



Wexford County

**BOARD OF COMMISSIONERS**

*Gary Taylor, Chair*

**NOTICE OF MEETING**

The Wexford County Board of Commissioners will hold a regular meeting on **Thursday, October 02, beginning at 4:00 p.m.** in the Commissioners Room, third floor of the Historic Courthouse, located at 437 E. Division St., Cadillac, Michigan.

**TENTATIVE AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLIEGIANCE
- D. ADDITIONS/DELETIONS TO THE AGENDA
- E. APPROVAL OF THE AGENDA
- F. EMPLOYEE RECOGNITION
  - 1. Rob Kulpa-15 years..... 1
- G. PRESENTATIONS AND REPORTS
- H. PUBLIC COMMENT
 

*Designated for topics on the agenda only.*
- I. CONSENT AGENDA
 

*The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission may ask that any item on the consent agenda be removed therefrom and placed elsewhere for full discussion. Such requests will be automatically respected. If any item is not removed from the consent agenda, the action noted on the agenda is approved by motion of the Commission to adopt the consent agenda.*

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- J. AGENDA ITEMS
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  - 2. Resolution No. 25-16 Extending Appreciation for Randy Boike’s Dedicated Service (HR/PS 9/23/2025) ..... 8
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  - 6. Victims Advocate Grant Agreement for FY26 (Finance 9/24/2025)..... 14
- K. ADMINISTRATOR’S REPORT
- L. CORRESPONDENCE
- M. PUBLIC COMMENT
 

*Open for any public comments.*
- N. LIAISON REPORT
- O. BOARD COMMENTS
- P. CHAIR COMMENTS
- Q. ADJOURN

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**BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM**

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**TO:** Human Resources / Public Safety Committee

**FROM:** Administration

**FOR MEETING DATE:** September 23, 2025

**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 5, 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:

<b>EMPLOYEE NAME</b>	<b>DEPARTMENT</b>	<b>YEARS OF SERVICE</b>
<b>Robert Kulpa</b>	<b>Friend of the Court</b>	<b>15-Years</b>

Robert Kulpa began his employment with Wexford County Friend of the Court on September 09, 2010, as a FOC Investigator/Mediator. On June 7, 2021, Robert was hired at the Friend of the Court for the 28<sup>th</sup> Circuit Court and continues to work in this position.

RECOMMENDATION:

The Human Resources / Public Safety Committee recommends the presentation of the Certificates of Appreciation at the Board of Commissioners meeting on October 01, 2025.

**WEXFORD COUNTY BOARD OF COMMISSIONERS**  
Regular Meeting \* Wednesday, September 17, 2025

Meeting called to order at 4:00 p.m. by Chairman Taylor.

Roll Call: Present- Commissioners Aason Sogge, Jason Nelson, Mark Nyman, Sandy Bengelink, Michael Bush, Gary Taylor, Jason Baughan, and Brian Potter.

Absent- Julie Theobald.

Pledge of Allegiance.

**Additions/Deletions to the Agenda-**

Add: J.10 2025 Marine Safety Program Grant Agreement Amendment

**Approval of the Agenda**

**MOTION** by Comm Bush, seconded by Comm Baughan to approve the agenda, as amended.

All in Favor.

**Employee Recognition-** *None.*

**Presentation and Reports-** *None*

**Public Comment-***None*

**Consent Agenda**

1. Approval of the September 3, 2025 Regular Meeting Minutes

**MOTION** by Comm Bush, seconded by Comm Nyman to approve the Consent Agenda.

All in favor.

**Agenda Items**

1. BOC Time & Date Change

**MOTION** by Comm Bengelink, seconded by Comm Bush to approve the next BOC meeting be rescheduled to October 2, 2025, at 4:00 pm the Recreation & Building meeting be changed to 3:00 pm.

Roll Call: Motion passed 8-0.

2. Board of Canvassers Appointment

Clerk Nyman explained to the Board that every odd year she is required to reach out to the local party chairs, as well as the congressional district party chairs, to receive three names of potential candidates for the open seats on the Board of Canvassers.

The Board of Commissioners is required to vote by ballot for these candidates, however, Open Meetings Act prohibits any secret voting. A ballot was handed out, and the Clerk asked all members to make a selection for each party and then sign the ballot.

After the vote, KC (Corinne) Mowrey was selected as the Republican candidate, and Marilyn Carlson was selected as the Democratic candidate.

