



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, November 28, 2023, 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 OCTOBER 24, 2023, REGULAR MEETING MINUTES 1
- F. PUBLIC COMMENTS
Designated for topics on the agenda only.
- G. AGENDA ITEMS
 - 1. Sheriff's Monthly Report (*Sheriff/Undersheriff – October 2023*) 3
 - 2. MMR Monthly Update (*D. Mosholder - October 2023*) 8
 - 3. Emergency Management Monthly Report (*R. Boike – October 2023*) 13
 - 4. Central Dispatch Monthly Report (*D. Alworden – October 2023*)
 - 5. Veterans Services Monthly Report (*K. Cline – October 2023*) 14
 - 6. Sponsorship of Cadets to the Police Academy
 - 7. Appointment of County Administrator to the NLCMH Dispute Resolution Committee
 - 8. Appointments to Standing and Special Committees 15
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
Open to any public comment.
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES
October 24, 2023

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

Members Present: Brian Potter, Kathy Adams, Michael Bush, and Gary Taylor

Members Absent: None.

Also Present: Jami Bigger, Deputy County Administrator/HR Director; Randy Boike, Emergency Management Specialist; Kathy Cline, Veterans Services Director; Adm Kerr, Maintenance Director; Megan Kujawa, Sr. Exec Admin Assistant; Daniel Mosholder, MMR Operations Manager; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator/Equalization Director

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. Adams to approve the September 26, 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 (September 2023)

Sheriff Taylor was unavailable to attend the meeting. A report was provided in the packet. There were no questions or concerns regarding the report.

G.2. MMR Monthly Update (September 2023)

Mr. Mosholder, Operations Manager, was present; a report was provided in the packet. Mr. Mosholder informed the committee that the ambulance garage project on Cobb Street is complete. Mr. Mosholder discussed Munson's plan for regionalization. They will be doing some test runs from Manistee to see how much it will affect MMR.

G.3. Emergency Management Monthly Report (September 2023)

Mr. Randy Boike, Emergency Management Specialist, was present; a report was provided in the packet. Mr. Boike reviewed the report with the committee.

G.4. Central Dispatch Monthly Report (September 2023)

Mr. Duane Alworden, Central Dispatch Director, was unavailable to attend but a report was provided in the packet. There were no questions or concerns regarding the report.

G.5. Veterans Services Monthly Report (September 2023)

Ms. Kathy Cline, Veterans Services Director, was present; a report was provided in the packet and reviewed with the committee. Ms. Cline notes an increase in requests for service and stated she suspects the increase will continue through the winter months.

G.6. Reappointment to the Construction Board of Appeals

A motion was made by Comm. Bush and supported by Comm. Adams to forward a recommendation to the full board to reappoint Mr. Scott Kleinsorge to the Construction Board of Appeals for a three-year term expiring October 31, 2026. A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield stated that he has spoken with Ms. Brooke Fuller, Building Department Manager, about replacement of a Plumbing Inspector. He will reach out to his counterparts to see if they know of someone available.

Ms. Bigger stated that there will be an ad going into the paper to advertise for applicants for the special committee appointments.

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 4:24 p.m. A vote was called, all in favor. Motion passed 4-0.

Brian Potter, 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

OCTOBER

2023

LAW ENFORCEMENT DIVISION

The Wexford County Sheriff's Office, Law Enforcement Division, is comprised of 21 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.

The Law Enforcement Division received 687 calls for service. Of those calls, 233 reports were taken. As a result of those complaints, 28 arrests were made, and 54 citations were issued.

Law Enforcement Statistic Re-Cap:

Total Calls for Service	687
Total Complaints Taken	233
Felony/Misdemeanor Arrests	28
Citations Issued	54

COURT SECURITY/DEPUTY ARRESTS

Court Arrests	8
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TNT:

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

Original Reports No Deputy is currently assigned.

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 Office.

Total Civil Papers Received	133
Total Civil Papers Completed	114

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	38	Pistol Permits Issued	13
Concealed Pistol Licensing	13	Denied Permits	0
Other	5	Indiv. Pistols registered	89
Court	2		
Total Prints.....	58		

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 a shelter attendant that assists in taking care of the animals and advocating for their adoptions. The shelter took in 19 animals, adopting 16 and reuniting 2 with their owner(s).

