



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, January 30, 2024, 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 DECEMBER 27, 2024, REGULAR MEETING MINUTES 1
- F. PUBLIC COMMENTS
Designated for topics on the agenda only.
- G. AGENDA ITEMS
 - 1. Sheriff’s Monthly Report (*Sheriff/Undersheriff – December 2023*) 3
 - 2. MMR Monthly Update (*D. Mosholder - December 2023*) 8
 - 3. Emergency Management Monthly Report (*R. Boike – December 2023*)
 - 4. Central Dispatch Monthly Report (*D. Alworden – December 2023*) 29
 - 5. Veterans Services Monthly Report (*K. Cline – December 2023*) 30
 - 6. Employee Recognition 31
 - 7. Equalization Director Position Description Update 32
- H. CORRESPONDENCE
 - 1. Medical Examiner Report (December 2023) 35
- 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
December 27, 2023

The regular meeting was called to order by Chair Brian Potter at 12:00 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; Undersheriff Richard Doehring; Megan Kujawa, Sr. Exec Admin Assistant; Daniel Mosholder, MMR Operations Manager; and 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. Bush to approve the November 28, 2023, 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 (November 2023)

Undersheriff Doehring was present. A report was provided in the packet. Undersheriff Doehring reviewed the report with the committee. He stated that the five new cadets are working on their field training and there will be three new cadets going to the academy in January. He stated that the Sheriff and Administration is working together on getting a Deputy for security at the front Courthouse entrance.

G.2. MMR Monthly Update (November 2023)

Mr. Mosholder, Operations Manager, was present. Mr. Mosholder informed the committee that one EMT left and went to Missaukee County, there will be one EMT and one Paramedic coming from Grayling. There are currently two open positions. The EMT class for March has twenty open slots and the last time he checked there were 44 applicants. He has been working with Munson and MMR locations for transfers since Munson's new hospital hub implementation. He will be providing those transfer reports going forward.

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

Mr. Randy Boike, Emergency Management Specialist, was unable to attend; a report was provided in the packet. There were no concerns.

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

Mr. Duane Alworden, Central Dispatch Director, was unable to attend; a report was provided in the packet. There were no concerns.

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

Ms. Kathy Cline, Veterans Services Director, was unable to attend; a report was provided in the packet. There were no concerns.

G.6. Employee Recognition

A motion was made by Comm. Taylor and supported by Comm. Bush to approve the presentation of Certificates of Appreciation at the Board of Commissioners meeting on January 03, 2024. A vote was called, all in favor. Motion passed, 4-0.

G.7. Resolution 24-06 Medical Examiner Cremation Permit Charges

A motion was made by Comm. Bush and supported by Comm. Adams to forward a recommendation to the full board to approve Resolution 24-06 Medical Examiner Cremation Permit Charges. A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the committee that Mr. Alworden had called him last week to let him know that there was an incident at Boon Township, and they currently don't have a fire department but there is coverage from surrounding departments. He is looking at getting training for Courthouse and Lake Street security. He is planning after the first of the year to have a Department Head meeting.

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 12:18 p.m. A vote was called, all in favor. Motion passed 4-0.

Brian Potter, Chair

Megan Kujawa, Recording Secretary



G.1.

OFFICE OF THE SHERIFF • WEXFORD COUNTY

Trent J Taylor
Sheriff

Richard R. Doehring
Undersheriff

Wexford County Office of the Sheriff

Monthly Report

DECEMBER

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 814 calls for service. Of those calls, 246 reports were taken. As a result of those complaints, 58 arrests were made, and 71 citations were issued.

Law Enforcement Statistic Re-Cap:

Total Calls for Service	814
Total Complaints Taken	246
Felony/Misdemeanor Arrests	58
Citations Issued	71

COURT SECURITY/DEPUTY ARRESTS

Court Arrests	7
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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	92
Total Civil Papers Completed	63

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	32	Pistol Permits Issued	18
Concealed Pistol Licensing	6	Denied Permits	0
Other	12	Indiv. Pistols registered	88
Court	1		
Total Prints.....	51		

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 14 animals, adopting 13 and reuniting 0 with their owner(s).