3. Resolution No. 25-13 Purdue & Sackler-Opioid Settlement  
**MOTION by Comm Nyman, seconded by Comm Bush to approve Resolution No. 25-13 Purdue & Sackler Opioid Settlement.**

**Roll Call: Motion passed unanimously.**

4. Resolution 25-14 Generic Manufactures-Opioid Settlement  
**MOTION by Comm Baughan, seconded by Comm Bush to approve Resolution No. 25-14 Generic Manufactures Opioid Settlement.**

**Roll Call: Motion passed 8-0.**

5. Addiction Treatment Services Agreement-Opioid Funds  
**MOTION by Comm Nyman, seconded by Comm Potter to approve the Addiction Treatment Services Agreement utilizing \$100,000 of opioid funds for withdrawal management and in-patient residential treatment and authorize the chair to sign on the behalf of the County.**

**Roll Call: Motion passed 8-0.**

6. Two Seven Oh Inc. Reimbursement Grant Agreement-Wexford County Animal Shelter  
**MOTION by Comm Baughan, seconded by Comm Sogge to approve the Two Seven Oh Inc. Reimbursement grant agreement in the amount of \$5,000 for the grant period July 3, 2025, through February 1, 2026, and authorize the chair to sign on behalf of the County.**

**Roll Call: Motion passed 8-0.**

7. TKS Security Proposal-Wexford County Public Defender's Office  
**MOTION by Comm Bengelink, seconded by Comm Bush to approve the TKS Security Proposal in the amount of \$12,671.34 for Access Control Installation at the**

**Wexford County Public Defender's Office and authorize the chair to sign on behalf of the County.**

**Roll Call: Motion passed unanimously.**

8. FY2026 MIDC Compliance Plan

**MOTION by Comm Bush, seconded by Comm Bengelink to approve the Fiscal Year 2026 Michigan Indigent Defense Commission Compliance Plan and Cost Analysis and authorize the chair to sign on behalf of the County.**

**Roll Call: Motion passed 8-0.**

9. Resolution No. 25-15 Opposing House of Representatives FY26 Budget Cuts to County Revenue Sharing

**MOTION by Comm Nyman, seconded by Comm Bush to approve Resolution No. 25-15 Opposing House of Representative's FY26 Budget Cuts to County Revenue Sharing.**

**Roll Call: Motion passed 8-0.**

10. 2025 Marine Safety Program Grant Agreement Amendment

**MOTION by Comm Bengelink, seconded by Comm Nelson to approve the 2025 Marine Safety Program Grant Agreement Amendment increasing Marine Safety program funding Federal Funds in the amount of \$6,450.00 and authorize the chair to sign on behalf of the County.**

**Roll Call: Motion passed 8-0.**

**Administrator's Report-**

Administrator Porterfield thanked the board for passing the resolutions. The opioid resolutions allows the County to stay in the litigation that is pending. He is concerned with the budget process in the House cuts the revenue sharing that is proposed. Mr. Porterfield listened to a MAC podcast that stated a government shutdown is likely beginning October 1st.

He noted that he, the deputy administrator, and several board members would be attending the MAC conference from September 30<sup>th</sup> through October 2<sup>nd</sup>. That was why the meeting change was requested.

Commissioner Potter questioned if there are any identified immediate threats to the county if there is a government shutdown. Administrator Porterfield noted that DHHS shutting down would be the biggest issue to our residents. He was also informed that they have been told not to start spending the veteran's grant, even though it has been approved.

**Correspondence-** *None.*

**Public Comments-**

Don Koshmider, Cadillac, reminded everyone to watch InfoWars. He is trying to raise awareness and save lives. He mentioned house bill 4304 regarding chem trails. He is out bull horning about chem trails.

**Liaison Reports-**

Comm Nyman will be attending the CMH meeting the following day where they are interviewing and voting on a new CEO.

Comm Baughan attended a Wexford County School Safety meeting. It was announced that Dave Cox will be retiring from the ISD, and Kim Blaszak will be the interim superintendent.

Comm Taylor attended the Council on Aging meeting where they passed a budget. He announced that Marshall Moore is the new county forester. He will be working out of the Kalkaska office covering our county, as well as Missaukee and Kalkaska. He also attending a regional entity meeting where there was a grant approved for the Sheriff's Department to aid in medication, opioid, and alcohol use disorder.

**Board Comments-**

Comm Nelson commented that Charlie Kirk was assassinated with a mic in his hand. We need to pick up that microphone and continue his work spreading the word of love and Jesus.

Comm Potter thanked the Board for changing the ATS contract. He also thanked Joe and Jami for the work they do.

**Chairman's Comments-**

Chair Taylor thanked everyone for attending.

**Adjourn**

**MOTION** by Comm Bush, seconded by Comm Bengelink to adjourn at 4:16 p.m.  
**All in favor.**

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Gary Taylor, Chairperson

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Alaina M. Nyman, County Clerk

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**BOARD OF COMMISSIONERS AGENDA ITEM**

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**FROM:** Administration

**FOR MEETING DATE:** October 02, 2025

**SUBJECT:** Flu Clinic

SUMMARY OF ITEM TO BE PRESENTED:

This year, Cadillac Family Physicians is once again offering on-site flu immunizations. The cost is \$45 per person. An employee's health insurance will be billed. Cadillac Family Physicians has been providing this service since at least 2007.