<u>ACTIVITY:</u>	
Total Calls	29
Total Complaints/Reports	3
Animal Bites	8
Citations Issued	0
Animals Lodged in Pound	19
Animals Adopted Out	16
Animals Transferred to Rescue	1
Animals Claimed by Owners	2
Animals Euthanized	1

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	106
Total number of inmates Booked	90
Total Inmates Booked –Year to date	1010
Total Number of Inmates Released	90
Number Released-Year to date	1013
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

TRAININGS/RECOGNITIONS:

- October 2nd-3rd Deputy Wetzig and Deputy Koponen attended Advanced Roadside Interview Techniques for patrol officers. Training was held at Macomb Community College and was provided by HITS out of Abilene, Texas.
- October 10, 2023, the Law Enforcement Division attended a one-day training to obtain operator status for the TRUNARC drug identification system. The training was provided by Thermo Scientific, the maker of the TRUNARC device. The Sheriff's Office hosted the training.
- October 23rd-27th, Deputy Howard attended FTO training in Clinton Township. DeWolf & Associates provided the training.

Wexford County Animal Shelter				Reporting Month October 2023					
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 within 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	2	15	17	4	7	11	1	1	0
Cats	0	2	2	3	2	5	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		60.00	105.00		165.00
Sterilization Deposits	0.00	50.00		0.00	175.00		225.00
Ordinance Fee Refunds							
Reclaim Fees	2 animals reclaimed						30.00
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 Reported
Ed Tharp

Date Submitted
11-09-2023

Submitter's Signature

Phone
231-779-9530

Wexford County Twp Responses

October 2023

G.2.

	10 WA150	10 WA160	10 WA170	10 WB150	10 WB160	10 WB161	10 WEX E1	8 CA02	Total
Wexford-Antioch	0	0	1	0	0	0	0	0	1
Wexford-Boon	0	0	1	0	0	0	0	0	1
Wexford-Cedar Creek	0	0	3	3	3	1	1	0	11
Wexford-Cherry Grove	0	0	2	0	0	0	1	0	3
Wexford-City of Cadillac	3	1	143	18	2	2	2	0	171
Wexford-City of Manton	0	1	2	6	6	1	2	0	18
Wexford-Clam Lake	0	0	21	3	0	0	1	1	26
Wexford-Colfax	0	0	3	0	2	0	0	0	5
Wexford-Greenwood	0	0	2	0	1	1	0	0	4
Wexford-Haring	1	0	21	28	4	0	0	0	54
Wexford-Liberty	0	0	0	3	4	1	1	0	9
Wexford-Selma	0	0	2	2	0	0	2	0	6
Wexford-Slagle	0	0	1	0	0	0	0	0	1
Total	4	2	202	63	22	6	10	1	310

Wexford County 911 Responses

October 2023

Nature of Call	Wexford County	Total
10-Chest Pain (Non-Traumatic)	19	19
12-Convulsions/Seizures	5	5
13-Diabetic Problems	5	5
14-Drowning (near)/Diving/ Scuba Accident	1	1
17-Falls	47	47
19-Heart Problems / A.I.C.D.	10	10
1-Abdominal Pain/Problems	9	9
21-Hemorrhage/Lacerations	5	5
23-Overdose / Poisoning (Ingestion)	5	5
24-Pregnancy/Childbirth/Miscarriage	3	3
25-Psychiatric/ Abnormal Behavior/Suicide At	8	8
26-Sick Person (Specific Diagnosis)	74	74
28-Stroke (CVA)	9	9
29-Traffic/Transportation/Accidents	22	22
2-Allergies (Reactions)/Envenomations (Sting:	4	4
30-Traumatic Injuries (Specific)	6	6
31-Unconscious/Fainting (Near)	25	25
32-Unknown Problem (Man Down)	12	12
4-Assault/Sexual Assault	3	3
5-Back Pain (Non-traumatic or Non Recent Tra	3	3
6-Breathing Problems	26	26
7-Burns (Scalds) /Explosion	6	6
9-Cardiac or Respiratory Arrest/Death	3	3
Total	310	310

