



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, October 25, 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 SEPTEMBER 27, 2022 REGULAR MEETING MINUTES 1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Sheriff's Monthly Report (*Sheriff/Undersheriff – September 2022*) 5
 - 2. MMR Monthly Update (*September 2022*)
 - 3. Emergency Management Monthly Report (*T. Baker – September 2022*) 10
 - 4. Central Dispatch Monthly Report (*D. Alworden – September 2022*) 11
 - 5. Veterans Services Monthly Report (*K. Cline – September 2022*) 12
 - 6. Community Corrections Monthly Report (*M. Stark – September 2022*) 13
 - 7. Public Defender Monthly Report (*B. Champion – September 2022*)
 - 8. Pre-Trial Services Discussion 14
 - 9. Agenda Discussion
- H. CORRESPONDENCE
 - 1. Medical Examiner Report September 2022 15
- 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
 September 27, 2022

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

Members Present: Brian Potter, Kathy Adams, Michael Bush, and Gary Taylor
 Members Absent: None.
 Also Present: Duane Alworden, Central Dispatch Director; Kathy Cline, Veterans Services Director; Brooke Fuller, Building Department Manager; Megan Kujawa, Sr. Exec Admin Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator/Equalization Director; Charles Schmitt, Veterans Services Officer; Mistine Stark, Community Corrections Manager; and Sheriff Trent Taylor.

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.16. Juneteenth Holiday Discussion and G.17. Deputy Cadet Sponsorship

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Bush to approve the agenda as amended. 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. Adams to approve the August 23, 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 (August 2022)

Sheriff Taylor was present; a report was provided in the packet. Sheriff Taylor briefed the committee on the provided report.

Chair Potter asked when the next academy for the Cadets takes place, Sheriff Taylor stated that it starts during the first part of January. Sheriff Taylor asked if it would be possible to have the Board sponsor more cadets. It was unanimously agreed amongst the committee members to forward a recommendation to the full board.

G.17. Deputy Cadet Sponsorship

A motion was made by Comm. Taylor and supported by Comm. Bush to forward a recommendation to the full board to sponsor two deputy cadets to the deputy academy for the upcoming winter academy. A vote was called, all in favor. Motion passed, 4-0.

G.2. MMR Monthly Update (August 2022)

Alan Deveraux, MMR, was not present; a report was not provided in the packet, but one was provided at the meeting. No discussion took place.

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

Travis Baker, Emergency Management Coordinator, was not present; a report was provided in the packet. No discussion took place.

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

Duane Alworden, Central Dispatch Director, was present; a report was provided in the packet. Mr. Alworden informed the committee that he had nothing to add than what was provided in the report.

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

Kathy Cline, Veterans Services Director, was present; a report was provided in the packet. Ms. Cline briefed the committee on the provided report. Ms. Cline informed the committee that Mr. Schmitt is continuing his training and is well. Mr. Schmitt is now independently seeing cases now in the Manton and Mesick areas.

G.6. Community Corrections (August 2022)

Mistine Stark, Community Corrections Manager, was present; a report was provided at the start of the meeting. Ms. Stark briefed the committee on the report. Ms. Stark informed the committee that today she will be attending a meeting to sell the Transition Houses, they went up for sale last Friday and have had multiple offers and she is looking forward to selling them.

G.7. Public Defender Report (August 2022)

Mr. Champion, Chief Public Defender, was not present; no report was provided.

G.8. Employee Recognition

A motion was made by Comm. Bush and supported by Comm. Adams to forward a recommendation to the full board to present Certificates of Appreciation to Renee Pollington and Kristie Hatinger A vote was called, all in favor. Motion passed 4-0.

G.9. MOU with NLCMHA

A motion was made by Comm. Adams and supported by Comm. Bush to forward to the full board the attorney approved, multi-county memorandum of understanding regarding Northern Lakes Community Mental Health Authority, with a recommendation to approve and authorize the Chairman and Clerk to sign. A vote was called, all in favor. Motion passed 4-0.

Chair Potter commented that this was voted down at the last Board of Commissioners meeting, and that it was requested to be brought back.

G.10. Full-Time Bailiff Wage Scale

A motion was made by Comm. Taylor and supported by Comm. Bush to forward a recommendation to the full board to approve the full-time wage scale for full-time Bailiffs and for it be increased by \$1.00 starting next pay-period to coincide with the Sheriff's increases. A vote was called, all in favor. Motion passed 4-0.

G.11. LOU with POAM RE: 12 Hour Shift

A motion was made by Comm. Adams and supported by Comm. Bush to forward to the full board the Union approved letter of understanding between the POAM and Wexford County, with the recommendation to approve and authorize the Chairman to sign. A vote was called, all in favor. Motion passed 4-0.