ACTIVITY:

Total Calls	23
Total Complaints/Reports	1
Animal Bites	3
Citations Issued	0
Animals Lodged in Pound	14
Animals Adopted Out	13
Animals Transferred to Rescue	0
Animals Claimed by Owners	0
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.

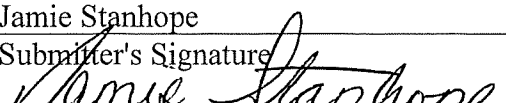
Average Daily Inmate Headcount	90
Total number of inmates Booked	112
Total Inmates Booked –Year to date	1210
Total Number of Inmates Released	120
Number Released-Year to date	1230
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

TRAININGS/RECOGNITIONS:

- December 11th and 12th All Law Enforcement Sergeants and all Corrections Sergeants attended Shield Training Supervisor Update Course at the Wexford County Sheriff's Office. Training provided by Shield Institute.
- December 18th, Deputies Hoffman, Zajac and Sgt Quiggin attended a Duty to Intervene training at Kirtland Community College. Training was provided by the Michigan Sheriff's Association.
- December 19th, Deputy Hoffman attended Train the Trainer for Duty to Intervene at Kirtland Community College. Training was provided by the Michigan Sheriff's Association.

Wexford County Animal Shelter				Reporting Month December 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	0	13	13	5	3	8	0	0	0
Cats	0	1	1	4	1	5	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		75.00	45.00		120.00
Sterilization Deposits	0.00	25.00		0.00	75.00		100.00
Ordinance Fee Refunds							
Reclaim Fees	0 animals reclaimed						0.00
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 Jamie Stanhope	Date Submitted 01-02-2024
Submitter's Signature 	Phone 231-779-9530

Wexford County 911 Responses

December 2023

G.2.

Nature of Call	Wexford County	Total
10-Chest Pain (Non-Traumatic)	20	20
11-Choking	1	1
12-Convulsions/Seizures	13	13
13-Diabetic Problems	7	7
14-Drowning (near)/Diving/ Scuba Accident	1	1
17-Falls	40	40
19-Heart Problems / A.I.C.D.	7	7
1-Abdominal Pain/Problems	3	3
20-Heat/Cold Exposure	1	1
21-Hemorrhage/Lacerations	4	4
23-Overdose / Poisoning (Ingestion)	6	6
25-Psychiatric/ Abnormal Behavior/Suicide At	5	5
26-Sick Person (Specific Diagnosis)	62	62
28-Stroke (CVA)	7	7
29-Traffic/Transportation/Accidents	32	32
2-Allergies (Reactions)/Envenomations (Sting	2	2
30-Traumatic Injuries (Specific)	6	6
31-Unconscious/Fainting (Near)	17	17
32-Unknown Problem (Man Down)	17	17
6-Breathing Problems	37	37
7-Burns (Scalds) /Explosion	8	8
8-Carbon Monoxide/Inhalation/HazMat	3	3
9-Cardiac or Respiratory Arrest/Death	7	7
Total	306	306

Call Disposition	Wexford County	Total
Transport	216	216
Refusal	43	43
Cancelled	47	47
Total	306	306

Response Priority	Wexford County	Total
P-1 Emergency ALS	127	127
P-2 Emergency BLS	150	150
P-3 Non-Emergent	26	26
P-18 Stage	3	3
Total	306	306