In previous years, the Board of Commissioners approved paying the entire cost for employees who are not covered by insurance. However, the County has not received an invoice from Cadillac Family Physician for flu vaccinations since 2012, which was \$12.50; in 2011 the amount was \$80.00. Many employees are now covered by some type of health plan. County full-time employees are covered by the county's health plan or another health plan.

Commissioners are also eligible to receive a flu vaccination on-site.

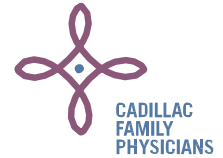
A sign-up sheet will be at the Administration Office with Flu form to be filled out at the time of your shot.

Cadillac Family Physicians will be on-site Monday, October 13th to provide flu immunizations.

RECOMMENDATION:

The Human Resources / Public Safety Committee recommends the full board approve Cadillac Family Physicians to provide on-site flu immunizations and for the County to pay the full \$45.00 for any Wexford County employee whose cost is not covered by insurance.

Tania M. LeBaron, MD  
Dominic J. Kiomento, MD  
Anne L. Broad, MD  
Kayla M. Stefanko, DO  
Amanda M. Stark, DO  
Scott Philburn, PA-C  
Ryan Straight, PA-C  
Amy Schroeder, FNP-C



September 2025

Dear Personnel Director:

Summer is near its end, and it is time to start thinking about the **Fall Seasonal Flu Season**. Fall is the time of year for adult immunization against the more prevalent strains of respiratory influenza. This influenza or “flu” is most common during the winter months and causes cough, fever and chills, sore throat, fatigue, headache, runny or stuffy nose, and muscle aches.

Influenza can make people of any age ill. Although most people are ill for only a few days, some have a much more serious illness and may need to be hospitalized. Thousands of people die each year from influenza-related illnesses. The “flu” vaccine is recommended for everyone 6 months of age and older.

Cadillac Family Physicians, P.C. has been offering on-site flu immunizations since 1993. Our office provides professional personnel to gather consent and immunize all interested employees. Our Company fee is **\$45.00 per injection, which covers the trivalent type of influenza vaccine**. If insurance is billed the prevailing office rate will be billed.

There may also be a mileage charge assessed for sites at a great distance from our office. Regardless of whether your business pays the fee, the employee pays the fee, or the cost is shared, the benefits to all are shown by the **convenience of group immunizations done right at the worksite**.

This year again, we will offer insurance billing for your employees. If you are interested in this process, please call **Julie Keller, LPN, Project Manager at (231) 876-1126** to schedule your on-site vaccinations today and inquire about insurance billing options! We also offer an injection clinic at Cadillac Family Physicians on Tuesdays and Thursdays 9am – 11am & 1pm – 5pm. Your employee can call the number on the patient services request and authorization form for an appointment and bring the completed service request menu with them.

Sincerely,

Julie A. Keller LPN  
Project Manager

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the second day of October 2025, at 4:00 p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

**RESOLUTION NO. 25-16  
EXTENDING APPRECIATION FOR  
RANDY BOIKE DEDICATED SERVICE**

**WHEREAS**, the Wexford County Board of Commissioners would like to personally thank Randy Boike for his commitment to Wexford County over the past five years. Randy worked with dedication and pride to meet the needs of Wexford County and its citizens; and

**WHEREAS**, Mr. Boike began his career with Wexford County on March 16, 2020, as a Special Deputy Sheriff/Transport Officer for Wexford County Sheriff Office; and

**WHEREAS**, Mr. Boike was appointed as the full-time Bailiff/Transport Officer on June 06, 2022; and

**WHEREAS**, Mr. Boike became the Emergency Management Specialist on January 01, 2023; and

**NOW, THEREFORE BE IT RESOLVED** that the Wexford County Board of Commissioners wishes you the best in your future endeavors and once again thanks you for your efforts for over the past five years while you served Wexford County as a very dedicated and appreciated employee.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Gary Taylor, Chairman, Wexford County Board of Commissioners

\_\_\_\_\_  
Alaina Nyman, County Clerk

STATE OF MICHIGAN     )  
  ) ss  
COUNTY OF WEXFORD    )

I hereby certify that the forgoing is a true and complete copy of the Resolution 25 - 16 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on October 02, 2025, and I further certify that public notice of such meeting was given as provided by law.

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Alaina Nyman, County Clerk

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**BOARD OF COMMISSIONERS AGENDA ITEM**

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**FROM:** Administrator  
**FOR MEETING DATE:** October 02, 2025  
**SUBJECT:** Sheriff's Request to send Two Cadets to Police Academy

SUMMARY OF ITEM TO BE PRESENTED:

The Sheriff is requesting to send two cadets to the police academy in January 2026. It is unknown at this time if grant funds will be available to pay for tuition.

RECOMMENDATION:

The HR/PS Committee recommends the full Board approve the Sheriff's request to send up to two cadets to the police academy in January 2026.

