



## Wexford County

### HUMAN RESOURCES / PUBLIC SAFETY COMMITTEE

*Michael Bush, Chair*

#### **NOTICE OF MEETING**

The Human Resources / Public Safety Committee of the Wexford County Board of Commissioners will hold a regular meeting on Tuesday, February 25, 2025, beginning at 4:00 p.m. in the Commissioners' Room, third floor of the Historic Courthouse, 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 JANUARY 28, 2025, REGULAR MEETING MINUTES ..... 1
- F. PUBLIC COMMENTS  
*Designated for topics on the agenda only.*
- G. AGENDA ITEMS
  - 1. Sheriff's Monthly Report (*Sheriff Taylor – Jan. 2025*) ..... 5
  - 2. MMR Monthly Update (*D. Mosholder – Jan. 2025*) ..... 10
  - 3. Emergency Management Monthly Report (*R. Boike – Jan. 2025*) ..... 14
  - 4. Central Dispatch Annual Report (*D. Alworden Annual 2024*) ..... 15
  - 5. Veterans Services Monthly Report (*Jan. 2025*) ..... 21
  - 6. Discussion on Sending a Cadet to the Police Academy
- 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

January 28, 2025  
*Michael Bush, Chair*

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

Members Present: Michael Bush, Brian Potter, Gary Taylor, Jason Baughan

Members Absent: None

Also Present: Megan Swanberg, Executive Assistant; Daniel Mosholder, MMR Operations Manager; Joe Porterfield, County Administrator/Equalization Director; Jami Bigger, Dept. Administrator/HR Director; Randy Boike, EM Coordinator; Travis Baker, Deputy Dispatch Director; Kristi Nottingham, Treasurer; Mistine Stark, Community Corrections Manager; Duane Alworden, Dispatch Director; Bob Champion, Chief PD; Micheal McDaniel, Lt. Corrections; Johanna Carey, Chief Assistant Prosecuting Attorney

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

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

**APPROVAL OF THE MINUTES**

**A motion was made by Comm. Potter and supported by Comm. Baughan to approve the December 17, 2024, 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 (December 2024)***

Lt. McDaniel informed the committee that:

- Wexford County has 81 inmates, and 20 inmates from Kalkaska.
- There is a tentative offer for a corrections officer and two current correction officers who completed their training.

Comm. Potter asked how many Correction Officers the jail is still short. Lt. McDaniel stated they will still be 3 short.

Comm. Potter asked when the new Under Sheriff starts and Lt. McDaniel said in couple weeks.

- There will be a Deputy put on TNT.

***G.2. MMR Monthly Update (December 2024)***

Mr. Mosholder, Operations Manager, informed the committee that:

- Busy year for MMR.
- Doing a little more work with this coming year for MMR stations.

- Met with contractor for Cobb St. and hoping to start this coming week.
- The new ambulance went in service Jan. 6<sup>th</sup>.
- Just released 2 new EMT's
- Mr. Mosholder interviewed 2 new paramedics this week. Waiting to hear back. Comm. Taylor asked if they were local, and Mr. Mosholder said yes from Evart.

### ***G.3. Monthly Emergency Management Report (December 2024)***

Mr. Randy Boike, Emergency Management Specialist, informed the committee that:

- Had 3 call outs on fire.
- Camp Grayling, National Guard, Army & the 7 Region 7 Managers are going to simulate Northern Strike like training where everyone will be called into the base. Mr. Porterfield asked if there is some type of notice put out for the public because residents may be concerned. Mr. Boike said they will give a couple of weeks prior for notice with information about what to expect.

### ***G.4. Central Dispatch Monthly Report (December 2024)***

Mr. Travis Baker, Deputy Dispatch Director, informed the committee that:

- Starting interview process January 30<sup>th</sup> for dispatch position.
- February 20<sup>th</sup> is going to start the interview process for the supervisor position.