Wexford County Twp Responses

October 2023

	10 GTA12 E	10 GTB4 A	10 MA301 C	10 NW Sup	10 WA150	10 WA160	10 WA161	10 WA170 A	10 WA170 E	10 WA170 C
Wexford-Antioch	1	0	0	0	0	0	0	0	0	0
Wexford-Cedar Creek	0	0	0	2	0	1	1	1	3	0
Wexford-Cherry Grove	0	0	0	0	1	0	0	1	1	4
Wexford-City of Cadillac	0	1	0	0	0	2	0	38	37	42
Wexford-City of Harrieta	0	0	0	0	1	0	0	0	0	0
Wexford-City of Manton	0	0	0	0	1	0	0	1	1	0
Wexford-Clam Lake	0	0	0	0	0	0	0	8	9	3
Wexford-Colfax	0	0	0	0	0	0	0	0	1	1
Wexford-Greenwood	0	0	0	0	1	0	0	1	0	0
Wexford-Haring	0	0	0	0	4	2	0	1	3	7
Wexford-Liberty	0	0	0	0	0	0	0	0	0	0
Wexford-Selma	0	0	0	0	0	0	0	0	2	2
Wexford-South Branch	0	0	1	0	0	0	0	0	3	0
Wexford-Springville	0	0	0	0	0	0	0	0	1	0
Total	1	1	1	2	8	5	1	51	61	59

10 WB150	10 WB150	10 WB150	10 WB160	10 WB160	10 WB160	10 WB161	10 WB161	10 WEX E1	Total
0	0	0	0	1	0	0	0	0	2
0	2	1	1	4	2	2	0	2	22
0	1	0	0	0	0	0	0	4	12
4	6	2	1	1	0	0	0	1	135
0	0	0	0	0	0	0	0	0	1
3	2	3	2	3	3	0	0	3	22
1	0	0	0	0	0	0	0	0	21
0	1	1	0	1	1	0	0	0	6
1	0	0	2	1	0	0	0	0	6
8	11	13	0	4	0	0	0	5	58
2	0	0	1	2	0	0	1	1	7
0	0	0	0	0	0	0	0	4	8
0	0	0	0	0	0	0	0	1	5
0	0	0	0	0	0	0	0	0	1
19	23	20	7	17	6	2	1	21	306

Wexford Response Times December



Wexford-Antioch

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
05:00 - 05:59	2	2	0.00%	50.00 %
Wexford-Antioch				
15:00 and up	2	4	0.00%	100.00 %

Wexford-Antioch

4

0.01

Wexford Response Times December



Wexford-Cedar Creek

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	3	3	0.00%	17.65 %
Wexford-Cedar Creek				
05:00 - 05:59	4	7	0.00%	41.18 %
Wexford-Cedar Creek				
06:00 - 06:59	1	8	0.00%	47.06 %
Wexford-Cedar Creek				
08:00 - 08:59	2	10	0.00%	58.82 %
Wexford-Cedar Creek				
09:00 - 09:59	2	12	0.00%	70.59 %
Wexford-Cedar Creek				
11:00 - 11:59	2	14	0.00%	82.35 %
Wexford-Cedar Creek				
13:00 - 13:59	2	16	0.00%	94.12 %
Wexford-Cedar Creek				
15:00 and up	1	17	0.00%	100.00 %
Wexford-Cedar Creek				
17				0.01

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
05:00 - 05:59	2	2	0.00%	12.50 %
Wexford-Cedar Creek				
06:00 - 06:59	2	4	0.00%	25.00 %
Wexford-Cedar Creek				
08:00 - 08:59	4	8	0.00%	50.00 %
Wexford-Cedar Creek				
09:00 - 09:59	2	10	0.00%	62.50 %
Wexford-Cedar Creek				
10:00 - 10:59	1	11	0.00%	68.75 %
Wexford-Cedar Creek				
15:00 and up	5	16	0.00%	100.00 %
Wexford-Cedar Creek				
16				0.01

P-3

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
04:00 - 04:59	2	2	0.00%	50.00 %
Wexford-Cedar Creek				
09:00 - 09:59	2	4	0.00%	100.00 %
Wexford-Cedar Creek				
4				0.00

Wexford Response Times December



Wexford-Cherry Grove

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
08:00 - 08:59	3	3	0.00%	75.00 %
Wexford-Cherry Grove				
11:00 - 11:59	1	4	0.00%	100.00 %
Wexford-Cherry Grove				
4				0.01