## SAFE WORKPLACE POLICY

### Purpose:

Wexford County is committed to providing a safe workplace for its employees, customers, contractors, and the public. Wexford County strictly prohibits and will not tolerate any threatened or actual workplace violence. This includes, but is not limited to, any of the following conduct in or around the work environment:

- Threatening injury or damage against a person or property;
- Fighting or threatening to fight with another person;
- Threatening to use a firearm or any other weapon;
- Having unauthorized possession of a firearm or any other weapon while on County premises or County business;
- Abusing or injuring another person;
- Abusing or damaging property;
- Using obscene or abusive language or gestures in a threatening manner; or
- Harassing behavior inconsistent with a normal work relationship or stalking.

Because of the potential for misunderstanding, joking about any of the above misconduct is also prohibited.

### Enforcement:

Any employee who exhibits unsafe workplace conduct will be required to leave County property and shall remain off County property pending the outcome of an investigation. Employees will cooperate in all investigations, and a failure to cooperate may result in a disciplinary action, up to and including discharge. If the investigation substantiates that a violation has occurred, the County will take immediate corrective action. Corrective action may include immediate discipline, up to and including termination. Additionally, the County may, in its discretion, pursue any criminal or civil remedies which may be available.

### Notification and Reporting:

All employees, temporary employees, seasonal employees, and volunteers are responsible for notifying the County of any threats which they have witnessed, received, or have been told that another person has witnessed or received. Any individual who reasonably believes that a situation with any employee or any other party may become violent, should immediately leave the area.

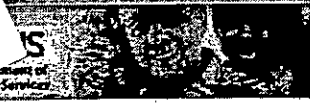
Any violations of this policy should be immediately reported in writing to the Department Head or Elected Official. If the individual does not feel comfortable reporting to the Department Director or Elected Official, or if the Department Director or Elected Official is not available, the report should be made to the Human Resources Director or the County Administrator.

A report or complaint will be promptly investigated and if a report is made in good faith the employee will be protected from retaliation or any other detrimental impact on his or her employment.

In order to provide a safe workplace and protect our employees from threats to their safety, the County must know if a court has ordered an individual to stay away from County locations. Therefore, this policy also requires all individuals who obtain a protective or restraining order which lists County locations as being protected areas, to provide the Human Resources Director a copy of any protective or restraining order. This information will be kept confidential to the extent possible.

**Wexford County Board of Commissioners  
Amendments to the 2025 Budget Log**

<b>BOC Meeting</b>				
<b>Date</b>	<b>Acct</b>	<b>Acct Description</b>	<b>Revenue</b>	<b>Expense</b>
D 2025-10-02	101-283-802.00	Computer Services		\$ (15,000.00)
	101-279-702.16	Circuit Transcripts		\$ 15,000.00
<b>Total</b>				\$15,000.00
<i>Comment/Reasoning: Transcripts costs went up.</i>				
E 2025-10-02	101-301-702.03	Permanent Employees		(\$9,318.00)
	101-301-957.00	Training		\$9,318.00
<b>Total</b>				\$ 9,318.00
<i>Comment/Reasoning: To pay for Police Academy.</i>				



# EGrAMS Application



Michigan.gov

Demographic Information

(\*) - Required field

Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor  
Application : Victim Rights Prosecutor - 2026

Program : Victim Rights Prosecutor - 2026

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## 1. Demographic Information - Page 1

Show Instructions

a. *Demographic Information Name	<input type="text" value="Wexford County of Prosecutor"/>						
b. Organizational Unit	<input type="text"/>						
c. *Address	<input type="text" value="437 E. Division Street"/>						
d. Address 2	<input type="text"/>						
e. *City	<input type="text" value="Cadillac"/>	*State	<input type="text" value="MI"/>	*Zip 1	<input type="text" value="49601"/>	Zip 2	<input type="text" value="1998"/>
f. *Federal ID Number	<input type="text" value="38-6007337"/>	Reference No.	<input type="text" value="072584741"/>		Unique Entity Id.	<input type="text" value="ELBVKK7YL1T1"/>	
g. Agency's fiscal year (beginning month and day)	<input type="text" value="October"/> - <input type="text" value="1"/>						
h. *Agency type	<input type="radio"/> Private, Non-Profit			<input checked="" type="radio"/> Public			

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor



**EGrAMS Application**

Demographic Information

(\*) - Required field

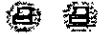
Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor      Program : Victim Rights Prosecutor - 2026  
 Application : Victim Rights Prosecutor - 2026      Show Documents

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1. Demographic Information - Page 2

1. \*Select the appropriate radio button to indicate the agency method of accounting.