G.12. MERS Agreements Addendums

A motion was made by Comm. Taylor and supported by Comm. Bush to forward a recommendation to the full board to approve the presented MERS Agreement Addendums. A vote was called, all in favor. Motion passed 4-0.

Madam Clerk, Ms. Nyman, informed the committee that this is to uniformly match the other union contracts.

G.13. Central Dispatch Director Amended Position Description

A motion was made by Comm. Bush and supported by Comm. Adams to approve the proposed amended position description for Central Dispatch Director. A vote was called, all in favor. Motion passed 4-0.

G.14. Dispatcher Amended Position Description

A motion was made by Comm. Adams and supported by Comm. Bush to approve the proposed amended position description for Dispatch to Emergency Communications Specialist. A vote was called, all in favor. Motion passed 4-0.

G.15. Building Department Assistant Irregular/Part-Time Position Discussion

Comm. Taylor stated that Ms. Fuller, Building Department Manager, is in need of assistance in the office for when she isn't there and for coverage.

A motion was made by Comm. Taylor and supported by Comm. Adams to approve the Building Department Assistant Irregular / Part-Time position description and to forward a recommendation to the full board to approve adding the position to the employee roster at an L6 wage scale effective January 1, 2023. A vote was called, all in favor. Motion passed 4-0.

G.16. Juneteenth Holiday Discussion

Chair Potter asked Administrator, Mr. Porterfield, what other Counties were doing.

Mr. Porterfield informed the committee that some surrounding counties are offering that employees can take it off unpaid or others are also having their Courts close but the remaining offices remain open. Mr. Porterfield continued to state that something as allowing to have the Courts close but other offices remain open would be an issue because Court employees are apart of the same union as some of the other offices in the Courthouse.

Comm. Taylor asked if this was something that needed to be voted on now or later, Mr. Porterfield stated that it needed to be addressed at some point because of the budget and needing to get out the Holiday schedule for 2023.

Chair Potter stated that either way it needs to be uniformed.

A motion was made by Comm. Bush and supported by Comm. Adams to forward a recommendation to the full board to add the Juneteenth Holiday to the County's Holiday Schedule as a paid holiday. A vote was called, all in favor. Motion passed 4-0.

CORRESPONDENCE

Medical Examiner Report, no discussion.

ADMINISTRATOR’S COMMENTS

Mr. Porterfield informed the committee that he would like to thank everyone for their patience and assistance in working together to get through the budget. The Michigan Legislative signed a bill that would provide more funding to the Secondary Road Patrol for the Sheriff’s department and hopefully that will aide in retaining employees.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Comm. Bush congratulated Mr. Schmitt in his achievements and training.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Bush and supported by Comm. Adams to adjourn at 4:20 p.m. A vote was called, all in favor. Motion passed 4-0.

Brian Potter, Chairman

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

SEPTEMBER

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 September, the Law Enforcement Division received 624 calls for service. Of those calls, 190 reports were taken. As a result of those complaints taken, 23 arrests were made, and 46 citations were issued.

Law Enforcement Statistic Re-Cap:

Total Calls for Service	624
Total Complaints Taken	190
Felony/Misdemeanor Arrests	23
Citations Issued	46

COURT SECURITY/DEPUTY ARRESTS

Court Arrests	3
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TNT:

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

Original Reports	2
Intelligence Reports	13
Arrests	4
Assist Other Agencies	3

CIVIL PROCESS:

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

Total Civil Papers Received	80
Total Civil Papers Completed	47

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	67	Pistol Permits Issued	15
Concealed Pistol Licensing	16	Denied Permits	0
Other	10	Indiv. Pistols registered	151
Court	2		
Total Prints.....	95		

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 27 animals, adopting 23 and reuniting 3 with their owner(s).

<u>ACTIVITY:</u>	
Total Calls	44
Total Complaints/Reports	6
Animal Bites	9
Citations Issued	0
Animals Lodged in Pound	32
Animals Adopted Out	18
Animals Transferred to Rescue	2
Animals Claimed by Owners	3
Animals Euthanized	2

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	78
Total number of inmates Booked	82
Total Inmates Booked –Year to date	789
Total Number of Inmates Released	85
Number Released-Year to date	760
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

TRAININGS/RECOGNITIONS:

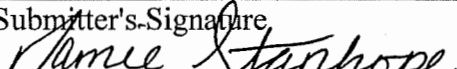
- September 12- 15 Deputy Quiggin and Lt. Denison attended a weeklong Emergency Response Team (ERT) training held at Camp Grayling.