### ***G.5. Veterans Services Monthly Report (December 2024)***

Veterans Services informed the committee that:

- On 18 December 2024 our Director, Kathleen Cline passed away unexpectedly. We are working through this tragic loss by coordinating with the County Offices and the MVAA Grant Office to maintain operations.
- County Burial benefits and letters that had initiated were 2.
- Veterans seen in office this month were a total of 64.

### **G.6. Acceptance of Resignation from Northern Lakes Community Mental Health Board**

**A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to accept the Resignation of Carol Blake from the Northern Lakes Community Mental Health Board. A vote was called. All in favor. Motion passed, 4-0.**

### **G.7. Appointment to Northern Lakes Community Mental Health Board**

**A motion was made by Comm. Taylor and supported by Comm. Baughan to forward a recommendation to the full board to appoint Kathy Adams to the Northern Lakes Community Mental Health Board with terms expiring March 31, 2026. A vote was called. All in favor. Motion passed, 4-0.**

### **G.8. Acceptance of Resignation from Department of Health & Human Services**

**A motion was made by Comm. Baughan and supported by Comm. Potter to forward a recommendation to the full board to Accept the Resignation of Bob Colvin from the Department of Health & Human Services. A vote was called. All in favor. Motion passed, 4-0.**

### **G.9. Appointment to Department of Health & Human Services**

**A motion was made by Comm. Baughan and supported by Comm. Potter to forward a recommendation to the full board to appoint Ben Townsend to the Department of Health & Human Services for a term expiring December 31,2026. A vote was called. All in favor. Motion passed, 4-0.**

**G.10. Resolution 25-06 Amending WMCCAB Operating Procedures & Bylaws**

**A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the full board to approve Resolution 25-06 Resolution of the Board of Commissioners for Wexford County to Provide General Operating Procedures of the Wexford-Missaukee Community Corrections Advisory Board as Amended. A vote was called. All in favor. Motion passed, 4-0.**

**G.11. Friend of the Court Position Description Update - Human Services Specialist/Clerk**

**A motion was made by Comm. Taylor and supported by Comm. Potter to approve the updated position description for the Human Services Specialist/Clerk, as presented. A vote was called. All in favor. Motion Passed, 4-0.**

**G.12. Discussion on PD Office Position Request - Manager of Finance & MIDC Grant Compliance**

**A motion was made by Comm. Baughan and supported by Comm. Taylor to forward a recommendation to the full board to approve the addition of the Manager of Finance & MIDC Compliance to the Public Defender's roster once it has been approved from MIDC.**

Comm. Potter asked when will you find out if it is going to be financially approved? Mr. Champion said the money is already there. The MIDC will meet in February.

**A vote was called. All in favor. Motion passed, 4-0.**

**CORRESPONDENCE**

None

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee that:

- The Sheriff's Office is looking into getting a server replaced or an entirely new server.
- Next Wednesday there is the Commissioner training in the boardroom.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn at 4:18 p.m. A vote was called, all in favor. Motion passed 4-0.**

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Michael Bush, Chair

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Megan Swanberg, Recording Secretary

DRAFT



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**OFFICE OF THE SHERIFF • WEXFORD COUNTY**

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Trent J Taylor  
Sheriff

Richard R. Doehring  
Undersheriff

# **Wexford County Office of the Sheriff**

## **Monthly Report**

### **January**

### **2025**

## **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 803 calls for service. Of those calls, 223 reports were taken. As a result of those complaints, 46 arrests were made, and 56 citations were issued.

### Law Enforcement Statistic Re-Cap:

Total Calls for Service	803
Total Complaints Taken	223

Felony/Misdemeanor Arrests	46
Citations Issued	56

### COURT SECURITY/DEPUTY ARRESTS

Court Arrests	13
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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.

<b>Total Civil Papers Received</b>	<b>94</b>
<b>Total Civil Papers Completed</b>	<b>75</b>

## **ADDITIONAL SERVICES:**

In addition to the many services provided by the Wexford County Sheriff's Office, the Office provides Live Scan Fingerprinting, and Pistol Purchase Permits for individuals who wish to purchase a handgun from an individual. The office is also responsible for registering firearms purchased from citizens with the State of Michigan Firearms Unit.