- Accrual
- Cash
- Modified Accrual

User Name: *clwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*






Program / Service Information

(\*) - Required field

Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor  
 Application : Victim Rights Prosecutor - 2026

Program : Victim Rights Prosecutor - 2026

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2. Program / Service Information

Show Instructions

a. \*Program / Service Information Name

b. Is Implementing Agency Same  Yes  No

c. If Not, Implementing Agency Name

d. Project Start Date (mm/dd/yyyy)  End Date (mm/dd/yyyy)

e. Amount of Funds Allocated  Project Cost

User Name: clwright [ C Wright ] , Agency: Wexford County of Prosecutor

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Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor

Program : Victim Rights Prosecutor - 2026

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3. Certification / Contacts Information

Show Instructions

\*Contact Type

a. EGrAMS Login

b. \*Name

c. \*Address

d. Address II

e. \*City  \*State  \*Zip 1  Zip 2

f. \*Telephone  Ext.  Fax

g. \*E-Mail Address

h. Designation / Title

User Name: clwright [ C Wright ] , Agency: Wexford County of Prosecutor

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3. Certification / Contacts Information

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\*Contact Type:  Financial Officer

a. EGrAMS Login:  Kristi Nottingham ✕

b. \*Name:

c. \*Address:

d. Address II:

e. \*City:  \*State:  \*Zip 1:  Zip 2:

f. \*Telephone:  Ext.  Fax

g. \*E-Mail Address:

h. Designation / Title:  Financial Director

[Delete](#)

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor





Certification / Contacts Information

(\*) - Required field

Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor

Program : Victim Rights Prosecutor - 2026

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3. Certification / Contacts Information

Show Instructions

\*Contact Type:

a. EGrAMS Login:

b. \*Name:

c. \*Address:

d. Address II:

e. \*City:  \*State:  \*Zip 1:  Zip 2:

f. \*Telephone:  Ext.  Fax

g. \*E-Mail Address:

h. Designation / Title:

Delete

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor

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# EGrAMS Application



Assurances and Certifications

Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor      Program : Victim Rights Prosecutor - 2026

Application : Victim Rights Prosecutor - 2026      [Show Documents](#)

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**A. SPECIAL CERTIFICATIONS**

- a  By checking this box, the individual or officer certifies that the individual or officer is authorized to approve this grant application for submission to the Department of Health and Human Services on behalf of the responsible governing board, official or Grantee.
- b  By checking this box, the individual or officer certifies that the individual or officer is authorized to sign the agreement on behalf of the responsible governing board, official or Grantee.

Comment Line:

User Name: *clwright [C Wright]* , Agency: *Waxford County of Prosecutor*





Assurances and Certifications

Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor

Program : Victim Rights Prosecutor - 2026

Application : Victim Rights Prosecutor - 2026

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B. State of Michigan Information Technology Information Security Policy

1. By checking the following boxes, the Grantee acknowledges compliance with State of Michigan Information Technology Information Security Policy\* and provides the following assurances:
- a.  The Grantee Project Director will be notified within 24 hours when its users are terminated or transferred or immediately if after an unfriendly separation.
  - b.  The Grantee Project Director will annually review and certify user accounts to verify the user's access is still required and the user is assigned the appropriate permissions.
  - c.  The Grantee Project Director will remove user's access within 48 hours of notification when users are terminated or transferred, or immediately if after an unfriendly separation.
  - d.  After 120 days of inactivity, when the user attempts to log into their account they will receive a message stating their account has been deactivated, and the user will have to request the account be reinstated.

\*Policy available at [https://www.michigan.gov/documents/dmb/1340\\_193162\\_7.pdf](https://www.michigan.gov/documents/dmb/1340_193162_7.pdf)

Comment Line:

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor

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# EGrAMS Application

Narrative 

Timeout : 20 mins

Date : Jun-25-25

Agency : Wexford County of Prosecutor      Program : Victim Rights Prosecutor - 2026

Application : Victim Rights Prosecutor - 2026      [Show Documents](#)

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### 5. \*Program Synopsis

[Show Instructions](#)

1933 characters

Source

The Victim Advocate is a full-time position working to ensure all victims are notified of their rights they are entitled to under the Crime Victim's Rights Act. A victim packet is mailed when a defendant has been arraigned, notifying victims of their rights and a telephone call is placed to the victim telling them what to expect. When the victim returns the packet to the office, they are reviewed to see if the victim could possibly qualify for Crime Victim Compensation. If they appear to meet the requirements, the victim advocate reaches out to the victim and offers to help them fill out the application. Information is then entered in to Karpel if the victim wishes to be notified of court dates and sentencing, or consult with the prosecutor. The victim advocate also informs the victim of VINE services and registers them for VINE if they would like to be notified through VINE. The advocate also reaches out by phone to the victim after the arraignment to let them know the bond and the bond conditions, and also refers them to the community agencies that can assist them. Appropriate brochures are provided to victims regarding stalking, domestic violence, child abuse, and criminal sexual conduct. Victims are notified of all court dates if they requested notification by mail or text and are accompanied by an advocate to any hearings they attend. The victim advocate continues to walk through the court process with the victims that have requested to be notified through the disposition hearing. After sentencing, if the victim has requested rights, a letter of the final judgement from the court along with contact information to MDOC, jail or probation department when applicable. If the case is appealed, the victim is notified and provided an explanation regarding what is taking place. When the office is notified by MDOC of a prisoner's projected release date