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
07:00 - 07:59	2	2	0.00%	22.22 %
Wexford-Cherry Grove				
08:00 - 08:59	2	4	0.00%	44.44 %
Wexford-Cherry Grove				
10:00 - 10:59	1	5	0.00%	55.56 %
Wexford-Cherry Grove				
13:00 - 13:59	2	7	0.00%	77.78 %
Wexford-Cherry Grove				
14:00 - 14:59	1	8	0.00%	88.89 %
Wexford-Cherry Grove				
15:00 and up	1	9	0.00%	100.00 %
Wexford-Cherry Grove				
9				0.01

Wexford Response Times December



Wexford-City of Cadillac

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
01:00 - 01:59	9	9	0.00%	16.67 %
Wexford-City of Cadillac				
02:00 - 02:59	14	23	0.00%	42.59 %
Wexford-City of Cadillac				
03:00 - 03:59	7	30	0.00%	55.56 %
Wexford-City of Cadillac				
04:00 - 04:59	12	42	0.00%	77.78 %
Wexford-City of Cadillac				
05:00 - 05:59	4	46	0.00%	85.19 %
Wexford-City of Cadillac				
06:00 - 06:59	1	47	0.00%	87.04 %
Wexford-City of Cadillac				
07:00 - 07:59	3	50	0.00%	92.59 %
Wexford-City of Cadillac				
08:00 - 08:59	4	54	0.00%	100.00 %
Wexford-City of Cadillac				
54				0.00

Wexford Response Times December

**P-2**

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	2	2	0.00%	2.22 %
Wexford-City of Cadillac				
01:00 - 01:59	4	6	0.00%	6.67 %
Wexford-City of Cadillac				
02:00 - 02:59	20	26	0.00%	28.89 %
Wexford-City of Cadillac				
03:00 - 03:59	20	46	0.00%	51.11 %
Wexford-City of Cadillac				
04:00 - 04:59	17	63	0.00%	70.00 %
Wexford-City of Cadillac				
05:00 - 05:59	6	69	0.01%	76.67 %
Wexford-City of Cadillac				
06:00 - 06:59	2	71	0.00%	78.89 %
Wexford-City of Cadillac				
07:00 - 07:59	2	73	0.00%	81.11 %
Wexford-City of Cadillac				
08:00 - 08:59	6	79	0.00%	87.78 %
Wexford-City of Cadillac				
09:00 - 09:59	3	82	0.00%	91.11 %
Wexford-City of Cadillac				
10:00 - 10:59	1	83	0.00%	92.22 %
Wexford-City of Cadillac				
11:00 - 11:59	1	84	0.00%	93.33 %
Wexford-City of Cadillac				
12:00 - 12:59	2	86	0.00%	95.56 %
Wexford-City of Cadillac				
15:00 and up	4	90	0.00%	100.00 %
Wexford-City of Cadillac				

90**0.00****P-3**

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
01:00 - 01:59	2	2	0.00%	11.11 %
Wexford-City of Cadillac				
02:00 - 02:59	2	4	0.00%	22.22 %
Wexford-City of Cadillac				
03:00 - 03:59	4	8	0.00%	44.44 %
Wexford-City of Cadillac				
04:00 - 04:59	3	11	0.00%	61.11 %
Wexford-City of Cadillac				
05:00 - 05:59	3	14	0.00%	77.78 %
Wexford-City of Cadillac				
06:00 - 06:59	2	16	0.00%	88.89 %
Wexford-City of Cadillac				
07:00 - 07:59	1	17	0.00%	94.44 %
Wexford-City of Cadillac				
13:00 - 13:59	1	18	0.00%	100.00 %
Wexford-City of Cadillac				

18**15 0.00**

Wexford Response Times December



Wexford-City of Manton

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	1	1	0.00%	7.14 %
Wexford-City of Manton				
06:00 - 06:59	2	3	0.00%	21.43 %
Wexford-City of Manton				
08:00 - 08:59	2	5	0.00%	35.71 %
Wexford-City of Manton				
11:00 - 11:59	4	9	0.00%	64.29 %
Wexford-City of Manton				
15:00 and up	5	14	0.00%	100.00 %
Wexford-City of Manton				
14				0.01

