board of Commissioners meeting to introduce herself. Staffing is good, there are 12 students that passed the EMT course through Baker College and just need to take their state testing, which MMR will hopefully be able to hire them and put them on the road. There is an uptick in paramedics and classes are becoming more available and wages are increasing. No other reported issues or concerns.

G.3. Emergency Management Monthly Report (May 2022)

Travis Baker, Emergency Management Coordinator, was present; a report was provided in the packet. Mr. Baker informed the committee that he has been working with the local schools and teachers for trainings in emergencies. He is working on a security manual that will be a basic tool to be given to department heads and employees once it is completed and approved by the board.

G.4. Central Dispatch Monthly Report (May 2022)

Duane Alworden, Central Dispatch Director, was present; a report was provided in the packet. Mr. Alworden informed the committee that the phones are up and working properly now after having the meetings with the phone service provider. Mr. Alworden wanted to mention that him and Mr. Baker did go up to Gaylord after the tornado and their Emergency Management and Central Dispatch utilized the Code Red system and it worked better than the sirens. He asks that everyone try to push signing up for Code Red. Mr. Alworden intends to mention it to Cadillac News.

Chairman Bengelink stated that it should be brought up to schools for faculty, parents, and students to utilize.

G.5. Veterans Services Monthly Report (May 2022)

Kathy Cline, Veterans Services Director, was present; a report was provided in the packet. Ms. Cline informed the committee that the expo on May 21st was a huge success. There were over 600 people in attendance and there were 84 booths. On the 24th of May the World War II Memorial Wall was unveiled; 42 shadow boxes have been hung. There were two 96 year old World War II Veterans that attended along with their families. There was another family that came forward with a veteran that was killed in action that was not on the wall but will be getting a shadow box placed. There is continued work for the World War I wall.

G.6. Community Corrections (May 2022)

Mistine Stark, Community Corrections Manager, was not present; a report was provided in the packet. No discussion took place.

G.7. Airport Authority Application – Carol Dehnbostel

Chairman Bengelink spoke with Ms. Dehnbostel and stated with her on the board it will make it full. Ms. Dehnbostel was previously on the board for 14 years before deciding to take a step back in July of 2018. Comm. Potter asked why she felt the need to step back, Ms. Dehnbostel responded that she was doing extra work and didn't feel that it was appreciated. Over the 14 years that she was on the board she served as the secretary, treasurer, and even president.

A motion was made by Comm. Bush and supported by Comm. Taylor to forward a recommendation to the full board to approve Carol Dehnbostel's appointment to the Airport Authority with a term expiring December 31, 2023. A vote was called, all in favor. Motion passed 4-0.

G.8. Employee Recognition

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to present Certificates of Appreciation at the Board of Commissioners meeting on July 6, 2022 to Kimberly Recca, Roxanne Snyder, Trent Taylor, and Kristina Nottingham. A vote was called, all in favor. Motion passed 4-0.

G.9. Resolution 22-17 Recognizing Joe Porterfield

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to approve Resolution 22-17 Recognizing Joe Porterfield. A vote was called, all in favor. Motion passed 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR’S COMMENTS

Administrator, Mr. Porterfield thanked the committee and staff for the resolution it was a shock when he saw in the packet. He appreciates how noticeable it is that the County appreciates their employees and the efforts that they put forth. Mr. Porterfield is looking into scanners to go along with the metal detector to check bags without having to go through them, also trying to figure out how to restrict citizens bringing bags in.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Bush to adjourn at 4:23 p.m. A vote was called, all in favor, motion passed.

Mike Bengelink, Chair

Megan Kujawa, Recording Secretary



OFFICE OF THE SHERIFF • WEXFORD COUNTY

Trent J Taylor
Sheriff

Richard R. Doehring
Undersheriff

Wexford County Office of the Sheriff

Monthly Report

JUNE

2022

LAW ENFORCEMENT DIVISION

The Wexford County Sheriff's Office, Law Enforcement Division, is comprised of 19 sworn Officers; The Sheriff, Undersheriff, 1 Law Enforcement Lieutenant, 1 Detective Lieutenant, 1 Detective Sergeant, 4 Law Enforcement Sergeants, 10 Deputies and 2 Court Bailiff's.

In June, the Law Enforcement Division received 643 calls for service. Of those calls, 223 reports were taken. As a result of those complaints taken, 25 arrests were made, and 42 citations were issued.

Law Enforcement Statistic Re-Cap:

Total Calls for Service	643
Total Complaints Taken	223
Felony/Misdemeanor Arrests	25
Citations Issued	42

COURT SECURITY/DEPUTY ARRESTS

Court Arrests	4
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TNT:

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

Original Reports	5
Intelligence Reports	22
Arrests	5
Assist Other Agencies	2

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	105
Total Civil Papers Completed	74

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	28	Pistol Permits Issued	17
Concealed Pistol Licensing	17	Denied Permits	0
Other	19	Indiv. Pistols registered	97
Court	0		
Total Prints.....	64		

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. The shelter took in 32 animals, adopting 14 and reuniting 3 with their owner(s).