Comment Line:

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# EGrAMS Application



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5. \*Program Synopsis

[Show Instructions](#)

1933 characters

Source

they appear to meet the requirements, the victim advocate reaches out to the victim and offers to help them fill out the application. Information is then entered in to Karpel if the victim wishes to be notified of court dates and sentencing, or consult with the prosecutor. The victim advocate also informs the victim of VINE services and registers them for VINE if they would like to be notified through VINE. The advocate also reaches out by phone to the victim after the arraignment to let them know the bond and the bond conditions, and also refers them to the community agencies that can assist them. Appropriate brochures are provided to victims regarding stalking, domestic violence, child abuse, and criminal sexual conduct. Victims are notified of all court dates if they requested notification by mail or text and are accompanied by an advocate to any hearings they attend. The victim advocate continues to walk through the court process with the victims that have requested to be notified through the disposition hearing. After sentencing, if the victim has requested rights, a letter of the final judgement from the court along with contact information to MDOC, jail or probation department when applicable. If the case is appealed, the victim is notified and provided an explanation regarding what is taking place. When the office is notified by MDOC of a prisoner's projected release date, a letter of notification is sent to the victim.

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Counties

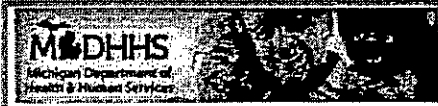
[Show Instructions](#)

\*Counties project will serve (check all that apply):

- |                                    |                                   |                                     |
|------------------------------------|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Alcona    | <input type="checkbox"/> Alger    | <input type="checkbox"/> Allegan    |
| <input type="checkbox"/> Alpena    | <input type="checkbox"/> Antrim   | <input type="checkbox"/> Arenac     |
| <input type="checkbox"/> Baraga    | <input type="checkbox"/> Barry    | <input type="checkbox"/> Bay        |
| <input type="checkbox"/> Benzie    | <input type="checkbox"/> Berrien  | <input type="checkbox"/> Branch     |
| <input type="checkbox"/> Calhoun   | <input type="checkbox"/> Cass     | <input type="checkbox"/> Charlevoix |
| <input type="checkbox"/> Cheboygan | <input type="checkbox"/> Chippewa | <input type="checkbox"/> Clare      |
| <input type="checkbox"/> Clinton   | <input type="checkbox"/> Crawford | <input type="checkbox"/> Delta      |
| <input type="checkbox"/> Dickinson | <input type="checkbox"/> Eaton    | <input type="checkbox"/> Emmet      |
| <input type="checkbox"/> Genesee   | <input type="checkbox"/> Gladwin  | <input type="checkbox"/> Gogebic    |

Comment Line:

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor



# EGrAMS Application



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Program Target Area

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### U.S. Congressional, State and House Districts

Show Instructions

#### I. \*US Congressional Districts

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> US Congress District 1            | <input type="checkbox"/> US Congress District 2  | <input type="checkbox"/> US Congress District 3  |
| <input checked="" type="checkbox"/> US Congress District 4 | <input type="checkbox"/> US Congress District 5  | <input type="checkbox"/> US Congress District 6  |
| <input type="checkbox"/> US Congress District 7            | <input type="checkbox"/> US Congress District 8  | <input type="checkbox"/> US Congress District 9  |
| <input type="checkbox"/> US Congress District 10           | <input type="checkbox"/> US Congress District 11 | <input type="checkbox"/> US Congress District 12 |
| <input type="checkbox"/> US Congress District 13           | <input type="checkbox"/> US Congress District 14 |  |

#### ii. \*State Senate Districts

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> State Senate District 1 | <input type="checkbox"/> State Senate District 2 | <input type="checkbox"/> State Senate District 3 |
| <input type="checkbox"/> State Senate District 4 | <input type="checkbox"/> State Senate District 5 | <input type="checkbox"/> State Senate District 6 |
| <input type="checkbox"/> State Senate District 7 | <input type="checkbox"/> State Senate District 8 | <input type="checkbox"/> State Senate District 9 |

Comment Line:

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7. \*Mission Statement

[Show Instructions](#)

274 characters

Source

The Wexford County Victim's Right's project strives to provide statutory services to victims of crime in accordance with PA87 of 1985 in a compassionate and concerned matter. Our goal is to provide resources and support to victims dealing with the criminal justice system.

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\*Provide a general description of staff needed to implement Victims Rights in your county. Identify the most critical activities that you perform when providing victim rights.