<u>Live Scan Fingerprint:</u>		<u>Pistol Information:</u>	
Michigan School Employment	14	Pistol Permits Issued	21
Concealed Pistol Licensing	12	Denied Permits	0
Other	5	Indiv. Pistols registered	117
Court	0		
Total Prints.....	31		

## **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 17 animals, adopting 12 and reuniting 7 with their owner(s).

### ACTIVITY:

Total Calls	
Total Complaints/Reports	2
Animal Bites	3
Citations Issued	0
Animals Lodged in Pound	17
Animals Adopted Out	12
Animals Transferred to Rescue	0
Animals Claimed by Owners	7
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	105
Total number of inmates Booked	86
Total Inmates Booked –Year to date	86
Total Number of Inmates Released	79
Number Released-Year to date	79
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

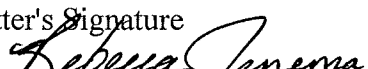


## **TRAININGS/RECOGNITIONS:**

- January 13-17<sup>th</sup>, 2025 Corrections Officer Bowen completed PPCT/HFRG Threat Pattern Recognition Use of Force Instructor Training Course at Delta College in University Center, MI.

Wexford County Animal Shelter				Reporting Month JANUARY 2025					
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 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. 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	12	13	9	0	9	0	0	0
Cats	0	4	4	3	0	3	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		135.00	00.00		135.00
Sterilization Deposits	0.00	00.00		0.00	00.00		00.00
Ordinance Fee Refunds							
Reclaim Fees	7 animals reclaimed						190.00
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 Rebecca Jenema	Date Submitted 1-02-2025
Submitter's Signature 	Phone 231-779-9530

# Munson HC Cadillac Hospital YTD Transfers



As of 2/1/2025 12:08:01AM

		P-5	P-7	P-10	P-17	Total
MUNSON HOSPITAL	January, 25	15	70	4	22	111
	Total	15	70	4	22	111

# Wexford County 911 Responses January 2025

Nature of Call	Wexford County	Total
10-Chest Pain (Non-Traumatic)	15	15
11-Choking	1	1
12-Convulsions/Seizures	18	18
13-Diabetic Problems	3	3
14-Drowning (near)/Diving/ Scuba Accident	1	1
16-Eye Problems/Injuries	1	1
17-Falls	58	58
19-Heart Problems / A.I.C.D.	12	12
1-Abdominal Pain/Problems	7	7
21-Hemorrhage/Lacerations	5	5
23-Overdose / Poisoning (Ingestion)	6	6
25-Psychiatric/ Abnormal Behavior/Suicide At	9	9
26-Sick Person (Specific Diagnosis)	71	71
28-Stroke (CVA)	6	6
29-Traffic/Transportation/Accidents	22	22
2-Allergies (Reactions)/Envenomations (Sting	1	1
30-Traumatic Injuries (Specific)	1	1
31-Unconscious/Fainting (Near)	24	24
32-Unknown Problem (Man Down)	16	16
4-Assault/Sexual Assault	2	2
5-Back Pain (Non-traumatic or Non Recent Tra	2	2
6-Breathing Problems	33	33
7-Burns (Scalds) /Explosion	12	12
8-Carbon Monoxide/Inhalation/HazMat	1	1
9-Cardiac or Respiratory Arrest/Death	4	4
<b>Total</b>	<b>331</b>	<b>331</b>

Call Disposition	Wexford County	Total
Transport	216	216
Refusal	68	68
Cancelled	47	47
<b>Total</b>	<b>331</b>	<b>331</b>

Response Priority	Wexford County	Total
P-3 Non-Emergent	75	75
P-18 Stage	9	9
P-1 Conditional Respon	120	120
P-1 Echo Response	48	48
P-2 Emergency No Ligh	79	79
<b>Total</b>	<b>331</b>	<b>331</b>