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	8	8	0.00%	30.77 %
Wexford-City of Manton				
08:00 - 08:59	2	10	0.00%	38.46 %
Wexford-City of Manton				
12:00 - 12:59	3	13	0.00%	50.00 %
Wexford-City of Manton				
13:00 - 13:59	2	15	0.00%	57.69 %
Wexford-City of Manton				
14:00 - 14:59	3	18	0.00%	69.23 %
Wexford-City of Manton				
15:00 and up	8	26	0.00%	100.00 %
Wexford-City of Manton				
26				0.01

P-3

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
04:00 - 04:59	2	2	0.00%	25.00 %
Wexford-City of Manton				
15:00 and up	6	8	0.00%	100.00 %
Wexford-City of Manton				
8				0.01

Wexford Response Times December



Wexford-Clam Lake

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	1	1	0.00%	10.00 %
Wexford-Clam Lake				
03:00 - 03:59	1	2	0.00%	20.00 %
Wexford-Clam Lake				
05:00 - 05:59	1	3	0.00%	30.00 %
Wexford-Clam Lake				
06:00 - 06:59	5	8	0.00%	80.00 %
Wexford-Clam Lake				
08:00 - 08:59	2	10	0.00%	100.00 %
Wexford-Clam Lake				
10				0.00

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	1	1	0.00%	7.14 %
Wexford-Clam Lake				
04:00 - 04:59	4	5	0.00%	35.71 %
Wexford-Clam Lake				
05:00 - 05:59	2	7	0.00%	50.00 %
Wexford-Clam Lake				
06:00 - 06:59	2	9	0.00%	64.29 %
Wexford-Clam Lake				
07:00 - 07:59	1	10	0.00%	71.43 %
Wexford-Clam Lake				
10:00 - 10:59	2	12	0.00%	85.71 %
Wexford-Clam Lake				
15:00 and up	2	14	0.00%	100.00 %
Wexford-Clam Lake				
14				0.01

P-3

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
07:00 - 07:59	2	2	0.00%	100.00 %
Wexford-Clam Lake				
2				0.01

Wexford Response Times December



Wexford-Colfax

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
04:00 - 04:59	1	1	0.00%	16.67 %
Wexford-Colfax				
11:00 - 11:59	2	3	0.00%	50.00 %
Wexford-Colfax				
15:00 and up	3	6	0.00%	100.00 %
Wexford-Colfax				
6				0.01

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Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
05:00 - 05:59	2	2	0.00%	100.00 %
Wexford-Colfax				
2				0.00

Wexford Response Times December



Wexford-Greenwood

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
15:00 and up	9	9	0.00%	100.00 %

Wexford-Greenwood

9

0.02

Wexford Response Times December



Wexford-Haring

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	3	3	0.00%	8.57 %
Wexford-Haring				
03:00 - 03:59	5	8	0.00%	22.86 %
Wexford-Haring				
04:00 - 04:59	2	10	0.00%	28.57 %
Wexford-Haring				
05:00 - 05:59	10	20	0.00%	57.14 %
Wexford-Haring				
06:00 - 06:59	3	23	0.00%	65.71 %
Wexford-Haring				
07:00 - 07:59	2	25	0.00%	71.43 %
Wexford-Haring				
08:00 - 08:59	2	27	0.00%	77.14 %
Wexford-Haring				
09:00 - 09:59	4	31	0.00%	88.57 %
Wexford-Haring				
11:00 - 11:59	3	34	0.00%	97.14 %
Wexford-Haring				
12:00 - 12:59	1	35	0.00%	100.00 %
Wexford-Haring				
35				0.00