Show Instructions

476 characters



Source

Our county currently has 1 full-time advocate funded through our state victim rights contract. The victim advocate meets with victims providing them with information regarding the court process, mail the initial information packet, accompanies them to court, advises them of community service agencies that may be of assistance to them and gives the victim crime victim compensation adn MIVine information. The adocate also generates the victim letters and repairs reports.

Comment Line:

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If you utilize the services of volunteers in the provision of Victim Rights, please explain how this is accomplished.

85 characters

Source

The Wexford County Prosecutors office does not utilize the services of volunteers.

Comment Line:

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9. Michigan Victim Information and Notification Everyday (MI-VINE)

Show Instructions

\*Does your agency participate in MI-VINE?       Yes       No

\*Provide the number of victims registered to use MI-VINE in your county for court events during the past calendar year.     


To obtain statistics for number of Victims Registered with MI-VINE visit the website <https://www.vinewatch.com/vinewatch/>

Comment Line:

User Name: clwright [ C Wright ] , Agency: Wexford County of Prosecutor



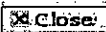




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\*Please describe your programs efforts to utilize MI-VINE. Show Instructions




450 characters

Source

When talking or meeting with victims, the advocate informs the victim about MI-Vine. The advocate encourages the victim to sign up for MI-Vine services so that they will be notified if the defendant bonds out or is released from jail and they will also receive notifications when court hearings are scheduled and adjourned. The advocate offers to register them and they are provided with MI-Vine's information if they wish to sign up themselves.

Comment Line:

User Name: *chwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*

---

Community Coordination
Timeout : 20 mins
Date : Jun-25-25

---

Agency : Wexford County of Prosecutor
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1. Community Coordination Activity 1 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

197 characters

Source

1. Member of Child Protection Council and participants in all meetings and community activities planned and share the resources they offer to our victims that would benefit with their services.

---

**Comment Line:**

User Name: *clwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*

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Community Coordination

Timeout : 20 mins

Date : Jun-25-25

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2. Community Coordination Activity 2 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

257 characters

Source

2. Member of Wexford/Missaukee Domestic Task Force and participates in all meetings and community activities planned.  
 Advocate also shares activities and resources available from the task force committee to victims that would benefit with their services.

Comment Line:

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor

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Community Coordination

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3. Community Coordination Activity 3 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

118 characters

Source

Member of teh Traverse Bay Child Advocacy Center and participates in all meetings and community activities planned.

Comment Line:

User Name: *chwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*

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Work Plan  (\*) - Required field Timeout : 20 mins Date : Jun-25-25

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11. Work Plan

Show Instructions



Victim Advocate will prov

↳ Generate and send Initial  

**\*Objective :** Victim Advocate will provide notices to crime victims as defined in the William VanRegenmorter Crime Victim Rights Act of 1995 (CVRA)

**Activity :** Generate and send initial victims' rights information as required by Michigan's CVRA for felony cases pursuant to MCL 780.756.

**Responsible Staff :** Victim Advocate      **Timeline Indicator :** Data Range ▼

**From / To Date :** 10/01/2025       09/30/2026       **Outcome Applicability :**

**Expected Outcome :** 100% of victims will receive information under this section within 7 days of defendant's arraignment.

**Measurement :** Case tracking system.

Comment Line:

User Name: chwright [ C Wright ] , Agency: Wexford County of Prosecutor



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Budget Detail

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12. Budget Detail

Show Instructions

Category :       Type :   
 Classification Seq. :       Sub Type :       Narrative :   
 Attachment :

	Description	Qty	Rate	UoM	Total	Amount	Notes	File
<input type="checkbox"/>	Other	1,950.0000	21.910	FTE	42,725.00	42,725.00		
	Victim Advocata							<input type="button" value="Browse"/>
<input type="checkbox"/>								
<input type="checkbox"/>								
<input type="checkbox"/>								
<input type="checkbox"/>								
<input type="checkbox"/>								
<b>Totals :</b>					<b>42,725.00</b>	<b>42,725.00</b>		

Comment Line:

User Name: cwright [ C Wright ] , Agency: Wexford County of Prosecutor


**EGrAMS Application**

**Michigan.gov**

Budget Detail

Timeout : 20 mins

Date : Jun-25-25

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12. Budget Detail

Show Instructions

Category :     Type :   
 Classification Seq. :     Sub Type :     Narrative :   
 Attachment :

	Description	Percent	Units	Total	Amount	Notes	File
<input type="checkbox"/>	<input checked="" type="checkbox"/> Composite Rate	18.561	37928.000	7,040.00	7,040.00		
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
				<b>Totals :</b>	7,040.00	7,040.00	

Comment Line:

User Name: clwright [ C Wright ] , Agency: Wexford County of Prosecutor


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12. Budget Detail

Show Instructions

Category :     Type :   
 Classification Seq. :     Level :  Line Item    Category    Sub Type :     Narrative :   
 Attachment :    