# Wexford County Twp Responses

January 2025

	10 WA150 A	10 WA150 B	10 WA160 A	10 WA160 B	10 WA161	10 WA162	10 WA170 A	10 WA170 B	10 WA170 C	10 WB150 A	10 WB150 B	10 WB150 C	10 WB160 A	10 WB160 B	10 WB160 C	10 WB161 A	10 WB161 B	10 WB161 C	10 WB161 D	10 WB162	10 WEX E1 A	10 WEX E1 B
<b>Wexford-Cedar Creek</b>	0	1	1	0	1	1	1	1	0	0	4	0	1	3	1	0	2	3	1	2	0	0
<b>Wexford-Cherry Grove</b>	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0
<b>Wexford-City of Cadillac</b>	2	4	0	0	0	0	35	64	36	3	3	3	1	3	0	0	2	0	0	1	0	2
<b>Wexford-City of Manton</b>	1	0	0	0	0	2	1	0	0	0	0	0	0	2	2	1	1	2	2	3	0	0
<b>Wexford-City of Mesick</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
<b>Wexford-Clam Lake</b>	0	1	0	0	0	0	6	6	6	0	1	1	1	0	0	0	0	1	0	0	0	0
<b>Wexford-Colfax</b>	1	1	1	1	0	2	2	0	0	0	0	1	1	0	0	3	0	0	0	2	1	0
<b>Wexford-Greenwood</b>	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
<b>Wexford-Haring</b>	6	10	0	0	0	0	6	9	7	5	10	5	2	0	0	0	0	1	1	1	0	1
<b>Wexford-Henderson</b>	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Wexford-Liberty</b>	0	0	1	0	1	0	0	0	1	0	1	1	0	1	3	0	0	1	1	1	0	0
<b>Wexford-South Branch</b>	0	0	0	0	0	0	1	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0
<b>Total</b>	10	17	5	1	3	6	52	81	50	8	19	11	7	9	7	6	6	9	5	10	1	3

<b>10 WEX E1 C</b>	<b>Total</b>
0	23
0	4
1	160
1	18
0	1
1	24
1	17
0	3
0	64
0	1
1	13
0	3
5	331



## Emergency Management Monthly Report

*February 2025*

- Attended Region 7 Homeland Security meeting, Statewide EM meeting, R7 T&E Grant work
- Callouts- (1) Structure Fire, (1) School Threat
- Planning meeting with Michigan National Guard/Army/Region 7 in preparation for Operation Northern Exposure 25 and MOBEX25
- Meetings with Fire Chiefs
- ISD School Safety Planning Meeting
- Debrief with Manton Police Chief
- CAPS Emergency Equipment and Emergency Notification System Audit
- Preparation for Wildfire Season
- Upcoming: Camp Grayling Full Scale Exercise will be monthly thru June, CORE Pipeline Safety TTX, Wildfire Refresher Training for Local Departments wit State/Federal Partners, Mackinaw Straits Ice Rescue Exercise with US Coast Guard and Region 7 Partners

Randy Boike EMD



# 2024 ANNUAL REPORT

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## Wexford County 911



## 2024 STATISTICS

- 911 CALLS - 14,993
- NON-EMERGENCY CALLS - 36,667
- TOTAL 911 AND NON-EMERGENCY - 51,660
- CAD ENTRIES - 34,925
- RADIO PTT (PUSH TO TALK) - 741,711
- TEXT-TO-911 - 1,269
  
- BUSIEST DAY OF THE WEEK: FRIDAY
- BUSIEST TIME OF THE DAY: 2:00PM - 3:00PM
  
- BUSIEST DAY OF THE YEAR: AUGUST 27<sup>TH</sup> 2024  
*(LARGE WINDSTORM WITHIN WEXFORD COUNTY)*
  - 101 911 CALLS
  - 156 CAD ENTRIES
  - 156 NON-EMERGENCY PHONE CALLS