Call Disposition	Wexford County	Total
Transport	196	196
Refusal	55	55
Cancelled	59	59
Total	310	310

Response Priority	Wexford County	Total
P-1 Emergency ALS	108	108
P-2 Emergency BLS	171	171
P-3 Non-Emergent	30	30
P-18 Stage	1	1
Total	310	310

Wexford October RT Priority 1 and 2

Wexford-Antioch

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:12:00 - 00:12:59	1	1	100.00%

Wexford-Cedar Creek

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:02:00 - 00:02:59	1	1	10.00%
00:04:00 - 00:04:59	1	2	20.00%
00:07:00 - 00:07:59	1	3	30.00%
00:09:00 - 00:09:59	1	4	40.00%
00:11:00 - 00:11:59	3	7	70.00%
00:12:00 - 00:12:59	1	8	80.00%
00:13:00 - 00:13:59	1	9	90.00%
00:17:00 - 00:17:59	1	10	100.00%

Wexford-Cherry Grove

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:09:00 - 00:09:59	2	2	100.00%

Wexford-City of Cadillac

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:01:00 - 00:01:59	9	9	7.26%
00:02:00 - 00:02:59	24	33	26.61%
00:03:00 - 00:03:59	26	59	47.58%
00:04:00 - 00:04:59	25	84	67.74%
00:05:00 - 00:05:59	12	96	77.42%
00:06:00 - 00:06:59	9	105	84.68%
00:07:00 - 00:07:59	5	110	88.71%
00:08:00 - 00:08:59	6	116	93.55%
00:09:00 - 00:09:59	3	119	95.97%
00:11:00 - 00:11:59	1	120	96.77%
00:12:00 - 00:12:59	2	122	98.39%
00:14:00 - 00:14:59	2	124	100.00%

Wexford-City of Manton

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:02:00 - 00:02:59	2	2	14.29%
00:03:00 - 00:03:59	3	5	35.71%
00:04:00 - 00:04:59	1	6	42.86%
00:07:00 - 00:07:59	1	7	50.00%

00:08:00 - 00:08:59	1	8	57.14%
00:09:00 - 00:09:59	3	11	78.57%
00:11:00 - 00:11:59	1	12	85.71%
00:15:00 - 00:15:59	1	13	92.86%
00:16:00 - 00:16:59	1	14	100.00%

Wexford-Clam Lake

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	1	1	5.00%
00:01:00 - 00:01:59	3	4	20.00%
00:03:00 - 00:03:59	4	8	40.00%
00:04:00 - 00:04:59	1	9	45.00%
00:05:00 - 00:05:59	2	11	55.00%
00:06:00 - 00:06:59	3	14	70.00%
00:07:00 - 00:07:59	3	17	85.00%
00:08:00 - 00:08:59	1	18	90.00%
00:09:00 - 00:09:59	1	19	95.00%
00:10:00 - 00:10:59	1	20	100.00%

Wexford-Colfax

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:05:00 - 00:05:59	3	3	75.00%
00:06:00 - 00:06:59	1	4	100.00%

Wexford-Greenwood

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:09:00 - 00:09:59	1	1	33.33%
00:12:00 - 00:12:59	1	2	66.67%
00:16:00 - 00:16:59	1	3	100.00%

Wexford-Haring

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	1	1	2.86%
00:02:00 - 00:02:59	3	4	11.43%
00:03:00 - 00:03:59	2	6	17.14%
00:04:00 - 00:04:59	6	12	34.29%
00:05:00 - 00:05:59	4	16	45.71%
00:06:00 - 00:06:59	7	23	65.71%
00:07:00 - 00:07:59	3	26	74.29%
00:08:00 - 00:08:59	4	30	85.71%
00:09:00 - 00:09:59	3	33	94.29%
00:11:00 - 00:11:59	1	34	97.14%
00:12:00 - 00:12:59	1	35	100.00%

Wexford-Liberty

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	2	2	28.57%
00:01:00 - 00:01:59	1	3	42.86%
00:06:00 - 00:06:59	1	4	57.14%
00:09:00 - 00:09:59	1	5	71.43%
00:10:00 - 00:10:59	1	6	85.71%
00:14:00 - 00:14:59	1	7	100.00%