<input type="checkbox"/>	Description	Total	Amount	Notes	File
<input checked="" type="checkbox"/>	Mileage	400.00	400.00		
	Employee Travel and Training				<input type="button" value="Browse"/>
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<b>Totals :</b>		400.00	400.00		


Comment Line:

User Name: clwright [ C Wright ] , Agency: Wexford County of Prosecutor

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**MDHHS**  
Michigan Department of Health & Human Services

## EGRAMS Application



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12. Budget Detail
Show Instructions

Category :

Classification Seq. :  Level :  Line Item  Category

Attachment :

Type :

Sub Type :  Narrative :

	Description	Total	Amount	Notes	File
<input type="checkbox"/>	<input checked="" type="checkbox"/> Office Supplies	1,700.00	1,700.00		
<input type="checkbox"/>	<input checked="" type="checkbox"/> Postage	600.00	600.00		
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<b>Totals :</b>		2,300.00	2,300.00		

Comment Line:

User Name: *clwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*

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















12. Budget Detail

[Show Instructions](#)

Category :       Type :   
 Classification Seq. :       Level :  Line Item  Category      Sub Type :       Narrative :   
 Attachment :

	Description	Total	Amount	Notes	File
<input type="checkbox"/>	<input checked="" type="checkbox"/> Other	1,502.00	1,502.00		
	DVN Allocation				<input type="button" value="Browse"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
<b>Totals :</b>		1,502.00	1,502.00		

Comment Line:

User Name: clwright [ C Wright ] , Agency: Wexford County of Prosecutor

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13. Budget Summary

Description	Total	Amount	Narr.
<b>DIRECT EXPENSES</b>			
<b>Program Expenses</b>			
Salary & Wages	42,725.00	42,725.00	
Fringe Benefits	7,040.00	7,040.00	
Employee Travel and Training	400.00	400.00	
Supplies & Materials	2,300.00	2,300.00	
Subawards - Subrecipient Services			
Contractual - Professional Services			




Comment Line:

User Name: *clwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*



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Source of Funds  
Timeout : 20 mins
Date : Jun-25-25



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Agency : Wexford County of Prosecutor
Program : Victim Rights Prosecutor - 2026

Application : Victim Rights Prosecutor - 2026
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Close








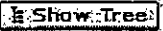




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Save
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Errors
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14. Source of Funds

Del.	Description	Total	Amount	Cash	InkInd	Narr.
	<b>TOTAL EXPENDITURES</b>	53,967.00	53,967.00	0.00	0.00	
	<b>Source of Funds</b>					
<input checked="" type="checkbox"/>	MDHHS State Agreement 	53,967.00	53,967.00	0.00	0.00	
<input checked="" type="checkbox"/>	Fees and Collections - 1st and 2nd Party 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Fees and Collections - 3rd Party 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Local 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Non-MDHHS State Agreements 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Federal 	0.00	0.00	0.00	0.00	
	<b>Totals</b>	53,967.00	53,967.00	0.00	0.00	

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Comment Line:

User Name: *chwright [ C Wright ]* , Agency: *Wexford County of Prosecutor*

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










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14. Source of Funds

Del.	Description	Total	Amount	Cash	InkInd	Narr.
<b>TOTAL EXPENDITURES</b>		53,967.00	53,967.00	0.00	0.00	
<input checked="" type="checkbox"/>	Source of Funds					
<input checked="" type="checkbox"/>	MDHHS State Agreement 	53,967.00	53,967.00	0.00	0.00	
<input checked="" type="checkbox"/>	Fees and Collections - 1st and 2nd Party 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Fees and Collections - 3rd Party 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Local 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Non-MDHHS State Agreements 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Federal 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>		0.00	0.00	0.00	0.00	
<b>Totals</b>		53,967.00	53,967.00	0.00	0.00	

Comment Line:

User Name: *chwright* [ C Wright ] , Agency: Wexford County of Prosecutor



# EGrAMS Application



Source of Funds  

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 Validate   
 Errors   
 Done   
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14. Source of Funds

Del.	Description	Total	Amount	Cash	Inkind	Narr.
<b>TOTAL EXPENDITURES</b>		53,967.00	53,967.00	0.00	0.00	
<input checked="" type="checkbox"/>	Source of Funds					
<input checked="" type="checkbox"/>	MDHHS State Agreement 	53,967.00	53,967.00	0.00	0.00	
<input checked="" type="checkbox"/>	Fees and Collections - 1st and 2nd Party 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Fees and Collections - 3rd Party 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Local 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Non-MDHHS State Agreements 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Federal 	0.00	0.00	0.00	0.00	
<input checked="" type="checkbox"/>	Other 	0.00	0.00	0.00	0.00	
<b>Totals</b>		53,967.00	53,967.00	0.00	0.00	

Comment Line:

User Name: cwright [ C Wright ] , Agency: Wexford County of Prosecutor