Wexford County Animal Shelter				Reporting Month September 2022					
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			Shelter Animals	Owner Requested
Dogs	1	15	16	4	2	6	2	2	0
Cats	9	7	16	8	4	12	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		60.00	30.00		90.00
Sterilization Deposits	0.00	100.00		0.00	50.00		150.00
Ordinance Fee Refunds							
Reclaim Fees	3 animals reclaimed						20.00
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 10-04-2022
Submitter's-Signature 	Phone 231-779-9530



Emergency Management Monthly Report

October 2022

- Attended Region 7 Homeland Security meeting with other local EM to discuss training and upcoming grant projects.
- Met with Rob at FOC, discussed security for their office.
- Found phones in FOC building still do not call 911, several phones are still going to Colorado.
- Attended Fire Chiefs meeting, discussed MABAS, 4 Wexford County Departments have joined and awaiting approval from MABAS board.
- Worked on Security Policy for Judge Elmore
- Started new FY23 grant for EM program. Finishing up paperwork for FY22 grant, submitted Q4 reports and After-Action Review for Leelanau County Full-Scale Exercise that I attended in August.
- Agenda item- signature to finalize FY22, Grant packet is due November 15th.

Travis Baker 10/8/2022

**WEXFORD COUNTY CENTRAL DISPATCH
PUBLIC SAFETY REPORT
SEPTEMBER 2022**

Total LEIN Responses 14,045

CAD GENERATED: INCIDENTS:

Sheriff Department	570
Animal Control	44
Michigan State Police	446
Cadillac Police Department	850
Manton Police Department	6
EMS Calls	532
Fire Calls	93
Support Services Calls	41
Central Dispatch	102
911 Hang up/Text Back	186

TOTAL CALLS FOR SERVICE 2875

TELEPHONE CALLS RECEIVED:

9-1-1 calls	387
Administrative Calls	3017
TOTAL CALLS RECEIVED:	3404

Wexford County Veterans Services

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

Kathy Cline, Director

3 October, 2022

Veterans Services Monthly Report

September 2022 Overview

- Veterans in office visits-71
- Logged phone contacts-349
- Veterans who received emergency assistance -0
- Veterans ineligible/denied for emergency assistance - 0
- County Burial benefits and letters have been initiated-5
-

We saw 71 Veterans/Family during the month. We had 349 phone calls. Charles received his accreditation and is now accredited with NACVSO, VFW and DAV. He is still waiting for the American Legion. The Mesick Outreach Program is starting to pick up again. Charles has been keeping persistent hours there and in Manton which will, in time, make this program thrive again. We completed the Conference room for the counseling group sessions. Our 2023 Grant was accepted. And 4th quarter reporting for the 2022 Grant was completed. Charles and I went to the Fall MACVC Conference in Bay City. It was great to connect with other county VSO's to see what is happening in their counties.

Kathy Cline, Director

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

Mistine Stark

Manager

October 21, 2022

HR meeting information:

As of the above date, Community Corrections is supervising 70 **offenders** in jail diversion programs that include:

- 31- defendants on Random Substance Abuse Testing Program (alcohol and drugs) for bond conditions
- 20- defendants on daily Soberlink alcohol testing devices for bond conditions
- 6 - defendants on GPS tether for bond conditions
- 9 - offenders/defendants enrolled in Enhanced Outpatient Program for both bond and sentenced felons
- 2 – defendants released to substance abuse treatment while on bond

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).

BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Human Resources / Public Safety Committee
FOR MEETING DATE: October 25, 2022
SUBJECT: Pre-Trial Services Discussion

SUMMARY OF ITEM TO BE PRESENTED:

A sub-committee was formed to address some concerns with pre-trial services. Possible solutions will be presented to the Human Resources / Public Safety Committee for discussion.