## Agencies We Serve

Wexford County Sheriff's Office  
City of Cadillac Police Department  
City of Manton Police Department  
Michigan State Police  
Michigan Department of Natural Resources  
(Fire Division and Law Conservation Division)  
Wexford County Animal Control  
City of Cadillac Fire Department  
Northwest Wexford Emergency Authority  
Boon Township Fire Department  
Cedar Creek Township Fire Department  
Cherry Grove Fire and EMS Services  
Colfax-Greenwood Fire Department  
Haring Township Fire Department  
City of Manton Fire Department  
Selma Township Fire Department  
Slagle-Harrietta Fire Department  
South Branch Township Fire Department  
Mobile Medical Response (MMR)  
Wexford County Road Commission

## Major projects completed in 2024

- Finished the implementation of CAD access for Cadillac Police Department. Now CPD can see every open and pending call for service created by Central Dispatch. This not only improves situational awareness but also reduces radio traffic as well.



- For the first time in the history of Wexford County, Fire and EMS agencies have access to CAD inside their vehicles. Tablets are owned and maintained by the respective agency. Central Dispatch loads a system on these tablets giving these agencies access to CAD inside their Fire and EMS units. Reducing response time and giving responders real-time up to date data as the dispatcher enters critical information in the system.



- Central Dispatch completed an update to the current 800MHz radio template. This update gives agencies access to contact and communicate with neighboring counties, and the ability to utilize encrypted talkgroups for private communications during high priority events. This template update was for all Law/Fire and EMS agencies in Wexford County.



**Wexford County**

**Central Dispatch**

**Public Safety**

**Report**

**January**

**2025**

## **CENTRAL DISPATCH**

Total LEIN Responses 16,553

CAD GENERATED: INCIDENTS:

Sheriff Department	886
Animal Control	40
Michigan State Police	482
Cadillac Police Department	763
Manton Police Department	07
EMS Calls	748
Fire Calls	142
Support Services Calls	40
Central Dispatch	121
911 Hang up/Text Back	114

TOTAL CALLS FOR SERVICE 3,343

TELEPHONE CALLS RECEIVED:

9-1-1 calls/TEXT 911	1255
Administrative Calls	3505
TOTAL CALLS RECEIVED:	4760

# ***Wexford County Veterans Services***

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

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Charles Schmitt, Veteran Service Officer

12 February, 2025

## **Veterans Services Monthly Report**

January 2025

- Veterans who received emergency assistance -0
- Veterans ineligible/denied for emergency assistance - 0
- County Burial benefits and letters have been initiated-0
- County Burial Benefits ineligible-0
- Veterans seen in office-68

We were able to service 68 Veterans this month. This included one DIC Claim, 11 Service Connected Claims, three appeals, one CHAMPVA Application, six VA Healthcare Applications, 345 Files Reviews. Additionally, we seen 30 Aging (70 or over) Veterans and five female Veterans.

GDX Report – FY23 – Comp and Pension – 20,272 (million) Medical – 15,037 (Million)  
Vocational – 695 (Hundred Thousand) Totals – 36,064 (Million).

[Geographic Distribution of VA Expenditures \(GDY\) Report - National Center for Veterans Analysis and Statistics](#) (This is a report by County and reflects ALL actions that come from Wexford County, not just what this office does)

Spring Conference will be held from 8 – 11 April. Accreditation Training is 21-25 April. I recommend the new hire attends the Spring Conference as he/she is eligible to go even without accreditation. This will also better prepare him/her for the Accreditation classes and test.

Transition – Grant training was cancelled as the WCVSC decided to post the Directors position. We will reschedule with the Grant Department when a director is identified. Next Grant report is due on 10 April. There were no issues with the Jan Grant Report. Additionally, the credit card is now in Charles name and will be switched upon the hiring of a Director.

Current issues – No Fax Capability. Possible connectivity assistance will be needed once the other office gets occupied.

Charles Schmitt, Veteran Service Officer

*Taking care of our American Heroes...past...present...future...*

# ***Wexford County Veterans Services***

401 N. Lake Street, Cadillac, MI 49601

231-775-6654

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Charles Schmitt, Veteran Service Officer

12 February, 2025

*Taking care of our American Heroes...past...present...future...*