Wexford-Selma

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:07:00 - 00:07:59	1	1	16.67%
00:09:00 - 00:09:59	1	2	33.33%
00:10:00 - 00:10:59	2	4	66.67%
00:14:00 - 00:14:59	1	5	83.33%
00:20:00 - 00:20:59	1	6	100.00%

Wexford-Slagle

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%
00:11:00 - 00:11:59	1	1	100.00%



Emergency Management Monthly Report

November 2023

- Attended Region 7 Homeland Security meeting, Statewide EM meeting, R7 T&E Grant work
- Presented Active Shooter and Intruder Response Training for 87 faculty, staff and volunteers at Manton Public Schools
- HazMat callout requiring EGLE Emergency notification and response
- NWS Partners Meeting to rollout the new forecasting methods that will become active January 2024
- Meeting with the Wexford County Airport Manager
- Meeting to establish AuxComm within Wexford County to aid in Emergency Communications that would comply with DHS/FEMA and MSP Standards aligned with the PACE protocol

Randy Boike EMD

Wexford County Veterans Services

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

Kathy Cline, Director

1 November, 2023

Veterans Services Monthly Report

October 2023 Overview

- Veterans in office visits-105
- Logged phone contacts-327
- Veterans who received emergency assistance -4
- Veterans ineligible/denied for emergency assistance - 0
- County Burial benefits and letters have been initiated-3
- County Burial Benefits ineligible-0
-

We saw 105 Veterans/Family during the month. We had 327 phone calls. Charles attended the MVAA VSO training in Gaylord. There is nothing else to report. The office is running smoothly as we are serving our veterans and their families.

Kathy Cline, Director

BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Human Resources / Public Safety Committee
FOR MEETING DATE: November 28, 2023
SUBJECT: Appointments to Standing and Special Committees

SUMMARY OF ITEM TO BE PRESENTED:

Several appointments to Standing and Special Committees, Board and Commissions are set to expire on December 31, 2023. Information concerning Standing and Special Committees is posted on the County website, along with term expiration dates. All incumbents were contacted regarding reappointment. There are several new applications that have been received for interest in fulfilling vacancies from those not seeking reappointment.

<u>Committee or Authority</u>	<u>Member</u>	<u>Response</u>	<u>New Term Expiration</u>
Airport Authority	Ben Townsend	Seeking Reappointment	12-31-2026
Airport Authority	Carol Dehnbostel	Seeking Reappointment	12-31-2026
Airport Authority	Michael Hoover	Resignation	12-31-2025
Library Board	Linda Kimbel	Seeking Reappointment	12-31-2029
Library Board	Lee Jones	Resignation	12-31-2024
Transit Authority	Eleanor Sosenko	Seeking Reappointment	12-31-2026
Transit Authority	Rose Denny	Seeking Reappointment	12-31-2026
DHHS	Roger Hopkins	Seeking Reappointment	12-31-2027
Veterans Services	Rhonda Jakubik-Workman	Seeking Reappointment	12-31-2028
911 Advisory	Kathy Adams	Seeking Reappointment	12-31-2026
911 Advisory	Jim Meier	Seeking Reappointment	12-31-2026
Community Corrections Advisory Board	Trent Taylor	Seeking Reappointment	12-31-2025
Community Corrections Advisory Board	Will Yancer	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Adam Ottjepka	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Judge Jason Elmore	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Judge Audrey Van Alst	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Judge Melissa Ransom	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Julie Theobald	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Dean Smallegan	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Corey Wiggins	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	David DenHouten	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Charles Kennard	Seeking Reappoint	12-31-2025

Community Corrections Advisory Board	Laura O'Dell	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Kristie Hatinger	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Robert Champion	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Stephen King	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Ashley Osowski	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	William Barnett	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Judge William Fagerman	Seeking Reappoint	12-31-2025
Community Corrections Advisory Board	Amy Cox	Seeking Reappoint	12-31-2025

RECOMMENDATION:

The HR/PS Committee should review the candidates and forward committee recommendations to the full board.