Monthly Report
Wexford County



Medical Examiner's Office
 As Of **September 30, 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	FY 2021	FY 2020	FY 2019
# Cases Investigated by MMMEG		13	10	12	15	11	14	15	11	10				111	3%	143	145	99
	Scene Investigations	9	7	7	11	8	11	9	10	6				78	6%	98	99	
	Cremation Permits	31	26	33	26	31	30	23	24	22				246	-12%	374	292	217
Manner of Death																		
	Homicide	0	1	0	0	0	0	0	0	0				1	33%	1	2	0
	Suicide	0	4	0	0	1	0	0	1	0				6	167%	3	6	7
	Accident	4	1	2	2	1	2	3	2	2				19	-3%	26	26	30
	Natural	9	4	9	13	9	12	12	8	6				82	-1%	110	109	61
	Pending	0	0	0	0	0	0	0	0	2				2		1		
	Indeterminate	0	0	1	0	0	0	0	0	0				1	-33%	2	1	0
COVID-19																		
	COVID Cases Reviewed	2	1	0	0	0	0	0	1	0				4	-47%	10	3	
	Cases M.E. Tested in Field	0	0	0	0	0	0	0	1	0				1	-33%	2	1	
Special Cases																		
	UnClaimed Bodies	0	0	1	0	0	0	0	0	0				1	-73%	5	3	1
	Unidentified Bodies	0	0	0	0	0	0	0	0	0				0		0	0	0
	Exhumations	0	0	0	0	0	0	0	0	0				0		0	0	0
Ordered																		
	Toxicology	2	5	1	0	2	1	3	4	1				19	15%	22	20	21
	Autopsy	1	0	2	0	1	0	0	0	2				6	14%	7	9	5
Donations																		
	Whole Body Accepted	1	1	0	0	0	0	1	0	0				3		1	2	2
	Eyes/Cornea Accepted	1	0	1	0	0	0	1	0	0				3	300%	1	2	2



83-0904-LL-2022	Wexford	Released to Funeral Home	67/M that was reported to have been found dead by his wife when she checked on him. It was reported that the decedent had an extensive medical history with ASCVD, CABG, COPD, CHF and DM. It was reported that the decedent had been immobile and confined to a sofa chair for the last several days. It was noted that the decedent had gangrene in his feet and toes with insect activity present (prior to death). It was reported that the decedent was very warm to the touch with S/S of sepsis. Dr Wagner reviewed the case and determined that the cause of death was complications of sepsis with DM and ASCVD. The manner is natural.
83-0911-GL-2022	Wexford	Released to Funeral Home	75/M that was transported to the ED in respiratory distress and Dx with sepsis. The decedent had a Hx of ASCVD and was in declining health with DNR status and the family placed the decedent on comfort care only. Dr Wagner reviewed the case and determined that the cause of death was complications of sepsis. The manner is natural.
83-0913-HM-2022	Wexford	Released to Funeral Home	65/M on comfort care with sepsis and respiratory failure was placed on comfort care by family after the male condition continued to decline. Attending provider is signing the death certificate.
83-0915-WL-22	Wexford	Released to Funeral Home	57/M reported to have been found dead at home. It was reported that the decedent has a known Hx of drug use and abuse. It was reported that no substances were located on scene. DS testing indicated MET/AMP/THC/BAR and fentanyl. Dr Wagner reviewed the case and ordered toxicology testing. Cause and manner are pending.
83-0917-SL-2022	Wexford	Released to Funeral Home	79/F that was reported to have been found at home unresponsive and transported to the ED for care. The decedent had a Hx of recent fall with fractured ribs and scapula. The decedent presented with a extensive intracranial hemorrhage that was believed to be a result of injury. Dr Wagner reviewed the case and determined that the cause of death was complications of head injury from fall. The manner is accident.
83-HM-0924-2022	Wexford	Released to Funeral Home	52-year-old male who has a history of autism. Decedent went to the ED with an infected PEG tube and was septic. Decedent also had aspirated. Decedent was being placed on Hospice but expired prior to the paperwork being filled out. Dr. Wagner reviewed the circumstances of the case. Cause of death was sepsis. The manner is natural. Dr. Wagner referred the case back to the attending physician for signing.
83-0926-PF-2022	Wexford	Released to Funeral Home	73-year-old female who was found unresponsive and not breathing by her daughter. Decedent has an extensive diabetes history which includes two amputations. Decedent was non-compliant with all medications. Dr. Wagner reviewed the circumstances of the case. Cause of death is complications of diabetes. The manner is natural.
83-0927-RW-2022	Wexford	Released to Funeral Home	55-year-old with a history of pancreatic cancer that has metastasized to the liver. Decedent has ascites that needs to be removed twice per week. Dr. Wagner reviewed the circumstances of the case. Cause of death is complications of pancreatic cancer. The manner is natural.
N22-0029	Wexford	Released to Autopsy Facility	36/M that was reported to have been found unresponsive by girlfriend after last been seen several minutes prior. The decedent has no medical Dx medical history and only tested positive for THC with DS kit. Dr Wagner reviewed the case and ordered a postmortem examination. Cause and manner are pending.
N22-0034	Wexford	Released to Autopsy Facility	85-year-old male who was the driver of a motorcycle who pulled out of his driveway into the path of a Wexford County Road Commission vehicle who was traveling approximately 55-60 mph. The decedent had multiple fractures and abrasions. Dr. Wagner reviewed the circumstances of the case and ordered a postmortem examination. Cause and manner are pending. Dr Wagner reviewed the autopsy findings and determined that the cause of death was multiple blunt trauma, the manner is accident.