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	6	6	0.00%	12.77 %
Wexford-Haring				
01:00 - 01:59	1	7	0.00%	14.89 %
Wexford-Haring				
02:00 - 02:59	4	11	0.00%	23.40 %
Wexford-Haring				
03:00 - 03:59	9	20	0.00%	42.55 %
Wexford-Haring				
04:00 - 04:59	6	26	0.00%	55.32 %
Wexford-Haring				
05:00 - 05:59	2	28	0.00%	59.57 %
Wexford-Haring				
06:00 - 06:59	7	35	0.00%	74.47 %
Wexford-Haring				
07:00 - 07:59	6	41	0.00%	87.23 %
Wexford-Haring				
09:00 - 09:59	1	42	0.00%	89.36 %
Wexford-Haring				
10:00 - 10:59	3	45	0.00%	95.74 %
Wexford-Haring				
12:00 - 12:59	2	47	0.00%	100.00 %
Wexford-Haring				
47				0.00

Wexford Response Times December



P-3

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
03:00 - 03:59	2	2	0.00%	22.22 %
Wexford-Haring				
04:00 - 04:59	2	4	0.00%	44.44 %
Wexford-Haring				
08:00 - 08:59	5	9	0.00%	100.00 %
Wexford-Haring				
9				0.00

Wexford Response Times December



Wexford-Liberty

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
10:00 - 10:59	2	2	0.00%	33.33 %
Wexford-Liberty				
11:00 - 11:59	2	4	0.00%	66.67 %
Wexford-Liberty				
15:00 and up	2	6	0.00%	100.00 %
Wexford-Liberty				
6				0.01

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
07:00 - 07:59	2	2	0.00%	50.00 %
Wexford-Liberty				
08:00 - 08:59	2	4	0.00%	100.00 %
Wexford-Liberty				
4				0.01

Wexford Response Times December



Wexford-Selma

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
07:00 - 07:59	1	1	0.00%	14.29 %
Wexford-Selma				
08:00 - 08:59	1	2	0.00%	28.57 %
Wexford-Selma				
10:00 - 10:59	1	3	0.00%	42.86 %
Wexford-Selma				
11:00 - 11:59	1	4	0.00%	57.14 %
Wexford-Selma				
13:00 - 13:59	1	5	0.00%	71.43 %
Wexford-Selma				
15:00 and up	2	7	0.00%	100.00 %
Wexford-Selma				

7

0.01

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
14:00 - 14:59	1	1	0.00%	100.00 %

Wexford-Selma

1

0.01

Wexford Response Times December



Wexford-South Branch

P-2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
15:00 and up	2	2	0.00%	100.00 %

Wexford-South Branch

2

0.01

Wexford Response Times December



Wexford-Springville

P-1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
15:00 and up	1	1	0.00%	100.00 %

Wexford-Springville

1

0.01

Munson HC Manistee Hospital YTD Transfers

As of 1/9/2024 11:46:42AM



		P-5	P-7	P-10	P-17	Total
MUNSON HC MANISTEE HOSP	January, 23	3	41	10	9	63
	February, 23	10	32	2	9	53
	March, 23	8	38	5	15	66
	April, 23	10	34	3	10	57
	May, 23	11	46	4	15	76
	June, 23	5	49	1	15	70
	July, 23	4	44	3	16	67
	August, 23	3	56	2	11	72
	September, 23	4	42	5	12	63
	October, 23	2	50	4	12	68
	November, 23	6	39	3	10	58
	December, 23	7	50	2	12	71
	Total		73	521	44	146

Munson HC Cadillac Hospital YTD Transfers

As of 1/9/2024 11:46:42AM



		P-5	P-7	P-10	P-17	Total
MUNSON HC-CADILLAC HOSPITAL	January, 23	14	35	5	15	69
	February, 23	16	45	1	14	76
	March, 23	18	57	5	11	91
	April, 23	25	51	4	5	85
	May, 23	21	48	5	9	83
	June, 23	12	47	5	16	80
	July, 23	18	61	6	20	105
	August, 23	16	46	6	13	81
	September, 23	22	43	2	15	82
	October, 23	26	60	3	13	102
	November, 23	23	53	3	15	94
	December, 23	17	60	7	19	103
	Total	228	606	52	165	1,051