<u>ACTIVITY:</u>	
Total Calls	65
Total Complaints/Reports	9
Animal Bites	8
Citations Issued	0
Animals Lodged in Pound	32
Animals Adopted Out	14
Animals Transferred to Rescue	6
Animals Claimed by Owners	3
Animals Euthanized	0

CORRECTIONS DIVISION:

The Wexford County Corrections Division is comprised of, 4 Sergeants, 17 Correctional Officers and is overseen by the Jail Lieutenant.

Average Daily Inmate Headcount	71
Total number of inmates Booked	86
Total Inmates Booked –Year to date	546
Total Number of Inmates Released	83
Number Released-Year to date	510
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

TRAININGS/RECOGNITIONS:

- June 1, 2022, Deputies Howell, Bell and Carr attended an 8-hour Defensive Pistol class hosted and provided by Kirtland Community College
- June 14, 2022, Sergeants Rood, Garland, Kovach, and Harnish attended legal update for Vicarious Liabilities and leadership roles, training provided by Shield Institute.
- June 20- 24 Deputies Koponen and Quiggin attended a 40-hour Rifle instructor course. Training was provided by Kirtland Community College and certified by MCOLES.
- June 15, 2022, Sergeants Batten and Vermeulen along with Corrections Officers Paquin, Hirsch and Johnston attended an 8 hour report writing training.

Wexford County Animal Shelter				Reporting Month June 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	
				Altered	Not Altered			Shelter Animals	Owner Requested
Dogs	5	16	21	8	1	9	6	0	0
Cats	7	4	11	1	4	5	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		120.00	15.00		135.00
Sterilization Deposits	0.00	100.00		0.00	25.00		125.00
Ordinance Fee Refunds							
Reclaim Fees	3 animals reclaimed						75.00
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 Stanhope

Date Submitted

07-06-2022

Submitter's Signature

Jamie Stanhope

Phone

231-779-9530



Emergency Management Monthly Report

June 2022

- Attended Region 7 Homeland Security meeting with other local EM to discuss training and upcoming grant projects.
- Region ordered each EM office a charging storage cabinet for tablets, laptops and radios that will be in the EOC. Should be here in the next month or so.
- Met with a foundation from Colorado who trains teachers and school staff on emergency situations within schools, this company also has a business office side of training. Talking with courthouse security committee on what steps they'd like to see next with this.
- The 12 new portable radios have been delivered to GT Mobile, just waiting on the state for program files to be loaded on.

Travis Baker EMD 7/20/2022

Wexford County

Central Dispatch

Public Safety

Report

June 2022

CENTRAL DISPATCH

Total LEIN Responses 14,542

CAD GENERATED: INCIDENTS:

Sheriff Department	666
Animal Control	65
Michigan State Police	510
Cadillac Police Department	910
Manton Police Department	25
EMS Calls	636
Fire Calls	165
Support Services Calls	56
Central Dispatch	112
911 Hang up/Text Back	202

TOTAL CALLS FOR SERVICE 3347

TELEPHONE CALLS RECEIVED:

9-1-1 calls	582
Administrative Calls	3483
TOTAL CALLS RECEIVED:	4065

Wexford County Veterans Services

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

Kathy Cline, Director

5 July, 2022

Veterans Services Monthly Report

June 2022 Overview

- Veterans in office visits-36
- Logged phone contacts-324
- Veterans who received emergency assistance -3
- Veterans ineligible/denied for emergency assistance - 0
- County Burial benefits and letters have been initiated-3

We saw 36 veterans/family members in June. We received 324 phone calls. I wrote the new MVAA Grant and it was approved. I worked on Third quarter reporting for the FY22 Grant. Mike Coonan, our counselor, has been very busy. More veterans are taking part in the group session every month. This program is a great success and is helping many of our veterans learn to cope with their PTSD. We attended the Veterans Expo in Traverse City, not as a vendor but as a spectator. We got a few new contacts for our next Expo. People that had been vendors at our Expo that were attending in Traverse City said our Expo is the biggest and the best they have attended! Planning for the next one is already in the beginning stages. I suggested to the Veterans Board that after the Wall project is done, that we should concentrate expanding the memorials in the park across from the stadium. They were all in agreement for that.



Kathy Cline, Director

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

Mistine Stark

Manager

July 20, 2022

HR meeting information:

As of the above date, Community Corrections has 61 **offenders** that are being monitored and/or enrolled in jail diversion programs that include:

- 31- offenders on Random Substance Abuse Testing Program (alcohol and drugs) for bond conditions
- 22- offenders on portable Soberlink alcohol testing devices for bond conditions
- 3 - offenders on GPS tether for bond conditions
- 5 - offenders enrolled in Enhanced Outpatient Program

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 Community Corrections Advisory board will be meeting on July 28th to discuss the transition houses and will report back to the Commissioners with a recommendation.

BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Human Resources / Public Service Committee
FROM: Administration
FOR MEETING DATE: July 26, 2022
SUBJECT: Road Commission Committee Appointment Application

SUMMARY OF ITEM TO BE PRESENTED:

Robert Hilty has submitted an application to be appointed as a member of the Road Commission Committee, to fill a current vacancy.

Thomas Jurik has submitted an application to be appointed as a member of the Road Commission Committee, to fill a current vacancy.

RECOMMENDATION:

Administration recommends the Human Resources / Public Safety Committee to discuss and forward a recommendation to the full board on the best candidate to fill the current vacancy on the Road Commission Committee with term expiring December 31, 2026.