**WEXFORD COUNTY
CENTRAL DISPATCH
PUBLIC SAFETY REPORT
DECEMBER 2023**

Total LEIN Responses 17,259

CAD GENERATED: INCIDENTS:

Sheriff Department	917
Animal Control	23
Michigan State Police	542
Cadillac Police Department	542
Manton Police Department	06
EMS Calls	600
Fire Calls	144
Support Services Calls	37
Central Dispatch	73
911 Hang up/Text Back	127

TOTAL CALLS FOR SERVICE 3,253

TELEPHONE CALLS RECEIVED:

9-1-1 calls	1080
Administrative Calls	2810
TOTAL CALLS RECEIVED:	3,890

Wexford County Veterans Services

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

Kathy Cline, Director

3 January, 2024

Veterans Services Monthly Report

December 2023 Overview

- Veterans in office visits-55
- Logged phone contacts-207
- Veterans who received emergency assistance -0
- Veterans ineligible/denied for emergency assistance - 0
- County Burial benefits and letters have been initiated-2
- County Burial Benefits ineligible-0
-

We saw 55 Veterans/Family during the month. We had 207 phone calls.

December, as usual, was a slower month for us due to all the snow birds heading south. But as for 2023 we saw record numbers of veterans coming in. I attribute this to Charles joining all the veteran organizations in town and getting the word out that we are here! We had a very successful Expo in August and we were also in two parades with the office vehicle gaining great exposure! Charles taught a class in benefits and filing claims at the Cadillac Community based out clinic on the north end. It was very helpful for them as they send veterans to us all the time. They were informed on what is available and how we go about filing the claims and what is needed.

Charles had his first Veterans Board of Appeals hearing with a VBA judge. This took place in Manistee. Although the outcome is not known yet, the veteran had a chance to tell his story.

Moving forward in the new year, we are looking forward to another successful year in helping veterans.

Kathy Cline, Director

BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Human Resources / Public Safety Committee
FROM: Administration
FOR MEETING DATE: January 30, 2024
SUBJECT: Employee Recognition

SUMMARY OF ITEM TO BE PRESENTED:

Wexford County would like to recognize employees for their service, per County Policy B.13-0, at 10, 15, 20, 25, 30, and 35 years. The following employees should be recognized at the next Board of Commissioners meeting for their service as follows:

EMPLOYEE NAME	DEPARTMENT	YEARS OF SERVICE
Duane Alworden	Central Dispatch	20
Raymond Griswold	Sheriff's Office	20
Jason Longstreet	Sheriff's Office	10

Duane Alworden began employment with Wexford County on February 2, 2004 as a full-time telecommunicator. On January 13, 2016, Duane was promoted to Dispatch Supervisor. Duane was chosen as the Director of Dispatch on January 7, 2018 and continues to hold this position.

Raymond Griswold began employment with Wexford County on February 13, 2004 as a part-time Corrections Officer. Raymond currently holds the position of full-time Corrections Officer.

Jason Longstreet began employment with Wexford County on February 12, 2014 as a full-time tele-communicator. On November 13, 2016 Jason took a position as a Corrections Officer. Jason became a part-time Court Bailiff/Transport Officer on May 09, 2022. On January 08, 2024, Jason was chosen to attend the Police Academy to become a Road Patrol Deputy.

RECOMMENDATION:

Administration recommends that the Human Resources / Public Safety Committee forwards a recommendation to the full board to present the Certificates of Appreciation at the Board of Commissioners meeting on February 07, 2024.



WEXFORD COUNTY POSITION DESCRIPTION

Position: Equalization Director

Adopted: February, 1992

- A. Summary. The administrative officer for the County Equalization process, establishes policy, oversees and participates in the appraisal analysis and equalizes all classes of properties within the County. Additionally, the director supervises, directs and assigns appraisers and support personnel to complete the equalization function.
- B. Supervision Received. Supervision is general, received from the County Board of Commissioners.
- C. Supervision Exercised. Directly supervises employees assigned to assist.
- D. Responsibilities and Essential Duties and Functions. An employee in this position may be called upon to perform any or all of the following essential duties. These examples do not include all of the duties which the employee may be expected to perform.
1. Develops methods and establishes an orderly schedule and procedure for equitable and timely survey of assessments to determine true cash/related market value of real and personal property of all assessing units.
 2. Directs a staff of Property Appraisers engaged in performing field surveys, summarizing and analyzing data.
 3. Personally conducts assessment of personal property and determines the true cash value of all classes of property within the County.
 4. Assists and trains local assessing officers, analyzing assessment reports from local units of government, and instituting corrective actions as required by law. Act as Assessor for the City of Manton.
 5. Recommends equalized valuations to the County Board of Commissioners providing related summary reports to other units of government and related justifications.
 6. Assigns, performs, schedules, reviews and approves sales/appraisal ratio studies.
 7. Prepares departmental preliminary budget, defends contents and monitors final budget throughout fiscal year for conformity to anticipated expenditure.
 8. Represents the County at hearings/review boards explaining practices, conclusions and techniques.

9. Monitors staff performance, modifies practice in keeping with new legislation, trains and assigns for best use. Initiates disciplinary actions as required.
10. Explains equalization to interested citizens and seeks voluntary compliance. May speak to groups as part of educational process.
11. Performs related duties as required.

E. Essential Functions, Qualifications and KSAs for Employment. All of the following functions, qualification, KSAs and duties are essential. An employee in this class, upon appointment, should have the equivalent of the following:

1. Ability to work effectively with the public and fellow employees.
2. Ability to reason and process numbers effectively.
3. A valid Michigan driver's license.
4. Considerable knowledge of the policies and procedures of equalization.
5. Graduation from high school and five years of related experience.
6. Certified at a Level III.



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		Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	FY 2023	% +/- from prev.	FY 2022	FY 2021	FY 2020	FY 2019
# Cases Investigated by MMMEG		15	8	10	7	8	6	10	7	14	7	16	11	119	-16%	142	143	145	99
	Scene Investigations	10	6	8	5	5	5	8	6	8	7	12	8	88	-7%	95	98	99	
	Cremation Permits	37	26	26	26	22	20	37	17	33	22	23	31	320	-1%	3230	3740	292	217
Manner of Death																			
	Homicide	0	0	0	0	0	0	0	1	0	0	0	0	1	0%	1	1	2	0
	Suicide	0	1	1	1	2	1	0	0	2	1	0	0	9	50%	6	3	6	7
	Accident	3	3	4	3	1	2	2	1	0	1	2	0	22		24	2600	2600	3000
	Natural	12	4	5	3	4	3	8	5	12	5	12	11	84	-21%	106	110	109	61
	Pending	0	0	0	0	0	0	0	0	0	0	2	0	2	-50%	4	1		
	Indeterminate	0	0	0	0	1	0	0	0	0	0	0	0	1	0%	1	2	1	0
Confirmed Drug Related Death																			
	Age <40yrs	0	1	0	1	0	0	0	0	0	0	0	0	2		8			
	Age >40yrs	0	0	0	0	0	2	1	1	0	1	2	0	7		3			
Special Cases																			
	UnClaimed Bodies	0	0	1	0	0	0	0	1	0	0	0	0	2	100%	1	5	3	1
	Unidentified Bodies	0	0	0	0	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		0	0	0	0
Ordered																			
	Toxicology	3	4	2	5	2	2	2	2	3	1	1	1	28	12%	25	22	20	21
	Autopsy	0	0	0	0	1	1	2	1	0	1	3	0	9	13%	8	7	9	5
Donations																			
	Whole Body Accepted	0	0	0	0	0	1	0	0	0	0	0	1	2	-33%	3	1	2	2
	Eyes/Cornea Accepted	0	1	0	0	0	0	0	0	0	0	0	0	1	-67%	3	1	2	2